



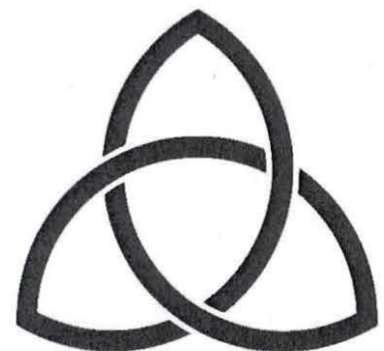
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF HOLY TRINITY, RIPON
DIOCESE OF LEEDS

(Working name – HOLY TRINITY, RIPON)
(The Church registered code 646497)

Trustees' Annual Report
for the year ending 31st December 2023

Charity no. 1135108
Revenue no. X31895

Holy Trinity, Ripon
Kirkby Road
Ripon
HG4 2EY



HOLY TRINITY, RIPON

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TRUSTEES' ANNUAL REPORT

1. STATUTORY DATA

Charity name

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Ripon, Diocese of Leeds (**working name – HOLY TRINITY, RIPON**)

Reference and administrative details

Principal address

Holy Trinity Church
Kirkby Road
Ripon
HG4 2EY

Trustees (afterwards referred to as PCC members)

Vicar (Chair) Revd. Christopher Butler

Assistant Curate Revd. Michelle Lepine

Deanery Synod Representatives Rodney Towers (from Oct 20)
Allison Clark (from May 21)
Jed Bates (from April 22)

Churchwardens Daniel Metcalfe (from May 2021)
Jed Bates (from Apr 2022)

Elected PCC Members Philip Thomas (from Apr 2017-March 2023)
Ruth Abel (from 2019)
Barry Crompton (from 2019)
Don Hanson (from Oct 2020)
Ann Sture (from Oct 2020-March 2023)
Jacquie Fisher (from Oct 2020-March 2023)
Graham Colson (from Oct 2020)
Ruth Bakes (from May 2021)
Karen Sharma (from May 2021)
Tom Cavell-Taylor (from May 2021)
Helen Wilks (from Apr 2022)
Elliot Bennington (from May 2022)
Becca Green (from March 2023)
Andrew Dennis (from March 2023)

Bankers	HSBC plc 34 Westgate Ripon HG4 2BL
Independent Examiners	Mr. S Kay ACA The Barker Partnership 44 Kirkgate Ripon HG4 1PB
Registered Charity no.	1135108
HMRC No.	X31895
PCC Secretary	Helen Wilks
Treasurer	Barry Crompton
Architect	Tom Crooks. BA (Arch.) Dip Arch. RIBA AABC 14 Calverley Lane Horsforth Leeds LS18 4DZ

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

The PCC operates through various subgroups who report to the PCC on a regular basis.

The vicar is *ex officio* a member of all groups and committees.

Standing Committee

Christopher Butler (appointed May 2012)	Dan Metcalfe (from May 2021)
Michelle Lepine (appointed July 2021)	Jed Bates (from Apr 2022)
Barry Crompton (treasurer from May 2019)	Helen Wilks (from Apr 2022)

Finance Team

Barry Crompton	Chris Butler (ex officio)
Catherine Pearce	Sue Grime
John Housley	

Fabric Team

Michael Montgomery	Nick Pearce	Tim Scholes
Rob Thew	Tom Cavell-Taylor	Sarah Gouge (to July 2023)
Phil Thomas	Jed Bates	Elliot Bennington
Andrew Dennis (from Apr 2023)	Chris Butler (ex officio)	Michelle Lepine (from Sep 2023)

Health and Safety (sub-group of Fabric Committee)

Andrew Dennis (from Apr 2023)	Don Hanson	Michael Montgomery
Graham Colson	Tom Cavell-Taylor	Sarah Gouge (to July 2023)
Chris Butler (ex officio)		

Outreach

John Housley	Ruth Bakes	Jed Bates
Michelle Lepine	Ann Sture	Jacquie Fisher
Don Hanson	Chris Butler (ex officio)	Chris Thomson (from Apr 2023)

Administrator

John Housley

Administrator and Electoral Officer

Alison Bradley (Electoral Roll Officer from Oct 20)

Young People's & Worship Pastor

Mathew Davies

Mission enabler

Alison Ratcliffe

Arches Manager and Cleaner

Sarah Gouge (until July 2023)

Facilities Worker & Cleaner

Sam Purvis (from August 2023)

Safeguarding Representative

Richard Langley

Disability Representative

Graham Colson

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure. The PCC is a charity excepted from registration with the Charity Commission.

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

Holy Trinity Church PCC works in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

When planning our activities for the year, we have considered the Commission's guidance on public benefit.

Reserves Policy

It is the PCC's intention to spend those Reserves that are Restricted on their defined purposes, in due course. The Unrestricted Reserves represent approximately three months income which the PCC feels is the minimum that it should aim to hold for normal levels of activity

3. RIPON DEANERY SYNOD REPORT FOR 2023

Holy Trinity Representatives:

Clergy:

Revd. Chris Butler
Revd. Michelle Lepine (from July 21)

Lay:

Rodney Towers (from Oct 20)
Allison Clark (from May 21)
Jed Bates (from April 22)

Officers:

Area Dean: Revd. Tony Collins
Assistant: Vacant
Lay Chair: Michelle Dearlove
Treasurer: Geoffrey Berry

The Deanery Synod met four times during 2023. In the months of January, April, July & September. Subjects covered by guest speakers included a presentation on the Church of England's aim to be Carbon Neutral by 2030, a presentation on the Diocesan Finances by the chief finance officer, a presentation on finding God in unexpected places and Different Brains: neurodiversity as a gift for the Church, not a problem to be solved.

