

7 Annual report of the PCC for the Year Ended 31 December 2022

St Philip's Church is situated on Halifax Road, Birchcliffe, Huddersfield. St Philip's is part of the United Benefice of St Cuthbert, Birkby and St Philip the Apostle, Birchcliffe 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 Bradley	From 2020
Churchwardens	Mrs Valerie Lord	from 2019
	Mrs Ann Dyson	from 2022
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	Ms Kathryn Sutcliffe	from 2020
	Mr Alan Dyson	from 2020
	Mrs Rachel Clegg	re-elected 2020
	Walter Pell	from 2021
	Audrey Shaw	from 2021
	Mavis Smith	from 2021
	Alison Lobb	from 2022
	Ruth Brooks	from 2022
	Andre Brooks	from 2022
	Karen Haigh	from 2022

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 Mrs Ann Dyson, 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
- Community Centre Management
- Worship Planning Group

Church Attendance

Average Sunday attendance Adults: 26

Average number of children at All Age Worship Service: 3

Average Midweek attendance: 5

Baptisms: 5 (3 infant, 2 adult)

Weddings: 0

Funerals: 3 (1 in church, 1 crematorium, 1 committal

Internment of Ashes 1

Electoral Roll Information	April 2022	March 2023
Number resident within the parish	48	46
Number resident outside the parish	24	24
Total	72	70

Review of the Year to December 2022

The PCC has met 6 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 in March 2022 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.
2. We continue to follow the Government Advice and the Church of England Guidelines about Covid 19 at all times when making decisions about both Church and the Community Centre and Risk Assessments were carried out regularly.
3. Due to a broken heating system, and after agreement with the PCC, St Cuthbert's congregation held their Sunday services at St Philip's at 11am, after our 9.30am service until Easter.
4. Our APCM was held in the Community Centre on April 3rd 2022 following the Sunday Service.
5. An extra PCC meeting was held to look at appointing a new architect/surveyor for St Philip's due to the retirement of Stuart Beaumont. Rev'd Joanne, Val Lord and Ann Dyson met with David Barker from ARH Architects, based in Huddersfield and then at the extra meeting the PCC voted to appoint David to be our Inspecting Architect/Surveyor for our Quinquennial Inspection which due in January 2023 and Rev'd Joanne informed the DAC.

Financial review

Total receipts on ordinary unrestricted funds were **£28,987** and are detailed in the financial statements. In addition receipts on restricted fabric funds were **£2,316** and **£9,631** of general funds were designated for fabric purposes. Restricted Community Centre funds were **£34,512**,

£27,544 was spent to provide the Christian ministry from St Philip's Church, including 43% of our contribution to the Diocesan Parish Share), 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.

Whilst no costs were incurred on the church fabric, this was the result of a deliberate policy of raising the funds needed for more significant repairs in the coming years.

£29,451 was expended on running the Community Centre.

The net result for the year was a surplus of receipts over payments of **£18,478**.

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

Reserves Policy

A total of **£24,043** is held in the Fabric Fund, inclusive of the Unit shareholding valuation, of this **£4,661** 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 **£43,187** in the Community Centre Fund relates largely to the 'sinking fund' (**£39,302**) which is being held to fund future major repairs to the Community

Centre, c.£2,500 of this will be expended in 2023 to cover costs relating to internal decoration of the centre. The PCC has agreed that 10% of annual Community Centre income will be placed into this fund in future years. £69 of the overall amount is specifically for use in maintaining the Community Defibrillator.

The balance of **£2,079** 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.

2022 REPORTS

8 Treasurer's report: Chris Jones

From a "technical" point of view, the accounts show a surplus of receipts over payments of £18,488. This can split into 4 component parts:

The **general fund** saw a surplus of £1,452, being largely the result of a grant of £950 received from the diocese to help cover the increase in fuel bills expected in 2023.

However, this masks our inability to meet our Parish Share commitments to the diocese in full. We were able to make payments for £14,500 (up from £13,300 in 2021) against a share request of £33,262.

