

**The Parish Church
of St Mary the Blessed Virgin
Burley in Wharfedale**



**ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2022**

Vicar -
Church Wardens

Treasurer
PCC Secretary
Independent Examiner

Mrs. Val McKenzie
Mr. John Spencer
Mr John Spencer
Ms. Lis Merrick
Mr John McGhee

PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

Index to the 2022 Accounts

Independent Examiners Report

Treasurers Report

Page 1	Balance Sheet
Page 2	Notes to the Financial Statements for the Year ending 31 December 2022
Page 4	Financial Statement 2022- Incoming Resources
Page 5	Financial Statement 2022 – Resources Allocated
Page 6	Financial Statement 2022 – Staff Costs and Fixed Assets
Page 7	Financial Statement 2022 – Gifts to Mission and Charities
Page 8	Budgets for 2023
Page 9	Parish Centre Financial Report 2023
Page 10	Mothers Union Financial Report 2023
Page 11	Ladies Group Financial Report 2023

PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

INDEPENDENT EXAMINERS REPORT

This report on the accounts of the PCC for the year end 31th December

This report on the accounts of the P.C.C. for the year ended 31st December 2021, which are set out on pages 1 – 8 is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 and s.43 of the Charities Act 1993.

Respective responsibilities of trustees and examiner

As the members of the P.C.C. you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations and section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts & Reports) Regulations 1995.

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance from the CBF. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
to keep accounting records in accordance with section 41 of the Act; and
to prepare accounts which accord with the accounting records and comply with the requirements of the Act, as also contained in the Church Accounting Regulations 1997 have not been met.
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date:

27/3/2023.

Independent Examiner

PAROCHIAL CHURCH COUNCIL OF S. MARY B.V. BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under covenant is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Funds raised by the fete, garden party, and similar events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Resources Used

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Diocesan share is accounted for when payable. Any unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated land and buildings and movable church fittings

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other fixtures, fittings and office equipment

Equipment used within the church premises is ~~depreciated~~ and written off in the year of purchase.

Investments

Investments are valued at market value at 31 December.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST MARY's THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

BALANCE SHEET 2022

	2022		2021	
FIXED ASSESTS				
Tangible Fixed Assests	£	131,000	£	131,000
Current Assests	£	281,354	£	423,250
	£	412,354	£	554,250
LIABILITIES				
Amounts Failing within 1 year	£	5,400	£	4,476
	£	406,954	£	549,774
Movement	£	142,820		
General Reserves 31/12/2022				
Current Account (PCC)	£	87,021	£	245,126
Current Assests	£	174,579	£	168,754
Pre Payments	£	19,754	£	9,370
	£	281,354	£	423,250

Approved by the Parochial Church Council on

27-3-2023

And Signed on its Behalf by



PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN
BURLEY IN WHARFEDALE

TREASURER'S REPORT

This is my second Treasurers Report to the APCM, I would like to say it was easier than the first, alas every year there will be issues with keeping the church's finances in some sort of order. The report has again been put together with the invaluable help of Duncan Watts, who together with his wife Caroline has provided invaluable help and coffee when things would not add up. We must also thank our new examiner John McGhee who has stepped in to provide the necessary independence to these accounts.

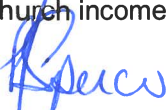
Looking back at the year I think it would be useful to review the finances of the church in two distinct parts, the day-to-day operation of the church and the money expended on the reordering of the church.

The day-to-day operation of the church has generated a surplus of around £19,000. The income is bolstered by a generous donation of £25,000 from a member of the congregation, without this we would be running a deficit of around £6,000. This is probably greater than anticipated due to a subsidy agreed by the PCC of around £8,000 to the Parish Centre, where, due to a reduction in bookings and capital expenditure on the Revered Sutcliffe room, we would be in deficit. Overall, therefore, although both the PCC and the Parish are accounted separately as a church, we should view both their financial positions together.

In the coming year there will be significant cost increases associated with the purchase of energy and ongoing maintenance works at the Parish Centre. This is now over 15 years old and some of the more complex parts of the building are coming to the end of their working lives. Unless we can generate a significant increase in bookings at the Parish Centre the ongoing losses will need to be subsidised by the Church.

