



The Parish Church of St Cuthbert Birkby Huddersfield

Church & Community under one Roof



Annual Meeting of Parishioners and Annual Parochial Church Meeting

**Sunday 16th April 2023
11.00am**

A MESSAGE FROM THE VICAR

APCM VICAR'S REPORT APRIL 2023

As I write this early in 2023 and reflect back over the past year it strikes me that we adapted our worship and our life together smoothly as we followed Jesus to the best of our ability and coped with the changes we faced along the way. I say smoothly but if I'm honest I was the swan who glides on the water while all along paddling furiously under the surface. The year has not been without challenges! There will be more to come as we negotiate living in the situation the whole church and country faces and applying it to our own parish life.

In this report I want to give thanks for our life together, for how we pull together when we need to, the support and encouragement given and I hope received. There is always someone who needs that gentle touch, welcoming smile or listening ear and my hearts sings when I see you doing this or hear of the times you have done so away from the public glare of Sunday. This is the ministry of the church, of us all and within our communities we live out our faith in it is these small and often unnoticed acts of kindness that witness to our faith.

You may say you do not do these because you want recognition but only through love and service to others – 'it's just what I do' people say or some say 'I hope someone would do this for me if I needed it'. It is that and it is more. It is honouring our Lord Jesus Christ who calls us to love God and one another as he loves us; it's giving God the glory for all he gives to each of us and its serving our community. We are each made in God's image and designed to be in relationships with others; relationships guided by the love of God and the directing of the Holy Spirit. This is often something we are not aware of but sense a need to phone someone, or call on them and find them in their need. May we always be open to the leading of the Holy Spirit and driven by the immense power of love in all we do in this year and the years to come.

I finish with words of Paul in his letter to the church in Ephesus;

"I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God.

Now to him who by the power at work within us is able to accomplish abundantly far more than all we can ask or imagine, to him be glory in the church and in Christ Jesus to all generations, forever and ever. Amen."

REV JOANNE HUSTWICK

ANNUAL MEETING OF PARISHIONERS

Those on the Electoral Roll of St Cuthbert's Church and residents in the parish, whose names are on the Local Government Register of Electors, may vote at this meeting.

AGENDA

1. Election of a Clerk to the Meeting
2. Apologies for absence
3. Minutes of last year's meeting held on Saturday 30th April 2022
4. Matters arising from the minutes
5. Election of Church Wardens

**ANNUAL MEETING OF PARISHIONERS
ON SATURDAY 30th APRIL 2022**

Chair Rev Joanne Hustwick.

Present There were 14 members of the congregation present.

Rev Joanne opened the meeting with a prayer.

1 ELECTION OF A CLERK TO THE MEETING

Sarah Ratcliffe was elected to clerk the meeting.

This was agreed by all persons present at the meeting.

2 APOLOGIES FOR ABSENCE

There were apologies for absence from Paul Whittaker, Ted & June Firth, Joan Turton and Lucille Mitchell.

3 MINUTES OF THE MEETING HELD ON SATURDAY 17th APRIL 2021

Approval was requested that the Minutes of the Annual Meeting of Parishioners held on Saturday 17th April 2021 were a true record of the meeting.

Proposed Jane Chesman Seconded John Morley

This was agreed by all persons present at the meeting.

4 MATTERS ARISING

There were no matters arising.

5 ELECTION OF CHURCHWARDENS

The position of Church Warden is an annual appointment with candidates being eligible to serve for a maximum period of six consecutive years. The following person had been nominated;

Alicia (Joy) Binns

Proposed Gill Cheale Seconded Lucille Mitchell

This was agreed by all persons present at the meeting.

There being no other nominations, Joy Binns was duly elected to serve as Church Warden. Rev Joanne thanked Joy for being willing to stand again as a solo Church Warden, which is by no means an easy task, should anyone want to become a Church Warden alongside Joy then they should speak to her about the role.

Rev Joanne Hustwick thanked everyone for attending and the meeting was brought to a close at 10.08am.

Signed Date

ANNUAL PAROCHIAL CHURCH MEETING

All lay persons whose names are entered on the Electoral Roll of the Parish are entitled to attend this meeting and take part in the proceedings. Lay persons whose names are not on the Electoral Roll may attend the meeting but are not eligible to vote.

AGENDA

1. Apologies for absence
2. Minutes of last year's APCM held on Saturday 30th April 2022 (Appendix 1)
3. Matters arising
4. Presentation of revised Electoral Roll
5. Election of 2 members of PCC to serve 3 years
6. Election of 2 Deanery Synod Representatives for the Triennial 2023-2026
7. Annual Report of the proceedings of the PCC
8. Annual Report of the financial dealings of the Parish
9. Presentation of the Annual Accounts for the year ending 31st December 2022
10. Appointment of an Independent Examiner
11. Receive reports from our retiring Church Wardens, Dr Paul Whittaker OBE – Musical Director, Huddersfield Deanery Synod, Safeguarding, Use of St Cuthbert's, Asian Christians, JAM & All Age Services
12. Questions arising from the reports
13. Closing Prayer for the end of the meeting.

