THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE EPIPHANY GIPTON, LEEDS

England & Wales · Charity number 1157658

Details

Other names	CHURCH OF THE EPIPHANY, GIPTON
Status	Registered
Legal form	Previously excepted
Registered	2014-07-01
Register	View on the Charity Commission register

Contact

Address	227 Beech Lane Leeds LS9 6SW
Phone	07471 314351

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: Church of the Epiphany is the Parish Church of Gipton in the Diocese of Leeds.We promote the whole mission of the church, pastoral, evangelical. social and ecumenical.We offer Christian worship and teaching and engage with the wider community for the Common Good.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Religious Activities, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

Geography

- Leeds City

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Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£30,586	£34,626	-	-
2023-12-31	£28,205	£39,699	-	-
2022-12-31	£30,043	£31,763	-	-
2021-12-31	£66,373	£80,962	-	-
2020-12-31	£38,641	£34,988	-	-

Trustees

Name	Role	Appointed
Batanai Rinomhota		2023-05-14
Gemma Victoria Fleury		2024-09-12
JILLIAN MARIE CAVASI		2019-04-07
Jill May Ryan		2022-11-14
John Mee		2024-04-28
MANDY JANE RUDDIMAN		2018-04-22
Marjorie A Bell		2024-04-28

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE EPIPHANY GIPTON, L

England & Wales - Charity number 1157658

Accounts

Annual Report of the Parochial Church Council of the Ecclesiastical Parish of the Epiphany, Gipton For the Year Ended 31st December 2024

Administrative Information

The Church of the Epiphany is situated in Beech Lane, Gipton, Leeds. It is in the East Leeds Deanery of the Diocese of Leeds within the Church of England. The correspondence address is 227 Beech Lane, Leeds, LS9 6SW. In addition to the Grade I listed church building, the PCC is also responsible for maintaining the church hall, attached to the church.

PCC members who have served from May 24 until this report was approved are:

Priest-in-Charge: The Reverend Gemma Fleury (licensed 12th September 2024)

Wardens: No Church wardens were elected

Ex-Officio Members: No Deanery Synod representatives were elected.

NB: All serve for 3 years with one third retiring each year (retirees are eligible for re-election)

Jan Ali (Licensed Lay Minister)	(until APCM 2026)
Jill Cavasi (Safeguarding Officer)	(Until APCM 2025)
Jill Ryan (Vice Chair)	(Until APCM 2025)
Chris Muir	(Until APCM 2026)
Batanai Rinhomota	(Until APCM 2026)
Marjorie Bell	(Until APCM 2027)
Mandy Ruddiman	(Until APCM 2027)
John Mee	(Until APCM 2027)

Christine Brett continued as the appointed treasurer and has regularly attended PCC meetings in a non-voting capacity.

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England.

The PCC operates under the Parochial Church Council Powers Measure as amended and Church representation rules that came into force on 2 January 1957 and is registered with the Charity Commission (No.1157658). PCC members are Trustees.

The method of appointment of PCC members is set out in 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 Epiphany PCC has a responsibility of co-operating with the Priest-in-Charge, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical.

The PCC is committed to enabling as many people as possible to worship at our Church, and to be introduced to and explore the Christian faith. Our life as a church community is grounded in prayer, Scripture, and receiving the Sacraments.

We try to enable ordinary people to live out their faith as part of our church community, through:

- Worship and prayer;
- Opportunities for learning and developing their knowledge about the Christian faith;
- Provision of pastoral care for people living in the parish; and
- Mission and outreach work.

To facilitate this work, it is vital that we maintain the fabric of both the Church and the Hall.

Priest-in-Charge's Report

It has been such a joy to join the worshipping community at the Church of the Epiphany. We have a beautiful church building, a functional church hall, and a warm community spirit. There are so many generous people in the church giving their time and talents, both in service to the Lord and to their neighbours.

I am looking forward to seeing where we can together develop and grow the church over the next year. Conversations throughout November, following our Vision Day, included many good and achievable suggestions. It was evident that many would like to see provision for children and youth in the church, as well as support given for new believers and enquirers. To pursue more avenues of singing and giving service to the local community was also a priority. Plans are in place to try and develop these ideas.

Christmas brought many – both young and old – into contact with the church. We had a very well attended carol service, with choirs from both Wykebeck Primary and St Nicholas' Catholic Primary Schools, as well as an enjoyable Crib Service. Plans are in place for learning and worship throughout Lent and Easter. We are further looking forward to some baptisms.

Sunday services have continued on the same pattern from before I arrived, with Holy Communion being conducted most Sundays, and a Service of the Word taking place on most third Sundays of the month. I would like to extend my heartfelt thanks to Jan for all that she does to serve and lead our community in worship.

The church hall continues to be a great asset, with uniformed organisations meeting on Mondays and Tuesdays, Zest Men's group on a Wednesday, and a new youth group being led on a Thursday by Leeds Youth Service. We are awaiting news on whether Space2 can continue its Thursday gardening group. The Pantomime this year was another great success, with many laughs to be had!

The Foodbank continues its important work every Tuesday morning, with a few more volunteers joining. Sadly, numbers of people needing this service are increasing, so any and every contribution is greatly appreciated.

I pray that we at the Church of the Epiphany will continue to grow in faith and fellowship, learning and hospitality, that we may be faithful witnesses to the wider community.

The Reverend Gemma Fleury
Priest-in-Charge

PCC report
Awaiting report.

Deanery Synod

There were 3 meetings of the East Leeds Deanery Synod in 2024. All meetings begin with worship and include an introduction about the host church, news of appointments and elections and a Deanery roundup where Synod representatives can give news from their church. The treasurer reported that as all parishes had paid the £10 subscription requested in 2023 by the Deanery, there would not need to be another subscription levied until 2025.

1st February 2024 at St. Wilfrid's Church, Harehills
Speaker: Rev. Jude Smith, Diocesan Director of Church Revitalization and Diocesan lead for Barnabas.
'Encouraging Confidence' Summary of presentation:-
· Barnabas initiative for missional initiatives, buildings, equipping clergy and lalty, leadership training
· Society is changing, so the church needs to change its availability to meet this – for instance service times. Think outside the box, no need to be afraid of change
· What stops us, what hinders us? – all have something to give, we have more to offer than we think, examples of churches and their outreach into community and other groups. We need as a church to be authentic.
· What can help? – prayer, being intentional, using the diagnostic tool (available from Diocesan web site) encouraging personal growth and leadership. Courses are available to enable this
· Diocesan web site has information and a building fund is shortly to be available for church repair.

1st May 2024 at St. Richard's Church, Seacroft
Guest Speaker – Bishop Arun
'East Leeds Revival'
'The Church of God doesn't so much have a mission as the mission of God has a church' Steven Bevan Newbiggin lecture 2018
The Diocesan strap line – 'Confident Christians, Growing churches, Transforming communities'
Bishop Arun spoke of the great revivals on the Isle of Lewis and in Wales and then went on to speak of the ambition for revival in the churches in the East of Leeds. There has been a significant decline in church attendance, certainly since the Covid pandemic.
Three interim priests are to be appointed to parishes in East Leeds – one already in post. St George's Church looking to undertake a church plant in East Leeds in 2025.

Questions asked by Deanery:-
· What funding available from the National Church?
· How can the Diocese be more proactive to obtain the funding?
The Diocese has so far received up to 30 million from National Church and further funding will be available but the bids must ensure that there is the intentional desire by churches to grow. Parishes will be listened to for their needs. Rob Street recently appointed to visit parishes to research need.
Criteria for funding:-
· Where is the greatest opportunity to establish and younger more diverse church
· How to live out our calling as missionary disciples?
· Establishment of a mixed economy and adding new churches

16th October 2024 at the Church of the Epiphany, Gipton
Rev Gemma Fleury, licensed on 12th September 2024 as Priest in Charge of Epiphany Church was welcomed by the Area Dean to her first East Leeds Deanery Synod meeting.
A focus on the following questions:-
· What is great about your parish?
Answers: the people, multicultural, outreach, community in village, a lot happening, permission to spread the gospel, missional opportunities.
· How could it be better?
Answers: more pre-school work, how we use volunteers, intentional about mission, reaching out to the community, re-engaging with the community, bigger church bell.
· What could it look like in 10 years time?
Answers: BCP prayer book choral service every week, no pews, change of culture, reaching out, keeping church open, change in Diocesan deployment of clergy, churches working together, partnerships.
Guest Speaker: Revd. Canon Paul Maybury, Coordinator for Spirituality in Leeds Episcopal Area and Rector of Leeds Minster.
Spoke on Spiritual Direction and the importance and place of prayer in our churches.

There were also 2 meetings of the Leeds Episcopal Area Forum (where the Deaneries meet together) held centrally at St. George's Church, Leeds

12th March 2024
Saving Creation Saving Creation Starting your church's journey.
Jemima Parker Environment Officer for the Diocese of Leeds
How is climate change affecting your congregation and community now?
What does the gospel look like in the context of a climate and ecological emergency? •
Becoming an Eco Church

12th November 2024
Part one: Encouraging Lay Ministry
Helen Collings, Lay Training Team Leader
·Stuart Ward (lay chair South Leeds deanery; Lay Pastoral Minister and Occasional Preacher)
20.45 Part two: Developing Deployment – vacancy reviews (Archdeacon Paul)
A similar programme of 3 East Leeds Deanery Meetings and 2 Area Forums are planned for 2025.
In addition, the East Leeds Deanery is planning a Deanery Service.

Christine Brett
East Leeds Deanery Synod Representative

Safeguarding Report

This year we have worked towards achieving the standards on the Church of England Safeguarding Dashboard. Several members of the Church have competed Basic and Foundation Safeguarding training independently and we held a group session attended by 3 members of the congregation.

We have worked alongside the Parish Safeguarding Team as required over the past year.

Jill Cavasi
Parish Safeguarding Officer

Church Fabric Report

The Church

CCTV cameras have been fitted covering the main entrance and car park as well as the North West side of the Church near the boiler room.
The Church and hall have now got intruder alarms.
Thanks are due to Jan Ali for applying for the funding and liaising with the contractors.

Following last years vandalism the lower windows around the east end are still boarded until funding and agreement as to their replacement is in place.

The decision to replace the main doors is still on hold until funds are available.
All the exterior doors are in poor condition.

Internally the east wall of St Nicholas's Chapel still needs attention.

All the fire extinguishers and some maintained emergency lights were checked and replaced as necessary.

The gas boiler was checked and serviced

The Hall

The main hall fluorescent lights by the stage were replaced with LED lights and a quote was obtained to replace the remaining lights in the future. Faulty lights in the kitchen and toilets were replaced. The main heater by the door into the hall was repaired.

As previously noted, the main hall fire doors at the rear are in a poor condition.

Outside a tree was cut down as it was damaging the fence and obstructing the path.

Richard Naylor
Property

Treasurer's Report

2024 was my third year as Treasurer for Epiphany Church and again I have to thank the team who share the load and help ensure the financial arrangements run smoothly. This was particularly valuable while the church was in vacancy until Rev Gemma Fleury was licensed on 12th September 2024.

Financial Reports

1. The Statement of Assets and Liabilities Report

This Report shows:

a) the two places where the Church's money is stored;

- the Bank Current Account (Virgin Money);
- the savings account (CCLA – CBF deposit account);

The bank current account at the end of December 2024 was comparable with the previous year but only because £5000 was transferred from the savings account in April 2024 to ensure the church could meet its monthly expenditure.

b) Liabilities. These are monies held by or collected by the church, that belong to other agencies (effectively the church acts as Agents for them). At the end of 2024 this account held £22 for Diocesan fees.

c) a breakdown of the money held by the church. This year you can see that there was a further reduction from £9,649 to £6,213 unrestricted funding (money that can be used for the day-to-day work), at the end of the financial year.

2. The Receipts and Payments account (Statement of Financial Activities) provides:

a) a breakdown of the money that was received and paid out in 2024. It shows that £30,595 was received and £34,628 spent this year. The shortfall in income of nearly £4,000 was considerably less than in 2023 but still concerning that the church was relying on dwindling reserves for its day-to-day expenditure.

b) the transfer of fund between accounts.

This year £4,100 was transferred from the unrestricted funds to the Designated funds for Church and Hall repair costs. This together with £914.94 carried forward in this fund from 2023 meant that routine repairs and replacements could be financed.

£69.20 was transferred from the designated Legacy fund to the unrestricted General fund. The transfer was agreed by the PCC on20th November 2024 because this fund was no longer required.

Analysis of the Receipts and Payments Account - which breaks the report down into more detail - will be available on request at any time.

Income in 2024:

My thanks go to everyone at Epiphany for your continuing commitment to Stewardship and the giving of your time and talents to keep the church running in 2024.

Stewardship was encouraging with a 6% increase in income including cash collections for which gift aid can be claimed.

Gift aid receipts amounting to £5,431 were double those in 2023 but they did include some from 2023 and up to 31st August 2024

A generous and very welcome donation of £1,500 was received from Metro Goldwyn Gipton ticket sales for their pantomime Snow White and the Seven Dwarfs

However, the income from hall rents reduced by 8%. Although £1,165 income for the use of the hall in 2024 was outstanding at the Year End, it is usual for bills for the last quarter to be paid early in the following year.

Whilst there were variations in individual categories overall income was in line with the budget agreed at the beginning of the year.

3 restricted one-off grants were received in 2024

- £2000 from the Diocese of Leeds Church Building fund towards the replacement of the church hall windows vandalised in November 2023.
- £200 MICE grant from local Councillor Salma Arif towards the cost of the donkeys at the Gipton Get Together at Epiphany on 29th June 2024.
- £250 from South Leeds and East Foodbank towards heating costs.

Expenditure in 2024

A major priority for the PCC and congregation is paying its Parish Share to the Diocese. In 2023 it was paid in full. In 2024 it increased to £21,744. It is by far the largest call on the church's finances and the only expenditure that can be flexed.

Therefore in 2024 £13,790 amounting to 63% of the Share request was paid. Epiphany is not by any means the worst payer in the Deanery or the Diocese.

Grant funding for CCTV on the on the church was agreed in 2023 and the installation was completed in 2024.

Replacement windows in the church hall were installed with additional protection from polycarbonate and security grilles. A £2000 grant from the Diocese and £1,865 from the Insurance Company did not however cover the full costs.

Furthermore, the replacement of several fire extinguishers plus improvements to the sound system at a combined cost of £1700 placed further pressure on the church's financial position.

Utility costs increased by 40% compared with 2023.

Hence it was necessary to transfer £5,000 from the investment account to the General Fund in May in order to maintain a reasonable balance to ensure day to day running costs could be paid.

Maintenance contracts with various companies were continued in order to ensure that the church and hall were well looked after.

Replacement of the church main doors was again deferred due to the difficulties in find an approved manufacturer and fitter for the grade 1 listed building.

The PCC agreed that the charitable giving for 2023 should be to Christian Aid so donations amounting to £210and held in Agency funds £210 was paid in 2024.

For 2025:

The PCC agreed that the collection from the Carol Service and donations in lieu of Christmas cards in December 2024 should be earmarked in 2025 for contributions towards the Foodbank and Parish Pantry at Epiphany to be spent at the discretion of the Vicar.

At 1st January 2025 the church had unrestricted reserves in the General Fund of £6,213.89 compared with £9649.87 at 1st January 2024. Whilst this decline is not a good start, there are 13 regular standing orders and another 3 regular givers through the envelope scheme. If giving

continues at this level then Stewardship income should be £2000 higher than in 2024 and this means that there will be more Gift Aid claimed.