Last year elections to Deanery Synod were held and I would like to thank on behalf of Holy Trinity Allison, Michelle, Jed & Rodney for representing us at these meetings. If anyone would like to be involved, we do have one spare place on Deanery Synod. For more information please do speak to one of the current representatives.

Rev C Butler Deanery Synod Representative, February 2024

4. CHURCH WARDEN'S REPORT 2023

It has been a busy and eventful twelve months since the last APCM! As I read through previous year's Church Warden reports to the church, I noticed that they all seemed to have followed a similar pattern, both in content and length. There are many reports from the various areas of ministry in the Holy Trinity Annual Report, so if I have not made specific reference to them here, it does not mean that I have forgotten them – they can be read elsewhere and in greater detail, and hopefully that will shorten the length of mine.

Starting with “thank you”. Thank you to each and every one of you who have helped in the various ministries that Holy Trinity has provided in 2023. Without you, none of our essential work would have been possible, and through that work the word of our Lord has been spread far and wide. Without you, meals would not have been provided, comfort given, teas and coffees poured, worship raised, our younger members entertained and taught. You have gone out into the wider community, and shown the words of the gospel to those that would not necessarily have heard it. Holy Trinity Church and Ripon are truly blessed. And thanks also go to the many families who were without Mum or Dad, Grannie or Grandad for often long periods of time while this essential work was done.

Some of the positives in 2023 have included Discipleship Explored, an eight-part study series that was run across the church, in small groups. This series helped many to understand the bible in greater depth, and was well received by those who undertook it. This was followed up at the end of 2023, beginning of 2024 with Hope Explored, aimed at those starting out in their faith journey, and again was well received by both those new to Christ and those whose faith was well established. Boost, Little Fishes and Urban Saints gave the same message to our younger members, and Renew Ripon provided support and a non-judgmental ear to those in need, at the same time bringing several new members to our church, or re-igniting their faith if it was dormant.

There will be challenges to us as a church in the coming year. Our Parish Share has been raised again, there will be further discussions on Prayers of Love and Faith (both at Synod and a local level) that will test us all. We will have to continue to raise our green signature, which will involve time and expenditure. The way forward for the Altogether service will be at the forefront of many people's thoughts. Can I urge you all to pray together, and respect each other's opinions and decisions on any difficult conversations that may be had.

There are also things to look forward to. Our wildflower garden, in partnership with Holy Trinity School Federation, is slowly taking shape. Once established it will provide a haven for insects, birds and humans alike. Future plans for the garden include benches, so an area for quiet reflection will also be available.

We celebrated the coronation of King Charles III in style, with a marvelous afternoon tea, with over 100 taking part.

Reverend Chris managed to undertake a well-deserved three-month sabbatical, and grateful thanks go to Michelle, who as curate took over the reins and was presented during that time with some difficult and sensitive situations. Thank you for being a faithful shepherd, Michelle, and thanks also go to all of our local retired clergy who supported you at this time.

And a great big thank you to Reverend Chris, who has steered this ship throughout the year – I honestly don't know how he fits all the various aspects of his role of leader into a normal day! And none of this would have been possible without the admin staff – well done John, Alison, Graham and Sam, and all the PCC.

Our Christmas celebrations were well attended, and we managed to provide the largest choir seen at Holy Trinity (including several male voices) since Covid started. Hopefully the choir will be able to continue throughout 2024, so that the Christmas choir is even bigger!

2023 also saw the recruitment of Alison Ratcliffe as Mission Enabler, to the staff team. Her role will enable Matt to be released to raise the profile of our youth work and take over the management of the music ministry to provide Worship support. Richard Langley is stepping down as Safeguarding Officer after four years of dedicated work. Welcome Alison, and thank you Richard for your diligent approach to a vital role in the safety of all those who attend Holy Trinity's activities.

There is massive potential for Holy Trinity as a Church to expand its outreach in Ripon and the surrounding area, but I believe that this is limited by capacity, and by capacity, I mean members to help with the running of our activities. I have already mentioned the vital role that our volunteers play in the running of our activities, but so often it is the same individuals who support many of the various activities. Can I plead with you all to look into your hearts and see if you could help in any way – if there is an area that interests you, or you feel you have a gift for, please discuss it with a member of the staff team, church wardens, PCC or leaders of a particular group.

And, finally, a thank you from me. I will be standing down as Church Warden after this APCM. Thank you for all the love and support you have shown me over the last two years, thanks especially to Dan – I think we made a good team. It has been an honour and privilege to serve you all – please continue to provide that love and support to Dan and whoever succeeds me.

I end in prayer: God our Creator and Redeemer, help Holy Trinity to grow in holiness, unity, effectiveness and numbers. Draw us closer to you, and to those around us. Give us enthusiasm in our faith, and wisdom in sharing it with young and old. Open our eyes to new opportunities, our lips to sing and speak of You, and our hearts to welcome the stranger. Grow your kingdom in us, our local area and the world. Through the intercession of our Lord Jesus Christ and the Holy Spirit.

Amen

Jed Bates, Church Warden, February 2024

5. TREASURER'S REPORT 2023

Whilst keeping the church finances in good order is an essential part of our work it would amount to nothing if we were not able to use our finances to aid the mission and ministry of Holy Trinity Church in the service of our Lord and the good people of our parish. I am pleased to be able to report that in 2023 we have been able to do both. Our overall income has increased, our costs have been well controlled and we have been able to invest in additional ministry resource with the employment of our Mission Enabler.

