

**PAROCHIAL CHURCH COUNCIL (PCC)**  
*Of*  
**ST LUKE, THE EVANGELIST, GRIMETHORPE**  
*With*  
**ST PAUL, THE APOSTLE, BRIERLEY**

**REPORT AND ACCOUNTS**  
**YEAR ENDED 31 DECEMBER 2023**

**TRUSTEES' REPORT AND ACCOUNTS**

**YEAR ENDED 31 DECEMBER 2023**

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**LEGAL AND ADMINISTRATIVE INFORMATION**

**YEAR ENDED 31 DECEMBER 2023**

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St Luke's Church is situated in the village of Grimethorpe in Barnsley, South Yorkshire. St Paul's Church is situated in the village of Brierley, Barnsley, South Yorkshire. The Parish was historically part of the Diocese of Wakefield, within the Church of England. In 2014, Wakefield was one of three Dioceses, which merged to become the new Diocese of Leeds, in which the Parish is now situated. From the 1<sup>st</sup> of November 2021 the parish became part of the Priory Benefice within the Pontefract Deanery along with the parishes of St James the Great, Ryhill and All Saints, South Kirkby.

**Registered Address:** The Vicarage  
7 St Luke's Road, Grimethorpe  
Barnsley, South Yorkshire, S72 7FN

**PCC Members:**

For the period 01/01/2023 until the date of approval for this report, the following people served as PCC members:

*Vicar:*  
The Revd Canon Paul Cartwright –*Chair*

*Priest Missioner:*  
Fr Thomas Bates-Bourne

*Wardens:* Mr Bryan Danforth  
Mrs Sharon Curphey

*Representatives on the Deanery Synod:*  
Mrs Beryl Sargesson  
*Post Vacant*

*Elected members:*  
Mrs Sharon Curphey –*Electoral Roll Officer; Vice-Chair*  
Mrs Paula Rhodes –*Secretary (elected 23 June 2023)*  
Ms Donna Carman  
Mrs Diane Findlay  
Mrs Betty Richardson  
Mrs Beverley Kenworthy  
Mrs Sandra Briggs  
Mr Bryan Danforth – *Treasurer*

*Other Parish Officers:*  
Mrs Claire Williamson –*Safeguarding Officer*

**Bankers:** HSBC  
5 Market Hill, Barnsley, South Yorkshire, S70 2PY

**Independent Examiner:** Mrs Stephanie Tolson  
BCVS Services Limited  
23 Queens Road, Barnsley, S71 1AN

**Inspecting Architect:** Mr Jamie Holden  
Studio Tamacoco Architects  
The Danesmead Wing  
33 Fulford Cross, York, YO10 4PB

Day to day management of the Church is exercised by the Vicar, the Associate Priest and Churchwardens, contactable via the Vicarage on 01226 107705.

TRUSTEES' REPORT

YEAR ENDED 31 DECEMBER 2023

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### Structure, Governance and Management

St Luke's Grimethorpe with St Paul's Brierley PCC is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

In 2009, the PCC applied to the Charity Commission to register as a charity and this process was successfully completed in March 2010 (Charity registration number 1134782).

On the 3<sup>rd</sup> September 2019, the parishes of St Luke's Church, Grimethorpe with St Paul's Church, Brierley, All Saints' Church, South Kirkby and St James the Great, Ryhill with Havercroft, Winterset & Cold Hiendley began a new working partnership, with The Revd Canon Paul Cartwright appointed as Parish Priest. These parishes encompass the Deaneries of Barnsley, Pontefract and Wakefield. Each Parish has its own PCC and keeps its own accounts. As of 1<sup>st</sup> November 2021, the parishes were recognised as the Priory Benefice and became part of the Pontefract Deanery. The Revd. Canon Paul Cartwright was appointed the vicar of the benefice. He is supported by a clergy team of Fr Tom Bates-Bourne, Associate Priest, Fr Jonathan Fleury, Assistant Curate, Fr Mark Burns, Assistant Curate, Deacons Revd Michael Scholey and Hon. Deacon June Crossland.

The method of appointment of PCC members is set out in the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and stand for election to the PCC. Induction training is available to PCC members, including trustee responsibilities.

