

ST MARY'S CHURCH – WYKE

ANNUAL REPORT and FINANCIAL STATEMENTS of the PAROCHIAL CHURCH COUNCIL

for the year ended 31 December 2021

**Vicar:
Rev. Lucy Wormsley**

**6 Vicarage Close
Wyke
Bradford
BD12 8QW**

**Bank:
Barclays Bank PLC**

**Independent Examiner:
Mrs J Wilkinson FCCA
11 Birch Grove
Batley
WF17 0RG**

Independent Examiner's Report to the trustees of St Mary's Church, Wyke, Parochial Church Council.

I report on the accounts of the church for the year ended 31 December 2021 which are set out on pages 8 to 10.

Respective responsibilities of the Trustees and Examiner

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

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 Commissioners (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 Statement

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

Independent Examiner's Statement

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

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.

Jacqueline Wilkinson, FCCA
11 Birch Grove
Batley
WF17 0RG

Signed

Date

2021 Report and Accounts for the Parochial Church Council of St. Mary's, Wyke, Bradford.

Aim and purposes

St. Mary's 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 Revd. Lucy Wormsley is the incumbent and Vicar of Wyke, although she was on Maternity Leave from June 2021.

The PCC is also specifically responsible for the maintenance of the church and hall of St. Mary's, Wyke.

The Revd. Margaret Lyons is Honorary Curate, with Sylvia Percival and Susan Naughton as licensed Readers to the parish.

Objectives and activities.

The PCC is committed to enabling as many people as possible to worship at our church, including Messy Church, and to become part of our parish community at St. Marys. The PCC maintains an overview of worship, giving priority to all ages worshipping together every Sunday morning. Our worship services and weekday groups seek to put faith into practice through prayer and scripture, music and sacrament.

As a registered charity, when planning our activities, we take note of the Charity Commission's guidance on public benefit and the advancement of religion. We try to enable people to live out their faith as part of our parish community through:

- Worship, prayer, learning about the gospel and developing knowledge and trust in Jesus.
- Provision of pastoral care for everyone in our congregation and for people living in the parish.
- Missionary and outreach work.

To facilitate all this work, it is important that we maintain the fabric of St Mary's church and hall.

Achievements and performance

Worship and prayer

Our Sunday worship comprises one Church Family service at 10.30am, including two communion services each month. This year we have had to offer live streaming of the services from the church whilst members of the congregation have felt uneasy attending church due to the COVID-19 pandemic. Laying on of Hands and Anointing is usually offered from time to time throughout the Church year, although this has been abstained from due to the COVID-19 pandemic during 2021. When the service is not specifically "All Age" in style, the Sunday School & Junior Church groups meet in the church hall, to deliver age-appropriate teaching. Again, the children's provisions have been affected throughout this year due to the pandemic. There are plans in place for 2022 to revive children's provision going forward, following the pandemic.

Seasonal services are provided for Lent, Holy Week & Easter and for Advent & Christmas. We also hold monthly All-Age Special Services to encourage whole family participation. We held a Nativity themed service & a Christingle service just before Christmas. We did our best to offer similar services throughout the COVID-19 pandemic and take away "worship at home" packs where this was provided online at seasonal times.

Messy Church is run monthly on the third Saturday and caters for families with no church background or families from other churches where there is no equivalent provision. This has unfortunately not resumed this year, due to COVID-19 pandemic.

In 2021 our electoral roll comprised 60 members, 42 of whom are residents and 18 non-residents. The average number attending on Sundays is 35 adults (2020: 25) and 3 under 16yrs. The numbers for average attendance for this year have slowly improved, live streaming of services has continued for those still not feeling confident to attend church in person, due to the COVID-19 pandemic. Those joining us via the Facebook livestream have decreased as the congregation in church increased. The numbers also increased at the seasonal times of Easter, Harvest and Christmas. We have celebrated 12 Baptisms, 5 Confirmations, 0 Weddings and 7 church Funerals, during 2021.

Deanery Synod

Two PCC members are able to be elected members of the Outer Bradford Deanery Synod, however we only had one person elected to this position at the APCM in 2021. There were 3 meetings during the year which were held via zoom.

Bernard Lewis continues as our elected deanery representatives and was the lay chair of the synod during 2021.