4 PRESENTATION OF REVISED ELECTORAL ROLL

This year is a normal annual revision of the electoral roll not a full version.

One person has sadly passed away during the year, Enley Binns.

The electoral roll now stands at 39 people, 16 inside the parish and 23 outside the parish.

SARAH LOUISE RATCLIFFE
ELECTORAL ROLL OFFICER

5 ELECTION OF 2 MEMBERS OF PCC TO SERVE 3 YEARS

6 ELECTION OF 2 DEANERY SYNOD REPRESENTATIVE FOR THE TRIENNIAL 2023-2026

7 ANNUAL REPORT OF THE PROCEEDINGS OF THE PCC

PCC members who have served on the PCC since the APCM on 30th April 2022:-

Chair Clergy	Rev Joanne Hustwick Rev Ruth Bradley
Church Warden	Mrs Joy Binns
Elected Members	Miss Sarah Ratcliffe from 2021 - 2024 Mr John Morley from 2021- 2024 Mrs Lucille Mitchell from 2020- 2023 Mrs Jill Dodd from 2020-2023 Mr Stephen Li 2022-2025 Ms Naima Ratsep 2022—2025
Co-opted Members	Mrs Gill Cheal yearly appointment
Deanery Synod Representative	Mrs Dorothy Leech
Church Treasurer	Mrs Gill Cheal
Secretary to the PCC	Miss Sarah Ratcliffe
Planned Giving Officer	Mrs Gill Cheal
Electoral Roll Officer	Miss Sarah Ratcliffe
Safeguarding Advisor	Mrs Rachel Clegg from February 2021
Lettings Administrator	Mrs Jane Chesman
Health & Safety Advisor	Vacant - since July 19
Environment Officer	Mr Mike Smith

The PCC met on 8 occasions during the year from the APCM in 2022 to the APCM in 2023.

The average attendance at PCC meetings was 8. The total number of PCC members during 2022/23 was 10.

Structure, Governance and Management

Members of the PCC are either elected by the Annual Parochial Church Meeting (APCM) or, ex-officio, in accordance with the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and to stand for election to the PCC.

Objectives and Activities

The PCC of the Parish Church of St Cuthbert has the responsibility of co-operating with the Incumbent and with the Church Wardens in promoting within the Ecclesiastical Parish the whole mission of the church – pastoral, social and ecumenical. It also has maintenance responsibilities for the church buildings and the grounds.

Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee consists of the Incumbent, the Church Wardens, the Lay Chair, the PCC Treasurer, the PCC Secretary and, a lay PCC representative.

Electoral Roll

On 31st December 2022 there were 40 people on the Electoral Roll. The Electoral Roll has been reviewed in 2023 prior to the APCM, in compliance with the Church of England regulations which require a complete revision every 6 years.

Worship and Church Attendance

In 2022 the average Sunday attendance was 25 adults and 2 children.

Occasional Offices numbers;
Funerals 2
Baptisms 5
Marriages 0

Sunday services at 7.45am and 11am.

REVIEW OF THE YEAR

In addition to church finances and the on-going general business of the PCC, the following topics were discussed:-

Parish Share

Charitable Giving

Moving church downstairs to the Playgroup area

Coffee mornings including Platinum Jubilee

Building & Heating

Safeguarding

New architect

Defibrillator

**SARAH RATCLIFFE
SECRETARY TO THE PCC**

8 ANNUAL REPORT OF THE FINANCIAL DEALINGS OF THE PARISH

Treasurers Report

General Account

Income

I would like to start my report by saying a massive than you to those who have continued with their regular giving. However, planned giving of all kinds was down on last year by a £3526. Those who help with counting will see this, as the number of envelopes to count on a Sunday has greatly decreased.

We received a legacy of £1000, but other donations were also down by £516 on 2021. Our income from lettings remains reduced, mainly due to lack of heating.

The gift aid refund shown in the annual accounts is for the previous year's giving, i.e., it is claimed and paid in 2022 but covers the giving for 2021. The gift aid we claim is directly related to the amount we give. The gift aid claimed back in 2022 was down by £1253 on the previous year.

We received a grant to the benefice from the diocese to assist with difficulties due to rising cost of living and energy. After discussion between Rev. Joanne and St Philip's treasurer and myself, it was decided that the fairest way to split the money was 50:50. This means we had £950 transferred from St Philips, where the whole money had been deposited by the diocese.

The PCC extend thanks to those who give generously of their time and money to St Cuthbert's. I would urge everyone to continue with their regular giving and to remember to give on weeks that they are unable to attend church. Anyone who does not currently take part in planned giving, via weekly envelopes or standing order, I would encourage to consider doing so, and, if you are a taxpayer, to Gift Aid any donations that you make to church funds. This increases the value of your donation by 25% by allowing us to reclaim basic rate tax on your donations. For more information speak to the Treasurer, Gill Cheal.

