



**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 Beevers, 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 Beevers, 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:

	Vacant	<i>till 2021</i>
	Vacant	<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'*

---

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*

---

## **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**

	<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 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
-----------	--------------

<b>Independent examiner</b>	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:

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').

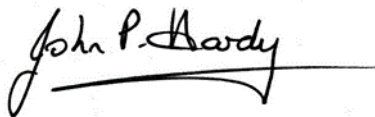
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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>		<u>103,832</u>
<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>	<u>101,520</u>
<b>Total assets less current liabilities</b>			<u>213,372</u>	<u>195,770</u>
<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			<u>172,352</u>	<u>139,095</u>
<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	<b>6,073</b>
Collections	694	—	<b>694</b>
<b>Gifts</b>			
Gift Aid and Planned Giving	20,669	—	<b>20,669</b>
Income Tax Recovered	4,741	—	<b>4,741</b>
<b>Grants</b>			
Local Council Grant re Covid-19	10,000	—	<b>10,000</b>
	<u>37,861</u>	<u>4,316</u>	<u><b>42,177</b></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 £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Fundraising Events	16	16	3,256	3,256
Church Centre Hire	2,652	2,652	10,704	10,704
Childcare	61,778	61,778	135,856	135,856
Fee income	3,275	3,275	6,635	6,635
Other charges	130	130	1,330	1,330
Trinity Families	54	54	209	209
	<u>67,905</u>	<u>67,905</u>	<u>157,990</u>	<u>157,990</u>

### 6. Investment income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Bank interest receivable	34	34	124	124

### 7. Other income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Sale of furniture & fittings	1,300	1,300	-	-

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

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Upkeep of Services	698	-	698
Church Running Expenses	8,539	-	8,539
Church Maintenance	260	19,020	19,280
Nurture and Ministry expenses	-	-	-
Charities and Charitable Projects	-	920	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>19,940</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	101,656	102,337
Nurture and Ministry expenses	270	109	379
Charities and Charitable Projects	290	953	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>102,718</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>	<b>172,352</b>	<b>41,020</b>	<b>213,372</b>

	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>	<b>139,095</b>	<b>56,675</b>	<b>195,770</b>

### 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**

	<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 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
-----------	--------------

<b>Independent examiner</b>	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:

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').

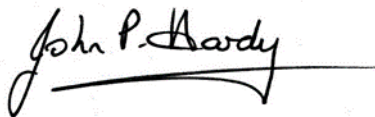
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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>		<u>103,832</u>
<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>	<u>101,520</u>
<b>Total assets less current liabilities</b>			<u>213,372</u>	<u>195,770</u>
<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			<u>172,352</u>	<u>139,095</u>
<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	<b>6,073</b>
Collections	694	—	<b>694</b>
<b>Gifts</b>			
Gift Aid and Planned Giving	20,669	—	<b>20,669</b>
Income Tax Recovered	4,741	—	<b>4,741</b>
<b>Grants</b>			
Local Council Grant re Covid-19	10,000	—	<b>10,000</b>
	<u>37,861</u>	<u>4,316</u>	<u><b>42,177</b></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 £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Fundraising Events	16	16	3,256	3,256
Church Centre Hire	2,652	2,652	10,704	10,704
Childcare	61,778	61,778	135,856	135,856
Fee income	3,275	3,275	6,635	6,635
Other charges	130	130	1,330	1,330
Trinity Families	54	54	209	209
	<u>67,905</u>	<u>67,905</u>	<u>157,990</u>	<u>157,990</u>

### 6. Investment income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Bank interest receivable	34	34	124	124

### 7. Other income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Sale of furniture & fittings	1,300	1,300	-	-

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

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Upkeep of Services	698	-	698
Church Running Expenses	8,539	-	8,539
Church Maintenance	260	19,020	19,280
Nurture and Ministry expenses	-	-	-
Charities and Charitable Projects	-	920	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>19,940</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	101,656	102,337
Nurture and Ministry expenses	270	109	379
Charities and Charitable Projects	290	953	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>102,718</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>	<b>172,352</b>	<b>41,020</b>	<b>213,372</b>

	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>	<b>139,095</b>	<b>56,675</b>	<b>195,770</b>

### 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