The overall balance sheet has reduced by around £142,000. This is due to over £160,000 spent on the building works at the church and the professional fees associated with the works. The details of the works undertaken is set out in more detail in the fabric report, but as the Treasurer, I feel that the money spent has significantly improved the internal decoration of the church and resolved structural and damp issues associated with the fabric. The PCC are still keen to carry on with the next phases of the reordering and we should, as a parish, understand that this cannot be paid out of reserves, therefore a significant fundraising effort will be required.

Can I finally thank everyone who contributes to the ongoing finances of the church, either through individual donations or the Central giving Scheme. As can be seen the church receives significant donations but our expenditure is also significant especially in relation to the Parish Share, this was fully paid (£92,000). Although this looks substantial it is artificially held at a lower amount than the Diocese would like, due to a maximum percentage of any church income that can be paid through the Parish Share.



John Spencer

Treasurer

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2022

				TOTALS	
2	INCOMING RESOURCES	Unrestricted Funds	Restricted Funds	2022	2021
2a	<u>Resources from Donors</u>				
	Planned Giving - Central	£ 58,041	£ -	£ 58,041	£ 59,560
	Planned Giving - St Mary's	£ 10,105	£ -	£ 10,105	£ 16,959
	Planned Giving - Envelopes	£ 2,352	£ -	£ 2,352	£ 8,215
		£ 70,498	£ -	£ 70,498	£ 84,734
	Collections - Open Plate	£ 2,081	£ -	£ 2,081	£ 3,263
	Collections - Occasional	£ 1,317	£ -	£ 1,317	£ 544
	Donations	£ 3,020	£ 564	£ 3,584	£ 2,212
	Legacies	£ 1,000	£ -	£ 1,000	£ 158,979
	Bequests	£ -	£ -	£ -	£ -
	Life Time Gifts	£ 4,445	£ 43,090	£ 47,535	£ 25,000
	Income Tax Recoverable	£ 25,474	£ -	£ 25,474	£ 21,001
		£ 107,835	£ 43,654	£ 151,489	£ 295,733
2b	<u>Other Voluntary Income - Income from Operating Activities to further the Council Objectives</u>				
	Grants - See Page 7)	£ 4,000	£ -	£ 4,000	£ 9,087
2c	<u>Income from Operating Activities</u>				
	Friends of St Marys	£ -	£ 1,809	£ 1,809	£ 2,729
	Fees - Baptism, Weddings and Funerals	£ 5,203	£ -	£ 5,203	£ 3,312
	Donation to Outreach Worker	£ -	£ 160	£ 160	£ 13,706
		£ 5,203	£ 1,969	£ 7,172	£ 19,747
2d	<u>Income from Operating Activities to General Funds</u>				
	Magazine - Sales	£ -	£ 1,095	£ 1,095	£ 2,068
	Magazine - Advertising	£ -	£ 1,125	£ 1,125	£ 70
	PCC Coffee Morning	£ -	£ -	£ -	£ -
	Job Retention Scheme	£ -	£ -	£ -	£ 3,237
	Parish Centre Contribution	£ -	£ -	£ 3,805	£ 3,352
		£ -	£ 2,220	£ 6,025	£ 8,727
2e	<u>Income from Investments</u>				
	Interest	£ 212	£ -	£ 212	£ 60
	Rent	£ 285	£ -	£ 285	£ -
		£ 497	£ -	£ 497	£ 60
2f	<u>Other Income to General Funds</u>				
	VAT Reclaimed (see note 3)	£ -	£ -	£ -	£ -
	Church Lounge	£ -	£ -	£ -	£ -
	Boys Choir	£ -	£ -	£ -	£ -
	God's Acre	£ 627	£ -	£ 627	£ 134
		£ 627	£ -	£ 627	£ 134
	TOTAL INCOME	£ 114,162	£ 51,843	£ 169,810	£ 333,488

Note 1 Anticipated Income tax Recoverable is from the initial review of Parish giving by Treasurer