The PCC met in person on 6 formal occasions 2023.

The PCC operates one sub-committee – the standing-committee: membership comprises The Vicar, Associate Priest, Churchwardens, Vice-Chair of the PCC, PCC Secretary and PCC Treasurer.

### Risk Assessments

To identify their major risks, the PCC undertakes a programme of risk assessments. Procedures are then put in place to manage those risks and minimise their impact on the life of the church. Action in the main areas of risk has been taken as follows.

#### Financial Risk

An annual budget is prepared to ensure short term viability. Actual results compared with budget are reported to the PCC quarterly. All assets are insured and levels reviewed annually and approved by the PCC. The PCC has approved internal controls for annual accounts, cash and cheque handling.

#### Health and Safety

A full review was undertaken by the Vicar and Churchwardens in 2014, as a result of which a new Health and Safety Policy was written and adopted by the PCC. This policy, along with all Health and Safety procedures, was reviewed in 2022 and will next be reviewed in 2024. Risk Assessments using Diocesan guidelines, were put in place for safe working during the pandemic.

#### Child and Vulnerable Adult Protection

The Parish's Safeguarding Policies were reviewed during 2019. The PCC has ensured that volunteers have been formally checked under safeguarding rules where necessary.

All formal risk assessments are listed within the PCC's Risk Register and are reviewed annually.

**TRUSTEES' REPORT continued**

**YEAR ENDED 31 DECEMBER 2023**

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**Aims and Purposes**

The general functions of the PCC are stated within section 2 of the Parochial Church Councils (Powers) Measure 1956.

The PCC has the responsibility of co-operating with the Vicar, the Associate Priest and Churchwardens in promoting, in the ecclesiastical parish, the whole mission of the Church; pastoral, evangelistic, social and ecumenical.

**Objectives and Activities**

At St Luke's and St Paul's our mission is to proclaim the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England, both through the word and our deeds to love the Lord our God, to love our neighbours and love each other in our fellowship.

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how the services and buildings can involve as many groups as possible and individuals who live in the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

The PCC also seeks opportunities and encourages the use of all Church Buildings for Community events which do not involve worship, and which promote wellbeing and Community Cohesion. When planning our activities for the year, the PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance to charities concerned with the advancement of religion.

**Our objectives for 2023 were to provide the following public benefits:**

**To Love the Lord our God, by:**

- Continuing regular public worship open to all.
- Reviewing our pattern of daily and weekly worship to ensure that it remains viable in the future, and attractive and welcoming to newcomers.
- Continuing the provision of time and space for personal prayer and contemplation.
- Maintaining and improving our buildings to the best of our ability and making the most of the opportunities offered by the space at St Paul's, whilst also considering how to make the most of the building at St Luke's for congregation and community. This includes undertaking a Place of Welcome at St Paul's in partnership with AgeUK.
- Acknowledging our responsibilities to the wider Church by increasing our Parish Share payments.
- To begin to explore the renewal of the current kitchen and toilet facilities at St Luke's as well as work to achieve Eco-Church status. Part of this work will include improving the access to the Church building for those with disabilities.
- To facilitate the installation and upgrade of both Sound reinforcement systems at both St Luke's and St Paul's Church.
- To support the work of others within the benefice.
- To continue to provide opportunities for all age groups to grow in faith and understanding, including the introduction of a Children's Church group.

TRUSTEES' REPORT continued

YEAR ENDED 31 DECEMBER 2023

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**To love our neighbour, by:**

- Continuing pastoral work, including visiting the sick and bereaved.
- Continuing to support the worshipping community within the Dearnvale Complex Needs Care home.
- Seeking opportunities to develop the use of both St Paul's and St Luke's by community groups.
- for non-worship activities.
- Continuing and developing our close links with Brierley Church of England School; and continuing regular visits and Collective Worship in the other two schools in the Parish.
- Offering Confirmation classes to children at Brierley School as well as to others who live in the Parish.
- Continuing the promotion of Christianity through the staging of teaching courses.
- Continuing to promote the whole mission of the Church through provision of various events and activities throughout the year.
- Continuing to support the foodbank at Cudworth.
- Continuing to support other charities locally, within the UK and overseas through our mission giving.
- Continuing to seek ways in which our buildings can be used by our communities to improve wellbeing and Community Cohesion.