Income

Overall income for 2023 increased by 15% compared to 2022. An increase of £33,983 on the previous year. This real term growth is largely as a result of the appeal for income to support the worship, youth and children's ministry. It is also worthy of note that even with this focus our general 'voluntary income' has increased, in 2022 saw a 9% reduction. Most encouraging was the increase in giving from donors who pay income tax, an increase of 11%, reversing the reduction noted in the previous year's annual report. Income from church lettings has also continued to grow and accounts for almost 6% of our total income.

Expenditure

Every year I am impressed by how carefully our running costs are controlled. Again in 2023 our day-to-day costs have continued to be controlled very well. We were aided by previous wise energy contract negotiations which ensured energy cost stability through until the Autumn of 2023. All this means that our general church running costs, excluding staffing reduced in 2023 when compared to the previous year. The PCC believe it is important to pay what we can to support the work of the wider work of our diocese and whilst we were not able to pay the full value of the diocesan share request, we were able to pay £91,000 which is a modest increase on 2022.

A note of caution for the coming year is that the last two months of 2024 saw significantly larger energy expenditure which no doubt will impact the budget in 2024.

Summary

I am therefore pleased to be able to report that our finances are in good order. Whilst our aspiration is to be able to pay all of our dues, including the parish share, we have seen a significant increase in income which we trust can be developed further in 2024.

I cannot finish the report without expressing my heartfelt thanks for the many people involved in managing our finances. Whether it is paying money into the bank, completing expenses forms correctly, ensuring funeral money is paid to the right benefactor, maintaining the accounts well or the many other detail processes which need to happen. Thanks to the hard work and commitment of everybody the control and understanding of our finances continues to improve.

One final thanks must go to congregation of Holy Trinity Church who continue to give with a generous heart.

Thank you all.

Barry Crompton, Church Treasurer, February 2024

6. PCC SECRETARY'S REPORT 2023

PCC meetings

As mentioned in the PCC Secretary's report 2022 it was proposed that meetings in 2023 would alternate monthly between a full PCC meeting and standing committee. This was agreed at the December 2022 PCC meeting and this rotation starting in January 2023.

The PCC met in January, March, April, June, September and November. The reason the PCC met in both March and April was due to the timings of the APCM which took place on 26th March. In March the PCC met to approve the accounts prior to the APCM and met again in April to welcome new members to the PCC, appoint officers and confirm sub committees following the APCM. In August there was the usual summer break with no meeting taking place. Standing committee met in February, May, July, October and December.

From September to December Michelle chaired the PCC meetings whilst Chris was on sabbatical. I'd like to thank Michelle for stepping into the role and for her diligent chairing.

Each member of the PCC brings different gifts, perspectives and knowledge. As we are called to 'work well together and take action for the future', it is important to recognise and appreciate what each person brings. During the year we were encouraged to go for coffee with people we didn't know so well and at one meeting we each did a brief intro to ourselves which was well received by both those new to PCC and those that have been members for a while. Previously there have been PCC away days and it is proposed that one is organised for 2024.

Key topics

This is not meant to be an exhaustive list of everything covered in PCC meetings but a flavour of some of the key topics covered. This does not detract from all the other topics and the work of everyone involved in all Church activities.

- Heating and the Building Management System (BMS). Thank you to the fabric committee for their perseverance in this matter.
- Safeguarding Action Plan and Safeguarding Dashboard. Thank you to Richard Langley and John Housley for their hard work and commitment to putting these in place.
- Appointing a Young People & Worship Pastor Enabler and pledge for "Building capacity for Mission 2023". It's fantastic the support the Church family gave to this pledge and its pleasing that Alison Ratcliffe is now in post.
- MAP updates particularly the progress made in caring for the environment. Thank you to Michelle Lepine, Philip Ratcliff and the environment focus group for all the initiatives that have taken place, are underway and planned for the future.

Membership

Churchwardens

- Dan Metcalfe was elected for his 3rd year.
- Jared (Jed) Bates was elected for his 2nd year.

PCC membership

At the APCM Becca Green and Andrew Dennis were elected as new members and Graham Colson was elected for a second term.

Chris gave thanks at the APCM to Phil Thomas, Ann Sture and Jacquie Fisher who stepped down from the PCC.

At the June PCC meeting it was confirmed that Andrew Dennis was now in post as Health & Safety officer taking over from Don Hanson who stepped down from this role.

Thank you to all who serve on the PCC and your patience and support to me as PCC Secretary.

Helen Wilks, PCC Secretary, February 2024

7. CURATE'S REPORT

At the beginning of my curacy in July 2021 I was asked many times what I would be doing during my time at Holy Trinity Ripon. I was unsure how to answer. Upon reflection of the actions of Jesus towards Jairus and the haemorrhaging woman in Luke 8.40-56 I discerned that my calling was to focus rather on who I was to be as a priest than what I was to do – be available and attentive to the needs of all God's people, be compassionate and servant-hearted, be Kingdom-seeking. As I approach the end of my third year of curacy these priorities remain the same.

It continues to be a joy to lead, preside and preach at Holy Trinity within the diversity of our services and congregations. Multigenerational worship is a privilege and a passion of mine, and I love exploring different ways of bringing alive God's word and purpose for each of us through creative teaching and prayer, as well as through active involvement in our varied school's ministry as we learn from one another.

I have grown in confidence this year across different worship traditions, especially all-age worship, and including being Liturgical Deacon alongside the Archbishop of York at the consecration of bishops in York Minster in June 2023. I presided for the first time in 2023 at our Easter services and officiated at my first wedding, as well as consolidating my experience in funerals and baptism ministry.