Note 2 Anticipated, this needs reviewing with Parish Office

Note 3 Will be accounted on Receipt

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2022

RESOURCES ALLOCATED		TOTALS	
	Unrestricted Funds	Restricted Funds	2022 2021
3			
3a			
Grants - Mission and Charitable Giving (page 7)			
Missionary Society	£ -	£ -	£ -
Relief and Development Agencies	£ -	£ -	£ -
Home Mission and Church Societies	£ -	£ 9,011	£ 9,011
(Allowance Made in the Accounts)		£ 9,011	£ 9,011
Activities Relating to Work of Church			
3b			
Parish Share	£ 92,102	£ -	£ 92,102
Ministry Clergy Expensive	£ 2,612	£ -	£ 2,612
Eucharist	£ 384	£ -	£ 384
	£ 95,098	£ -	£ 95,098
Heating, Lighting, Water	£ 4,410	£ -	£ 4,410
Insurance	£ 2,208	£ -	£ 2,208
Cleaning	£ 3,557	£ -	£ 3,557
Repairs and Renewals	£ 8,263	£ -	£ 8,263
Architects fees (Now Part of reordring)	£ -	£ -	£ -
Music	£ 712	£ -	£ 712
Organ repairs	£ 290	£ -	£ 290
Director of Music / Organist	£ 4,215	£ -	£ 4,215
Telephones	£ 1,052	£ -	£ 1,053
Employers Pension / NI	£ 88	£ -	£ 88
Outreach / Family Worker	£ -	£ 2,730	£ 2,730
7	£ 24,795	£ 2,730	£ 27,527
Church Management and Administration			
3c			
Parish Centre Deficit	£ -	£ -	£ -
Church Literature	£ -	£ -	£ -
PA to the Vicar / Parish Administrator	£ 3,565	£ -	£ 3,565
Parish Centre Manager	£ 2,181	£ -	£ 2,181
	£ 5,746	£ -	£ 5,746
Miscellaneous Expensive			
3d			
PA Equipment	£ 1,200	£ -	£ 1,200
Computer Equipment	£ -	£ -	£ -
Postage / Stationary	£ 49	£ -	£ 49
Books	£ -	£ -	£ -
Refreshments	£ 1,216	£ -	£ 1,216
Bank Charges	£ 2,139	£ -	£ 2,139
Parish Centre Reordering	£ -	£ 8,637	£ 8,637
	£ 4,603	£ 8,637	£ 13,240
TOTAL RESOURCES USED	£ 130,243	£ 20,379	£ 150,623
Balance			£ 19,187
Reordering Expensives inc Architects fees			£ 161,927
TOTAL MOVEMENT			-£ 142,740

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2022

STAFF COSTS		2022	2021
4	PA to the Vicar	£ 3,565	£ 4,435
	Organist	£ 4,215	£ 3,453
	Family Works		£ 8,433
	Parish Centre Manager	£ 2,181	£ 7,767
		<u>£ 9,961</u>	<u>£ 24,088</u>

FIXED ASSETS FOR USE BY THE PCC				
5		Freehold Land and Buildings	Church Equipment	TOTAL
	Deemed Cost 1/1/2022	£ 131,000		<u>£ 131,000</u>
		<u>£ 131,000</u>	<u>£ -</u>	<u>£ 131,000</u>
	Depreciation	£ -	£ -	£ -
	Net Book Value 31/12/2022	<u>£ 131,000</u>	<u>£ -</u>	<u>£ 131,000</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2022

GIFTS TO MISSION AND CHARITIES

SOURCES OF GIFTS	Unrestricted Funds	Restricted Funds	2022	2021
PCC Grant	£ -	£ 4,000	£ 4,000	£ 4,000
Other Grants	£ -	£ 4,611	£ 4,445	£ 4,611
Christmas Services	£ -	£ 219	£ -	£ 219
Christingle Service	£ -	£ 257	£ 971	£ 257
(Note £4,000 account for but not yet distributed)	£ -	£ 9,087	£ 9,416	£ 9,087