**To love each other, by:**

- Continuing the teaching of Christianity through sermons, courses and small groups.
- Praying for and working towards unity within our parish and between our churches.
- Continuing to implement a diary of social and fundraising activities.
- Introducing nurture courses for those who want to learn more about the Christian faith.

**In 2023 we:**

- Continued regular public worship, with at least 4 services per week in normal circumstances.
- Provided time and space for personal prayer and contemplation, with both churches open for at least 30 minutes before each service, and after services when possible.
- Continued pastoral work, including visiting the sick and bereaved.
- Continued to provide frequent Collective Worship in Brierley Church of England School (fortnightly on average) and visits to and from the two other primary schools in the Parish.
- Continued to support charities in the UK and overseas through our mission giving.
- Continued to support the foodbank at Cudworth.
- Opened a foodbank hub, manned by. Volunteers, at St Luke's on Wednesdays in conjunction with the Warm Place of Welcome.
- Held several social events in conjunction with the Grimethorpe residents' group.
- Developed links with local community groups.
- Provided a community space for local project groups to meet, working in partnership with local Universities and local Councils.
- Held several fundraising events for church funds (fairs and other events) and held a number of fairs/Tabletop events as well as an Easter, Autumn and Christmas Fair with Grimethorpe Residents Group and Options Gym.
- Continued to provide refreshments after Sunday mass at St Paul's and St. Luke's Church.

TRUSTEES' REPORT *continued*

YEAR ENDED 31 DECEMBER 2023

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- Created a weekly Place of Welcome at St Luke's.
- Provided a weekly free lunch at St Luke's, for more than 40 people a week.
- Held Messy Church events Six times in the year as part of our Mission to young people.
- Continued to develop a more flexible space.
- Provided the opportunity for people to come together to improve their mental health and begin an Eco-Church project.
- Partnered with Yorkshire Performance Preparation Academy to provide a safe space and holiday club.
- Provided a base for a local holiday club working in partnership with Barnsley Council to provide meals to children in receipt of Free School Meal to prevent food poverty.
- Continued to provide organ music for services.
- Had the Bell Loft cleaned of bird lime, in preparation to retore the bell.
- Facilitated rehearsal space at St Luke's for the famous Grimethorpe Colliery Band, which at times was also open to the public to celebrate music performance.
- Provided meeting space for the charity DIAL who provide one to one disability support advice.

### **Achievements and Performance**

#### ***Including review of charitable achievements against objectives***

The PCC is satisfied with the achievements against objectives set out in the previous section.

The following section highlights the main areas of activity and performance:

### ***Worship and Prayer***

All are welcome to attend the regular services. At present there are 51 parishioners on the Church Electoral Roll. The average weekly attendance at Sunday Mass (across both churches under normal circumstances) was 30.

As well as our regular services, we enable the community to celebrate and thank God at various milestones of the journey through life. Through baptism we thank God for the gift of life and make candidates members of the Church of God. In marriage, public vows are exchanged with God's blessing. At funeral services, family and friends express their grief and give thanks for the life which is now complete in this world and commend the departed into God's keeping.

In 2023 there were 16 baptisms, 5 weddings and 20 funerals.

### ***Deanery Synod***

A member of the PCC and the Parish Priest sit on the Pontefract Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. As of the 9<sup>th</sup> of May 2023, there was one vacancy for representative on the Deanery Synod.

### ***Pastoral care and service to our community***

The Vicar and members of the clergy team have made regular visits to or contacted the sick and bereaved members of the community, to others who are unable to attend church, and to others for a variety of reasons as requested (within the government guidelines and advice from the Diocese). One member of the congregation is licensed and trained to visit people as Eucharistic minister taking the Sacrament to individual homes when needed and assisting the Priest when required. The Priest has visited residential and nursing homes in the parish on request.

The use of the church for social activities has continued to grow. The church held a tabletop sale at Easter and was involved in the Grimethorpe Summer fair, offering refreshments and a history display in the church. The Christmas Fair, in partnership with the resident's group, was in aid of church funds.