I recognise I still have much to learn and develop as I grow into priestly ministry and I am grateful to Chris for his time and patient teaching, as well as to all the retired clergy at Holy Trinity who lead by example and experience, encourage me with grace and generosity, and offer opportunities to rant and reflect over coffee and cake!

Renew Ripon, which I began in April 2022 with a dedicated team of people from our church family, continues to welcome and support over twenty people each week who are struggling with their mental health and wellbeing in some way. We have many long-term guests and welcome new ones regularly, enjoying strong partnerships with local healthcare professionals. Many of our guests are growing in confidence and finding friendship and healing together. It is a joy that so many enjoy our weekly prayer meditations, and some have participated in recent Alpha and HOPE Explored courses as well as now worshipping and serving as part of our church family. Thank you, Jesus!

We celebrated our first birthday by creating a community mosaic on Jesus' calming of the storm, which we hope to display soon, and enjoyed a Renew Ripon team retreat at Kairos Church in October. Connected to this ministry area, and on a personal level, I completed my MA dissertation this summer, exploring ways in which the example of Jesus in Luke's Gospel informs our pastoral care of people experiencing mental ill health and trauma. I am grateful for the compassionate hearts and commitment of all the Renew Ripon volunteers, and I am delighted that Julie Bates will bring her many gifts in taking the lead in overseeing this ministry in the future.

In March, with Chris' permission, I re-formed the Environment Focus Group in line with the Mission Action Plan. A sermon series on the theme of creation during September led to various eco-initiatives being planned and co-ordinated by the Environment Focus Group and other members of Holy Trinity. Many initiatives are collaborative and outward-looking and include re-wilding of church land, whole church prayer for climate care, clothes swish, eco-pledges, communal board for Christmas cards.

We believe our example of caring for creation is part of our individual and collective Christian development and worship and offers opportunity for wider evangelism. I am delighted that Phil Ratcliff has agreed to take on the role of Parish Environment Officer and under his leadership we are already seeing fruit in an increased awareness of eco initiatives and implementation of lifestyle changes. This is being made possible via updates on our church website and through the planned Ripon-wide community Green Fair. We hope to achieve our Eco Bronze award in the very near future.

The final three months of 2023 focussed on leading during Chris's sabbatical. I saw this as a privilege and I learnt so much, especially in the areas of pastoral care, church governance and leadership, and Christmas planning. It was, in many ways, a challenging time for me, our church family and the wider community following the tragic accident in September. This attracted much media interest and emotionally affected individual church members, our school community and the wider population of Ripon. As a church I believe we responded with compassion and sensitivity, reaching out to all in need with the love and hope of the gospel message. I am especially grateful to our churchwardens Dan and Jed during this time, but also the whole staff team, the preaching and leading team, and the PCC for their wisdom, support, and encouragement during Chris's sabbatical.

I look forward to continuing to serve at Holy Trinity as we seek to be attentive, compassionate, and kingdom-seeking servants of the Lord together.

Rev. Michelle Lepine, Curate, February 2024

8. CHILDREN'S, YOUTH & FAMILIES REPORT 2023

The Youth and Children's work at Holy Trinity Ripon has been a vital and dynamic Ministry within our congregation. As we come to the APCM, it is essential to provide a comprehensive report on the progress, achievements, and challenges faced in this area.

Youth Ministry

The Youth Ministry at our Church is primarily focused on providing a safe environment for young people to come together, grow in faith, and build relationships. We have continued to run regular groups, those being Messy Church, Stay & Say (Walk & Talk) and Life Group. The young people engage in various activities, such as discussions, games, worship, and community service projects. Our dedicated team of volunteers continue to work tirelessly to create a nurturing space for teenagers to explore their faith and ask deep questions about faith and life.

Over the past year, we have seen growth in both the attendance and participation of youth in our Church activities, particularly at Family Church. We have also fostered connections with other local churches to collaborate on youth events and programmes, encouraging a sense of community and shared mission among young people in the area. Specifically, we have started to go through to Harrogate on the first Sunday of every month and join with 5 other churches at their monthly Youth Worship Night.

Children's Work

Our Children's Ministry has remained a cornerstone of our Church. Through Family Church, clubs and special events, we have continued to nurture the faith of our children, teaching them about God's love, the stories of the Bible, and the values of kindness, compassion, and forgiveness.

The involvement of parents and volunteers has been essential in ensuring the success of our children's work. We have also worked to adapt our programmes to meet the evolving needs of the children and families in our community, recognising the changing dynamics and demands today.

Challenges and Opportunities

While we have witnessed growth and success in our youth and children's work, we also acknowledge the challenges that come with this Ministry. In a rapidly changing world, engaging young people in matters of faith and spirituality can be complex. Balancing their academic, social, and personal commitments with their participation in church activities, requires intentional and creative approaches. For example, asking parents to prioritise the spiritual development of their children which will be the bedrock they will build their lives on, and not expecting the church to do it all.

One key challenge that we are facing and that requires careful thought, prayer and planning is how to develop Family Church to the next stage without impacting the attendance of the rest of the Church.

Another is our Youth Club, I have been hesitant to launch this as we need more team to drive it forward, we need to start something well and it needs to be built to last.

For me personally, one of the highlights of this last year was appointing Alison Ratcliffe, our Mission Enabler. Alison has come onboard and hit the ground running and is literally enabling mission to happen. We were able to bring forward our schedule and hosted our first ever Light Party where over 120 people came through our doors and were fed a hot meal. We were able to launch Boost All Stars, our weekly after school club with 44 children coming weekly to play, listen to a Bible story and sing.