Alongside our attachment to the Outer Bradford Deanery, we are connected to the Bradford Episcopal Area Forum. To this, members of all four Deaneries in the Bradford Episcopal Area, along with members of every parish congregation, are invited to share together collaboratively and supportively of one another. During 2021 there were 2 meetings which were also held on zoom, where over 100 people attend each time from across the episcopal area. Dealing with the impacts of the pandemic and how the church can evolve positively from it, supporting those in need in our communities were some of the topics looked at during these meetings.

The Church and Church Hall

The church is open to the community on specific occasions for private prayer and other activities. We welcome our local schools into church and visit at school throughout the year. We both provide and host services for other organisations such as *Wyke Children's Centre*. During 2021, this hasn't been possible in the same way.

The church hall is widely used throughout the week and at weekends by groups paying rent. These groups include a lunch club on Tuesdays for the elderly, Blooming Babies for Under 3s and their parents/carers, Scouts, Cubs and Beavers and other activity groups. These groups have returned safely to use our facilities during the year. We built up quite a full programme of users during the week and also have many children's party bookings, which were welcomed.

Pastoral care

A group of pastoral carers looks out for each and every member of the congregation. Home visits to those who are housebound or ill and Home Communion is available to them, where requested. We have a group who meet weekly to pray for the Parish and church members, there is a prayer chain to support those where specific needs are raised.

We have continued to provide pastoral care via phone calls from the pastoral care team during the year, resuming visits to homes when restrictions from the pandemic allowed. We have increased our provision of church service booklets to those who are housebound, so they can join in with services from home. This is something we hope to continue.

Sylvia has continued to provide prayers each week for the parish, these have been mainly in the form of a list in the weekly news sheet.

Mission and evangelism

As part of our missional work this year we have partnered up with some missionary workers in Guatemala. Azaria Spencer is working with CMS amongst young people at Street Kids Direct in Guatemala City and Geoff and Cesia Baines are a married couple working with theological studies/ biblical languages and vulnerable women, also in Guatemala City but on behalf of Latin Link.

We tithe 10% of our voluntary receipts (planned giving etc.), usually divided equally between 3 Christian Charities. This year our local donation was to the mission and ministry of the Wyke Foodbank and The Immanuel Project (supporting local needs with food and homelessness). The remainder was given between a national charity (the *Church Homeless Trust*, (working towards ending the cycle of homelessness) and a few international charities (*Open Doors* (supporting persecuted Christians, Latin Link (supporting Geoff & Cesia Baines) and CMS (supporting Azaria Spencer) with whom we are a partner church). Please see the Financial Review and Statements for further details of this.

We have also given this year, through our collection boxes and offerings from the Christingle Service, £627.54 to the Children's Society for their work with vulnerable children around England and Wales. This was done separately to our church accounts and some was given directly to the Children's society via their online giving methods.

Ecumenical relationships

We play an active role in the Wyke Council of Churches comprising six local churches, which operates a Trussell Trust Food Bank for Wyke and surrounding areas. The churches in Wyke provide well attended joint services twice a year, monthly prayer meetings, ministers' prayer breakfasts as well as a joint Lent Course, Carols for the Community and other events throughout the year, although some of these haven't been done jointly this year, due to ongoing concerns about the rising levels of COVID 19.

The Foodbank's new manager, Dawn Stobart, is now settled in and their work load has increased considerably. They regularly get 17 clients when open so, more than ever, this is a much-needed support for the local community, under the umbrella of the Wyke Council of Churches. They are in need of new premises, due to building disrepair at the current premises and future expansion needs for the Foodbank.

Safeguarding

We follow the Diocesan Policy and statement for safeguarding at St. Mary's Church. Evelyn Haigh continues as our Parish Safeguarding Officer. Following last year's updates to DBS checks within the church, we put on a Safeguarding C1 training session, where we worked through the online materials together with a group. Those on PCC who were not able to attend this, were asked to complete this via the online materials at a separate date. We continue to hold safeguarding updates each month on our PCC agendas and have updated all our noticeboards (in church and in the foyer area) with relevant information and contact numbers. We place high priority and focus on keeping children, young people and vulnerable adults safeguarded at all times, encouraging that safeguarding is everyone's responsibility.