Against this backdrop it was welcome to see voluntary receipts of £21,583 (excluding Gift Aid claimed) increase slightly over the levels seen in 2021 (£21,131). Gift Aid receipts in 2021, were £4,603, though it must be stressed that relates largely to giving occurring in 2020.

As previously stated we were unable to meet our Parish Share commitments in full, and our payment of £14,500 was under half of our assessed amount as we juggled this with the costs relating to the church building. The parish share is the most important payment the PCC makes, being our commitment to the wider church and without this the diocese would not be able to support its parishes through the provision of Parish Priests and other resources.

Overall costs incurred in running the church were reduced slightly from £28,119 to £27,544 largely the result of no major repairs to the church fabric having been incurred (in 2021 there were costs of £1,000 incurred in repairing the boundary wall). Along with parish share payments the main expenditure related to utilities and insurance for the church. These were £566 higher than in 2021 and we expect these costs to increase further in 2023.

As was the case in 2021, the bulk of fund-raising activity was concentrated on boosting the fabric fund, so that future building repair works can be carried out. This being the case just under £2,000 was raised for the general fund through fundraising.

The **fabric fund** increased by £11,947 being largely the result of fund raising activity along with the proceeds from the Weekly Tea Dance. In addition 50% of the gift aid income was allocated to the fabric fund in order to allow the quinquennial architect's inspection, which will take place in 2023 to be funded.

During the year there were a number of successful fund raising activities that took place, including concerts, the Easter and Christmas Fayres and a virtual balloon race, to mention just a few. Many thanks are due to everyone who has been involved in spending the time to arrange these events and for everyone who supported them in any way.

The PCC supported mission through a number of grants, with 8 organisations, including the Welcome Centre and Huddersfield Mission receiving grants of £250, full details being in the accounts. As in previous years a number of other collections specifically for other causes were facilitated through the PCC.

Funds relating to the **Community Centre** increased by £5,062 during the year, which was boosted by a donation of £1,875 following the winding up of the Cliffites.

Rental income during the year was £32,170, of which c. £5,000 related to the use of the centre as a vaccination centre, which may not be replicated in future years.

A full year's worth of usage say expenditure increase from just over £24,000 to £29,451. The main factors behind this being increased cleaning costs of c.£2,100 and cleaning material costs of c.£1,000 as a result of the centre being operational for 12 months. In addition we saw utility bills increase by c.£2,400. We would expect to a further significant uplift in utility costs in 2023. and as a result of significantly increased energy tariffs.

Finally there was an increase in the value of the **Barlow Bequest** of £27 being interest paid on the balance.

Reserves are held in order to assist the PCC in meeting unexpected costs. It remains a concern that our General Reserve Fund only has a nominal amount within it. However given the current inability to make parish share payments in full, it would not be appropriate to start building this up at the current time.

The Community Centre sinking fund stands at £39,302 including the unused element (£20,000) of the Corona-virus support grant received in 2020.

The Fabric Fund now stands at £20,844. The fund has grown during the year as a result of specific donations and the fund-raising income which was "designated" to the fabric fund. However the expected costs of full restoration mean that much further activity will be required in 2023.

Looking forward, 2023 will again be a challenging year financially given the difficulties we have in generating the funds to cover all of our costs. In particular there remains the continuing disparity between our income and the level of our Parish Share assessment, which now stands at £33,962 for 2023. Along with the need to raise significant funds to restore our church building.

As the church is funded by its members (we have no other form of financial support) it is important that we respond appropriately. If we want to be a growing and forward looking church we have to remember that we have to pay for it. Whilst our primary focus should be on looking to see how we can grow membership and faith, I would encourage everyone to consider the level of financial support that they can provide.

I should like to finish by thanking all those who have made my job as Treasurer easier over the last year. In particular, our churchwardens Val & Ann, along with Audrey for her tireless work in managing the Community Centre.

I should also like to thank Charles Arckless, our Independent Examiner for his assistance in producing these accounts and, last but by no means least, everyone within the parish for your generous giving both of money and time, without which the parish would not be able to function.