We now have a team of seven Ripon Grammar School students volunteering across all three Breakfast Clubs and All stars, which in turn relieves the pressure felt by some of our amazing volunteers. Alison has secured funding from Ripon Girls Club and has an application in with 2 other fund providers to improve the standard of activities we provide our young people, plus providing support to our volunteers with more updated equipment.

Looking ahead, I am ambitious for us as a Church and what God is calling us to do. I hope and pray that we are brave enough to follow him.

Here is a List of our current Youth and Children's Ministry's.

- Little Fishes
- Breakfast Club
- Life Group
- All Stars
- Tea and Tots
- Sunday Evening youth provision
- Urban Saints
- Family Church/Sunday services.
- Collective Worship/school lessons and trips.
- Messy Church
- Light Party
- Summer Boost

Matt Davies, Young People's & Worship Pastor, January 2024

9. CHURCH BUILDING MAINTENANCE AND REPAIR REPORT 2023

Fabric Team

The Fabric Team met six times during 2023 and the Health & Safety Team met twice.

Gas Boiler and Heating

The boilers were serviced by Byfield Heating and the pressure vessel was tested and certified. The previous year dump heat loop was extended to include the Air Handling Unit so now we can turn down the radiator adjacent to the kitchen, the coffee area and corridor. The Building Management System (BMS) was replaced by Eon-Controls with a new system which is much easier to programme. All the temperature sensor were replaced and some of the other failed instruments.

Fire Alarm and Extinguishers and PAT Testing

The fire alarms and fire extinguishers were serviced in November 2022 so they are due another service. The PAT test was carried out by Hawkesworth on 24 January 2023.

Quinquennial Inspection

The quinquennial inspection was carried out by Richard Crooks in 2020 there were no serious defects but the Fabric Team have been working through the report to carry out any outstanding defects. As part of this remedial work Hambleton Roofing did some work on the roof replacing slipped slates and repointing on the parapet wall. Richard Crooks died in 2022 and so his son Tom Crooks has been appointed as our new Inspecting Architect. The quinquennial inspection was done in 2020 so the new inspection is due in 2025.

Work Party

There was a work party on 13 May 2023. The work was mainly done on the roof - clearing the gutter and gullies, checking for any loose slates and checking the work done by Hambleton Roofing. The ground crew cut back vegetation overhanging the pavement and elsewhere in the Churchyard, repairing a path light and inspecting and clearing the roof drains.

Loft Insulation

On 9 November 2023 our Architect Tom Crooks inspected our loft space with a view to giving advice on loft insulation particularly condensation issues. His advice, if we can afford it, is to use Sheep's Wool - it is environmentally friendly as a natural material and suppresses condensation.

Arches Window Reveals

The Arches window reveals have suffered with damp ingress into the plasterwork, the walls are protected by Sika Render (a damp resisting plaster). The advice of our Architect, Tom Crooks, is to ask Sika Render to quote for doing all eight windows taking the render right up to the glass.

Streaming Church Services

We continue streaming of the services because some of the congregation have come to depend on it, particularly the old and infirmed.

Swift Nesting Boxes

Swift nesting boxes were installed behind the louvres in the Bell Chamber in time for spring 2022 nesting. The boxes were not used during 2022 and 2023 but we will try again in 2024.

Michael Montgomery, Fabric Team, January 2024

10. SAFEGUARDING REPORT 2023

As Parish Safeguarding Officer (PSO), it has been my aim to be the first point of contact for any safeguarding issues which may arise, as well as helping to drive Holy Trinity's quest to meet its statutory safeguarding requirements, ensuring that safeguarding becomes a natural part of our thinking and planning, as we strive to make our Church a safer place and environment for all people to work and worship in.

We continue to meet our training needs which involves not only basic training (two courses) but also higher-level leadership training where required. Many members have also undertaken the Church of England's Domestic Abuse training module, a hard-hitting but very useful introduction to a difficult subject. If any of you here haven't been asked to undertake safeguarding training but would like to, maybe to have a better understanding, do please contact John in the Office or the PSO to find out how you can **get on one of training modules.**

I would like to thank all those who have helped with the administration of safeguarding and training needs, especially to John Housley in the Office.

A few safeguarding issues have arisen within the last 12 months but I am very satisfied with the professional way people at Trinity have dealt with them. I would also like to put on record my thanks to the Diocese Safeguarding Team for their excellent advice and general service.

Safeguarding reports are given to the PCC, sometimes verbally, and the feedback to the PSO has always been helpful. Much of our **safeguarding conversations are about the Parish Dashboard and Hub, an online recording system for safeguarding policies, statutory requirements, training, record-keeping and much more besides. This online system aids us in being up to date as well as reminding us as to when policies and training, for example, need renewing. The PCC has received some training in its administration.**

My tenure as PSO **officially ends on 31st March 2024. I would like to thank all those who have helped me in my role – too many to name or embarrass!**

Thank you very much.

Richard Langley, Parish Safeguarding Officer, February 2024

11. MISSION PARTNERSHIP REPORT 2023

The Mission Partnership group is a subgroup of PCC and comprises both PCC members and non- members. Most participants of the group represent one of our charities with some of our charities being represented by non-MPG members. Autumn 2024 will see the end of our three-year period with the congregation being once again asked their opinion on which missions they would like us to support.