The church is facing increased costs in both the running of the church and hall. Therefore, the PCC agreed a 10% increase to the rates for hiring the church hall and an increase in heating charges for weddings and funerals in the church in winter.

However current income only meets routine expenditure if the Parish Share request of £20,804 for 2025 is not paid in full.

The Quinquennial survey at an anticipated cost of £1,110 is due in 2025. The outcome of this will undoubtedly have expenditure implications.

The main doors to the church need to be replaced. A legacy of £6500 is held in designated (but not restricted) reserves for this purpose.

The small church windows will be replaced (boarded up since the vandalism in November 2023 whilst awaiting a specialist handmade glass supplier). The Insurance Company will pay £4,692 – the cost of the replacement glass. The protective polycarbonate window coverings will cost £3,228 and it is hoped a Diocesan building grant will cover this. If not, then the PCC agreed it would be covered from the restricted building fund. There are plans to apply to claim back the VAT amounting to £1,320.

In order to support a healthy cash flow balance, especially whilst window works are undertaken (there will be a time lag between expenditure and grant/insurance income), the PCC agreed to a small monthly Parish Share payment from January 2025. This payment will be reviewed at PCC meetings in 2025 and payments increased if possible. It is the intention to pay as much Parish Share as possible.
Applications for grants to improve the facilities offered by Epiphany church will also be actively explored so that the hall is an attractive venue for church outreach activities and for potential users. More use of the church hall by external groups would generate income and ease the pressure on the church's finances.
The PCC and Finance Team will be carefully overseeing the cash flow of the Church to ensure it remains financially solvent and not at risk of being unable to meet its obligations

Accounting Policy:
The Accounts have been prepared on a 'Receipts and Payments' basis, which means that transactions are accounted for as money is received or spent, rather than accruals accounting.

Funds:
The accounts are separated into various pots of money, for general, designated or restricted use;

General funds are for the day-to-day running of the Church and Hall.
Designated funds are those pots of money that are set aside from the general funds, to use for a specific purpose.
Restricted funds are those which must be used for a very specific purpose, for example grants or donations for specific things.

The following table explains what the various funds are:

Type of fund	Name of fund	Purpose
Unrestricted	General	Day-to-day running costs
Designated	BF-Des	£200 each month is saved in this account to put towards Repairs. Sometimes this needs to be increased if there is additional expenditure required.
Designated	BSA-Des	Buildings Special Appeal, where donations from the congregation towards the new boiler were saved and the balance reserved to use for further building projects. Rev Nouwen's legacy of £6500 towards the replacement of the church external doors was added to this fund in 2022.
Designated	Legacy	Money left in legacy. For the replacement of the items used in Communion. Necessary purchases were made and the balance remained here until the PCC agreed it was no longer required so the money was transferred to the General Fund.
Restricted	BF – Res	This is where Grant money for large building works is held. Currently it has a small balance of VAT reclaimed.
Restricted	One-off grants	This is where small one-off grants received during the year are held.

Reserves Policy:
The PCC aims to keep between 3 and 6 months running costs in the bank at all times. This is a minimum of £8,000 and a maximum of £18,000, in the general funds. This ensures that the Church is able to meet its running costs for 3 months.

The total free reserves at the year-end were £16,411.52 comprising 6,213.89 in the unrestricted General Fund and £10,197.63 which has been designated towards a variety of purposes as set out in the table below.

Movement of funds:
This table shows the movement of money between the funds

Fund and type	Fund balances brought forward from 2023	Incoming resources	Outgoing resources	Transfers	Fund balances carried forward to 2025
Unrestricted – General Fund	9,649.87	28,135.78	27,540.96	(4,100.00) 69.20	**6,213.89**
Designated – Building Fund	914.94	0.00	4635.31	4,100.00	**379.63**
Designated –	9,818.00	0.00	0.00	0.00	**9,818.00**

Building Special Appeal Fund					
Designated – Legacy	69.20	0.00	0.00	(69.20)	**0.00**
Restricted – Building Fund	3,551.25	0.00	0.00	0.00	**3551.25**
Restricted – One-off grants	0.00	2,450.00	2,450.00	0.00	**0.00**
TOTALS	**24,003.26**	**30,585.78**	**34,626.27**	**0.00**	**19,962.77**

Whilst the PCC remains committed to paying what Parish Share it can and in 2025 is working towards paying it in full, this is not a legal obligation and therefore, the trustees are confident that, if necessary, they can flex the amount of Parish Share paid over the next 12 months to ensure the charity remains a Going Concern.

This report and the accounts were approved by the PCC on 12th March 2025

Appendix 1 Receipts and Payment Account (Statement of Financial Activities) for the period 01 January 2024 to 31 December 2024

Appendix 2 Statement of Assets and Liabilities as 31 December 2024

Appendix 3 Independent Examiner's Report

21.03.2025

Church Of The Epiphany

Statement of Financial Activities

For the period from 01 January 2024 to 31 December 2024

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	8,759.51	—	—	—	8,759.51	8,061.01
Collections and other giving	1,871.76	—	—	—	1,871.76	2,763.16
Other voluntary receipts	1,720.00	—	—	—	1,720.00	5,474.50
Gift Aid recovered	5,431.24	—	—	—	5,431.24	2,470.24
Other receipts	1,865.00	—	2,450.00	—	4,315.00	200.00
Activities for generating funds	655.17	—	—	—	655.17	626.75
Investment Income	885.00	—	—	—	885.00	710.95
Receipts from church activities	6,948.10	—	—	—	6,948.10	7,898.40
Total receipts	**28,135.78**	**—**	**2,450.00**	**—**	**30,585.78**	**28,205.01**
Payments						
Cost of generating funds	50.00	—	200.00	—	250.00	303.46
Missionary and Charitable Giving	—	—	—	—	—	157.70
Parish Share	13,790.00	—	—	—	13,790.00	21,132.00
Clergy and Staffing costs	96.76	—	—	—	96.76	342.96
Church Running Expenses	6,125.15	1,678.30	125.00	—	7,928.45	9,147.06
Hall Running Costs	7,179.05	2,957.01	2,125.00	—	12,261.06	8,315.55
Governance Costs	300.00	—	—	—	300.00	300.00
Total payments	**27,540.96**	**4,635.31**	**2,450.00**	**—**	**34,626.27**	**39,698.73**
Net incoming / outgoing resources before transfer	**594.82**	**(4,635.31)**	**—**	**—**	**(4,040.49)**	**(11,493.72)**
Transfers						
Gross transfers between funds - in	2,069.20	6,100.00	—	—	8,169.20	—
Gross transfers between funds - out	(6,100.00)	(2,069.20)	—	—	(8,169.20)	—
Net incoming / outgoing before other gains / losses	**(3,435.98)**	**(604.51)**	**—**	**—**	**(4,040.49)**	**(11,493.72)**
Other recognised gains / losses						
Net movement in funds	**(3,435.98)**	**(604.51)**	**—**	**—**	**(4,040.49)**	**(11,493.72)**
Reconciliation of funds						
Total funds brought forward	**9,649.87**	**10,802.14**	**3,551.25**	**—**	**24,003.26**	**35,496.98**
Total funds carried forward	**6,213.89**	**10,197.63**	**3,551.25**	**—**	**19,962.77**	**24,003.26**

21.03.2025.

Church Of The Epiphany

Statement of Assets and Liabilities (by code)
As at: 31 December 2024

Class and nominal code		General	Designated	Restricted	Endowment	Total	Last year
Current assets - Current assets							
6501 : Bank current account		3,571.39	31.63	2,232.01	—	5,835.03	5,949.02
6510 : CCLA (CBF) deposit account		2,642.50	10,166.00	1,297.24	—	14,105.74	18,220.74
6590 : Cash in hand		—	—	—	—	—	—
6591 : Mustard Seed - Cash Account		—	—	—	—	—	—
	Totals	**6,213.89**	**10,197.63**	**3,529.25**	—	**19,940.77**	**24,169.76**
Liabilities - Liabilities							
6601 : Loans received		—	—	—	—	—	—
6699 : Agency collections		—	—	(22.00)	—	(22.00)	166.50
	Totals	—	—	**(22.00)**	—	**(22.00)**	**166.50**
Represented by							
Unrestricted - General		6,213.89	—	—	—	6,213.89	9,649.87
Designated - BF-Des		—	379.63	—	—	379.63	914.94
Designated - BSA-Des		—	9,818.00	—	—	9,818.00	9,818.00
Designated - Dynamo		—	—	—	—	—	—
Designated - Legacy		—	—	—	—	—	69.20
Designated - Special		—	—	—	—	—	—
Restricted - Arts		—	—	—	—	—	—
Restricted - BF-Res		—	—	3,551.25	—	3,551.25	3,551.25
Restricted - CT		—	—	—	—	—	—
Restricted - DEG		—	—	—	—	—	—
Restricted - Heal		—	—	—	—	—	—
Restricted - MU		—	—	—	—	—	—
Restricted - MYP		—	—	—	—	—	—
Restricted - OneOff-Res		—	—	—	—	—	—
	Totals	**6,213.89**	**10,197.63**	**3,551.25**	—	**19,962.77**	**24,003.26**

21.03.2025.

The Parochial Church Council Of The Ecclesiastical Parish Of

Independent examiner's report to the trustees of The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024.

Responsibilities and basis of report
As the charity trustees 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 charity's accounts as carried out under section 145 of the 2011 Act. 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 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
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.

Signed: ..... Name: Simon Bostrom FCIE

21/3/2025

West Yorkshire Community Accountancy Service CIO
Stringer House
34 Lupton Street
Leeds
LS10 2QW

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE EPIPHANY GIPTON, L

England & Wales - Charity number 1157658

Accounts

Annual Report of the Parochial Church Council of the Ecclesiastical Parish of the Epiphany Gipton
For the Year Ended 31st December 2023

Administrative Information

The Epiphany Church is situated in Beech Lane, Gipton, Leeds 9. Up to November 2022 it was in the Allerton Deanery of the Diocese of Leeds within the Church of England. On reorganisation of the Deanery structure, it became part of East Leeds Deanery.
The correspondence address is 227 Beech Lane, Leeds, LS9 6SW.

When the Vicar retired in July 2023, the church's website at www.epiphanyleeds.wordpress.com was deleted.
The church maintains a Facebook page https://www.facebook.com/epiphanygipton

PCC members who have served from the APCM on 14th May 23 until this report was approved are:

Vicar: The Reverend Canon Kathryn Fitzsimons retired on 26th July 2023 and since then the church has been in vacancy.

Wardens: No Church wardens were elected

Ex-Officio Members: No Deanery Synod representatives were elected

Elected Members () = aspects of responsibility

NB: All serve for 3 years with one third retiring each year (retirees are eligible for re-election)

Jan Ali (Licensed Lay Minister and Chair)	(Until APCM 2026)
Chris Muir	(Until APCM 2026)
**********	
Mandy Ruddiman	(Until APCM 2024)
**********	
Jill Cavasi (Safeguarding Officer)	(Until APCM 2025)
Jill Ryan (Vice Chair)	(Until APCM 2025)
Batanai Rinhomota	(Until APCM 2026)

Christine Brett was appointed treasurer and attends PCC in a non-voting capacity.

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England.

The PCC operates under the Parochial Church Council Powers Measure as amended and Church representation rules that came into force on 2 January 1957 and is registered with the Charity Commission (No.1157658). PCC members are Trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

As well as the **Standing Committee** (the only committee required by law, having powers to transact the business of the PCC between its meetings, subject to any direction given by the Council) the PCC has appointed the following committees:

Finance Committee
Property Committee
Worship Committee
Other groups meet as appropriate to carry out the mission and ministry of the Church

Objectives and Activities

The Epiphany PCC has a responsibility of co-operating with the Vicar, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical. Whilst the Church is in vacancy the PCC co-operates with the East Leeds Area Dean and Archdeacon of Leeds

The mission focus of the church of the Epiphany is captured in the
Vision for Mission Statement and in the Mission Action Plan

We aspire to be a welcoming, inclusive and open church that is focused on following in the Way of Jesus and, through the power of the Holy Spirit, supporting God's mission in Gipton through being a Worshipping Community, a Learning Community and a Serving Community.

These have not changed whilst the church is in vacancy.

PCC Chair's Report
I echo the introduction by the Vicar to her report for 2022. This has been a year of challenges surrounded by hope and we give thanks to God for grace as we travelled through the year.

A vacancy is never an easy time for a PCC but the members have worked hard to ensure that church life has continued and exciting plans have been made for 2024.

We continue to look for new members to build on the strengths of our PCC.

All procedures have been followed including preparing a Parish Profile to accompany the advert for a replacement incumbent. The Vacancy is being advertised as an interim post for 3 years to work as part of a team to build a vision and plan for the East Leeds Revival. To date the post has been advertised twice without success, a third advert will be placed after Easter, in the meantime we are working with Oakwood Church and the Archdeacon on various aspects of the role.

The Vicarage is being managed by property guardians appointed by the Diocese.

A new church email Epiphanychurch@outlook.com was set up, monitored by the PCC Chair and Treasurer. A mobile telephone 07471314351 replaced the Vicarage landline.

Worship at Epiphany
Sunday worship has continued in person throughout 2023. Thank you to Reverend Bridget Hawkins for sharing worship with us and to Jan Ali our Licensed Lay Minister who continues to provide regular services of the Word. Our children worship with us and the Roots subscription has been continued to provide activities for them

Jan Ali has arranged visiting preachers for Holy Communion services that would normally be taken by the incumbent. These have included as well as retired priests, Bishop Nick Baines, Bishop Arun Arora and Archdeacon Paul Ayres.

There is an inclusive worship rota and task list · People are encouraged to take on roles.
We began Lent by sharing the Ash Wednesday Service at Oakwood Church.

In Holy Week we had a wonderful fish and chip supper to mark Jesus final meal with his disciples followed by evening prayer, a vigil and compline. This was the second time we had shared food together since 2019 and again was a very special occasion.

Carols around the tree was again a highlight of our Christmas worship.

Learning at Epiphany
We have paused our regular bible study sessions but continue to share a regular reflection by email and our weekly notice sheet has many interesting facts this year, our thanks go to John Mee for producing the entertaining weekly bulletin.

Service at Epiphany
We continue to work with the Trussell Trust to offer Foodbank on Tuesday mornings. Sadly numbers continue to increase.
Richard Naylor, the manager, for Epiphany, liaises with the office and works with the team of 8 volunteers to ensure we keep up this valuable service.

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Activities in the Church Hall continue which provide both an income stream for the church and also the opportunity to build relationships with different groups. Working with Zest and Space 2 we were again able to offer a number of community events together. These included:

- The Great Get Together in June took place in the community garden – the donkeys were very popular!
- Heritage Open day
- The Christmas event was really well attended both stalls and activities creating a very joyful atmosphere.

The Pantomime group Metro Goldwyn Gipton held its first pantomime – Treasure Island - since 2019. It uses the church hall free of charge for rehearsals (in return a donation is made from ticket sales to church funds), keeps ticket prices very low at £5 per person and is well supported.

The church grounds provide a community garden and bench and these are both well used by the local community.

PCC report
The PCC met five times during 2023 with an average attendance of 50 %.

PCC committees met at appropriate intervals between PCC meetings and reported back when necessary.

The PCC would like to express their appreciation and great thanks to Kathryn our Vicar before her retirement, Jan our Lay Minister and all who have contributed to the smooth running of services and church activities during 2023.

Deanery Synod
The treasurer, Christine Brett, is a Deanery Synod representative for Oakwood Church and reports that:

During 2023, our local Deanery Synod has met five times. This has been three times as the East Leeds Deanery, and twice as a joint synod forum of all the deaneries in the Leeds Episcopal area.

