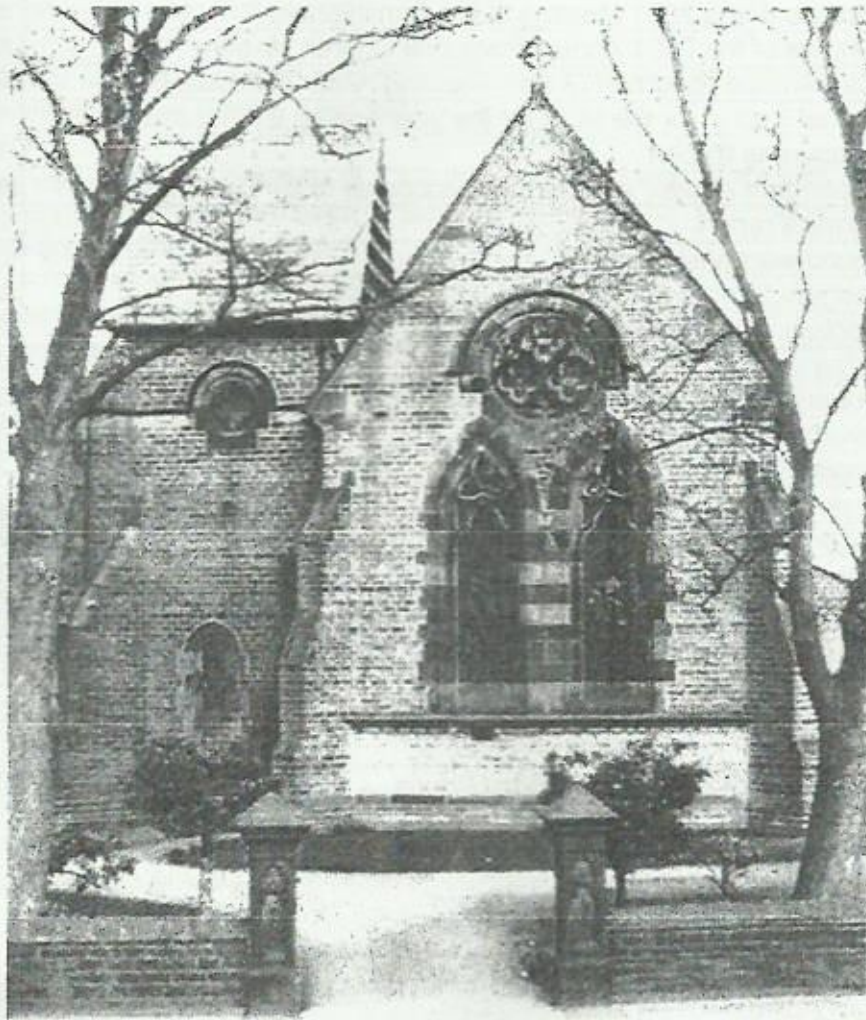


**The Parish Church of  
St Philip the Apostle, Birchencliffe**

**Charity Number 1150600**



**Annual Report 2021**

**Prepared for the Annual Parochial  
Church Meeting  
Sunday 3<sup>rd</sup> April 2022**

## **7 Annual report of the PCC for the Year Ended 31 December 2021**

St Philip's Church is situated on Halifax Road, Birchenccliffe, Huddersfield. St Philip's is part of the United Benefice of St Cuthbert, Birkby and St Philip the Apostle, Birchenccliffe in the Deanery of Huddersfield and the Diocese of Leeds within the Church of England.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission. (In 2013 St Philips PCC became a registered Charity – number 1150600)