Expenditure

I am pleased to be able to say that once again, despite the difficult year we faced, we were able to pay our Parish Share in full. This is an amazing achievement that some parishes could not manage.

Our energy cost rose by £157 compared to last year, which seems a small amount. However, we had no gas, so this was for electricity use only. With the increases seen in energy prices, if, and when we are back using gas our energy bill will soar. Same if we have electric heating. Also, we are being charged a daily standing charge for having a gas meter. This has been just over £11 per month. This has not been debited from our account as we had built up some credit but after the next couple of bills, we will be debited with this.

Building/maintenance costs this year included the tree survey, removal of storm damaged tree, tree work from survey and payment of a retained amount to Aura for the pointing work.

Summary

We started the year with a balance of **£25,696** and ended the year with **£18,750**. We had a deficit of receipts over payments of **-£6946**.

3Rs Account

Income

Our planned giving of all kinds was £1,429, down on last year by £499.

Expenditure

There were no payments from this account in 2022.

Summary

We started the year with **£3,354** and ended the year with **£6,399**.

Charitable Giving

I am pleased to report that we kept our commitment to 10% Charitable Giving as follows:-

Link Diocese in Timpulia	£200
USPG	£100
Children's Society	£100
Open Doors	£100
Welcome Centre	£200
Forget Me Not Hospice	£400
English as 2 nd language project	£150
Mission Café	£200
Mary's Meals	£200
Christian Aid	£100
Kirkwood Hospice	£400
Water Aid	£100
Church Army	£150
End Youth Homelessness	£100
Yorkshire Air Ambulance	£100

Additional Donations

Forget-Me-Not Hospice	£75	(Giving in lieu of fee to Auditor)
One Community Foundation	£10	(Annual contribution to Grant Giver)
Mary's Meals	£39.00	(Harvest Collection)
Pakistan floods	£81	(Special Collection)
Christian Aid	£128	(Christian Aid Week collection)
DEC	£24	(Ukraine Appeal)

Personal note

As many of you will be aware, for some time now we have been trying to find a new treasurer to take over from me. I have been treasurer since 2012, after taking over from Catherine Watson. I made it known that I wanted to resign from this role at the beginning of 2022. At the time of writing, no one has come forward. This is an essential role within our church and I'm not sure how we will manage without someone. However, after much thought, I have given the PCC my formal notice that I intend to finish after the APCM this year. I would like to express my thanks to all who have supported me during this time, including clergy, Keith Hadcroft, who was the gift aid officer before leaving, Jane Chesman for organising lettings and invoices, and all those who have helped to count and have been cheque signatories.

GILL CHEAL
TREASURER

9 PRESENTATION OF THE ANNUAL ACCOUNTS FOR THE YEAR ENDING 31.12.20

St Cuthberts Church, Birkby Financial Statements for the Year Ended 31 December 2022 Receipts and Payments Accounts

		General Fund	Restricted Fund	Total	Total
			Redevelopment	2022	2021
		£	£	£	£
	Note				
Receipts					
Voluntary receipts:					
Planned giving	2a	19945	1021	20966	25089
Collections at services		1196	0	1196	1127
Other giving/voluntary receipts	2b	1681	1615	3296	1157
Gift Aid recovered		4225	409	4634	5478
		<u>27047</u>	<u>3045</u>	<u>30092</u>	<u>32851</u>
Fund Raising	2c	206	0	206	396
Investment income		0	0	0	0
Church activities	2d	7456	0	7456	6380
Other Receipts	2e	1590	0	1590	18060
Transfer		0	0	0	0
Total Receipts		<u>36299</u>	<u>3045</u>	<u>39344</u>	<u>57687</u>
Payments					
Church activities:					
Parish share		26860	0	26860	26558
Vicarage & clergy expenses		443	0	443	391
Church Running expenses	2f	8343	0	8343	10237
Church repairs & Maintenance	2g	4642	0	4642	24882
Mission Giving & Donations	2h	2957	0	2957	4606
		<u>43245</u>	<u>0</u>	<u>43245</u>	<u>66674</u>
Fund Raising Activities		0	0	0	0
Total Payments		<u>43245</u>	<u>0</u>	<u>43245</u>	<u>66674</u>
Excess of receipts over payments		-6946	3045	-3901	-8987
Cash at bank and in hand at 1 Jan		25696	3355	29051	38038
Cash at bank and in hand at 31Dec		<u>18750</u>	<u>6400</u>	<u>25150</u>	<u>29051</u>

