

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE HOLY AND UNDIVIDED TRINITY OSSETT AND GAWTHORPE

England & Wales - Charity number 1134034

## Details

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**Other names** OSSETT & GAWTHORPE PCC

**Status** Registered

**Legal form** Previously excepted

**Registered** 2010-02-03

**Register** [View on the Charity Commission register](#)

## Contact

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Ossett  
WF5 9ET

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**Website** <https://www.achurchnearyou.com/church/10848/>

## Activities

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**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** We are the Anglican Church (Church of England) in the north Ossett and Gawthorpe, West Yorkshire. We operate from two buildings - a Grade 2\* listed Church and a multi-purpose Church centre. We serve the people of the parish in multiple ways and open all of our buildings to meet the needs of the local community. We are a welcoming community, inclusive of all.

## Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Religious Activities, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- City Of Wakefield

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£214,841	£198,843	-	-
2023-12-31	£191,588	£183,026	-	-
2022-12-31	£176,275	£169,418	-	-
2021-12-31	£153,690	£153,677	-	-
2020-12-31	£111,416	£93,814	-	-

## Trustees

Name	Role	Appointed
ALDENE JANE SMITH		2017-04-23
DUNCAN RICHARD SMITH		2017-04-23
June Milburn		2017-04-23
Mrs Nicky Fleming		2017-04-23
PETER MICHAEL HOLDEN		2018-04-29

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# Accounts

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**Ossett & Gawthorpe PCC**

**Annual Report**

Prepared under the Charities Act 1993 (as amended)

**To be presented at  
The Annual Parochial Church Meeting  
Sunday, 11th May 2025**

*Trinity*Church  
in the Parish of Ossett & Gawthorpe

**Address for all  
correspondence**

The Secretary  
Ossett & Gawthorpe PCC  
Trinity Church  
Church Street  
Ossett  
West Yorkshire  
WF5 9DW

**Bankers**

Yorkshire Bank PLC  
46 Market Place  
Dewsbury  
West Yorkshire  
WF13 1 DN

**Independent  
Examiner**

**B M Howarth Ltd**  
Chartered Accountants  
5 Station Road  
WF5 8AB

**Sunday 11<sup>th</sup> May 2025**

**This meeting will take place in Trinity Church at 11.30am**

**Agenda**

**Annual Meeting of the Parishioners**

*Anyone may attend. Anyone living in the Parish on the local authority Electoral Register may also vote.*

- 1 Apologies for Absence
- 2 Minutes of the 2024 Meeting - page 3
- 3 PCC Chair thanks to the Churchwardens and those representatives leaving the PCC
- 4 Appointment of 2 x Churchwardens for 2025/2026

**Annual Parochial Church Meeting (APCM)**

*Anyone on the Church Electoral Roll may attend and vote.*

- 1 Apologies for Absence
- 2 Minutes of the 2024 Annual Parochial Church Meeting - page 4-6
- 3 Report on the proceedings of the PCC -Trustees Annual Report: **Separate Document**
- 4 Report on the 2024 Annual Accounts - **Duncan Smith, Treasurer & Vice Chair**
- 5 Appointment of an Auditor for the 2025 Annual accounts
- 6 Report on the Electoral Roll – **Mark Sayle (verbal report)**
- 7 Election of: -  
PCC members (4 vacancies for 3 years)
- 8 Safeguarding Report - page 7
- 9 Building and Grounds Enabling Group - page 8
- 10 Report on Health and Safety – page 9
- 11 Report on the Fabric, Goods & Ornaments of the Church – page 9
- 12 Report for Sunday Club – page 10
- 13 Trinity Tots & Babies Stay and Play Playgroup – page 10
- 14 Report from Wider Church Enabling Group – page 11
- 15 Worship Enabling Team – Page 11
- 16 Report of the Wakefield Deanery Synod Representatives – page 12
- 17 Belfry Report – page 12
- 18 Trinity Childcare Report – page 12
- 19 General Data Protection Regulations (GDPR) – page 12
- 20 Churchwardens Report – Page 13
- 21 PCC Chair (Resident Minister) reflections on 2024 – page 14



# ACPM Meeting

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**Date:** Sunday 19<sup>th</sup> May 2024 - Church

**Attendees:** Andrew Griffin (Chair), Duncan Smith, Aldene Smith, Sally Griffin, Mark Sayle, June Milburn, Peter Holden, Andrew Cameron, Mark Walters, Leanne Walters, Nicky Fleming, Daniel Beaumont, Julia Oldroyd, Sandra Bligh, Mavis Fones, Rhoda Lowe, Maggie Dodson, Ken Gaskell, Betty Kaye, Joan Russell-Hogley, Anne Rigg,

**Minute Secretary** Victoria Hunter

Agenda Item	Issues discussed
<b>Opening Prayer</b>	Andrew started the meeting with a prayer, reflection and welcomed everybody to the meeting.
<b>1 – Apologies for absence</b>	Mari Smith, Peter Smith, Marion Gaskell, I. Chapman, Cindy Chapman, Steven Harvey, Pam Young, Molly Beaumont, Linda Musgreave, Janet Smart,
<b>2 – Minutes of the 2023 meeting</b>	The minutes were agreed as a true record. Proposer – Duncan Smith Seconder – Peter Holden
<b>3 – PCC Lay Chairs thanks to the Churchwardens and those representatives leaving the PCC</b>	Andrew thanked Aldene Smith and June Milburn for their work throughout the year and for their continued support. Both will continue in their role.
<b>4 – Appointment of 2 x Churchwardens for 2023 / 2024</b>	Aldene Smith – Proposed by Pauline Wetherill Secoded by Linda Musgreave  June Milburn – Proposed by Pauline Wetherill Secoded by Aldene Smith  Andrew thanked Ken Gaskell and Joan Russell- Hogley as they are both coming off the PCC both due to other commitments and personal reasons.
<b>Annual Parochial Church Meeting</b>	

<p><b>1 - Apologies for Absence</b></p>	<p>Mari Smith, Peter Smith, Marion Gaskell, I. Chapman, Cindy Chapman, Steven Harvey, Pam Young, Molly Beaumont, Linda Musgreave, Janet Smart,</p>
<p><b>2 – Minutes of the 2023 Annual Parochial Church meeting</b></p>	<p>The minutes were agreed as a true record. Proposer – Duncan Smith Secunder – Mark Sayle</p>
<p><b>3 – Report on the proceedings of the PCC – Trustees Annual Report</b></p>	<p>Andrew thanked everyone for their reports and encouraged all members to read them. Throughout the year there has been more working together as a church both in the community and through smaller group work. Growth has been seen over the last few years and Andrew sees the church going from strength to strength.</p>
<p><b>4 – Report on the 2023 Annual Accounts</b></p>	<p>Duncan Smith gave a detailed report on the church finances over the year and confirmed that increases have been seen in all areas but with that comes increased expenditure. There has been a slight increase in planned giving which is encouraging, and the hire of the center is crucial in achieving a balanced budget. £40k was met towards the Parish Share against the requested £56K and Duncan explained that since the COVID pandemic it has been possible to increase the Parish Share contribution year on year but there is a still a shortfall on the full request. The reserves policy was explained, and that money needs to be set aside should any staff redundancies be made and to meet everyday expenses. In summary the finances are being well monitored, and good progress is being made for the future. Proposer – Sandra Bligh Secunder – Anne Rigg</p> <p>Andrew gave a huge thank you to Duncan for being an amazing guy and for his passion towards people, the church and the community.</p>
<p><b>5 – Appointment of an Auditor for the 2024 annual accounts</b></p>	<p>??</p>
<p><b>6 – Report on the Electoral roll</b></p>	<p>Mark Sayle explained that he had completed his review in accordance with the current rules and new people were on the roll. The new revised total is 97. 71 of these reside in the Parish. 26 are outside of the Parish.</p> <p>In 2025 a new electoral roll will be needed to ensure that everyone’s details are up to date, and an application form will need completing for this.</p>

	<p>Andrew thanked Mark for all of his hard work in this area as it takes time to keep up with. Mark was also thanked for the work that he does behind the scenes, including caring for the outside area. Mark thanked Andrew for his continued support throughout the year and throughout the review process.</p>
<p><b>7 – Election of PCC members</b></p>	<p>Ken Gaskell, &amp; Joan Russell–Hogley are coming off the PCC and they were thanked for their work throughout the year. Julie Thompson and Cindy Chapman will be joining the PCC. (lost two members but gained two members)</p>
<p><b>8 – Safeguarding Report</b></p>	<p>Leanne supplied a detailed report which everyone was encouraged to read. Progress throughout the year has been made on training and Leanne thanked everyone. Those that need to complete training will be encouraged to do so, and Leanne kindly agreed to continue with the role for another year.</p>
<p><b>9 – Buildings &amp; Grounds Enabling Group</b></p>	<p>Tony Richardson is finding his feet with the role of Buildings &amp; Grounds coordinator, which is quite a huge task, but progress has been made.</p>
<p><b>10 – Health &amp; Safety</b></p>	<p>Peter Holden has kindly agreed to oversee the relocation of the church office into the centre as the portacabin is no longer fit for purpose. In the long-term money will be saved due to heating in the cabin that is currently required.</p>
<p><b>11 – Report on the fabric, Goods &amp; Ornaments of the Church</b></p>	<p>The fabrics of the church will be a project for next year.</p>
<p><b>12 – Report for the Sunday Club</b></p>	<p>Ken was thanked for all of his energy and involvement with youth work in the community and in church. Ken &amp; Marion do an amazing job alongside the Sunday club team for children at our Church.</p>
<p><b>13 – Report from the Wider church Enabling group.</b></p>	<p>Sandra works behind the scenes in many ways and has a huge passion for helping those who are less fortunate than us. Sandra explained that more members are needed in the wider church group and Andrew said that this could be advertised in the news sheet.</p>
<p><b>14 – Report on the Worship Enabling Team</b></p>	<p>Andrew thanked all of those involved in the worship team as they do a wonderful job in helping to create Sunday worship and other events throughout the year.</p>
<p><b>15 – Report of the Wakefield Deanery Synod Representatives</b></p>	<p>See page 11 of the report.</p>
<p><b>16 – Belfry Report</b></p>	<p>No report</p>
<p><b>17 – Trinity Childcare Report</b></p>	<p>Andrew explained that Nicky &amp; Victoria work hard alongside the support of the management group to create a safe environment for the children.</p>

<p><b>18 – General Data Protection Regulations (GDPR)</b></p> <p><b>19 – Churchwardens report</b></p> <p><b>20 – PCC Chair (resident Minister) reflections in 2023</b></p> <p><b>21 – Any questions / business</b></p>	<p>Without the childcare business, church would struggle financially, and Nicky gives up a huge amount of her own time to oversee the staff. Nicky went on to explain that last years Ofsted Inspection was a ‘not met’ outcome. A further inspection and report last month now reflect the hard work of the staff team.</p> <p>The holiday club sees children attending from all over the district. Despite having its many challenges, the business is a big blessing to the church in helping to serve the community.</p> <p>All up to date</p> <p>Andrew thanked Aldene &amp; June for their reports and continued work throughout the year.</p> <p>Andrew thanked everyone for all of their hard work and support over the year and explained traditions are kept alive and present in the community in lots of different ways. As a church everyone is responsible for its growth in lots of different areas.</p> <p>Victoria was thanked for her support in the office and Sally as his wife for all her support and for being used as a sounding board.</p> <p>Peter holden asked if there was any movement on the benefice, Andrew explained that at the moment this is not something that can be discussed.</p> <p>Duncan Smith thanked Andrew &amp; Sally for being a great blessing to everyone.</p>
	<p>Meeting concluded at 12.30pm</p>
	<p>Andrew closed the meeting with a prayer.</p>
	<p>Date &amp; time of the next meeting – Tuesday 11<sup>th</sup> June @ 7.30pm</p>

## **SAFEGUARDING REPORT FOR APCM**

**May 2025**

***Safeguarding is everyone's business, and it should remain vital that it is everyone's collective responsibility at Trinity Church.***

**Safer Recruitment** - We continue to carry out the required safeguarding checks on everyone who leads or helps with activities for children and young people, and also on all PCC members. Trinity's Business & Finance Manager, Vic, continues to coordinate the DBS checks needed, and manage the schedule for any coming up for renewal as Church of England guidance is now that DBS checks are renewed every three years, instead of every five.

**Policies** – Our Safer Church & Safeguarding Policy was reviewed and approved by the PCC in Jan 2025. Safeguarding signposting information is readily available so that anyone can find out how to raise a concern or make a disclosure if the need arises. This includes the siting of safeguarding information notice boards inside the main church building, the church centre and in the bell tower. These details are routinely checked and any appropriate updates to policies and procedures incorporated. A safeguarding notice is sited in the Trinity Church News bulletin and there is a safeguarding section included on the National Church website 'A Church near You' Trinity web page. Additionally, an electronic copy of our Parish Safeguarding Policy (adopted by the PCC) can also be found there.

**Training** - We have made some progress with safeguarding training this year, though we still have some way to go to meet the national guidance. All those who lead or help with activities for children and all PCC members need to complete online training in Basic Awareness and Foundations of Safeguarding and in The Nature of Domestic Abuse. As Parish safeguarding officer, I have attended an Induction to PSO day course. I still have Leadership to attend however, as yet the dates that have come up have not suited me, so this will be a priority for the coming term.

**The Safeguarding Dashboard** - The Church of England has an online tool, which helps parishes to keep track of safeguarding by listing everything that we should be doing and how often we should be doing it, with links to more detailed explanations and guidance. The Dashboard also generates a PCC Safeguarding Action Plan which highlights what our next steps are as a parish to improve our safeguarding practice. Our latest Safeguarding Action Plan was shared and

approved by the PCC on 28.01.25, currently we are at level 2 with 55% progress made, working towards level 3.

Finally.... I am very grateful for all the support and cooperation received with safeguarding. I am willing to continue as Parish Safeguarding Representative for another year if that is the wish of the PCC.

Leanne Walters,

Parish Safeguarding Officer

Trinity Church - Ossett & Gawthorpe

[safeguardofficertrinitychurch@gmail.com](mailto:safeguardofficertrinitychurch@gmail.com)

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**Building and Grounds Enabling Group – APCM Report for 2024**

The following work has been completed throughout 2024

**CENTRE and OFFICE:**

The church office relocated into the Centre in December 2024. A special thank you to Mark Walters for completing the renovation work and to Peter Holden for overseeing the project. The new office is a much better environment to work in with space allocated in St Marys Room for office stationery and the photocopier. A decision in 2025 will need to be made on the future of the portacabin.

Wakefield Council continue to be responsible for carrying out the grass-cutting, weed-killing and the pruning of trees as necessary. They also monitor the stability of the gravestones carrying out repairs as and when necessary.

Volunteers from Church have helped to clean drains; sweep up the Centre car park; cut down hedges and cleaned the Centre gutters. A special mention needs to be noted for Mark Sayle.

The boiler, fire extinguishers and fire alarm have all been serviced this year. Key Security replaced the 14 smoke detectors and high heat detectors with bases and one of the fire alarm points has been replaced.

The lights were also replaced in the kitchen and toilets so that they are much more energy efficient.

**CHURCH:**

A fault on the boiler was fixed at the end of 2024 and a full strip down service was completed as well as some other essential work. The heating in church has continued to be a little challenging throughout the year.

The organ and fire extinguishers have all been serviced and all the church gutters were cleaned in February.

Early in 2024, approval was given to make the clock dial safe and a report was produced regarding work that is needed on all the clock dials. Work has started on raising money to fix the clock through generous donations from members of the public and grant funding will need to be sourced.

The cleaning rota continues to work well, and Victoria Hunter processed the VAT reclaim in November which is completed yearly.

**T. Richardson & V. Hunter**

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**HEALTH AND SAFETY REPORT**

During 2024 there were a small number of incidents which were reported and dealt with. Fire alarms and fire extinguishers were serviced and are all in good condition. The Health and Safety file was updated and this is scheduled again for July 2025. The main outstanding issue is the leaking of the Centre roof which causes Health and Safety issues for Staff and children when it rains. This should be addressed a.s.a.p.

**Peter Holden**  
**Health and Safety Officer**  
**Trinity Church, Ossett and Gawthorpe**

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**Report on the Fabric, Goods & Ornaments of the Church**

Inventory – there is no change from last year’s report, all ornaments and fixtures still remain and are in good condition. There will be a full revised inventory for 2025, mainly due to the new Audio and Visual equipment.

Revd. A Griffin

## **Sunday Club report for the APCM.**

Sunday Club's main purpose is to make provision for children of people who are attending the 10 am morning service. This means that the numbers can vary from none to around a dozen.

Numbers can range from 3 to 10 at the moment.

Sunday Club meets in the Trinity Centre.

The team provides stories, songs, games, prayers and craft work.

The Sunday Club members go into the final part of the church service to talk about what they have been doing and to take part in a children's song with the congregation.

Parents of young children often join us for our activities. This is particularly helpful for people who don't usually attend church as it gives them the opportunity to take part in an activity and to get to know us.

On the first Sunday in the month there is no Sunday Club as we are all in church.

**Ken Gaskell – Sunday Club Team Leader**

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## **Trinity Tots & Babies Stay and Play Playgroup**

We always set up each session the same, so the children are used to different sections of the hall.

Throughout the year we always have two tables set up.

- We have a weekly crafts table that encourages children to develop their learning and different skills.

- We always put the play doh out on a different table each week as this helps with the children's fine motor skills.

The toys are placed in the same area each week for consistency. This helps the children with understanding the setups for nursery and school. We also have many sensory toys out.

Every few weeks instead of crafts we will have an activity table.

- We will put the jigsaws, colored blocks, number games to help with their fine motor skills.

- We have Messy play. This is a sensory activity that teaches the children different textures.

Each year we host a Macmillan Coffee morning and usually raise about £50.00

The Yorkshire Owl Experience comes every October and is always a great success with both children and adults.

At the end of each summer or Christmas term, we hire Deano Bouncy castle.

Throughout 2024 have continued to welcome existing and new families to the group. The majority of which live within the local community.

**Karen Brewer**  
**Tots & Toddlers Team**

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**REPORT FROM WIDER CHURCH E-GROUP 2024**

Throughout the year we continued to give congregation members the opportunity to donate to our Christian Aid emergency church fund. This is kept in a restricted fund until needed and in October we sent £300 to the Gaza emergency appeal. In July we held our annual Children’s Society coffee morning, and this is also an opportunity for those with home collecting boxes to return them for emptying. This year we raised £145 from the coffee morning and £310 from the collecting boxes. If anyone would like to take home a collecting box for small change then please have a word. We were unable to have our Fairtrade coffee morning during Fairtrade fortnight as it clashed with the Heritage weekend. Instead, we held it in church on the first Saturday in October. The coffee morning raised £165. We had many more people interested in filling a Christmas shoebox to send to children in eastern Europe via Teams4u. 76 shoeboxes were sent with more sent online and Trinity office acted as a drop off point for filled boxes. The money for our “Cards for the congregation” donations (£85) was this year sent to Wakefield Street Kitchen who help those in the Wakefield area in need. In February Sandra and Nicky represented Trinity Church at the marriage blessing of Azaria and David who we support in their work with the Church Mission Society in Guatemala. We are only a small group and if needed meet over coffee on a Sunday morning. If anyone wishes to join us or find out more then contact me. Sandra Bligh, Wider church group co-ordinator.

**Sandra Bligh,**  
***Wider Church Enabling Group Co-Ordinator***

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**Worship Enabling Group**

No Report

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**Report of the Wakefield Deanery Synod Representatives**

**Synod Report for APCM – 2024**

**21<sup>st</sup> February 2024** - Main item – David Greenwood-Haigh: Fairtrade  
David Greenwood-Haigh is an award-winning chocolatier, a businessman and corporate team builder. He has been involved in Fairtrade over the last two decades, has previously worked for Divine Chocolate for 11 years, and has visited cocoa farmers in countries including Ghana and Haiti. David is also an LLM in the North Wakefield Benefice.

**23<sup>rd</sup> May 2024** - Geoff Park, Chief Financial Officer for Leeds Diocese, and Janet Edmond, Senior Stewardship Officer for Leeds Diocese, as our speakers.

**24<sup>th</sup> November 2024** - Speaker – Archdeacon Cat Thatcher  
Cat introduced herself as the new Archdeacon of Wakefield and Pontefract. and gave a brief of her career. And set out what her new post will involve.

**Report compiled by Rev A Griffin  
Duncan Smith, Nicky Fleming, Aldene Smith  
Deanery Synod Representatives**

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**Belfry Report**

No report

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**Trinity Childcare Report**

No Report

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**General Data Protection Regulations (GDPR)**

The General Data Protection Regulation (GDPR) is a legal framework designed to protect individuals' personal data. Trinity Church is committed to safeguarding this information and ensuring full compliance with GDPR regulations. This report outlines our practices for data collection, processing, storage, and disposal to assure our parishioners and stakeholders that their privacy is respected and protected.

This policy outlines how Trinity Church manages the retention and disposal of personal data in compliance with GDPR.

1. **Purpose of Data Retention** Personal data collected by Trinity Church is retained only as long as necessary to fulfill the purpose for which it was collected or to comply with legal, regulatory, or contractual obligations.
2. **Retention Periods** Personal data is retained for the following periods:
  - **Electoral Roll:** Retained until the next revision, as required by church regulations.
  - **Gift Aid Declarations:** Retained for a minimum of six years to comply with HMRC requirements.
  - **Safeguarding Records:** Retained indefinitely or as required by legal guidance.
  - **Contact Information:** Retained for active church members, but reviewed annually to ensure relevance.
3. **Secure Storage** Data is stored securely, whether in electronic or physical formats, with access restricted to authorized individuals.
4. **Review and Disposal** Data will be reviewed annually, and any data that is no longer needed will be securely destroyed or anonymized. Paper records will be shredded, and electronic records will be permanently deleted.
5. **Individual Rights** Individuals may request access to their data, correction of inaccuracies, or deletion of data where appropriate. Requests will be handled in accordance with GDPR guidelines.

## Rev A Griffin - Data Controller Ossett and Gawthorpe PCC

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### Churchwarden's Reports

#### Churchwarden's (Aldene Smith and June Milburn) Annual Report

Since the last APCM in May 2024 the church fabric, goods and ornaments are all still present and correct. June and I feel at Trinity Church we are an inclusive and welcoming community with opportunities for all members of the congregation to be involved in and do so if they wish. For example, reading lessons, leading intercession prayers, welcoming, serving refreshments, cleaning the church and undertaking sidespersons duties are all opportunities to be involved.

We would like to say a big thank you to Revd. Marion Gaskell for coordinating a rota to cover the above duties. Also to Peter Holden for organising a similar rota for Sidespersons duties. The above tasks are all part of encouraging us as a church family to grow and worship together.

Over the past year it is encouraging that we have seen some steady growth in numbers of both individuals and families. Our revised baptism policy is already bearing fruit with requests for baptism on the increase. All our church special services and events have been well attended and we have had positive feedback from those who have visited, which is down to everyone who has been involved, whether that be in organising and delivering these services and events, or attending and supporting them.

We also have a good connection with the wider community with regards to local schools, care homes and the Gawthorpe Maypole Committee for the Coal Carrying Championships and Gawthorpe Maypole Procession with many church members supporting the organising and delivery of these events.

Thank you to Revd. Andrew and his wife Sally who open up St Mary's Room in the Trinity Centre on the first Saturday in the month to provide tea, coffee and cakes, along with generous donations of cakes from others and to welcome anyone from the community who would like to come and join us just for a social gathering.

Following generous donations at our Gift Day, we look forward this year to the installation of a new sound system and overhead projection to help enhance our worship. A new challenge for us now is a major repair needed to the church clock faces. A fundraising programme will be a major focus over the coming period in order to raise the substantial sums of money needed to carry out these repairs.

The church office has been relocated from the Portacabin into the former childcare office in Trinity Centre. The revised arrangement has been a more welcoming sight for visitors and a safer and more appropriate environment for Victoria, our Business and Finance Manager to work in.

June and I are proud and privileged to support Revd. Andrew in our role as Churchwarden's, he is a dedicated priest and a person who is approachable, welcoming and a good listener and is someone who will work with you. He is very down to earth and that is why he is loved by so many. Continue as you are Andrew and we expect through God's grace, we will see more growth in the year to come.

**Aldene Smith (Churchwarden)**  
**June Milburn – (Churchwarden)**

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### **Vicar's Reflections 2024**

Dear Brothers and Sisters in Christ

Spring has come around once more, and the life of Trinity Church continues to move forward. I do feel 2024 was quite a tense year in some ways, but also very fruitful in others.

What made the year tense for me personally was a difference of theological views with Revd. Steven Harvey and myself. And whilst we already knew the fact that both churches are culturally different, we decided the views of each church were also too far apart to come together at this moment in time. This all resulted in Bishop Nick suspending the Benefice for up to five years. As we all know Steven Harvey has left the Church of England to go work for the Overseas Mission Fellowship (OMF) in South Asia. I am sure you will join me in keeping Steve & his family in our prayers. I am informed that Revd. Steve Harvey will be replaced at Christ Church South Ossett, and I have agreed with the Archdeacon and

the Bishop of Leeds that we will work together in bringing the Anglican churches in Ossett & Gawthorpe together.

Again in 2024, like the previous year, the church buildings appear to have been a big focus on the work we do, this of course is always inevitable with a large ageing building. For myself as a minister the most important focus is always the pastoral and spiritual welfare of our church and local community as opposed to the fabric of a building. But I also understand we have an amazing church building with a good heritage that will always take time, effort, and finance to maintain, but can at times lead me on a slightly different path away from my ministry of the people. But the building is still an important factor in our mission.

Some of the major tasks we are working on are:

- The church centre needs re-roofing, we have had quotes for this and are now looking at church grants and funding.
- The Church Clock – North face has deteriorated over the years, we had to do urgent work to secure the North Dial last year. Two more dials are now observed to have movement in the fabric around the dials. We need to raise around £90,000 for the restoration, this was a quote we had 12 months ago, Costs may have increased. We are currently looking at grants and funding, although I am finding it very difficult to get funding for the project. We have had a few kind donations for the church. If you can help in any way fund raising etc., please do. Also, prayer for this area would be most grateful.
- Regarding Audio & Visual, at the moment we are waiting for delivery of the new equipment (March 2025). The faculty has been passed through the Diocese, we have raised enough funds. Hopefully, installation will commence soon.

These are all the points we are currently working through, there are many minor works that will always come up. But can I please ask for your prayers in these areas, in particular for the funding of all projects to help Trinity church get through and fulfil all we must do to protect our amazing church building, so we can tell others about the Glory of our God.

So, for the positives:

- We have relocated the office, with a huge thanks to Peter Holden for seeing the project through. And I must mention Mark Walters, who converted the old office into an incredible safe space for Victoria Hunter to work in. A massive thank you to Mark for this and many other little jobs he does which we do not often know about.
- Again, we had a few more people join our church community in 2024, we are definitely growing numerically and spiritually, all down to the grace of our incredible God.
- The worship leadership team continue to meet every few months, I personally have found working as a team very fruitful, which enables us as a church to make those spaces for God even greater.
- There are a few more families now using church and The Sunday Club, which again is very encouraging. A huge thanks to Ken Gaskell and the Sunday Club team.
- We had a very positive Easter & Christmas, in particular the Christmas Tree Festival. The launch with Gawthorpe Brass Band went down extremely well, I had some fabulous feedback for the whole festival. This strengthens the body of the church, also engaging with the community in many ways.

- Working alongside Gawthorpe Maypole Committee is always a great way to show our commitment and presence within the community. Working alongside them brings a real joy and sense of unity to the parish.
- Heritage Day – again was a huge success, and a great way to show off our amazing building.
- Back to Church Sunday – another good day, we had a few new faces and some that have continued to worship with us.
- Trinity Childcare – as with the previous year, it is not the easiest of times, these are austere times we live in which impacts spending in general. But the team continues to move forward. Even in difficult times, childcare continues to show its integrity and spirit to work for what is best for the children – I have to thank Nicky & Vic, Sophie and all the staff for their hard work and dedication, also Duncan for his work and down to earth advice, as well as the management team who hold things together.
- A big thank you to Linda Musgreave for continuing to work with myself at Trinity Primary School. Along with Gawthorpe Academy, it is a real pleasure to work in the schools, we make a real difference in many ways. And we have had both schools in the church for festivals with a packed church full of energy - God is Good all the Time.
- Karen Pickering continues to run Tots & Toddlers; Karen does an absolutely great job. Karen has a team of volunteers, but could do with more help, she does struggle to get help at times. If you can help her out or know someone who would be willing to do a few hours volunteering a week, please do speak to me.
- Last year we had the Sunday Evening Get Together services and events. This year we will not do as many, but we will do a few of the Sunday Evening services which were more popular.
- I must also mention all those on rota's, cleaning, Sunday worship and much more. Thank you all for your dedication to God's amazing worship space.
- Friends, I am going to stop there, I realise I could go on to fill in a few more pages, but above are the main highlights of positives and achievements, I am sure you can all think of many more, so please forgive me if I have missed you out.

I would like to thank each member of the PCC for their continued dedication and hard work, in a year where they have continued to demonstrate their commitment to God and to His church here. I would also like to thank all the smaller groups within the church, with many people making everything happen. I don't want to name anyone in particular, because I am in fear of missing someone out, those who come in and clean and tidy up, the organising and printing of services and music, opening and closing the Centre, being on the church rota on a Sunday, even doing the church rota's, assisting with the churchyard and registers ... I could go on and on. Services and events do not just happen; there is a team who do all these things. Please could I urge you all if you are able to help in any way possible in the Centre or in church, please do come forward and help where you can. Those who do make this all happen, a huge thanks, you are so appreciated in everything you do.

I would like to thank the congregation for all your love, encouragement, kind words, support, and constructive feedback. In 2024 we found our preaching reverting back to the Lectionary, I must say I have rather enjoyed going back to the Gospel. I encourage you all to go out and spread God's word. I know this can be challenging but it is what Jesus commands us to do. It is the love of Christ that gives strength to everything we do and is shown within the community. I truly do love you all.

As I draw to the end, I have to thank Marion and Ken Gaskell, Duncan Smith, and Linda Musgreave. who have all supported me in the leadership of the church, as well as being up front themselves, we have an amazing Worship Leaders Team. Linda has stepped back from being a reader (LLM) but continues to help me in the school, as well as volunteering at Scargill House. Also, Daniel Beaumont, Nicky Fleming and Julia Oldroyd again thank you for contributing so much to the worship and the direction of this church. In particular Daniel & Nicky, 2024 was a new chapter for both of them, as they have both gone forward for LLM training. Please keep them both in your prayers, I know how hard it is to be committed to church, work full time, try to have family time and study for a new role. Both Daniel and Nicky have so much to offer, and I believe they will both be incredible ministers for Trinity Church, which can only strengthen our future here in Ossett & Gawthorpe.

I also would like to thank my amazing family for all their support. Sally, who keeps my feet firmly on the floor, who quite often makes me see sense when things are slightly foggy. For my children Scarlett & Elliott, and my incredible granddaughter Mia-Grace who is almost as tall as me (9 years old!!), thank you for all your love and support of which without all of you, my life would be empty, but you all give me the strength to get up and go forward.

Finally, thank you to an amazing God. In a year where He has demonstrated that He is faithful. He will never leave us or forsake us.

Whatever the future does bring we can, and will, weather whatever storm comes our way. We may still struggle to know what the future holds, but we can know and trust He who holds the future.

My love, thoughts and prayers are with you all,

God Bless,  
Andrew

**Revd Andrew Griffin**

CHARITY REGISTRATION NUMBER: 1134034

**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2024**

**B M Howarth Ltd**  
Chartered Accountants  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2024

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# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2024

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2024.