PCC members who have served since the last APCM are: -

Priest	Rev'd Joanne Hustwick	
Curate	Rev'd Ruth Fort	From 2020
Churchwardens	Mrs Valerie Lord	from 2019
	Mr Peter Mallinson	from 2019
Treasurer	Mr Chris Jones	
Deanery Synod Representatives	Mrs Jane Carter	(Elected in 2020 for a further 3 years)
	Mr Chris Jones	(Elected in 2019)
	Mrs Val Lord	Elected in 2020
Elected Members	Mrs Ann Dyson	from 2019
	Mrs Denise Eaton	from 2019
	Miss Karen Haigh	from 2019 – PCC Secretary
	Ms Kathryn Sutcliffe	from 2020
	Mr Alan Dyson	from 2020
	Mrs Rachel Clegg	re-elected 2020 and has agreed to continue as our Safeguarding Officer
	Walter Pell	from 2021
	Audrey Shaw	from 2021

After the APCM Mrs Mavis Smith offered to be a member of the PCC and she was supported by Mrs Christine Williams and Mrs Joyce Longbottom on her nomination paper. Her offer was accepted by all PCC members at the meeting on May 24th 2021.

### **Structure, Governance and Management**

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with 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**

The PCC of St Philip's has the responsibility of co-operating with the Church Wardens, Mrs Val Lord and Mr Peter Mallinson, and with the Incumbent, Rev'd Joanne Hustwick, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church building and St Philip's Community Centre.

### **Committees**

The 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 PCC also operates through the following subgroups which meet in addition to PCC meetings:

- Finance Committee
- Fundraising Group
- Church Magazine Production Team
- Community Centre Management
- Worship Planning Group

### **Church Attendance**

Average numbers attending Sunday services (excluding afternoon Baptisms):

1<sup>st</sup> January – 31<sup>st</sup> March via zoom

Adults: 24

Children: 1

1<sup>st</sup> April - 31<sup>st</sup> December (either in church or via zoom)

Adults: 26

Children at All Age Worship Services: 5

Average Midweek attendance: 6 (June 1<sup>st</sup> – 31<sup>st</sup> December 2021)

Baptisms: 2

Weddings: 1

Funerals: 2 (1 in church, 1 at Huddersfield Crematorium)

Burial in St Philip's Churchyard 1

Internment of Ashes 3

<b>Electoral Roll Information</b>	<b>April 2021</b>	<b>March 2022</b>
Number resident within the parish	48	48
Number resident outside the parish	22	24
Total	70	72



### **Review of the Year to December 2021**

The PCC has met 7 times during the year, with 1 Extra Meeting as mentioned below. The PCC operates through a series of sub-committees (listed above) each of which report back to full PCC meetings. In addition to the finance and general business of the PCC, the following topics have been discussed:

1. The Safeguarding Policies were kept up to date and the 'A Safer Church' Policy was reviewed and adopted, and a notice is now on display in both Church and the Community Centre, which includes all the relevant contact details for anyone who may need them. Bishop Jonathan is now the Lead Bishop for the National Safeguarding Team.
2. As in the previous year, a lot of the PCC discussions were to do with the Coronavirus Pandemic and its impact on church. Discussions included what to do about worship and how to communicate and keep in touch with both members of the congregation who were shielding and also with the wider community. We held services via zoom during the early part of 2021 and then started to have services in St Philip's as the guidelines allowed.
3. We followed the Government Advice and the Church of England Guidelines at all times when making decisions about both Church and the Community Centre and Risk Assessments were and continue to be carried out regularly.
4. Our APCM was again held via zoom in May 2021, following the Church of England guidelines.
5. We held one Emergency PCC Meeting in May 2021 so Rev'd Joanne could update everyone following a visit by our architect Stuart Beaumont from One17 to look at problems with loose and potentially dangerous plaster in various areas inside church and also problems with the roof and other areas on the outside of St Philips.
6. A Faculty was applied for and granted in June 2021 for 'Urgent remedial work to the interior of the church building'

### **Financial review**

Total receipts on ordinary unrestricted funds were **£28,228** and are detailed in the financial statements. In addition receipts on restricted fabric funds were **£2,346** and **£5,966** of general funds were designated for fabric purposes. Restricted Community Centre funds were **£20,805**,

**£28,119** was spent to provide the Christian ministry from St Philip's Church, including 40% of our contribution to the Diocesan Parish Share (DPS), which largely provides the stipends and housing for the clergy. The sum that churches in the Diocese have to find is shared according to a formula that takes account of the size of congregations and income received by PCCs. **£24,025** was expended on running the Community Centre, whilst **£7,602** was spent on repairs to the fabric of the church building

The net result for the year was a deficit of payments over receipts of **£2,702**.