St Cuthberts Church, Birkby

Financial Statements for the Year Ended 31 December 2022

Statement of Assets and Liabilities

	General Fund	Restricted Fund Redevelopment	Total 2022	Total 2021
	£	£	£	£
Cash Funds				
Bank Current Account	18750	6400	25150	29051
Other Monetary assets				
Gift Aid recoverable (Estimated)	3350	330	3680	5234
Unpaid invoice - Young People's Drama	0	0	0	117
Unpaid invoice - St Cuthbert's Cubs & Beavers	0	0	0	72
Unpaid invoice - Tender Hearts	0	0	0	6
	3350	330	3680	5429
Liabilities (due within one year)				
Gardening invoice	0	0	0	614
	0	0	0	614

St Cuthberts Church, Birkby
Financial Statements for the Year Ended 31 December 2022

Notes

1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis

2 Further Analysis of Receipts and Payments

	General Fund	Restricted Fund	Total 2022	Total 2021
	£	£	£	£
a) Planned giving				
Planned Giving Gift Aid	11803	745	12548	14842
Planned Giving Non Gift Aid	8142	276	8418	10247
	<u>19945</u>	<u>1021</u>	<u>20966</u>	<u>25089</u>
b) Other giving/voluntary receipts				
Donations & Legacies	1409	1615	3024	925
Occasional Income for Specific Use	272	0	272	232
	<u>1681</u>	<u>1615</u>	<u>3296</u>	<u>1157</u>
c) Fund Raising				
General	206	0	206	396
	<u>206</u>	<u>0</u>	<u>206</u>	<u>396</u>
d) Church Activities				
Room/Hall hire	7233	0	7233	6074
Fees	223	0	223	306
	<u>7456</u>	<u>0</u>	<u>7456</u>	<u>6380</u>
e) Other Receipts				
Miscellaneous	394	0	394	603
Grant (VAT reclaim)	950	0	950	17457
Bank Interest	246	0	246	0
	<u>1590</u>	<u>0</u>	<u>1590</u>	<u>18060</u>
f) Church Running Expenses				
Energy	3611	0	3611	3286
Water	245	0	245	258
Insurance	3520	0	3520	3109
Church Administration	670	0	670	963
Children's work	0	0	0	0
Music	0	0	0	0
Miscellaneous	210		210	2455
Upkeep of Services	87	0	87	46
Fees	0	0	0	120
	<u>8343</u>	<u></u>	<u>8343</u>	<u>10237</u>
g) Church Repairs & Maintenance				
Maintenance	4030	0	4030	24588
Gardening	612	0	612	294
	<u>4642</u>	<u>0</u>	<u>4642</u>	<u>24882</u>
h) Mission Giving & Donations				
Charities	2685	0	2685	4341
Specific payments	272	0	272	265
	<u>2957</u>	<u>0</u>	<u>2957</u>	<u>4606</u>

Independent Examiner's Report to the Parochial Church Council of St Cuthbert's Church, Birkby

I report on the accounts of the St Cuthbert's Church for the year ended
31st December 2022

Responsibilities and basis of report

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

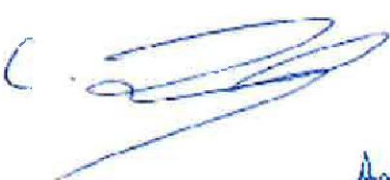
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. The accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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



Arkless Act
Name. Christopher ~~Arkless~~
Address. 68 Yew Tree Road
Birchcliffe
Huddersfield
HD3 3QR
Date: 2nd April 2023

11 REPORTS FROM OUR RETIRING CHURCH WARDEN, DR PAUL WHITTAKER OBE
MUSICAL DIRECTOR, HUDDERSFIELD DEANERY SYNOD, SAFEGUARDING,
USE OF ST CUTHBERT'S, CHURCH GROUPS AND ORGANISATIONS

CHURCH WARDENS REPORT ON THE FABRIC, GOODS AND ORNAMENTS OF
THIS PARISH

Whilst we are still not able to have our worshipping held in the main church building due to not having any heating all routine checks and servicing have been carried out.

Pat test—All electrical equipment checked and stickers attached, including Linden play area downstairs which had 2 failed broken plugs and exposed wires.

Gutters and gulleys - Cleaned and cleared of all debris. Refix 3 no slates and attached rope to bell which had come apart.

Fire Extinguishers - All checked and requiring one replacement.

Safety Equipment - Work was not able to be carried out due to the 5 year contract had expired. The church inspecting Architect has been approached regarding the Mantech safety equipment and on going cost of maintenance, PCC to make a decision regarding advice received.

Gardens - Thanks to John the gardens as been regularly mowed and shrubs trimmed back.

Scratch marks to flooring requiring some work but no danger to any one.

The church Terrier has been checked against all the items listed for any additions required.

All works as been recorded in log book as required.

The quinquennial inspection date is set for 23rd June 2023.

JOY BINNS
CHURCH WARDEN

REPORT FROM DR PAUL WHITTAKER OBE—MUSICAL DIRECTOR

Many years ago I was given this quote:

"Three aspects to create music that can be understood are (1) rhythm, (2) melody and (3) harmony. All three need to be present in a spiritual sense within the Church."

