

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

Charity Number 1150600



Annual Report 2024

**Prepared for the Annual Parochial
Church Meeting
Sunday 6th April 2025**

7 Annual report of the PCC for the Year Ended 31 December 2024

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 Bradley	From 2020
Churchwardens	Mrs Valerie Lord	from 2019
	Mrs Ann Dyson	from 2022
Treasurer	Mr Chris Jones	
Deanery Synod Representatives	Alison Lobb Ruth Brooks Jess Fort	Elected in 2023 Elected in 2023 Elected in 2024
Elected Members	Alison Lobb Ruth Brooks Andre Brooks Karen Haigh Jess Fort Michael Smith Chris Jones Mavis Smith Kathryn Sutcliffe	from 2022 from 2022 from 2022 from 2022 from 2023 from 2023 from 2023 from 2024 from 2024

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
- Building Group

Church Attendance

Average Sunday attendance Adults: 28

Average number of children at All Age Worship Service: 1

Average Midweek attendance: 5

Baptisms: 2

Thanksgiving: 0

Weddings: 0

Funerals: 2 in church

Electoral Roll Information		
	April 2024	March 2025
Number resident within the parish	46	36
Number resident outside the parish	24	18
Total	70	54

Review of the Year to December 2024

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. We adopted the safeguarding policy statement 'Promoting a Safer Church' (House of Bishops 2017) at the PCC Meeting in July 2024, and this is reviewed annually. The statement confirms that all people who work in the Church agree to abide by the policies, recommendations and guidelines established by the Church. This is usually reviewed in March, however at that time we had no Safeguarding Officer. Mike Smith offered to take on the role so was interviewed and then appointed.
2. Our APCM was held in the Community Centre on April 21st 2024 following the Sunday Service.
3. An Extra PCC meeting was held in March to Adopt the Accounts ready for the APCM
4. Jess Fort ran a Living in Love & Faith course – which is a course run by the Church of England to prepare Parishes and had been piloted by a few churches. this was run over 5 sessions and led to a lot of in depth and interesting discussions.
5. A number of the PCC completed the Promoting Growth and Leadership course in Bradford which ran for 6 months and everyone found it very beneficial.

Financial review

Total receipts on ordinary unrestricted funds were **£31,585** and are detailed in the financial statements. In addition receipts on restricted fabric funds were **£781** and **£9,843** of general funds were designated for fabric purposes. Restricted Community Centre funds were **£40,823**.

£31,824 was spent to provide the Christian ministry from St Philip's Church, including 42% 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.

All fabric related expenditure was booked to the general fund as the policy of building up fabric funds to meet forthcoming expenditure was continued.

£48,347 was expended on running the Community Centre.

The net result for the year was a surplus of receipts over payments of **£2,482**.

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

Reserves Policy

A total of **£42,682** is held in the Fabric Fund, inclusive of the Unit shareholding valuation, of this **£6,245** 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 **£19,576** in the Community Centre Fund relates largely to the 'sinking fund' (**£23,170**) which is being held to fund future major repairs to the Community Centre. In 2024 monies were transferred from the sinking fund to cover works to the electrics and lighting within the centre. The PCC has agreed that were possible 10% of annual Community Centre income will be placed into this fund in future years. **£1,181** of the overall amount is specifically for use in maintaining the Community Defibrillator.

The balance of **£2,259** 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

the report on the accounts of the St Philip's Church for the year ended
31st December 2024

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').

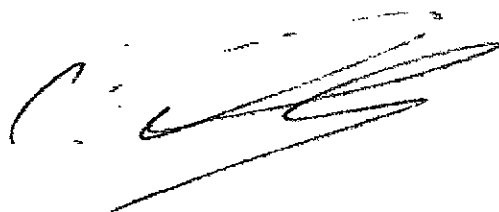
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 Arckless
Address: 68 Yew Tree Road
Birchencliffe
Huddersfield
HD3 3QR