Events were organised to celebrate the Coronation of King Charles III. The Remembrance Day service and the Miners' Memorial Reunion took place remembering 30 years since the closure of Grimethorpe Colliery. The Wednesday at St Luke's event is part of our 'Places of Welcome' initiative and is well attended. The Tuesday Open Place Club, in cooperation with AgeUk, at St Paul's Brierley, is also well attended, however, there is a nominal charge for refreshments and so this is unable to be branded as a Place of Welcome event.

Christmas trees with lights outside St Luke's and St Paul's Brierley were erected by Barnsley MBC, and community carol singing took place at each church organised by the church and respective resident's groups and supported by the North-East Ward Alliance. There have been Six Messy Church events, including a Coronation Messy Church at St Luke's and Christingle Services at both churches which were well attended.

The Clergy team can refer people from our parish to the food bank to receive food parcels at times of exceptional need, and in turn the foodbank receives donations from us. Throughout 2023, parishioners have continued to donate generously to the foodbank. This remains an important part of our charitable giving and community service and is the focus of our harvest offering. We opened a Foodbank Hub, manned by volunteers, at St Luke's on a Wednesday.

### ***Youth and Children's Work***

The play area at St Luke's is well used, as is the play area at St Paul's. All are welcome to make use of them under parental supervision. A children's Sunday School group take place during the worship at both churches on Sundays. Resources have been purchased to support those leading the group.

Our links with Brierley School, remain strong, to our mutual benefit. Children from the Church school and the schools in Grimethorpe have been able to visit church and have their own services. The Vicar and, the Priest Missioner, serve on the Governing body. One other person from the church congregation serves as a Foundation Governor. The Vicar has continued to provide support in his role as Chair of Governors. Mrs Benson is keen to continue the strong ties the school has with the Church, and these links have been strengthened by the Vicar and the Priest Missioner.

We welcomed several schools and nursery groups to both churches to explore the building and talk about Christianity and the Vicar, the Priest Missioner and other members of the clergy team have visited schools and nurseries in the parish. The Christingle continued to attract a good number of families, and children from Milefield School and Ladywood School visited church for their Christingle Service.



TRUSTEES' REPORT continued

YEAR ENDED 31 DECEMBER 2023

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### ***Church Buildings***

The church buildings on both sites have had a new sound system installed and a sound reinforcement loop at St Paul's, Brierley. The bell tower which was inaccessible due to build-up of debris and pigeon droppings, has been opened and the area professionally cleaned. Damaged mesh has been replaced to prevent infestation. The bell housing has been inspected to assess the possibility of recommissioning the bell. The lightening conductors at both churches have been inspected and remedial work carried out. The gutters at both churches have been cleared and new guttering installed at the rear of St Luke's. The gas heaters at St Luke's have been serviced and the gas boiler at St Paul's also. PAT testing and the servicing of fire extinguishers has been carried out at both sites.

### ***Finance, Giving and Fundraising***

The financial situation remains challenging. We are substantially behind with our Parish Share payments to the Diocese of Leeds. These are voluntary payments (at a level set by the Diocese) which contribute towards the overall cost of ministry, both in our own and other parishes. Morally, the Parish Share is the material way in which each Parish recognises that it is a part of a greater whole – i.e., the Universal Church – with reciprocal responsibilities to brothers and sisters in Christ across the Diocese and beyond. We have a commitment to, when possible, increasing our payments each year, we achieved this in 2023.

The regular giving income decreased but overall income shows a slight increase in 2023 over 2022 due mainly to fundraising activities and increased donations. Our income from other events and funerals has decreased slightly. The number of people giving by weekly envelope and monthly direct payment through the bank has shown a slight increase; there were 25 regular givers in 2023.

We are grateful to those who give generously and sacrificially. At the moment we are able to meet all our outgoings and pay for essential repairs, however we are not able to meet our Parish Share quota. We have maintained our level of reserves.

The PCC authorised the allocation of at least 5% of the income of the church (direct giving and unrestricted donations) for distribution to other charitable organisations. The main donations made by the PCC in 2023 were to Compassion UK, who support children in Africa and Asia, to the Additional Curates' Society – who assist in enabling curates to work in poor parishes in the UK. In addition, donations were made to The Royal British Legion, and The Children's Society.