I've always found it a helpful phrase and it's definitely true. Our worship does arise out of our life together as the body of Christ, how we relate to each other and how we relate to God.

Whilst we have been meeting downstairs (which I know some people have found difficult) that sense of rhythm, melody and harmony coming together has, for me, been very strong. We experience a closeness that we lack when upstairs; the singing has been so much better, more confident, louder, and there has been a unity that we can't easily replicate in a big space.

A choir or orchestra cannot function or perform properly when the members are separate from one another, and it's exactly the same for us, as members of Christ's body. Yes, we all have different instruments, voices, gifts, skills, roles, etc but each of us needs to follow the beat of the Conductor - God.

Sometimes our collective worship hits the mark and we feel exhilarated, excited, get caught up in the moment, whilst at other times we don't get the 'hit' we hope for. A lot of that can be down to the choice of music, but it's worth remembering that we

have to come prepared to meet with God and to worship him. It involves sacrifice and effort.

That's one reason why we need to make more effort at the start of the service to create a worshipful atmosphere. To stop talking, stop being busy, arrive in time, avoid being disruptive. We have an appointment to meet with God and must not be late!

Many challenges still lie ahead of us and we do not know where the future takes us. But whatever happens let us keep our eyes focused on God, worship Him in spirit and in truth, and fill our hearts with praise.

DR PAUL WHITAKER OBE
MUSICAL DIRECTOR

REPORT ON THE PROCEEDINGS OF HUDDERSFIELD DEANERY SYNOD

Huddersfield Deanery Synod Report

The Huddersfield Deanery Synod met jointly with the Almondbury and Kirkburton Deanery on 3 occasions in 2022. The November meeting was not held.

At Synod on March 8th at Huddersfield Parish Church the meeting was also available via the HPC You-Tube channel. Our main topic of discussion was based on the presentation by members of the Diocesan Environmental team titled Our Parishes, the environment and Eco Church. Other items on the agenda were updates from General Synod and our parishes continuing emergence from COVID-19. The changes coming to Safeguarding were also raised for information.

On 6th June the joint Synods met at St James' in Meltham. The invited speaker was Ven Bill Braviner, Archdeacon of Halifax. He introduced himself, said a little about his vision for his role and answered questions for members. Discussions on the night included our engagement of key issues through the Synodical structure, parish officers and the need to fill roles, Safeguarding training, especially online and the reaching the next generation event to be held at St Thomas', Bradley.

On 5th September we met at St Paul's, Armitage Bridge where Rev Jude Smith gave a presentation on the 'Barnabus Track' which is being rolled out across the Diocese. See Barnabas: Encouraging Confidence - Diocese of Leeds (anglican.org) for further details. Updates were given from both General and Diocesan Synods. There followed a lively discussion around the use of the Common Cup at Holy Communion with many views emerging. The views represented were taken to the Diocesan Synod in October when a motion was brought forward by the Outer Bradford Deanery about the use of individual cups for communion.

Diocesan Synod Report

There were 3 meetings held during the year, in March, June and October. Only the summer meeting was held in person at St Georges Leeds the others being via zoom. While I appreciate the ease of not travelling across the Diocese it was good to meet up and talk face to face in the summer.

Over the year there has been a constant agenda item of church support and deployment from which the Barnabus track has come and the website information is given in the Deanery Synod report. It has been developed so that there is a means of

supporting one another in worship and ministry that will encourage confidence. Other presentations have included Church Schools and Education, Our diocesan update (prior to the work of General Synod this February) about Living in Love and Faith and an introductory presentation about use of individual cups before a later discussion brought forward by the Outer Bradford Deanery.

Business through the year included Leeds Board of Finance annual report and accounts, annual reports from boards and committees, parish share, allocations of lay deanery members for Deanery synods, Church Representation rules for Cathedrals and the Leeds Diocesan budget for 2023. Synod was also consulted about the vacancy for an episcopal area bishop for Huddersfield. The appointment of our new bishop was announced in March. Revd Canon Smitha Prasadam will be consecrated in York Minister in June and take up her role in Huddersfield in early September. For me the highlight of each Diocesan Synod is the Presidential address given by Bishop Nick. He always says something that makes me think and sets me on a path of discovery. These addresses are always available straight after each meeting in the Diocesan news.

**REV JOANNE HUSTWICK
VICAR**

SAFEGUARDING REPORT

What is Safeguarding and why is it Important?

All individuals have the right to live their life safely and free from any abuse, harm or neglect. In the current situation that the world finds itself, safeguarding is even more evident as people may be feeling isolated, fearful and vulnerable.

We should all have an understanding and awareness of what safeguarding is and why it is important. Safeguarding is everybody's business and not just the responsibility of the people who are in authority or who have been appointed to Safeguarding roles.