At the meeting in June The Revd. Kathryn Fitzsimons, gave a presentation on Poverty in East Leeds, from her experiences as Vicar at Epiphany and Oakwood Church and former Urban Officer in Diocese of Ripon and Leeds, highlighting Jesus saying; being salt & yeast in the Kingdom & "the poor you will always have with you".

Safeguarding
There was one safeguarding incident in 2023, which was recorded and managed by Revd. Kathryn Fitzsimons who liaised with myself as Safeguarding Officer. The incident was resolved.

Jill Cavasi Safeguarding Officer

Property report

CHURCH
Again there were quite a few occasions of vandalism and fly tipping during the year all of which were reported with crime numbers allocated.

The ground floor windows of the church were all broken in a series of consecutive incidents. Unfortunately film from the two security cameras on the Vicarage giving coverage to the car park and the main Church entrance doors was inconclusive in tracing the perpetrators.

Advice from the insurance company and the Police has been unrealistic for a place of Worship in proposing a 6 foot high security fence with padlocked gates.

Whilst boarding up took place immediately in November, the fitting of replacement glass is on hold while discussions take place with the Diocesan Advisory Committee on how we can better secure them taking into account the Grade 1 listing of the church.

The application by Jan Ali to a Home Office scheme for security improvements to places of worship was successful and CCTV should be placed on the church in 2024.

HALL
The kitchen door leading to the main hall was replaced in 2023 as planned and replacement lights were fitted in the kitchen.

The front ground floor windows of the hall were all broken in the series of consecutive incidents at the same time as the church.

Whilst boarding up took place immediately in November, the fitting of replacement glass and grills will not be completed until 2024 as they have to be made to measure.

The flags from the carpark to the church hall were repaired.

Uniformed Groups Report
Rainbows, Brownies, Guides, Beavers, Cubs and Scouts continued to meet in the church halls.

From the Treasurer
2023 was my third year as Treasurer for Epiphany Church and again I have to thank the team who share the load and help ensure the financial arrangements run smoothly.

- Above all I am indebted to Jill who has been so generous with her time and shown unfailing patience in answering my queries, particularly as I took over claiming gift aid from HMRC.
- Jill Cavasi, Jan Ali Kathryn Fitzsimons and then after Kathryn's retirement, Jill Ryan met with me as a Finance team,
- Mandy Ruddiman co-ordinated the bookings for the Church Hall so I could invoice as appropriate.
- The PCC members to whom I am accountable.

Whilst 2022 saw a gradual return to stability in terms of church services, increasing use of the hall facilities and more opportunities to build relationships with the local community, 2023 was marked by the retirement of the Vicar, Kathryn Fitzsimons in July. Since then the church has been in vacancy and this has impacted as the number of weddings, funerals and baptisms reduced.

The greater impact however has been on the faithful worshippers and on the small team dedicated to maintaining the church ready for its new incumbent.

Financial Reports

1. The Statement of Assets and Liabilities Report

This Report shows:

a) the two places where the Church's money is stored;

- the Bank Current Account (Virgin Money);
- the savings account (CCLA – CBF deposit account);

The bank current account at the end of December 2023 was £10,000 less than at the end of the previous year. £5000 was transferred from the savings account in December 2003 to ensure the church could meet its monthly expenditure.

b) Liabilities. These are monies held by or collected by the church, that belong to other agencies (effectively the church acts as Agents for them). At the end of 2023 this account held £170.50 for Christian Aid to be paid to Chirstian Aid in 2024.

c) a breakdown of the money held by the church. This year you can see that there was a considerable reduction to £9649.87 unrestricted funding (money that can be used for the day-to-day work), at the end of the financial year.

2. The Receipts and Payments account (Statement of Financial Activities) provides:

a) a breakdown of the money that was received and paid out in 2023. It shows that £28,205.01 was received and £39,698.73 spent this year. The comparable figures for 2022 were income £41,034.80 and expenditure £38,410.90.

b) the transfer of fund between accounts.

- This year £2,400 was transferred from the unrestricted funds to the Designated funds for Church and Hall repair costs. This together with £3,866.36 carried forward in this fund from 2022 meant that routine repairs and replacements could be financed together with the additional costs caused by vandalism incidents to the church, hall and grounds.

Analysis of the Receipts and Payments Account - which breaks the report down into more detail - will be available on request at any time.

Income in 2023:
My thanks go to everyone at Epiphany for your continuing commitment to Stewardship and giving of your time and talents to keep the church running in 2023.

As anticipated when setting the budget for 2023 income reduced compared to the previous year. Planned giving and cash collections reduced. Other income streams also reduced including income from legacies, grants, gift aid recovered and weddings booked.

Income from rents for using the church halls increased only slightly despite an increase in rates largely because of a reduction in ad hoc bookings e.g. parties, perhaps a reflection of the increase in the cost of living.

Other receipts in 2022 were

- a one-off grant of £200 from South Leeds and East Foodbank towards heating costs

We received one legacy of £2000 in 2023. This went into the unrestricted General Fund.

We also received some generous donations including £1000 from Roundhay St. John's Church and £1,300 from Metro Goldwyn Gipton ticket sales for their pantomime Treasure Island.

Expenditure in 2023
A major priority for the PCC and congregation is paying its Parish Share to the Diocese. **In 2023 it was paid in full.** But the increase compared to 2022 accounted for the increase in overall expenditure.

Church and Hall running expenses from the General Fund were maintained at a similar level to 2022. This was primarily due to the Diocesan Energy Grant of £2,250 towards heating costs, received at the end of 2022 and restricted in its use.

Maintenance contracts with various companies were continued in order to ensure that the church and hall were well looked after.

There were six incidents of vandalism to the windows in the church hall and church in November 2023. In addition there was fly tipping in the church garden, graffiti to the Church's Foundation Memorial Stone and damage to the flagstones leading from the carpark to the church hall. Although the necessary expenditure was met from the designated building fund, significant pressure was placed on the cashflow necessitating a transfer of £5000 from the Deposit account to the Current bank account in December 2023.

A new fire door was fitted between the kitchen and large hall.

Replacement of the church main doors was deferred due to the difficulties in find an approved manufacturer and fitter for the grade 1 listed building.

The PCC agreed that the charitable giving for 2022 should be to WYDAN so the donation of £157.70 was made in January 2023.

For 2024:
The Parish Share in 2024 has increased to £21,744. It is by far the largest call on the church's finances.

The church is facing increased costs in both the running of the church and hall. Therefore the PCC agreed a 10% increase to the rates for hiring the church hall and an increase in heating charges for weddings and funerals in the church in winter.

Applications for grants to improve the facilities offered by Epiphany church will be actively explored.

Grant funding for CCTV on the on the church was agreed in 2023 and the installation should be completed in February 2024.

The PCC approved a deficit budget for 2024 that included paying the Parish Share of £21,132.00 in full but would entail using available reserves. However the impact of the church being in vacancy, plus rising costs for the church and the cost of living impacting on giving to the church will place significant pressure on the ability to pay the Parish Share in full.

The PCC and Finance Team will be carefully overseeing the cash flow of the Church to ensure it remains financially solvent and not at risk of being unable to meet its obligations.

Accounting Policy:
The Accounts have been prepared on a 'Receipts and Payments' basis, which means that transactions are accounted for as money is received or spent, rather than accruals accounting.

Funds:
The accounts are separated into various pots of money, for general, designated or restricted use;

General funds are for the day-to-day running of the Church and Hall.

Designated funds are those pots of money that are set aside from the general funds, to use for a specific purpose.

Restricted funds are those which must be used for a very specific purpose, for example grants or donations for specific things.

The following table explains what the various funds are:

Type of fund	Name of fund	Purpose
Unrestricted	General	Day-to-day running costs
Designated	BF-Des	£200 each month is saved in this account to put towards Repairs. Sometimes this needs to be increased if there is additional expenditure required.
Designated	BSA-Des	Buildings Special Appeal, where donations from the congregation towards the new boiler were saved and the balance reserved to use for further building projects. Rev Nouwen's legacy of £6500 towards the replacement of the church external doors was added to this fund in 2022.
Designated	Legacy	Money left in legacy. For the replacement of the items used in Communion. Necessary purchases were made and the balance remains here.
Restricted	BF – Res	This is where Grant money for large building works is held. Currently it has a small balance of VAT reclaimed.
Restricted	One-off grants	This is where small one-off grants received during the year are held.
Restricted	DEG	Diocesan Energy Grant to help with Epiphany's energy costs in 2023

Reserves Policy:

The PCC aims to keep between 3 and 6 months running costs in the bank at all times. This is a minimum of £8,000 and a maximum of £18,000, in the general funds. This ensures that the Church is able to meet its running costs for 3 months.

The total free reserves at the year-end were £20,451.51 comprising £9,649.87 in the unrestricted General Fund and £10,801.64 which has been designated towards a variety of purposes as set out in the table below.

Movement of funds:
This table shows the movement of money between the funds

Fund and type	Fund balances brought forward from 2022	Incoming resources	Outgoing resources	Transfers	Fund balances carried forward to 2023
Unrestricted – General Fund	15,942.17	28,005.01	31,897.31	(2400.00)	**9,649.87**
Designated – Building Fund	3,866.36	0.00	5,351.42	2,400.00	**914.94**
Designated – Building Special Appeal Fund	9,818.00	0.00	0.00	0.00	**9,818.00**
Designated – Dynamo Closed 31st Dec 2022					**0.00**
Designated – Legacy	69.20	0.00	0.00	0.00	**69.20**
Restricted – Arts Closed 31st Dec 2022					**0.00**
Restricted – Building Fund	3,551.25	0.00	0.00	0.00	**3551.25**
Restricted – Healing Closed 31st Dec 2022					**0.00**
Restricted – Mothers Union Closed 31st Dec 2022					**0.00**
Restricted – Mission with young people Closed 31st Dec 2022					**0.00**

Restricted – One-off grants	0.00	200.00	200.00	0.00	**0.00**
Restricted – Diocesan Energy grant	2,250.00	0.00	2,250.00	0.00	**0.00**
TOTALS	**35,496.98**	**28,205.01**	**39,698.83**	**0.00**	**24,003.26**

Whilst the PCC remains committed to paying what Parish Share it can and in 2024 is working towards paying it in full, this is not a legal obligation and therefore, the trustees are confident that, if necessary, they can flex the amount of Parish Share paid over the next 12 months to ensure the charity remains a Going Concern.

This report and the accounts were approved by the PCC on 28th March 2024

Signed on behalf of the PCC

Signature

Appendix 1 Receipts and Payment Account for the period 01 January 2032 to 31 December 2023

Appendix 2 Statement of Assets and Liabilities as 31 December 2023

Appendix 3 Independent Examiner's Report

Church Of The Epiphany

Statement of Assets and Liabilities (by code)
As at: 31 December 2023

Class and nominal code		General	Designated	Restricted	Endowment	Total	Last year
Current assets - Current assets							
6501 : Bank current account		2,892.37	636.14	2,442.51	—	5,971.02	15,917.40
6510 : CCLA (CBF) deposit account		6,757.50	10,166.00	1,297.24	—	18,220.74	20,509.79
6590 : Cash in hand		—	—	—	—	—	—
6591 : Mustard Seed - Cash Account		—	—	—	—	—	—
	Totals	**9,649.87**	**10,802.14**	**3,739.75**	**—**	**24,191.76**	**36,427.19**
Liabilities - Liabilities							
6601 : Loans received		—	—	—	—	—	—
6699 : Agency collections		—	—	188.50	—	188.50	930.21
	Totals	—	—	**188.50**	—	**188.50**	**930.21**
Represented by							
Unrestricted - General		9,649.87	—	—	—	9,649.87	15,942.17
Designated - BF-Des		—	914.94	—	—	914.94	3,866.36
Designated - BSA-Des		—	9,818.00	—	—	9,818.00	9,818.00
Designated - Dynamo		—	—	—	—	—	—
Designated - Legacy		—	69.20	—	—	69.20	69.20
Designated - Special		—	—	—	—	—	—
Restricted - Arts		—	—	—	—	—	—
Restricted - BF-Res		—	—	3,551.25	—	3,551.25	3,551.25
Restricted - CT		—	—	—	—	—	—
Restricted - DEG		—	—	—	—	—	2,250.00
Restricted - Heal		—	—	—	—	—	—
Restricted - MU		—	—	—	—	—	—
Restricted - MYP		—	—	—	—	—	—
Restricted - OneOff-Res		—	—	—	—	—	—
	Totals	**9,649.87**	**10,802.14**	**3,551.25**	**—**	**24,003.26**	**35,496.98**

Jan Ali
28.03.24.
CHAIR OF PCC.

Church Of The Epiphany

Receipts and Payments Account

For the period from 01 January 2023 to 31 December 2023

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	8,061.01	—	—	—	8,061.01	10,829.03
Collections and other giving	2,763.16	—	—	—	2,763.16	3,497.61
Other voluntary receipts	5,474.50	—	—	—	5,474.50	9,407.00
Gift Aid recovered	2,470.24	—	—	—	2,470.24	3,493.02
Other receipts	—	—	200.00	—	200.00	4,250.00
Activities for generating funds	626.75	—	—	—	626.75	588.85
Investment income	710.95	—	—	—	710.95	258.26
Receipts from church activities	7,898.40	—	—	—	7,898.40	8,711.03
Total receipts	**28,005.01**	**—**	**200.00**	**—**	**28,205.01**	**41,034.80**
Payments						
Cost of generating funds	303.46	—	—	—	303.46	270.79
Missionary and Charitable Giving	157.70	—	—	—	157.70	369.30
Parish Share	21,132.00	—	—	—	21,132.00	19,211.30
Clergy and Staffing costs	342.96	—	—	—	342.96	667.01
Church Running Expenses	5,054.00	3,138.71	954.35	—	9,147.06	6,634.59
Hall Running Costs	4,607.19	2,212.71	1,495.65	—	8,315.55	9,359.91
Church Repairs & Maintenance	—	—	—	—	—	1,446.00
Hall Repairs & Maintenance	—	—	—	—	—	—
Governance Costs	300.00	—	—	—	300.00	252.00
Total payments	**31,897.31**	**5,351.42**	**2,450.00**	**—**	**39,698.73**	**38,410.90**
Excess of receipts over payments before transfer	**(3,892.30)**	**(5,351.42)**	**(2,250.00)**	**—**	**(11,493.72)**	**2,623.90**
Transfers						
Gross transfers between funds - in	—	2,400.00	—	—	2,400.00	—
Gross transfers between funds - out	(2,400.00)	—	—	—	(2,400.00)	—
Excess of receipts over payments before other...	**(6,292.30)**	**(2,951.42)**	**(2,250.00)**	**—**	**(11,493.72)**	**2,623.90**
Net movement in funds	**(6,292.30)**	**(2,951.42)**	**(2,250.00)**	**—**	**(11,493.72)**	**2,623.90**
Reconciliation of funds						
Bank accounts at 01 January 2023	**15,942.17**	**13,753.56**	**5,801.25**	**—**	**35,496.98**	**32,873.08**
Bank accounts at 31 December 2023	**9,649.87**	**10,802.14**	**3,551.25**	**—**	**24,003.26**	**35,496.98**

Jan Ae
28.03.24.
CHAIR OF PCC

The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

Independent examiner's report to the trustees of The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023.

Responsibilities and basis of report
As the charity trustees 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 charity's accounts as carried out under section 145 of the 2011 Act. 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 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
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.