The current charities are: -

Mission Partner	Trinity Contact
Major Partners	
Andy & Kati Walsh CMS Brazil	Sue l'Anson
Artizan	Robert Ankcorn
Bishop Mathayo, Tanzania	Richard Neale (John Rutter from Nov 2023)
Christians Against Poverty	Jed Bates
In2Out	Adele Martin
Minor partners	
Ripon City of Sanctuary	Nicola David
YMCA, Ripon	Matt Davies & young people
Ripon & Rural Driving Service	Alison Bradley
Jennyruth Workshops	Sue Ankcorn
Salamati	Wilf Gowing
Kajo Keji College South Sudan	John & Cathie Rutter
CPAS	Alison & Michael Montgomery
Wellspring Therapy & Training	Nicola Holdsworth
Scripture Union	Rosemary Harrison

An important part of the link with each mission is feedback from the charity for prayer requests and to report to the congregation via the MPG notice board and notice sheet. The major missions receive £2,500 annually and the minor ones £500. Each charity has a three-week prayer slot on the church notice sheet every year. Updates from the Missions are posted on the MPG display in the Arches.

All of the financial commitments had been sent by the end of 2023 with the exception of Lake Rukwa, City of Sanctuary and Ripon and Rural Driving. Lake Rukwa was due to the retirement of Bishop Mathayo but has been remedied with a new Bishop Ephraim being appointed and contact established. Ripon City of Sanctuary has ceased to be and this year's contribution was sent to Projects Delivering Hope for their Christmas Appeal to provide seeds and tools for returning

refugees as this still fulfils the “refugee” remit. Ripon and Rural Driving Service office was closed in Ripon because HADCA (the administrators) had their funding cut. The scheme continues but is administered through Tadcaster. Surprisingly it has proved difficult as to where funding should be sent to continue our support. (email received now!)

Our Mission partners are asked to talk at our morning services at least once in the three-year period hopefully in person but Susie Hart sent us a video from Peru. Other visitors were, Wellspring, and Jenny Ruth.

In concluding this report, we believe it is fitting to pay tribute to the work and dedication that Richard Neale gave to this group both as a Chair and a member of the group. His personal experience of Lake Rukwa diocese and the difficulties Bishop Mathayo faced on a daily basis were invaluable, as well as his counsel and compassion for our other missions. He is much missed.

Sue and Robert Ankcorn, Mission Partnership Group, January 2023

12. OUTREACH REPORT 2023

The Outreach Committee meet every other month at Holy Trinity. The role of this committee is not to take sole responsibility for Outreach or Evangelism (although we do partake in this, of course) but it has also been charged to find ways to encourage all to undertake work in this ministry.

The view of the Committee, and I hope the majority of the PCC and indeed the whole congregation, is that if people are not introduced to Jesus, they are unlikely to come to know him.

In 2023 the Outreach Committee contributed to:

- The planning, delivery and administration of the Discipleship Explored Course than ran just before and into Lent. This was a co-ordinated endeavour with linked teaching every Sunday. This resulted in a number of people enthusing about the course; a growth in people attending existing House Groups; and the establishment of new study groups. Thanks must be given to all the House Group leaders who ran these courses and to Chris Thomson who obtained the materials and sourced the training to make these courses such a great success.
- The running of an Alpha Course in the Autumn, which helped grow some existing members of the congregation – particularly some who were fairly new. Subsequently, two people in particular, have talked about a major impact on their journey with Jesus. Particular thanks must be given to Gloria and her team who provided the catering for this Alpha Course and to Elliot who helped co-lead which was a fantastic help to the whole group.
- The planning of Hope Explored. Of course, we started running these courses and follow up discipleship in 2024 – but the planning for this was undertaken towards the end of 2023. Again, special thanks must be given to Chris Thomson who has been our lead adviser and guide in this endeavour.
- Developing and encouraging other Groups and Ministries in their work to grow people. We feel that Renew Ripon (with fantastic contribution from Michelle and the team) and in the young people and families area: Family Church; BOOST All Stars; Urban Saints; Open the Book and others have been really open to discussions on how people who come to these groups can grow,
- Finally, our discussions and encouragement has gone wider than Holy Trinity. Open the Book (a multi denominational ministry) and Churches Together had a good year in 2023. Open the Book continued to reach out to Primary Schools in Ripon and contributed to the Drama Festival; and Churches Together developed a stronger relationship with the organisers of Winter Wonderland, building a life-sized Nativity and arranging the Carol Singing at the Band Stand. Particular thanks must be given to David and Irene and their teams for this.

In 2024 we hope to see growth from the Hope Explored courses and development of discipleship from this to grow us all as a congregation and ultimately to enable and encourage us all to be better at showing others the Good News of Jesus.

John Housley, Outreach Group, January 2023

THE PARISH CHURCH OF HOLY TRINITY, RIPON

**Statement of Financial Activities
For the year ending 31 December 2023**

		Unrestricted Funds	Restricted Funds	Total Funds	
	Note	£	£	2023	2022
				£	£
Income and endowments from:					
Voluntary income	2(a)	188,831	14,061	202,892	179,809
Activities for generating funds	2(b)	4,824	14,896	19,720	17,016
Investment income	2(c)	2,335	5	2,340	404
Church activities	2(d)	-	32,906	32,906	26,886
Other incoming resources	2(e)	3,614	-	3,614	3,374
Total incoming resources		<u>199,604</u>	<u>61,868</u>	<u>261,472</u>	<u>227,489</u>
Resources expended					
Church activities	3(a)	214,699	43,566	258,265	262,467
Cost of generating funds	3(b)	670	-	670	670
Total resources expended		<u>215,369</u>	<u>43,566</u>	<u>258,935</u>	<u>263,137</u>
Net incoming/ (outgoing) resources		<u>(15,766)</u>	<u>18,302</u>	<u>2,536</u>	<u>(35,648)</u>
Net movements in funds		<u>(15,766)</u>	<u>18,302</u>	<u>2,536</u>	<u>(35,648)</u>
Balances brought forward at 1 January 2023		74,534	2,742	77,276	112,924
Transfer of funds		(178)	178	0	-
Balances carried forward at 31 December 2023		<u>58,590</u>	<u>21,222</u>	<u>79,812</u>	<u>77,276</u>

