

Charity Registration No. 1152319

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

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## LEGAL AND ADMINISTRATIVE INFORMATION

---

Trustees	Rev Melusi Sibanda Susan Porritt Patricia Waldron Martin Christopher Firth Barbara Brooke Elaine Firth Joan Stocks Brook Carbutt Susan King Anne Newham Suzanna Elaine Boon Geraldine Thompson Val Ellis Melvyn Bathgate Caroline Wai Yeng Waring Brenda Margaret Britton Michael Walker
Charity number	1152319
Independent Examiner	A Ahmad FCA
Registered Office	The Vicarage 25 Church Street Heckmondwike WF16 0AX
Bankers	HSBC Plc 8 Canada Square London E14 5HQ

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## CONTENTS

---

	Page
Trustees' report	1-3
Statement of Trustees' responsibilities	4
Independent examiner's report	5-6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9-11

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## TRUSTEES'REPORT

### ***FOR THE YEAR ENDED 31 DECEMBER 2024***

---

The Trustees present their report and accounts for the year ended 31 December 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the The Parochial Church Council Of St James Heckmondwike (With Norristhorpe)'s Memorandum and Articles of Association and the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP).

#### **Structure governance and management**

The Parochial Church Council Of St James Heckmondwike (With Norristhorpe) (PCC) is governed by a memorandum and articles of association.

The Trustees who served during the year were:

Rev Melusi Sibanda  
Susan Porritt  
Patricia Waldron  
Martin Christopher Firth  
Barbara Brooke  
Elaine Firth  
Joan Stocks  
Brook Carbutt  
Susan King  
Anne Newham  
Suzanna Elaine Boon  
Geraldine Thompson  
Val Ellis  
Melvyn Bathgate  
Caroline Wai Yeng Waring  
Brenda Margaret Britton  
Michael Walker

The Trustees have assessed the major risks to which The Parochial Church Council Of St James Heckmondwike (With Norristhorpe) is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Aims and purposes**

The 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's objects are Promoting in the ecclesiastical parish the whole mission of the church. 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.

#### **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

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

Safeguarding officer 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 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.

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 review**

The accounts for 2024 record a deficit of £20k and the PCC is grateful to those who maintained their giving throughout the year.

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

**TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2024***

---

**Independent Examiner**

A resolution proposing that Arif Ahmad FCA be reappointed as Independent Examiner of the charity will be put to the members.

On behalf of the board of Trustees

Trustee  
Dated: 4 April 2025

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

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees of The Parochial Church Council Of St James Heckmondwike (With Norristhorpe) are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees are required to prepare accounts for each financial period which give a true and fair view of the state of affairs of The Parochial Church Council of St James Heckmondwike (With Norristhorpe) and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that The Parochial Church Council Of St James Heckmondwike (With Norristhorpe) will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of The Parochial Church Council Of St James Heckmondwike (With Norristhorpe). They are also responsible for safeguarding the assets of The Parochial Church Council Of St James Heckmondwike (With Norristhorpe) and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## INDEPENDENT EXAMINER’S’ REPORT

### TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

---

I report on the accounts of the charity for the year ended 31 December 2024, which are set out on pages 6 to11.

#### Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.



# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## INDEPENDENT EXAMINER’S' REPORT (CONTINUED) TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

---

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Arif Ahmad  
FCA

Address: 9A Old Hall Road  
Batley  
West Yorkshire  
WF17 0AX

Date: 4 April 2025

PAROCHIAL CHURCH COUNCIL OF ST JAMES  
HECKMONDWIKE (WITH NORRISTHORPE)

STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<b><u>Incoming resources from generated funds</u></b>					
Donations and legacies		22,825	4,132	26,957	44,778
Charitable activities		12,098	-	12,098	20,419
Investments	2	-	-	-	40
Total incoming resources		34,923	4,132	39,055	65,237
<b><u>Resources expended</u></b>					
Raising Funds	3				
Charitable activities		54,128	-	45,746	45,746
Other payments					
Total resources expended		54,128	-	45,746	45,746
Net income/(expenditure) for the period/ Net movement in funds		(19,205)	4,132	19,491	19,491
Fund balances at 1 January 2024		24,611	11,327	35,938	16,447
Fund balances at 31 December 2024		5,406	15,459	20,865	35,938

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## BALANCE SHEET

AS AT 31 DECEMBER 2024

	Note	2024		2023	
		£	£	£	£
<b>Current assets</b>					
Bank Current Account		17,714		32,698	
CBF Deposit Fund		3,151		3,240	
Net current assets			<u>20,865</u>		<u>35,938</u>
Total assets less current liabilities			<u>20,865</u>		<u>35,938</u>
<b>Statement of funds</b>					
Restricted funds			15,459		11,327
Unrestricted funds	6		<u>5,406</u>		<u>24,611</u>
			<u>20,865</u>		<u>35,938</u>

The accounts were approved by the Board on 4 April 2025

Trustee

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

---

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards. the Statement of Recommended Practice, "Accounting and Reporting by Charities", Issued in December 2016.

2 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies	22,825	4,132	26,957	44,778
Charitable activities	12,098	-	12,098	20,419
Investments	-	-	-	40
	34,923	4,132	39,055	65,237

# PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE (WITH NORRISTHORPE)

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 3 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2024 £	Total 2023 £
Charitable activities					
<u>Cost of charitable activities</u>					
Activities undertaken directly	-	-	54,128	54,128	45,746
Governance costs	-	-	-	-	-
	-	-	54,128	54,128	45,746

### 4 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year.

### 5 Employees

#### Number of employees

The average monthly number of volunteers and employees during the year was

	2024 Number	2023 Number
Volunteers	40	40
Employees	-	-
	2024 £	2023 £
Employment costs		
Wages and salaries	-	-

PAROCHIAL CHURCH COUNCIL OF ST JAMES  
HECKMONDWIKE (WITH NORRISTHORPE)

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

---

6 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 December 2024 are represented by			
Current assets	15,459	5,406	20,865
	15,459	5,406	20,865