Signed: ..... Name: Simon Bostrom FCIE

02/04/2024

West Yorkshire Community Accountancy Service CIO
Stringer House
34 Lupton Street
Leeds
LS10 2QW

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE EPIPHANY GIPTON, L

England & Wales - Charity number 1157658

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For the Year Ended 31st December 2022

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The church has a website at www.epiphanyleeds.wordpress.com

PCC members who have served from May 22 until this report was approved are:

Vicar: The Reverend Canon Kathryn Fitzsimons

Wardens: No Church wardens were elected

Ex-Officio Members:
Heather Goodison - Elected Deanery Synod Representative (Until APCM 2023)
Anna Thomas Elected Deanery Synod Representative (until APCM 2023)
Elected Members () = aspects of responsibility

NB: All serve for 3 years with one third retiring each year (retirees are eligible for re-election)

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Jill Cavasi	(Safeguarding Officer)	(Until APCM 2025)
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The mission focus of the church of the Epiphany is captured in the
Vision for Mission Statement and in the **Mission Action Plan**

We aspire to be a welcoming, inclusive and open church that is focused on following in the Way of Jesus and, through the power of the Holy Spirit, supporting God's mission in Gipton through being a Worshipping Community, a Learning Community and a Serving Community.

Vicar's Report

2022 has been a year of challenges surrounded by hope and we give thanks to God for grace as we travelled through the year.
There was grief at the beginning of the year as we mourned the death of Debbie Nouwen our curate. We are grateful to Debbie for all that she contributed to our church life. In death she continued to contribute – and we received a legacy to go towards the Church Doors and an iPad which now enhances the music provision in our Sunday worship.
After Easter I was not well, and I thank everyone both from within the Epiphany Community and beyond who enabled the work of the Church to go on and for their prayers.
It has been challenging pulling out of the sadness at the beginning of the year but following the Maundy Thursday meal together there have been rays of hope. People have stepped up to take different responsibilities and new people are joining us on a Sunday morning. It continues to be a privilege to be part of this church community and to share in what it means to be part of the Body of Christ in this place.

Worship at Epiphany

Sunday worship has continued in person throughout 2022. Thank you to Reverend Bridget Hawkins for sharing worship with us and to Jan Ali our Licensed Lay Minister who continues to provide regular services of the Word. Our children worship with us and it has been good to have Alfred helping to run the music.
We have continued with zoom compline in Lent and Advent shared across the benefice.
In Holy Week we had a wonderful fish and chip supper to mark Jesus final meal with his disciples followed by evening prayer, a vigil and compline. This was the first time we had shared food together since 2019 and was a very special occasion.
In August the PCC asked the bishop for permission for 8 members of the congregation to administer the chalice.
Carols around the tree was a highlight of our Christmas worship.

Learning at Epiphany

The monthly zoom bible study and Lent group have continued throughout 2022

Service at Epiphany

We continue to work with the Trussell Trust to offer Foodbank on Tuesday mornings. Sadly numbers continue to increase. Chris Muir has stepped down from her long service with Foodbank. Thanks to her for all she has done.

Richard Naylor has agreed to take on the manager role at Epiphany, liaising with the office and working with the team of 8 volunteers to ensure we keep up this valuable service.

.

Activities in the Church Hall continue which provide both an income stream for the church and also the opportunity to build relationships with different groups. Working with Zest and Space 2 we have been able to offer a number of community events together. These included:

- The Great Get Together in June took place in the community garden – the donkeys were very popular!
- Heritage Open day included an exhibition in Church by Space2 and a heritage walk around Gipton with Rachel Unsworth.
- The Christmas event was really well attended both stalls and activities creating a very joyful atmosphere.
  Plans are in place for further joint working in 2023.

Kathryn Fitzsimons Vicar

PCC report

The PCC met five times during 2022 with an average attendance of 66 %
PCC committees met at appropriate intervals between PCC meetings and reported back when necessary.
The charity for the year nominated by the PCC was WYDAN and money was also raised for Christian Aid.
The PCC would like to express their appreciation and great thanks to Kathryn our Vicar, Jan our Lay Minister and all who have contributed to the smooth running of services and church activities during 2022.

Anna Thomas PCC Secretary

Deanery Synod

The Deanery held regular meetings during the year. The Deanery took part in important discussions about the planned changes to Deaneries throughout the Diocese at the beginning of the year and members were able to register the opinions of their parishes.
The Annual Deanery Service was held in June and a service of thanksgiving for the Allerton Deanery and to celebrate the newly formed Deanery of East Leeds was held in November.
Kathryn has now resigned as Area Dean and Revd Anne Russell has taken on the role.
Anna has resigned as Deanery representative, leaving a vacancy at present, Heather being the sole representative from Epiphany.

Heather Goodison and Anna Thomas Deanery Synod Reps

Safeguarding

There have been no safeguarding incidents to report this year.
Across this year we have made steps forward with the Diocese Safeguarding dashboard and have almost completed stage 1. I will be arranging training in the new year for those members of the PCC who have not already completed it.

Jill Cavasi Safeguarding Officer

Property report

CHURCH

There were quite a few occasions of vandalism and fly tipping during the year all of which were reported with crime numbers allocated. The bottom panels on the main doors were temporary boarded after being kicked in. Anti vandal paint was applied to hinder access to the flat roof with warning signs put up.

The Diocese have fitted two security cameras to the Vicarage giving coverage to the car park and the main Church entrance doors.

Following an application by Jan Ali to a Home Office scheme for security improvements to places of worship, Contractors undertook a survey and submitted a report on our behalf.

Quotes to replace the main doors were received but due to the relative high cost this work is on hold until more funds are available.

As previously noted, all the Church outside doors are in a poor state and will need attention again when funds are in place.

Internally the damp evident on the wall in St Nicholas chapel originally caused by pigeon debris blocking the outside down pipe appears to have stabilised.

HALL

An order has been placed to replace the kitchen door leading to the main hall.

Repairs were made to the heater by the main hall entrance.

The kitchen needs some redecoration to keep it up to standard.

Richard Naylor Property Committee

Brownie Report

We continue to adapt to Guiding in a post covid world, not least that finding new volunteers is a challenge. We welcomed a new unit helper this year but changes to her work pattern have meant that she has had to take a break from Guiding, we remain hopeful that she will be able to return soon.

We have followed a varied programme of activities throughout the year, celebrating both the Queen's Platinum Jubilee by achieving the Girlguiding North East England challenge badge and mourning her loss in September. In the winter term as well as our regular program we completed the 12 days of Christmas challenge.

We have been able to enjoy the outdoors this year and joined Parkwood Division for a walk to Roundhay Park, it was a good chance to get to know members of other units, appreciate nature and even do some litter picking before enjoying ice creams at the park. In July we went on Pack Holiday, sharing the site with the Guides, getting to know the Guide leaders and girls helps prepare the older Brownies for the transition to Guides. The girls tried archery and grass sledging but the biggest hit was the waterslide which saw everyone get very wet!

In November we visited Leeds Playhouse and enjoyed an excellent performance of Charlie and the Chocolate Factory.

Both leaders have completed Safe Space training in 2022 and First Response training in January 2023.

Funding Guiding continues to be a pressure on our resources, we have had a significant increase (£7ph) in annual membership fees paid to Girlguiding UK and like everyone else are seeing costs rising but income stagnating. We are exploring sources of funds and looking at ways of growing Guiding in Gipton.

Jan Ali & Margaret Poulter Brownie Leaders

13th Epiphany Scout group

This Year has been a good year for us, In May our Beavers went on a joint camp with three other Beaver Sections from around the district organised and led by our own Beaver Scout Leader Nightingale with up to 50 beavers attending the event at Bradley wood Scout Campsite in June our cubs attended County camp Cubadoodledoo at Hesleywood in Sheffield. We also had a cub and Scout camp in October at Wooley Edge Scout Campsite where we invited 1st St Mary's Kippax to join us which was a great success.

Over the course of this year our we have had 9 scouts reach their top awards 4 Beavers as they moved to cubs obtained their Chief Scout Bronze Awards 3 cubs their Chief Scouts Silver and 2 Scouts as they left us to move onto explorers have achieved their Chief Scout Gold awards.

Coming up over the academic year, we have our big County Camp Challenge 23 at Bramham park and our District Bowling Competition as well as some amazing activities of all our sections.

Upon our return after the spring half term break, we will be opening our new Squirrel section for 4 to 6 year olds this is an exciting time for the group as this give us the opportunity to extend our reach to introduce more Boys and Girls to Scouting and its values in Gipton and surrounding areas.

We have had a lot of parents needing help with subscription costs and so even though we have an amazing amount of YP in group the income is about 43% down this year but we have supported those parents struggling so we can keep the Young people in scouting so finances are not a barrier for the these Young people to access scouting in Gipton, and I am pleased to say this was recognised by the Scout Association and a grant was awarded to cover this and a little more so we can update some of our equipment which has been a boost to the teams morale and shows their hard work is recognised in the best way by helping us to continue to support those parents who do need our help.

The group's leaders have had many personal turbulent moments over the last 5 – 6 months but even though they have had some very hard times they have turned up despite this when possible and done what has been needed to support the group and those team members who could help in areas when needed did so with no explanation needed which makes me proud and humble to be the Group Scout Leader of 13th Epiphany.

Our exec has agreed to having three Sub-committees one of which is focused on re-engaging the community looking for ways to help out or start up a project but will primarily will be looking at supporting the Church moving forward so any requests are welcome.

I wouldn't be me if I didn't thank Linda for all she does in supporting our Beaver Section and wish her luck and a speedy recovery from her operation. She will be missed by us all during this time!

Matt Jackson Group Scout Leader

From the Treasurer
2022 was my second year as Treasurer for Epiphany Church and I first of all have to thank the team who share the load and help ensure the financial arrangements run smoothly.

- Above all I am indebted to Jill who has been so generous with her time and shown unfailing patience in answering my queries.
- Jill Cavasi, Jan Ali and Kathryn Fitzsimons meet with me as a Finance team,
- Mandy Ruddiman who co-ordinates the bookings for the Church Hall.
- Kathryn who deals with the administration for the Charity Commission.
- The PCC members who ensure that I am accountable.

Compared with 2021 when the church was still dealing with the effects of the pandemic and major repairs to the nave ceiling, 2022 saw a gradual return to stability in terms of church services, increasing use of the hall facilities and more opportunities to build relationships with the local community.

Financial Reports
1. The Statement of Assets and Liabilities Report

This Report shows:

a) the four places where the Church's money is stored;

- the Bank Current Account (Virgin Money);
- the savings account (CCLA – CBF deposit account);
- cash-in-hand (money which was kept back to create floats for community events).
- cash-in-hand for Mustard Seed.

After the depletion in the savings account in 2021 as monies were used to contribute towards the funding of the Nave ceiling repairs, the balance was built up thanks primarily to the receipt of two legacies.

The cash -in-hand accounts show a zero balance at the year end because:

- After the joint Christmas event with Space 2 all cash in hand was paid into the current account.
- The PCC agreed that as Mustard Seed was unlikely to start up again, the cash float held back should be paid into the Church current account.

b) Liabilities. These are monies held by or collected by the church, that belong to other agencies (effectively the church acts as Agents for them). In 2022 the agency collections were:

- £384.21 for Gipton Churches Together.
- £140.00 for Christian Aid
- £406.00 for Leeds DBF wedding fees

c) a breakdown of the money held by the church. This year you can see that there was £18,192.17 unrestricted funding (money that can be used for the day-to-day work), at the end of the financial year.

The PCC agreed that the designated and restricted accounts excluding building and legacy funds would be transferred into the unrestricted General fund as at 31st December 2022. These were leftover balances from projects or services that have ceased)

- Designated – Dynamo £63.12 - this was money held for a local football team that is no longer operating)
- Restricted Arts - £1107.07 The money was raised when we were trying to open an Arts Centre back in the late 1990's early 2000's. We have since held a number of arts based events e.g. Millenium +10 and the use of the Church by LCI, schools and latterly Zest/ Space 2. We did not, as we should have done offset expenditure against this fund and the PCC agreed that we should remove it as a restricted fund and acknowledge that we have in fact spent this money in the past.
- Restricted – Healing £31.69 This was a donation from an anonymous donor for healing services. We bought the resources we needed (books etc) and it left a small balance. Subsequent costs associated with healing services were included in Cost of Services expenditure so this balance remained. There is no way of tracing who gave the money (our previous incumbent often received anonymous donations for his projects). As it has not been used for many years, the PCC agreed to remove it.
- Restricted – Mothers Union £30.00 This was a collection from Church members many years ago, to pay for a MU caravan holiday on the East coast for disadvantaged families. It paid for accommodation and travel about 6 families as well as treats for the children. This remaining money is not sufficient to fund another holiday. The PCC felt it could therefore be transferred to the general fund. We have subsidised rents for holiday clubs in the hall this year and will do so in 2023 which covers the same sort of remit.
- Mission with young people £218.18. This fund was due to a decision many years ago to protect some money for young people's mission. We spent all the restricted income and topped it up with church funds so it shouldn't really have been a restricted fund but a designated fund to be closed. Again we have subsidised young people's activities through discounted hall rents, provision of donkeys at Get Together etc.

2. The Receipts and Payments account provides:

a) a breakdown of the money that received and paid out in 2022. It shows that £41,034.80 was received and 38,410.90 spent this year.

b) the transfer of fund between accounts.

- This year £6,300 was transferred from the unrestricted funds to the Designated funds for Church/Hall maintenance costs. It was considerably more than in 2021 because of the new heaters and boiler required in the hall at the beginning of 2022 and to build up a reserve for work that would be needed in 2023.
- £1386.94 from restricted funds and £63.12 from designated funds were transferred to the General Unrestricted Fund as explained in **1c) a breakdown of the money held by the church**

Analysis of the Receipts and Payments Account - which breaks the report down into more detail - will be available on request at any time.

Income in 2022:
My thanks go to everyone at Epiphany for your continuing commitment to Stewardship and giving to keep the church running in 2022. Whilst planned giving reduced slightly compared to 2021 (which had seen some catch up as lockdowns ended), loose plate collections and other giving increased so a total of £14326.64 was received. In addition the church received £3493.02 representing gift aid recovered, an increase of nearly £1000 on 2021.

Other receipts in 2022 were

- a one-off grant from Leeds City Council of £2,000 towards the new hall heaters in January. This went into the restricted fund for one-off grants until payment was made to Byfields for the work.
- a Diocesan Energy Grant of £2,250 in December which went into a new restricted fund set up for this grant that will be very helpful in contributing towards the energy costs for the church and hall in 2023.

Receipts from church activities increased considerably in 2022. The PCC had agreed the first increase since 2019 in hall rental fees, excluding use by Uniformed Groups. This together with a very welcome increase in the use of the church halls by community groups and individuals for parties meant that the income from hall lettings was £6583.00 in 2022 compared to £3,381.50 in 2021. Net fees from weddings and funerals amounted to £2108.23 compared with £281.00 in 2021. Wedding fees are paid in advance so these include the fees for some weddings scheduled to take place in 2023.

We received two legacies in 2022. £1000 unrestricted for the General Fund and £6,500 from Rev Debbie Nouwen into designated funds for use when the main church doors are replaced.

Expenditure in 2022:
After the circumstances of a pandemic induced lockdown and the church been closed for essential Nave ceiling repairs, paying 50% of the parish Share in 2021 was a really commendable achievement. However thanks to parishioners' commitment to stewardship throughout the year and increased income particularly from church hall lettings the **Parish Share was paid in full in 2022**

Church and Hall running expenses from the General Fund were maintained at a similar level to 2021. We were fortunate to still benefit from a fixed rate tariff with Octopus Energy. The increase overall in the hall running expenses was paid out of the designated building fund and the one-oof grant from Leeds City Council for the new heaters and water boiler in the church hall.