### Reference and administrative details

**Registered charity name** The Parochial Church Council of Ossett and Gawthorpe

**Charity registration number** 1134034

**Principal office** Trinity Church  
Church Street  
Ossett  
West Yorkshire  
WF5 9DW

### Ex officio Members:

**Vicar** Priest in Charge – Revd. Steven Harvey  
Associate Priest – Revd. Andrew Griffin (Resident Minister) - CHAIR

**Churchwardens** Aldene Smith  
June Milburn

**Deanery Synod  
Representatives (till 2023)** Aldene Smith (Gift Aid Officer)  
Duncan Smith (Vice Chair)  
Nicky Fleming

**Elected:** Joan Russell-Hogley *till 2025*  
Leanne Walters *till 2025 - (Safeguarding Officer)*  
Andrew Cameron *till 2025 - (Eco champion)*  
Tony Richardson *till 2025 - (Buildings & Grounds)*  
Peter Holden *till 2025 - (Health & Safety)*  
Anne Rigg *till 2024*  
Ken Gaskell *till 2023 - (Children's Work)*  
Linda Musgreave *till 2023 - (LLM – Reader)*

**PCC Secretary** Victoria Hunter

**Treasurer** Duncan Smith

**Independent examiner** Charles R Moorby

B M Howarth Ltd  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

### **PCC Statement of purpose:**

Alongside the vicar, the purpose of the PCC is to share in servant leadership as we listen to God and share in his mission at Trinity Church, our local community of Ossett & Gawthorpe and the world. We aim to develop and grow in our love of God, our love of each other and our love and unity with the wider church.

### **Objectives and activities**

Trinity Church is *'a Christian Community living and sharing faith.'*

Trinity Church alongside Christ Church South Ossett is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith through many community services and events.

Our purpose and aims are delivered through our activities within the Enabling Groups:

- Ministry Team, as well as involvement with local schools including Holy Trinity Primary and Gawthorpe Community Academy.
- Trinity Babies and Trinity Tots, the Alpha & Omega Clubs.
- Trinity Sunday Club.

We continue to serve and provide positive support for families and individuals through:

- Baptisms & Thanksgiving
- Weddings
- Funerals plus several funerals outside church at the crematoriums.
- Memorial Service
- Interment of Ashes
- The annual Remembrance Service.
- Service for Gawthorpe May Day festivities.
- Community events such as Christmas Tree Festival, Heritage Day etc.

### **Structure, Governance and Management.**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission. There are six formal meetings of the PCC across the year. Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee, which has power to transact the business of the Parochial Church Council between its meetings but is primarily used to formulate the agenda for meetings. Four of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church) enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. The PCC continues to develop a robust approach to Safeguarding, Leanne Walters & Revd. Andrew Griffin meet regularly and continue to work on the Traffic Light System, as introduced by Leeds Diocese and The Church of England.

Overall, it feels as though it has been a positive and productive year for Trinity. The coming together as a benefice is in a state of tension, both Trinity & Christ Church South Ossett are two very independent churches with totally different cultures. However, we continue to come together at certain services and community events. Trinity Church has again had growth in numbers and spiritually, which is very positive as we move forward. In 2023 we introduced a Ministry Leaders Team, looking at the worship and spiritual direction of Trinity Church, which has been very fruitful for the ministry and vision for the church. Can I also ask for your continued prayers for Trinity Church, Christ Church South Ossett, the Diocese of Leeds, its Bishops, and the Church of England.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

### Achievements and performance

Post Covid, including 2023, continued to pose challenges for the wider Church of England. As the year progressed church services and events started to return to normal patterns. Trinity Church has had growth in congregation numbers and finance, which gives a good platform to move forward.

A few of our performance and achievements for 2023:

- Continuation of monthly coffee mornings, which has been very popular with both Trinity and Christ Church, this has been very well attended including people on the fringes of church life.
- Trinity continues to play a part in Gawthorpe Coal Race and the Mayday festivities, enabling the church to be very present in the local community.
- We continue to work to our Mission and Vision plan alongside our sermon series. This year we also looked at adopting Leading Your Church into Growth (LYCIG) starting off looking at our Welcome. We also continue to look at Audio & Visual, which has become more challenging than expected due to funding and time.
- Reverend Andrew & Linda Musgreave continue with a two-year Collective Worship programme at Holy Trinity Primary School and deliver this weekly. We had a very successful Christmas family service in the school, which will continue 4 times per year. School links are very strong and well supported. Reverend Andrew & Nick Hamill are both foundation governors in the school. Reverend Andrew is involved in many other projects in school as well as a Mental Health champion.
- We have seen new faces in our Sunday Club; Tots and Babies are busier than ever thanks to Ken & Marion Gaskell and Karen Pickering and their teams.
- Remembrance Sunday, had a new fresh idea, bringing together all of the uniform groups in our local area, and allowing the service to be youth focused, taking Remembrance to the next generation.
- Childcare & Holiday club is now going strong with many attending from the local community.
- Both Easter & Christmas Services were very well attended.
- 3 Bible study courses for Lent, Summer & Advent, the Christmas study in particular was very well received.
- We held a Christmas Tree Festival over 2 days which was very well attended and much appreciated by the local community. Also, local businesses got on board with the event. A huge thanks to Ken & Marion Gaskell and the Scout groups for all their planning and involvement as well as all the Trinity Members who worked so hard to make it happen.

This is just a selection of achievements and performances, there has been some good progress, and we will continue to build on what we historically had and also what we have gained.

### Financial review

The financial picture for 2023 saw an increase in income across most channels through increased activity, including giving and donations, fees and charges, fundraising, centre hire and childcare provision with a corresponding increase in expenditure. Total receipts on unrestricted funds were £180,418 of which £31,035 was unrestricted donations and legacies, including £5,371 from Gift Aid.

Planned Giving and Gift Aid (Note 4) was slightly up in 2023. The mainly downward trend in this area levelled off in 2023, which is encouraging and something to build upon. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget. Expenditure from unrestricted funds amounted to £173,378.

The PCC committed to make a £40,000 contribution towards the circa £56,000 requested to the Common Fund and this level was met, after making a contribution of £36,000 in 2022 against a request of circa £55,000.

The net result for the year was an excess of income over expenditure of £7,040 on unrestricted funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

### Reserves Policy

Due to continuing liabilities in 2023, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted cash funds of at least £40,000 (£10,000 church; £30,000 Childcare), to enable the church to meet its obligations for at least a three-month period. The unrestricted cash at the bank and in hand of £87,084 as at 31st December 2023 more than covered this. A significant proportion of the balance of £52,726 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£13,206), a legacy for a new Font, if one is needed, or to maintain the heating system (£9,381) and a (£4,834) Covid Sustainability Grant and a HAF Grant (£17,724) from the Local Authority.

### Church Staff & Volunteers

Revd. Steven Harvey is Priest in Charge of Trinity and Christ Church and Resident Minister at Christ Church, South Ossett. Revd. Andrew Griffin is Associate Priest at Trinity Church and Christ Church and Resident Minister of Trinity Church. Revd. Marion Gaskell continues to be an active part of the church leadership team along with her husband Ken Gaskell, a retired Church Army Captain. Ken has led an able team of leaders within the Sunday Club which supports ministry with children and families as part of Sunday Worship. Marion also has permission to officiate, Ken a local scout group leader who brings incredible gifts and skills is also authorised to lead ministry, preach, and teach.

Readers Duncan Smith and Linda Musgreave continue to serve the church in many ways, which we are most grateful for. Aldene Smith and June Milburn were again elected as Churchwardens at the 2023 APCM and have served the church faithfully as churchwardens and are supported by a very dedicated team of sides-persons - Julia Oldroyd, June Milburn, Peter Holden, Mari Smith, Pam Young, Leanne Walters & Mark Walters during 2023. Victoria Hunter, our Business and Finance Manager has taken on the voluntary role of PCC Secretary for which we are all very grateful. The PCC Standing Committee included Revd. Andrew Griffin, the churchwardens Aldene Smith and June Milburn, Victoria Hunter, PCC Secretary and PCC vice-chair and Treasurer, Duncan Smith.

Leanne Walters has taken on the role of Safeguarding Officer. Aldene Smith collates our work on Gift Aid across the church, while Victoria Hunter deals with VAT reclaims resulting from building works; Tony has now also taken a more consultative role in this respect. We are grateful to Tony Richardson as he gets to grips in overseeing the Buildings and Grounds. We are grateful to Mark Sayle for his work on the Electoral Roll for 2023 and his continued help with Buildings and Grounds. Revd. Andrew Griffin and Nick Hammill have served as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Governing Body.

Victoria Hunter supports administrative work alongside some very committed Church volunteers, Victoria quite often goes up and above her remit, and her skills, work and knowledge of Trinity are most appreciated in liaising with the clergy. Victoria Hunter also supports our childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated childcare staff, working with our Alpha & Omega and Holiday Clubs; as they have supported Holy Trinity School across most of the year.

Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with supporting Rev Andrew with the role of vergers, flowers, and changes of altar frontals in church. Karen Pickering and a team of faithful volunteers support Trinity Tots and Babies, with many volunteers. Trinity Tots and Babies continue to thrive in supporting parents with child play opportunities and is flourishing. Nicky Fleming along with Julia Oldroyd ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Team4U, Christian Aid, the Leprosy Mission and held a very successful coffee morning for Fair Trade through fundraising and raising funds for many charities and organisations and serve quietly in all sorts of ways within the wider church and the communities where they live and work.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

Revd. Andrew Griffin

PCC - Chair of Ossett & Gawthorpe

The trustees' annual report was approved on 12 March 2025 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'D. R. Smith', is centered on the page. The signature is fluid and cursive, with a small arrow pointing to the right at the end of the final stroke.

**Mr. D. R. Smith**  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2024**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2024.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Charles R Moorby**  
**Independent Examiner**

**B M Howarth Ltd**  
**Metic House**  
**Wakefield**  
**West Yorkshire**  
**WF6 1QT**

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2024

		Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	4	46,107	16,355	62,462	42,205
Other trading activities	5	152,379	–	152,379	149,383
Investment income	6	–	–	–	–
<b>Total income</b>		<u>198,486</u>	<u>16,355</u>	<u>214,841</u>	<u>191,588</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		112,749	10,187	122,936	118,596
Expenditure on charitable activities	7	65,567	10,340	75,907	64,430
<b>Total expenditure</b>		<u>178,316</u>	<u>20,527</u>	<u>198,843</u>	<u>183,026</u>
<b>Net income and net movement in funds</b>		<u>20,170</u>	<u>(4,172)</u>	<u>15,998</u>	<u>8,562</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		176,078	52,726	228,804	220,242
<b>Total funds carried forward</b>		<u>196,248</u>	<u>48,204</u>	<u>244,802</u>	<u>228,804</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2024

	Note	2024 £	£	2023 £
<b>Fixed assets</b>				
Tangible fixed assets	13		78,000	81,250
<b>Current assets</b>				
Debtors	14	11,212		10,593
Cash at bank and in hand		157,869		139,810
		<u>169,081</u>		<u>150,403</u>
<b>Creditors: amounts falling due within one year</b>	15	<u>2,279</u>		<u>2,849</u>
<b>Net current assets</b>			<u>166,802</u>	<u>147,554</u>
<b>Total assets less current liabilities</b>			<u>244,802</u>	<u>228,804</u>
<b>Net assets</b>			<u>244,802</u>	<u>228,804</u>
<b>Funds of the charity</b>				
Restricted funds			48,204	52,726
Unrestricted funds			196,248	176,075
<b>Total charity funds</b>	18		<u>244,802</u>	<u>228,804</u>

These financial statements were approved by the board of trustees and authorised for issue on 19 May 2024, and are signed on behalf of the board by:

**Mr. D. Smith**  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2024

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 3. Accounting policies *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Land and buildings - Over the estimated 40 year remaining useful life of the property

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
<b>Donations</b>			
Gifts, Donations and Legacies	14,497	5,676	<b>20,173</b>
Collections	3,661	–	<b>3,661</b>
<b>Gifts</b>			
Gift Aid and Planned Giving	20,342	–	<b>20,342</b>
Income Tax Recovered	7,607	–	<b>7,607</b>
<b>Grants</b>			
HAF Funding Grant	–	10,429	<b>10,429</b>
BDF Grant	–	250	<b>250</b>
	<u>46,107</u>	<u>16,355</u>	<u><b>62,462</b></u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Gifts, Donations and Legacies	3,194	2,263	5,457
Collections	2,852	–	2,852
<b>Gifts</b>			
Gift Aid and Planned Giving	19,618	–	19,618
Income Tax Recovered	5,371	–	5,371
<b>Grants</b>			
HAF Funding Grant	–	8,907	8,907
	<u>31,035</u>	<u>11,170</u>	<u>42,205</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### 5. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Fundraising Events	3,138	–	3,138
Church Centre Hire	13,729	–	13,729
Childcare	126,005	–	126,005
Fee Income	7,142	–	7,142
Other Charges	2,364	–	2,364
Trinity Families	–	–	–
	<u>152,379</u>	<u>–</u>	<u>152,379</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Fundraising Events	2,700	–	2,700
Church Centre Hire	10,862	–	10,862
Childcare	122,728	–	122,728
Fee Income	9,909	–	9,909
Other Charges	3,184	–	3,184
Trinity Families	–	–	–
	<u>149,383</u>	<u>–</u>	<u>149,383</u>

### 6. Investment income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank interest receivable	<u>–</u>	<u>–</u>	<u>–</u>	<u>–</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### 7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Upkeep of Services	346	-	346
Church Running Expenses	5,185	-	5,185
Church Maintenance	1,200	8,060	9,260
Charities and Charitable Projects	-	1,348	1,348
Common Fund	45,000	-	45,000
Church Centre Expenses	4,600	-	4,600
Ministry: Clergy costs	415	-	415
Administrator and admin expenses	4,171	932	5,103
Governance costs	4,650	-	4,650
	<u>65,567</u>	<u>10,340</u>	<u>75,907</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Upkeep of Services	428	-	428
Church Running Expenses	4,225	-	4,225
Church Maintenance	775	1,303	2,078
Charities and Charitable Projects	307	1,017	1,324
Common Fund	40,000	-	40,000
Church Centre Expenses	5,874	-	5,874
Ministry: Clergy costs	797	-	797
Administrator and admin expenses	4,204	-	4,204
Governance costs	5,500	-	5,500
	<u>62,110</u>	<u>2,320</u>	<u>64,430</u>

### 8. Net income

Net income is stated after charging/(crediting):

	2024 £	2023 £
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 9. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	600	660
Other financial services	800	840
	<u>1,400</u>	<u>1,500</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	83,319	83,015
Employer contributions to pension plans	2,035	988
	<u>85,354</u>	<u>84,003</u>

The average head count of employees during the year was 8 (2023: 8). The average number of full-time equivalent employees during the year is analysed as follows:

	2024	2023
	No.	No.
Full-time equivalents	<u>6</u>	<u>6</u>

No employee received employee benefits of more than £60,000 during the year (2023: £60,000).

#### 11. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

#### 12. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 17 to the accounts.

#### 13. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
<b>At 1 January 2024 and 31 December 2024</b>	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2024	48,750
Charge for the year	3,250
<b>At 31 December 2024</b>	<u>52,000</u>
<b>Carrying amount</b>	
<b>At 31 December 2024</b>	<u>78,000</u>
At 31 December 2023	<u>81,250</u>

#### 14. Debtors

	2024	2023
	£	£
Other debtors	<u>11,212</u>	<u>10,593</u>

#### 15. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors and accruals	<u>2,279</u>	<u>2,849</u>

#### 16. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,035 (2023: £988).

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
General funds	<u>176,078</u>	<u>198,486</u>	<u>(178,316)</u>	<u>–</u>	<u>196,248</u>
	At 1 January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
General funds	<u>169,038</u>	<u>180,418</u>	<u>(173,378)</u>	<u>–</u>	<u>176,078</u>

##### Restricted funds

	At 1 January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
Organ	(74)	–	(74)	–	–
Curate	597	–	(319)	–	278
Church Building Development	13,206	–	(7,248)	–	5,958
Trinity Events	149	–	(10)	–	139
Bells	110	140	–	–	250
Church Centre Development	100	–	–	–	100
Bishop's Development Fund Grant	2,651	250	(250)	–	2,651
Other Charities	3,258	1,191	(1,348)	–	3,101
Lamposts (Young People)	790	–	(250)	–	540
Font/Heating Maintenance	9,381	–	(1,202)	–	8,179
HAF Funding	17,724	10,429	(6,297)	–	21,856
LA Covid Grant	4,834	–	(4,185)	–	649
Audio & Visual	–	3,812	–	–	3,812
Clock	–	533	–	–	533
Interest & Charges	–	158	–	–	158
	<u>52,726</u>	<u>16,355</u>	<u>(21,183)</u>	<u>–</u>	<u>48,204</u>
	At 1 January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Organ	(550)	530	(180)	126	(74)
Curate	597	–	–	–	597
Church Building Development	14,207	–	(875)	(126)	13,206
Trinity Events	149	–	–	–	149
Bells	110	–	–	–	110
Church Centre Development	–	100	–	–	100
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	2,641	1,633	(1,016)	–	3,258
Lamposts (Young People)	955	–	(165)	–	790
Font/Heating Maintenance	9,629	–	(248)	–	9,381
HAF Funding	12,829	8,907	(4,012)	–	17,724
LA Covid Grant	7,986	–	(3,152)	–	4,834
	<u>51,204</u>	<u>11,170</u>	<u>(9,648)</u>	<u>–</u>	<u>52,726</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance
HAF Funding	- Grant funding for school holiday activities for children in receipt of free school meals
LA Covid Grant	- Local Authority Discretionary Grant for childcare business sustainability

### 18. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	2024
	£	£	£
Tangible fixed assets	78,000	-	<b>78,000</b>
Current assets	120,878	48,203	<b>169,081</b>
Creditors less than 1 year	(2,279)	-	<b>(2,279)</b>
<b>Net assets</b>	<b>196,599</b>	<b>48,203</b>	<b>244,802</b>

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	2023
	£	£	£
Tangible fixed assets	81,250	-	<b>81,250</b>
Current assets	97,677	52,726	<b>150,403</b>
Creditors less than 1 year	(2,849)	-	<b>(2,849)</b>
<b>Net assets</b>	<b>176,078</b>	<b>52,726</b>	<b>228,804</b>

### 19. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000

CHARITY REGISTRATION NUMBER: 1134034

**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2024**

**B M Howarth Ltd**  
Chartered Accountants  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2024

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# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2024

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2024.

### Reference and administrative details

**Registered charity name** The Parochial Church Council of Ossett and Gawthorpe

**Charity registration number** 1134034

**Principal office** Trinity Church  
Church Street  
Ossett  
West Yorkshire  
WF5 9DW

### Ex officio Members:

**Vicar** Priest in Charge – Revd. Steven Harvey  
Associate Priest – Revd. Andrew Griffin (Resident Minister) - CHAIR

**Churchwardens** Aldene Smith  
June Milburn

**Deanery Synod  
Representatives (till 2023)** Aldene Smith (Gift Aid Officer)  
Duncan Smith (Vice Chair)  
Nicky Fleming

**Elected:** Joan Russell-Hogley *till 2025*  
Leanne Walters *till 2025 - (Safeguarding Officer)*  
Andrew Cameron *till 2025 - (Eco champion)*  
Tony Richardson *till 2025 - (Buildings & Grounds)*  
Peter Holden *till 2025 - (Health & Safety)*  
Anne Rigg *till 2024*  
Ken Gaskell *till 2023 - (Children's Work)*  
Linda Musgreave *till 2023 - (LLM – Reader)*

**PCC Secretary** Victoria Hunter

**Treasurer** Duncan Smith

**Independent examiner** Charles R Moorby

B M Howarth Ltd  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

### **PCC Statement of purpose:**

Alongside the vicar, the purpose of the PCC is to share in servant leadership as we listen to God and share in his mission at Trinity Church, our local community of Ossett & Gawthorpe and the world. We aim to develop and grow in our love of God, our love of each other and our love and unity with the wider church.

### **Objectives and activities**

Trinity Church is '*a Christian Community living and sharing faith.*'

Trinity Church alongside Christ Church South Ossett is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith through many community services and events.

Our purpose and aims are delivered through our activities within the Enabling Groups:

- Ministry Team, as well as involvement with local schools including Holy Trinity Primary and Gawthorpe Community Academy.
- Trinity Babies and Trinity Tots, the Alpha & Omega Clubs.
- Trinity Sunday Club.

We continue to serve and provide positive support for families and individuals through:

- Baptisms & Thanksgiving
- Weddings
- Funerals plus several funerals outside church at the crematoriums.
- Memorial Service
- Interment of Ashes
- The annual Remembrance Service.
- Service for Gawthorpe May Day festivities.
- Community events such as Christmas Tree Festival, Heritage Day etc.

### **Structure, Governance and Management.**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission. There are six formal meetings of the PCC across the year. Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee, which has power to transact the business of the Parochial Church Council between its meetings but is primarily used to formulate the agenda for meetings. Four of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church) enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. The PCC continues to develop a robust approach to Safeguarding, Leanne Walters & Revd. Andrew Griffin meet regularly and continue to work on the Traffic Light System, as introduced by Leeds Diocese and The Church of England.

Overall, it feels as though it has been a positive and productive year for Trinity. The coming together as a benefice is in a state of tension, both Trinity & Christ Church South Ossett are two very independent churches with totally different cultures. However, we continue to come together at certain services and community events. Trinity Church has again had growth in numbers and spiritually, which is very positive as we move forward. In 2023 we introduced a Ministry Leaders Team, looking at the worship and spiritual direction of Trinity Church, which has been very fruitful for the ministry and vision for the church. Can I also ask for your continued prayers for Trinity Church, Christ Church South Ossett, the Diocese of Leeds, its Bishops, and the Church of England.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

### Achievements and performance

Post Covid, including 2023, continued to pose challenges for the wider Church of England. As the year progressed church services and events started to return to normal patterns. Trinity Church has had growth in congregation numbers and finance, which gives a good platform to move forward.

A few of our performance and achievements for 2023:

- Continuation of monthly coffee mornings, which has been very popular with both Trinity and Christ Church, this has been very well attended including people on the fringes of church life.
- Trinity continues to play a part in Gawthorpe Coal Race and the Mayday festivities, enabling the church to be very present in the local community.
- We continue to work to our Mission and Vision plan alongside our sermon series. This year we also looked at adopting Leading Your Church into Growth (LYCIG) starting off looking at our Welcome. We also continue to look at Audio & Visual, which has become more challenging than expected due to funding and time.
- Reverend Andrew & Linda Musgreave continue with a two-year Collective Worship programme at Holy Trinity Primary School and deliver this weekly. We had a very successful Christmas family service in the school, which will continue 4 times per year. School links are very strong and well supported. Reverend Andrew & Nick Hamill are both foundation governors in the school. Reverend Andrew is involved in many other projects in school as well as a Mental Health champion.
- We have seen new faces in our Sunday Club; Tots and Babies are busier than ever thanks to Ken & Marion Gaskell and Karen Pickering and their teams.
- Remembrance Sunday, had a new fresh idea, bringing together all of the uniform groups in our local area, and allowing the service to be youth focused, taking Remembrance to the next generation.
- Childcare & Holiday club is now going strong with many attending from the local community.
- Both Easter & Christmas Services were very well attended.
- 3 Bible study courses for Lent, Summer & Advent, the Christmas study in particular was very well received.
- We held a Christmas Tree Festival over 2 days which was very well attended and much appreciated by the local community. Also, local businesses got on board with the event. A huge thanks to Ken & Marion Gaskell and the Scout groups for all their planning and involvement as well as all the Trinity Members who worked so hard to make it happen.

This is just a selection of achievements and performances, there has been some good progress, and we will continue to build on what we historically had and also what we have gained.

### Financial review

The financial picture for 2023 saw an increase in income across most channels through increased activity, including giving and donations, fees and charges, fundraising, centre hire and childcare provision with a corresponding increase in expenditure. Total receipts on unrestricted funds were £180,418 of which £31,035 was unrestricted donations and legacies, including £5,371 from Gift Aid.

Planned Giving and Gift Aid (Note 4) was slightly up in 2023. The mainly downward trend in this area levelled off in 2023, which is encouraging and something to build upon. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget. Expenditure from unrestricted funds amounted to £173,378.

The PCC committed to make a £40,000 contribution towards the circa £56,000 requested to the Common Fund and this level was met, after making a contribution of £36,000 in 2022 against a request of circa £55,000.

The net result for the year was an excess of income over expenditure of £7,040 on unrestricted funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

### Reserves Policy

Due to continuing liabilities in 2023, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted cash funds of at least £40,000 (£10,000 church; £30,000 Childcare), to enable the church to meet its obligations for at least a three-month period. The unrestricted cash at the bank and in hand of £87,084 as at 31st December 2023 more than covered this. A significant proportion of the balance of £52,726 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£13,206), a legacy for a new Font, if one is needed, or to maintain the heating system (£9,381) and a (£4,834) Covid Sustainability Grant and a HAF Grant (£17,724) from the Local Authority.

### Church Staff & Volunteers

Revd. Steven Harvey is Priest in Charge of Trinity and Christ Church and Resident Minister at Christ Church, South Ossett. Revd. Andrew Griffin is Associate Priest at Trinity Church and Christ Church and Resident Minister of Trinity Church. Revd. Marion Gaskell continues to be an active part of the church leadership team along with her husband Ken Gaskell, a retired Church Army Captain. Ken has led an able team of leaders within the Sunday Club which supports ministry with children and families as part of Sunday Worship. Marion also has permission to officiate, Ken a local scout group leader who brings incredible gifts and skills is also authorised to lead ministry, preach, and teach.

Readers Duncan Smith and Linda Musgreave continue to serve the church in many ways, which we are most grateful for. Aldene Smith and June Milburn were again elected as Churchwardens at the 2023 APCM and have served the church faithfully as churchwardens and are supported by a very dedicated team of sides-persons - Julia Oldroyd, June Milburn, Peter Holden, Mari Smith, Pam Young, Leanne Walters & Mark Walters during 2023. Victoria Hunter, our Business and Finance Manager has taken on the voluntary role of PCC Secretary for which we are all very grateful. The PCC Standing Committee included Revd. Andrew Griffin, the churchwardens Aldene Smith and June Milburn, Victoria Hunter, PCC Secretary and PCC vice-chair and Treasurer, Duncan Smith.

Leanne Walters has taken on the role of Safeguarding Officer. Aldene Smith collates our work on Gift Aid across the church, while Victoria Hunter deals with VAT reclaims resulting from building works; Tony has now also taken a more consultative role in this respect. We are grateful to Tony Richardson as he gets to grips in overseeing the Buildings and Grounds. We are grateful to Mark Sayle for his work on the Electoral Roll for 2023 and his continued help with Buildings and Grounds. Revd. Andrew Griffin and Nick Hammill have served as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Governing Body.

Victoria Hunter supports administrative work alongside some very committed Church volunteers, Victoria quite often goes up and above her remit, and her skills, work and knowledge of Trinity are most appreciated in liaising with the clergy. Victoria Hunter also supports our childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated childcare staff, working with our Alpha & Omega and Holiday Clubs; as they have supported Holy Trinity School across most of the year.

Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with supporting Rev Andrew with the role of vergers, flowers, and changes of altar frontals in church. Karen Pickering and a team of faithful volunteers support Trinity Tots and Babies, with many volunteers. Trinity Tots and Babies continue to thrive in supporting parents with child play opportunities and is flourishing. Nicky Fleming along with Julia Oldroyd ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Team4U, Christian Aid, the Leprosy Mission and held a very successful coffee morning for Fair Trade through fundraising and raising funds for many charities and organisations and serve quietly in all sorts of ways within the wider church and the communities where they live and work.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2024

Revd. Andrew Griffin

PCC - Chair of Ossett & Gawthorpe

The trustees' annual report was approved on 12 March 2025 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'D. R. Smith', is written over a light grey rectangular background.

**Mr. D. R. Smith**  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2024**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2024.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Charles R Moorby**  
**Independent Examiner**

**B M Howarth Ltd**  
**Metic House**  
**Wakefield**  
**West Yorkshire**  
**WF6 1QT**

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2024

		Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	4	46,107	16,355	62,462	42,205
Other trading activities	5	152,379	–	152,379	149,383
Investment income	6	–	–	–	–
<b>Total income</b>		<u>198,486</u>	<u>16,355</u>	<u>214,841</u>	<u>191,588</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		112,749	10,187	122,936	118,596
Expenditure on charitable activities	7	65,567	10,340	75,907	64,430
<b>Total expenditure</b>		<u>178,316</u>	<u>20,527</u>	<u>198,843</u>	<u>183,026</u>
<b>Net income and net movement in funds</b>		<u>20,170</u>	<u>(4,172)</u>	<u>15,998</u>	<u>8,562</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		176,078	52,726	228,804	220,242
<b>Total funds carried forward</b>		<u>196,248</u>	<u>48,204</u>	<u>244,802</u>	<u>228,804</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2024

	Note	2024 £	£	2023 £
<b>Fixed assets</b>				
Tangible fixed assets	13		78,000	81,250
<b>Current assets</b>				
Debtors	14	11,212		10,593
Cash at bank and in hand		157,869		139,810
		<u>169,081</u>		<u>150,403</u>
<b>Creditors: amounts falling due within one year</b>	15	<u>2,279</u>		<u>2,849</u>
<b>Net current assets</b>			<u>166,802</u>	<u>147,554</u>
<b>Total assets less current liabilities</b>			<u>244,802</u>	<u>228,804</u>
<b>Net assets</b>			<u>244,802</u>	<u>228,804</u>
<b>Funds of the charity</b>				
Restricted funds			48,204	52,726
Unrestricted funds			196,248	176,075
<b>Total charity funds</b>	18		<u>244,802</u>	<u>228,804</u>

These financial statements were approved by the board of trustees and authorised for issue on 19 May 2024, and are signed on behalf of the board by:

**Mr. D. Smith**  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2024

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 3. Accounting policies *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Land and buildings - Over the estimated 40 year remaining useful life of the property

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
<b>Donations</b>			
Gifts, Donations and Legacies	14,497	5,676	20,173
Collections	3,661	–	3,661
<b>Gifts</b>			
Gift Aid and Planned Giving	20,342	–	20,342
Income Tax Recovered	7,607	–	7,607
<b>Grants</b>			
HAF Funding Grant	–	10,429	10,429
BDF Grant	–	250	250
	<u>46,107</u>	<u>16,355</u>	<u>62,462</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Gifts, Donations and Legacies	3,194	2,263	5,457
Collections	2,852	–	2,852
<b>Gifts</b>			
Gift Aid and Planned Giving	19,618	–	19,618
Income Tax Recovered	5,371	–	5,371
<b>Grants</b>			
HAF Funding Grant	–	8,907	8,907
	<u>31,035</u>	<u>11,170</u>	<u>42,205</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### 5. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Fundraising Events	3,138	–	3,138
Church Centre Hire	13,729	–	13,729
Childcare	126,005	–	126,005
Fee Income	7,142	–	7,142
Other Charges	2,364	–	2,364
Trinity Families	–	–	–
	<u>152,379</u>	<u>–</u>	<u>152,379</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Fundraising Events	2,700	–	2,700
Church Centre Hire	10,862	–	10,862
Childcare	122,728	–	122,728
Fee Income	9,909	–	9,909
Other Charges	3,184	–	3,184
Trinity Families	–	–	–
	<u>149,383</u>	<u>–</u>	<u>149,383</u>

### 6. Investment income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank interest receivable	–	–	–	–
	<u>–</u>	<u>–</u>	<u>–</u>	<u>–</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### 7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Upkeep of Services	346	-	346
Church Running Expenses	5,185	-	5,185
Church Maintenance	1,200	8,060	9,260
Charities and Charitable Projects	-	1,348	1,348
Common Fund	45,000	-	45,000
Church Centre Expenses	4,600	-	4,600
Ministry: Clergy costs	415	-	415
Administrator and admin expenses	4,171	932	5,103
Governance costs	4,650	-	4,650
	<u>65,567</u>	<u>10,340</u>	<u>75,907</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Upkeep of Services	428	-	428
Church Running Expenses	4,225	-	4,225
Church Maintenance	775	1,303	2,078
Charities and Charitable Projects	307	1,017	1,324
Common Fund	40,000	-	40,000
Church Centre Expenses	5,874	-	5,874
Ministry: Clergy costs	797	-	797
Administrator and admin expenses	4,204	-	4,204
Governance costs	5,500	-	5,500
	<u>62,110</u>	<u>2,320</u>	<u>64,430</u>

### 8. Net income

Net income is stated after charging/(crediting):

	2024 £	2023 £
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 9. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	600	660
Other financial services	800	840
	<u>1,400</u>	<u>1,500</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	83,319	83,015
Employer contributions to pension plans	2,035	988
	<u>85,354</u>	<u>84,003</u>

The average head count of employees during the year was 8 (2023: 8). The average number of full-time equivalent employees during the year is analysed as follows:

	2024	2023
	No.	No.
Full-time equivalents	<u>6</u>	<u>6</u>

No employee received employee benefits of more than £60,000 during the year (2023: £60,000).

