

St James Church Heckmondwike
with Norristhorpe
Registered Charity 1152319

Annual Report and Financial Statements
of the Parochial Church Council
For the year ended 31st December 2022

Incumbent:	Interregnum
Bank:	HSBC, Dewsbury
Independent Examiner:	Mr. Andrew Mattacks

Parochial Church Council of St James Heckmondwike (with Norrishorpe) Registered Charity no. 1152319

Annual Report for 2022

Aims and purposes

St James Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St James Church.

Objectives and activities

The PCC is committed to enabling worship for as many people as possible by developing a wide range of services and worshipping opportunities. Our services put faith into practice through prayer, scripture music and sacrament.

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. The incumbent, The Reverend Karen Young, left the Parish in Spring 2022 and was not replaced until spring 2023, therefore the Parish was Interregnum during that period. During the year the following people served as members of the PCC:

Readers (ex-officio)	Michael Walker (Vice-Chair) Brenda Britton
Churchwardens (ex-officio)	Geraldine Thompson Joan Stocks
Deanery Synod	Brenda Britton Susan King
Co-opted Members	Anne Newham (Secretary)
Elected Members	Suzanna Boon Val Ellis (Safeguarding Officer) Caroline Waring (Lay Pastoral Minister) Keith Wilson Martin Firth Brook Carbutt

Standing Committee

This the only committee required by law. It has power to transact the business of the P.C.C. between its meetings, subject to any directions given by the council. It also meets to discuss other matters to be put before the P.C.C. and prepare the agenda. It consists of the Vicar, churchwardens, P.C.C. Secretary, P.C.C. Treasurer and one elected member of the P.C.C.

Safeguarding

In accordance with the Church Representation Rules 2017, the PCC has recognised its duty of due regard to the House of Bishops safeguarding guidance. The PCC has adopted the House of Bishops 'Promoting a Safer Church; safeguarding policy statement'. The PCC has drawn up its own policy and procedure statement. All PCC members and those involved in the Pastoral Team have up to date DBS checks. The Safeguarding officer (Val Ellis) reports at each PCC meeting.

Achievements and performance

St. James has run well and efficiently throughout the Interregnum with the help of the Lay Chairperson, Churchwardens, PCC members, Congregation, Visiting Clergy and Organists. All services of Worship have been provided for the congregation and everyone was grateful for the smooth running of the Church. New members were welcomed and new friends were made.

The PCC met six times during the year. The Standing Committee did not meet. The APCM was held and led by Michael Walker (Vice Chair).

During the year, four funerals were held at St.James. There were also two memorial services and one Baptism.

The gardening club works hard to see that the church grounds are neat and tidy and picnic tables and benches were placed in the garden for people to enjoy the outside area. We were happy to receive a grant from the Bishops' fund in the prior year to help us be able to achieve this.

We continue to support our local food bank and the local Rainbow baby bank on a regular monthly basis. We also continue our efforts to recycle batteries, medication blister packs and plastics.

Fund raising efforts have all been very well supported and raised much needed funds. Some of the events include:- Bacon Breakfast Mornings, a Summer Fair, Quiz Bingo, Afternoon Teas, a Harvest Tea, a Brass Band Show and a Christmas Lunch. Links to local Junior and Senior Schools have also been maintained. The PCC is grateful to those who maintained their giving throughout.

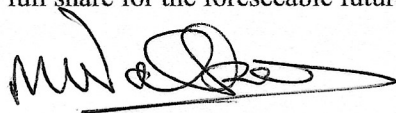
The Parish Share paid was £27,056. Any repairs needed on the Church were done.

The church community is in good heart and we look forward to the future with confidence.

Financial Activities

The accounts for 2022 record a deficit of £24k, predominantly due to an increase in the costs of running the church. Income from social events is higher than last year (£9k) which is promising. The PCC is grateful to those who maintained their giving throughout the year. Nevertheless, the parish share of £27k was paid in full and the PCC remains committed to paying the full share for the foreseeable future.

Signed:



Chair.

**PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE
(WITH ALL SOULS NORRISTHORPE)**

Registered Charity Number 1152319

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022

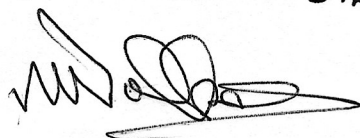
Receipts and Payments Summary of Financial Activities

	Unrestricted General Fund	Restricted Fund/s	Endowed Fund/s	Total All Funds 2022	Total All Funds 2021
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	29,359	-	-	29,359	38,374
Charitable activities	9,167	-	-	9,167	4,175
Investments	-	5	-	5	1
Total received	38,526	5	-	38,531	42,550
Expenditure on:					
Raising funds	-	-	-	-	-
Charitable activities	63,019	2,786	-	65,805	101,071
Other payments	-	-	-	-	-
Total paid	63,019	2,786	-	65,805	101,071
Reconciliation of funds:					
Net income /(expenditure)	(24,493)	(2,781)	-	(27,274)	(58,521)
Transfer between funds	-	-	-	-	-
Net movement in funds	(24,493)	(2,781)	-	(27,274)	(58,521)
Bank accounts at 1 January 2022	38,253	5,468	-	43,721	102,243
Bank accounts at 31 December 2022	£13,760	£2,687	-	£16,447	£ 43,722

Approved by the PCC on XXX

13th AUGUST 2023

Chair



**PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022

Statement of Assets and Liabilities

	Unrestricted General <u>Fund</u>	Restricted <u>Fund/s</u>	Total All Funds <u>2022</u>	Total All Funds <u>2021</u>
Assets:				
Bank current account	10,805	2,442	13,247	40,624
CBF Deposit Fund	2,955	245	3,200	3,098
Total assets	£13,760	£2,687	£16,447	£ 43,722