ALLOCATION

Relief and Development Agencies

Grants (not Expended)	£ -	£ -	£ -	£ 4,000
Children's Society	£ 357	£ 357	£ 257	
Burley / Terele Friendship Trust	£ 500	£ 500	£ -	
Katiyo School	£ 500	£ 500	£ -	
Bibles to School	£ 690	£ 690	£ 154	
West Nepal Disabled Trust	£ 750	£ 750	£ -	
Burley Community Trust	£ 100	£ 100	£ -	
McKenzie Friend Charity	£ 250	£ 250	£ -	
Inn Churches	£ 250	£ 250	£ 2,550	
Otley Christian Resources Hub	£ 1,000	£ 1,000	£ -	
Burley Lockdown Relief	£ 2,100	£ 2,100	£ 2,800	
Grants for 1 Grange Road	£ -	£ -	£ 2,400	
Grants for Aleppo	£ -	£ -	£ 109	
Grants for Sundan	£ 750	£ 750	£ 109	
Diabetes Society	£ 254	£ 254	£ 110	
Ukrainian Appeal	£ 1,000	£ 1,000	£ 111	
Bradford Churches	£ 44	£ 44	£ -	
Mission Giving	£ 200	£ 466	£ -	
	£ -	£ 8,745	£ 9,011	£ 12,379

Home Mission and Church Societies

Leeds Diocese	£ -	£ -	£ -	£ 2,000
Salem Church	£ -	£ -	£ -	£ -
	£ -	£ -	£ -	£ 2,000

TOTAL	£ -	£ 8,745	£ 9,011	£ 14,379
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PAROCHIAL CHURCH COUNCIL OF ST MARY's THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

BUDGET 2023

INCOME		2023		2022
Christian Giving	£	65,000.00	£	86,000.00
A List	£	10,000.00	inc above	
Envelopes	£	3,000.00	inc above	
Collections in Church	£	5,000.00	£	4,000.00
Income Tax Rebate - Parish Giving	£	14,000.00		
Income Tax Rebate	£	6,000.00	£	21,000.00
Sales - Magazine	£	1,200.00	£	300.00
Sales - Advertising	£	1,750.00	£	-
PCC Coffee Morning	£	-	£	-
Fees / Weddings	£	6,000.00	£	4,500.00
Investment Income	£	600.00	£	250.00
Grants towards Mission Giving	£	5,000.00	£	5,000.00
Donations from Friends Fund	£	3,000.00	£	3,000.00
Donations to Outreach	£	-	£	-
Donations to Outreach - Gifts	£	-	£	1,500.00
Job Retention Funds	£	-	£	-
VAT reclaim	£	2,000.00	£	2,500.00
Other Income	£	1,000.00	£	1,000.00
	£	123,550.00	£	129,050.00
Bequests / Legacy			£	1,000.00
	£	123,550.00	£	130,050.00
Expenditure				
Parish Share	£	94,000.00	£	92,191.92
Mission Giving	£	4,000.00	£	9,000.00
Architects Fees - out of reserves	£	-	£	-
Clergy Expenditure	£	1,000.00	£	2,500.00
Eucharist	£	500.00	£	1,000.00
Electricity	£	2,000.00	£	1,000.00
Water	£	400.00	£	200.00
Gas	£	3,000.00	£	4,000.00
BT	£	500.00	£	800.00
Insurance	£	2,500.00	£	2,500.00
Cleaning	£	4,500.00	£	1,600.00
Repairs and Renewals	£	3,000.00	£	2,000.00
Gardening	£	2,000.00	£	2,000.00
Choir Pay	£	-	£	-
Director of Music / Organist	£	5,000.00	£	5,000.00
Organ Repairs	£	500.00	£	1,500.00
Music	£	100.00	£	500.00
Sunday School / Rev Expenditure	£	500.00	£	1,000.00
Choir Fund	£	-	£	-
Printing / Stationary etc (assume PC pays for this)	£	300.00	£	500.00
PA to the Vicar	£	8,250.00	£	4,000.00
Presentation	£	300.00	£	300.00
Church Literature	£	250.00	£	250.00
Parish Centre Manager - PCC now picking up full expenditure	£	8,250.00	£	4,200.00
Employers Pension	£	400.00	£	400.00
	£	141,250.00	£	136,441.92
Deficit	£	17,700.00	£	6,391.92
Actual 2022 Deficit			-£	2,270.00