#### 11. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

#### 12. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 17 to the accounts.

#### 13. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
<b>At 1 January 2024 and 31 December 2024</b>	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2024	48,750
Charge for the year	3,250
<b>At 31 December 2024</b>	<u>52,000</u>
<b>Carrying amount</b>	
<b>At 31 December 2024</b>	<u>78,000</u>
At 31 December 2023	<u>81,250</u>

#### 14. Debtors

	2024	2023
	£	£
Other debtors	<u>11,212</u>	<u>10,593</u>

#### 15. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors and accruals	<u>2,279</u>	<u>2,849</u>

#### 16. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,035 (2023: £988).

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2024

#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
General funds	<u>176,078</u>	<u>198,486</u>	<u>(178,316)</u>	<u>–</u>	<u>196,248</u>
	At 1 January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
General funds	<u>169,038</u>	<u>180,418</u>	<u>(173,378)</u>	<u>–</u>	<u>176,078</u>

##### Restricted funds

	At 1 January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
Organ	(74)	–	(74)	–	–
Curate	597	–	(319)	–	278
Church Building Development	13,206	–	(7,248)	–	5,958
Trinity Events	149	–	(10)	–	139
Bells	110	140	–	–	250
Church Centre Development	100	–	–	–	100
Bishop's Development Fund Grant	2,651	250	(250)	–	2,651
Other Charities	3,258	1,191	(1,348)	–	3,101
Lamposts (Young People)	790	–	(250)	–	540
Font/Heating Maintenance	9,381	–	(1,202)	–	8,179
HAF Funding	17,724	10,429	(6,297)	–	21,856
LA Covid Grant	4,834	–	(4,185)	–	649
Audio & Visual	–	3,812	–	–	3,812
Clock	–	533	–	–	533
Interest & Charges	–	158	–	–	158
	<u>52,726</u>	<u>16,355</u>	<u>(21,183)</u>	<u>–</u>	<u>48,204</u>
	At 1 January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Organ	(550)	530	(180)	126	(74)
Curate	597	–	–	–	597
Church Building Development	14,207	–	(875)	(126)	13,206
Trinity Events	149	–	–	–	149
Bells	110	–	–	–	110
Church Centre Development	–	100	–	–	100
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	2,641	1,633	(1,016)	–	3,258
Lamposts (Young People)	955	–	(165)	–	790
Font/Heating Maintenance	9,629	–	(248)	–	9,381
HAF Funding	12,829	8,907	(4,012)	–	17,724
LA Covid Grant	7,986	–	(3,152)	–	4,834
	<u>51,204</u>	<u>11,170</u>	<u>(9,648)</u>	<u>–</u>	<u>52,726</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2024

### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance
HAF Funding	- Grant funding for school holiday activities for children in receipt of free school meals
LA Covid Grant	- Local Authority Discretionary Grant for childcare business sustainability

### 18. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	2024
	£	£	£
Tangible fixed assets	78,000	-	<b>78,000</b>
Current assets	120,878	48,203	<b>169,081</b>
Creditors less than 1 year	(2,279)	-	<b>(2,279)</b>
<b>Net assets</b>	<u>196,599</u>	<u>48,203</u>	<u><b>244,802</b></u>

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	2023
	£	£	£
Tangible fixed assets	81,250	-	<b>81,250</b>
Current assets	97,677	52,726	<b>150,403</b>
Creditors less than 1 year	(2,849)	-	<b>(2,849)</b>
<b>Net assets</b>	<u>176,078</u>	<u>52,726</u>	<u><b>228,804</b></u>

### 19. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000

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# Accounts

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**Ossett & Gawthorpe PCC**

**Annual Report**

Prepared under the Charities Act 1993 (as amended)

**To be presented at  
The Annual Parochial Church Meeting  
Sunday, 19th May 2024**

**TrinityChurch**  
in the Parish of Ossett & Gawthorpe

**Address for all  
correspondence**

The Secretary  
Ossett & Gawthorpe PCC  
Trinity Church  
Church Street  
Ossett  
West Yorkshire  
WF5 9DW

**Bankers**

Yorkshire Bank PLC  
46 Market Place  
Dewsbury  
West Yorkshire  
WF13 1 DN

**Independent  
Examiner**

**B M Howarth Ltd**  
Chartered Accountants  
Metic House Wakefield  
West Yorkshire  
WF6 1QT

**Sunday 19<sup>th</sup> May 2024**

**This meeting will take place in Trinity Church at 11.30am**

**Agenda**

**Annual Meeting of the Parishioners**

*Anyone may attend. Anyone living in the Parish on the local authority Electoral Register may also vote.*

- 1 Apologies for Absence
- 2 Minutes of the 2023 Meeting - page 3
- 3 PCC Chair thanks to the Churchwardens and those representatives leaving the PCC
- 4 Appointment of 2 x Churchwardens for 2024/2025

**Annual Parochial Church Meeting (APCM)**

*Anyone on the Church Electoral Roll may attend and vote.*

- 1 Apologies for Absence
- 2 Minutes of the 2023 Annual Parochial Church Meeting - page 4
- 3 Report on the proceedings of the PCC -Trustees Annual Report: **Separate Document**
- 4 Report on the 2023 Annual Accounts - **Duncan Smith, Treasurer & Vice Chair**
- 5 Appointment of an Auditor for the 2024 Annual accounts
  
- 6 Report on the Electoral Roll – **Mark Sayle**
- 7 Election of: -  
PCC members (4 places available for 3 years)
- 8 Safeguarding Report - page 7
- 9 Building and Grounds Enabling Group - page 8
- 10 Report on Health and Safety – page 9
- 11 Report on the Fabric, Goods & Ornaments of the Church – page 9
- 12 Report for Sunday Club – page 9
- 13 Report from Wider Church Enabling Group – page 10
- 14 Report on the Worship Enabling Team – Page 11
- 15 Report of the Wakefield Deanery Synod Representatives – page 11
- 16 Belfry Report - **no report**
- 17 Trinity Childcare Report – page 12
- 18 General Data Protection Regulations (GDPR) – page 14
- 19 Churchwardens Report – Page 14
- 20 PCC Chair (Resident Minister) reflections on 2023 – page 15

# ACPM Meeting



**Date:** Sunday 21<sup>st</sup> May 2023 - Church

**Attendees:** Andrew Griffin (Chair), Duncan Smith, Aldene Smith, June Milburn, Ann MacNaughton, Don MacNaughton, Seth Royston Long, Denise Clapham, Rhoda Lowe, Sandra Bligh, Mari Smith, Marian Holden, Peter Holden, Julie Thompson, Kelly Lockwood, Tyler Lockwood, Lee Lockwood, Patricia Howard, Sally Griffin, Leanne Walters, Linda Musgreave, Marion Gaskell, Mark Sayle, Julia Oldroyd, Nicky Fleming, Jean Haigh, Daniel Beaumont, Molly Beaumont.

**Minute Secretary** Victoria Hunter

Agenda Item	Issues discussed
<b>Opening Prayer</b>	Andrew started the meeting with a prayer and reflection and welcomed everybody to the meeting.
<b>1 – Apologies for absence</b>	Steven Harvey, Joan Russell-Hogley, Tony Richardson, Tony & Anthea Shackleton, Ken Gaskell, Drew Cameron, Anne Rigg, Doreen Hughes, Andrew Hirst, Harry Wakefield, Pam Young, Mark Walters.
<b>2 – Minutes of the 2022 meeting</b>	The minutes were agreed as a true record. Proposer – Mark Sayle Secunder – Marion Gaskell
<b>3 – PCC Lay Chairs thanks to the Churchwardens and those representatives leaving the PCC</b>	Andrew thanked Aldene Smith and June Milburn for their work throughout the year. Mark Sayle is stepping back from the PCC and GDPR but will be continuing with his work on the electoral work. Andrew thanked Mark for his contributions.
<b>4 – Appointment of 2 x Churchwardens for 2023 / 2024</b>	Aldene Smith – Proposed by June Milburn Secundered by Nicky Fleming  June Milburn – Proposed by Duncan Smith Secundered by Mari Smith  Aldene and June were both thanked for continuing in their role.

<b>Annual Parochial Church Meeting</b>	
<b>1 - Apologies for Absence</b>	Steven Harvey, Joan Russell-Hogley, Tony Richardson, Tony & Anthea Shackleton, Ken Gaskell, Drew Cameron, Anne Rigg, Doreen Hughes, Andrew Hirst, Harry Wakefield, Pam Young, Mark Walters.
<b>2 – Minutes of the 2022 Annual Parochial Church meeting</b>	The minutes were agreed as a true record. Proposer – Mark Sayle Secunder – Marian Gaskell
<b>3 – Report on the proceedings of the PCC – Trustees Annual Report</b>	The minutes were agreed as a true record. Proposer – Linda Musgreave Secunder – Sandra Bligh.
<b>4 – Report on the Electoral roll</b>	This was done verbally by Mark Sayle. The new revised total is 92. 68 of these reside in the Parish. 24 are outside of the Parish. Andrew thanked Mark for all of his hard work in this area.
<b>5 – Election of PCC members</b>	Ken Gaskell has been elected for another three years. Linda Musgreave remains as Ex Officio on the PCC. There are two places currently available.  The Deanery Synod representatives include Nicky Fleming, Julia Oldroyd, Aldene Smith and Duncan Smith.
<b>6 – Safeguarding Report</b>	Alison Carson had submitted a comprehensive safeguarding report. Alison has decided to step down from the safeguarding role, but Leanne Walters has kindly agreed to take on the role. Andrew explained that there is a traffic light system to follow which helps to identify gaps. Andrew explained that safeguarding is everyone’s responsibility, and everyone needs to look out for each other. Andrew thanked Alison for all her hard work in this area.
<b>7 – Administration &amp; Communication Enabling Group</b>	No report was submitted. The monthly newsletter, noticeboard and a Church Near You helps to keep everyone up to date with what is going on.
<b>8 – Buildings &amp; Grounds Enabling Group</b>	A coordinator is still needed to plan the diary for when things need doing around church and the centre. If anyone is interested in the role then please see Duncan, Andrew, or Victoria.
<b>9 – Health &amp; Safety</b>	Peter Holden submitted a report on Health & safety issues. Any issues raised throughout the year were resolved.
<b>10 – Report on the fabric, Goods &amp;</b>	No changes since 2015

<p><b>Ornaments of the Church</b></p> <p><b>11 – Report for the Sunday Club</b></p> <p><b>12 – Report from the Wider church Enabling group.</b></p> <p><b>13 – Report of the Wakefield Deanery Synod Representatives.</b></p> <p><b>14 – Belfry Report</b></p> <p><b>15 – Trinity Childcare Report</b></p> <p><b>16 – General Data Protection Regulations (GDPR)</b></p> <p><b>17 – Report on the 2022 Annual Accounts</b></p>	<p>Ken Gaskell acknowledged that there is a whole team of people who help with the children’s work.</p> <p>Sandra Bligh submitted a detailed report about the work that has gone on over the past year. More members would be welcomed to help with the coffee mornings, shoe box appeal and counting money. There has been some great work done with donations that have been received for Christian Aid.</p> <p>Duncan Smith had submitted a report on behalf of the representatives. Andrew thanked everyone who was involved.</p> <p>No report available.</p> <p>Nicky Fleming had submitted a report detailing work that has gone on over the past year. Nicky explained that everyone works hard, and they are an amazing team of people. Staff have worked in some stressful/challenging times, but they all work well together. Sophie Lewis has taken on the manager role, and she is learning as she goes along. The committee members were thanked for their work and Andrew explained how childcare helps to keep the church functioning. Everyone needs to keep them in their prayers and the work that they do needs to be celebrated. A huge thanks was given to Nicky and Victoria.</p> <p>Mark Sayle had submitted a report detailing our responsibilities with links to various websites that can provide more information.</p> <p>Duncan Smith gave detailed information regarding the 2022 accounts.</p> <p>2022 has still seen us be affected by the COVID pandemic but we are slowly emerging to see our usual patterns. There has been an increase to most financial channels including planned giving, fees and charges and the childcare business. Duncan explained that childcare and hire of the centre remain an important factor for church.</p> <p>£55,000.00 was request by the Diocese for our Parish Share. We paid and committed to £36,000.00. We can aspire to meet the full request of £55,000.00 but this year we are on track to meet £40,000.00. An increase of £4,000.00. Parish Share contributions help to sustain a full-time priest and the mission of our church.</p> <p>The current reserves policy is three to six months, and this helps in building maintenance and ongoing work to the centre. The Quinquennial report identified issues that heed to be addressed. All emergency repairs were addressed but there are other ongoing issues that will need</p>
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## **SAFEGUARDING REPORT FOR APCM**

Sunday, 19th May 2024

Safeguarding is everyone's business, and it should remain vital that it is everyone's collective responsibility at Trinity Church.

Safer Recruitment - We continue to carry out the required safeguarding checks on everyone who leads or helps with activities for children and young people, and also on all PCC members. Victoria has taken on the role to manage the DBS checks needed, and manage the schedule for any coming up for renewal as Church of England guidance is now that DBS checks are renewed every three years, instead of every five.

Policies – Our Safer Church & Safeguarding Policy was reviewed and approved by the PCC in July 2023. Safeguarding signposting information is readily available so that anyone can find out how to raise a concern or make a disclosure if the need arises. This includes the siting of safeguarding information noticeboards inside the main church building, the church centre and in the bell tower. These details are routinely checked and any appropriate updates to policies and procedures incorporated. A safeguarding notice is sited in the Trinity Church News bulletin and there is a safeguarding section included on the National Church website 'A Church near You' Trinity web page. Additionally, an electronic copy of our Parish Safeguarding Policy (adopted by the PCC) can also be found there.

Training - We have made some progress with safeguarding training this year, though we still have some way to go to meet the national guidance. All those who lead or help with activities for children and all PCC members need to complete online training in Basic Awareness and Foundations of Safeguarding and in The Nature of Domestic Abuse. As Parish safeguarding officer, I still have training to attend however, as yet the dates that have come up have not allowed for myself to attend, so this will be priority for coming term.

The Safeguarding Dashboard -The Church of England has an online tool, which helps parishes to keep track of safeguarding by listing everything that we should be doing and how often we should be doing it, with links to more detailed explanations and guidance. The Dashboard also generates a PCC Safeguarding Action Plan which highlights what our next steps are as a parish to improve our safeguarding practice. Our latest Safeguarding Action Plan was shared and approved by the PCC in April'24, currently we are at level 2 with 68% progress made, working towards level 3.

Finally.... I am very grateful for all the support and co-operation received with safeguarding. I am willing to continue as Parish Safeguarding Representative for another year if that is the wish of the PCC.

Leanne Walters,

Parish Safeguarding Officer

Trinity Church - Ossett & Gawthorpe

[safeguardofficetrinitychurch@gmail.com](mailto:safeguardofficetrinitychurch@gmail.com)

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## **Building and Grounds Enabling Group – APCM Report for 2023**

Tony Richardson kindly took on the role of Buildings and Grounds in September and the following work has been completed throughout the year.

### **CENTRE and OFFICE:**

Relocation of the church office - discussions have started on relocating the Church office into the Centre. It is hoped that this can be completed throughout 2024 with a coordinator to oversee the work.

General cleaning and maintenance - Wakefield Council are responsible for carrying out the grass-cutting, weed-killing and the trimming of trees as necessary. They also monitor the stability of the gravestones carrying out repairs as necessary.

Volunteers from Church have helped to clean the drains; sweep up the Centre car park; cut down hedges, cleaned the Centre gutters and planted flowers at the side of the office. A special mention needs to be noted for Mark Sayle.

General Servicing – The boiler, fire extinguishers and fire alarm have all been serviced. The fire alarm service did show that the battery in the fire alarm needs to be replaced as well as all of the smoke detectors.

### **CHURCH:**

Heating: The system had its yearly service in July and is working satisfactorily, it is set for services and events during the winter months by the Churchwarden and Treasurer.

General servicing: The organ, clock and fire extinguishers have all been serviced.

Church clock - The Church clock will need to be repaired after it was discovered that work is needed to the dials.

Cleaning rota: A new cleaning rota has ensured that the church is cleaned on a regular basis.

VAT reclaim – Victoria Hunter processed the VAT reclaim in November and this is completed yearly,

**T. Richardson & V. Hunter**

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## **HEALTH AND SAFETY REPORT**

Although there were a small number of minor incidents, all of which were dealt with, there were no major incidents or reportable accidents. Hydro fire recommended the renewal of the smoke alarms and fire alarm batteries due to age in the centre. These were checked and found to be in working order. It has now been scheduled for the work to be carried out in 2024. It was agreed that a risk assessment for legionnaires disease should be carried out, Chris Wright was asked to provide a quote, with the intention for this to be completed in 2024.

Peter Holden

Health and Safety Officer  
Trinity Church, Ossett and Gawthorpe

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**Report on the Fabric, Goods & Ornaments of the Church**

Inventory from 2015 in safe has not changed, all ornaments and fixtures still remain and are in good condition. This year we intent to fully update the inventory with up-to-date photographs

Rev. A Griffin

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**Sunday Club report for the APCM.**

The current team members are Ken Gaskell, Nick and Colette Hammill and Ruth and Drew Cameron. Any combination of the team can lead the work when other team members are away or in the service in church.

We don't meet on the first Sunday in the month.

The aim of the Sunday Club is to make provision for the families who attend church on Sunday. Therefore, the attendance depends entirely on which families attend the morning service. The typical age group is between babies and 6 years of age, but we are also joined by older children from time to time. When Elsie and Billy Walters are with us, both of whom are in the senior school age group, they make a valuable contribution to the work.

We have a minimum of two team members present at Sunday Club, then we are also joined by parents, which is helpful with this young age group.

The group uses songs, stories, quizzes, games, craft, stories and videos. Songs and presentations are presented by using a projector and screen when required. The style is fun, informal, interactive and family friendly.

Sometimes, if we are short of team members, the Sunday Club members may meet at the children's table at the back of church.

**Ken Gaskell – Sunday Club Team Leader**

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**REPORT FROM WIDER CHURCH E-GROUP 2023**

Sadly one of our long standing members Marian Holden died at the end of the year. She had been a very enthusiastic and efficient member. During the summer we welcomed June Milburn to join us. Our first event was the fairtrade coffee morning held on Saturday February 18th. This was held in the church and was well supported, It was the last time that Colin and Sandra Ride would be able to bring a stall of fairly traded goods. Their supplier Traidcraft have ceased trading. £143.95 was raised from the stall and £126.60 from refreshments. This money was sent to Transforming Trade which was originally part of Traidcraft but now an independent organization whose mission is to transform trade so that all may benefit. Note that fairtrade fortnight has been moved to the autumn, our coffee morning will be on October 1st. 2024. On February 20th we welcomed Azaria Spencer to

Ossett to tell us about the work she does in Guatemala working for the Church Mission Society and the church supports her. We had previously met her by zoom. Her role was changing and she is partly working with professionals who are mentoring children in need. It was a very enjoyable evening. She had recently become engaged and in November she and David were married in Guatemala and will work together. People have donated generously to our Christian Aid emergency church fund, showing that a small amount each week can soon add up. This year we donated £150 to the East Africa hunger appeal, £247 to Syria/Turkey earthquake appeal and in the autumn £400 to the Middle East Crisis. On July 1st we held our annual Children's Society coffee morning where holders of collecting boxes can return them, The coffee morning raised £149.57 and the boxes raised £445.35 for the work of the charity. We decided to work again with Teams4u for our shoeboxes and set up collecting sessions in late October which were better supported than last year. The church had 44 boxes to collect but there were also a number completed on line. We once again had a Cards for the Congregation board in church and £100 was sent to the charity Shelter to help families in poor housing. If anyone would like to join us then please have a word.

**Sandra Bligh,**  
**Wider Church Enabling Group Co-ordinator**

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### **Worship Enabling Group**

'Enabling a deeper relationship with God through varied opportunities of transformational worship'

The purpose of the Worship Enabling Group is to seek to improve our worship by enhancing our worship space and exploring diverse ways in which our worship of God can be enriched and experienced. The role of the Group is to enable others to develop their individual gifts and ministries through worship and for our worship to be inclusive to all.

We want to give massive thank you to Revd. Andrew Griffin, Revd. Marion Gaskill, Ken Gaskill and our Readers Duncan Smith & Linda Musgreave. For all their hard work and support during this last year.

Worship has continued to grow over the last year. Spaces have been allowed to be taken where God has come and bless us all richly.

We thank Daniel Beaumont who continues to work hard with the music at Trinity. The Worship Leadership team (myself, Daniel & Julia Oldroyd) continue to choose music for most Sunday Morning Services.

A wide range of services have happened this year. Our traditional May Queens service where the new May Queen & retiring May Queen only with their Maids of Honour come and celebrate the tradition of the Maypole. Palm Sunday, Holy Week & Easter Sunday was a wonderful time sharing together the journey. We re introduced a Service of Healing and Wholeness which was a blessing for so many.

Christmas was a wonderful time the Memorial Carol Service, our own Carol Service based on the 9 Lessons & Carols, Christingle was a massive success when the church was packed with all ages wanting to come and celebrate the birth of our Lord Jesus Christ & following on from that Midnight Service.

**Nicky Fleming**  
**Worship Enabling Group Coordinator**

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**Report of the Wakefield Deanery Synod Representatives**

**21st February 2023 at Wakefield Cathedral**

Revd. Jude Smith shared about the Barnabas Project - Jude read from Acts 11 and spoke about the example of Barnabas coming alongside churches and leaders in support. She then outlined the Barnabas Project:

Followed by Q&A time

**Tuesday 27th June 2023 at Wakefield Cathedral**

Elections were held regards representation of the Deanery Synod

Election of Lay Chair - David Greenwood- Haigh chaired this part of the meeting . John Hanson stood for this role unopposed and was duly elected. David Greenwood- Haigh thanked John for his service to synod in the past and his willingness to continue in the role. John Hanson then took over the chair.

Election of Deanery synod Standing Committee – John explained that this committee met twice a year and asked for nominations from the house of laity. David Greenwood – Haigh and Margaret Taylor were elected leaving 2 vacant positions – any further nominations will be accepted after the meeting or at subsequent meetings.

Rev David Gerrard chaired the elections of clergy to the standing committee – Rev. Hannah Hobday had expressed her willingness to stand and was duly elected in her absence – leaving 3 vacancies. any further nominations will be accepted after the meeting or at subsequent meetings.

**Wednesday November 8<sup>th</sup> at St Helen’s Church Sandal**

Rev David Gerrard welcomed everyone to the meeting especially our speakers Nick and Vivien Drayton from Christians Against Poverty (CAP) – and thanked the people of St Helen’s for their warm welcome and refreshments.

Nick and Vivien Drayton from Christians Against Poverty (CAP)

St Helen’s runs a CAP debt centre.

CAP is a charity supported by churches who understands that poverty is a serious issue – and aims to relieve people from across the UK from poverty.

**Duncan Smith, Nicky Fleming, Aldene Smith**  
**Deanery Synod Representatives**

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**Belfry Report**

No report

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## **Trinity Childcare Report**

Trinity Childcare (Alpha & Omega) is our before and after school provision servicing Holy Trinity School & Holiday Club providing a fun & safe place for Junior & Infant school children to attend during the school holidays. We have children attend from all over the area as they come to make new friend and catch up with current ones. We have been running these services to help working families. Over the last couple of years, we have also received funding from HAF (Happy Health Holidays) a DfE grant funding through Wakefield Council, to also provide a free enriching space for activities and healthy food, for children who receive the benefit of free school meals.

Our service continues grow and we have a healthy number of children attending each session and our small team of staff are working hard to provide a safe place for them to play, do crafts and spend time with friends before and after school. We provide breakfast in the morning and a snack in the afternoon.

We have introduced “Theme Nights” usually choosing a different country exploring & tasting the different foods that are traditional. They have craft activities and games helping them understand the place where they are exploring.

Our Holiday Club offers a wide range of actives that the children can engage with. One of the big favourites for example is building things out of large cardboard boxes and we offer themed days such as a “Science Day” , Baking & they also experienced a “petting zoo” that brought in different animals so children look at, touch or even hold!. A trip day is something the Children enjoy, going on a bus to a variety of different place could be the cinema or Thornes Park.

**Nicky Fleming - Chair of Trinity Childcare Management Group**

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### **APCM 2023 – General Data Protection Regulations (GDPR)**

#### **General Data Protection Regulations (GDPR)**

Clergy and PCCs need to comply with the General Data Protection Regulation (GDPR) which came into force on May 25th 2018.

We have adopted systems recommended by the Diocese these being fine-tuned to meet our specific working practices. The systems have proved to be fit for purpose and continue to be monitored. Human error is likely to be the cause of any breach, or reason for complaint. To lessen the chance of this happening those who handle data, or are in management positions, receive local briefing notes, plus Diocesan on-line training is available at: [www.parishresources.org.uk](http://www.parishresources.org.uk)

#### **GDPR Summary**

PCCs need to note the eight key rights of data subjects.  
(Data subject is the individual whose personal data is held).

1. The right to be informed
2. The right of access
3. The right to rectification
4. The right to erasure
5. The right to restrict processing
6. The right to data portability
7. The right to object
8. Rights in relation to automated decision making and profiling

GDPR requirements that personal data must be

1. Be processed lawfully, fairly and in a transparent manner.
2. Collected for specific, explicit and legitimate purposes.
3. Adequate, relevant and limited to what is necessary.
4. Accurate, up to date. Inaccurate data being erased without delay.
5. Kept in a form which permits the identification of an individual for no longer than is necessary.
6. Processed in a manner that ensures appropriate security.

Note - Further processing for archive purposes in the public interest, scientific or historical purposes or statistical purposes is permitted.

For further guidance on GDPR please refer to:

<https://www.parishresources.org.uk/wp-content/uploads/GDPR-Privacy-Notice-and-Guidance.pdf>

Rev A Griffin - Data Controller Ossett and Gawthorpe PCC

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### **Churchwarden's Reports**

Over the last twelve months we have seen an increase in the members of our congregation. We hope that they have felt a warm and friendly welcome from the congregation here at Trinity. We like to feel that we are a warm, friendly and diverse church and welcome everyone.

Over the year various events have taken place, Heritage Day which was a great success despite the weather and also the Christmas Tree Festival and the Christingle service which seems to grow each year.

As you are aware one of the clock faces stopped working and was in need of urgent repairs. The repairs have been done ensure that the face is safe and not likely to come crashing down. However, the clock it's self needs work and we are awaiting an estimate which will not be cheap.

Over the next twelve months we do have some issues to address. The cabin at the centre which is the office for the church is very unsightly and throughout this winter and with all the rain that we have had over the last few months there have been issues with rain leaking into the building. The time has now arrived for us to move the office into the centre. Nobody should be expected to work in the conditions that Vic has over these last few months. Also the roof at the centre is desperate for repairs and should be completely renewed.

#### **June Milburn – (Churchwarden)**

Since the last APCM in 2023 the church fabric, goods and ornaments are all still present and correct. I feel at Trinity Church we are an inclusive and welcoming community with opportunities for all members of the congregation to be involved in and do so if they wish. For example, reading lessons, leading intercession prayers, welcoming, serving refreshments, cleaning the church and undertaking sidespersons duties are all opportunities to be involved.

I would like to say a big thank you to Revd. Marion Gaskell for coordinating a rota to cover the above duties. Also to Peter Holden for organising a similar rota for Sidespersons duties. The above tasks are all part of encouraging us as a church family to grow and worship together.

Over the past year we have seen some growth in numbers and it is good to see that 4 people have come forward to be confirmed this year. All our church special services and events have been well attended and we have had positive feedback from those who have visited, which is down to

everyone who has been involved, whether that be in organising and delivering these services and events or attending and supporting them.

We also have a good connection with the wider community with regards to local schools, care homes and the Gawthorpe Maypole Committee for the Coal Carrying Championships and Gawthorpe Maypole Procession with many church members supporting the organising and delivery of these events.

Thank you to Revd. Andrew and his wife Sally who open up St Mary's Room in the Trinity Centre on the first Saturday in the month to provide tea, coffee and cakes along with generous donations of cakes from others and to welcome anyone from the community who would like to come and join us just for a social gathering.

We look forward this year to the installation of a new sound system and overhead projection to help enhance our worship. The church office is in the process of being relocated from the Portacabin, which was always meant to be a temporary measure, into the childcare office in Trinity Centre. The revised arrangements will be a more welcoming sight for visitors and a safer and more appropriate environment for Victoria, our Business and Finance manager to work in. The Portacabin will then be disposed of accordingly.

I have been proud and privileged to support Revd. Andrew in my role as Churchwarden, he is a dedicated priest and a person who is approachable, he is welcoming and a good listener and is someone who will work with you. He is very down to earth and that is why he is loved by so many. Continue as you are Andrew and I expect through God's grace, we will see more growth in the year to come.

**Aldene Smith (Churchwarden)**

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### **Vicar's Reflections 2023**

Dear Brothers and Sisters in Christ

Spring has come around once more, and the life of Trinity Church continues to move forward. I do feel 2023 was a bit of a roller coaster of a year with many ups and downs, positives, and not-so-positives.

Let me start by getting the not-so-positives out of the way:

During 2023 the church and buildings appeared to have been a big focus on the work we do, this of course is always inevitable with an ageing building. For myself as a minister the most important focus is always the pastoral and spiritual welfare of our community as opposed to the fabric of a building. But I do also understand we have an amazing huge church building with a good heritage that will always take time, effort, and finance to maintain, but can at times lead me on a slightly different path away from my ministry of the people. But is still an important factor of our mission.

Some of the major tasks we are working on are:

- Relocation of the church office into the center and removing the shabby blue container, which is way past it's 'fit for purpose'.
- The church center needs re-roofing, we have had quotes for this and are now looking at church grants and funding.

- The Church Clock – North face has deteriorated over the years, even though this has now been made safe, we are looking at restoration, again this is not going to be a cheap exercise or quick fix.
- I am still looking into the Audio and Visual for church and welcome desk at the back, other more important issues from above have distracted me from this, but this is still a priority to enhance worship and other events in church.
- Rhubarb Radio – Seems to have been a never-ending list of emails and correspondence. They are wanting to put an antenna on the church tower, which if this does happen, will bring funds into the church and give free publicity for any events we wish to advertise including childcare. But the details for this keep moving & changing.

These are all points we are currently working through, there are many minor works that will always come up. But can I please ask for your prayers in these areas, in particular for the funding of all projects to help Trinity church get through and fulfil all we must do to protect our amazing church building, so we can tell others about the Glory of our God.