Date: 02/03/2025

FINANCIAL STATEMENTS

For the year ending 31st December 2024

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 2024	TOTAL 2023
RECEIPTS									
Voluntary Receipts:									
Planned giving		20,663	-	-	-	-	-	20,663	21,239
Collections at services		1,193	-	-	-	-	-	1,193	1,021
All other giving/voluntary receipts	5 (a)	245	-	-	95	-	-	340	2,848
Gift Aid recovered		4,951	-	-	-	-	-	4,951	4,717
		27,052	-	-	95	-	-	27,147	29,825
Activities for generating funds	5 (b)	3,140	8,622	-	686	-	-	12,448	12,631
Investment income	5 (c)	365	1,221	114	-	-	1,537	3,237	2,443
Church Activities	5 (d)	1,029	-	-	-	39,286	-	40,314	36,656
Total Receipts		31,585	9,843	114	781	39,286	1,537	83,146	81,554
PAYMENTS									
Church Activities:									
Diocesan parish contribution		13,000	-	-	-	-	-	13,000	14,000
Clergy and staffing costs		526	-	-	-	-	-	526	655
Church running expenses	5 (e)	15,560	-	-	-	-	-	15,560	16,099
Community centre running costs	5 (f)	-	-	-	-	48,347	-	48,347	55,171
Mission giving and donations	5 (g)	2,245	-	-	-	-	-	2,245	2,321
		31,331	-	-	0	48,347	0	79,678	88,246
Cost of generating funds		493	493	-	-	-	-	986	1,270
Total Payments		31,824	493	0	0	48,347	0	80,664	89,516
Excess of receipts over payments		(239)	9,350	114	781	(9,061)	1,537	2,482	(7,562)
Transfers between funds	3	-	-	-	-	10,000	(10,000)	-	-
Cash at bank and in hand at 1 Jan		9,426	23,504	2,145	5,464	4,533	31,634	67,641	75,603
Cash at bank and in hand at 31 Dec		9,187	32,854	2,259	6,246	3,594	23,171	70,123	67,641

FINANCIAL STATEMENTS

For the year ending 31st December 2024

Statement of Assets and Liabilities

	Note	Unrestricted Funds					Restricted Fund Community Centre - sinking	TOTAL 2024	TOTAL 2023
		General Fund	Designated Fund Church Fabric	Designated Fund Barlow Bequest	Restricted Fund Church Fabric	Restricted Fund Community Centre			
Cash Funds									
Bank Current Account		9,093	910	-	-	3,594	3,217	9,626	15,683
Cash in Hand		5	-	-	-	-	-	5	160
Deposit Funds		91	31,944	2,259	6,245	-	19,953	60,493	51,798
		<u>9,188</u>	<u>32,854</u>	<u>2,259</u>	<u>6,245</u>	<u>3,594</u>	<u>23,170</u>	<u>70,123</u>	<u>67,641</u>
Other Monetary Assets									
Community Centre Rental Receivable						3,400		3,400	3,996
Photocopier Income		199						199	-
Gift Aid Recoverable		<u>4,750</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,750</u>	<u>4,500</u>
Investment Assets									
Investment fund shares at Market Value		46	3,583	-	-	-	-	3,630	3,548
Assets retained for Church Use									
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>588,015</u>	<u>588,015</u>	<u>588,015</u>
Liabilities									
Parish Share - Shortfall in Year		17,923						17,923	19,962
Community Centre Cleaning - Uninvoiced at end of 2024						877		877	-
Electricity -Uninvoiced at the end of 2024		61				493		554	664
Gas -Uninvoiced at the end of 2024		<u>1,046</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,080</u>	<u>-</u>	<u>2,125</u>	<u>2,411</u>

The Parish Share in year shortfall is a liability but along with that of prior years is unlikely to be cleared.

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
Designated					
Fabric Fund	23,504	9,843	493	-	32,854
Barlow Bequest	2,145	114	-	-	2,259
	<u>25,649</u>	<u>9,957</u>	<u>493</u>	<u>-</u>	<u>35,113</u>
Restricted					
Fabric Fund	5,464	781	-	-	6,245
Community Centre General	-	4,533	39,286	48,347	10,000
Community Centre Sinking	31,633	1,537	-	-	10,000
	<u>32,564</u>	<u>41,604</u>	<u>-</u>	<u>48,347</u>	<u>25,821</u>

The Fabric fund benefited from fund-raising events where funds were flagged for being for fabric related purposes which raised £686, whilst donations totalling £95 were also received.

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 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.

We endeavour to set aside 10% of Community Centre income to build a "sinking fund" from which major repairs and renewals to the centre can be funded. This was not possible due to expenses exceeding income in 2024.

