

The Parochial Church Council of the
Ecclesiastical Parish of
St Andrew Bishopthorpe
(Registered Charity 1161767)

Annual Report and Accounts
For the year to 31 December 2022

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
(Registered Charity 1161767)

INDEX	PAGE
MEMBERS REPORT	1-7
INDEPENDENT EXAMINER'S REPORT.....	8
RECEIPTS AND PAYMENTS ACCOUNT.....	9
ASSETS AND LIABILITIES	10
NOTES TO THE ACCOUNTS	11 - 14

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
MEMBERS' REPORT FOR THE YEAR TO 31 DECEMBER 2022

ADMINISTRATIVE INFORMATION

St Andrew's Church is situated on Church Lane, Bishopthorpe. It is in the Diocese of York within the Church of England. The correspondence address is The Parish Office, St Andrew's Church Hall, Church Lane, Bishopthorpe. YO23 2QG

The Parochial Church Council (PCC) is a charity registered with the Charity Commission. The Charity Commission Registration Number is 1161767. The members confirm that the Charity has complied with its duty to have regard to the guidance on public benefit published by the Charity Commission.

PCC meetings were held every other month at St Andrew's church until September, when meetings were then held variously over the other churches in our Benefice. Our APCM was on Sunday 8th May. There is no August meeting due to so many being away.

Members are elected at the APCM and/or co-opted through the year as required:

- Mark Murfin (Finance point of contact with HPH accountants performing Treasurer role)
- Sam Powell
- Romy Dunn
- Sally Sutton
- Martin Sutton
- Matt Probert (representative on Deanery Synod)
- Judy Probert
- Ann Cox, stepped down 8th May 2022.
- Andrene Watson, stepped down on 8th May 2022.
- Krysia Clack, stepped down on 8th May 2022.

Ex Officio members:

- | | |
|---------------------------------|--|
| • Priest-in-Charge (Shared **): | Revd. Simon Bray. |
| • Assistant Curate (Shared **): | Ven. John Day, until 30 th September 2022.
Richard Nihill, from 1 st July 2022. |
| • Reader with PTO | |
| <i>Permission to Officiate:</i> | Tom Whaley |
| • Churchwarden: | Steve Hall until 8 th May 2022, then no-one. |
| • Safeguarding Officer: | Helen Cole |
| • Banking transaction approver: | Brian Mellors (retired churchwarden) |

PCC Secretary:

Linda Brown until 8th May 2022, then shared amongst PCC.

PCC Treasurer Function:

HPH Chartered Accountants, 54 Bootham, York. YO30 7XZ.

** Shared with St Chad's and St Clements, York, the "Bishopthorpe Road Parishes Benefice".

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
MEMBERS' REPORT FOR THE YEAR TO 31 DECEMBER 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

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

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 object of the PCC is to co-operate with the priest-in-charge in promoting in the Parish of St Andrew Bishopthorpe and across the newly-formed benefice of St Andrew's Bishopthorpe, St Chad's York and St Clement's York, i.e. the 'Bishopthorpe Road Parishes', the whole mission of the Church – pastoral, evangelistic, social and ecumenical. And to continue our ecumenical relationship with Bishopthorpe Methodist church.

The PCC is responsible for:

- the financial management of the church;
- the care and maintenance of the church fabric;
- the care and maintenance of the church hall.

The PCC has powers under the Parochial Church Councils (Powers Measure) 1956 to enable it to discharge its duties by:

- acquiring, managing and administering property for ecclesiastical purposes affecting the parish;
- formulating and approving an annual budget for maintenance of church work;
- making representation to the Archbishop with regard to matters affecting the welfare of the parish.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
MEMBERS' REPORT FOR THE YEAR TO 31 DECEMBER 2022

ACHIEVEMENTS AND PERFORMANCE (Review of the Year)

Electoral Roll. There are 73 *living* names on the electoral roll.