### ***Financial Review***

The financial statements are set out in pages 13 to 20. Total income for the year was £38,260 (2022: £44,318). Total funds at the year-end stand at £19,241 (2022: £26,392).

Main sources of income were from planned giving, by our members of £6,992, Collections of £3,049, PCC Fees of £3,543, General Donations of £9,363, Fund-raising of £4,920, Gift Aid reclaim of £4,141 and grants for specific purposes of £5,960.

We contributed £4,550 towards the Parish Share Payment to the Diocese of Leeds which was an increase of 6% on 2023.

In 2022 we introduced contactless giving, through the Give a Little Scheme. Sum-up donations have been £960.

**TRUSTEES' REPORT continued**

**YEAR ENDED 31 DECEMBER 2023**

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**Reserves Policy**

At the end of 2023, the level of the Reserve Fund stands at £5,129 which is in line with the agreed policy on reserves.

**Factors relevant to the achievement of our stated objectives**

The formation of the Priory Benefice encompassing 3 parishes and 4 churches has created a larger area and a clergy team made up of the Parish Priest (Vicar from 1/11/2021), Associate Priest (Priest Missioner from November 2022), a stipendiary Deacon and three SSM Deacons. The commitment and energy shown by the Vicar, the Priest Missioner, and the Deacons as well as the Churchwardens, the PCC and the small but loyal team of volunteers, has been key to the achievement of the objectives in 2023.

We have a regular organist, Jon Findlay, who plays for services at both churches. In January 2023 (12/01.2023), the PCC agreed to pay Jon a honorarium of £50 per month to cover expenses and materials and act as a retainer for his services.

**Plans for the future**

In 2024 we intend:

**To Love the Lord our God, by:**

- Continuing to offer regular public worship open to all.
- Reviewing our pattern of daily and weekly worship to ensure that it remains viable in the future, and attractive and welcoming to newcomers.
- Continuing the provision of time and space for personal prayer and contemplation.
- Maintaining and improving our buildings to the best of our ability and making the most of the opportunities offered by the flexible spaces at both churches, whilst also considering how to make the most of the buildings for congregation and community. This includes continuing the Place of Welcome initiatives at each church in partnership with AgeUK and other agencies.
- Acknowledging our responsibilities to the wider church by striving to increase our Parish Share.
- Continuing to explore the renewal of the current kitchen and toilet facilities at St Luke's as well as work to achieve Eco-Church status. Part of this work will include improving the access to the Church building for those with disabilities. We are also hoping to move towards the Church of England's target of being Carbon Net Neutral by 2030 by introducing LED lighting.
- Supporting the work of others within the benefice.
- Continuing to provide opportunities for all age groups to grow in faith and understanding, including the development and growth of the children's church group.

**To love our neighbour, by:**

- Continuing pastoral work, including visiting the sick and bereaved.
- Offering a Requiem service for those whose loved ones have died and whose loved ones chose a direct funeral without a service.
- Continuing developing the links with the worshiping community within the Dearnvale Complex Needs Care home.
- Seeking opportunities to develop the use of both St Paul's and St Luke's by community groups for non-worship activities.

TRUSTEES' REPORT continued

YEAR ENDED 31 DECEMBER 2023

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- Continuing and developing our close links with Brierley Church of England School; and continuing regular visits and Collective Worship in the other schools within the parish.
- Offering Confirmation classes to children at Brierley School as well as to others who live in the Parish.
- Continuing the promotion of Christianity through the staging of teaching courses.
- Continuing to promote the whole mission of the Church through provision of various events and activities throughout the year.
- Continuing to support the foodbank at Cudworth.
- Continuing to provide the foodbank hub at St Luke's.
- Continuing to support other charities locally, within the UK and overseas through our mission giving.
- Continuing to seek ways in which our buildings can be used by our communities to improve wellbeing and Community Cohesion.

**To love each other, by:**

- Continuing the teaching of Christianity through sermons, courses and small groups.
- Praying for and working towards unity within our parish and between our churches.
- Continuing to implement a diary of social and fundraising activities.
- Introducing nurture courses for those who want to learn more about the Christian faith.