Maintenance contracts with various companies were continued in order to ensure that the church and hall ware well looked after. A new 5-year maintenance contract was agreed for the church photocopier.

The repairs to the Nave Ceiling were completed and paid for in 2021 from the church's restricted building fund and grants received. The final retention payment of £1446 was paid in 2022 from the church's restricted building fund.

£100 was given to the National Churches Trust

£269.30 was given to Christian Aid as agreed by the PCC from collections from baptism services, and donations in lieu of Christmas cards between members of the congregation

Overall there was a small but significant surplus of income over expenditure in 2022.

For 2023:
The Parish Share in 2023 of £21,132 is an increase of 10% on 2022. It is by far the largest call on the church's finances. Furthermore the fixed rate energy tariff with Octopus Energy will expire in September 2023 and the church could face other increases in its expenditure due to the general rise in the cost of living. The PCC therefore agreed that charges for hall use including by the uniformed groups would rise by 10%

The PCC approved a deficit budget for 2023 that included paying the Parish Share of £21,132.00 in full and if necessary, using some of its available reserves. It is important to note that the budget was very cautious in its estimate of income. The PCC and Finance Team will be carefully overseeing the cash flow of the Church to ensure it remains financially solvent and not at risk of being unable to meet its obligations.

Accounting Policy:
The Accounts have been prepared on a 'Receipts and Payments' basis, which means that transactions are accounted for as money is received or spent, rather than accruals accounting.

Funds:
The accounts are separated into various pots of money, for general, designated or restricted use;

General funds are for the day-to-day running of the Church and Hall.

Designated funds are those pots of money that are set aside from the general funds, to use for a specific purpose.

Restricted funds are those which must be used for a very specific purpose, for example grants or donations for specific things.

The table below explains what the various funds are:

Type of fund	**Name of fund**	**Purpose**
Unrestricted	General	Day-to-day running costs
Designated	BF-Des	£200 each month is saved in this account to put towards Maintenance. Sometimes this needs to be increased if there is additional expenditure on Church or Hall maintenance, as there was in 2022.
Designated	BSA-Des	Buildings Special Appeal, where donations from the congregation towards the new boiler were saved and the balance reserved to use for further building projects. Rev Nouwen's legacy of £6500 towards the replacement of the church external doors was added to this fund in 2022.
Designated	Legacy	Money left in legacy. For the replacement of the items used in Communion. Necessary purchases were made and the balance remains here.
Restricted	BF – Res	This is where Grant money for large building works is held. Currently it has a small balance of VAT reclaimed.

Restricted	One-off grants	This is where small one-off grants received during the year are held.
Restricted	DEG	Diocesan Energy Grant to help with Epiphany's energy costs in 2023.

Reserves Policy:

The PCC aims to keep between 3 and 6 months running costs in the bank at all times. This is a minimum of £8,000 and a maximum of £18,000, in the general funds. This ensures that the Church is able to meet its running costs for 3 months.

The total free reserves at the year-end were £26,696 comprising £15,942.17 in the unrestricted General Fund and £13,753 which has been designated towards a variety of purposes as set out in the table below. In 2023 it is planned that monies from the Designated Building Fund and the Designated Building Special Appeal Fund will be used to pay for the replacement of the main church doors, a new fire door between the kitchen and large hall.

Movement of funds:
This table shows the movement of money between the funds

Fund and type	**Fund balances brought forward from 2021**	**Incoming resources**	**Outgoing resources**	**Transfers**	**Fund balances carried forward to 2023**
Unrestricted – General Fund	22,512.24	30,043.80	31,763.93	(4,849.94)	**15,942.17**
Designated – Building Fund	569.33	2,000.00	5,002.97	6,300.00	**3,866.36**
Designated – Building Special Appeal Fund	3,516.00	198.00	6500.00	0.00	**9,818.00**
Designated – Dynamo	63.12	0.00	0.00	(63.12)	**0.00**
Designated – Legacy	69.20	0.00	0.00	0.00	**69.20**
Restricted – Arts	1,107.07	0.00	0.00	(1,107.07)	**0.00**
Restricted – Building Fund	4,756.25	241.00	1446.00	0.00	**3551.25**
Restricted – Healing	31.69	0.00	0.00	(31.69)	**0.00**
Restricted – Mothers Union	30.00	0.00	0.00	(30.00)	**0.00**
Restricted – Mission with young people	218.18	0.00	0.00	(218.18)	**0.00**
Restricted – One-off grants	0.00	2,000.00	2,000.00	0.00	**0.00**

Restricted – Diocesan Energy grant	0.00	2,250.00	0.00	0.00	**2,250.00**
TOTALS	**32,873.08**	**41,034.80**	**38,410.90**	**0.00**	**35,496.88**

Following the ongoing impact of the Coronavirus pandemic, which has included the closure of the church buildings at various times during 2020 and 2021, the level of income received by the PCC into its General Account reduced.

To compensate for this the PCC reduced its standing order for share during 2020 and 2021. However, a generous donation from a sister church in 2020 meant the Share was paid in full for that year and the ongoing commitment of the worshipping community enabled 50% to be paid in 2021 and 100% in 2022.

Whilst the PCC remains committed to paying what Parish Share it can and in 2023 is working towards paying it in full, this is not a legal obligation and therefore, the trustees are confident that, if necessary, they can flex the amount of Parish Share paid over the next 12 months to ensure the charity remains a Going Concern.

. This report and the accounts were approved by the PCC on 24th March 2023

Signed on behalf of the PCC

Signature 

Date 17 4 23

Name Kathryn Anne Fitzsimons

Appendix 1 Receipts and Payment Account for the period 01January 2022 to 31 December 2022

Appendix 2 Statement of Assets and Liabilities as 31 December 2022

Appendix 3 Independent Examiner's Report

Church Of The Epiphany

Statement of Assets and Liabilities (by code)
As at: 31 December 2022

Class and nominal code		General	Designated	Restricted	Endowment	Total	Last year
Current assets - Current assets							
6501 : Bank current account		6,895.62	3,587.56	5,434.22	—	15,917.40	20,302.66
6510 : CCLA (CBF) deposit account		9,046.55	10,166.00	1,297.24	—	20,509.79	12,751.53
6590 : Cash in hand		—	—	—	—	—	228.10
6591 : Mustard Seed - Cash Account		—	—	—	—	—	15.00
	Totals	**15,942.17**	**13,753.56**	**6,731.46**	—	**36,427.19**	**33,297.29**
Liabilities - Liabilities							
6601 : Loans received		—	—	—	—	—	—
6699 : Agency collections		—	—	930.21	—	930.21	424.21
	Totals	—	—	**930.21**	—	**930.21**	**424.21**
Represented by							
Unrestricted - General		15,942.17	—	—	—	15,942.17	22,512.24
Designated - BF-Des		—	3,866.36	—	—	3,866.36	569.33
Designated - BSA-Des		—	9,818.00	—	—	9,818.00	3,516.00
Designated - Dynamo		—	—	—	—	—	63.12
Designated - Legacy		—	69.20	—	—	69.20	69.20
Designated - Special		—	—	—	—	—	—
Restricted - Arts		—	—	—	—	—	1,107.07
Restricted - BF-Res		—	—	3,551.25	—	3,551.25	4,756.25
Restricted - CT		—	—	—	—	—	—
Restricted - DEG		—	—	2,250.00	—	2,250.00	—
Restricted - Heal		—	—	—	—	—	31.69
Restricted - MU		—	—	—	—	—	30.00
Restricted - MYP		—	—	—	—	—	218.18
Restricted - OneOff-Res		—	—	—	—	—	—
	Totals	**15,942.17**	**13,753.56**	**5,801.25**	—	**35,496.98**	**32,873.08**

KAF Trustees
17/4/23

Church Of The Epiphany

Receipts and Payments Account

For the period from 01 January 2022 to 31 December 2022

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	10,829.03	—	—	—	10,829.03	13,303.00
Collections and other giving	3,497.61	—	—	—	3,497.61	2,707.57
Other voluntary receipts	2,666.00	6,500.00	241.00	—	9,407.00	45,717.36
Gift Aid recovered	3,493.02	—	—	—	3,493.02	2,534.95
Other receipts	—	—	4,250.00	—	4,250.00	—
Activities for generating funds	588.85	—	—	—	588.85	115.00
Investment Income	258.26	—	—	—	258.26	13.32
Receipts from church activities	8,711.03	—	—	—	8,711.03	3,982.50
Total receipts	**30,043.80**	**6,500.00**	**4,491.00**	—	**41,034.80**	**68,373.70**
Payments						
Cost of generating funds	270.79	—	—	—	270.79	—
Missionary and Charitable Giving	369.30	—	—	—	369.30	100.00
Parish Share	19,211.30	—	—	—	19,211.30	9,503.04
Clergy and Staffing costs	867.01	—	—	—	867.01	743.38
Church Running Expenses	6,004.11	630.48	—	—	6,634.59	5,054.88
Hall Running Costs	4,789.42	2,570.49	2,000.00	—	9,359.91	5,674.85
Church Repairs & Maintenance	—	—	1,446.00	—	1,446.00	61,634.24
Hall Repairs & Maintenance	—	—	—	—	—	—
Governance Costs	252.00	—	—	—	252.00	252.00
Total payments	**31,763.93**	**3,200.97**	**3,446.00**	—	**38,410.90**	**82,962.39**
Excess of receipts over payments before transfer	**(1,720.13)**	**3,299.03**	**1,045.00**	—	**2,623.90**	**(14,588.69)**
Transfers						
Gross transfers between funds - in	1,450.06	6,300.00	—	—	7,750.06	—
Gross transfers between funds - out	(6,300.00)	(63.12)	(1,386.94)	—	(7,750.06)	—
Excess of receipts over payments before other...	**(6,570.07)**	**9,535.91**	**(341.94)**	—	**2,623.90**	**(14,588.69)**
Net movement in funds	**(6,570.07)**	**9,535.91**	**(341.94)**	—	**2,623.90**	**(14,588.69)**
Reconciliation of funds						
Bank accounts at 01 January 2022	**22,512.24**	**4,217.65**	**6,143.19**	—	**32,873.08**	**47,461.77**
Bank accounts at 31 December 2022	**15,942.17**	**13,753.56**	**5,801.25**	—	**35,496.98**	**32,873.08**

K Fitzsimons
17/4/23

The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

Independent examiner's report to the trustees of The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022.

Responsibilities and basis of report
As the charity trustees 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 charity's accounts as carried out under section 145 of the 2011 Act. 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 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
2 the accounts do not accord with those records; or
3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.

Signed:  Name: Simon Bostrom FCIE

25/04/2023

West Yorkshire Community Accountancy Service CIO
Stringer House
34 Lupton Street
Leeds
LS10 2QW

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE EPIPHANY GIPTON, L

England & Wales - Charity number 1157658

Accounts

Annual Report of the Parochial Church Council of the Ecclesiastical Parish of the Epiphany Gipton
For the Year Ended 31st December 2021

Administrative Information

The Epiphany Church is situated in Beech Lane, Gipton, Leeds 9. It is in the Allerton Deanery of the Diocese of Leeds within the Church of England. The correspondence address is 227 Beech Lane, Leeds, LS9 6SW.
The church has a website at www.epiphanyleeds.wordpress.com

PCC members who have served from May 21 until this report was approved are:

Vicar: The Reverend Canon Kathryn Fitzsimons

Wardens: No Church wardens were elected

Ex-Officio Members:
Heather Goodison - Elected Deanery Synod Representative (Until APCM 2023)
Wendy Smith - Elected Deanery Synod Representative (resigned June 21)
Rev Debbie Nouwen

Elected Members () = aspects of responsibility

NB: All serve for 3 years with one third retiring each year (retirees are eligible for re-election)

Jill Cavasi	(Safeguarding Officer)	(Until APCM 2022)
Janet Thorpe		(resigned December 2021)

****

Jan Ali (Reader)	(until APCM 2023)
Chris Muir	(Until APCM 2023)
Anna Thomas (Secretary from June 21)	(Until APCM 2023)

****

Mandy Ruddiman	(Until APCM 2024)

Christine Brett was appointed treasurer and attends PCC in a non-voting capacity.

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England.

The PCC operates under the Parochial Church Council Powers Measure as amended and Church representation rules that came into force on 2 January 1957 and is registered with the Charity Commission (No.1157658). PCC members are Trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

As well as the **Standing Committee** (the only committee required by law, having powers to transact the business of the PCC between its meetings, subject to any direction given by the Council) the PCC has appointed the following committees:

Finance Committee
Property Committee
Worship Committee
Other groups meet as appropriate to carry out the mission and ministry of the Church

Objectives and Activities

The Epiphany PCC has a responsibility of co-operating with the Vicar, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical.

The mission focus of the church of the Epiphany is captured in the **Vision for Mission Statement** and in the **Mission Action Plan**

We aspire to be a welcoming, inclusive and open church that is focused on following in the Way of Jesus and, through the power of the Holy Spirit, supporting God's mission in Gipton through being a Worshipping Community, a Learning Community and a Serving Community.

Vicar's Report

2021 has been a year of highs and lows.
Early January saw Covid regulations increasing and the PCC took the decision to suspend public worship again. Worship continued on Zoom and Holy Communion resumed in the hall on Easter Sunday.

Rev Debbie Nouwen our curate, developed Long Covid. She continued to play an active part in the life of the church via Zoom but found services in person tiring. From mid October, Debbie was on sick leave and received a terminal cancer diagnosis. As I write (February 22) we are preparing for her funeral. She gave much to the life of the church in her two years with us.

We received notification of a successful bid to Covid-19 Emergency Heritage at Risk Response Fund which meant the ceiling works and a major part of decorating the Church could be done. We were grateful to the Leeds Church Extension Society for giving us a grant towards the work. The scaffolders arrived on 19th March and the edifice they constructed to ensure the work was undertaken safely had to be seen to be believed! We were not able to return to church until June 27th. Public worship continued on Zoom and in the hall.

The newly refurbished building hosted the Archdeacon's Visitation on Friday 16th July and the exhibition "House of Questions". This was a project funded by the Leeds Church Institute involving an installation by visual artist Phill Hopkins and workshops led by community theologian, Dr Charlotte Naylor Davis. We also welcomed a visit of the National Church Buildings Committee to begin to explore the options for the future in terms of the ongoing maintenance of the building. Partnership work with Zest, Space 2, East Leeds Project and the Old Fire Station continue to be fruitful. Space 2, Zest men's group and the Civic Trust came together to provide a bench in our community garden. We hope this will provide a place to stop and reflect on life as further work on the garden is undertaken.

Sadly, the end of December saw the closure of Gipton Methodist Church, this brings to an end our longstanding Covenant with Gipton Methodist Church.

It continues to be a privilege to serve as the incumbent of this parish in hard times as well as good times. I'd like to thank all who take responsibility for ensuring the life of the church continues and pray that our worship and witness will continue.

Worship at Epiphany

For the first part of the year, Sunday worship was held via zoom with a short service of Holy Communion being offered in the hall later on a Sunday morning. Returning to church for Sunday worship has been a slow journey with some people now housebound and others fearful of the covid risk. We met outside to sing some hymns on Pentecost Sunday and whilst the Community Carol service did not take place, we held an informal carol service under the tree in church which was well attended. We continued our focus on environmental issues by marking Creation season in the weeks leading up to Harvest. The uniformed organisations returned to church for Remembrance Sunday it was really good to welcome them back.

It has been a blessing to have the Reverend Bridget Hawkins being part of the team leading worship both on Zoom and in person.
Baptisms and weddings have resumed as Covid restrictions have lifted.