A more detailed review of the PCC's finances is contained in the Treasurer's report.

## **Reserves Policy**

A total of **£12,523** is held in the Fabric Fund, inclusive of the Unit shareholding valuation, of this **£2,346** are "restricted" funds. This is held to help fund improvements/repairs to the Church's fabric and are particularly important following the weather related damage caused earlier in 2021.

The balance of **£35,616** in the Community Centre Fund relates to the 'sinking fund' which is being held to fund future major repairs to the Community Centre. The PCC has agreed that 10% of annual Community Centre income will be placed into this fund in future years. This amount was also inflated in 2020, due to the unused portion of a £25,000 grant from Kirklees to help us deal with the impacts of COVID-19. £69 of the overall amount is specifically for use in maintaining the Community Defibrillator.

The balance of **£2,052** in the Barlow Bequest Fund is held to help fund both the maintenance of the Church graveyard/grounds and the equipment required for any such maintenance.



# **Independent Examiner's Report to the Parochial Church Council of St Philip's Church, Birchencliffe.**

I report on the accounts of the St Philip's Church for the year ended  
31<sup>st</sup> December 2021

## **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.



Name: Mr C F Ingle FCA  
Address: 1 The Park  
Park Lane  
Sowood  
Halifax  
HX4 9LE  
Date: 9<sup>th</sup> March 2022

*J. Whitwell*  
10<sup>th</sup> March 2022

# **FINANCIAL STATEMENTS** For the year ending 31st December 2021

## Receipts and Payments Accounts

	Note	General Fund	Unrestricted Funds Designated Fund Church Fabric	Designated Fund Barlow Bequest	Restricted Fund Church Fabric	Restricted Fund Community Centre	Restricted Fund Community Centre Sinking	TOTAL 2021	TOTAL 2020
<b>RECEIPTS</b>									
<b>Voluntary Receipts:</b>									
Planned giving		20,495	-	-	-	-	-	20,495	18,922
Collections at services		636	-	-	-	-	-	636	743
All other giving/voluntary receipts	5 (a)	442	-	-	2,000	-	-	2,442	3,763
Gift Aid recovered		3,971	-	-	-	-	-	3,971	5,097
		25,544	-	-	2,000	-	-	27,544	28,524
Activities for generating funds	5 (b)	1,259	5,570	-	346	-	-	7,174	1,859
Investment income	5 (c)	-	96	1	-	-	19	116	251
Church Activities	5 (d)	1,423	-	-	-	20,786	-	22,209	41,150
<b>Total Receipts</b>		<b>28,227</b>	<b>5,666</b>	<b>1</b>	<b>2,346</b>	<b>20,786</b>	<b>19</b>	<b>57,043</b>	<b>71,785</b>
<b>PAYMENTS</b>									
<b>Church Activities:</b>									
Diocesan parish contribution		13,300	-	-	-	-	-	13,300	16,250
Clergy and staffing costs		412	-	-	-	-	-	412	348
Church running expenses	5 (e)	12,212	7,602	-	-	-	-	19,814	11,350
Community centre running costs		-	-	-	-	24,025	-	24,025	17,783
Mission giving and donations	5 (f)	2,195	-	-	-	-	-	2,195	2,170
		28,119	7,602	-	0	24,025	0	59,745	47,901
Cost of generating funds		-	-	-	-	-	-	-	127
<b>Total Payments</b>		<b>28,119</b>	<b>7,602</b>	<b>0</b>	<b>0</b>	<b>24,025</b>	<b>0</b>	<b>59,745</b>	<b>48,028</b>
Excess of receipts over payments		108	(1,936)	1	2,346	(3,239)	19	(2,702)	23,756
Transfers between funds	3	0	0		0	0	0	-	-
Cash at bank and in hand at 1 Jan		7,931	8,489	2,051	-	5,747	35,598	59,814	36,058
Cash at bank and in hand at 31 Dec		8,041	6,553	2,052	2,346	2,508	35,616	57,115	59,814