Chris Jones
Treasurer

**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
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.



Name: Christopher Arkless
Address: 68 Yew Tree Road
Birchencliffe
Huddersfield
HD3 3QR
Date: 2nd April 2023

Archless ACA

JPHustwick
Rev Joanne Hust
8th April 2023

FINANCIAL STATEMENTS
For the year ending 31st December 2022

Receipts and Payments Accounts

Receipts and Payments Accounts		Unrestricted Funds						TOTAL 2022	TOTAL 2021
Note	General Fund	Designated Fund Church Fabric	Designated Fund Barlow Bequest	Restricted Fund Church Fabric	Restricted Fund Community Centre	Restricted Fund Community Centre Sinking			
RECEIPTS									
Voluntary Receipts:									
		Planned giving	21,057	-	-	-	-	21,057	20,495
		Collections at services	526	-	-	-	-	526	636
	5 (a)	All other giving/voluntary receipts	1,831	-	64	1,875	-	3,769	2,442
		Gift Aid recovered	2,302	2,302	-	-	-	4,603	3,971
			25,716	2,302	-	64	1,875	29,956	27,544
	5 (b)	Activities for generating funds	2,715	7,115	-	2,252	-	12,082	7,174
	5 (c)	Investment income	234	214	27	-	-	468	116
	5 (d)	Church Activities	332	-	-	-	32,170	32,502	22,209
		Total Receipts	28,997	9,631	27	2,316	34,044	468	57,043
PAYMENTS									
Church Activities:									
		Diocesan parish contribution	14,500	-	-	-	-	14,500	13,300
		Clergy and staffing costs	383	-	-	-	-	383	412
	5 (e)	Church running expenses	9,573	-	-	-	-	9,573	19,814
		Community centre running costs	-	-	-	-	29,451	29,451	24,025
	5 (f)	Mission giving and donations	2,207	-	-	-	-	2,207	2,195
			26,663	-	-	0	29,451	56,113	59,745
		Cost of generating funds	882	-	-	-	-	882	-
		Total Payments	27,544	0	0	0	29,451	56,995	59,745
		Excess of receipts over payments	1,452	9,631	27	2,316	4,594	18,488	(2,702)
	3	Transfers between funds	0	0	-	0	(3,217)	-	-
		Cash at bank and in hand at 1 Jan	8,041	6,553	2,052	2,346	2,508	57,115	59,814
		Cash at bank and in hand at 31 Dec	9,493	16,183	2,079	4,661	3,885	75,603	57,115

Statement of Assets and Liabilities

	Unrestricted Funds							TOTAL	TOTAL
Note	General Fund	Designated Fund Church Fabric	Designated Fund Barlow Bequest	Restricted Fund Church Fabric	Restricted Fund Community Centre	Restricted Fund Community Centre - sinking	2022	2021	
Cash Funds									
Bank Current Account	9,412	444	-	-	3,764	3,217	16,837	10,279	
Cash in Hand	-	-	-	-	120	-	120	298	
Deposit Funds	81	15,740	2,079	4,661	-	36,085	58,645	46,538	
	9,493	16,183	2,079	4,661	3,885	39,302	75,603	57,115	
Other Monetary Assets									
Community Centre Rental Receivable	4,500	-	-	-	2,787	-	2,787	1,750	
Gift Aid Recoverable							4,500	4,000	
Investment Assets									
Investment fund shares at Market Value	41	3,199	-	-	-	-	3,241	3,671	
Assets retained for Church Use	-	-	-	-	-	588,015	588,015	588,015	
Liabilities									
Parish Share - Shortfall in Year	19,462						19,462	18,962	
Community Centre Decorating -Uninvoiced at end 2022	141						2,148	-	
Electricity -Uninvoiced at the end of 2022	1,559				1,849		1,990	-	
Gas -Uninvoiced at the end of 2022					1,857		3,416	998	

Notes

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

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Designated					
Fabric Fund	6,553	9,631	-	-	16,183
Barlow Bequest	2,052	27	-	-	2,079
	<u>8,604</u>	<u>9,658</u>	<u>-</u>	<u>-</u>	<u>18,262</u>
Restricted					
Fabric Fund	2,346	2,316	-	-	4,661
Community Centre General	2,508	34,044	- 29,451	- 3,217	3,885
Community Centre Sinking	35,616	468	-	3,217	39,302
	<u>40,470</u>	<u>36,828</u>	<u>- 29,451</u>	<u>-</u>	<u>47,848</u>

The Fabric fund received 3 donations totalling £64 and also benefited from fund-raising events where funds were flagged for being for fabric related purposes which raised £2,252.