Notes

- 1.0 Reordering final payment of £14,000 out of reserves
- 2.0 Budget has assumed no family worker
- 3.0 We have assumed we find an organist in the second quarter
- 4.0 Additional Expenditure for PC Manager (50 % of Salary), increase in Parish Administrator Salary and Cleaners salary around £11,000 per annum

ST MARY's PARISH CENTRE
BURLEY IN WHARFEDALE
ACCOUNTS TO THE APCM 2022

INCOME	2022	2021
Room Hire	£ 19,748	£ 4,810
Open Door	£ -	£ -
Sales of Card	£ -	£ 55
Photocopying	£ -	£ 2
Donnations	£ 997	£ 23,277
Deposit Account Interest		£ 8
Grants	£ 22,942	
TOTAL	£ 43,686	£ 28,152
EXPENDITURE		
Insurance	813	£ 756
Water	inc below	£ 180
Rates	634	£ 160
Electricity and Gas	3,752	£ 2,484
Cleaning	2,392	£ 916
Plus NET	255	£ 306
Computer Services	1,980	£ 1,197
TV Licence	159	£ 159
Phones	433	£ 353
Photocopying Costs	1,492	£ 1,629
Consumables	991	£ 893
Window Cleaning	300	£ 330
Safety and Maintenane	3,261	£ 7,986
Centre Manager Costs	3,731	£ 2,487
Petty Cash	-	£ 87
Cuppa Cake	525	£ -
Construction Works inc Architects fees	18,286	£ -
Other	917	£ 4,878
TOTAL	£ 39,923	£ 24,799

Summary		
Deficit / Surplus	£ 3,353	£ 3,352
Surplus Carried Forward - Current Account	£ 24,875	£ 21,523
Total Funds at the End of the Year	£ 28,227	£ 24,875
End of Year Bank Balance	£ 12,835	£ 9,235
Deposit Account	£ 15,832	£ 15,626
Cash n Hand	£ 9	£ 13

Temporary Treasurer

P J Spencer

P J Spencer

27-3-2023

Accounts Authorised

Duncan Watts

Duncan Watts

06/04/2023

Burley in Wharfedale Branch Mothers Union

Receipts and Payments - Year ending 31st December 2022

Income	<u>2022</u>	<u>2021</u>
Subscriptions	£336.00	£784.00
Strawberry Teas	£190.00	
Donation	£20.00	
Overseas Boxes		£60.00
Other		£16.00
Total	£546.00	£860.00

Expenditure		
Subs to Diocese	£336.00	£784.00
Big Give Christmas Challenge	£200.00	
Total	£536.00	£784.00

Account Summary

Opening Cash plus Bank Balance	£170.68	£94.68
Income during year	£546.00	£860.00
Expenditure during year	£536.00	£784.00
Surplus/Deficit generated in year	£10.00	£76.00
End of Year Cash in Hand	£52.17	£42.17
End of Year Bank Balance	£128.51	£128.51

Branch Treasurer

L J Nelson

Linda J Nelson

12/03/23

Accounts authorised by

Duncan R. Watts

Duncan R Watts

Ladies Group

Receipts and Payments - 2 Years ending 31st December 2022

Income	<u>2022</u>	<u>2021</u>	<u>2020</u>
Door	£42.00		
Total	£42.00		
Expenditure			
Refreshments	£13.00	£24.45	
Speakers	£70.00		
Total	£83.00	£24.45	

Account Summary

Opening Cash plus Bank Balance	£871.49	£895.94	£895.94
Income during year	£42.00		
Expenditure during year	£83.00	£24.45	
Surplus/Deficit generated in year	£41.00	£24.45	
End of Year Cash in Hand	£16.55	£57.55	£82.00
End of Year Bank Balance	£813.94	£813.94	£813.94

Branch Treasurer

LT Nelson

Linda J Nelson

17/3/23

Accounts authorised by

D. Watts

Duncan R Watts

27/03/23