Members of the PCC declare that they have approved the trustees' report above.

Signed on behalf of the PCC:

Signed \_\_\_\_\_ Date: 7 April 2024

***Fr Paul Cartwright, Chair of the PCC***

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 DECEMBER 2023

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I report on the accounts for the year ended 31 December 2023, which are set out on pages 13 to 20.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

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

**Basis of independent examiner's report**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts do not accord with the accounting records

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

Signed  Dated: 7 April 2024

Steph Tolson  
Community Accountant  
BCVS Services Limited  
23 Queens Road  
Barnsley  
S71 1AN

## RECEIPTS &amp; PAYMENTS ACCOUNT

YEAR ENDED 31 DECEMBER 2023

		Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 £
	Note				
<b>Receipts</b>					
Voluntary Receipts:					
Regular Giving	2a	14,044	138	14,182	17,710
Grants	2b	-	5,960	5,960	11,300
Donations/appeals	2c	2,712	6,651	9,363	6,179
Other Voluntary Receipts	2d	-	-	-	-
Receipts from activities for generating funds	2e	4,852	68	4,920	3,004
Receipts from Church activities	2f	3,543	-	3,543	4,663
Receipts from investments	2g	199	-	199	18
Other receipts	2h	83	10	93	1,444
<b>Total Receipts</b>		<b>25,433</b>	<b>12,827</b>	<b>38,260</b>	<b>44,318</b>
<b>Payments</b>					
Fundraising costs	3a	1,527	-	1,527	817
Church activities	3b	27,029	13,300	40,329	35,418
Governance costs	3c	525	-	525	500
Major works	3d	-	-	-	-
Other payments	3e	-	3,030	3,030	2,280
<b>Total Payments</b>		<b>29,081</b>	<b>16,330</b>	<b>45,411</b>	<b>39,015</b>
<b>Excess of receipts over payments</b>		<b>(3,648)</b>	<b>(3,503)</b>	<b>(7,151)</b>	<b>5,303</b>
Transfers between funds	11	-	-	-	-
Net movement in funds		(3,648)	(3,503)	(7,151)	5,303
Total funds brought forward	10	16,136	10,256	26,392	21,089
<b>Total funds carried forward</b>	<b>10</b>	<b>12,488</b>	<b>6,753</b>	<b>19,241</b>	<b>26,392</b>

STATEMENT OF ASSETS AND LIABILITIES

YEAR ENDED 31 DECEMBER 2023

	Note	2023 £	2022 £
<b>Monetary Assets</b>			
Bank Current Account		5,245	11,141
Bank Project Account		8,867	10,198
Bank Deposit Account		5,129	5,053
Petty Cash		-	-
Total	8	<u>19,241</u>	<u>26,392</u>
<b>Liabilities</b>			
Accountancy fee		600	525
Total	7	<u>600</u>	<u>525</u>

Approved by the PCC and signed on their behalf by:

Signed: \_\_\_\_\_ Date: 7 April 2024

***Fr Paul Cartwright, Chair of the PCC***

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2023

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## 1. Accounting policies

### **Basis of the preparation of the accounts**

The financial statements have been prepared in accordance with the Church Accounting Regulations, using the Receipts & Payments basis, and in accordance with applicable accounting standards and the requirements of the Charity Commission.

### **Receipts & Payments Accounts**

Receipts & Payments Accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context 'cash' includes cash equivalents, for example bank accounts where cash can be readily withdrawn to pay for debts as they become due.

### **Funds Structure**

#### Unrestricted funds

Represents funds which are expendable at the discretion of the members in furtherance of the objects of the charity.

#### Restricted funds

Those funds that have been provided to the charity for particular purposes and which may only be spent for the purposes for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on the fund, unless permission is given by the funder to remove the restriction on the balance outstanding.

#### Designated funds

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The PCC have established a designated project fund for planned future project spend.

#### Endowment funds

The PCC has no endowment funds at the present time.

### **Incoming Resources**

All incoming resources are recognised when they are receivable and are accounted for gross.

## NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDING 31 DECEMBER 2023

**2. Analysis of Receipts**

Note	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 £
<b>2a Regular Giving</b>				
Planned Giving	6,992	-	6,992	7,719
Collections	2,911	138	3,049	6,593
Tax Recovered (Gift Aid)	4,141	-	4,141	3,398
Total	14,044	138	14,182	17,710
<b>Other Voluntary Receipts</b>				
2b Grants	-	5,960	5,960	11,300
2c Donations/appeals	2,712	6,651	9,363	6,179
2d Other voluntary receipts	-	-	-	-
Total	2,712	12,611	15,323	17,479
<b>2e Receipts from Activities for Generating Funds</b>				
Fundraising	4,852	68	4,920	3,004
Total	4,852	68	4,920	3,004
<b>2f Receipts from Church Activities</b>				
PCC fees	3,543	-	3,543	4,663
Magazine sales	-	-	-	-
Total	3,543	-	3,543	4,663
<b>2g Receipts from investments</b>				
Bank interest	199	-	199	18
<b>2h Other receipts</b>				
Refunds & miscellaneous	83	10	93	1,444
Total	83	10	93	1,444
<b>Total Receipts</b>	<b>25,433</b>	<b>12,827</b>	<b>38,260</b>	<b>44,318</b>



## NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDING 31 DECEMBER 2023

**3. Analysis of Payments**

Note	Unrestricted	Restricted	2023	2022
	Funds	Funds	Total	
	£	£	£	£
<b>3a Fundraising Costs</b>				
Stewardship envelopes	102	-	102	-
Other fundraising costs	1,425	-	1,425	817
Total	1,527	-	1,527	817
<b>3b Cost of Church Activities</b>				
Missionary & charitable giving	937	166	1,103	1,715
Diocesan parish share	4,550	-	4,550	4,300
Working expenses of clergy	1,908	1,500	3,408	3,098
Heating, Lighting & cleaning	3,549	7,710	11,259	4,480
Insurance	5,675	-	5,675	5,481
Other running costs	1,721	-	1,721	633
Church maintenance & fire protection	210	-	210	2,560
Waste collection	694	-	694	654
Church equipment	1,300	3,623	4,923	959
Upkeep of services	2,965	51	3,016	4,019
Parish Magazine	-	-	-	20
Repairs, refurbishment & decoration	3,044	-	3,044	4,251
Support costs	10	-	10	914
Education, training & mission	179	-	179	567
Website	-	250	250	607
Other payments	287	-	287	1,160
Total	27,029	13,300	40,329	35,418
<b>3c Governance Costs</b>				
Accountancy fee	525	-	525	500
	525	-	525	500
<b>3d Major Works</b>				
	-	-	-	-
Total	-	-	-	-
<b>3e Other Payments</b>				
Pilgrimage/trips	-	-	-	2,280
Energy grants to other parishes	-	3,030	3,030	-
Total	-	3,030	3,030	2,280
<b>Total Payments</b>	<b>29,081</b>	<b>16,330</b>	<b>45,411</b>	<b>39,015</b>

## NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 DECEMBER 2023

**4. Trustees' remuneration, benefits and expenses**

During the year clergy working and travel expenses of £552 were reimbursed to Fr Paul Cartwright (2022: £1,152) and £2,439 to Fr Thomas Bates-Bourne (2022: £1,241).

The above payments are permitted within the Church Representation Rules. Other than reimbursement of items purchased on behalf of the PCC there were no further payments, remuneration or benefits made to members during the year.

**5. Related party transactions**

No payments were made to any persons closely connected to the members of the PCC or to any related parties.

**6. Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10 (2) of the Charities Act 2011.

All equipment is on rental and therefore is not included in the Statement of Assets & Liabilities.