Financial Review

Unrestricted General Funds:

Despite entering the year in the grip of the Coronavirus pandemic, the PCC budgeted to break-even in 2021. In the event, the General Fund recorded an excess of receipts over payments of £8413. This was mainly due to generous donations amounting to £6,313, which had not been forecast, and Mobile Phone Mast Fees of £10538, being £3,358 more than expected because the tenant elected to pay through to April 2022, even though the existing lease expired on 31st December 2021 (see below). Payments, which included the Share contribution of £29,700, were in line with budgeted expectations.

Consequently, the General Fund Reserves increased to £20,598. However, our insurers require us to renew the church's electrical installations in early 2022, which will cost in excess of £11,750 and may considerably reduce our reserves (see below).

Designated & Restricted Funds:

There was very little movement in these funds in 2021, most notably the Church Bells Funds has increased to £3,866 due to more generous donations.

Full details of all Receipts and Payment are shown in the attached Financial Statements.

Extraordinary Financial notification:

At the time of writing, we are in the legal stages of accepting an offer from our Mobile Phone Mast tenant, On Tower UK Ltd, to purchase a 50-year lease agreement for an agreed sum of £175,611, subject to contract and Faculty permissions. If this transpires, there will be considerable implications to St Mary's finances.

Reserves Policy

Our present policy is to hold reserves representing around **two** months of General Fund budgeted annual expenditure. The current reserves of £20,598 equate to approximately **five** months. However, the aforementioned electrical works are expected to reduce the reserves back to the **two** months level.

Volunteers

We would like to thank every person who works hard to make our church what it is. This year has been a difficult one in terms of working together as a team at church. That said, we are so grateful for all the support and care we have seen amongst the congregation. From helping with opening the church in a COVID safe way or helping to lead/preach/read/pray/lead music at our services to those serving on PCC and those calling up friends from church, to add to and aid our church's pastoral care support throughout these challenging times.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, Honorary Curate, Readers and members elected by those members of the congregation who are on the electoral roll of the church. All regular members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

During the year, the PCC met 8 times with an average level of attendance of 70%. In addition, we have a Standing Committee and a Projects Committee which are responsible to the PCC, with minutes of their decisions being received by the PCC and discussed as necessary.

The main areas of focus for the PCC this year have been:

- COVID-19 pandemic updates for churches and community centres/halls
- Church Worship & provisions throughout the year
- Financial reports monthly (via email where meetings weren't held)
- Building concerns and issues – including the fallen bell & outside lighting updates

Fabric

We have limited the level of workers entering the building due to COVID-19 and only gone ahead with work as absolutely necessary for safety and protection of the building and churchyard. We have put plans in place for works to be carried out in 2022 to the church roof and electrics.

The work to the church bells has not yet gone ahead, due to financial constraints, but fundraising continues to go ahead for this.

We had the Archdeacon's visitation in June, however the Quinquennial has been postponed to 2022, due to illness.

Administrative Information

St Mary's church is situated in Green Lane, Wyke. It is now part of the Diocese of Leeds within the Church of England. The correspondence address is 6 Vicarage Close, Wyke, Bradford, BD12 8QW. Registered Charity number 1153194.

PCC members who have served at any time from 1 January 2021 until the date this report was approved are:

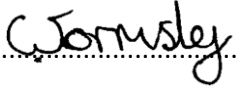
Ex Officio members:

| | |
|------------------|--|
| Incumbent: | The Revd. Lucy Wormsley (Chair) |
| Wardens: | Mr Bernard Lewis (Vice chairman), Deanery Synod rep. Mrs Margaret Roper |
| Licensed clergy: | The Revd. Margaret Lyons |
| Readers: | Mrs Susan Naughton Mrs Sylvia Percival |

Elected members:

| | |
|----------------------------------|---------------------|
| Mrs Evelyn Haigh (PCC Secretary) | |
| Mrs Gillian McQueen | Mrs Christine Haley |
| Mrs Dawn Moody | Mr Maurice Hodges |
| Mr John Roberts (Treasurer) | Mrs Gillian Watson |

Approved by the PCC on 22nd March 2022 and signed on their behalf by Bernard Lewis (PCC Vice Chair)

Signed..........

Date....25/04/2022.....