The coming together of the benefice is still up for question. As we continue to work alongside our church family at Christ Church and keep them in our prayers. There is still a big question mark as to how we see this working. There is no hiding the fact, that both churches have a totally different culture to theology and worship. Reverend Steve and myself continue work alongside our PCC's and bishops to identify the shape of the future.

So for the positives:

- The body of the church at Trinity has increased in number. I find this extremely encouraging, it tells me that the Spirit is moving in our community. And even though we are not perfect, we are definitely doing something right.
- We now have a worship leadership team in place, and meet to freely discuss the church mission and vision whilst identifying the core values of Trinity Church. This allows us to, together plan for church seasons any upcoming events (inc. bible study, extra services etc.) and the future.
- Remembrance Sunday 2023 – alongside Ken Gaskell, and other uniform group leaders, we created a different style of Remembrance service in church, which was very well received, despite much opposition to change things. We believe we will allow the service to be accessible for future generations, and we will continue to work together with all youth group organisations in and around Ossett.
- There are a few more families now using church and The Sunday Club, which again is very encouraging.
- We had a very positive Easter & Christmas, in particular the Christmas Tree Festival, Christingle & Easter Day, where numbers have been far higher than the previous few years. Also I received many emails and had conversations from those who really enjoyed what we had to offer, these are a great platform to spread the word and strengthen the body of the church, also engaging with the community in many ways.
- Working alongside Gawthorpe Maypole Committee is always a great way to show our commitment and presence within the community. Working alongside them brings a real joy and sense of unity to the parish.
- Heritage Day – This was the first one I attended, hard work but again showed off our amazing building to many. I am always inspired by those from the church who roll their sleeves up and help with our mission in this area.
- Trinity Childcare – with the cost of living soaring and a few staff issues, they didn't have the easiest of years, but that didn't let it stop them, and came through a difficult time to show their integrity and spirit to work for what is best for the children – I have to thank Nicky & Vic for their hard work and dedication and Duncan for his work and down to earth advice as well as the management team who hold things together.

- A big thanks to Linda Musgreave for continuing to work with myself at Trinity Primary School A few doors have also opened at Gawthorpe Academy. It is a real pleasure to work in the schools, I feel we make a real difference in many ways. And we have had both schools in the church for festivals with a packed church full of energy - God is Good all the Time.
- Friends, I am going to stop there, I realise I could go on to fill a few more pages, but above are the main highlights of positives and achievements, I'm sure you can all think of many more.

I would like to thank each member of the PCC for their continued dedication and hard work, in a year where they have continued to demonstrate their commitment to God and to His church here. I would also like to thank all the smaller groups within the church, with many people making everything happen. I don't want to name anyone in particular, because I am in fear of missing someone out, those who come in and clean and tidy up, the organising and printing of services and music, opening and closing the Centre, being on the church rota on a Sunday, even doing the church rota's, assisting with the churchyard and registers ... I could go on and on. Services and events don't just happen; there is a team who do all these things. Please could I urge you all if you are able to help in any way possible in the Centre or in church, please do come forward and help where you can. Those who do make this all happen, a huge thanks, you are so appreciated in everything you do.

I would like to thank the congregation for all your love, encouragement, kind words, support and constructive feedback. This year I have purposely preached and talked about going out and telling others about the work we do and about our amazing Saviour Jesus Christ. Let us continue to show love and commitment for each other, with the love which Christ himself not only gives us, but tells us to share with everyone. It is the love of Christ that gives strength to everything we do and is shown within the community. I truly do love you all.

I also would like to thank my amazing family for all their support. Sally who keeps my feet firmly on the floor who quite often makes me see sense when things are slightly foggy. For my children Scarlett & Elliott, and my incredible granddaughter Mia-Grace, who is growing up far too fast, thank you for all your love and support of which without all of you my life would be empty, but you all give me the strength to get up and go forward.

Finally, thank you to God. In a year where He has demonstrated that He is faithful. He will never leave us or forsake us.

Whatever the future does bring we can, and will, weather whatever storm comes our way. We may still struggle to know what the future holds, but we can know and trust He who holds the future.

My love, thoughts and prayers are with you all,

God bless,  
Andrew

CHARITY REGISTRATION NUMBER: 1134034

**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2023**

**B M Howarth Ltd**  
Chartered Accountants  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2023

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# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2023.

### Reference and administrative details

**Registered charity name** The Parochial Church Council of Ossett and Gawthorpe

**Charity registration number** 1134034

**Principal office** Trinity Church  
Church Street  
Ossett  
West Yorkshire  
WF5 9DW

### Ex officio Members:

**Vicar** Priest in Charge – Revd. Steven Harvey  
Associate Priest – Revd. Andrew Griffin (Resident Minister) - CHAIR

**Churchwardens** Aldene Smith  
June Milburn

**Deanery Synod  
Representatives (till 2023)** Aldene Smith (Gift Aid Officer)  
Duncan Smith (Vice Chair)  
Nicky Fleming

**Elected:** Joan Russell-Hogley *till 2025*  
Leanne Walters *till 2025 - (Safeguarding Officer)*  
Andrew Cameron *till 2025 - (Eco champion)*  
Tony Richardson *till 2025 - (Buildings & Grounds)*  
Peter Holden *till 2025 - (Health & Safety)*  
Anne Rigg *till 2024*  
Ken Gaskell *till 2023 - (Children's Work)*  
Linda Musgreave *till 2023 - (LLM – Reader)*

**PCC Secretary** Victoria Hunter

**Treasurer** Duncan Smith

**Independent examiner** Charles R Moorby

B M Howarth Ltd  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2023

### **PCC Statement of purpose:**

Alongside the vicar, the purpose of the PCC is to share in servant leadership as we listen to God and share in his mission at Trinity Church, our local community of Ossett & Gawthorpe and the world. We aim to develop and grow in our love of God, our love of each other and our love and unity with the wider church.

### **Objectives and activities**

Trinity Church is '*a Christian Community living and sharing faith.*'

Trinity Church alongside Christ Church South Ossett is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith through many community services and events.

Our purpose and aims are delivered through our activities within the Enabling Groups:

- Ministry Team, as well as involvement with local schools including Holy Trinity Primary and Gawthorpe Community Academy.
- Trinity Babies and Trinity Tots, the Alpha & Omega Clubs.
- Trinity Sunday Club.

We continue to serve and provide positive support for families and individuals through:

- Baptisms & Thanksgiving
- Weddings
- Funerals plus several funerals outside church at the crematoriums.
- Memorial Service
- Interment of Ashes
- The annual Remembrance Service.
- Service for Gawthorpe May Day festivities.
- Community events such as Christmas Tree Festival, Heritage Day etc.

### **Structure, Governance and Management.**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission. There are six formal meetings of the PCC across the year. Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee, which has power to transact the business of the Parochial Church Council between its meetings but is primarily used to formulate the agenda for meetings. Four of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church) enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. The PCC continues to develop a robust approach to Safeguarding, Leanne Walters & Revd. Andrew Griffin meet regularly and continue to work on the Traffic Light System, as introduced by Leeds Diocese and The Church of England.

Overall, it feels as though it has been a positive and productive year for Trinity. The coming together as a benefice is in a state of tension, both Trinity & Christ Church South Ossett are two very independent churches with totally different cultures. However, we continue to come together at certain services and community events. Trinity Church has again had growth in numbers and spiritually, which is very positive as we move forward. In 2023 we introduced a Ministry Leaders Team, looking at the worship and spiritual direction of Trinity Church, which has been very fruitful for the ministry and vision for the church. Can I also ask for your continued prayers for Trinity Church, Christ Church South Ossett, the Diocese of Leeds, its Bishops, and the Church of England.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2023

### Achievements and performance

Post Covid, including 2023, continued to pose challenges for the wider Church of England. As the year progressed church services and events started to return to normal patterns. Trinity Church has had growth in congregation numbers and finance, which gives a good platform to move forward.

A few of our performance and achievements for 2023:

- Continuation of monthly coffee mornings, which has been very popular with both Trinity and Christ Church, this has been very well attended including people on the fringes of church life.
- Trinity continues to play a part in Gawthorpe Coal Race and the Mayday festivities, enabling the church to be very present in the local community.
- We continue to work to our Mission and Vision plan alongside our sermon series. This year we also looked at adopting Leading Your Church into Growth (LYCIG) starting off looking at our Welcome. We also continue to look at Audio & Visual, which has become more challenging than expected due to funding and time.
- Reverend Andrew & Linda Musgreave continue with a two-year Collective Worship programme at Holy Trinity Primary School and deliver this weekly. We had a very successful Christmas family service in the school, which will continue 4 times per year. School links are very strong and well supported. Reverend Andrew & Nick Hamill are both foundation governors in the school. Reverend Andrew is involved in many other projects in school as well as a Mental Health champion.
- We have seen new faces in our Sunday Club; Tots and Babies are busier than ever thanks to Ken & Marion Gaskell and Karen Pickering and their teams.
- Remembrance Sunday, had a new fresh idea, bringing together all of the uniform groups in our local area, and allowing the service to be youth focused, taking Remembrance to the next generation.
- Childcare & Holiday club is now going strong with many attending from the local community.
- Both Easter & Christmas Services were very well attended.
- 3 Bible study courses for Lent, Summer & Advent, the Christmas study in particular was very well received.
- We held a Christmas Tree Festival over 2 days which was very well attended and much appreciated by the local community. Also, local businesses got on board with the event. A huge thanks to Ken & Marion Gaskell and the Scout groups for all their planning and involvement as well as all the Trinity Members who worked so hard to make it happen.

This is just a selection of achievements and performances, there has been some good progress, and we will continue to build on what we historically had and also what we have gained.

### Financial review

The financial picture for 2023 saw an increase in income across most channels through increased activity, including giving and donations, fees and charges, fundraising, centre hire and childcare provision with a corresponding increase in expenditure. Total receipts on unrestricted funds were £180,418 of which £31,035 was unrestricted donations and legacies, including £5,371 from Gift Aid.

Planned Giving and Gift Aid (Note 4) was slightly up in 2023. The mainly downward trend in this area levelled off in 2023, which is encouraging and something to build upon. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget. Expenditure from unrestricted funds amounted to £173,378.

The PCC committed to make a £40,000 contribution towards the circa £56,000 requested to the Common Fund and this level was met, after making a contribution of £36,000 in 2022 against a request of circa £55,000.

The net result for the year was an excess of income over expenditure of £7,040 on unrestricted funds.

### Reserves Policy

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

### Year ended 31 December 2023

Due to continuing liabilities in 2023, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted cash funds of at least £40,000 (£10,000 church; £30,000 Childcare), to enable the church to meet its obligations for at least a three-month period. The unrestricted cash at the bank and in hand of £87,084 as at 31st December 2023 more than covered this. A significant proportion of the balance of £52,726 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£13,206), a legacy for a new Font, if one is needed, or to maintain the heating system (£9,381) and a (£4,834) Covid Sustainability Grant and a HAF Grant (£17,724) from the Local Authority.

#### **Church Staff & Volunteers**

Revd. Steven Harvey is Priest in Charge of Trinity and Christ Church and Resident Minister at Christ Church, South Ossett. Revd. Andrew Griffin is Associate Priest at Trinity Church and Christ Church and Resident Minister of Trinity Church. Revd. Marion Gaskell continues to be an active part of the church leadership team along with her husband Ken Gaskell, a retired Church Army Captain. Ken has led an able team of leaders within the Sunday Club which supports ministry with children and families as part of Sunday Worship. Marion also has permission to officiate, Ken a local scout group leader who brings incredible gifts and skills is also authorised to lead ministry, preach, and teach.

Readers Duncan Smith and Linda Musgreave continue to serve the church in many ways, which we are most grateful for. Aldene Smith and June Milburn were again elected as Churchwardens at the 2023 APCM and have served the church faithfully as churchwardens and are supported by a very dedicated team of sides-persons - Julia Oldroyd, June Milburn, Peter Holden, Mari Smith, Pam Young, Leanne Walters & Mark Walters during 2023. Victoria Hunter, our Business and Finance Manager has taken on the voluntary role of PCC Secretary for which we are all very grateful. The PCC Standing Committee included Revd. Andrew Griffin, the churchwardens Aldene Smith and June Milburn, Victoria Hunter, PCC Secretary and PCC vice-chair and Treasurer, Duncan Smith.

Leanne Walters has taken on the role of Safeguarding Officer. Aldene Smith collates our work on Gift Aid across the church, while Victoria Hunter deals with VAT reclaims resulting from building works; Tony has now also taken a more consultative role in this respect. We are grateful to Tony Richardson as he gets to grips in overseeing the Buildings and Grounds. We are grateful to Mark Sayle for his work on the Electoral Roll for 2023 and his continued help with Buildings and Grounds. Revd. Andrew Griffin and Nick Hammill have served as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Governing Body.

Victoria Hunter supports administrative work alongside some very committed Church volunteers, Victoria quite often goes up and above her remit, and her skills, work and knowledge of Trinity are most appreciated in liaising with the clergy. Victoria Hunter also supports our childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated childcare staff, working with our Alpha & Omega and Holiday Clubs; as they have supported Holy Trinity School across most of the year.

Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with supporting Rev Andrew with the role of verger, flowers, and changes of altar frontals in church. Karen Pickering and a team of faithful volunteers support Trinity Tots and Babies, with many volunteers. Trinity Tots and Babies continue to thrive in supporting parents with child play opportunities and is flourishing. Nicky Fleming along with Julia Oldroyd ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Team4U, Christian Aid, the Leprosy Mission and held a very successful coffee morning for Fair Trade through fundraising and raising funds for many charities and organisations and serve quietly in all sorts of ways within the wider church and the communities where they live and work.

Revd. Andrew Griffin

PCC - Chair of Ossett & Gawthorpe

The trustees' annual report was approved on 19 May 2024 and signed on behalf of the board of trustees by:

# The Parochial Church Council of Ossett and Gawthorpe

Trustees' Annual Report *(continued)*

Year ended 31 December 2023



**Mr. D. Smith**  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2023**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2023.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Charles R Moorby**  
**Independent Examiner**

**B M Howarth Ltd**  
**Metic House**  
**Wakefield**  
**West Yorkshire**  
**WF6 1QT**

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2023

		Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	4	31,035	11,170	42,205	44,029
Other trading activities	5	149,383	–	149,383	132,246
Investment income	6	–	–	–	–
<b>Total income</b>		<u>180,418</u>	<u>11,170</u>	<u>191,588</u>	<u>176,275</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		111,268	7,328	118,596	95,632
Expenditure on charitable activities	7	62,110	2,320	64,430	73,786
<b>Total expenditure</b>		<u>173,378</u>	<u>9,648</u>	<u>183,026</u>	<u>169,418</u>
<b>Net income and net movement in funds</b>		<u>7,040</u>	<u>1,522</u>	<u>8,562</u>	<u>6,857</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		169,038	51,204	220,242	213,385
<b>Total funds carried forward</b>		<u>176,078</u>	<u>52,726</u>	<u>228,804</u>	<u>220,242</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2023

	Note	2023 £	£	2022 £
<b>Fixed assets</b>				
Tangible fixed assets	13		81,250	84,500
<b>Current assets</b>				
Debtors	14	10,593		14,413
Cash at bank and in hand		139,810		122,649
		<u>150,403</u>		<u>137,062</u>
<b>Creditors: amounts falling due within one year</b>	15	<u>2,849</u>		<u>1,320</u>
<b>Net current assets</b>			<u>147,554</u>	<u>135,742</u>
<b>Total assets less current liabilities</b>			<u>228,804</u>	<u>220,242</u>
<b>Net assets</b>			<u>228,804</u>	<u>220,242</u>
<b>Funds of the charity</b>				
Restricted funds			52,726	51,204
Unrestricted funds			176,078	169,038
<b>Total charity funds</b>	18		<u>228,804</u>	<u>220,242</u>

These financial statements were approved by the board of trustees and authorised for issue on 19 May 2024, and are signed on behalf of the board by:

**Mr. D. Smith**  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2023

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 3. Accounting policies *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Land and buildings - Over the estimated 40 year remaining useful life of the property

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Gifts, Donations and Legacies	3,194	2,263	5,457
Collections	2,852	–	2,852
<b>Gifts</b>			
Gift Aid and Planned Giving	19,618	–	19,618
Income Tax Recovered	5,371	–	5,371
<b>Grants</b>			
HAF Funding Grant	–	8,907	8,907
	<u>31,035</u>	<u>11,170</u>	<u>42,205</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Gifts, Donations and Legacies	2,291	2,971	5,262
Collections	1,523	–	1,523
<b>Gifts</b>			
Gift Aid and Planned Giving	19,591	–	19,591
Income Tax Recovered	4,255	–	4,255
<b>Grants</b>			
HAF Funding Grant	–	13,398	13,398
	<u>27,660</u>	<u>16,369</u>	<u>44,029</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2023

### 5. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Fundraising Events	2,700	–	2,700
Church Centre Hire	10,862	–	10,862
Childcare	122,728	–	122,728
Fee Income	9,909	–	9,909
Other Charges	3,184	–	3,184
Trinity Families	–	–	–
	<u>149,383</u>	<u>–</u>	<u>149,383</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Church Hire	128	–	128
Fundraising Events	1,715	–	1,715
Church Centre Hire	14,970	–	14,970
Childcare	107,084	–	107,084
Fee Income	7,984	–	7,984
Other Charges	198	–	198
Trinity Families	–	167	167
	<u>132,079</u>	<u>167</u>	<u>132,246</u>

### 6. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Bank interest receivable	–	–	–	–
	<u>–</u>	<u>–</u>	<u>–</u>	<u>–</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2023

### 7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Upkeep of Services	428	-	428
Church Running Expenses	4,225	-	4,225
Church Maintenance	775	1,303	2,078
Charities and Charitable Projects	307	1,017	1,324
Common Fund	40,000	-	40,000
Church Centre Expenses	5,874	-	5,874
Ministry: Clergy costs	797	-	797
Administrator and admin expenses	4,204	-	4,204
Governance costs	5,500	-	5,500
	<u>62,110</u>	<u>2,320</u>	<u>64,430</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Upkeep of Services	360	-	360
Church Running Expenses	8,697	-	8,697
Church Maintenance	273	6,431	6,704
Nurture and Ministry expenses	109	-	109
Charities and Charitable Projects	83	3,030	3,113
Common Fund	36,000	-	36,000
Church Centre Expenses	8,225	1,502	9,727
Ministry: Clergy costs	478	-	478
Administrator and admin expenses	4,408	37	4,445
Governance costs	4,153	-	4,153
	<u>62,786</u>	<u>11,000</u>	<u>73,786</u>

### 8. Net income

Net income is stated after charging/(crediting):

	2023 £	2022 £
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 9. Independent examination fees

	2023 £	2022 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	660	600
Other financial services	840	840
	<u>1,500</u>	<u>1,440</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023 £	2022 £
Wages and salaries	83,015	71,675
Employer contributions to pension plans	988	689
	<u>84,003</u>	<u>72,364</u>

The average head count of employees during the year was 8 (2022: 8). The average number of full-time equivalent employees during the year is analysed as follows:

	2023 No.	2022 No.
Full-time equivalents	<u>6</u>	<u>6</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

#### 11. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

#### 12. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 17 to the accounts.

#### 13. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
<b>At 1 January 2023 and 31 December 2023</b>	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2023	45,500
Charge for the year	3,250
<b>At 31 December 2023</b>	<u>48,750</u>
<b>Carrying amount</b>	
<b>At 31 December 2023</b>	<u>81,250</u>
At 31 December 2022	<u>84,500</u>

#### 14. Debtors

	2023 £	2022 £
Other debtors	<u>10,593</u>	<u>14,413</u>

#### 15. Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors and accruals	<u>2,849</u>	<u>1,320</u>

#### 16. Pensions and other post retirement benefits Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £988 (2022: £689).

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
General funds	<u>169,038</u>	<u>180,418</u>	<u>(173,378)</u>	<u>–</u>	<u>176,078</u>
	At 1 January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
General funds	<u>161,628</u>	<u>159,739</u>	<u>(152,329)</u>	<u>–</u>	<u>169,038</u>

##### Restricted funds

	At 1 January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Organ	(550)	530	(180)	126	(74)
Curate	597	–	–	–	597
Church Building Development	14,207	–	(875)	(126)	13,206
Trinity Events	149	–	–	–	149
Bells	110	–	–	–	110
Church Centre Development	–	100	–	–	100
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	2,641	1,633	(1,016)	–	3,258
Lamposts (Young People)	955	–	(165)	–	790
Font/Heating Maintenance	9,629	–	(248)	–	9,381
HAF Funding	12,829	8,907	(4,012)	–	17,724
LA Covid Grant	7,986	–	(3,152)	–	4,834
	<u>51,204</u>	<u>11,170</u>	<u>(9,648)</u>	<u>–</u>	<u>52,726</u>
	At 1 January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
Organ	1,670	846	(3,066)	–	(550)
Curate	597	–	–	–	597
Church Building Development	15,737	–	(1,530)	–	14,207
Trinity Events	149	–	–	–	149
Bells	1,274	300	(1,464)	–	110
Church Centre Development	–	–	–	–	–
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,870	1,826	(3,055)	–	2,641
Lamposts (Young People)	788	167	–	–	955
Font/Heating Maintenance	10,000	–	(371)	–	9,629
HAF Funding	5,021	13,397	(5,589)	–	12,829
LA Covid Grant	10,000	–	(2,014)	–	7,986
	<u>51,757</u>	<u>16,536</u>	<u>(17,089)</u>	<u>–</u>	<u>51,204</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2023

### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance
HAF Funding	- Grant funding for school holiday activities for children in receipt of free school meals
LA Covid Grant	- Local Authority Discretionary Grant for childcare business sustainability

### 18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	81,250	–	81,250
Current assets	97,677	52,726	150,403
Creditors less than 1 year	(2,849)	–	(2,849)
<b>Net assets</b>	<u>176,078</u>	<u>52,726</u>	<u>228,804</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	84,500	–	84,500
Current assets	85,858	51,204	137,062
Creditors less than 1 year	(1,320)	–	(1,320)
<b>Net assets</b>	<u>169,038</u>	<u>51,204</u>	<u>220,242</u>

### 19. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000

CHARITY REGISTRATION NUMBER: 1134034

**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2023**

**B M Howarth Ltd**  
Chartered Accountants  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2023

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# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2023.

### Reference and administrative details

**Registered charity name** The Parochial Church Council of Ossett and Gawthorpe

**Charity registration number** 1134034

**Principal office** Trinity Church  
Church Street  
Ossett  
West Yorkshire  
WF5 9DW

### Ex officio Members:

**Vicar** Priest in Charge – Revd. Steven Harvey  
Associate Priest – Revd. Andrew Griffin (Resident Minister) - CHAIR

**Churchwardens** Aldene Smith  
June Milburn

**Deanery Synod  
Representatives (till 2023)** Aldene Smith (Gift Aid Officer)  
Duncan Smith (Vice Chair)  
Nicky Fleming

**Elected:** Joan Russell-Hogley *till 2025*  
Leanne Walters *till 2025 - (Safeguarding Officer)*  
Andrew Cameron *till 2025 - (Eco champion)*  
Tony Richardson *till 2025 - (Buildings & Grounds)*  
Peter Holden *till 2025 - (Health & Safety)*  
Anne Rigg *till 2024*  
Ken Gaskell *till 2023 - (Children's Work)*  
Linda Musgreave *till 2023 - (LLM – Reader)*

**PCC Secretary** Victoria Hunter

**Treasurer** Duncan Smith

**Independent examiner** Charles R Moorby

B M Howarth Ltd  
Metic House  
Wakefield  
West Yorkshire  
WF6 1QT

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2023

### **PCC Statement of purpose:**

Alongside the vicar, the purpose of the PCC is to share in servant leadership as we listen to God and share in his mission at Trinity Church, our local community of Ossett & Gawthorpe and the world. We aim to develop and grow in our love of God, our love of each other and our love and unity with the wider church.

### **Objectives and activities**

Trinity Church is *'a Christian Community living and sharing faith.'*

Trinity Church alongside Christ Church South Ossett is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith through many community services and events.

Our purpose and aims are delivered through our activities within the Enabling Groups:

- Ministry Team, as well as involvement with local schools including Holy Trinity Primary and Gawthorpe Community Academy.
- Trinity Babies and Trinity Tots, the Alpha & Omega Clubs.
- Trinity Sunday Club.

We continue to serve and provide positive support for families and individuals through:

- Baptisms & Thanksgiving
- Weddings
- Funerals plus several funerals outside church at the crematoriums.
- Memorial Service
- Interment of Ashes
- The annual Remembrance Service.
- Service for Gawthorpe May Day festivities.
- Community events such as Christmas Tree Festival, Heritage Day etc.

### **Structure, Governance and Management.**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission. There are six formal meetings of the PCC across the year. Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee, which has power to transact the business of the Parochial Church Council between its meetings but is primarily used to formulate the agenda for meetings. Four of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church) enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. The PCC continues to develop a robust approach to Safeguarding, Leanne Walters & Revd. Andrew Griffin meet regularly and continue to work on the Traffic Light System, as introduced by Leeds Diocese and The Church of England.

Overall, it feels as though it has been a positive and productive year for Trinity. The coming together as a benefice is in a state of tension, both Trinity & Christ Church South Ossett are two very independent churches with totally different cultures. However, we continue to come together at certain services and community events. Trinity Church has again had growth in numbers and spiritually, which is very positive as we move forward. In 2023 we introduced a Ministry Leaders Team, looking at the worship and spiritual direction of Trinity Church, which has been very fruitful for the ministry and vision for the church. Can I also ask for your continued prayers for Trinity Church, Christ Church South Ossett, the Diocese of Leeds, its Bishops, and the Church of England.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2023

### Achievements and performance

Post Covid, including 2023, continued to pose challenges for the wider Church of England. As the year progressed church services and events started to return to normal patterns. Trinity Church has had growth in congregation numbers and finance, which gives a good platform to move forward.

A few of our performance and achievements for 2023:

- Continuation of monthly coffee mornings, which has been very popular with both Trinity and Christ Church, this has been very well attended including people on the fringes of church life.
- Trinity continues to play a part in Gawthorpe Coal Race and the Mayday festivities, enabling the church to be very present in the local community.
- We continue to work to our Mission and Vision plan alongside our sermon series. This year we also looked at adopting Leading Your Church into Growth (LYCIG) starting off looking at our Welcome. We also continue to look at Audio & Visual, which has become more challenging than expected due to funding and time.
- Reverend Andrew & Linda Musgreave continue with a two-year Collective Worship programme at Holy Trinity Primary School and deliver this weekly. We had a very successful Christmas family service in the school, which will continue 4 times per year. School links are very strong and well supported. Reverend Andrew & Nick Hamill are both foundation governors in the school. Reverend Andrew is involved in many other projects in school as well as a Mental Health champion.
- We have seen new faces in our Sunday Club; Tots and Babies are busier than ever thanks to Ken & Marion Gaskell and Karen Pickering and their teams.
- Remembrance Sunday, had a new fresh idea, bringing together all of the uniform groups in our local area, and allowing the service to be youth focused, taking Remembrance to the next generation.
- Childcare & Holiday club is now going strong with many attending from the local community.
- Both Easter & Christmas Services were very well attended.
- 3 Bible study courses for Lent, Summer & Advent, the Christmas study in particular was very well received.
- We held a Christmas Tree Festival over 2 days which was very well attended and much appreciated by the local community. Also, local businesses got on board with the event. A huge thanks to Ken & Marion Gaskell and the Scout groups for all their planning and involvement as well as all the Trinity Members who worked so hard to make it happen.

This is just a selection of achievements and performances, there has been some good progress, and we will continue to build on what we historically had and also what we have gained.

### Financial review

The financial picture for 2023 saw an increase in income across most channels through increased activity, including giving and donations, fees and charges, fundraising, centre hire and childcare provision with a corresponding increase in expenditure. Total receipts on unrestricted funds were £180,418 of which £31,035 was unrestricted donations and legacies, including £5,371 from Gift Aid.

Planned Giving and Gift Aid (Note 4) was slightly up in 2023. The mainly downward trend in this area levelled off in 2023, which is encouraging and something to build upon. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget. Expenditure from unrestricted funds amounted to £173,378.

The PCC committed to make a £40,000 contribution towards the circa £56,000 requested to the Common Fund and this level was met, after making a contribution of £36,000 in 2022 against a request of circa £55,000.

The net result for the year was an excess of income over expenditure of £7,040 on unrestricted funds.

### Reserves Policy

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

### Year ended 31 December 2023

Due to continuing liabilities in 2023, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted cash funds of at least £40,000 (£10,000 church; £30,000 Childcare), to enable the church to meet its obligations for at least a three-month period. The unrestricted cash at the bank and in hand of £87,084 as at 31st December 2023 more than covered this. A significant proportion of the balance of £52,726 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£13,206), a legacy for a new Font, if one is needed, or to maintain the heating system (£9,381) and a (£4,834) Covid Sustainability Grant and a HAF Grant (£17,724) from the Local Authority.

#### **Church Staff & Volunteers**

Revd. Steven Harvey is Priest in Charge of Trinity and Christ Church and Resident Minister at Christ Church, South Ossett. Revd. Andrew Griffin is Associate Priest at Trinity Church and Christ Church and Resident Minister of Trinity Church. Revd. Marion Gaskell continues to be an active part of the church leadership team along with her husband Ken Gaskell, a retired Church Army Captain. Ken has led an able team of leaders within the Sunday Club which supports ministry with children and families as part of Sunday Worship. Marion also has permission to officiate, Ken a local scout group leader who brings incredible gifts and skills is also authorised to lead ministry, preach, and teach.

Readers Duncan Smith and Linda Musgreave continue to serve the church in many ways, which we are most grateful for. Aldene Smith and June Milburn were again elected as Churchwardens at the 2023 APCM and have served the church faithfully as churchwardens and are supported by a very dedicated team of sides-persons - Julia Oldroyd, June Milburn, Peter Holden, Mari Smith, Pam Young, Leanne Walters & Mark Walters during 2023. Victoria Hunter, our Business and Finance Manager has taken on the voluntary role of PCC Secretary for which we are all very grateful. The PCC Standing Committee included Revd. Andrew Griffin, the churchwardens Aldene Smith and June Milburn, Victoria Hunter, PCC Secretary and PCC vice-chair and Treasurer, Duncan Smith.

Leanne Walters has taken on the role of Safeguarding Officer. Aldene Smith collates our work on Gift Aid across the church, while Victoria Hunter deals with VAT reclaims resulting from building works; Tony has now also taken a more consultative role in this respect. We are grateful to Tony Richardson as he gets to grips in overseeing the Buildings and Grounds. We are grateful to Mark Sayle for his work on the Electoral Roll for 2023 and his continued help with Buildings and Grounds. Revd. Andrew Griffin and Nick Hammill have served as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Governing Body.

Victoria Hunter supports administrative work alongside some very committed Church volunteers, Victoria quite often goes up and above her remit, and her skills, work and knowledge of Trinity are most appreciated in liaising with the clergy. Victoria Hunter also supports our childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated childcare staff, working with our Alpha & Omega and Holiday Clubs; as they have supported Holy Trinity School across most of the year.

Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with supporting Rev Andrew with the role of verger, flowers, and changes of altar frontals in church. Karen Pickering and a team of faithful volunteers support Trinity Tots and Babies, with many volunteers. Trinity Tots and Babies continue to thrive in supporting parents with child play opportunities and is flourishing. Nicky Fleming along with Julia Oldroyd ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Team4U, Christian Aid, the Leprosy Mission and held a very successful coffee morning for Fair Trade through fundraising and raising funds for many charities and organisations and serve quietly in all sorts of ways within the wider church and the communities where they live and work.