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Balance Sheet at 31 December 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible fixed assets	5a	6,356	5,941
Current assets			
Stock		-	-
Debtors	6	8,237	7,332
Short term deposits		59,540	59,534
Cash at bank and in hand		14,826	11,280
		<u>82,603</u>	<u>78,146</u>
Liabilities: amounts falling due within one year			
	7	(9,147)	(6,811)
Net current assets		73,456	71,335
Liabilities: amounts falling due after one year		-	-
Net assets	10	<u>79,812</u>	<u>77,276</u>
Funds			
Unrestricted	8	58,590	74,534
Restricted	9	21,222	2,742
		<u>79,812</u>	<u>77,276</u>

Approved by the Parochial Church Council on 11th March 2024 and signed on its behalf by:

Christopher Butler

Revd. Christopher Butler

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Notes to the Financial Statements For the year ended 31 December 2023

1 Accounting Policies

1.1 Accounting convention

The financial statements have been prepared under the historical costs convention, in accordance with Church Accounting Regulations 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with FRS102 (effective 1 January 2019) - (Charities SORP (FRS102) and the Charities Act 2011).

1.2 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 financial statements include all 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 or those that are informal gatherings of church members.

1.3 Income

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on 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, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised from events are accounted for gross.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

1.4 Expenditure

Grants

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

THE PARISH CHURCH OF HOLY TRINITY, RIPON

**Notes to the Financial Statements (Continued)
For the year ended 31 December 2023**

1.5 Balance sheet - Fixed assets

Consecrated property

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2)(a) of the Charities Act 2011.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 5 years. Fixtures and fittings are depreciated over a maximum of 10 years.

Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

1.6 Current assets

Amounts owing to the PCC at 31 December 2023 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 with the CBF Church of England Funds.

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Notes to the Financial Statements (Continued)
For the year ended 31 December 2023

	Unrestricted Funds	Restricted Funds	Total funds	
2 Incoming resources	£	£	2023	2022
			£	£
2a Voluntary income				
Planned giving:				
Gift Aid donations	113,421	10,487	123,908	110,801
Income tax recoverable	33,164	-	33,164	31,039
Non Gift Aid donations	18,308	-	18,308	20,787
Donations and collections at services	19,893	3,574	23,467	17,182
Legacies	-	-	-	-
Property Trust	-	-	-	-
Sundry Income	4,045	-	4,045	-
Building improvements	-	-	-	-
	<u>188,831</u>	<u>14,061</u>	<u>202,892</u>	<u>179,809</u>
2b Activities for generating funds				
Traidcraft sales	-	-	-	126
Church lettings	-	14,896	14,896	11,470
Fees	4,824	-	4,824	5,420
Sales of product income	-	-	-	-
	<u>4,824</u>	<u>14,896</u>	<u>19,720</u>	<u>17,016</u>
2c Investment income				
Dividends and interest including any reclaimable tax	2,335	5	2,340	404
	<u>2,335</u>	<u>5</u>	<u>2,340</u>	<u>404</u>
2d Church activities				
Special collections and events	-	32,475	32,475	26,525
Catering income	-	431	431	361
Youth work income	-	-	-	-
	<u>-</u>	<u>32,906</u>	<u>32,906</u>	<u>26,886</u>
2e Other incoming resources				
VAT refunds	-	-	-	-
NI government allowance	3,614	-	3,614	3,374
	<u>3,614</u>	<u>-</u>	<u>3,614</u>	<u>3,374</u>
Total income	<u>199,604</u>	<u>61,868</u>	<u>261,472</u>	<u>227,489</u>

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Notes to the Financial Statements (Continued)
For the year ended 31 December 2023

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Total funds	
			2023 £	2022 £
3a Church activities				
Ministry: diocesan parish share	91,000	-	91,000	90,000
wages	61,018	3,259	64,277	55,419
staff expenses	2,873	-	2,873	1,474
Church running expenses	8,827	14,031	22,858	17,542
Church maintenance/cleaning	14,000	-	14,000	10,789
Cost of services	1,913	-	1,913	2,417
Missionary and charitable giving	16,500	2,232	18,732	29,610
Funeral offerings	-	5,040	5,040	6,571
Depreciation	2,177	36	2,213	1,639
Outreach and group work	48	8,081	8,129	6,890
Young peoples work	-	1,006	1,006	788
Training courses	-	-	-	943
Administration:				
Independent examiners fee	1,680	-	1,680	1,560
Professional fees	2,087	-	2,087	508
Printing, stationery and computer costs	9,083	-	9,083	8,294
Advertising and publicity	75	-	75	171
Sundry expenses	2,420	9,450	11,870	7,459
Cost of hospitality	998	431	1,429	1,324
Building improvements	-	-	-	19,069
	<u>214,699</u>	<u>43,566</u>	<u>258,265</u>	<u>262,467</u>
3b Cost of generating funds				
Traidcraft purchases	-	-	-	-
Letting expenses	670	-	670	670
	<u>670</u>	<u>-</u>	<u>670</u>	<u>670</u>
Total resources expended	<u>215,369</u>	<u>43,566</u>	<u>258,935</u>	<u>263,137</u>