**7. Creditors & Accruals**

	2023	2022
Accountancy fee	<u>£600</u>	<u>£525</u>

**8. Bank Reconciliation**

	HSBC Current A/C £	HSBC Project A/C £	HSBC Reserve A/C	Petty Cash £	Total £
Balance as @ 31.12.2023	5,395.55	8,867.26	5,128.90	-	19,391.71
Less unpresented cheques	(100.00)	-	-	-	(100.00)
Add uncleared income	-	-	-	-	-
Less funds held as agent ( <i>note 13</i> )	(51.00)	-	-	-	(51.00)
	<u>5,244.55</u>	<u>8,867.26</u>	<u>5,128.90</u>	<u>-</u>	<u>19,240.71</u>

**9. Common Fund liability (Parish Share)**

In 2016 the PCC made the decision not to include the Common Fund liability in the Statement of Assets and Liabilities. The Parish Share is not a legally enforceable liability and it is no longer considered probable that outstanding amounts will be cleared.

## NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 DECEMBER 2023

**10. Movements in funds**

	Opening balance £	Incoming resources £	Resources expended £	Transfers £	Closing balance £
<b>Unrestricted funds</b>					
General Fund	11,083	25,357	(29,081)	-	7,359
General Reserve	5,053	76	-	-	5,129
	<u>16,136</u>	<u>25,433</u>	<u>(29,081)</u>	<u>-</u>	<u>12,488</u>
<b>Restricted funds</b>					
Sound System Fund	1,431	-	(1,431)	-	-
Vestry Refurbishment Grant	2,100	-	-	-	2,100
Emergency Mission Grant	250	-	(250)	-	-
Emergency Fuel Grant	5,250	-	(5,230)	-	20
Diocesan Family & Social Welfare Council	1,100	-	(1,100)	-	-
St Paul's Afternoon Club Fund	71	-	-	-	71
Additional Curates Society Lent Boxes	-	85	(85)	-	-
Children's Society	3	136	-	-	139
Christingle Gifts	51	-	(51)	-	-
Donation in Memory of John Wallis	-	1,000	-	-	1,000
ACS Grant for Clergy Expenses	-	1,500	(1,500)	-	-
Thanksgiving Donation	-	5,000	(3,180)	-	1,820
Grimethorpe Residents Bell Fund	-	566	-	-	566
South Yorkshire Community Foundation	-	4,459	(3,422)	-	1,037
Restricted Collections	-	81	(81)	-	-
	<u>10,256</u>	<u>12,827</u>	<u>(16,330)</u>	<u>-</u>	<u>6,753</u>
<b>Total Funds</b>	<u>26,392</u>	<u>38,260</u>	<u>(45,411)</u>	<u>-</u>	<u>19,241</u>

**11. Funds Transfers**

Small balances on restricted donations were transferred to the General Fund at the year end.

**12. Restricted Funds**

- Sound System Fund – a grant received in 2019 from the North East Area Ward Alliance to contribute towards a Loop and Sound system at St Paul's.
- Vestry Refurbishment – a grant awarded from the Leeds Diocesan Family Fund to contribute to the cost of refurbishing the vestry at St Luke's Church.
- Emergency Mission Grant – a grant from the Leeds Diocesan Covid-19 Emergency Fund to support the development and running of the parish website.
- Emergency Fuel Grant – a grant from the Leeds Diocese to help with the impact of increased gas and electricity bills.
- Diocesan Family & Social Welfare Council (FSWC) – a grant towards the purchase of chairs and providing sound reinforcement at the churches.
- St Paul's Afternoon Club – balance of funding received from the North East Area Ward Alliance to contribute towards setting up the Afternoon Club.
- South Yorkshire Community Foundation (SYCF) – Cost of living grant for a project to provide a warm community space with refreshments and activities and for the space to act as a spoke for the Barnsley Food Bank.
- Thanksgiving Donation, a donation from Father T Bates-Bourne toward Bell loft cleaning.
- Additional Curates Society (ACS) grant for the curacy of Father Tom Bates-Bourne.
- Other restricted funds have arisen from collections and donations for nominated charities or causes.

**13. Funds held as agent**

During the year, the PCC received fees for the services of the vergers and the organist at funerals and also clergy travel expenses for attendance at funerals. The fees are not the legal property of the church and are accounted for separately, with the PCC acting as agent for the receipt and payment of the funds.

Where the PCC is acting as agent, the transactions are not recognised in the Receipts and Payments Account. Funds due to third parties at the year end are itemised below.

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Clergy expenses	51	20
Total	<b>51</b>	<b>20</b>