Revd. Andrew Griffin

PCC - Chair of Ossett & Gawthorpe

The trustees' annual report was approved on 19 May 2024 and signed on behalf of the board of trustees by:

# The Parochial Church Council of Ossett and Gawthorpe

Trustees' Annual Report *(continued)*

Year ended 31 December 2023



**Mr. D. Smith**  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2023**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2023.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Charles R Moorby**  
**Independent Examiner**

**B M Howarth Ltd**  
**Metic House**  
**Wakefield**  
**West Yorkshire**  
**WF6 1QT**

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2023

		Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	4	31,035	11,170	42,205	44,029
Other trading activities	5	149,383	–	149,383	132,246
Investment income	6	–	–	–	–
<b>Total income</b>		<u>180,418</u>	<u>11,170</u>	<u>191,588</u>	<u>176,275</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		111,268	7,328	118,596	95,632
Expenditure on charitable activities	7	62,110	2,320	64,430	73,786
<b>Total expenditure</b>		<u>173,378</u>	<u>9,648</u>	<u>183,026</u>	<u>169,418</u>
<b>Net income and net movement in funds</b>		<u>7,040</u>	<u>1,522</u>	<u>8,562</u>	<u>6,857</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		169,038	51,204	220,242	213,385
<b>Total funds carried forward</b>		<u>176,078</u>	<u>52,726</u>	<u>228,804</u>	<u>220,242</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2023

	Note	2023 £	£	2022 £
<b>Fixed assets</b>				
Tangible fixed assets	13		81,250	84,500
<b>Current assets</b>				
Debtors	14	10,593		14,413
Cash at bank and in hand		139,810		122,649
		<u>150,403</u>		<u>137,062</u>
<b>Creditors: amounts falling due within one year</b>	15	<u>2,849</u>		<u>1,320</u>
<b>Net current assets</b>			<u>147,554</u>	<u>135,742</u>
<b>Total assets less current liabilities</b>			<u>228,804</u>	<u>220,242</u>
<b>Net assets</b>			<u>228,804</u>	<u>220,242</u>
<b>Funds of the charity</b>				
Restricted funds			52,726	51,204
Unrestricted funds			176,078	169,038
<b>Total charity funds</b>	18		<u>228,804</u>	<u>220,242</u>

These financial statements were approved by the board of trustees and authorised for issue on 19 May 2024, and are signed on behalf of the board by:

**Mr. D. Smith**  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2023

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 3. Accounting policies *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Land and buildings - Over the estimated 40 year remaining useful life of the property

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Gifts, Donations and Legacies	3,194	2,263	<b>5,457</b>
Collections	2,852	–	<b>2,852</b>
<b>Gifts</b>			
Gift Aid and Planned Giving	19,618	–	<b>19,618</b>
Income Tax Recovered	5,371	–	<b>5,371</b>
<b>Grants</b>			
HAF Funding Grant	–	8,907	<b>8,907</b>
	<u>31,035</u>	<u>11,170</u>	<u><b>42,205</b></u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Gifts, Donations and Legacies	2,291	2,971	5,262
Collections	1,523	–	1,523
<b>Gifts</b>			
Gift Aid and Planned Giving	19,591	–	19,591
Income Tax Recovered	4,255	–	4,255
<b>Grants</b>			
HAF Funding Grant	–	13,398	13,398
	<u>27,660</u>	<u>16,369</u>	<u>44,029</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2023

### 5. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Fundraising Events	2,700	–	2,700
Church Centre Hire	10,862	–	10,862
Childcare	122,728	–	122,728
Fee Income	9,909	–	9,909
Other Charges	3,184	–	3,184
Trinity Families	–	–	–
	<u>149,383</u>	<u>–</u>	<u>149,383</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Church Hire	128	–	128
Fundraising Events	1,715	–	1,715
Church Centre Hire	14,970	–	14,970
Childcare	107,084	–	107,084
Fee Income	7,984	–	7,984
Other Charges	198	–	198
Trinity Families	–	167	167
	<u>132,079</u>	<u>167</u>	<u>132,246</u>

### 6. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Bank interest receivable	<u>–</u>	<u>–</u>	<u>–</u>	<u>–</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2023

### 7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Upkeep of Services	428	-	428
Church Running Expenses	4,225	-	4,225
Church Maintenance	775	1,303	2,078
Charities and Charitable Projects	307	1,017	1,324
Common Fund	40,000	-	40,000
Church Centre Expenses	5,874	-	5,874
Ministry: Clergy costs	797	-	797
Administrator and admin expenses	4,204	-	4,204
Governance costs	5,500	-	5,500
	<u>62,110</u>	<u>2,320</u>	<u>64,430</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Upkeep of Services	360	-	360
Church Running Expenses	8,697	-	8,697
Church Maintenance	273	6,431	6,704
Nurture and Ministry expenses	109	-	109
Charities and Charitable Projects	83	3,030	3,113
Common Fund	36,000	-	36,000
Church Centre Expenses	8,225	1,502	9,727
Ministry: Clergy costs	478	-	478
Administrator and admin expenses	4,408	37	4,445
Governance costs	4,153	-	4,153
	<u>62,786</u>	<u>11,000</u>	<u>73,786</u>

### 8. Net income

Net income is stated after charging/(crediting):

	2023 £	2022 £
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 9. Independent examination fees

	2023 £	2022 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	660	600
Other financial services	840	840
	<u>1,500</u>	<u>1,440</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023 £	2022 £
Wages and salaries	83,015	71,675
Employer contributions to pension plans	988	689
	<u>84,003</u>	<u>72,364</u>

The average head count of employees during the year was 8 (2022: 8). The average number of full-time equivalent employees during the year is analysed as follows:

	2023 No.	2022 No.
Full-time equivalents	<u>6</u>	<u>6</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

#### 11. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

#### 12. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 17 to the accounts.

#### 13. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
<b>At 1 January 2023 and 31 December 2023</b>	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2023	45,500
Charge for the year	3,250
<b>At 31 December 2023</b>	<u>48,750</u>
<b>Carrying amount</b>	
<b>At 31 December 2023</b>	<u>81,250</u>
At 31 December 2022	<u>84,500</u>

#### 14. Debtors

	2023 £	2022 £
Other debtors	<u>10,593</u>	<u>14,413</u>

#### 15. Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors and accruals	<u>2,849</u>	<u>1,320</u>

#### 16. Pensions and other post retirement benefits Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £988 (2022: £689).

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2023

#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 January 2023 £	Income £	Expenditure £	Transfers £	At 31 December 2023 £
General funds	<u>169,038</u>	<u>180,418</u>	<u>(173,378)</u>	<u>–</u>	<u>176,078</u>

	At 1 January 2022 £	Income £	Expenditure £	Transfers £	At 31 December 2022 £
General funds	<u>161,628</u>	<u>159,739</u>	<u>(152,329)</u>	<u>–</u>	<u>169,038</u>

##### Restricted funds

	At 1 January 2023 £	Income £	Expenditure £	Transfers £	At 31 December 2023 £
Organ	(550)	530	(180)	126	(74)
Curate	597	–	–	–	597
Church Building Development	14,207	–	(875)	(126)	13,206
Trinity Events	149	–	–	–	149
Bells	110	–	–	–	110
Church Centre Development	–	100	–	–	100
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	2,641	1,633	(1,016)	–	3,258
Lamposts (Young People)	955	–	(165)	–	790
Font/Heating Maintenance	9,629	–	(248)	–	9,381
HAF Funding	12,829	8,907	(4,012)	–	17,724
LA Covid Grant	7,986	–	(3,152)	–	4,834
	<u>51,204</u>	<u>11,170</u>	<u>(9,648)</u>	<u>–</u>	<u>52,726</u>

	At 1 January 2022 £	Income £	Expenditure £	Transfers £	At 31 December 2022 £
Organ	1,670	846	(3,066)	–	(550)
Curate	597	–	–	–	597
Church Building Development	15,737	–	(1,530)	–	14,207
Trinity Events	149	–	–	–	149
Bells	1,274	300	(1,464)	–	110
Church Centre Development	–	–	–	–	–
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,870	1,826	(3,055)	–	2,641
Lamposts (Young People)	788	167	–	–	955
Font/Heating Maintenance	10,000	–	(371)	–	9,629
HAF Funding	5,021	13,397	(5,589)	–	12,829
LA Covid Grant	10,000	–	(2,014)	–	7,986
	<u>51,757</u>	<u>16,536</u>	<u>(17,089)</u>	<u>–</u>	<u>51,204</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2023

### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance
HAF Funding	- Grant funding for school holiday activities for children in receipt of free school meals
LA Covid Grant	- Local Authority Discretionary Grant for childcare business sustainability

### 18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	81,250	–	81,250
Current assets	97,677	52,726	150,403
Creditors less than 1 year	(2,849)	–	(2,849)
<b>Net assets</b>	<u>176,078</u>	<u>52,726</u>	<u>228,804</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	84,500	–	84,500
Current assets	85,858	51,204	137,062
Creditors less than 1 year	(1,320)	–	(1,320)
<b>Net assets</b>	<u>169,038</u>	<u>51,204</u>	<u>220,242</u>

### 19. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000

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# Accounts

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CHARITY REGISTRATION NUMBER: 1134034

**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2022**

**JOHN P HARDY**

Chartered accountants

John P Hardy

Market Place

Ossett

West Yorkshire

WF5 8BQ

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2022

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Independent examiner's report to the trustees	<b>6</b>
Statement of financial activities	<b>7</b>
Statement of financial position	<b>8</b>
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# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2022

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2022.

### Reference and administrative details

**Registered charity name** The Parochial Church Council of Ossett and Gawthorpe

**Charity registration number** 1134034

**Principal office** Trinity Church  
Church Street  
Ossett  
WF5 9DW

Ex officio Members:

**Vicar** Priest in Charge – Revd. Steven Harvey  
Associate Priest – Revd. Andrew Griffin (Resident Minister for Trinity)

**Churchwardens** Aldene Smith  
June Milburn

**Deanery Synod  
Representatives (till 2023)** Aldene Smith (Gift Aid Officer)  
Duncan Smith (Vice Chair)  
Nicky Fleming

**Elected:**

Joan Russell-Hogley	<i>till 2025</i>
Leanne Walters	<i>till 2025</i>
Andrew Cameron	<i>till 2025</i> (Eco champion)
Tony Richardson	<i>till 2025</i>
Peter Holden	<i>till 2025</i> (Health & Safety)
Alison Carson	<i>till 2024</i> (Safeguarding Officer)
Anne Rigg	<i>till 2024</i>
Mark Sayle	<i>till 2023</i>
Ken Gaskell	<i>till 2023</i> (Children's Work)
Linda Musgreave	<i>till 2023</i>
Mark Sayle	<i>till 2023</i>

**PCC Secretary** Victoria Hunter

**Treasurer** Duncan Smith

**Independent examiner** John P Hardy

Market Place  
Ossett  
West Yorkshire  
WF5 8BQ

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2022

### **PCC Statement of purpose:**

Alongside the vicar, the purpose of the PCC is to share in servant leadership as we listen to God and share in his mission at Trinity church, our local community of Ossett & Gawthorpe and the world. We aim to develop and grow in our love of God, our love of each other and our love and unity with the wider church.'

### **Objectives and activities**

Trinity Church is '*a Christian Community living and sharing faith.*'

Trinity Church alongside Christ Church South Ossett is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith through many community services and events

Our purpose and aims are delivered through our activities within the Enabling groups:

- Ministry Teams, as well as involvement with local schools including Holy Trinity Primary and Gawthorpe Community Academy.
- Trinity Babies and Trinity Tots, the Alpha & Omega Clubs.
- Trinity Sunday Club.

We continue to serve and provide positive support for families and individuals through:

- Baptisms & Thanksgiving
- Weddings
- Funerals plus several funerals outside church at the crematoriums.
- Memorial Service
- Internment of Ashes
- The annual Royal British Legion Remembrance service.
- Service for Gawthorpe May Day festivities.

### **Structure, governance and management**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission. There are six formal meetings of the PCC across the year, all now meeting physically. Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee, which has power to transact the business of the Parochial Church Council between its meetings, but is primarily used to formulate the agenda for meetings. Five of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church) enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. (We are currently seeking a person who will co-ordinate the Buildings and Grounds Team) The PCC continues to develop a robust approach to Safeguarding, Alison Carson & Revd. Andrew Griffin meets regularly and continues to work on the Traffic Light System, as introduced by Leeds Diocese and The Church of England.

Overall, it feels as though it has been a positive and productive year for Trinity. I feel I need to point out that the direction of the Church of England and the Diocese of Leeds continues to be in a situation where finance and numbers of clergy are in a fragile state. This may or may not impact on the whole of the body of church within the next few years; I believe it is something we must not worry about, but bear in mind. Can I also ask for your continued prayers for Trinity Church, the Diocese of of Leeds and its Bishops, and the Church of England.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2022

### Achievements and performance

Post Covid, including early 2022, continued to pose problems for the wider Church of England, as the year progressed we started to find a new normality, certain church services & events that had to be postponed have now started to find a new beginning as we seek to attain a new normality. Trinity has had growth in congregation numbers and finance, which gives a good platform to move forward.

A few of our performance and achievements for 2022:

- Introduction of a monthly Coffee Morning, which has been very popular with both Trinity and Christ Church, and has been very well attended including people on the fringes of church life.
- Trinity played a part in Gawthorpe Coal Race and the Mayday festivities, enabling the church to be very present in the local community.
- We launched our Mission and Vision plan alongside a sermon series, which I believe we are making good progress with.
- Reverend Andrew & Linda Musgrave launched a 2-year Collective Worship programme at Holy Trinity Primary School and deliver this every week. Also, we had a very successful Christmas family service in the school, which will continue 4 times per year. School links are very strong and well supported. Reverend Andrew & Nick Hamill are both foundation governors in the school. Reverend Andrew is involved in many other projects in school as well as a Mental Health champion.
- Introduction of Peregrine box in the tower, to encourage Peregrine Falcon's to breed, CCTV will be installed in 2023 with a link to social media.
- We have seen new faces in our Sunday Club; Tots and Babies are busier than ever thanks to Ken & Marion Gaskell and Karen Pickering and her team.
- Childcare & Holiday club had a change of leadership and is now going strong with many attending from the local community.
- Both Easter & Christmas Services were very well attended.
- We held a Christmas Tree Festival over 2 days which was very well attended and much appreciated by the local community. Also, local businesses got on board with the event. A huge thanks to Ken & Marion Gaskell and the Scout groups for all their planning and involvement as well as all the Trinity Members who worked so hard to make it happen.

This is just a selection of achievements and performances, there has been some good progress, and we will continue to build on what we historically had also what we have gained.

### Financial review

The financial picture for 2022 was still affected by the after effects of the coronavirus pandemic as we all continued to emerge and slowly return tentatively to some of our previous patterns and new norms. We saw an increase in income across most channels through increased activity, including giving and donations, fees and charges, fundraising, centre hire and childcare provision with a corresponding increase in expenditure. Total receipts on unrestricted funds were £159,739 of which £27,660 was unrestricted donations and legacies, including £4,255 from Gift Aid.

Planned Giving and Gift Aid (Note 4) was slightly down in 2022. This mainly downward trend has continued over several years but was exacerbated by the pandemic. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget. Expenditure from unrestricted funds amounted to £152,329.

The PCC committed to make a £36,000 contribution towards the circa £55,000 requested to the Common Fund and this level was met, after making a contribution of £30,000 in 2021 against a request of circa £53,000.

The net result for the year was an excess of income over expenditure of £6,856 on unrestricted and restricted funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2022

### Financial review *(continued)*

#### Reserves Policy

Due to continuing liabilities in 2022, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted cash funds of at least £40,000 (£10,000 church; £30,000 Childcare), to enable the church to meet its obligations for at least a three-month period. The unrestricted cash at the bank and in hand of £71,445 as at 31st December 2022 more than covered this. A significant proportion of the balance of £51,204 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£14,207), a legacy for a new Font, if one is needed, or to maintain the heating system (£9,629) and a (£7,986) Covid Sustainability Grant and a HAF Grant (£5,021) from the Local Authority.

#### Church Staff & Volunteers

Revd. Steven Harvey is Priest in Charge of Trinity and Christ Church and Resident Minister at Christ Church, South Ossett. Revd. Andrew Griffin is Associate Priest at Trinity Church and Christ Church and Resident Minister of Trinity Church. Anthea Shackleton, our deacon, has largely retired from active ministry and we thank her for her dedicated and faithful service over many years. Revd. Marion Gaskell continues to be an active part of the church leadership team along with her husband Ken Gaskell, a retired Church Army Captain. Marion and Ken continued excellent work in ensuring we have remained connected with members of our congregation through streaming and recording services during 2022. Ken has led an able team of leaders within the Sunday Club which supports ministry with children and families as part of Sunday Worship. Marion also has permission to officiate, Ken a local scout group leader who brings incredible gifts and skills is also authorised to lead ministry, preach, and teach.

Readers Duncan Smith and Linda Musgreave continue to serve the church in many ways, which we are most grateful for. Peter Holden stood down as churchwarden at the 2022 APCM after a number of years service and we thank him for his own dedicated and faithful service. Aldene Smith and June Milburn were elected as Churchwardens at the 2022 APCM and have served the church faithfully as churchwardens and are supported by a very dedicated team of sidespersons - Julia Oldroyd, June Milburn, Marian Holden, Peter Holden, Julie Thompson, Mari Smith, Pam Young, Leanne Walters & Mark Walters during 2022. Victoria Hunter, our Business and Finance Manager has taken on the voluntary role of PCC Secretary for which we are all very grateful. The PCC Standing Committee included Revd. Steven Harvey, Revd. Andrew Griffin, the churchwardens Aldene Smith and June Milburn, Victoria Hunter, PCC Secretary and PCC vice-chair and Treasurer, Duncan Smith.

Alison Carson has taken on the role of Safeguarding Officer. Aldene Smith collates our work on Gift Aid across the church, while Tony Shackleton deals with VAT reclaims resulting from building works; Tony has now also taken a more consultative role in this respect. We are grateful to Mark Sayle for his work on the Electoral Roll for 2022 and also his work in progressing GDPR preparations, training and helping us to meet our responsibilities. Mark has indicated that he will relinquish this role at the 2023 APCM and we thank him for his diligent work in this area. Revd. Andrew Griffin and Nick Hamill have served faithfully as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Chair and Governing Body.

Victoria Hunter supports administrative work alongside some very committed Church volunteers, Victoria quite often goes up and above her remit, and her skills, work and knowledge of Trinity are most appreciated in liaising with the clergy. Victoria Hunter also supports our Childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated Childcare staff, working with our Alpha & Omega and Holiday clubs; as they have supported Holy Trinity School across most of the year.

Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with flowers and changes of altar frontals in church. Karen Pickering and a team of faithful volunteers support Trinity Tots and Babies, with volunteers including Mari Smith and Janice Pinder. Trinity Tots and Babies continue to thrive in supporting parents with child play opportunities and is flourishing. Nicky Fleming along with Julia Oldroyd ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Christian Aid, the Leprosy Mission and held a very successful coffee morning for Fair Trade through fundraising and raising funds for Ukraine and provision of information. Others, too

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2022

### Financial review *(continued)*

numerous to mention, serve quietly in all sorts of ways within Trinity Teams, the wider church and the communities where they live and work.

Revd. Andrew Griffin

PCC - Chair of Ossett & Gawthorpe

The trustees' annual report was approved on 21 May 2023 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'D. Smith', is positioned above the printed name and title.

Mr. D. Smith  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2022**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2022.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

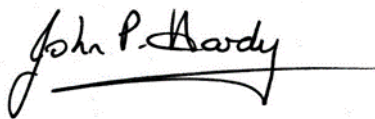
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



John P Hardy  
Independent Examiner

John P Hardy  
Market Place  
Ossett  
West Yorkshire  
WF5 8BQ

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2022

		2022			2021
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	4	27,660	16,369	44,029	50,107
Other trading activities	5	132,079	167	132,246	103,582
Investment income	6	—	—	—	1
<b>Total income</b>		<u>159,739</u>	<u>16,536</u>	<u>176,275</u>	<u>153,690</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		89,543	6,089	95,632	84,102
Expenditure on charitable activities	7	62,786	11,000	73,786	69,575
<b>Total expenditure</b>		<u>152,329</u>	<u>17,089</u>	<u>169,418</u>	<u>153,677</u>
<b>Net income and net movement in funds</b>		<u>7,410</u>	<u>(553)</u>	<u>6,857</u>	<u>13</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		161,628	51,757	213,385	213,372
<b>Total funds carried forward</b>		<u>169,038</u>	<u>51,204</u>	<u>220,242</u>	<u>213,385</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2022

	Note	2022 £	£	2021 £
<b>Fixed assets</b>				
Tangible fixed assets	13		<b>84,500</b>	87,750
<b>Current assets</b>				
Debtors	14	<b>14,413</b>		13,605
Cash at bank and in hand		<b>122,649</b>		113,841
		<b>137,062</b>		127,446
<b>Creditors: amounts falling due within one year</b>	15	<b>1,320</b>		1,811
<b>Net current assets</b>			<b>135,742</b>	125,635
<b>Total assets less current liabilities</b>			<b>220,242</b>	213,385
<b>Net assets</b>			<b>220,242</b>	213,385
<b>Funds of the charity</b>				
Restricted funds			<b>51,204</b>	51,757
Unrestricted funds			<b>169,038</b>	161,628
<b>Total charity funds</b>	18		<b>220,242</b>	213,385

These financial statements were approved by the board of trustees and authorised for issue on 21 May 2023, and are signed on behalf of the board by:



Mr. D. Smith  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2022

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2022

#### 3. Accounting policies *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

- |                    |   |  |
|--------------------|---|--|
| Land and buildings | - | Over the estimated 40 year remaining useful life of the property |
|--------------------|---|--|

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2022

### 3. Accounting policies *(continued)*

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

#### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

#### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the repayment will lead to a reduction in future payments or a cash refund.

### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Gifts, Donations and Legacies	2,291	2,971	<b>5,262</b>
Collections	1,523	–	<b>1,523</b>
<b>Gifts</b>			
Gift Aid and Planned Giving	19,591	–	<b>19,591</b>
Income Tax Recovered	4,255	–	<b>4,255</b>
<b>Grants</b>			
HAF funding Grant	–	13,398	<b>13,398</b>
	<u>27,660</u>	<u>16,369</u>	<u><b>44,029</b></u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
Gifts, Donations and Legacies	1,827	4,061	5,888
Collections	1,103	–	1,103
<b>Gifts</b>			
Gift Aid and Planned Giving	20,311	–	20,311
Income Tax Recovered	5,379	–	5,379
<b>Grants</b>			
HAF funding Grant	–	17,426	17,426
	<u>28,620</u>	<u>21,487</u>	<u>50,107</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2022

### 5. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Church hire	128	–	128
Fundraising Events	1,715	–	1,715
Church Centre Hire	14,970	–	14,970
Childcare	107,084	–	107,084
Fee income	7,984	–	7,984
Other charges	198	–	198
Trinity Families	–	167	167
	<u>132,079</u>	<u>167</u>	<u>132,246</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Church hire	200	–	200
Fundraising Events	–	–	–
Church Centre Hire	21,902	–	21,902
Childcare	76,395	–	76,395
Fee income	4,566	–	4,566
Other charges	519	–	519
Trinity Families	–	–	–
	<u>103,582</u>	<u>–</u>	<u>103,582</u>

### 6. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	–	–	1	1
	<u>–</u>	<u>–</u>	<u>1</u>	<u>1</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2022

### 7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Upkeep of Services	360	-	360
Church Running Expenses	8,697	-	8,697
Church Maintenance	273	6,431	6,704
Nurture and Ministry expenses	109	-	109
Charities and Charitable Projects	83	3,030	3,113
Common Fund	36,000	-	36,000
Church Centre Expenses	8,225	1,502	9,727
Ministry : Clergy costs	478	-	478
Administrator and admin expenses	4,408	37	4,445
Governance costs	4,153	-	4,153
	<u>62,786</u>	<u>11,000</u>	<u>73,786</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Upkeep of Services	516	-	516
Church Running Expenses	9,024	-	9,024
Church Maintenance	1,131	8,592	9,723
Nurture and Ministry expenses	15	-	15
Charities and Charitable Projects	-	80	80
Common Fund	30,000	-	30,000
Church Centre Expenses	7,241	-	7,241
Ministry : Clergy costs	398	-	398
Administrator and admin expenses	8,568	-	8,568
Governance costs	4,010	-	4,010
	<u>60,903</u>	<u>8,672</u>	<u>69,575</u>

### 8. Net income

Net income is stated after charging/(crediting):

	2022 £	2021 £
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 9. Independent examination fees

	2022 £	2021 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	600	600
Other financial services	840	840
	<u>1,440</u>	<u>1,440</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2022

#### 10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	71,675	52,120
Employer contributions to pension plans	689	853
	<u>72,364</u>	<u>52,973</u>

The average head count of employees during the year was 8 (2021: 8). The average number of full-time equivalent employees during the year is analysed as follows:

	2022	2021
	No.	No.
Full-time equivalents	<u>6</u>	<u>6</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

#### 11. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

#### 12. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 17 to the accounts.

#### 13. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
At 1 January 2022 and 31 December 2022	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2022	42,250
Charge for the year	3,250
<b>At 31 December 2022</b>	<u>45,500</u>
<b>Carrying amount</b>	
At 31 December 2022	<u>84,500</u>
At 31 December 2021	<u>87,750</u>

#### 14. Debtors

	2022	2021
	£	£
Other debtors	<u>14,413</u>	<u>13,605</u>

#### 15. Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals and deferred income	<u>1,320</u>	<u>1,811</u>

#### 16. Pensions and other post retirement benefits Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £689 (2021: £853).

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2022

#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 January 2022 £	Income £	Expenditure £	Transfers £	At 31 December 2022 £
General funds	161,628	159,739	(152,329)	–	169,038

	At 1 January 2021 £	Income £	Expenditure £	Transfers £	At 31 December 2021 £
General funds	172,352	132,203	(132,600)	(10,327)	161,628

##### Restricted funds

	At 1 January 2022 £	Income £	Expenditure £	Transfers £	At 31 December 2022 £
Organ	1,670	846	(3,066)	–	(550)
Curate	597	–	–	–	597
Church Building Development	15,737	–	(1,530)	–	14,207
Trinity Events	149	–	–	–	149
Bells	1,274	300	(1,464)	–	110
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,870	1,826	(3,055)	–	2,641
Lamposts (Young People)	788	167	–	–	955
Font/Heating maintenance	10,000	–	(371)	–	9,629
HAF Funding	5,021	13,397	(5,589)	–	12,829
LA Covid Grant	10,000	–	(2,014)	–	7,986
	51,757	16,536	(17,089)	–	51,204

	At 1 January 2021 £	Income £	Expenditure £	Transfers £	At 31 December 2021 £
Organ	–	3,320	(1,650)	–	1,670
Curate	597	–	–	–	597
Church Building Development	22,085	300	(6,942)	295	15,738
Trinity Events	149	–	–	–	149
Bells	1,274	–	–	–	1,274
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,476	441	(80)	32	3,869
Lamposts (Young People)	788	–	–	–	788
Font/Heating maintenance	10,000	–	–	–	10,000
HAF Funding	–	17,426	(12,405)	–	5,021
LA Covid Grant	–	–	–	10,000	10,000
	41,020	21,487	(21,077)	10,327	51,757

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2022

### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance
HAF Funding	- Grant funding for school holiday activities for children in receipt of free school meals
LA Covid Grant	- Local Authority Discretionary Grant for childcare business sustainability

### 18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	84,500	–	<b>84,500</b>
Current assets	85,858	51,204	<b>137,062</b>
Creditors less than 1 year	(1,320)	–	<b>(1,320)</b>
<b>Net assets</b>	<u>169,038</u>	<u>51,204</u>	<u><b>220,242</b></u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	87,750	–	87,750
Current assets	75,689	51,757	127,446
Creditors less than 1 year	(1,811)	–	(1,811)
<b>Net assets</b>	<u>161,628</u>	<u>51,757</u>	<u>213,385</u>

### 19. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000

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# Accounts

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**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2021**

**JOHN P HARDY**

Chartered accountants

John P Hardy

Market Place

Ossett

West Yorkshire

WF5 8BQ

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2021

	<b>Pages</b>
Trustees' annual report	<b>1 to 5</b>
Independent examiner's report to the trustees	<b>6</b>
Statement of financial activities	<b>7</b>
Statement of financial position	<b>8</b>
Notes to the financial statements	<b>9 to 16</b>

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2021

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2021.

### Reference and administrative details

<b>Registered charity name</b>	The Parochial Church Council of Ossett and Gawthorpe
<b>Charity registration number</b>	1134034
<b>Principal office</b>	Trinity Church Church Street Ossett West Yorkshire WF5 9DW

### The trustees who served the charity during the period were as follows:

#### Ex officio Members:

Vicar	Priest in Charge – Revd. Steven Harvey (from July 2021) Associate Priest – Revd. Andrew Griffin (from Sept 2021)
Churchwardens	Peter Holden Kevin Musgreave ( <i>until February 2021 RIP</i> )
Deanery Synod Representatives ( <i>till 2023</i> )	Aldene Smith ( <i>Gift Aid Officer</i> ) Duncan Smith ( <i>Lay-Chair until July 2021</i> ) Nicky Fleming

#### Elected:

Alison Carson	<i>till 2024</i>
Anne Rigg	<i>till 2024</i>
Karen Pickering	<i>till 2024</i>
Daniel Beaumont	<i>till 2022</i>
Tony Shackleton	<i>till 2022 (Vice-Chair)</i>
Joan Russell-Hogley	<i>till 2022</i>
Marian Holden	<i>till 2022</i>
Julie Grayson	<i>till 2022</i>
Linda Musgreave	<i>till 2023</i>
Mark Sayle	<i>till 2023</i>
June Milburn	<i>till 2023</i>
Ken Gaskell	<i>till 2023</i>

Treasurer	Duncan Smith
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#### Independent examiner

John Hardy FCA  
John P Hardy  
Chartered Accountants  
Market Place  
Ossett  
WF5 8BQ

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2021

### **PCC Statement of purpose:**

'Alongside the vicar, the purpose of the PCC is to share in servant leadership as we listen to God and share in his mission at Trinity church, our local community of Ossett & Gawthorpe and the world. We aim to develop and grow in our love of God, our love of each other and our love and unity with the wider church.'

### **Objectives and activities**

Trinity Church is '*a Christian Community living and sharing faith.*'

Trinity Church alongside Christ Church South Ossett is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith through many community services and events

Our purpose and aims are delivered through our activities within the Enabling groups:

- Ministry Teams, as well as involvement with local schools including Holy Trinity Primary and Gawthorpe Community Academy.
- Trinity Babies and Trinity Tots, the Alpha & Omega Clubs.
- Trinity Families.

We continue to serve and provide positive support for families and individuals through:

- Baptisms & Thanksgiving
- Weddings
- Funerals plus several funerals outside church at the crematoriums.
- Internment of Ashes
- The annual Royal British Legion Remembrance service.
- Service for Gawthorpe May Day festivities.