Learning at Epiphany

We have continued to offer monthly Bible and Us sessions taking advantage of Zoom to meet online. Our curate Debbie led us in Lent groups as we prepared a play for Palm Sunday looking at the events of the Holy Week through the eyes of different objects. She also chose Job as our reading for the Autumn- Job's wife proved to be a fun session!
November and December saw confirmation classes for our young people.

Service at Epiphany

We continue to work with the Trussell Trust to offer Foodbank on Tuesday mornings. Numbers have increased over the year. Referrals are now done online with people still coming to collect the bags in person. We have had some new volunteers from Oakwood church, our partner in the benefice. Many thanks to all volunteers who pack the bags and respond to the clients who visit us. We reckon we are feeding about 40-50 people each week through this referral system.

Sadly, the PCC made the decision to close Mustardseed Café. Following Covid19 many members were no longer able to come either as customers or volunteers. We are hoping that something new will emerge.

We participated in the Bags of Joy initiative from the Gipton Neighbourhood Improvement Partnership. This offered bags of craft activities to children in Gipton at Christmas.

The hall is opening up again as different community groups use our facilities. This is good for our local community as Guiding and Scouting, Zest men's group, a craft group and activities run by Space2 take place in an easily accessible venue. It also provides an income stream for the maintenance of the Church and hall.

PCC report

The Church Council met six times. The first meeting in January was an emergency meeting to respond to new government regulations. For the first part of the year meetings were held on Zoom. In person meetings resumed in June. Covid safety, finance and safeguarding formed regular parts of our meeting. We also responded to the East Leeds Review as requested by the Archdeacon
We said farewell to two PCC members Wendy Smith and Janet Thorpe.

Deanery Synod

Wendy Smith was elected to Deanery Synod at the APCM but left the area later in the year. Thanks to Wendy for her service both to Deanery Synod and to the PCC over the years. Anna Thomas was elected to Deanery Synod in November. The deanery continued to hold meetings and participate in the Joint Deanery Synods for all Leeds deaneries. The Deanery service in June was held at All Souls Blackman Lane with a focus on environmental issues. The November meeting took place in person and was entitled "From Lament to Hope and Promise" as we reflected on experiences over the last two years.

Heather Goodison and Anna Thomas

Safeguarding

The safeguarding policy was updated according to diocesan policy. We have started to work with the Diocesan safeguarding dashboard. There were no reported safeguarding incidents in the past year.

Jill Cavasi

Property Committee Report

CHURCH
Major repairs were carried out on the Church ceiling which involved removing and replacing the ceiling panels above the nave of the Church. The fixings had become corroded resulting in part of the ceiling collapsing as detailed in last year's report. Following this work the main walls and some pillars were repainted taking advantage of the scaffolding in place and funds available. It was not possible though to redecorate throughout.
The carpets in the nave were also replaced at the contractor's cost after being damaged by scaffolding.
When clearing out the nave prior to the scaffolding being erected some evidence of woodworm was noted in several chairs with these being removed. The rest were checked and will be monitored and treated if required.
The internal doors leading into the Church and hall passageway were removed to improve and make the entrance more welcoming. They are stored in the boiler room awaiting a final decision from the DAC.
Vegetation breaking through the path near the Vestry door was checked and found not to be invasive as feared and was treated accordingly.

All the external doors although secure are in relatively poor condition and need attention when funds are available.

HALL

Following the annual service two of the gas heaters in the hall were condemned and had to be replaced. Thanks to Leeds City Council for a grant towards the cost. Several light fittings were replaced in the hall entrance and toilets. The water heater needed replacing. There were several instances of vandalism in the Hall Garden resulting in the gates having to be made more secure. As previously noted, the internal kitchen door and back fire escape door need replacing when funds are available.

Richard Naylor Property Committee

Brownie Report for Annual Report

Brownies were able to return to face-to-face meetings in April 2021. Whilst the leaders were enthusiastic the challenges of new and complex risk assessments, cleaning regimes and keeping the Brownies socially distanced created a number of obstacles that had to be overcome. Our first meeting had just eight girls, our numbers have steadily grown since that first meeting and despite four girls progressing to Guides we now have thirteen young members. We are currently the only Brownie unit remaining in what was the Osmondthorpe district, the units that met at St Cyprians and St Philips have not re-opened.

Our assistant leader Evelyn moved back to the Isle of Man during the summer so we only have two adult leaders, which is not ideal. We are working with our Division Commissioner to try and find new leaders.

We spent many of our meetings in the garden at the back of the hall to reduce Covid risks and continued to adapt our programme to ensure the safety of everyone. Trips and holidays had to take a back seat in 2021 but we have booked to take the girls away for the weekend in 2022.

Finance continues to be a challenge, we have received a grant through the collaboration of Girlguiding and Children in Need which will partly offset our annual membership fees to Girlguiding UK of £31.50 per Brownie/Leader. We send our thanks to the PCC for continuing to support our work in Gipton through subsidised hall rents.

Brownie Leaders

13th Epiphany Scout group

Over the last 18 months the Epiphany Scout group as met some difficult challenges and has also made some changes. Some to meet the challenges and difficulties of the pandemic and some to help local groups who were not able to meet these challenges.

In January 2020 our census was the best we had had in 20yrs of 40 young people and 13 adults we retained these adults and 36 young people through out that year and into April 2021 when we were able to return to face-to-face scouting with some restrictions and I can't thank the leaders or our young members for adhering and making our return the success it was.

Jan 2022 census saw our numbers decline as our young members and their families felt the difficulties of the last 18 - 24 months and some found during the pandemic bringing our numbers to a low of 26 young people.

In March 2021 we helped Seacroft St James Scout group put on some online meetings and they joined us at Epiphany as there was some issues with their own venue. This led to them merging with us in May of that year and we became the 13th Epiphany Scout Group.

Since returning in September our District was the first to hold a district camp with our group joining 330 other young members from all around our district. We also are in the middle of planning our Group camp and have signed up to our second district camp in July Adventure 22.

All our sections have been working hard and am happy to say that we are slowly regrowing numbers with Beavers and Scouts being our strongest sections at the minute. We also have in group now 4 Young leaders which have been amazing.

Over the last 12 months my focus has been on stabilising the group and looking for avenues of growth and so I have to say I am amazed that all the section leaders have worked incredibly hard on helping all the YP ready to move up achieve their Chief Scouts Awards (Top Sectional Awards) so we had 7 Beavers achieve Bronze, 6 Cubs achieve Silver and 3 Scouts Achieve Gold.

Over the next 12 months as a group, we will be looking at getting out and about in the community and find projects the group could help out with and also looking at opening 2 new sections Squirrels (4-6yrs) and Explorers (14 – 18yrs) this would allow us to bring scouting and our values to a wider range of Young People in the area.

To end this report, I would like to mention how appreciative we are that the church as supported the group by keeping the rent down so we don't have to pass on the extra to the parents and a special mention for our own leader Mole (Linda Shepherd) for donating her time each week for the last 30+ years and always having a smile on her face.

Matthew Jackson Group Scout Leader 13th Epiphany Scout Group

From the Treasurer

2021 was my first year as Treasurer for Epiphany Church and I first of all have to thank the team that help ensure the financial arrangements run smoothly.
Above all I am indebted to Jill who has been so generous with her time and shown unfailing patience in tutoring me.
Jill Cavasi, Jan Ali and Kathryn Fitzsimons meet with me as a Finance team,
Mandy Ruddiman who co-ordinates the bookings for the Church Hall.
Kathryn who administrates for the Charity Commission.
The PCC members who ensure that I am accountable.
I do very much appreciate your work. Thank you for sharing the load!

Jill in her report last year said how 2020 had been particularly challenging with regard to the impact of the pandemic on the Church's finances. The challenges continued into 2021 when the church was closed in the early part of the year due to lockdown in the pandemic and for a significant time between 24th March and 21st June whilst major repairs were carried out to the Nave ceiling.

Financial Reports
1. The Statement of Assets and Liabilities Report
This Report shows:
a) the four places where the Church's money is stored;
the Bank Current Account (Virgin Money);
the savings account (CCLA – CBF deposit account);
cash-in-hand
cash-in-hand for Mustard Seed.

Cash-in-hand is the money kept back in order to create floats for events like a Christmas Fair.

The deposit account was depleted in 2021 as monies were used to fund the Nave ceiling repairs with the balance been funded by grants of £25,000 from the Historic England Covid19 Emergency Heritage at Risk Response Fund and £6,000 from the Leeds Church Extension Society.

b) Liabilities. These are money held by or collected by the church, that belongs to other people (effectively the church acts as Agents for them). In 2021 all of the money in this account belongs to Gipton Churches Together. It was increased to £424.21 by a £40 donation for a Dog Show to be held at the Gipton Gala. The Gala sadly was cancelled but the donor agreed to the money being retained when hopefully the event would be held in 2022.

Occasionally there are collections for specific purposes such as Christian Aid Week, or a collection for the Children's Society. This money will go through the Agency collections account and appear as a liability on the Statement of Assets and Liabilities.

c) a breakdown of the money held by the church. This year you can see that there was £22,512.24 unrestricted funding (money that can be used for the day-to-day work), at the end of the financial year.

2. The Receipts and Payments account provides:
a) a breakdown of the money that received and paid out in 2021. It shows that £66,053.70 was received and £80,642.39 spent this this year (compared to £38,641.54 and £34,987.62 respectively last year. The difference is accounted for by expenditure on the Nave ceiling repairs.

b) the transfer of fund between accounts. This year £3,300 was transferred from the unrestricted funds to the Designated funds for Church/Hall maintenance costs.

Analysis of the Receipts and Payments Account - which breaks the report down into more detail - will be available on request at any time.

Income in 2021:
My thanks go to everyone at Epiphany for your continuing commitment to Stewardship and giving to keep the church running in 2021. Both planned giving and loose plate collections increased in 2021. Indeed, you raised £16,010.57 this year compared to £13,708.63 last year and £15,219 in 2019.

However, income from hall lettings reduced from £4,737 in 2020 to £3,381.50 and net fees from weddings and funerals amounted to £601.00 compared to £1042.40 in 2020.

Income from voluntary donations was slightly less than in 2020, despite a generous donation of £1500 from the Leeds Church Institute after the church hosted their House of Questions Exhibition between 21st and 29th July in July, 2 donations totalling £250 specifically to go towards the cost of heating the church and other voluntary donations totalling £1278.32.
Furthermore, there was no legacy income in 2021.

£2,534.95 representing gift aid recovered was received.

Overall therefore income in the General Fund was £13,206.88 less than in 2020. (But the total expenditure from this fund was £11,602.42 less than in 2020).

Income from grants of £25,000 from Historic England Covid19 Emergency Heritage at Risk Response Fund and £6000 from the Leeds Church Extension Society was received but this was restricted for use towards the Nave ceiling repairs and did not impact on the General Fund.

Expenditure in 2021:
The Parish Share was paid in full in 2020 despite the effects of lockdown thanks to a generous donation of £2,000 from Roundhay St. John's church. In 2021 the Parish Share increased to £19,006 and the PCC agreed with the Diocese to pay 25% of the monthly amount and if possible pay additional amounts later in the year. The PCC agreed that from October 2021 the monthly payments would increase so by the year end 50% of the total Share due was paid. This was due to parishioners' commitment to stewardship throughout the year and uniformed groups and community groups using the church hall again when possible.

I know that it was a huge sadness to the congregation that, for the first time in its history, the church had not paid its full Parish Share. But, in the circumstances of a pandemic induced lockdown and the church been closed for essential Nave ceiling repairs, paying 50% was a really commendable achievement.

Whilst the PCC remains committed to paying what Parish Share it can, this is not a legal obligation and therefore, the trustees flexed the amount of Parish Share paid during 2021 to ensure the charity remained a Going Concern.

Church and Hall running expenses were £1794.19 in 2021 compared to £3636.57 in 2020 for Gas and Electricity. This reflects a much better tariff with Octopus Energy and 2 specific generous donations of £50 and £200 which reduced the billed costs from £2044.19.

Several unexpected repairs were necessary when the church hall was reopened after lockdown i.e. replacement lighting, new hall heaters and a new hot water heater. The church maintains a designated building fund for repairs within its General Account and this sufficed.
The replacement of the hall heaters and the new water boiler will be completed in January 2021 and the bank account shows sufficient reserves.

Cleaning costs increased in 2021 as the church and hall reopened and a deep clean was required after the scaffolding was removed on completion of the Nave ceiling repairs.

Maintenance contracts with various companies were continued in order to ensure that the church and hall ware well looked after.

£100 was given to the National Churches Trust. Furthermore the PCC agreed that collections from baptisms, the Carol service and donations in lieu of Christmas cards between members of the congregation would be sent to Christian Aid. (A cheque for £314.30 was sent in January 2022)

Despite running Church Services both online and/or in Church - depending on the pandemic restrictions at the time - the cost of services reduced from £624 in 2020 to £524 in 2021.These costs include items such as Licences, Zoom fees, candles, altar breads and service sheets.

The church was closed, not only due to lockdown in the pandemic, but for a significant time between 24th March and 21st June whilst major repairs were carried out to the Nave ceiling. The total cost of £59,634.24 was funded from the church restricted reserves together with significant grant aid of £25,000 from Historic England Covid19 Emergency Heritage at Risk Response Fund and £6000 from the Leeds Church Extension Society so did not impact on the General Fund.

£31,440 was taken out of the CBF fund which holds the church reserves to contribute towards the total costs of £59,634.24 of the Nave ceiling works necessary to ensure the good maintenance of the Grade 1 Listed Parish Church. This was made up of £4,472.25 from unrestricted reserves, £23,451.45 from the restricted building fund and £3,516.00 from the designated special appeal building fund.

After receiving the VAT refund of £9.939.04 we reinvested £12,744.80 into the CBF fund comprising £4,472.55 into unrestricted reserves, £3,516 into the designated special appeal building fund and £4,756.25 into the restricted building fund.

For 2022:
The PCC approved a budget for 2022 that included paying the Parish Share of £19,211 in full. The PCC and Finance Team will be carefully overseeing the cash flow of the Church to ensure it remains financially solvent and not at risk of been unable to meet its obligations.

Accounting Policy:
The Accounts have been prepared on a 'Receipts and Payments' basis, which means that transactions are accounted for as money is received or spent, rather than accruals accounting.

Funds:
The accounts are separated into various pots of money, for general, designated or restricted use;

General funds are for the day-to-day running of the Church and Hall.

Designated funds are those pots of money that are set aside from the general funds, to use for a specific purpose.

Restricted funds are those which must be used for a very specific purpose, for example grants or donations for specific things.

The table below explains what the various funds are:

Type of fund	Name of fund	Purpose
Unrestricted	General	Day-to-day running costs
Designated	BF-Des	£200 each month is saved in this account to put towards Maintenance. Sometimes this needs to be increased if there is additional expenditure on Church or Hall maintenance, as there was in 2021.
Designated	BSA-Des	Buildings Special Appeal, where donations from the congregation towards the new boiler were saved. The total funds of £3,516.00 in this account were used for the Nave ceiling repairs in 2021 and then replaced when VAT was reclaimed. So this fund continues to hold £3,516.00 to use for further special projects.
Designated	Dynamo	Money held for a local football team.
Type of fund	Name of fund	Purpose
Designated	Legacy	Money left in legacy. For the replacement of the items used in Communion. Necessary purchases were made and the balance remains here.
Restricted	Arts	This is a grant that was received that can be spent on anything to do with Arts based projects.
Restricted	BF – Res	This is where Grant money for large building works is held. It is now largely made up of VAT re-claims plus there is a retention fee of £1445.76 for Phase 3 of the building works carried out in 2021 which should be paid out in 2022.
Restricted	Healing	This money is specifically towards the cost of Healing services.
Restricted	MU	This is the money that was received towards the Mothers Union holiday that ran for local families some years ago.
Restricted	MYP	Some money is kept aside for Mission with Young People. The aim is to transfer £300 in to this fund every year but this was not done in 2020 or 2021.
Restricted	One-off grants	This is where small one-off grants received during the year are held.