# FINANCIAL STATEMENTS

## For the year ending 31st December 2021

### Statement of Assets and Liabilities

	Note	Unrestricted Funds					Restricted Fund Community Centre	Restricted Fund Church Fabric	Restricted Fund Barlow Bequest	Restricted Fund Church Fabric	Restricted Fund Community Centre - sinking	TOTAL 2021	TOTAL 2020
		General Fund	Designated Fund Church Fabric	Designated Fund Church Fabric	Designated Fund Barlow Bequest	Designated Fund Church Fabric							
<b>Cash Funds</b>													
Bank Current Account		7,962	107	-	-	-	2,210	-	-	-	-	10,279	13,314
Cash in Hand		-	-	-	-	-	298	-	-	-	-	298	287
Deposit Funds		79	6,446	2,052	2,052	2,346	-	35,616	-	-	-	46,538	46,215
		<u>8,041</u>	<u>6,553</u>	<u>2,052</u>	<u>2,052</u>	<u>2,346</u>	<u>2,508</u>	<u>35,616</u>				<u>57,115</u>	<u>59,816</u>
<b>Other Monetary Assets</b>													
Community Centre Rental Receivable		4,000	-	-	-	-	2,350	-	-	-	-	1,750	-
Gift Aid Recoverable							-	-	-	-	-	4,000	5,000
<b>Investment Assets</b>													
Investment fund shares at Market Value		47	3,624	-	-	-	-	-	-	-	-	3,671	3,210
<b>Assets retained for Church Use</b>													
		-	-	-	-	-	-	588,015	-	-	-	588,015	588,015
<b>Liabilities</b>													
Parish Share - Shortfall in Year		18,962											
Gas -Uninvoiced at the end of 2021		<u>398</u>					600					998	888

## Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis
2. Fixed assets retained for church use is the Community Centre in Briarlyn Road, constructed in 2008, at cost.
3. The movements in designated and restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
<b>Designated</b>					
Fabric Fund	8,489	6,859	6,450	-	2,346
Barlow Bequest	2,051	1	-	-	2,052
	<u>10,540</u>	<u>6,860</u>	<u>6,450</u>	<u>-</u>	<u>2,346</u>
<b>Restricted</b>					
Fabric Fund	-	-	-	2,346	2,346
Community Centre General	5,747	20,786	-	24,025	-
Community Centre Sinking	35,598	19	-	-	35,616
	<u>41,344</u>	<u>20,804</u>	<u>-</u>	<u>24,025</u>	<u>-</u>

The Fabric fund received 2 donations totalling £2,000 and also benefited from fund-raising events where funds were flagged for being for fabric related purposes which raised £346.

At its meeting in November 2021, the PCC agreed that all funds generated from fund-raising activities in the 2nd half of the year, as well as proceeds from the Tea Dances, be assigned to the fabric fund (i.e. the designated element). During the year, expenditure totalling £7,602 was incurred on repairs and professional fees relating to church building repairs. It is estimated that further work with a cost in excess of £70,000 will be required in the coming period. The next Quinquennial Inspection is due in 2022, which we would expect to include requirements for these works.

The Barlow Bequest consists of funds left to the PCC many years ago and designated by the PCC for use specifically in maintaining the Graveyard.

All income arising from the Community Centre is set aside to be used solely for the running costs of the centre, rather than providing a source of income for the parish as a whole.