PAROCHIAL CHURCH COUNCIL OF ST MARY'S CHURCH, WYKE, BRADFORD

FINANCIAL STATEMENTS for the Year Ended 31 December 2021

Receipts and Payments Accounts

| | | Unrestricted General Funds | Designated & Restricted Funds | TOTALS 2021 | TOTALS 2020 |
|---|------|-------------------------------|-------------------------------------|--------------|--------------|
| | Note | £ | £ | £ | £ |
| RECEIPTS | | | | | |
| Voluntary receipts | | | | | |
| Planned giving | | 22151 | | 22151 | 23009 |
| Collection at services | | 1449 | | 1449 | 1484 |
| Collections - weddings, baptisms & funerals | | 263 | | 263 | 12 |
| All other giving/voluntary receipts | 3(a) | 6313 | 2780 | 9093 | 2567 |
| Gift Aid recovered | | 6425 | 461 | 6886 | 6317 |
| | | <u>36602</u> | <u>3241</u> | <u>39843</u> | <u>33389</u> |
| Fund Raising | 3(b) | 3313 | | 3313 | 1405 |
| Church Activities | 3(c) | 19881 | | 19881 | 14003 |
| | | <u>59796</u> | <u>3241</u> | <u>63037</u> | <u>48797</u> |
| PAYMENTS | | | | | |
| Diocesan parish contribution (Share) | | 29700 | | 29700 | 31700 |
| Fund Raising expenses | 4(b) | 418 | | 418 | 230 |
| Church activity expenses | 4(c) | 15286 | 844 | 16130 | 23159 |
| Missionary giving and donations | 4(a) | 5980 | 0 | 5980 | 2500 |
| | | <u>51383</u> | <u>844</u> | <u>52227</u> | <u>57588</u> |
| Excess of receipts over payments | | 8413 | 2397 | 10810 | -8792 |
| Cash at bank at 1 January | | 12185 | 7274 | 19459 | 28251 |
| | | <u>20598</u> | <u>9671</u> | <u>30269</u> | <u>19459</u> |
| Cash at bank at 31 December | | | | | |

Statement of Assets and Liabilities

| | | | | |
|--------------------------|--|--------------|-------------|--------------|
| Cash Funds | | | | |
| Barclays Current Account | | <u>20598</u> | <u>9671</u> | <u>30269</u> |
| | | | | <u>19459</u> |

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- Gift aid recoverable for the final quarter of the year amounts to £1526 and will be included in the 2021 Financial Statements.

3 Receipts

| | | | | |
|--|--|-------------|----------|-------------|
| a) All other giving/voluntary receipts | | | | |
| Donations - Messy Church | | 0 | 0 | 7 |
| Donations - church members and others | | 6313 | 6313 | 2200 |
| Grant - War Graves Commission | | 0 | 0 | 60 |
| Bradford South Scouts | | 0 | 0 | 300 |
| | | <u>6313</u> | <u>0</u> | <u>2567</u> |