In this ever evolving world we now face new challenges, such as human trafficking, modern day slavery and County Lines. It is more important than ever for us all to have sufficient knowledge to help ensure everybody can be safe to live full and happy lives.

You can find useful information on Safeguarding and why it is important by visiting: www.churchofengland.org/more/safeguarding or www.leeds.anglican.org/safe

Safeguarding Diocese News

The Diocese safeguarding team are available if you have any enquiries and they can be contacted on the main office number 0113 353 0257 or by emailing safeguarding@leeds.anglican.org.

Safeguarding Dashboard

The Safeguarding Dashboard introduced by the Diocese of Leeds has been

implemented within our parish. The dashboard is proving to be a very useful tool for highlighting all of the safeguarding requirements and identifying the aspects which need to be addressed. The dashboard is completed by the Parish Safeguarding Officer and updates are reported to the PCC when required as well as annually in the APCM report.

The dashboard has three levels of attainment and as your safeguarding compliance is attained you move to the next level. Level one encompasses policies, procedures, roles and training. Our parish is currently on level one.

Safeguarding Officer

Each parish is required to appoint a Safeguarding Officer who will work closely with the Incumbent, the PCC Committee, and the Diocesan Safeguarding Advisor.

Rachel Clegg was appointed as Safeguarding Officer for this parish but has now finished in this role due to her increasing work commitments. We have a vacancy for a Parish Safeguarding Officer and the PCC are actively seeking a new appointment.

DBS Requirements

Work is continuing for fulfilling all the outstanding DBS requirements for roles within the parish. All PCC members and anyone working with children and /or vulnerable adults in the parish need to fulfil this requirement.

Training

A new national program 'Safeguarding Learning Pathways' has been implemented for safeguarding training which replaces the old levels of training that were available. The requirements for who is required to undertake each training course has also been revised. There are two new courses which have been introduced: Safer Recruitment and People Management and Domestic Abuse Awareness. PCC members require to take the following training; Basic awareness, Foundation and Domestic Abuse. These are delivered online or now can be done in person in a group setting.

Online training is freely available for anybody to complete on the Diocesan website at: www.churchofengland.org/safeguarding/promoting-safer-church/safeguarding-training

Policies

All of the parish's policies are up to date.

We adopted the safeguarding policy statement 'Promoting a Safer Church' (House of Bishops 2017) at the PCC Meeting in March 2022 and this will be reviewed again at the PCC Meeting in March 2023. The statement confirms that all people who work in the Church agree to abide by the policies, recommendations and guidelines established by the Church.

We are fully compliant on both the 'A Church Near You' website and our Facebook page.

The Safeguarding Policy booklet is stored within the Vestry at the Church and can be accessed on request. All contact details are displayed on the notice board in our churches

Future Plans

Looking towards the next twelve months our Parish will ensure our policies are kept up to date and that safeguarding is a standing item on the PCC agenda.

We will continue reviewing and completing the dashboard to improve and maintain our compliance.

REV JOANNE HUSTWICK
VICAR

USE OF ST CUTHBERT'S

It goes without saying that the lack of heating has had a significant impact on the use of the church building by the community. During 2022 there have been 8 months when we have been unable to offer a warm and welcoming space to hirers. But despite this ...

- Cubs and Beavers have continued to meet and have adapted their programme in order to keep the children warm.
- Linden Playgroup have continued to use the crypt and have purchased various heaters to try to keep the temperature at a suitable level for very young children. We have benefitted greatly from these heaters generously provided. It has been a very trying time for the Playgroup made worse by the uncertainty and lack of positive news regarding when conditions might improve for them.
- A new exercise group for ladies started in October and meets twice a week. This seems to be thriving; being a very active group they are less concerned about the lack of heating. The leader of the group has expertise in various movement and well being groups and has expressed an interest in starting a chair exercise group but obviously the church is not a suitable venue at present.
- Sadly Creative Connections tried to meet in the narthex at the beginning of the year but were defeated by the cold. They have now moved elsewhere.

Apart from regular bookings the church has been used for a few events to benefit the community. TaiKwanDo have held 2 competition days during 2022 and a further session last month. This caused some problems as the attendance was much greater than expected by the organizer. Any further sessions need to be considered carefully. During the Summer 'Nurturing Creativity' held a very successful holiday club particularly targeted on families who were struggling with the cost of living. A hot meal and varied and exciting activities were provided free of charge over a period of three weeks.

In September an event was organized by the ladies of Birkby who have used the church on a number of occasions for fund raising. On this occasion approximately £8000 was raised to alleviate the suffering in Pakistan caused by severe flooding. It is really good to be able to share in these fundraising efforts but sometimes there may be insufficient supervision to manage the numbers attending and therefore to ensure the church building is well cared for.

I continue to receive enquiries about hiring the building and expect that once the weather is warmer people will want to hold some events at St Cuthbert's. The hiring of the church should be reviewed by the PCC in the near future and I feel we need to take a fresh look at the impression St Cuthbert's gives, what does the building say about us and our faith and is the message one of welcome, encouragement and vitality to the people who visit us?