### **Achievements and performance**

Coming out of Covid 19 has continued to pose many problems and issues for Trinity Church in many ways, but we are still here over the last 6 months people have continued to trickle back to church, which has been backed up by a dedicated team and support from the congregation. In the 8 months I have been involved (Revd. Andrew) here are a few of the key achievements:

- \* Meet and greet meetings at Revd. Steven & Revd. Andrew, were very well attended as we started to get to know congregations from both Trinity & Christ church.
- \* In Autumn we spent Sunday mornings focusing on the Old Testament books of Ezra and Nehemiah to help us think about 'Returning and Rebuilding'.
- \* PCC Quiet Away Day with Bishop Chris Edmondson to help discern the future of the 2 churches
- \* Since the New Year, a new pattern has gradually begun to emerge in consultation with both PCCs and Diocesan leaders in which I will serve as the Resident Minister of Trinity and Steve will serve as the Resident Minister of Christ Church and Lead Minister of the Ossett partnership.
- \* Congregation has increased slightly since Christmas and continues to strengthen.
- \* Played a huge part in community relations through Gawthorpe Coal Race, May Day Festivities

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

### Year ended 31 December 2021

- \* Continued to build good relations with Holy Trinity School
- \* Seen growth in our Children/Families work thanks to Ken & Marion Gaskell and Karen Pickering and her team.
- \* The Childcare continues to re-build again after Covid, despite staff issues, too many to give thanks but you know who you are.
- \* Good Christmas and Easter services throughout the seasons, which we will continue to build on.
- \* Supporting and being a presence in the Maypole festivities.
- \* Being a presence and supporting Gawthorpe World Coal Carrying Championships.
- \* Continuation of building strong relations with Holy Trinity Primary school through: Collective Worship, Governance, School events, Well Being Team.

This is just a selection of achievements and performances, there has been some good progress, and we will continue to build on what we historically had also what we have gained.

#### **Structure, governance and management**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission. There are six formal meetings of the PCC across the year, all now meeting physically. Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee, which has power to transact the business of the Parochial Church Council between its meetings, but is primarily used to formulate the agenda for meetings. Five of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church) enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. The PCC continues to develop a robust approach to Safeguarding, Alison Carson & Revd. Andrew Griffin meet regularly and are at moment working on the newly introduced Traffic Light System, as introduced by Leeds Diocese and The church of England.

Revd. Andrew Griffin

*PCC – Chair of Ossett & Gawthorpe*

#### **Financial review**

The financial picture for 2021 was still affected by the coronavirus pandemic. We saw a marginal increase in income across most channels, including giving and donations, fees and charges, fundraising, centre hire and childcare provision. Total receipts on unrestricted funds were £132,203 of which £28,620 was unrestricted donations and legacies, including £5,319 from Gift Aid.

Planned Giving and Gift Aid (Note 4) remained at similar levels in 2021. This mainly downward trend has continued over several years but has been exacerbated by the pandemic. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important, to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget. Expenditure from unrestricted funds amounted to £132,600.

The PCC committed to make a £30,000 contribution towards the circa £53,000 requested to the Common Fund and this level was met, after being unable to make any contribution in 2020.

The net result for the year was an excess of income over expenditure over of £397 on unrestricted funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2021

### Reserves Policy

Due to continuing reduced liabilities in 2021, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted funds of £30,000 (£10,000 church; £20,000 Childcare), to enable the church to meet its obligations for a three-month period. The cash balance of £58,645 at 31st December 2021 more than covered this. A significant proportion of the balance of £52,368 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£15,738), a legacy for a new Font, if one is needed, or to maintain the heating system (£10,000) and a £10,000 Covid Sustainability Grant from the Local Authority.

### Church Staff & Volunteers

The church was in vacancy until licensing of Revd. Steven Harvey in July 2021, and joined by myself, Revd. Andrew in Sept 2021. Anthea Shackleton, our deacon, has continued to lead and preach and undertaken occasional services where able. Revd. Marion Gaskell has continued to play a major role during the vacancy and continues to do so along with her husband Ken Gaskell, retired Church Army Captain. Marion and Ken have undertaken excellent work in ensuring we have remained connected with members of our congregation through streaming services live. Ken and Marion have continued to bring together Trinity Families, Revd. Andrew also attends and helps where he can. These have been very well received and appreciated by all who have accessed them. Marion also has permission to officiate, Ken a local scout group leader who brings incredible gifts and skills is also authorised to lead ministry, preach, and teach.

Readers Duncan Smith and Linda Musgreave continue to serve the church in many ways, which we are most grateful for. Peter Holden has continued to serve the church faithfully as churchwarden and is supported by a very dedicated team of sidespersons - Julia Oldroyd, June Milburn, Marian Holden, Julie Thompson and Mari Smith during 2021. Peter is to stand down as churchwarden at the 2022 APCM. We will be seeking 2 Churchwardens at the 2022 APCM. Marian Holden has been the PCC Secretary until March 2022, Marian had to hand the duties over to Anthea Shackleton which we are so grateful for. Anthea will also step back at the 2022 APCM, so we will be seeking a PCC Secretary. The Standing Committee included Revd. Steven Harvey from July 2021, Revd. Andrew Griffin from July 2021, the churchwarden Peter Holden, Lay Chair, PCC vice-chair Tony Shackleton and Treasurer, Duncan Smith. Duncan took over as Lay Chair of the PCC in 2019 during the vacancy and covered many functions of PCC up to Revd. Steve Harvey coming on board in July 2021.

Alison Carson has taken the roll of Safeguarding officer. Aldene Smith collates our work on Gift Aid across the church, while Tony Shackleton deals with VAT reclaims resulting from building works. We are grateful to Mark Sayle for his work on the Electoral Roll for 2021 and also his work in progressing GDPR preparations, training and helping us to meet our responsibilities. Revd. Andrew Griffin and Leanne Walters have served faithfully as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Chair and Governing Body, Leanne will step back from July 2022 we are so grateful for her contribution to School governance. Alison Carson was a Foundation Governor at Holy Trinity School and stepped down mid-October 2021, having faithfully and diligently served for over 7½ years.

Victoria Hunter supports administrative work alongside some very committed Church volunteers, Victoria quite often goes up and above her paid roll, and her skills and work are most appreciated in liaising with the clergy. Victoria Hunter also supports our Childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated Childcare staff, working with our Alpha & Omega and Holiday clubs; as they have supported Holy Trinity school across most of the year. It has been a very challenging year for them due to staffing issues.

Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with flowers and changes of altar frontals in church. Karen Pickering and a team of faithful volunteers gives, often at great cost, to support baptisms, alongside her work leading Trinity Babies and Trinity Tots, with volunteers including Mari and Janice, completely disrupted by the pandemic, Trinity Babies and Trinity Tots have now started up and are flourishing. Nicky Fleming ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Christian Aid, the Leprosy Mission and held a very successful Coffee morning for Fair Trade through fundraising and provision of information.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

**Year ended 31 December 2021**

Other church members, led by Sandra Bligh, promote charities including Christian Aid, the Leprosy Mission and Fair Trade, raising funds for Ukraine through fundraising and provision of information. Others, too numerous to mention, serve quietly in all sorts of ways within Trinity teams, the wider church and the communities where they live and work.

The trustees' annual report was approved on 15 May 2022 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'D. Smith', is positioned above the printed name of the trustee.

Mr. D. Smith  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2021**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2021.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

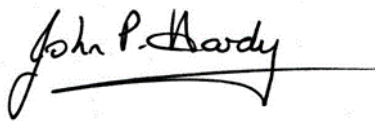
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



John P Hardy  
Independent Examiner

John P Hardy  
Market Place  
Ossett  
West Yorkshire  
WF5 8BQ

15 May 2022

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2021

		2021		2020	
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	4	28,620	21,487	50,107	42,177
Other trading activities	5	103,582	–	103,582	67,905
Investment income	6	1	–	1	34
Other income	7	–	–	–	1,300
<b>Total income</b>		<u>132,203</u>	<u>21,487</u>	<u>153,690</u>	<u>111,416</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		71,697	12,405	84,102	43,743
Expenditure on charitable activities	8	60,903	8,672	69,575	50,072
<b>Total expenditure</b>		<u>132,600</u>	<u>21,077</u>	<u>153,677</u>	<u>93,815</u>
<b>Net income</b>		<u>(397)</u>	<u>410</u>	<u>13</u>	<u>17,601</u>
Transfers between funds		(10,327)	10,327	–	–
<b>Net movement in funds</b>		<u>(10,724)</u>	<u>10,737</u>	<u>13</u>	<u>17,601</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		172,352	41,020	213,372	195,770
<b>Total funds carried forward</b>		<u>161,628</u>	<u>51,757</u>	<u>213,385</u>	<u>213,372</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2021

	Note	2021 £	£	2020 £
<b>Fixed assets</b>				
Tangible fixed assets	14		87,750	91,000
<b>Current assets</b>				
Debtors	15	13,605		15,564
Cash at bank and in hand		113,841		108,426
		<u>127,446</u>		<u>123,990</u>
<b>Creditors: amounts falling due within one year</b>	16	<u>1,811</u>		<u>1,618</u>
<b>Net current assets</b>			<u>125,635</u>	<u>122,372</u>
<b>Total assets less current liabilities</b>			<u>213,385</u>	<u>213,372</u>
<b>Net assets</b>			<u>213,385</u>	<u>213,372</u>
<b>Funds of the charity</b>				
Restricted funds			51,757	41,021
Unrestricted funds			161,628	172,352
<b>Total charity funds</b>	18		<u>213,385</u>	<u>213,373</u>

These financial statements were approved by the board of trustees and authorised for issue on 15 May 2022, and are signed on behalf of the board by:



Mr. D. Smith  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2021

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 3. Accounting policies *(continued)*

#### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

- |                    |   |  |
|--------------------|---|--|
| Land and buildings | - | Over the estimated 40 year remaining useful life of the property |
|--------------------|---|--|

#### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2021

#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
Gifts, Donations and Legacies	1,827	4,061	5,888
Collections	1,103	–	1,103
<b>Gifts</b>			
Gift Aid and Planned Giving	20,311	–	20,311
Income Tax Recovered	5,379	–	5,379
<b>Grants</b>			
HAF funding Grant	–	17,426	17,426
Grants	–	–	–
	<u>28,620</u>	<u>21,487</u>	<u>50,107</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
Gifts, Donations and Legacies	1,757	4,316	6,073
Collections	694	–	694
<b>Gifts</b>			
Gift Aid and Planned Giving	20,669	–	20,669
Income Tax Recovered	4,741	–	4,741
<b>Grants</b>			
HAF funding Grant	–	–	–
Grants	10,000	–	10,000
	<u>37,861</u>	<u>4,316</u>	<u>42,177</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 5. Other trading activities

	Unrestricted Funds £	<b>Total Funds 2021 £</b>	Unrestricted Funds £	Total Funds 2020 £
Church hire	200	<b>200</b>	-	-
Fundraising Events	-	-	16	16
Church Centre Hire	21,902	<b>21,902</b>	2,652	2,652
Childcare	76,395	<b>76,395</b>	61,778	61,778
Fee income	4,566	<b>4,566</b>	3,275	3,275
Other charges	519	<b>519</b>	130	130
Trinity Families	-	-	54	54
	<u>103,582</u>	<u><b>103,582</b></u>	<u>67,905</u>	<u>67,905</u>

### 6. Investment income

	Unrestricted Funds £	<b>Total Funds 2021 £</b>	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	1	<b>1</b>	34	34
	<u>1</u>	<u><b>1</b></u>	<u>34</u>	<u>34</u>

### 7. Other income

	Unrestricted Funds £	<b>Total Funds 2021 £</b>	Unrestricted Funds £	Total Funds 2020 £
Sale of furniture & fittings	-	-	1,300	1,300
	<u>-</u>	<u>-</u>	<u>1,300</u>	<u>1,300</u>

### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2021 £</b>
Upkeep of Services	516	-	516
Church Running Expenses	9,024	-	9,024
Church Maintenance	1,131	<b>8,592</b>	9,723
Nurture and Ministry expenses	15	-	15
Charities and Charitable Projects	-	<b>80</b>	80
Common Fund	30,000	-	30,000
Church Centre Expenses	7,241	-	7,241
Ministry : Clergy costs	398	-	398
Administrator and admin expenses	8,568	-	8,568
Governance costs	4,010	-	4,010
	<u>60,903</u>	<u><b>8,672</b></u>	<u>69,575</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Upkeep of Services	698	-	698
Church Running Expenses	8,539	-	8,539
Church Maintenance	260	<b>19,020</b>	19,280
Nurture and Ministry expenses	-	-	-
Charities and Charitable Projects	-	<b>920</b>	920
Common Fund	-	-	-
Church Centre Expenses	8,868	-	8,868
Ministry : Clergy costs	-	-	-
Administrator and admin expenses	7,018	-	7,018
Governance costs	4,747	-	4,747
	<u>30,130</u>	<u><b>19,940</b></u>	<u>50,070</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 9. Net income

Net income is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 10. Independent examination fees

	2021	2020
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	600	600
Other financial services	<u>840</u>	<u>840</u>
	<u>1,440</u>	<u>1,440</u>

### 11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	52,120	40,470
Social security costs	-	111
Employer contributions to pension plans	<u>853</u>	<u>667</u>
	<u>52,973</u>	<u>41,248</u>

The average head count of employees during the year was 8 (2020: 9). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	No.	No.
Full-time equivalents	<u>6</u>	<u>7</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

### 12. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

### 13. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 18 to the accounts.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 14. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
At 1 January 2021 and 31 December 2021	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2021	39,000
Charge for the year	3,250
<b>At 31 December 2021</b>	<u>42,250</u>
<b>Carrying amount</b>	
At 31 December 2021	<u>87,750</u>
At 31 December 2020	<u>91,000</u>

### 15. Debtors

	2021 £	2020 £
Other debtors	<u>13,605</u>	<u>15,564</u>

### 16. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	<u>1,811</u>	<u>1,618</u>

### 17. Pensions and other post retirement benefits

#### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £853 (2020: £667).

### 18. Analysis of charitable funds

#### Unrestricted funds

	At 1 January 2021 £	Income £	Expenditure £	Transfers £	At 31 December 2021 £
General funds	<u>172,352</u>	<u>132,203</u>	<u>(132,600)</u>	<u>(10,327)</u>	<u>161,628</u>

	At 1 January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
General funds	<u>139,095</u>	<u>107,100</u>	<u>(73,843)</u>	<u>—</u>	<u>172,352</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 18. Analysis of charitable funds *(continued)*

#### Restricted funds

	At 1 January 2021 £	Income £	Expenditure £	Transfers £	At 31 December 2021 £
Organ	–	3,320	(1,650)	–	1,670
Curate	597	–	–	–	597
Church Building Development	22,085	300	(6,942)	295	15,738
Trinity Events	149	–	–	–	149
Bells	1,274	–	–	–	1,274
Residual unallocated funds raised for restoration project	–	–	–	–	–
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,476	441	(80)	32	3,869
Lamposts (Young People)	788	–	–	–	788
Co-op Local Fund	–	–	–	–	–
Font/Heating maintenance	10,000	–	–	–	10,000
HAF Funding	–	17,426	(12,405)	–	5,021
LA Covid Grant	–	–	–	10,000	10,000
	<u>41,020</u>	<u>21,487</u>	<u>(21,077)</u>	<u>10,327</u>	<u>51,757</u>

	At 1 January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
Organ	–	–	–	–	–
Curate	597	–	–	–	597
Church Building Development	10,352	3,170	(19,020)	27,582	22,084
Trinity Events	149	–	–	–	149
Bells	1,274	–	–	–	1,274
Residual unallocated funds raised for restoration project	23,844	–	–	(23,844)	–
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,251	1,146	(920)	–	3,477
Lamposts (Young People)	819	–	(31)	–	788
Co-op Local Fund	3,738	–	–	(3,738)	–
Font/Heating maintenance	10,000	–	–	–	10,000
HAF Funding	–	–	–	–	–
LA Covid Grant	–	–	–	–	–
	<u>56,675</u>	<u>4,316</u>	<u>(19,971)</u>	<u>–</u>	<u>41,020</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 18. Analysis of charitable funds *(continued)*

#### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance
HAF Funding	- Grant funding for school holiday activities for children in receipt of free school meals
LA Covid Grant	- Local Authority Discretionary Grant for childcare business sustainability

The following transfers between funds have taken place during the year:-

- £295 from the General Fund to the 'Church Building Development' restricted fund in respect of a funeral collection, as requested by the donor.

- £32 from the General Fund to the 'Other Charities' restricted fund at the request of the Church Deacon, for whose services the money was originally paid.

- £10,000 from the General Fund to a new restricted fund in respect of a Local Authority Discretionary Grant received in the previous year.

### 19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	87,750	–	87,750
Current assets	75,689	51,757	127,446
Creditors less than 1 year	(1,811)	–	(1,811)
<b>Net assets</b>	<u>161,628</u>	<u>51,757</u>	<u>213,385</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	91,000	–	91,000
Current assets	82,970	41,020	123,990
Creditors less than 1 year	(1,618)	–	(1,618)
<b>Net assets</b>	<u>172,352</u>	<u>41,020</u>	<u>213,372</u>

### 20. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000

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# Accounts

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**Ossett & Gawthorpe PCC  
Annual Report**

Prepared under the Charities Act 1993 (as amended)

**To be presented at  
The Annual Parochial Church Meeting  
Sunday, 30<sup>th</sup> May 2021**

***Trinity*Church  
in the Parish of Ossett & Gawthorpe**

**Address for all  
correspondence**

The Secretary  
Ossett & Gawthorpe PCC  
Trinity Church  
Church Street  
Ossett  
West Yorkshire  
WF5 9DW

**Bankers**

Yorkshire Bank PLC  
46 Market Place  
Dewsbury  
West Yorkshire  
WF13 1 DN

**Independent  
Examiner**

John Hardy FCA  
Market Place  
Ossett  
West Yorkshire  
WF5 8BQ

**Sunday, 30<sup>th</sup> May 2021**

**This meeting will take place in Trinity Church and remotely via Zoom by request at 11.15am**

**Annual Meeting of the Parishioners**

*Anyone may attend. Anyone living in the Parish on the local authority Electoral Register may also vote.*

- 1 Apologies for Absence
- 2 Minutes of the 2020 Meeting
- 3 PCC Lay Chair's thanks to the Churchwardens and those representatives leaving the PCC
- 4 Appointment of 2 x Churchwardens for 2021/2022

**Annual Parochial Church Meeting (APCM)**

*Anyone on the Church Electoral Roll may attend and vote.*

- 1 Apologies for Absence
- 2 Minutes of the 2020 Annual Parochial Church Meeting
- 3 Report on the Electoral Roll (*verbal*)
- 4 Report on the proceedings of the PCC (*see below*)
- 5 Election of: -
  - a. 3 x PCC members (for 3 years)
- 6 Report on the Fabric, Goods & Ornaments of the Church (*verbal*)
- 7 Report on the 2020 Annual Accounts
- 8 Appointment of an Auditor for the 2021 Annual accounts
- 9 Report on the proceedings of the Deanery Synod (*see below*)
- 10 PCC Lay Chair's reflections on 2020 & presentation of priorities for 2021/2022
- 11 Any matters of general church interest

## **2020 Annual Meeting of the Parishioners**

Minutes of the Annual Meeting of the Parishioners held on Sunday 29<sup>th</sup> November 2020 at 11.00am via Zoom.

Rev. Andrew Griffin opened with prayer.

**Attendees:** - Duncan Smith (in the chair), Ken and Marion Gaskell, Tony and Anthea Shackleton, Peter and Marian Holden, Mark Sayle, Andrew Cameron, Julie Thompson, Pam Young, Linda and Kevin Musgreave, Julie Grayson, Joan Russell-Hogley, Andrew Griffin, June Milburn, Sharman Beever, Aldene Smith, Alison Carson, Julia Oldroyd, Nicky Fleming and Sandra Bligh.

1. **Apologies** – Daniel Beaumont, Janet Smart, Margaret Phipps, Jean Haywood, Ethel Hemingway, Ursula Finch, Ken and Margaret Woodrow, Denise Clapham, and Sheila Griffiths.
2. **Minutes of the 2019 meeting** – these were passed without amendment. Proposed and seconded by June Milburn and Sandra Bligh
3. **PCC Lay Chair's thanks** – Duncan thanked everyone for coming adding that today we are in a bizarre position, there has never been an APCM like it. He also pointed out that we are concentrating during this meeting on the year 2019. He went on to thank Peter, our current Church Warden for all his efforts this year, particularly working on his own. He had been ably assisted by the expanded new team of volunteers.
4. **Appointment of 2 Church Wardens for 2020/2021**
  - (a) Kevin Musgreave – Proposed and Seconded by Peter and Marion Holden
  - (b) Peter Holden – Proposed and seconded by Aldene and Duncan SmithThere were no other nominations so both were duly elected.  
The meeting ended at 11:15.

The meeting ended at 11.15am

## **2020 Annual Parochial Church Meeting (APCM)**

Minutes of the Annual Meeting of the Parishioners held on Sunday 29<sup>th</sup> November 2020 at 11.15am via Zoom.

**Attendees:** - Duncan Smith (in the chair), Ken and Marion Gaskell, Tony and Anthea Shackleton, Peter and Marian Holden, Mark Sayle, Andrew Cameron, Julie Thompson, Pam Young, Linda and Kevin Musgreave, Julie Grayson, Joan Russell-Hogley, Andrew Griffin, June Milburn, Sharman Beever, Aldene Smith, Alison Carson, Julia Oldroyd, Nicky Fleming and Sandra Bligh.

1. **Apologies** – Daniel Beaumont, Janet Smart, Margaret Phipps, Jean Haywood, Ethel Hemingway, Ursula Finch. Ken and Margaret Woodrow, Denise Clapham, and Sheila Griffiths.
2. **Minutes of the 2019 Annual Parochial Church Meeting**  
These were passed without amendments. Proposed and seconded by Peter Holden and Nicky Fleming.
3. **Report on the Electoral Roll**– this was given by Mark Sayle  
The Electoral Roll for 2020 was 106 people, 72 living within the Parish and 34 outside the parish, making a total of 106 (two less than last year). Mark thanked all the Team Leaders for their co-operation in this task. Duncan thanked Mark for all his help in compiling this. It was suggested that the ER should be circulated and Mark said the list would be put up in the church this coming week. He stressed it would be names only to comply with regulations. A list of members was put up on the screen.

4. Report of the Proceedings on the PCC. This was given by Duncan Smith and had been circulated to all members beforehand for them to peruse. He felt that it had covered everything that had been going on in the Parish in 2019, including the E Groups reports. There were no questions.

5. Election of PCC members

The following were elected: -

Linda Musgreave – for a period of 3 years

Proposed – Duncan Smith – Seconded Aldene Smith

Mark Sayle – for a period of 3 years

Proposed – Aldene Smith, Seconded Duncan Smith

June Milburn – for a period of three years

Proposed Tony Shackleton, Seconded Peter Holden

Ken Gaskell – for a period of 3 years

Proposed Duncan Smith, Seconded Aldene Smith

Marian Holden – for a period of 2 years

Proposed Aldene Smith, Seconded Duncan Smith

One vacancy to be filled. This is for one year only

Deanery Synod Reps.

Duncan Smith - proposed and seconded by Nicky Fleming and Tony Shackleton

Aldene Smith – proposed and seconded by Linda Musgreave and Tony Shackleton

Nicky Fleming – proposed and seconded by Daniel Beaumont and Pam Young

Duncan pointed out that restrictions may be brought in as to how long a member could serve on Deanery Synod. This was something to think about.

Appointment of Sidesperson for 2020/2021

These people cannot be appointed at this meeting. The rules are they must be elected at the next PCC meeting, along with other Officers.

6. Report on the Fabric, Goods and Ornaments of the Church.

Most of this is included in the Building and Grounds E Group report found under proceedings of the PCC. Tony Shackleton, however, raised a few more points. The goods and ornaments are in good order and safely stored. In the Centre the Office the roof was repaired and the electrical certification was completed satisfactorily. The latter in the Church was also completed. With the age of the building there will always be areas requiring attention, but all things considered the building is in reasonable condition.

7. Report on the 2019 Annual Accounts

The Annual accounts had been circulated beforehand and everyone has had a chance to look at them. There were just a few points Duncan felt should be mentioned. We did not complete the proposed Parish Share payment as we spent more than we received to the tune of £5,000. Childcare is very healthy at the moment. But like everything else that is happening at the moment the future is full of uncertainty. We are not yet sure what this year will bring. It has been said that the Diocese are £1.7 million in debt and were asking churches for an extra £1000 to help them, but all churches are struggling at the moment. Despite the actual church being closed during the lockdowns there are still bills to pay like insurance and utility charges. Linda wished to record the thanks of all church members for the sterling work Duncan has done this year. All unanimously agreed.

8. Appointment of an Auditor for the 2020 Annual Accounts  
Duncan said that John Hardy has given us unstinting service over the years and he proposed he should be appointed as Auditor for 2020. This was seconded by Alison Carson and all agreed.
9. Report of the Proceedings of the Deanery Synod. This report has been circulated.
10. PCC Lay Chair's Reflection on 2019. Duncan thought he has said it all in the previous report. Due to the covid pandemic and all the Government restrictions at this present time, it was hard to foresee what is likely to happen most of next year.
11. Any matters of General Church Interest. -Sandra said that Azaria Spencer our link mission contact will be coming home soon and hopes to visit us at the Church sometime in the New Year.

Duncan said that a PCC meeting must be called soon to appoint Officers.

The meeting ended at 12:10 pm

**ANNUAL REPORT 2020**  
**of Ossett & Gawthorpe PCC**  
*under the Charities Act 1993*

**Membership of the PCC 2020 - 2021**

**Ex officio Members:**

Vicar	Vacant
Churchwardens	Peter Holden Kevin Musgreave ( <i>until February 2021 - RIP</i> )
Deanery Synod Representatives ( <i>till 2020</i> )	Aldene Smith ( <i>Gift Aid Officer</i> ) Duncan Smith ( <i>Lay Chair from 29 September 2019</i> ) Nicky Fleming

**Elected:**

	<i>Vacant</i>	<i>till 2021</i>
	<i>Vacant</i>	<i>till 2021</i>
	Christopher Wright	<i>till 2021</i>
	Daniel Beaumont	<i>till 2022</i>
	Tony Shackleton	<i>till 2022</i>
	Joan Russell-Hogley	<i>till 2022</i>
	Marian Holden	<i>till 2022</i>
	Julie Grayson	<i>till 2022</i>
	Linda Musgreave	<i>till 2023</i>
	Mark Sayle	<i>till 2023</i>
	June Milburn	<i>till 2023</i>
	Ken Gaskell	<i>till 2023</i>
Treasurer, Duncan Smith		

## **Aims and purposes**

Ossett and Gawthorpe Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent Priest(s), in promoting, in the ecclesiastical parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. The PCC is entrusted with the care of the Parish Church of Holy Trinity and the adjacent Trinity Centre.

The worship of the community at heart is the Story of Jesus, and we also promote the heritage of our Grade II\* listed building. The spaces within the church buildings are filled with Sounds and Silence suited to a sacred space – worship, concerts, spoken-word and drama. The churchyard is nurtured as a special environment for Wildlife and the Colour of flowers, trees and other foliage. The church works in partnership with a wide range of individuals and organisations in providing Community Care for people of all ages, beliefs and needs across the parish.

## **Objectives and activities**

Trinity Church is '*a Christian Community living and sharing faith.*'

Trinity Church is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe, around the country and across the world. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith with them.

Our purpose and aims are delivered through our activities within the six active Enabling groups, six Ministry Teams, as well as involvement with local schools (especially Holy Trinity, Gawthorpe, Flushdyke and Towngate), Trinity Babies and Trinity Tots, the Alpha & Omega Clubs, Trinity Families, various prayer groups, a bereavement support team and Bethany gatherings for people who otherwise might become socially isolated. We continue to serve and provide positive support for families and individuals through baptisms (4 in 2020), weddings (1 in 2020) and funerals (6 in 2020), plus several more funerals outside church at the crematoriums. Our healing and memorial services and our annual Royal British Legion Remembrance service were cancelled due to the pandemic.

## **Achievements and performance**

Due to the impact of the pandemic, lockdowns and restrictions, this severely curtailed our programme of events and involvement in the community. These events and special services help to broaden our role within the wider community and both open our doors to the people of Ossett & Gawthorpe who see another side to Trinity Church, and see us engaging across the parish in new ways. Hopefully those who take part, or contribute, have memorable experiences. We look forward to being able to engage once again when restrictions are lifted.

There has also been a great deal of hard work undertaken to develop activity within the Trinity Centre, which offers a large meeting space, a large fully equipped modern kitchen and smaller (St Mary's) room with self-contained kitchenette, all ideal for church use, and for hire as a venue for a wide range of community, therapeutic, sports, music, dance, exercise, local theatre and history groups. Again, we look forward to a time when our facilities can be used once again by the community at large.

## **Financial review**

The financial picture for 2020 was heavily impacted by the coronavirus pandemic. We saw reduced income across all channels, including giving and donations, fees and charges, fundraising, centre hire and childcare provision. Total receipts on unrestricted funds were £107,100 of which £37,861 was unrestricted donations and legacies, including £4,741 from Gift Aid. Planned Giving and Gift Aid (Note 4) fell in 2020.

This mainly downward trend has continued over several years but has been exacerbated by the pandemic. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important, to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget. Expenditure from unrestricted funds amounted to £73,843.

Due to the reduced income identified above and the need to meet ongoing fixed costs, the PCC was unable to make payments to the Common Fund in 2020. A £10,000 grant was secured from Wakefield Council's Local Authority Discretionary Fund to contribute towards the sustainability of our childcare provision, which had to close for long periods during the pandemic. The net result for the year was an excess of income over expenditure over of £33,257 on unrestricted funds.

### **Reserves Policy**

Due to continuing reduced liabilities in 2020, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted funds of £30,000 (£10,000 church; £20,000 Childcare), to enable the church to meet its obligations for a three-month period. The cash balance at 1<sup>st</sup> January 2021 more than covered this. A significant proportion of the balance of £41,020 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£22,084) and a legacy for a new Font, if one is needed, or to maintain the heating system (£10,000).

### **Church Staff & Volunteers**

The church has remained in vacancy during 2020 and the coronavirus pandemic impacted on public worship and occasional services, with the church either closing for long periods or opening with limited restrictions in place. We continue to pray that the Lord would raise up someone to come to Trinity Church and serve him in this place. Anthea Shackleton, our deacon, has continued to lead and preach and undertaken occasional services where allowed. Although officially in retirement, Revd. Marion Gaskell has continued to play a major role during the pandemic and vacancy along with her husband Ken Gaskell, a retired Church Army Captain. Marion and Ken have undertaken excellent work in ensuring we have remained connected with members of our congregation through streaming services live, recording and publishing bible reading, prayers and preaching reflections and performing puppet led bible stories through the 'Marion and Max' series. These have been very well received and appreciated by all who have been able to access them. Marion also has permission to officiate and Ken has an authorised ministry to lead, preach and teach.

Katherine Brackley and her family moved to St Peter and St Leonard at Horbury after securing a Family Worker position with the church. Readers Duncan Smith and Linda Musgreave continue to service the church. Peter Holden has continued to serve the church faithfully as churchwarden and Kevin Musgreave joined him in 2020, they are supported by a very dedicated team of sidespersons – Julia Oldroyd, June Milburn, Doreen Hughes and Marian Holden during 2020. The Standing Committee included the churchwardens, Lay Chair, PCC vice-chair Tony Shackleton and Treasurer, Duncan Smith. Duncan took over as Lay Chair of the PCC in 2019 during the vacancy and covered some of the functions of PCC Secretary as that role was vacant until November 2020 when Marian Holden took this on.

During normal times, Linda Musgreave who leads Bethany and co-ordinates our engagement with residential units for older people (Church Court, and Croftlands), while Kevin Musgreave contributes within our core safeguarding team. Aldene Smith collates our work on Gift Aid across the church, while Tony Shackleton deals with VAT reclaims resulting from building works. We are grateful to Mark Sayle for his work on the Electoral Roll for 2020 and also his work in progressing GDPR preparations, training and helping us to meet our responsibilities. Alison Carson and Leanne Walters have served faithfully as Foundation Governors at Holy Trinity School – this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Chair and Governing Body.