Reserves Policy:
The PCC aims to keep between 3 and 6 months running costs in the bank at all times. This is a minimum of £8,000 and a maximum of £18,000, in the general funds. This ensures that the Church is able to meet its running costs for 3 months.

At the end of 2021 there was £22,512.24 in the General fund. This is more than the reserve, but it was considered to be appropriate given that it included £4,570 for one-off expenditure in January 2022 for replacement heaters and a new water boiler in the hall.

Movement of funds:
This table shows the movement of money between the funds

Fund and type	Fund balances brought forward from 2020	Incoming resources	Outgoing resources	Transfers	Fund balances carried forward to 2022
Unrestricted – General Fund	18,716.30	25,434.66	18,338.72	(3,300.00)	22,512.24
Designated – Building Fund	258.76	0.00	2989.43	3,300.00	569.33
Designated – Building Special Appeal Fund	3,516.00	3,516.00	3,516.00	0.00	3,516.00
Designated – Dynamo	63.12	0.00	0.00	0.00	63.12
Designated – Legacy	69.20	0.00	0.00	0.00	69.20
Restricted – Arts	1,107.07	0.00	0.00	0.00	1107.07
Restricted – Building Fund	23,451.45	37423.04	56118.24	0.00	4756.25
Restricted – Healing	31.69	0.00	0.00	0.00	31.69
Restricted – Mothers Union	30.00	0.00	0.00	0.00	30.00
Restricted – Mission with young people	218.18	0.00	0.00	0.00	218.18
Restricted – One-off grants	0.00	0.00	0.00	0.00	0.00
TOTALS	47,461.77	66373.70	80962.39	0.00	32,873.08

Following the ongoing impact of the Coronavirus pandemic, which has included the closure of the church buildings at various times during 2020 and 2021, the level of income received by the PCC into its General Account reduced.

To compensate for this the PCC reduced its standing order for share during 2020 and 2021. However, a generous donation from a sister church in 2020 meant the Share was paid in full for that year and the ongoing commitment of the worshipping community enabled 50% to be paid in 2021.

Whilst the PCC remains committed to paying what Parish Share it can and in 2022 is working towards paying it in full, this is not a legal obligation and therefore, the trustees are confident that, if necessary, they can flex the amount of Parish Share paid over the next 12 months to ensure the charity remains a Going Concern.

This report and the accounts were approved by the PCC at its meeting on 14th March 2021

Signed on behalf of the PCC

Signature KAFitzsimons.

Date 14/3/22.

Name REVEREND CANON KATHRYN ANNE FITZSIMONS

Appendix 1 Receipts and Payment Account for the period 01January 2021 to 31 December 2021

Appendix 2 Statement of Assets and Liabilities as 31 December 2021

Appendix 3 Independent Examiner's Report

Church Of The Epiphany

Receipts and Payments Account

For the period from 01 January 2021 to 31 December 2021

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	13,303.00	—	—	—	13,303.00	12,230.55
Collections and other giving	2,707.57	—	—	—	2,707.57	1,478.08
Other voluntary receipts	2,778.32	3,516.00	37,423.04	—	43,717.36	10,038.00
Gift Aid recovered	2,534.95	—	—	—	2,534.95	7,665.19
Other receipts	—	—	—	—	—	—
Activities for generating funds	115.00	—	—	—	115.00	1,317.41
Investment Income	13.32	—	—	—	13.32	132.91
Receipts from church activities	3,982.50	—	—	—	3,982.50	5,779.40
Total receipts	**25,434.66**	**3,516.00**	**37,423.04**	—	**66,373.70**	**38,641.54**
Payments						
Cost of generating funds	—	—	—	—	—	202.94
Missionary and Charitable Giving	100.00	—	—	—	100.00	215.02
Parish Share	9,503.04	—	—	—	9,503.04	19,006.00
Clergy and Staffing costs	743.38	—	—	—	743.38	907.22
Church Running Expenses	3,934.54	1,120.34	—	—	5,054.88	8,806.93
Hall Running Costs	3,805.76	1,869.09	—	—	5,674.85	5,597.71
Church Repairs & Maintenance	—	3,516.00	56,118.24	—	59,634.24	—
Hall Repairs & Maintenance	—	—	—	—	—	—
Governance Costs	252.00	—	—	—	252.00	252.00
Total payments	**18,338.72**	**6,505.43**	**56,118.24**	—	**80,962.39**	**34,987.82**
Excess of receipts over payments before transfer	**7,095.94**	**(2,989.43)**	**(18,695.20)**	—	**(14,588.69)**	**3,653.72**
Transfers						
Gross transfers between funds - in	—	3,300.00	—	—	3,300.00	—
Gross transfers between funds - out	(3,300.00)	—	—	—	(3,300.00)	—
Excess of receipts over payments before other...	**3,795.94**	**310.57**	**(18,695.20)**	—	**(14,588.69)**	**3,653.72**
Net movement in funds	**3,795.94**	**310.57**	**(18,695.20)**	—	**(14,588.69)**	**3,653.72**
Reconciliation of funds						
Bank accounts at 01 January 2021	**18,716.30**	**3,907.08**	**24,838.39**	—	**47,461.77**	**43,808.05**
Bank accounts at 31 December 2021	**22,512.24**	**4,217.65**	**6,143.19**	—	**32,873.08**	**47,461.77**

Church Of The Epiphany

Statement of Assets and Liabilities (by code)
As at: 31 December 2021

Class and nominal code		General	Designated	Restricted	Endowment	Total	Last year
Current assets - Current assets							
6501 : Bank current account		14,480.85	551.65	5,270.16	—	20,302.66	16,169.47
6510 : CCLA (CBF) deposit account		7,938.29	3,516.00	1,297.24	—	12,751.53	31,433.41
6590 : Cash in hand		78.10	150.00	—	—	228.10	228.10
6591 : Mustard Seed - Cash Account		15.00	—	—	—	15.00	15.00
	Totals	**22,512.24**	**4,217.65**	**6,567.40**	—	**33,297.29**	**47,845.98**
Liabilities - Liabilities							
6601 : Loans received		—	—	—	—	—	—
6699 : Agency collections		—	—	424.21	—	424.21	384.21
	Totals	—	—	**424.21**	—	**424.21**	**384.21**
Represented by							
Unrestricted - General		22,512.24	—	—	—	22,512.24	18,716.30
Designated - BF-Des		—	569.33	—	—	569.33	258.76
Designated - BSA-Des		—	3,516.00	—	—	3,516.00	3,516.00
Designated - Dynamo		—	63.12	—	—	63.12	63.12
Designated - Legacy		—	69.20	—	—	69.20	69.20
Designated - Special		—	—	—	—	—	—
Restricted - Arts		—	—	1,107.07	—	1,107.07	1,107.07
Restricted - BF-Res		—	—	4,756.25	—	4,756.25	23,451.45
Restricted - CT		—	—	—	—	—	—
Restricted - Heal		—	—	31.69	—	31.69	31.69
Restricted - MU		—	—	30.00	—	30.00	30.00
Restricted - MYP		—	—	218.18	—	218.18	218.18
Restricted - OneOff-Res		—	—	—	—	—	—
	Totals	**22,512.24**	**4,217.65**	**6,143.19**	—	**32,873.08**	**47,461.77**

KAFitzsimons.

14/3/22.

KATHRYN ANNE FITZSIMONS

The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

Independent examiner's report to the trustees of The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 December 2021, which are set out in Appendix 1 and 2 plus the Notes in the Tustees report.

Responsibilities and basis of report
As the charity trustees 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 as carried out under section 145 of the 2011 Act. 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 accounting records were not kept in respect of the charity 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.

Signed: …… C. Welling …… Name: Claire Welling

21/3/2022

West Yorkshire Community Accounting Service
Stringer House
34 Lupton Street
Leeds
LS10 2QW

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE EPIPHANY GIPTON, L

England & Wales - Charity number 1157658

Accounts

March 2021



Annual Report and Financial Statements for the Year Ended 31st December 2020

March 2021

The Church of the Epiphany, Gipton

Annual Report of the Parochial Church Council for the Year Ended 31st December 2020

Administrative Information

The Epiphany Church is situated in Beech Lane, Gipton, Leeds 9. It is in the Allerton Deanery of the Diocese of Leeds within the Church of England. The correspondence address is 227 Beech Lane, Leeds, LS9 6SW.
The church has a website at www.epiphanyleeds.wordpress.com

PCC members who have served from October 2020 until this report was approved are:

Vicar: The Reverend Canon Kathryn Fitzsimons

Wardens: Philip Simpson

Ex-Officio Members:
Heather Goodison - Elected Deanery Synod Representative (Until APCM 2023)
Wendy Smith - Elected Deanery Synod Representative (Until APCM 2023)
Rev Debbie Nouwen

Elected Members () = aspects of responsibility

NB: All serve for 3 years with one third retiring each year (retirees are eligible for re-election)

Mandy Ruddiman	(Until APCM 2021)
Margaret Poulter	(resigned June 2020)
Mary Fagan	(resigned October 2020)
**********	
Jill Cavasi	(Until APCM 2022)
Janet Thorpe	(Until APCM 2022)
**********	
Jan Ali (Reader)	(until APCM 2023)
Chris Muir	(Until APCM 2023)
Anna Thomas	(Until APCM 2023)

Christine Brett was appointed treasurer and attends PCC in a non-voting capacity.

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England.

The PCC operates under the Parochial Church Council Powers Measure as amended and Church representation rules that came into force on 2 January 1957 and is registered with the Charity Commission (No.1157658). PCC members are Trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

As well as the **Standing Committee** (the only committee required by law, having powers to transact the business of the PCC between its meetings, subject to any direction given by the Council) the PCC has appointed the following committees:

Finance Committee
Property Committee
Worship Committee
Other groups meet as appropriate to carry out the mission and ministry of the Church

Objectives and Activities

The Epiphany PCC has a responsibility of co-operating with the Vicar, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical.

The mission focus of the church of the Epiphany is captured in the
Vision for Mission Statement and in the **Mission Action Plan**

We aspire to be a welcoming, inclusive and open church that is focused on following in the Way of Jesus and, through the power of the Holy Spirit, supporting God's mission in Gipton through being a Worshipping Community, a Learning Community and a Serving Community.

Worship – Sunday Worship 10am every week
The Covid 19 pandemic has made 2020 a strange year. The introduction of on line worship has accompanied services in the building when that has been permitted.

Community – Members of the congregation are involved in many community activities such as Uniformed Organisations, Pantomime Group, GIPSIL, Schools, Youth Groups, Leeds Citizens, Local Community Forums, The Mustard Seed Community Café, Leeds (South and East) Foodbank

Church Attendance

The Electoral Roll figure is 35
The AWC (Adult Worshipping Community) figures for 2020 is 44

Occasional Offices

Baptisms 1
Funerals = 16
Weddings 0

From the Vicar.
2020 will go down in history as the year of the Pandemic. We started the year in good spirits and welcomed Debbie Nouwen as a curate. All our usual activities were continuing amidst growing concern about a new virus and then came the instructions to close. The PCC meeting on 19th March looked at how we were going to manage to be church without meeting together as church.

Since then it has been an everchanging scene of how we worship together, care for each other look out for the community in which we are placed and pay our bills. I am grateful to each and every person who considers themselves part of Epiphany Church for what you have done over the last year. Highlights include all sorts of people learning to use Zoom, visitors from across the world occasionally joining for us Zoom services, refiguring how we delivered food to those who needed it in a Covid secure way, offering our hall for a period of time so the young people of Gipton Together could meet in spite of so many buildings being closed. There have been sadnesses. We have said the last goodbyes to four members of the congregation and the time when were not able to offer funerals was particularly distressing. We have missed meeting together for worship and fellowship; some of our more vulnerable congregation members have not been able to get out much. The pantomime preparations, the gardening project, Mustardseed as well as the activities of other organisations using our building have had to stop. But we have continued in relationship with God and each other.

We bade farewell to Caroline Brown, our ordinand who began her curacy in June. Ordination for both Caroline and Debbie was much delayed due to restrictions. The services were very different from the usually packed ordination services but significant nevertheless for those ordained.

Our first Zoom worship was on Easter Sunday and it was lovely to see so many gathered apart but together. As well as worship on Zoom, we have sent out sermons, readings, prayers and activities for people of all ages (including palm crosses and christingles!) throughout the year.
We were permitted to worship with limited numbers at various times in 2020 and I am grateful to all those who worked hard to make it safe for us to meet.

Governance arrangements were difficult, we were not able to have our annual meeting at the usual time. It happened in October. Thanks to Philip Simpson for stepping up unofficially from April and to Chris Muir and Anna Thomas for continuing to hold office for a further 6 months.

We are currently still in lockdown but looking to the government's roadmap for meeting together again.

Kathryn

Deanery Synod
2020 started with a Deanery service in February- Puddings and Green Issues at St Edmunds. There was advice on how to change things to make the churches 'greener'. Each parish shared how they were addressing green issues.

During the year there were two Joint Deanery Synods: March which was held at St George's Church. After Lockdown, the next meeting was held via Zoom.
Presentations included Green Issues and Health and Wellbeing, as well as initial discussions on the shape of the future Deanery (ies)

March 2021

The Deanery Service due to be held at All Souls was cancelled due to Covid19.The Joint Deanery Synod due to be held in November was postponed..

Heather Goodison and Wendy Smith

From the PCC secretary
The PCC had 5 meetings planned for 2020. In March, the PCC meeting became a Covid-19 planning meeting, with lockdown being imminent. All further meetings were held via Zoom, and those PCC members unable to access this were consulted and kept informed by Kathryn. The Zoom meetings were well attended.

Agenda items regularly included engaging everyone with worship, pastoral care and when the time came risk assessments before opening up both the church and the hall. The ongoing financial position was also scrutinised.

The various committees met with varying frequency between PCC meetings and reported back to the council when necessary again via Zoom.
The chosen charity for 2020 nominated by the PCC was Space2.

Wendy Smith

Safeguarding
There have been no safeguarding incidents during the year. The safeguarding policy was updated according to the diocesan guidelines.

Chris Muir

Churches Together
Our usual Churches Together work offering a nightshelter for destitute asylum seekers took place in Oakwood Church in February with volunteers from Epiphany participating. Lockdown meant the guests were housed in hotels and WYDAN shelter is looking at how best it can continue to work with those seeking asylum. There has been no other Churches Together activity.

Mustard Seed Café
Caroline Brown worked with volunteers and customers and the PCC to think about reframing the café as a Place of Welcome. Plans to bring this about were put on hold because of COVID19

Foodbank
Although volunteers wanted to keep Epiphany Foodbank open, sadly many of our volunteers were vulnerable themselves and Leeds South and East decided a delivery service was best. This was offered from St Wilfrid's Halton and we got some new volunteers from Epiphany.
We were able to re-open in the Summer having made appropriate Covid secure arrangements.

The volunteers wear masks and use the hand sanitisers. Clients are asked to wear face coverings and to use the handwash provided. There are masks available for those not bringing one. Clients cannot enter unless agreeing to use a face covering. Clients are responsible for their children.