THE PARISH CHURCH OF HOLY TRINITY, RIPON

**Notes to the Financial Statements (Continued)
For the year ended 31 December 2023**

4 Staff costs

	Unrestricted Funds £	Restricted Funds £	Total funds	
			2023 £	2022 £
Wages and Salaries	59,368	-	59,368	50,896
Social security costs	3,614	-	3,614	3,374
Pensions costs	1,295	-	1,295	1,149
	<u>64,277</u>	<u>-</u>	<u>64,277</u>	<u>55,419</u>

5 Fixed assets for use by the PCC

5a Tangible fixed assets

Actual/ deemed cost

At 1 January 2023	156,652
Additions	2,628
Disposals	<u>- 1,124</u>
At 31 December 2023	<u>158,156</u>

Depreciation

At 1 January 2023	150,711
Charge for the year	2,213
Eliminated on disposals	<u>- 1,124</u>
At 31 December 2023	<u>151,800</u>

Net book values

At 31 December 2023	<u>6,356</u>
At 31 December 2022	<u>5,941</u>

The net book value is an accounting figure. It does not include the current market value of either the property itself or the larger assets owned by the church.

6 Debtors

	2023 £	2022 £
Accrued income	5,907	5,431
Other debtors	2,330	1,901
	<u>8,237</u>	<u>7,332</u>

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Notes to the Financial Statements (Continued)
For the year ended 31 December 2023

7 Liabilities: amounts falling due within one year

	2023	2022
	£	£
Other creditors	9,147	6,811
	<u>9,147</u>	<u>6,811</u>

8 Unrestricted funds

	General Fund	Fabric Fund	Total
Balance as at 1 January 2023	74,529	5	74,534
Incoming resources	199,604	-	199,604
Resources expended	(215,369)	-	(215,369)
Transfer from unrestricted funds	-	-	-
Transfer	(178)	-	(178)
Balance as at 31 December 2023	<u>58,585</u>	<u>5</u>	<u>58,590</u>

The fabric fund is designated funds for the general maintenance of the Church. It represents monies held in a CBF Church Fund account.

9 Restricted fund details

	At 1 Jan 2023	Incoming resources	Outgoing resources	Transfer	At 31 Dec 2023
Church Groups	765	13,838	(9,123)		5,480
Building improvements	2,155			-	2,155
Letting Income	-	14,896	(14,031)		865
Special Collections	(178)	2,232	(2,232)	178	-
Missions enabler	-	14,061	(3,259)		10,802
Church away day	-	11,370	(9,450)		1,920
Funeral collections	-	5,040	(5,040)		-
Hospitality	-	431	(431)		-
	<u>2,742</u>	<u>61,868</u>	<u>(43,566)</u>	<u>178</u>	<u>21,222</u>

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Notes to the Financial Statements (Continued) For the year ended 31 December 2023

Restricted Funds details:

Church Groups - income received for and on behalf of specific church groups including Little Fishes, Boost, Messy Church and other activities, including Youth Work.

Building improvements is for renovation work for the building.

Lettings income - funds received for the letting of the building and restricted for building maintenance and heating.

Special Collections relates to specific fund raising for one off events during the year such as a DEC appeal and the Christmas collection.

Missions enabler relates to youth families and worship ministry.

Church Away Day income was for the Men of the Dales weekend

Funeral Collections - funds are received by the church and distributed as requested by the families.

Hospitality - donations received toward the cost of drinks in the Arches.

10 Analysis of net assets by fund

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	6,251	105	6,356
Current Assets	61,486	21,117	82,603
Current Liabilities	(9,147)	-	(9,147)
Long Term Liabilities	-	-	-
Fund balance	58,590	21,222	79,812

11 Church Workers Pension Fund (CWPF)

Holy Trinity (Ripon) participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

- 1.the Defined Benefits Scheme
- 2.the Pension Builder Scheme, which has two subsections;
 - a.a deferred annuity section known as Pension Builder Classic, and,
 - b.a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Notes to the Financial Statements (Continued) For the year ended 31 December 2023

Pension Builder Classic provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2023: £1,295, 2022: £1,149).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019.

For the Pension Builder Classic section, the 2019 valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review effective 1 January 2024, the Board chose to grant a discretionary bonus of 6.7% to both pensions not yet in payment and pensions in payment in respect of service prior to April 1997; and a bonus on pensions in payment in respect of post April 2006 service so that the pension increase was 5% (where usually it would be calculated based on inflation up to 2.5%). This followed improvements in the funding position over 2023. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the 2019 valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The next valuation is due as at 31 December 2022. Calculations for this are currently under way.

The legal structure of the scheme is such that if another employer fails, Holy Trinity (Ripon) could become responsible for paying a share of that employer's pension liabilities.

THE PARISH CHURCH OF HOLY TRINITY, RIPON

Independent Examiner's Report to the PCC of Holy Trinity, Ripon

I report on the financial statements of the PCC for the year ended 31 December 2023, which are set out on pages 19 to 28.

Respective responsibilities of PCC members and examiner

As members of the PCC you are responsible for the preparation of the financial statements. You 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:

- (1) examine the accounts under section 145 of the Charities Act;
- (2) 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
- (3) to state whether particular matters have come to my attention.

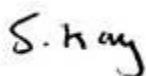
Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as members 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 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 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr S Kay ACA
The Barker Partnership
Chartered Accountants
44 Kirkgate
Ripon
HG4 1PB
Date: 29 May 2024