In addition proceeds from Tea Dances, along with 50% of income from other fund-raising events has also been assigned to the fabric fund (i.e. the designated element).

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 2023, 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. As Such £3,217 was transferred to the Sinking fund in 2022.

- Amounts are held in CBF Investment Accounts as follows:

	Bal b/fwd	Gain/Loss on Revaluation	Receipts/ Payments	Bal c/fwd
General Fund (Unrestricted)	47	-	6	41
Fabric Fund (Designated)	3,624	-	425	3,199
	<u>3,671</u>	<u>-</u>	<u>430</u>	<u>3,241</u>

Investment Holdings at 31/12/2022 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 31/12/2022= £20.6459

5. Further Analysis of Receipts and Payments

	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	TOTAL 2022	TOTAL 2021
RECEIPTS									
(a)	All other giving/voluntary receipts								
	Donation from Dramatic Society	-	-	-	-	1,875	-	1,875	-
	Other Donations	1,831	-	-	64	-	-	1,895	2,438
	Copper Collection	-	-	-	-	-	-	-	4
		1,831	-	-	64	1,875	-	3,769	2,442
(b)	Activities for Generating Funds								
	Fund-raising Events	2,372	1,745	-	2,252	-	-	6,369	5,584
	Tea Dance	-	5,370	-	-	-	-	5,370	1,200
	Photocopier Income	244	-	-	-	-	-	244	390
	Coffee In Church	99	-	-	-	-	-	99	-
		2,715	7,115	-	2,252	-	-	12,082	7,174
(c)	Investment Income								
	Dividends on CCLA Investment Funds	1	95	-	-	-	-	96	93
	Bank and CCLA Deposit fund Interest	233	119	27	-	-	468	847	24
		234	214	27	-	-	468	943	117
(d)	Church Activities								
	Fees for Weddings and Funerals	332	-	-	-	-	-	332	1,423
	Community Centre Letting Income	-	-	-	-	32,170	-	32,170	20,786
		332	-	-	-	32,170	-	32,502	22,209
PAYMENTS									
(e)	Church Running Expenses								
	Costs of Services	444	-	-	-	-	-	444	677
	Heating, Lighting and Insurance	4,730	-	-	-	-	-	4,730	4,164
	Photocopier	2,775	-	-	-	-	-	2,775	3,018
	Church Repairs and Maintenance	1,027	-	-	-	-	-	1,027	11,348
	Administration and Sundry expenditure	596	-	-	-	-	-	596	607
		9,573	-	-	-	-	-	9,573	19,814
(f)	Mission giving and donations								
	Huddersfield Mission	250	-	-	-	-	-	250	250
	The Children's Society	250	-	-	-	-	-	250	270
	Mother's Union	250	-	-	-	-	-	250	200
	Mission Aviation Fellowship	250	-	-	-	-	-	250	200
	Church Army	250	-	-	-	-	-	250	200
	Tear Fund	250	-	-	-	-	-	250	200
	Bible Society	250	-	-	-	-	-	250	200
	The Welcome Centre	250	-	-	-	-	-	250	250
	The Forget-Me-Not Trust*	100	-	-	-	-	-	100	100
	DEC (Ukraine Appeal)	77	-	-	-	-	-	77	-
	Royal British Legion	25	-	-	-	-	-	25	30
	Donation to Bishop of Huddersfield	5	-	-	-	-	-	5	-
	Project Ecuador	-	-	-	-	-	-	-	250
	Headspace	-	-	-	-	-	-	-	45
		2,207	-	-	-	-	-	2,207	2,195

In addition various collections were facilitated through church, totalling £1,084 to 10 different beneficiaries

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

* £100 in lieu of Independent Examination Fee