On Monday afternoons the food bags are made up, with fresh food being packed when delivered. Pre-packing the bags ensures that clients can be in and out of the building quickly.

We have mainly full deliveries by the Trussell Trust, and that has helped, but occasionally we have bought shortfalls by donations of cash. We also continue to receive donations from the public.

All the help from the volunteers and donations has helped to increase stock, and shows that the community cares for others in that community. We are all in it together.

Chris Muir

Girl Guiding

Like everyone else Girlguiding had to close when the first lockdown was announced in March, whilst there was a brief opportunity to meet outdoors during the summer, the health concerns of our leaders meant that the risk was too high.

Rainbows and Guides have not undertaken any activities so far but are looking at options for 2021. The Brownies set up a private Facebook group on to which activities have been posted each week during term time and in the autumn they started meeting on zoom. Currently we have a small number who attend the zoom meetings, some accessing Facebook and others receiving an email with details of the activities.

In September Girlguiding joined with Children in Need and we were challenged to raise funds for both charities by acting our age. The Brownies undertook an owl hunt and whilst the Brownies couldn't go out and about they did give suggested locations for the 80 owls we set as our target (our unit is 80 years old) and Jan and Margaret went out and about taking pictures to post on a Facebook page. We reached our target, thanks to members of the congregation who helped find some of our owls.

We would like to thank the PCC for suspending our rents during the lockdown, this has been a tremendous help as we still have other fees to pay and no income.

Jan Ali
Brownie Leader

From the Property Committee

There was a major incident when part of the ceiling near the north porch at the rear of the church collapsed. There was nobody in the building at the time. It was found that the fixings holding the boards in place had corroded. The surrounding areas were checked and the area underneath cordoned off for safety.
Estimates for repairs to the damaged area have been received with the work planned for 2021.

There was a reoccurrence of damp appearing on the east wall of St Nicholas Chapel. As before the cause was found to be the outside fall pipe being blocked by pigeons nesting. Although there is an annual contract in place with a contractor to check and clean the gullies the large number of pigeons continue to be an issue which is difficult to resolve.

Further work by contractors was carried out on the drains at the east end of Church following water ingress through the sink and disused toilet on the north side following heavy rain. Damage to the drains was found to be down to tree roots .

The three wall heaters in the small hall have been replaced.

Andrew Wyles, the appointed architect completed the quinquennial report. Copies are available for inspection. The PCC will attend to the issues raised over the coming years

Richard Naylor

From the Treasurer
In my final year as Treasurer, I would firstly like to acknowledge the team that help our finances run smoothly;

Jan Ali and Kathryn Fitzsimons meet with me as a Finance team, joined later this year by Christine Brett who will be our new Treasurer. Thank you for your continued wisdom, support and patience.
Mandy and Jan who co-ordinate the invoices and bookings for the Church Hall.
Kathryn who administrates for the Charity Commission.
The PCC members who ensure that I am accountable.
I do very much appreciate your work. Thank you for sharing the load!
This year has been particularly challenging with regard to the impact of the pandemic on our finances and I can't thank the Finance team enough for their work and joint careful consideration to get us through this last year, financially sound.

Financial Reports
The Statement of Assets and Liabilities report shows the four places where our money is stored; the Current Account; the savings account (CCLA account); cash-in-hand or as cash-in-hand for Mustard Seed.
Cash-in-hand is the money that I keep back in order to create floats for things like the Christmas Fair. I also try to keep as much as I can in the savings account where it gains a little interest.
This report also shows our Liabilities. Our Liabilities are money which we are holding, or money that we collect, that belongs to other people (we are Agents for them). For example we hold the money for Gipton Churches Together. Occasionally we will have collections for specific purposes such as Christian Aid Week, or a collection for the Children's Society. This money will go through our Agency collections account and appears as a liability on the Statement of Assets and Liabilities. At this time, all of the money in this account belongs to Gipton Churches Together.
This report also gives a breakdown of the money that we hold. This year you can see that we have £18,716 unrestricted funding (money that we can use for our day-to-day work), at the end of the financial year.

The Receipts and Payments account provides a breakdown of the money that we have received and paid out in 2020. It shows that we have received £38,641.54 this year and spent £34,987.82. It also shows transfer of fund between accounts. This year we have transferred £5100 from the unrestricted funds to the Designated funds for Church/Hall maintenance costs.
Analysis of the Receipts and Payments Account - which breaks the report down into more detail - will be available on request at any time.

Income for 2020:
Thank you for your extra hard work this year in maintaining your Planned Giving. This year you raised £13,709 (compared to £15,215 in 2019), which I think is amazing considering the year we have had. Thank you for continuing your commitment to Stewardship and keeping us running as a Church!

In addition to this we received just over £3000 in voluntary donations, which included a £2000 gift from Oakwood Church which was gifted to help us pay our Parish Share in full.
We received £7000 from people who have kindly donated to the Church through leaving a gift to us in their Will.

We also raised £4737 from Church Hall rents (in the months that we are allowed to open), and just over £1000 from Fees for weddings and funerals. This amounted to just less than half of the income we received in this area last year.

We received a payment of £7665 which was Gift-Aid claim covering 18 months.

Thank you to those who organise and support events that raise funds for the Church. Despite the pandemic you raised over £1317. (compared to £1730 last year) This was from the Metro Goldwyn Gipton Panto, held in February 2020, Mustard Seed Café and your Sunday Coffee contributions!
For 2021:

We expect to be similarly affected by the pandemic in 2021 and the PCC and Finance Team will be keeping a close eye on our finances.

Expenditure for 2020:
We have paid our Parish Share in full!! What an amazing achievement! Thank you all!
Church and Hall running expenses have been £3637 for Gas and Electricity. These were larger than usual, as expected, due to the problems we had with our energy supplier in 2019. We have now moved to Octopus Energy.
Church and Hall maintenance costs have been approx. £5000 this year, which includes the hedge and grass cutting. We continued our maintenance contracts with various companies in order to ensure that we continue to look after our premises.

Our giving to Mission/Charity was: our Charity of the year – Space 2 (£115) and the National Churches Trust (£100) who have supplied us with significant grants in the past.

Despite running our Church Services both online and/or in Church - depending on the pandemic restrictions at the time - our cost of services has stayed about the same (£649 in 2019, £642 in 2020). These costs include items such our Licences, Zoom fees, candles, altar breads and service sheets.

Our cleaning costs reduce from £936 in 2019 to £374 in 2020 due to the Hall being closed and cleaning not being required.

For 2021:
We will be moving ahead with our renovation project to repair the Church ceiling and decorate the Church. This will be using our currently allocated Restricted funding plus additional grants and it is not expected to impact our unrestricted funds.
Our Parish Share will be £19,006 for 2021. We will pay 25% of our monthly amount during 2021, but will review this and if possible, pay additional amounts every quarter in discussion with the PCC.

Accounting Policy:
Our accounts have been prepared on a ‘Receipts and Payments’ basis, which means that we account for our transactions as we receive or spend the money, rather than accruals accounting.
Funds:

The accounts are separated into various pots of money, for general, designated or restricted use;
General funds are for the day-to-day running of the Church and Hall.
Designated funds are those pots of money that we have chosen to set aside from our general funds, to use for a specific purpose.
Restricted funds are those which must be used for a very specific purpose, for example grants, or donations for specific things.

The table below explains what our various funds are:

Type of fund	Name of fund	Purpose
Unrestricted	General	Our day-to-day running
Designated	BF-Des	Where we save £200 each month to put towards Maintenance. Sometimes we need to top this up if we have additional expenditure on Church or Hall maintenance.
Designated	BSA-Des	Buildings Special Appeal, where we saved donations from the congregation towards the new boiler. Remaining funds will be used for other Special Building projects.
Designated	Dynamo	Money held for a local football team.
Designated	Legacy	Money left in legacy. For the replacement of the items used in Communion. Necessary purchases were made, and the balance will remain.
Restricted	Arts	This is a grant that we received that can be spent on anything to do with Arts based projects.
Restricted	BF – Res	This is where we hold the Grant money for our large building works.
Restricted	Healing	This money is specifically towards the cost of Healing services.
Restricted	MU	This is the money that we received towards the Mothers Union holiday that we ran for local families some years ago.
Restricted	MYP	We keep some money aside for Mission with Young People and we transfer £300 in to this fund every year.
Restricted	One-off grants	A place where we can keep small one-off grants that we have received during the year.

Reserves Policy:

We aim to keep between 3 and 6 months running costs in the bank at all times. This is a minimum of £9,000 and a maximum of £18,000, in our general funds. This ensures that we are able to meet our running costs for 3 months. At the end of 2020 we have £18,716.30 in our General fund. This is slightly over our reserve, but we felt it was appropriate given the ongoing fluctuations in income and expenditure due to the impact of the pandemic in 2020 and 2021.

Movement of funds:

This table shows the movement of money between the funds.

Fund and type	Fund balances brought forward from 2019	Incoming resources	Outgoing resources	Transfers	Fund balances carried forward to 2021
Unrestricted – General Fund	15,115.90	38,641.54	29,941.14	(5100.00)	18,716.30
Designated – Building Fund	205.44	-	5046.68	5100.00	258.76
Designated – Building Special Appeal Fund	3516.00	-	-	-	3,516.00
Designated – Dynamo	63.12	-	-	-	63.12
Designated – Legacy	69.20	-	-	-	69.20

Restricted – Arts	1107.07	-	-	-	1,107.07
Restricted – Building Fund	23,451.45	-	-	-	23,451.45
Restricted – Healing	31.69	-	-	-	31.69
Restricted – Mothers Union	30.00	-	-	-	30.00
Restricted – Mission with young people	218.18	-	-	-	218.18
Restricted – One-off grants	0.00	-	-	-	0.00
TOTALS	**43,808.05**	**38,641.54**	**34,987.82**	**0.00**	**47,461.77**

Following the ongoing impact of the Coronavirus pandemic, which has included the closure of the church buildings at various times during 2020 and 2021, the level of income received by the PCC reduced. This due to a reduction in cash collections, parochial fees and income from hall lettings. To compensate for this the PCC has reduced its standing order for share during the year. In 2020 it was paid in full. Whilst the PCC remains committed to paying what Parish Share it can, this is not a legal obligation and therefore, the trustees are confident they can flex the amount of Parish Share paid over the next 12 months to ensure the charity remains a Going Concern.

This report and the accounts was approved by the PCC at its meeting of 18th March 2021

KA Fitzsimons

Vicar and Chair of the PCC

18 3 2021

Appendix 1 Receipts and Payment Account for the period 01January 2020 to 31 December 2020
Appendix 2 Statement of Assets and Liabilities as 31 December 2020
Appendix 3 Independent examiners Report

Appendix 1

Church Of The Epiphany

Receipts and Payments Account

For the period from 01 January 2020 to 31 December 2020

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	12,230.55	—	—	—	12,230.55	13,117.60
Collections and other giving	1,478.08	—	—	—	1,478.08	7,899.66
Other voluntary receipts	10,038.00	—	—	—	10,038.00	281.73
Gift Aid recovered	7,665.19	—	—	—	7,665.19	—
Other receipts	—	—	—	—	—	12,046.00
Activities for generating funds	1,317.41	—	—	—	1,317.41	1,731.72
Investment income	132.91	—	—	—	132.91	246.38
Receipts from church activities	5,779.40	—	—	—	5,779.40	12,786.68
Total receipts	**38,641.54**	**—**	**—**	**—**	**38,641.54**	**48,109.77**
Payments						
Cost of generating funds	202.94	—	—	—	202.94	1,037.85
Missionary and Charitable Giving	215.02	—	—	—	215.02	660.52
Parish Share	19,006.00	—	—	—	19,006.00	18,582.00
Clergy and Staffing costs	907.22	—	—	—	907.22	1,356.14
Church Running Expenses	5,247.23	3,559.70	—	—	8,806.93	18,820.62
Hall Running Costs	4,110.73	1,486.98	—	—	5,597.71	6,043.28
Church Repairs & Maintenance	—	—	—	—	—	180.00
Hall Repairs & Maintenance	—	—	—	—	—	—
Governance Costs	252.00	—	—	—	252.00	240.00
Total payments	**29,941.14**	**5,046.68**	**—**	**—**	**34,987.82**	**46,920.41**
Excess of receipts over payments before transfer	**8,700.40**	**(5,046.68)**	**—**	**—**	**3,653.72**	**1,189.36**
Transfers						
Gross transfers between funds - In	—	5,100.00	—	—	5,100.00	9,664.00
Gross transfers between funds - out	(5,100.00)	—	—	—	(5,100.00)	(9,664.00)
Excess of receipts over payments before other...	**3,600.40**	**53.32**	**—**	**—**	**3,653.72**	**1,189.36**
Net movement in funds	**3,600.40**	**53.32**	**—**	**—**	**3,653.72**	**1,189.36**
Reconciliation of funds						
All assets at 01 January 2020	**15,115.90**	**3,853.76**	**24,838.39**	**—**	**43,808.05**	**42,618.69**
All assets at 31 December 2020	**18,716.30**	**3,907.08**	**24,838.39**	**—**	**47,461.77**	**43,808.05**

Appendix 2

Church Of The Epiphany

Statement of Assets and Liabilities (by code)
As at: 31 December 2020

Class and nominal code		General	Designated	Restricted	Endowment	Total	Last year
Current assets - Current assets							
6501 : Bank current account		10,698.23	3,757.08	1,714.16	—	16,169.47	12,675.79
6510 : CCLA (CBF) deposit account		7,924.97	—	23,508.44	—	31,433.41	31,300.50
6590 : Cash in hand		78.10	150.00	—	—	228.10	198.00
6591 : Mustard Seed - Cash Account		15.00	—	—	—	15.00	32.97
	Totals	**18,716.30**	**3,907.08**	**25,222.60**	—	**47,845.98**	**44,207.26**
Liabilities - Liabilities							
6699 : Agency collections		—	—	384.21	—	384.21	399.21
	Totals	—	—	**384.21**	—	**384.21**	**399.21**
Represented by							
Unrestricted - General		18,716.30	—	—	—	18,716.30	15,115.90
Designated - BF-Des		—	258.76	—	—	258.76	205.44
Designated - BSA-Des		—	3,516.00	—	—	3,516.00	3,516.00
Designated - Dynamo		—	63.12	—	—	63.12	63.12
Designated - Legacy		—	69.20	—	—	69.20	69.20
Designated - Special		—	—	—	—	—	—
Restricted - Arts		—	—	1,107.07	—	1,107.07	1,107.07
Restricted - BF-Res		—	—	23,451.45	—	23,451.45	23,451.45
Restricted - CT		—	—	—	—	—	—
Restricted - Heal		—	—	31.69	—	31.69	31.69
Restricted - MU		—	—	30.00	—	30.00	30.00
Restricted - MYP		—	—	218.18	—	218.18	218.18
Restricted - OneOff-Res		—	—	—	—	—	—
	Totals	**18,716.30**	**3,907.08**	**24,838.39**	—	**47,461.77**	**43,808.05**

Appendix 3

The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

Independent examiner's report to the trustees of The Parochial Church Council Of The Ecclesiastical Parish Of The Epiphany Gipton, Leeds

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 December 2020, which are set out on pages 11 to 12.

Responsibilities and basis of report
As the charity trustees 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 as carried out under section 145 of the 2011 Act. 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 accounting records were not kept in respect of the charity 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.

Signed: E J Beverley Name: E J Beverley

Relevant professional qualification or body: FCCA

Date: 13/04/2021

West Yorkshire Community Accounting Service
Stringer House
34 Lupton Street
Leeds
LS10 2QW