JANE CHESMAN
LETTINGS ADMINSTRATOR

ASIAN CHRISTIANS

Asian Christians had the Women Meeting in Church which was attended by 100 People and it was arranged by Mrs Emanuel and her daughter in law Mrs Saima Emanuel.

Elsewhere we also held a Reception for Chief Constable for West Midland in November 22 and on January 30th we had reception for Archbishop of York his Honourable Mr Stephen Cottrell , which was attended by Bishop of Bradford & Bishop of Wakefield as well as 40 Guests from all faiths. We didn't have our Annual Convention for last 3yrs because of COVID.

YACUB MASHI
LAY CANON

JAM AND ALL AGE WORSHIP SERVICES

As we have struggled with the lack of heating in our building and having people willing to lead the children in JAM sessions during the 11am service so we have begun to hold some services where we worship together in a way that means all ages can engage and learn more about following Jesus and ways to worship. These have been held monthly in the later months of the year. They have been well received and we hope to continue in this pattern usually on a first Sunday in a month. The service includes more interaction between the person leading and the congregation as well as crafts or activities within the service for the young ones attending. This will continue and be built on as we move forward. It is a duty of us all to encourage our young people in worship and to invite others to attend when we can.

REV JOANNE HUSTWICK
VICAR

APPENDIX 1

ST CUTHBERT'S ANNUAL PAROCHIAL CHURCH MEETING HELD ON SATURDAY 30th APRIL 2022

Chair Rev Joanne Hustwick.

Present There were 14 members of the congregation present at the meeting.

1 APOLOGIES FOR ABSENCE

There were apologies for absence from Paul Whittaker, Ted & June Firth, Joan Turton and Lucille Mitchell.

2 MINUTES OF LAST YEAR'S APCM HELD ON SATURDAY 17th APRIL 2021 (Appendix 1)

Those present at the meeting were asked to approve the minutes of the Parochial Church Meeting held on Saturday 17th April 2021. The minutes were proposed to be a true record of the meeting.

Proposed Dorothy Leech Seconded Jane Chesman

This proposal was accepted by a show of hands from those present at the meeting.

3 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

Naima Ratsep asked about those members of the congregation that had passed away in 2021 (Bob Taylor and Monica Broadbent) and whether they should be added to the Remembrance Book. Rev Joanne said that the families should be asked for their permission to do this.

4 PRESENTATION OF REVISED ELECTORAL ROLL

Mike Smith advised that this year was a standard revision and not a full revision of the electoral roll. The number of people on the electoral roll for the current year was 40, made up of 17 inside the parish and 23 outside the parish, this is a reduction of 6 people from the previous year. Mike also advised that he would be stepping down from this role. Rev Joanne thanked Mike for all his hard work in updating the electoral roll and advised that we now need to look for someone to fill this role.

5 ELECTION OF 1 DEANERY SYNOD REPRESENTATIVE FOR THE TRIENNIAL 2020-2023 (TO SERVE FOR THE REMAINING 1 YEAR)

There were no nominations for the vacant Deanery Synod representative, Dorothy Leech will continue in this role.

6 ELECTION OF 2 MEMBERS OF PCC TO SERVE 3 YEARS

As per the Church of England rules governing the composition of the PCC and in relation to the numbers on our electoral roll, we are currently allowed 6 elected members of the PCC of St Cuthbert's Church. Each member is elected to serve for a maximum period of 3 years.

There was the following nomination to serve as a PCC member;

Naima Ratsep	Proposer	Sarah Ratcliffe
	Seconder	Jane Chesman

7 ANNUAL REPORT OF THE PROCEEDINGS OF THE PCC

Rev Joanne thanked Sarah Ratcliffe for producing a full and informative report. It was highlighted that on page 7 the number on the electoral roll as at 31st December 2021 (46) needed inserting in place of the ??.

8 ANNUAL REPORT OF THE FINANCIAL DEALINGS OF THE PARISH

Gill Cheal highlighted that we finished with a deficit last year, mainly due to covid and having the pointing done. The first quarter of 2022 shows that the finances are sadly steadily going down. Gill advised that she will be standing down from this role and thanked all the counters and the people that have supported her over the last 10 years. Gill has very kindly agreed to continue in the role until a replacement is found, but hoped this would be sooner rather than later. Gill suggested paying someone to do this role as currently there is nobody able or willing to take on this role within the parish and wondered if we are actually sustainable with no treasurer, no warden and various other vacant positions.

Jane Chesman said what a fantastic job Gill has done and continues to do, with no previous experience, just learning as she went along, even changing from a book system to a more digital system. Rev Joanne added her thanks for an outstanding job.

9 PRESENTATION OF THE ANNUAL ACCOUNTS FOR THE YEAR ENDING 31ST DECEMBER 2021

The PCC has adopted the annual accounts for year ending 31st December 2021 and these were accepted by a show of hands by all present.