| | Unrestricted General Funds | Designated & Restricted Funds | TOTALS 2021 | TOTALS 2020 |
|---|-------------------------------|-------------------------------------|--------------|--------------|
| | £ | £ | £ | £ |
| 3 Receipts (contd.) | | | | |
| b) Fund Raising | | | | |
| Beetle Drive | 0 | | 0 | 132 |
| Refreshments | 160 | | 160 | 31 |
| Spring Craft Fair | 0 | | 0 | 47 |
| Afternoon Tea | 780 | | 780 | 0 |
| Brass Band Concert | 915 | | 915 | 0 |
| Christmas Fayre | 530 | | 530 | 0 |
| Mary & Martha | 544 | | 544 | 0 |
| Murder Mystery | 342 | | 342 | 0 |
| Christmas Wreaths | 42 | | 42 | 20 |
| | <u>3313</u> | <u>0</u> | <u>3313</u> | <u>230</u> |
| c) Church Activities | | | | |
| Fees for Weddings and Funerals | 1799 | -700 | 1099 | 918 |
| Church Hall lettings - local community use | 7544 | | 7544 | 3207 |
| Mobile Phone Mast fees | 10538 | | 10538 | 9878 |
| | <u>19881</u> | <u>-700</u> | <u>19181</u> | <u>14003</u> |
| 4 Payments | | | | |
| a) Missionary giving and donations | | | | |
| Wyke Food Bank | 2500 | | 2500 | 0 |
| The Immanuel Project | 580 | | 580 | 0 |
| Church Homeless Trust | 1000 | | 1000 | 1000 |
| Mission partners in Guatemala | 900 | | 900 | 0 |
| Open Doors | 1000 | | 1000 | 1000 |
| Mary & Martha' in Outer Mongolica | 0 | | 0 | 500 |
| | <u>5980</u> | <u>0</u> | <u>5980</u> | <u>2500</u> |
| b) Fund Raising | | | | |
| Beetle Drive | 0 | | 0 | 132 |
| Refreshments | 73 | | 73 | 31 |
| Spring Craft Fair | 0 | | 0 | 47 |
| Afternoon Tea | 0 | | 0 | 0 |
| Brass Band Concert | 315 | | 315 | 0 |
| Christmas Fayre | 30 | | 30 | 0 |
| Mary & Martha | 0 | | 0 | 0 |
| Murder Mystery | 0 | | 0 | 0 |
| Christmas Wreaths | 0 | | 0 | 20 |
| | <u>418</u> | <u>0</u> | <u>418</u> | <u>230</u> |
| c) Church Activity Expenses | | | | |
| Clergy and staffing costs | 71 | | 71 | 352 |
| Cost of services, licences and subscriptions | 2061 | 64 | 2125 | 798 |
| Organ and piano maintenance | 0 | | 0 | 211 |
| Training and presentations | 76 | | 76 | 181 |
| Electricity - all buildings | 1152 | | 1152 | 1063 |
| Gas - all buildings | 3109 | | 3109 | 4345 |
| Water - all buildings | 240 | | 240 | 554 |
| Cleaning - all buildings | 2174 | | 2174 | 2172 |
| Church equipment and maintenance | 689 | | 689 | 2530 |
| Insurance - buildings, contents and liability | 2923 | | 2923 | 2934 |
| Church hall equipment and maintenance | 944 | | 944 | 138 |
| Security - all buildings | 0 | | 0 | 84 |
| Clock - maintenance and repairs | 180 | | 180 | 390 |
| Church grounds equipment and maintenance | 500 | 80 | 580 | 573 |
| Quinquennial Survey Fee | 0 | | 0 | 0 |
| Printing, photocopying and stationery | 874 | | 874 | 2195 |
| Telephone and internet expenses | 195 | | 195 | 458 |
| Independent Examiner Fee | 100 | | 100 | 100 |
| Youth Activities | 0 | | 0 | 4081 |
| Wedding Fees refunded | 0 | 700 | 700 | 0 |
| | <u>15286</u> | <u>844</u> | <u>16130</u> | <u>23159</u> |

5 RESTRICTED AND DESIGNATED FUNDS

The movement in these funds during the year were:

| | 1-Jan £ | Receipts £ | Payments £ | 31-Dec £ |
|---------------------------------|------------|---------------|---------------|-------------|
| Restricted Funds: | | | | |
| Church Fabric Fund | 697 | | | 697 |
| Church Grounds & Graveyard Fund | 665 | | -80 | 585 |
| Church Worship Fund | 64 | | -64 | 0 |
| Youth Club Fund | 2144 | | | 2144 |
| Parish Weekend Fund | 431 | | | 431 |
| Children & Young Peoples Fund | 1948 | | | 1948 |
| | 5949 | 0 | -144 | 5805 |
| Designated Funds: | | | | |
| Church Bells Fund | 625 | 3241 | | 3866 |
| Wedding Fees Fund | 700 | | -700 | 0 |
| | 7274 | 3241 | -844 | 9671 |

Restricted Funds:

The Church Fabric Fund represents donations from Gift Day appeals and individuals that can only be used for the maintenance and refurbishment of the general fabric of the church building and external lighting.

The Church Grounds & Graveyard Fund represents donations, fund raising and Gift Day appeals which can only be used for the maintenance of the church grounds and graveyard.

The Church Worship Fund is now closed

The Youth Club Fund represents grants and fund raising for the running of a community Youth Club.

The Parish Weekend Fund represents funds raised in support of previous parish weekends and can only be used for a similar purpose.

The Childrens and Young Peoples Fund was created as a restricted fund in 2014 as a result of incorporating Sunday School funds into these Financial Statements. All income and expenditure relating to children and young people activities are channeled through this fund.

Designated Funds (unrestricted):

The Church Bells Fund was created by the PCC in 2020 to hold donations and grants, etc. which will be required to repair the bells.

The Wedding Fees Fund was created by the PCC in 2020 to hold fees paid in advance for a wedding planned for 2021. Refunded in 2021 due to cancellation of wedding.