10% of Community Centre income is set aside each year to build a "sinking fund" from which major repairs and renewals to the centre can be funded. No such transfer was made in 2021 due to the ongoing impact of the COVID-19 pandemic. Funds held relating to the community centre reduced by £3,361 in the year reflecting a period of the year where the centre was not open (as a result of lockdown) and increased cleaning costs.

4. Amounts are held in CBF Investment Accounts as follows:

	Bal b/fwd	Gain/Loss on Revaluation	Receipts/ Payments	Bal c/fwd
General Fund (Unrestricted)	41	6	-	47
Fabric Fund (Designated)	3,168	456	-	3,624
	<u>3,210</u>	<u>461</u>	<u>-</u>	<u>3,671</u>

Investment Holdings at 31/12/2021 are

General Reserve Fund: 2.01 Units in the CBF Church of England Investment Fund  
 Church Fabric Fund: 154.96 Units in the CBF Church of England Investment Fund  
 Unit price at 31/12/2021= £23.3867



## 5. Further Analysis of Receipts and Payments

Note	General Fund	Unrestricted Funds		Restricted Fund Church Fabric	Restricted Fund Community Centre	Restricted Fund Community Centre	TOTAL 2021	TOTAL 2020
		Designated Fund Church Fabric	Designated Fund Barlow Bequest					
RECEIPTS								
(a)	All other giving/voluntary receipts							
	Donation from Dramatic Society	-	-	-	-	-	-	2,000
	Other Donations	438	-	-	2,000	-	2,438	1,758
	Copper Collection	4	-	-	-	-	4	5
		442	-	-	2,000	-	2,442	3,763
(b)	Activities for Generating Funds							
	Fund-raising Events	866	4,370	-	346	-	5,584	660
	Tea Dance	-	1,200	-	-	-	1,200	835
	Photocopier Income	390	-	-	-	-	390	83
	Magazine Income	-	-	-	-	-	-	282
		1,256	5,570	-	346	-	7,174	1,850
(c)	Investment Income							
	Dividends on CCLA Investment Funds	1	92	-	-	-	93	90
	Bank and CCLA Deposit fund Interest	0	4	1	-	19	24	162
		1	96	1	-	19	117	253
(d)	Church Activities							
	Fees for Weddings and Funerals	1,423	-	-	-	-	1,423	755
	Community Centre Letting Income	-	-	-	-	20,786	20,786	14,978
	Community Centre Coronavirus Support Grant	-	-	-	-	-	-	25,000
		1,423	-	-	-	20,786	22,209	40,733
PAYMENTS								
(a)	Church Running Expenses							
	Costs of Services	677	-	-	-	-	677	680
	Heating, Lighting and Insurance	4,164	-	-	-	-	4,164	4,726
	Photocopier	3,018	-	-	-	-	3,018	3,998
	Church Repairs and Maintenance	3,746	7,602	-	-	-	11,348	1,111
	Administration and Sundry expenditure	607	-	-	-	-	607	834
		12,212	7,602	-	-	-	19,814	11,350
(f)	Mission giving and donations							
	Huddersfield Mission	250	-	-	-	-	250	450
	The Children's Society	270	-	-	-	-	270	250
	Project Ecuador	250	-	-	-	-	250	250
	Mother's Union	200	-	-	-	-	200	200
	Mission Aviation Fellowship	200	-	-	-	-	200	200
	Church Army	200	-	-	-	-	200	200
	Tear Fund	200	-	-	-	-	200	200
	Bible Society	200	-	-	-	-	200	200
	The Welcome Centre	250	-	-	-	-	250	-
	The Forget-Me-Not Trust*	100	-	-	-	-	100	100
	Headspace	45	-	-	-	-	45	-
	Royal British Legion	30	-	-	-	-	30	-
	Yorkshire Cancer Research	-	-	-	-	-	-	120
		2,195	-	-	-	-	2,195	2,170

In addition various collections were facilitated through church, totalling £606 to 5 different beneficiaries

In addition various charitable causes received the benefit of subsidised hall hire

\* £100 in lieu of Independent Examination Fee