10 APPOINTMENT OF AN INDEPENDENT EXAMINER

Charles Ingles retires from this role after many years of service during which time he has always asked that his fees were donated to the Forget me not Trust.

Rev Joanne is approaching someone she knows and will update the PCC at the next meeting.

Gill had kindly passed on our thanks and gratitude to Charles on our behalf.

11 CHURCH WARDEN'S REPORT ON THE FABRIC, GOODS AND ORNAMENTS OF THE CHURCH

This year's report was from Joy with a few additions from Rev Joanne. The electrical safety checks will be carried out shortly and Joy will update the PCC at the next meeting. John Morley reported that the lawnmower is now working again, thanks to Sandy Cheal for cleaning and servicing it and he and Enley Binns would be happy to continue mowing the lawns. Naima Ratsep pointed out that the lawn mower needed a circuit breaker and Rev Joanne agreed to get one. Gill Cheal advised that we had stopped the previous gardener due to high costs. Rev Joanne thanked Joy for all she has done the last year and also added her thanks to John Morley on doing such a great job with the garden, which looks wonderful.

12 REPORT FROM DR PAUL WHITTAKER OBE – MUSICAL DIRECTOR

Rev Joanne read out an email Paul Whittaker had sent prior to meeting as he was not able to attend due to signing a production of Joseph in Plymouth. Paul hoped the meeting went well but realised there were many tough issues to be faced and was worried we were failing in our mission to spread the gospel, share it and bring people to Christ. There has been a steady decline in the congregation over the last decade for various reason and Paul thought we lacked vision as to where we were going and what we are doing about it and asked that people take stock, realistically, of what challenges we face and our chance of survival.

13 REPORT ON THE PROCEEDINGS OF THE HUDDERSFIELD DEANERY SYNOD

Dorothy Leech, Rev Joanne and Rev Ruth are the Deanery Synod representatives. Last year they met 5 times, sometimes in person, sometime online and occasionally hybrid, with online getting the best attendance.

Naima Ratsep commented that we used to have updates from these meetings in the monthly newsletter and asked if this could be possible again, as we don't currently have a newsletter something on the noticeboard was suggested.

14 SAFEGUARDING REPORT

Rachel Clegg is stepping down from this role at both St Cuthbert's and St Philip's due to work commitments, so this now leaves a vacant position at St Cuthbert's and/or a vacant benefice Safeguarding officer.

15 USE OF ST CUTHBERT'S

Rev Joanne thanked Jane for her continued work and dedication in keeping all the hirer's happy during another difficult year with both covid and heating issues. Jane commented that Linden Playgroup had been great throughout these difficult times especially during the pointing when the scaffolding was up, saying that they have a really good team. Currently just Playgroup and Cubs & Beavers continue to use the church but it is hoped that if Creative Connections secure funding they will hopefully be back soon.

16 ENVIRONMENTAL REPORT

The environmental report is a joint report for the benefice, both Alison Lobb and Mike Smith work as a team and have both done a home training course 'Creation Salvation' led by the Diocese of Leeds. Mike will be leaving St Cuthbert's but will still continue with the benefice role with Alison.

17 **JESUS AND ME (JAM) – SUNDAY CHILDREN’S GROUP**

JAM restarted back in September 2021 with 9 children attending the first meeting. It is hoped that this will be a monthly meeting on the second Sunday, but will require people to plan, lead and help on those mornings.

18 **ANY OTHER BUSINESS NOTIFIED IN ADVANCE OF THE MEETING**

Jane commented on the suggestion in the Vicar’s report about getting together on a Saturday morning with the new PCC, members of the congregation and community to get to grips with the current situation, Jane thought this was a very good idea but that we needed some professional support and help as a fresh pair of eyes to help us get going again, as we seem to have lost our direction and vision, and thought perhaps the diocese could be contacted to signpost us in the right direction.

Mike Smith said that although he has left St Cuthbert’s he will still continue looking after our energy contracts and the benefice environmental role. Mike thanked everyone for the fellowship over the last 15/16 years, saying he had enjoyed his time at St Cuthbert’s, but it is now time to join his wife Mavis at St Philip’s, a decision he made during covid, but said he is not leaving on a bad note but a good one.

19 **CHAIRS COMMENTS AND CLOSING PRAYERS**

Rev Joanne passed on her grateful thanks to Rev Ruth and the ministry team, all the PCC members, those that faithfully come to church each week, and all the support both Rev Joanne and John have received, which is much appreciated.

Rev Joanne said ‘this was not an easy meeting, but we have held our APCM and we are still here’ and encouraged everyone to pray for St Cuthbert’s growth, care, worship and survival.

Rev Joanne closed the meeting at 10.55 with a prayer.

Sarah presented Rev Joanne with a bunch of flowers as a thank you for all she does.

Signed

Date