Donna Nestor, our Parish Administrator, who has been furloughed since March 2020, supports administrative work alongside some very committed Church volunteers like Ethel Hemingway. Victoria Hunter supports our Childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated Childcare staff, led by manager Catherine Joseph, working with our Alpha & Omega and Holiday clubs; as they have supported Holy Trinity school across most of the year. It has been a very challenging year for them due to the pandemic, with staff placed on furlough for long periods of time. Stuart Howse our cleaner for centre and church and who also undertook some caretaking duties, moved home to the east coast and we have employed a contract cleaner during the pandemic to manage the periodic nature of the cleaning.

Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with flowers and changes of altar frontals in church. Judy Eyles ensures our altar cloths and liturgical linens are laundered each week. Karen Pickering with her team of faithful volunteers gives, often at great cost, to support baptisms, alongside her work leading Trinity Babies and Trinity Tots, with volunteers including Mari, Janice, Aldene and Sheila. This again has been completely disrupted by the pandemic and had to close in 2020. Trinity Families has been unable to meet and is normally led by Revd. Marion Gaskell. Nicky Fleming ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, promote charities including Christian Aid, the Leprosy Mission and Fair Trade through fundraising and provision of information when circumstances allow. Others, too numerous to mention, serve quietly in all sorts of ways within Trinity teams, the wider church and the communities where they live and work.

### **Curacy Placement**

The Archdeacon advised us that there were a number of curates in the Diocese that were going on placements, which was a normal arrangement towards the end of their curacy. The Archdeacon proposed that Andrew Griffin (the Curate at Sandal Parish) should come to Trinity on placement for a period of approximately 4 months, starting Sunday 15<sup>th</sup> November. Andrew was in the third year of his curacy and coming to Trinity at this time provided him with an opportunity to broaden the experience he had already gained and added to our capacity over the three months. The Archdeacon stressed that Andrew was not coming to Trinity as a temporary Priest in Charge, or any other capacity, other than he was coming on placement to broaden his experience. Andrew was involved in all aspects of our Church life and his main focus was in the parish. Duncan remained chair of the PCC but Andrew also worked closely with other worship leaders. Andrew's ministry amongst us was greatly appreciated by those who came into contact with him, although this was limited by restrictions due to the coronavirus pandemic.

### **Structure, governance and management**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission. There were seven formal meetings of the PCC across the year, with a mixture of physical meetings and remotely via Zoom and the Standing & Finance Committee considerations were conducted largely via email. Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee, which has power to transact the business of the Parochial Church Council between its meetings, but is primarily used to formulate the agenda for meetings. Five of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church) enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. None of the Enabling Groups have functioned fully during 2020 in a physical sense, but there has been significant leadership, initiative in those areas too (Administration; Social & Events; Worship). Under normal circumstances there are bi-annual meetings of the Enabling Group leaders, to achieve greater collaboration and awareness.

The PCC developed a robust approach to Safeguarding, and a core team meets frequently, also reporting to the PCC. This comprises members of the clergy and laity, and the manager of our Childcare provision. In the past, the vicar has chaired quarterly meetings of Ministry Team Leaders (Ministry & Pastoral Care), which consider pastoral, ministry and training needs within the congregation.

The trustees' annual report was approved on 30 May 2021 and signed on behalf of the board of trustees by:

Duncan Smith  
*PCC Lay Chair of Ossett & Gawthorpe*

### **Safeguarding**

During 2020, our safeguarding leads have continued to focus on raising awareness, teaching and training all of our church community.

Our leads are always alert to new materials being introduced by the National Church of England and our Diocesan Safeguarding Team and we continue in collaboration with the Diocese to bring life into our focus on safeguarding and enabling people to feel safe and included whilst in our community.

Matching noticeboards are in place for our church, church centre, at the Gawthorpe Childcare space and in the bell tower and these are regularly checked and updated with seasonal newsletters from the Diocese and any updates for policies and procedures. We have also included a page on safeguarding in our Monthly News Magazine and a section for safeguarding content on the A Church near You Trinity Page. Here anyone can find out how to respond when a concern or disclosure arises. Here we can show a strong message of our focus on safeguarding to newcomers and help to make everyone feel enabled and included in our ministry.

We continue to work on bringing all our records of people's DBS checks and training up to date and to look for any guidance and updates from the National and Diocesan Safeguarding Teams. Our continued thanks to Kevin Musgreave, our Parish Safeguarding Advisor and Catherine Joseph our Childcare Manager for their work in this important area of ministry.

This has enabled the PCC to comply with its duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (Duty to have regard to the House of Bishops guidance on Safeguarding of Children and Vulnerable Adults).

### **Administration & Communications Enabling Group**

*'Enabling us all to be aware of each other through effective communication both internally and externally'*

There was no activity for this enabling group in 2020 due to the Coronavirus pandemic – a programme of activity will be developed once government restrictions are lifted.

Julie Thompson  
*Administration & Communications Enabling Group Co-ordinator*

## **Building and Grounds Enabling Group -- Report for 2019/20**

*'Enabling the maintenance and development of the Church, Centre and Churchyard as effective places for the ministry and mission of the Christian community.'*

There were no meetings of this enabling group in 2020 due to the Coronavirus pandemic – a programme of activity will be developed once government restrictions are lifted.

However, there has been activity taking place during the pandemic, including:

- Permission for and disposal of surplus stored furniture
- Repairs and maintenance of the Lightning conductor
- Risk Assessments undertaken in respect of opening the Church and Centre
- Quinquennial inspection and subsequent report

The latter report, compiled by our architect identified the potential future costs of maintaining the Church and Centre buildings. Set out below are the estimated costs of general servicing and potential future repairs, these are based on our architects' Quinquennial inspection carried out in Oct. 2020.

### **1. Estimated general servicing costs per annum for the Church and Centre:**

These total £3,600.00, and exclude gas and electric charges. These items are essential services to meet insurance and business requirements.

### **2. Quinquennial recommendations:**

- |                                |   |
|--------------------------------|---|
| A. Urgent:                     | £ 3,770.00                                |
| B. Before end 2021:            | £10,530.00                                |
| C. Before end 2022:            | £67,925.00                                |
| D. Before end 2025             | <u>£321,100.00</u>                        |
| Potential 5 year total         | £403,325.00 i.e. approx. £80,000 per year |
| E. Items considered desirable: | £237,855.00                               |

These figures are very significant, however in the last 20 years approx. £1.4 million has been spent on the building, i.e. £70,000 per year, which is similar to the figure above if we exclude the "Desirable" items. The PCC has already committed to doing part of the urgent work "A", and are waiting a date from the contractor for the gutter cleaning and urgent repairs. The PCC will have to try and prioritise the significant roof; gutters, re-pointing work and interior redecoration listed in these recommendations and then consider how we might fund this work. Our recent efforts at obtaining Grant aid for repairs have been unsuccessful, and it is difficult to see how else this work can be funded without external help.

### **3. Other urgent work:**

The PCC has agreed in the past that the Notice boards need to be replaced, the cost of this was identified as approximately £7,100.00, including the Heritage Notice board.

The tarmac path to the new Garden of Remembrance also needs repair.

At the rear of the Centre, neighbouring trees are over hanging the play area, this will have to be investigated and trees cut back.

### **4. Cleaning/tidying up work:**

A small team is required on an evening or a Saturday morning to do the following:

Clean the drains; sweep up Centre car park; cut hedge beside container; Centre gutters: weed-kill around the Church and car park; remove leaves from boiler room and steps; dispose of rubbish in the South Transept and move some items to the Storage container.

Tony Shackleton

*Building & Grounds Enabling Group Coordinator*

### **Trinity Childcare Enabling Group**

*'Enabling the needs of parents and children in this community by the delivery of professional childcare services – Before and after school care and holiday clubs'*

Due to the Coronavirus pandemic, 2020 continued to be a very challenging year for the Childcare operation. Despite the challenging operating conditions and with more providers coming into the market and schools setting up their own provision. The occupancy levels are operating at lower levels. There are alternative providers in Ossett – not-for-profit and private clubs like our own, childminders, schools providing in-house clubs, specialist sports holiday clubs.

The operations have valued advice from the Management Group, and frequently benefited from the advice provided by Angela Dales at Wakefield Metropolitan District Council 'Early Years.' We have also benefited from some dedicated HR advice and support in 2020.

Catherine Joseph, Childcare Manager continues to oversee our provision and keeps our practice in line with Ofsted requirements, as we continue to focus on safeguarding and improvements in the provision. The team building efforts continue, with a stronger potential for collaboration and shared vision within the Childcare team.

Nicky Fleming  
*Acting Chair, Childcare Management Group*

### **Children, Youth and Families Enabling Group**

**Mission** - *We strive to introduce children to Jesus and develop Christian values.*

The enabling group met once in 2020 before the first lockdown.

As it was not possible to visit in person, the link with Holy Trinity School was kept up by videos being sent for the school to use in collective worship by Revd. Andrew Griffin on his placement with us.

The young people's group was unable to start as Leeds Diocese advised not to start new projects until a new priest in charge is appointed.

On a positive note, we still have the Bishops Development Funding in place for when we can resume this objective.

Trinity Families met twice before lockdown. At that time, numbers were good and participation by families was encouraging.

The Sunday School met until the middle of March and thereafter contact was kept online through child friendly videos, Zoom meetings, a WhatsApp group and the "Trinity Church Ossett Children's and Families" Facebook Group. We stayed in touch with most, but not all, of our usual families (including the majority of Trinity Families Members) through a combination of these methods.

We once again held a successful New Year children's party for those connected with us through our various groups.

We wish to place on record our sincere thanks to all our helpers for their energy, commitment and faith. Additional assistance is always welcome so if you feel you could contribute a little time and effort please let us know.

During the year Katherine Brackley took up a post in another church. Much appreciation for her work was expressed online. Ken Gaskell took over coordinating the Children, Youth and Families' work.

As ever we strive to develop initiatives that enable children, young people and families to engage with faith to help them to develop a relationship with God through our ministry work.

Ken Gaskell (*Children, Youth and Families Enabling Group*)

## **Trinity Families**

*Our Mission: The aim of Trinity Families is to introduce children to Christianity in a warm caring family environment. This included activities that children enjoy with a good element of fun. All children are most welcome to come to our sessions but they should be accompanied by a parent, or guardians as our sessions are for the whole family.*

Trinity Families is an informal monthly gathering which is similar in style to “Messy Church”. The meetings tend to be roughly in three parts – handcraft, worship and a simple meal. The interactive format includes songs, stories, quizzes and games. It is the intention to share in Christian fellowship and explore our Christian faith together in a relaxed way. Whilst it has some similarities to Sunday School, and indeed there is considerable overlap in membership, Trinity Families allows more time and in particular, encourages the families to get to know one another. It is also an easy way into Trinity for families who have had their children baptised. Families are encouraged to take part by taking a turn in providing the simple meal, helping to set up the hall and helping the children with the handcraft.

Trinity Families met in January and February 2020 before it had to close due to Covid restrictions. At that time, we had a good number of families attending. We have stayed in touch with most of our families online through child friendly videos, Zoom meetings, WhatsApp and Facebook Groups.

**Safeguarding:** Safeguarding is of paramount importance at Trinity Church and even though all children attending the sessions must be accompanied by a responsible adult we do keep a watchful eye on what is happening. This includes health and safety issues such as visual checks of the kitchen and toilets before and after the session, making sure that the access to means of escape routes are unobstructed, and the premises are secure whilst we are using them. We comply with data protection legislation; the only personal data processed is for current members which are held in a secure manner.

**Funding:** Financially TF has a credit balance and can also access the Lampost Fund (reserved funding for youth and children). The session materials and food are met from voluntary contributions. We do receive assistance as the church covers the cost of our use of the Trinity Centre and the annual book awards.

**Accountability:** We are accountable to the PCC who receive updates from the Children and Youth Enabling Group who oversee what we do.

Ken and Marion Gaskell  
*Trinity Families Co-ordinators*

## **Ministry in the Community & Social Enabling Group**

*‘Enabling enhanced fellowship, enjoyment and welcome through a wide variety of activities and enabling a supportive response to those who receive the ministry of the church’*

There was no activity for this enabling group in 2020 due to the Coronavirus pandemic – a programme of activity will be developed once government restrictions are lifted.

## **Ministry and Pastoral Care**

*‘Enabling the building of effective Christian Community through the support and encouragement of individuals in their discipleship journeys.’*

The pandemic has prevented this enabling group from meeting. However, the Trinity Teams have continued to provide a strong network of pastoral care during this time. Thanks are due for all the efforts and co-ordination of the team leaders – Aldene Smith, Marian Holden, Sandra Bligh, Tony Shackleton, Nicky Fleming and Julie Thompson. There are now 6 teams with an average of 15-20 active members in each, including children and young people.

Under normal circumstances, Trinity Team Leaders have, in the past, met with clergy each quarter, reflecting on pastoral concerns and opportunities for teaching and training. Although in a much more limited way during the pandemic, Sundays remain a focus for ministry, including morning services. Our aim remains to broaden the appeal of the church to families and children, and it would be most encouraging to see the numbers confirmed and members increase going forward.

Previous to the pandemic a small group of us met on Monday lunchtimes in the Parish Centre to pray for the church and particularly those known to us who had requested prayer at a time of illness or difficulty. Face to face meetings stopped in March 2020 but continued for most of us by email. Updates are sent out each week and we pray at home. Over the months the number of congregation members praying has grown and is now 18 people plus another person is kept up to date by telephone. During last year many of our prayers were for those suffering from Covid or staff working in hospitals locally and as far away as France.

In addition, Linda Musgreave has been unable to support the provision of services for reserved sacrament Holy Communion, at Church Court, Croft House (where services are led by Duncan and Aldene Smith) and Croftlands. Linda has also been unable to lead the Bethany ministry weekly on Wednesdays, and monthly on Saturdays.

An important aspect of the church's care is expressed through the occasional offices of baptism, weddings and funerals. We appreciate the close working relationships with local funeral directors including G.M. Binks, Eric F. Box, George Brooke, Harpin's, and George Steele & Son, with whom we also work to support families requesting the interment of ashes in our Garden of Remembrance.

### **The Wider Church Enabling Group**

*'Enabling meaningful connection with other Churches and Christian groups in Ossett, the region, nationally and internationally.'*

We have eight members on this group and the beginning of 2020 started positively planning our coffee morning in early March as part of Fairtrade fortnight and our commitment on being a fairtrade church. We had a very successful morning with refreshments and a fair trade stall. Profits go to the Fairtrade Foundation. We renewed our commitment to continue as a fairtrade church.

The rest of the year has been very quiet with the cancellation of our Children's Society coffee morning in July. Meetings of Ossett Christians Together have not taken place including the Prayer bus and the Easter outdoor services.

In January we sent £90 to The Carers Trust to support young carers, this was money donated at Christmas 2019 by the cards for the congregation appeal. In July we sent £200 to the diocese appeal for the disaster in Sudan. This was money raised after the morning services. Used postage stamps are still being sent to The Leprosy Mission.

But in September we started collecting items for the shoebox appeal – Operation Christmas Child. Some people decided to fill a shoebox on-line but Mike and Julie Thompson were able to take 11 full boxes to a shop in the White Rose shopping centre. Not as straightforward as normal but it happened. We were later informed that some of the boxes went to children in need in Central Asia.

As a church we continue to support monthly Azaria Spencer who works in Guatemala with the Church Mission Society. She works with young children and teenagers. We kept in contact by email and at the end of the year she returned home for six months. As part of her role she was expected to meet up with supporting churches during this time. We started planning this in September though it became apparent that this would be a video meeting. Her return home was delayed due to Covid and the meeting did not occur until 2021.

Sandra Bligh,  
Wider Church Enabling Group Co-ordinator

## **Worship Enabling Group**

*'Enabling a deeper relationship with God through varied opportunities of transformational worship'*

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The purpose of the Worship Enabling Group is to seek to improve our worship by enhancing our worship space and exploring diverse ways in which our worship of God can be enriched and experienced. The role of the Group is to enable others to develop their individual gifts and ministries through worship and for our worship to be inclusive to all.

This year was different from any other. When we couldn't always be together in person worshipping as usual, thanks to modern technology we could however be together in so many different ways. Services were posted on line and shared. When we were "socially distanced" allowed to worship in church we were able to stream online our services so that those who couldn't join us was able to take part. It also helped those who had left the church to move to other parts of the world to be closer to family to join us week on week.

We want to give a massive thank you to Revd. Marion Gaskell, Revd. Alice Snowden, Revd. Anthea Shackleton, Ken Gaskell and our Readers Duncan Smith and Linda Musgreave. For all their hard work and support during this interregnum and pandemic.

We had to say goodbye to Katherine Brackley who moved due to work commitments to St Peters Horbury.

We also need to thank Revd. Andrew Griffin who was with us for 4 months from November to March as part of his curacy training. Andrew was with us a short time and due to the pandemic couldn't be involved in Trinity life, as much he or we would have liked. But he did support us and helped where he could.

We thank Daniel Beaumont who continues to work hard with the music at Trinity. The Worship Leadership team (myself, Daniel and Julia Oldroyd) continues to choose music for most Sunday Morning Services. We would like to thank Julie Grayson, playing whenever Daniel isn't available.

Online services have been a big part of this year and we owe an extra special thank you to Ken and Marion for all their hard work to make the quality of what we produced a very high standard.

Our Carol service this year was a pre-recorded event. 9 people from different parts of the community came together to read a lesson each (socially distanced) and the Choir pre recorded all the carols. It was different but by adding it on line we were able to share the Christmas message with a totally different audience than normal.

Nicky Fleming  
*Worship Enabling Group Coordinator*

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## **Report of the Wakefield Deanery Synod Representatives**

Trinity Church is well represented at Deanery Synod level. We have three elected representatives; the Lay representatives are Nicky Fleming, and Duncan and Aldene Smith. There was only one meeting of Wakefield Deanery Synod throughout 2020 and this was held remotely via Zoom. Apart from general administrative functions of Deanery Synod, the main issues and topics presented at the meeting is set out below.

## **Deanery Synod Meeting on Tuesday 10th November 2020 held via Zoom.**

The meeting welcomed Mandy Aspland, the Lay Training Officer for this Area, and Richard Earnshaw, the Social and Digital Media Officer for the Diocese, to speak about Online Church and Spiritual Resources.

Duncan Smith, Nicky Fleming, Aldene Smith  
*Deanery Synod Representatives*

### **Belfry Report**

There was no activity for the bell ringers in 2020 due to the Coronavirus pandemic – a programme of activity will be developed once government restrictions are lifted.

Alan Newbould  
*Bell Ringer*

### **APCM 2021 – General Data Protection Regulations (GDPR)**

There have been no reports of any concerns associated with how personal data is used here at Trinity Church since the regulations came into force in 2018.

We have effective procedures in place and have key rolls assigned to ensure compliance with the regulations. Training has been given to all PCC members and Trinity Team Leaders, plus a guidance note was included in the 2020 APCM report and in the Church News. If you missed them then a summary is included at the end of this update.

One important aspect is that individuals must give their consent for us to use their data, to date we have received 102 completed consent forms from members of our congregation. If you haven't yet provided this permission, you may be missing out on some of our communications and we really want to be fully inclusive on what we do, if nothing else the Coronavirus has shown how essential keeping in touch is to our wellbeing.

GDPR consent forms along with privacy notices are available from the back of church.

At Trinity, our nominated Data Officers are:

Data Controller is Mark Sayle – [markjean.sayle@googlemail.com](mailto:markjean.sayle@googlemail.com)

Data Compliance Officer is Donna Nestor – at Trinity Officer – 01924 263497 – [donna@trinityossett.org.uk](mailto:donna@trinityossett.org.uk)

#### Summary of GDPR:

The legislation centres on the rights of the individual, it's all about the safeguarding of their personal data, empowering them and gives them the authority to decide what information can be used and for what purpose.

*Individuals have a right to:*

- ✓ Be clearly and concisely informed about what is being done with their personal data.
- ✓ Be provided with copies of their personal data.
- ✓ Know what data is held.
- ✓ Correct any errors.

*With some exceptions, they have a right to:*

- ✓ Restrict processing.
- ✓ Have their personal data erased.
- ✓ Transfer data to another controller.
- ✓ Object to processing and to automatic decision making.

Data Breach - A personal data breach is a failure of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal data.

Further details about GDPR are available at:

<https://www.ico.org.uk>

<https://www.leeds.anglicans.org/GDPR>

Your first point of contact should be the Parish Office, or Vicar.

*Our ICO Registration number – **Z8099050***

Further details about GDPR are available at:

<https://www.ico.org.uk>

Mark Sayle

*Acting Data Controller*

**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2020**

**JOHN P HARDY LLP**

Chartered accountants

John P Hardy LLP

Market Place

Ossett

West Yorkshire

WF5 8BQ

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2020

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# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2020

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2020.

### Reference and administrative details

<b>Registered charity name</b>	The Parochial Church Council of Ossett and Gawthorpe
<b>Charity registration number</b>	1134034
<b>Principal office</b>	Trinity Church Church Street Ossett WF5 9DW

### The trustees

#### Ex officio Members:

Vicar	Vacant
Churchwardens	Peter Holden Kevin Musgreave ( <i>until February 2021 RIP</i> )
Deanery Synod Representatives ( <i>till 2023</i> )	Aldene Smith ( <i>Gift Aid Officer</i> ) Duncan Smith ( <i>Lay-Chair from 29<sup>th</sup> September 2019</i> ) Nicky Fleming

#### Elected:

<i>Vacant</i>	<i>till 2021</i>
<i>Vacant</i>	<i>till 2021</i>
Christopher Wright -	<i>till 2021</i>
Daniel Beaumont	<i>till 2022</i>
Tony Shackleton	<i>till 2022 (Vice-Chair)</i>
Joan Russell-Hogley	<i>till 2022</i>
Marian Holden	<i>till 2022</i>
Julie Grayson	<i>till 2022</i>
Linda Musgreave	<i>till 2023</i>
Mark Sayle	<i>till 2023</i>
June Milburn	<i>till 2023</i>
Ken Gaskell	<i>till 2023</i>

Treasurer	Duncan Smith
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<b>Independent examiner</b>	John P Hardy John P Hardy LLP Market Place Ossett West Yorkshire WF5 8BQ
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# **The Parochial Church Council of Ossett and Gawthorpe**

## **Trustees' Annual Report *(continued)***

**Year ended 31 December 2020**

### **Structure, governance and management**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission.

There were seven formal meetings of the PCC across the year, with a mixture of physical meetings and remotely via Zoom and the Standing & Finance Committee considerations were conducted largely via email.

Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee which has power to transact the business of the Parochial Church Council between its meetings, but is primarily used to formulate the agenda for meetings.

Five of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. None of the Enabling Groups have functioned fully during 2020 in a physical sense, but there has been significant leadership, initiative in those areas too. Under normal circumstances there are bi-annual meetings of the Enabling Group leaders, to achieve greater collaboration and awareness. The PCC developed a more robust approach to Safeguarding, and a core team meets frequently, also reporting to the PCC. This comprises members of the clergy and laity, and the manager of our Childcare provision. In the past, the vicar has chaired quarterly meetings of Ministry Team Leaders (Ministry & Pastoral Care), which consider pastoral, ministry and training needs within the congregation.

### **Aims and purposes**

Ossett and Gawthorpe Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent Priest(s), in promoting, in the ecclesiastical parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. The PCC is entrusted with the care of the Parish Church of Holy Trinity and the adjacent Trinity Centre.

The worship of the community at heart is the Story of Jesus, and we also promote the heritage of our Grade II\* listed building. The spaces within the church buildings are filled with Sounds and Silence suited to a sacred space – worship, concerts, spoken-word and drama. The churchyard is nurtured as a special environment for Wildlife and the Colour of flowers, trees and other foliage. The church works in partnership with a wide range of individuals and organisations in providing Community Care for people of all ages, beliefs and needs across the parish.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2020

### Objectives and activities

Trinity Church is *'a Christian Community living and sharing faith.'*

Trinity Church is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe, around the country and across the world. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith with them.

Our purpose and aims are delivered through our activities within the six active Enabling groups, six Ministry Teams, as well as involvement with local schools (especially Holy Trinity, Gawthorpe, Flushdyke and Towngate), Trinity Babies and Trinity Tots, the Alpha & Omega Clubs, Trinity Families, various prayer groups, a bereavement support team and Bethany gatherings for people who otherwise might become socially isolated. Despite the impact of the coronavirus pandemic we have continued to serve and provide positive support for families and individuals where possible through baptisms (4 in 2020), weddings (1 in 2020) and funerals in church (6 in 2020), plus several more funerals outside church at the crematoriums. Our healing and memorial services and our annual Royal British Legion Remembrance service were cancelled due to the pandemic.

### Achievements and performance

Due to the impact of the pandemic, lockdowns and restrictions, this severely curtailed our programme of events and involvement in the community. These events and special services help to broaden our role within the wider community and both open our doors to the people of Ossett & Gawthorpe who see another side to Trinity Church, and see us engaging across the parish in new ways. Hopefully those who take part, or contribute, have memorable experiences. We look forward to being able to engage once again when restrictions are lifted.

There has also been a great deal of hard work undertaken to develop activity within the Trinity Centre, which offers a large meeting space, a large fully equipped modern kitchen and smaller (St Mary's) room with self-contained kitchenette, all ideal for church use, and for hire as a venue for a wide range of community, therapeutic, sports, music, dance, exercise, local theatre and history groups. Again, we look forward to a time when our facilities can be used once again by the community at large.

### Church Staff & Volunteers

Our vicar, Revd. Clive Hicks left Trinity Church after 5 years to become Team Rector of the Heart of Eden Benefice in Appleby, Cumbria, which resulted in the church officially entering vacancy late in 2019. Our assistant curate, Lucy Wormsley, successfully completed her third year of training and secured her new role as Vicar of Wyke in Bradford in July 2019. Anthea Shackleton, our deacon, continues to lead bible studies and preach and lead occasional services. Revd. Marion Gaskell continues to support our church family in retirement, and she has permission to officiate. Katherine Brackley completed her training for Reader Ministry and joined existing licensed Readers Duncan Smith and Linda Musgreave in the autumn of 2019. Peter Holden has continued to serve the church faithfully as churchwarden and Simon Brackley joined him in 2019, they are supported by a very dedicated team of sidespersons - Julia Oldroyd, June Milburn and Marian Holden during 2019.

The Standing Committee included the vicar (until September 2019) and alongside churchwardens, PCC Secretary - Julie Thompson (until September 2019) - and PCC vice-chair and Treasurer, Duncan Smith. Duncan took over as Lay Chair of the PCC following Revd. Clive Hicks departure and covers some of the functions of PCC Secretary as that role is vacant. Linda Musgreave leads Bethany and co-ordinates our engagement with residential units for older people (Church Court, and Croftlands), while Kevin Musgreave contributes within our core safeguarding team. Aldene Smith collates our work on Gift Aid across the church, while Tony Shackleton deals with VAT reclaims resulting from building works. We are grateful to Mark Sayle for his work on the Electoral Roll for 2019 and also his work in progressing GDPR preparations, training and helping us to meet our responsibilities. Alison Carson, Leanne Walters, Marian Holden, Emma

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2020

### Church Staff and Volunteers *(continued)*

Wright and Simon Feather have served faithfully as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Chair and Governing Body. Donna Nestor, our Parish Administrator, supports administrative work alongside some very committed Church volunteers like Ethel Hemingway and Olive Sargeant.

Victoria Hunter supports our Childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated Childcare staff, led by manager Catherine Joseph, working with our Alpha & Omega and Holiday clubs; as they have supported three local schools across most of the year. Stuart Howse is our cleaner for centre and church and also undertakes some caretaking duties. Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with flowers and changes of altar frontals in church. Judy Eyles ensures our altar cloths and liturgical linens are laundered each week. Karen Pickering with her team of faithful volunteers gives, often at great cost, to support baptisms, alongside her work leading Trinity Babies and Trinity Tots, with volunteers including Mari, Janice, Aldene and Sheila. Trinity Families continues to meet and is led by Katherine Brackley and Revd. Marion Gaskell. Nicky Fleming ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Christian Aid, the Leprosy Mission and Fair Trade through fundraising and provision of information. Others, too numerous to mention, serve quietly in all sorts of ways within Trinity teams, the wider church and the communities where they live and work.

### Financial review

The financial picture for 2020 was heavily impacted by the coronavirus pandemic. We saw reduced income across all channels, including giving and donations, fees and charges, fundraising, centre hire and childcare provision. Total receipts on unrestricted funds were £107,100 of which £37,861 was unrestricted donations and legacies, including £4,741 from Gift Aid. Planned Giving and Gift Aid (Note 4) fell in 2020. This mainly downward trend has continued over several years but has been exacerbated by the pandemic. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important, to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget.

Expenditure from unrestricted funds amounted to £73,843.

Due to the reduced income identified above and the need to meet ongoing fixed costs, the PCC was unable to make any payments to the Common Fund in 2020.

A £10,000 grant was secured from Wakefield Council's Local Authority Discretionary Fund to contribute towards the sustainability of our childcare provision, which had to close for long periods during the pandemic.

The net result for the year was an excess of income over expenditure over of £33,257 on unrestricted funds.

### Reserves Policy

Due to continuing reduced liabilities in 2020, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted funds of £30,000 (£10,000 church; £20,000 Childcare), to enable the church to meet its obligations for a three-month period. The cash balance at 1<sup>st</sup> January 2021 more than covered this. A significant proportion of the balance of £41,020 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£22,084) and a legacy for a new Font, if one is needed, or to maintain the heating system (£10,000).

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2020

### Curacy Placement

The Archdeacon advised us that there were a number of curates in the Diocese that were going on placements, which was a normal arrangement towards the end of their curacy. The Archdeacon proposed that Andrew Griffin (the Curate at Sandal Parish) should come to Trinity on placement for a period of approximately 4 months, starting Sunday 15<sup>th</sup> November. Andrew was in the third year of his curacy and coming to Trinity at this time provided him with an opportunity to broaden the experience he had already gained and added to our capacity over the three months. The Archdeacon stressed that Andrew was not coming to Trinity as a temporary Priest in Charge, or any other capacity, other than he was coming on placement to broaden his experience. Andrew was involved in all aspects of our Church life and his main focus was in the parish. Duncan remained chair of the PCC but Andrew also worked closely with other worship leaders. Andrew's ministry amongst us was greatly appreciated by those who came into contact with him, although this was limited by restrictions due to the coronavirus pandemic.

The trustees' annual report was approved on 30<sup>th</sup> May 2021 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to be 'D. Smith', written over a light grey dotted grid background.