Statement of funds	Balance b/f 1 Jan 2022	Income	Expenditure	Balance c/f 31 Dec 2022
Restricted Funds:				
Roof fund	111	-	-	111
Bells Fund	237	5	-	242
All Souls Lunch Club	1,484	-	-	1,484
Garden Fund	3,636	-	(2,786)	850
	5,468	5	(2,786)	2,687
Unrestricted Funds:				
General fund	38,253	38,526	(63,019)	13,760
	38,253	38,526	(63,019)	13,760
Total funds	43,721	38,531	(65,805)	16,447

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022

General Fund Receipts and Payments

	2022	2021
	£	£
RECEIPTS		
<i>Voluntary Income</i>		
Planned giving	19,644	22,129
Gift aided donations	396	723
Tax recovered	-	8,259
Plate collections	2,257	1,506
Occ. office collections	212	345
Sundry donations	156	60
Legacies and grants	2,900	-
Transfers	3,794	-
	<hr/> 29,359	<hr/> 33,022
<i>Activity Income</i>		
Fees weddings and funerals	730	1,632
Use of Church rooms	203	-
CC contribution vicarage Tel	271	325
Coffee fund	225	-
Fundraising:		
Breakfast mornings	4,764	-
Coffee mornings	319	115
Afternoon tea	-	853
Christmas fayre	1,575	1,250
Garden party	705	-
Occasional fees	375	-
	<hr/> 9,167	<hr/> 4,175
TOTAL RECEIPTS	<hr/> 38,526	<hr/> 37,197

PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022

	2022	2021
	£	£
PAYMENTS		
<i>Raising Funds</i>		
Fundraising costs	734	-
	<hr/> 734	<hr/> -
<i>Church Activity Costs</i>		
Parish share	27,056	30,685
Charitable giving	3,000	1,850
Clergy costs	553	1,446
Welfare	119	394
Upkeep of services	597	1,049
Organ and music	4,049	2,060
Heat, light and water	7,094	1,824
Church insurance	4,806	4,700
Church cleaning	1,678	2,178
Church repairs and maintenance	5,519	4,762
Clock project	-	7,504
Organ project	110	37,240
Stationery	278	675
Admin (incl tel)	1,169	839
Social and hospitality	458	189
Photocopier	1,563	1,961
Church garden	2,786	-
Heating grant to Christchurch	1,450	-
	<hr/> 62,285	<hr/> 99,355
TOTAL PAYMENTS	<hr/> 63,019	<hr/> 99,355
Excess/(shortfall)	<hr/> (24,493)	<hr/> (62,158)
Balance b/f	38,253	100,410
Balance c/f	<hr/> 13,760	<hr/> 38,253

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022

Roof Fund Receipts and Payments

	2022	2021
Excess/(shortfall)	-	-
Balance b/f	111	111
Balance c/f	111	111

Walker Bells Bequest Receipts and Payments

	2022	2021
Excess/(shortfall)	5	-
Balance b/f	238	238
Balance c/f	243	238

All Souls Lunch Club Receipts and Payments

	2022	2021
Excess/(shortfall)	-	-
Balance b/f	1,484	1,484
Balance c/f	1,484	1,484

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022

Garden Fund Receipts and Payments

	2022	2021
RECEIPTS		
<i>Voluntary Income</i>		
Donations	-	500
Grants	-	4,852
TOTAL Receipts	-	5,352
PAYMENTS		
<i>Activity costs</i>		
Garden Equipment	2,786	1,226
Garden Maintenance	-	490
TOTAL Payments	2,786	1,716
Excess/(Shortfall)	(2,786)	3,636
Balance b/f	3,636	-
Balance c/f	850	3,636

The Vicarage
24 Intake Lane
Brownhill
Batley
WF17 0BT

26 July 2023

Accounts for St James Heckmondwike – 2022

I have carried out an independent examination of these accounts. This was undertaken in accordance with the requirements set out in Chapter 11 of the PCC Accountability guide published by the Church of England and of the Charities Act 2011.

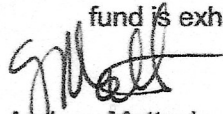
I can confirm that these accounts materially reflect the correct financial position of St James' church. They are appropriately kept and set out in accordance with requirements.

Two significant issues came to light in examining these accounts.

It proved a challenge to trace the cash income of St James' through the summary sheets provided. This was because the opening balance of each week's sheet was not always the same as the closing balance from the previous week – particularly in the early months of 2022. Cash is a sensitive item in any set of accounts. I have had a substantial conversation with the people who undertook these duties and I have satisfied myself that no inappropriate activity took place. They were simply doing their best to undertake duties for which they had no substantive training. I have talked this through with them in detail and I am confident this will not be the case in future.

I had a problem in reconciling expenditure on the garden. There is a separate, restricted, account for this item of expenditure but the actual expenditure was taken through the general fund. This had the effect of misstating both accounts and bringing forward 2021 balances into the 2022 accounts unamended. I have amended this to take the expenditure through the restricted account and restated the closing balance for 2022.

There was no income in 2022 specifically noted as relating to the costs of the garden. If no further restricted income is anticipated for this purpose, then it would be wise to close the restricted account and subsume it into the general fund. However, you may wish to delay this until the balance of the restricted fund is exhausted.



Andrew Mattacks

ACMA CGMA