Community Centre Restricted Funds includes the following for Defibrillator

Balance at 1st Jan 24	1,301
Income	-
Expenditure	120
Balance at 31 Dec 24	<u>1,181</u>

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)	45	1	-	46
Fabric Fund (Designated)	3,503	80	-	3,583
	<u>3,548</u>	<u>81</u>	<u>-</u>	<u>3,630</u>

Investment Holdings at 31/12/2024 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 31/12/2024= £23.1227

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 2024	TOTAL 2023
RECEIPTS									
(a)	All other giving/voluntary receipts								
	Other Donations	245			95			340	191
	Donations for Delbricator	-							2,657
		245			95			340	2,848
(b)	Activities for Generating Funds								
	Fund-raising Events	2,677	2,482	-	686	-	-	5,846	6,163
	Tea Dance	-	6,140	-	-	-	-	6,140	5,660
	Photocopier Income	-	-	-	-	-	-	-	215
	Coffee In Church	462	-	-	-	-	-	462	593
		3,140	8,622	-	686	-	-	12,448	12,631
(c)	Investment Income								
	Dividends on CCLA Investment Funds	1	97	-	-	-	-	98	97
	Bank and CCLA Deposit fund Interest	364	1,124	114	-	-	1,537	3,138	2,146
		365	1,221	114	-	-	1,537	3,237	2,443
(d)	Church Activities								
	Fees for Weddings and Funerals	1,029	-	-	-	-	-	1,029	1,161
	Community Centre Letting Income	-	-	-	-	39,286	-	39,286	35,195
		1,029	-	-	-	39,286	-	40,314	36,656
PAYMENTS									
(e)	Church Running Expenses								
	Costs of Services	1,255	-	-	-	-	-	1,255	536
	Heating, Lighting and Insurance	7,436	-	-	-	-	-	7,436	9,472
	Photocopier	2,123	-	-	-	-	-	2,123	1,900
	Church Repairs and Maintenance	3,922	-	-	-	-	-	3,922	2,891
	Administration and Sundry expenditure	823	-	-	-	-	-	823	1,299
		15,560	-	-	-	-	-	15,560	16,098
(f)	Community Centre Running Costs								
	Heating, Lighting and Insurance	-	-	-	-	18,566	-	18,566	22,594
	Cleaning & Materials	-	-	-	-	11,247	-	11,247	11,585
	Upkeep and Maintenance	-	-	-	-	14,636	-	14,636	8,003
	Grass Cutting and Grounds	-	-	-	-	3,492	-	3,492	2,556
	Delbricator	-	-	-	-	120	-	120	1,355
	Dishwasher (from Sinking Fund)	-	-	-	-	-	-	-	4,404
	Fencing (from Sinking Fund)	-	-	-	-	-	-	-	4,398
	Licences & Admin	-	-	-	-	286	-	286	276
		-	-	-	-	48,347	-	48,347	55,171
(g)	Mission giving and donations								
	Huddersfield Mission	375	-	-	-	-	-	375	275
	Mother's Union	275	-	-	-	-	-	275	275
	Mission Aviation Fellowship	275	-	-	-	-	-	275	275
	Church Army	275	-	-	-	-	-	275	275
	Tear Fund	275	-	-	-	-	-	275	275
	Bible Society	275	-	-	-	-	-	275	275
	The Welcome Centre	275	-	-	-	-	-	275	275
	The Children's Society	-	-	-	-	-	-	-	121
	USPG	100	-	-	-	-	-	100	125
	A Rocha	100	-	-	-	-	-	100	125
	Royal British Legion	20	-	-	-	-	-	20	25
	The Forget-Me-Not Trust	-	-	-	-	-	-	-	-
	DEC (Ukraine Appeal)	-	-	-	-	-	-	-	-
	Donation to Bishop of Huddersfield	-	-	-	-	-	-	-	-
		2,245	-	-	-	-	-	2,245	2,321

In addition various collections were facilitated through church

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

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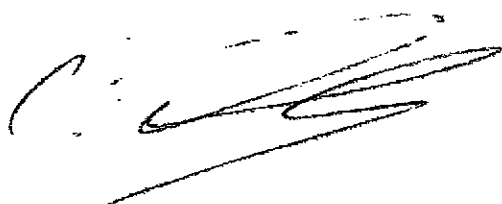
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