Mr. D. Smith  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2020**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2020.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

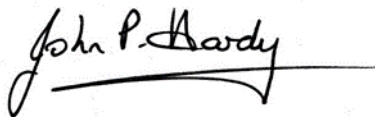
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



John P Hardy  
Independent Examiner

John P Hardy LLP  
Market Place  
Ossett  
West Yorkshire  
WF5 8BQ

30<sup>th</sup> May 2021

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2020

		2020		2019	
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	4	37,861	4,316	<b>42,177</b>	93,911
Other trading activities	5	67,905	–	<b>67,905</b>	157,990
Investment income	6	34	–	<b>34</b>	124
Other income	7	1,300	–	<b>1,300</b>	–
<b>Total income</b>		<u>107,100</u>	<u>4,316</u>	<u><b>111,416</b></u>	<u>252,025</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		43,713	31	<b>43,744</b>	114,193
Expenditure on charitable activities	8	30,130	19,940	<b>50,070</b>	190,823
<b>Total expenditure</b>		<u>73,843</u>	<u>19,971</u>	<u><b>93,814</b></u>	<u>305,017</u>
<b>Net income/(expenditure) and net movement in funds</b>					
		<u>33,257</u>	<u>(15,655)</u>	<u><b>17,602</b></u>	<u>(52,992)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		139,095	56,675	<b>195,770</b>	248,762
<b>Total funds carried forward</b>		<u>172,352</u>	<u>41,020</u>	<u><b>213,372</b></u>	<u>195,770</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2020

	Note	2020 £	£	2019 £
<b>Fixed assets</b>				
Tangible fixed assets	14		91,000	94,250
<b>Current assets</b>				
Debtors	15	15,564		12,772
Cash at bank and in hand		108,426		91,060
		<u>123,990</u>		103,832
<b>Creditors: amounts falling due within one year</b>	16	<u>1,618</u>		<u>2,312</u>
<b>Net current assets</b>			<u>122,372</u>	101,520
<b>Total assets less current liabilities</b>			<u>213,372</u>	195,770
<b>Net assets</b>			<u>213,372</u>	<u>195,770</u>
<b>Funds of the charity</b>				
Restricted funds			41,020	56,675
Unrestricted funds			172,352	139,095
<b>Total charity funds</b>	18		<u>213,372</u>	<u>195,770</u>

These financial statements were approved by the board of trustees and authorised for issue on 30<sup>th</sup> May 2021, and are signed on behalf of the board by:



Mr. D. Smith  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2020

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 3. Accounting policies *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

- |                    |   |  |
|--------------------|---|--|
| Land and buildings | - | Over the estimated 40 year remaining useful life of the property |
|--------------------|---|--|

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
Gifts, Donations and Legacies	1,757	4,316	6,073
Collections	694	–	694
<b>Gifts</b>			
Gift Aid and Planned Giving	20,669	–	20,669
Income Tax Recovered	4,741	–	4,741
<b>Grants</b>			
Local Council Grant re Covid-19	10,000	–	10,000
	<u>37,861</u>	<u>4,316</u>	<u>42,177</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
<b>Donations</b>			
Gifts, Donations and Legacies	3,860	30,757	34,617
Collections	1,705	–	1,705
<b>Gifts</b>			
Gift Aid and Planned Giving	25,879	–	25,879
Income Tax Recovered	6,220	–	6,220
<b>Grants</b>			
Grants	–	25,490	25,490
	<u>37,664</u>	<u>56,247</u>	<u>93,911</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

### 5. Other trading activities

	Unrestricted Funds £	<b>Total Funds 2020 £</b>	Unrestricted Funds £	Total Funds 2019 £
Fundraising Events	16	<b>16</b>	3,256	3,256
Church Centre Hire	2,652	<b>2,652</b>	10,704	10,704
Childcare	61,778	<b>61,778</b>	135,856	135,856
Fee income	3,275	<b>3,275</b>	6,635	6,635
Other charges	130	<b>130</b>	1,330	1,330
Trinity Families	54	<b>54</b>	209	209
	<u>67,905</u>	<u><b>67,905</b></u>	<u>157,990</u>	<u>157,990</u>

### 6. Investment income

	Unrestricted Funds £	<b>Total Funds 2020 £</b>	Unrestricted Funds £	Total Funds 2019 £
Bank interest receivable	34	<b>34</b>	124	124

### 7. Other income

	Unrestricted Funds £	<b>Total Funds 2020 £</b>	Unrestricted Funds £	Total Funds 2019 £
Sale of furniture & fittings	1,300	<b>1,300</b>	-	-

### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2020 £</b>
Upkeep of Services	698	-	698
Church Running Expenses	8,539	-	8,539
Church Maintenance	260	<b>19,020</b>	19,280
Nurture and Ministry expenses	-	-	-
Charities and Charitable Projects	-	<b>920</b>	920
Common Fund	-	-	-
Church Centre Expenses	8,868	-	8,868
Ministry : Clergy costs	-	-	-
Administrator and admin expenses	7,018	-	7,018
Governance costs	4,747	-	4,747
	<u>30,130</u>	<u><b>19,940</b></u>	<u>50,070</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Upkeep of Services	2,879	-	2,879
Church Running Expenses	10,329	-	10,329
Church Maintenance	681	<b>101,656</b>	102,337
Nurture and Ministry expenses	270	<b>109</b>	379
Charities and Charitable Projects	290	<b>953</b>	1,243
Common Fund	37,000	-	37,000
Church Centre Expenses	15,557	-	15,557
Ministry : Clergy costs	1,715	-	1,715
Administrator and admin expenses	14,625	-	14,625
Governance costs	4,760	-	4,760
	<u>88,106</u>	<u><b>102,718</b></u>	<u>190,824</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

### 9. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 10. Independent examination fees

	2020	2019
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	600	600
Other financial services	<u>840</u>	<u>840</u>
	<u>1,440</u>	<u>1,440</u>

### 11. Staff costs

The total staff costs and employee benefits, net of furlough receipts, for the reporting period are analysed as follows:

	2020	2019
	£	£
Wages and salaries	40,470	114,675
Social security costs	111	922
Employer contributions to pension plans	<u>667</u>	<u>1,080</u>
	<u>41,248</u>	<u>116,677</u>

The average head count of employees during the year was 9 (2019: 13). The average number of full-time equivalent employees during the year is analysed as follows:

	2020	2019
	No.	No.
Full-time equivalents	<u>7</u>	<u>9</u>

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

### 12. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

As the parish organist, Mr. Daniel Beaumont, who is a member of the PCC, was paid £90 during the year (2019 - £1,490)

### 13. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 18 to the accounts.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 14. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
At 1 January 2020 and 31 December 2020	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2020	35,750
Charge for the year	3,250
<b>At 31 December 2020</b>	<u>39,000</u>
<b>Carrying amount</b>	
At 31 December 2020	<u>91,000</u>
At 31 December 2019	<u>94,250</u>

#### 15. Debtors

	2020 £	2019 £
Other debtors	<u>15,564</u>	<u>12,772</u>

#### 16. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals and deferred income	<u>1,618</u>	<u>2,312</u>

#### 17. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £667 (2019: £1,080).

#### 18. Analysis of charitable funds

##### Unrestricted funds

	At 1 January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
General funds	<u>139,095</u>	<u>107,100</u>	<u>(73,843)</u>	<u>—</u>	<u>172,352</u>
	At 1 January 2019 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
General funds	<u>146,270</u>	<u>195,778</u>	<u>(202,299)</u>	<u>(654)</u>	<u>139,095</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 18. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 January 2020	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
Curate	597	–	–	–	597
Church Building Development	10,352	3,170	(19,020)	27,582	22,084
Trinity Events	149	–	–	–	149
Bells	1,274	–	–	–	1,274
Residual unallocated funds raised for restoration project	23,844	–	–	(23,844)	–
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,251	1,146	(920)	–	3,477
Lamposts (Young People)	819	–	(31)	–	788
Co-op Local Fund	3,738	–	–	(3,738)	–
Font/Heating maintenance	10,000	–	–	–	10,000
	<u>56,675</u>	<u>4,316</u>	<u>(19,971)</u>	<u>–</u>	<u>41,020</u>

	At 1 January 2019	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
Curate	597	–	–	–	597
Church Building Development	66,794	44,201	(101,288)	645	10,352
Trinity Events	139	–	–	10	149
Bells	1,274	–	–	–	1,274
Residual unallocated funds raised for restoration project	23,844	–	–	–	23,844
Bishop's Development Fund Grant	3,020	–	(369)	–	2,651
Other Charities	2,315	1,888	(952)	–	3,251
Lamposts (Young People)	770	158	(109)	–	819
Co-op Local Fund	3,738	–	–	–	3,738
Font/Heating maintenance	–	10,000	–	–	10,000
	<u>102,491</u>	<u>56,247</u>	<u>(102,718)</u>	<u>655</u>	<u>56,675</u>

##### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

### 18. Analysis of charitable funds *(continued)*

The following transfers between funds have taken place during the year:-

- £23,844 from the 'residual unallocated funds raised for restoration project' restricted fund to the 'Church Building Development' restricted fund.

- £3,738 from the 'Co-op Local Fund' to the 'Church Building Development' restricted fund.

Both the above transfers were made to facilitate the heating project.

### 19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	91,000	–	91,000
Current assets	82,970	41,020	123,990
Creditors less than 1 year	(1,618)	–	(1,618)
<b>Net assets</b>	<u>172,352</u>	<u>41,020</u>	<u>213,372</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Tangible fixed assets	94,250	–	94,250
Current assets	47,157	56,675	103,832
Creditors less than 1 year	(2,312)	–	(2,312)
<b>Net assets</b>	<u>139,095</u>	<u>56,675</u>	<u>195,770</u>

### 20. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000

**The Parochial Church Council of Ossett and Gawthorpe**  
**Unaudited Financial Statements**  
**31 December 2020**

**JOHN P HARDY LLP**

Chartered accountants

John P Hardy LLP

Market Place

Ossett

West Yorkshire

WF5 8BQ

# The Parochial Church Council of Ossett and Gawthorpe

## Financial Statements

Year ended 31 December 2020

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# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report

Year ended 31 December 2020

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2020.

### Reference and administrative details

**Registered charity name** The Parochial Church Council of Ossett and Gawthorpe  
**Charity registration number** 1134034  
**Principal office** Trinity Church  
Church Street  
Ossett  
WF5 9DW

### The trustees

#### Ex officio Members:

Vicar Vacant  
Churchwardens Peter Holden  
Kevin Musgreave (*until February 2021 RIP*)  
Deanery Synod Aldene Smith (*Gift Aid Officer*)  
Representatives (*till 2023*) Duncan Smith (*Lay-Chair from 29<sup>th</sup> September 2019*)  
Nicky Fleming

#### Elected:

*Vacant till 2021*  
*Vacant till 2021*  
Christopher Wright - *till 2021*  
Daniel Beaumont *till 2022*  
Tony Shackleton *till 2022 (Vice-Chair)*  
Joan Russell-Hogley *till 2022*  
Marian Holden *till 2022*  
Julie Grayson *till 2022*  
Linda Musgreave *till 2023*  
Mark Sayle *till 2023*  
June Milburn *till 2023*  
Ken Gaskell *till 2023*

Treasurer Duncan Smith

#### Independent examiner

John P Hardy  
John P Hardy LLP  
Market Place  
Ossett  
West Yorkshire  
WF5 8BQ

# **The Parochial Church Council of Ossett and Gawthorpe**

## **Trustees' Annual Report *(continued)***

**Year ended 31 December 2020**

### **Structure, governance and management**

The Parochial Church Council (PCC) is a charity registered with the Charities Commission.

There were seven formal meetings of the PCC across the year, with a mixture of physical meetings and remotely via Zoom and the Standing & Finance Committee considerations were conducted largely via email.

Members of the Parochial Church Council are either ex-officio or elected at the Annual Parochial Church Meeting, in accordance with the Church Representation Rules. Decisions are taken by majority vote by members at regular meetings. The Council is served by the Standing and Finance Committee which has power to transact the business of the Parochial Church Council between its meetings, but is primarily used to formulate the agenda for meetings.

Five of the Enabling Groups (Buildings & Grounds; Childcare; Children & Youth; Wider Church enable extensive support and undertaking of a variety of actions and initiatives. These groups have delegated responsibility for which they are accountable to the Parochial Church Council. None of the Enabling Groups have functioned fully during 2020 in a physical sense, but there has been significant leadership, initiative in those areas too. Under normal circumstances there are bi-annual meetings of the Enabling Group leaders, to achieve greater collaboration and awareness. The PCC developed a more robust approach to Safeguarding, and a core team meets frequently, also reporting to the PCC. This comprises members of the clergy and laity, and the manager of our Childcare provision. In the past, the vicar has chaired quarterly meetings of Ministry Team Leaders (Ministry & Pastoral Care), which consider pastoral, ministry and training needs within the congregation.

### **Aims and purposes**

Ossett and Gawthorpe Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent Priest(s), in promoting, in the ecclesiastical parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. The PCC is entrusted with the care of the Parish Church of Holy Trinity and the adjacent Trinity Centre.

The worship of the community at heart is the Story of Jesus, and we also promote the heritage of our Grade II\* listed building. The spaces within the church buildings are filled with Sounds and Silence suited to a sacred space – worship, concerts, spoken-word and drama. The churchyard is nurtured as a special environment for Wildlife and the Colour of flowers, trees and other foliage. The church works in partnership with a wide range of individuals and organisations in providing Community Care for people of all ages, beliefs and needs across the parish.

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2020

### Objectives and activities

Trinity Church is *'a Christian Community living and sharing faith.'*

Trinity Church is an enabling community of Christian disciples, which engages effectively with other Christians in Ossett and Gawthorpe, around the country and across the world. We provide a generous welcome, an opportunity to belong to and worship in an environment that is accessible, inclusive, safe and transforming. We serve the people of Ossett and Gawthorpe and share faith with them.

Our purpose and aims are delivered through our activities within the six active Enabling groups, six Ministry Teams, as well as involvement with local schools (especially Holy Trinity, Gawthorpe, Flushdyke and Towngate), Trinity Babies and Trinity Tots, the Alpha & Omega Clubs, Trinity Families, various prayer groups, a bereavement support team and Bethany gatherings for people who otherwise might become socially isolated. Despite the impact of the coronavirus pandemic we have continued to serve and provide positive support for families and individuals where possible through baptisms (4 in 2020), weddings (1 in 2020) and funerals in church (6 in 2020), plus several more funerals outside church at the crematoriums. Our healing and memorial services and our annual Royal British Legion Remembrance service were cancelled due to the pandemic.

### Achievements and performance

Due to the impact of the pandemic, lockdowns and restrictions, this severely curtailed our programme of events and involvement in the community. These events and special services help to broaden our role within the wider community and both open our doors to the people of Ossett & Gawthorpe who see another side to Trinity Church, and see us engaging across the parish in new ways. Hopefully those who take part, or contribute, have memorable experiences. We look forward to being able to engage once again when restrictions are lifted.

There has also been a great deal of hard work undertaken to develop activity within the Trinity Centre, which offers a large meeting space, a large fully equipped modern kitchen and smaller (St Mary's) room with self-contained kitchenette, all ideal for church use, and for hire as a venue for a wide range of community, therapeutic, sports, music, dance, exercise, local theatre and history groups. Again, we look forward to a time when our facilities can be used once again by the community at large.

### Church Staff & Volunteers

Our vicar, Revd. Clive Hicks left Trinity Church after 5 years to become Team Rector of the Heart of Eden Benefice in Appleby, Cumbria, which resulted in the church officially entering vacancy late in 2019. Our assistant curate, Lucy Wormsley, successfully completed her third year of training and secured her new role as Vicar of Wyke in Bradford in July 2019. Anthea Shackleton, our deacon, continues to lead bible studies and preach and lead occasional services. Revd. Marion Gaskell continues to support our church family in retirement, and she has permission to officiate. Katherine Brackley completed her training for Reader Ministry and joined existing licensed Readers Duncan Smith and Linda Musgreave in the autumn of 2019. Peter Holden has continued to serve the church faithfully as churchwarden and Simon Brackley joined him in 2019, they are supported by a very dedicated team of sidespersons - Julia Oldroyd, June Milburn and Marian Holden during 2019.

The Standing Committee included the vicar (until September 2019) and alongside churchwardens, PCC Secretary - Julie Thompson (until September 2019) - and PCC vice-chair and Treasurer, Duncan Smith. Duncan took over as Lay Chair of the PCC following Revd. Clive Hicks departure and covers some of the functions of PCC Secretary as that role is vacant. Linda Musgreave leads Bethany and co-ordinates our engagement with residential units for older people (Church Court, and Croftlands), while Kevin Musgreave contributes within our core safeguarding team. Aldene Smith collates our work on Gift Aid across the church, while Tony Shackleton deals with VAT reclaims resulting from building works. We are grateful to Mark Sayle for his work on the Electoral Roll for 2019 and also his work in progressing GDPR preparations, training and helping us to meet our responsibilities. Alison Carson, Leanne Walters, Marian Holden, Emma

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2020

### Church Staff and Volunteers *(continued)*

Wright and Simon Feather have served faithfully as Foundation Governors at Holy Trinity School - this requires integrity and skills in governance, and their contributions are recognisable and much appreciated by the Chair and Governing Body. Donna Nestor, our Parish Administrator, supports administrative work alongside some very committed Church volunteers like Ethel Hemingway and Olive Sargeant.

Victoria Hunter supports our Childcare team and also provides support as Business & Finance Manager with payroll, financial management and control for the church as a whole. We have a team of motivated Childcare staff, led by manager Catherine Joseph, working with our Alpha & Omega and Holiday clubs; as they have supported three local schools across most of the year. Stuart Howse is our cleaner for centre and church and also undertakes some caretaking duties. Anne Rigg provides invaluable support with the churchyard, voluntarily, as well as with flowers and changes of altar frontals in church. Judy Eyles ensures our altar cloths and liturgical linens are laundered each week. Karen Pickering with her team of faithful volunteers gives, often at great cost, to support baptisms, alongside her work leading Trinity Babies and Trinity Tots, with volunteers including Mari, Janice, Aldene and Sheila. Trinity Families continues to meet and is led by Katherine Brackley and Revd. Marion Gaskell. Nicky Fleming ably co-ordinates our worship team, with Daniel Beaumont, our gifted organist, continuing to provide much joy to members of the church and wider community. Other church members, led by Sandra Bligh, have promoted charities including Christian Aid, the Leprosy Mission and Fair Trade through fundraising and provision of information. Others, too numerous to mention, serve quietly in all sorts of ways within Trinity teams, the wider church and the communities where they live and work.

### Financial review

The financial picture for 2020 was heavily impacted by the coronavirus pandemic. We saw reduced income across all channels, including giving and donations, fees and charges, fundraising, centre hire and childcare provision. Total receipts on unrestricted funds were £107,100 of which £37,861 was unrestricted donations and legacies, including £4,741 from Gift Aid. Planned Giving and Gift Aid (Note 4) fell in 2020. This mainly downward trend has continued over several years but has been exacerbated by the pandemic. Our other activities, including Childcare, Church Centre Hire and Fee Income, are collectively very important, to boost income, so a combination of income streams continue to be crucial in our efforts to achieve a balanced budget.

Expenditure from unrestricted funds amounted to £73,843.

Due to the reduced income identified above and the need to meet ongoing fixed costs, the PCC was unable to make any payments to the Common Fund in 2020.

A £10,000 grant was secured from Wakefield Council's Local Authority Discretionary Fund to contribute towards the sustainability of our childcare provision, which had to close for long periods during the pandemic.

The net result for the year was an excess of income over expenditure over of £33,257 on unrestricted funds.

### Reserves Policy

Due to continuing reduced liabilities in 2020, the PCC has retained its reserves policy to reflect this position and continues to aim to maintain a balance of unrestricted funds of £30,000 (£10,000 church; £20,000 Childcare), to enable the church to meet its obligations for a three-month period. The cash balance at 1<sup>st</sup> January 2021 more than covered this. A significant proportion of the balance of £41,020 in the restricted funds (Note 17) represents the balance within the Church Development Fund (£22,084) and a legacy for a new Font, if one is needed, or to maintain the heating system (£10,000).

# The Parochial Church Council of Ossett and Gawthorpe

## Trustees' Annual Report *(continued)*

Year ended 31 December 2020

### Curacy Placement

The Archdeacon advised us that there were a number of curates in the Diocese that were going on placements, which was a normal arrangement towards the end of their curacy. The Archdeacon proposed that Andrew Griffin (the Curate at Sandal Parish) should come to Trinity on placement for a period of approximately 4 months, starting Sunday 15<sup>th</sup> November. Andrew was in the third year of his curacy and coming to Trinity at this time provided him with an opportunity to broaden the experience he had already gained and added to our capacity over the three months. The Archdeacon stressed that Andrew was not coming to Trinity as a temporary Priest in Charge, or any other capacity, other than he was coming on placement to broaden his experience. Andrew was involved in all aspects of our Church life and his main focus was in the parish. Duncan remained chair of the PCC but Andrew also worked closely with other worship leaders. Andrew's ministry amongst us was greatly appreciated by those who came into contact with him, although this was limited by restrictions due to the coronavirus pandemic.

The trustees' annual report was approved on 30<sup>th</sup> May 2021 and signed on behalf of the board of trustees by:



Mr. D. Smith  
Trustee

**The Parochial Church Council of Ossett and Gawthorpe**  
**Independent Examiner's Report to the Trustees of The Parochial Church**  
**Council of Ossett and Gawthorpe**  
**Year ended 31 December 2020**

I report to the trustees on my examination of the financial statements of The Parochial Church Council of Ossett and Gawthorpe ('the charity') for the year ended 31 December 2020.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

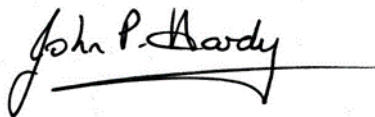
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



John P Hardy  
Independent Examiner

John P Hardy LLP  
Market Place  
Ossett  
West Yorkshire  
WF5 8BQ

30<sup>th</sup> May 2021

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Activities

Year ended 31 December 2020

		<b>2020</b>			2019
	<b>Note</b>	Unrestricted funds £	Restricted funds £	<b>Total funds £</b>	Total funds £
<b>Income and endowments</b>					
Donations and legacies	<b>4</b>	37,861	4,316	<b>42,177</b>	93,911
Other trading activities	<b>5</b>	67,905	–	<b>67,905</b>	157,990
Investment income	<b>6</b>	34	–	<b>34</b>	124
Other income	<b>7</b>	1,300	–	<b>1,300</b>	–
<b>Total income</b>		<u>107,100</u>	<u>4,316</u>	<u><b>111,416</b></u>	<u>252,025</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities		43,713	31	<b>43,744</b>	114,193
Expenditure on charitable activities	<b>8</b>	30,130	19,940	<b>50,070</b>	190,823
<b>Total expenditure</b>		<u>73,843</u>	<u>19,971</u>	<u><b>93,814</b></u>	<u>305,017</u>
<b>Net income/(expenditure) and net movement in funds</b>					
		<u>33,257</u>	<u>(15,655)</u>	<u><b>17,602</b></u>	<u>(52,992)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		139,095	56,675	<b>195,770</b>	248,762
<b>Total funds carried forward</b>		<u>172,352</u>	<u>41,020</u>	<u><b>213,372</b></u>	<u>195,770</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Statement of Financial Position

31 December 2020

	Note	2020 £	£	2019 £
<b>Fixed assets</b>				
Tangible fixed assets	14		91,000	94,250
<b>Current assets</b>				
Debtors	15	15,564		12,772
Cash at bank and in hand		108,426		91,060
		<u>123,990</u>		103,832
<b>Creditors: amounts falling due within one year</b>	16	<u>1,618</u>		<u>2,312</u>
<b>Net current assets</b>			<u>122,372</u>	101,520
<b>Total assets less current liabilities</b>			<u>213,372</u>	195,770
<b>Net assets</b>			<u>213,372</u>	<u>195,770</u>
<b>Funds of the charity</b>				
Restricted funds			41,020	56,675
Unrestricted funds			172,352	139,095
<b>Total charity funds</b>	18		<u>213,372</u>	<u>195,770</u>

These financial statements were approved by the board of trustees and authorised for issue on 30<sup>th</sup> May 2021, and are signed on behalf of the board by:



Mr. D. Smith  
Trustee

The notes on pages 9 to 16 form part of these financial statements.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements

Year ended 31 December 2020

**1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Trinity Church, Church Street, Ossett, West Yorkshire, WF5 9DW.

**2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

**3. Accounting policies**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Going concern**

There are no material uncertainties about the charity's ability to continue.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 3. Accounting policies *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

- |                    |   |  |
|--------------------|---|--|
| Land and buildings | - | Over the estimated 40 year remaining useful life of the property |
|--------------------|---|--|

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
Gifts, Donations and Legacies	1,757	4,316	6,073
Collections	694	–	694
<b>Gifts</b>			
Gift Aid and Planned Giving	20,669	–	20,669
Income Tax Recovered	4,741	–	4,741
<b>Grants</b>			
Local Council Grant re Covid-19	10,000	–	10,000
	<u>37,861</u>	<u>4,316</u>	<u>42,177</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
<b>Donations</b>			
Gifts, Donations and Legacies	3,860	30,757	34,617
Collections	1,705	–	1,705
<b>Gifts</b>			
Gift Aid and Planned Giving	25,879	–	25,879
Income Tax Recovered	6,220	–	6,220
<b>Grants</b>			
Grants	–	25,490	25,490
	<u>37,664</u>	<u>56,247</u>	<u>93,911</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

### 5. Other trading activities

	Unrestricted Funds £	<b>Total Funds 2020 £</b>	Unrestricted Funds £	Total Funds 2019 £
Fundraising Events	16	<b>16</b>	3,256	3,256
Church Centre Hire	2,652	<b>2,652</b>	10,704	10,704
Childcare	61,778	<b>61,778</b>	135,856	135,856
Fee income	3,275	<b>3,275</b>	6,635	6,635
Other charges	130	<b>130</b>	1,330	1,330
Trinity Families	54	<b>54</b>	209	209
	<u>67,905</u>	<u><b>67,905</b></u>	<u>157,990</u>	<u>157,990</u>

### 6. Investment income

	Unrestricted Funds £	<b>Total Funds 2020 £</b>	Unrestricted Funds £	Total Funds 2019 £
Bank interest receivable	34	<b>34</b>	124	124

### 7. Other income

	Unrestricted Funds £	<b>Total Funds 2020 £</b>	Unrestricted Funds £	Total Funds 2019 £
Sale of furniture & fittings	1,300	<b>1,300</b>	-	-

### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2020 £</b>
Upkeep of Services	698	-	698
Church Running Expenses	8,539	-	8,539
Church Maintenance	260	<b>19,020</b>	19,280
Nurture and Ministry expenses	-	-	-
Charities and Charitable Projects	-	<b>920</b>	920
Common Fund	-	-	-
Church Centre Expenses	8,868	-	8,868
Ministry : Clergy costs	-	-	-
Administrator and admin expenses	7,018	-	7,018
Governance costs	4,747	-	4,747
	<u>30,130</u>	<u><b>19,940</b></u>	<u>50,070</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Upkeep of Services	2,879	-	2,879
Church Running Expenses	10,329	-	10,329
Church Maintenance	681	<b>101,656</b>	102,337
Nurture and Ministry expenses	270	<b>109</b>	379
Charities and Charitable Projects	290	<b>953</b>	1,243
Common Fund	37,000	-	37,000
Church Centre Expenses	15,557	-	15,557
Ministry : Clergy costs	1,715	-	1,715
Administrator and admin expenses	14,625	-	14,625
Governance costs	4,760	-	4,760
	<u>88,106</u>	<u><b>102,718</b></u>	<u>190,824</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

### 9. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation of tangible fixed assets	<u>3,250</u>	<u>3,250</u>

### 10. Independent examination fees

	2020	2019
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	600	600
Other financial services	<u>840</u>	<u>840</u>
	<u>1,440</u>	<u>1,440</u>

### 11. Staff costs

The total staff costs and employee benefits, net of furlough receipts, for the reporting period are analysed as follows:

	2020	2019
	£	£
Wages and salaries	40,470	114,675
Social security costs	111	922
Employer contributions to pension plans	<u>667</u>	<u>1,080</u>
	<u>41,248</u>	<u>116,677</u>

The average head count of employees during the year was 9 (2019: 13). The average number of full-time equivalent employees during the year is analysed as follows:

	2020	2019
	No.	No.
Full-time equivalents	<u>7</u>	<u>9</u>

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

### 12. Trustee remuneration and expenses

No Trustees received remuneration from the Charity during the year.

As the parish organist, Mr. Daniel Beaumont, who is a member of the PCC, was paid £90 during the year (2019 - £1,490)

### 13. Transfers between funds

Details of transfers between unrestricted funds and restricted funds are given at note 18 to the accounts.

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 14. Tangible fixed assets

	Land and buildings £
<b>Cost</b>	
At 1 January 2020 and 31 December 2020	<u>130,000</u>
<b>Depreciation</b>	
At 1 January 2020	35,750
Charge for the year	3,250
<b>At 31 December 2020</b>	<u>39,000</u>
<b>Carrying amount</b>	
At 31 December 2020	<u>91,000</u>
At 31 December 2019	<u>94,250</u>

#### 15. Debtors

	2020 £	2019 £
Other debtors	<u>15,564</u>	<u>12,772</u>

#### 16. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals and deferred income	<u>1,618</u>	<u>2,312</u>

#### 17. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £667 (2019: £1,080).

#### 18. Analysis of charitable funds

##### Unrestricted funds

	At 1 January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
General funds	<u>139,095</u>	<u>107,100</u>	<u>(73,843)</u>	<u>—</u>	<u>172,352</u>
	At 1 January 2019 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
General funds	<u>146,270</u>	<u>195,778</u>	<u>(202,299)</u>	<u>(654)</u>	<u>139,095</u>

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

### Year ended 31 December 2020

#### 18. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 January 2020	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
Curate	597	–	–	–	597
Church Building Development	10,352	3,170	(19,020)	27,582	22,084
Trinity Events	149	–	–	–	149
Bells	1,274	–	–	–	1,274
Residual unallocated funds raised for restoration project	23,844	–	–	(23,844)	–
Bishop's Development Fund Grant	2,651	–	–	–	2,651
Other Charities	3,251	1,146	(920)	–	3,477
Lamposts (Young People)	819	–	(31)	–	788
Co-op Local Fund	3,738	–	–	(3,738)	–
Font/Heating maintenance	10,000	–	–	–	10,000
	<u>56,675</u>	<u>4,316</u>	<u>(19,971)</u>	<u>–</u>	<u>41,020</u>

	At 1 January 2019	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
Curate	597	–	–	–	597
Church Building Development	66,794	44,201	(101,288)	645	10,352
Trinity Events	139	–	–	10	149
Bells	1,274	–	–	–	1,274
Residual unallocated funds raised for restoration project	23,844	–	–	–	23,844
Bishop's Development Fund Grant	3,020	–	(369)	–	2,651
Other Charities	2,315	1,888	(952)	–	3,251
Lamposts (Young People)	770	158	(109)	–	819
Co-op Local Fund	3,738	–	–	–	3,738
Font/Heating maintenance	–	10,000	–	–	10,000
	<u>102,491</u>	<u>56,247</u>	<u>(102,718)</u>	<u>655</u>	<u>56,675</u>

##### Restrictions Imposed and Purposes of Restricted Funds

Organ	- Upkeep of the organ
Curate	- Expenses relating to the ministry of the Curate
Church Building Development	- Major works on church building
Trinity Events	- Funds for special events and celebrations
Bells	- Maintenance of the bells
Residual unallocated funds raised for restoration project	- Restoration / Improvement of Church
Bishop's Development Fund Grant	- Transitions project for work with 8-12 year olds
Other Charities	- Donations to Charities
Lamposts (Young People)	- Groups working with young people
Co-op Local Fund	- Church heating project
Font/Heating maintenance	- New font / Heating maintenance

# The Parochial Church Council of Ossett and Gawthorpe

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

### 18. Analysis of charitable funds *(continued)*

The following transfers between funds have taken place during the year:-

- £23,844 from the 'residual unallocated funds raised for restoration project' restricted fund to the 'Church Building Development' restricted fund.

- £3,738 from the 'Co-op Local Fund' to the 'Church Building Development' restricted fund.

Both the above transfers were made to facilitate the heating project.

### 19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	91,000	–	91,000
Current assets	82,970	41,020	123,990
Creditors less than 1 year	(1,618)	–	(1,618)
<b>Net assets</b>	<u>172,352</u>	<u>41,020</u>	<u>213,372</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Tangible fixed assets	94,250	–	94,250
Current assets	47,157	56,675	103,832
Creditors less than 1 year	(2,312)	–	(2,312)
<b>Net assets</b>	<u>139,095</u>	<u>56,675</u>	<u>195,770</u>

### 20. Assets held in trust

The following assets are held in Trust by the Wakefield Diocesan Church Organisation Society on behalf of Ossett & Gawthorpe PCC:-

Trust No.	Asset details	Value (£)
1628	Trinity Centre Building	250,000