During the year the full PCC met 6 times: 10th January, 7th March, 9th May, 11th July, 22nd September and 17th November. The standing committee met on 7 occasions: 3rd February, 4th April, 6th June, 8th August, 17th October and 5th December. The Finance Committee met once on 21st February, before being subsumed into the PCC at the APCM. Reports were received by the full PCC.

Sunday average attendance

5 Sunday services were held during October, on which the annual count is based:

Three 10.30am Holy Communions, one 9am traditional Communion and one 10.30am Praise Service.

Average attendance 27 (27.6 actually) adults, 2 children (or 0.3 children if you prefer - 2 children came to 2 services).

List of Sunday Services, recorded, streamed and live (in-person)

10:30am Eucharist every Sunday except the 3rd Sunday of the month, where instead there is a 9am Traditional Eucharist and 10:30 praise service.

Services were live. Recording dwindled during the year as viewing figures dropped off.

Services are no longer recorded unless requested.

Services sheets are available in Ukraine and Simplified Chinese (google translated!)

List of weekday Services

2nd and 4th Friday of every months at 10:15am. Other online services are available within the benefice.

Metrics:

Baptisms:	5
Confirmation candidates/services:	0 / 0
Weddings:	2
Funerals in church:	5
Funerals in church with burial in churchyard:	4
Burial of ashes:	10
Average Weekly Attendance:	27 adults, 2 children
Easter Communicants/Worshippers:	32 / 61 (11 under 16) + 17 at Sunrise service
Christmas Eve Communicants:	Midnight Mass 17 (24 attended)
Christmas Eve Attendants:	189 adults/122 children at Christingle
Christmas Day Communicants:	13
Christmas Day Worshippers:	15 adults + no children
Total Attendance at Christmas Services as above:	241 adults + 122 children (best estimate).

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
MEMBERS' REPORT FOR THE YEAR TO 31 DECEMBER 2022

Church Activities

2022 was another year of change for St Andrew's and the new Bishopthorpe Road Parishes benefice. At Easter a new pattern of services in the benefice was begun, restoring the 4.15pm and weekly morning services at St Chad's and St Clement's after a period of alternating services, but with the weekly Communion services being at St Andrew's and St Chad's, and Refresh, the informal café church evening service, taking a new guise as Engage at St Chad's.

In September the three PCCs began to hold joint meetings prior to their separate meetings on each occasion (remaining on alternate months), with Standing Committees meeting in the other months. During the year the PCCs also made a number of other significant decisions, including the decision to work towards a shared online presence, and the decision to appoint a part-time Pioneer Worker from 2 January 2023.

Last but not least, two major changes of personnel occurred during the year. In July we welcomed Richard Nihill as a Self-Supporting Curate, and in September we bid a fond farewell to John Day and Stephanie as John took up his new post working for York Diocese.

The church held a successful Open Day on Saturday 28th March, with complementary refreshments available all day in the church hall and the church bell tower open for tours and having a go at church bell ringing. This was an opportunity both for people to give and also to discover what the church is doing and that we were *open* again following the closures caused by the pandemic.

We had a very successful Good Friday families trail and shared service with the Methodists followed by the walk of witness.

The church group 'BabyTalk' moved from St Andrew's Hall to join the Quench café at the Methodist Church but numbers have dropped throughout the year as other activities have become available in the village.

Members of St Andrews became regulars at benefice activities including the Tuesday Bible study, Community Connect, Engage, Taize, and Love Worship, and some attended the benefice Weekend Away.

The church supported the Platinum Jubilee day in the summer by organising organised games and supplying a PA system.

In the parish, St Andrew's had a stall at the Autumn Village Fair and members attended regular village events most often selling knitted items.

FUNDRAISING AND CHARITABLE GIVING

The major fundraiser for the church was a city centre day selling food and drinks and 'sundries' at St Crux at the bottom of the shambles in York.

Members of all churches and our previously linked church, Holy Trinity Acaster Malbis, took part in a sponsored cycle ride, each raising money for their parent church.

The church members ran two major fundraisers for charity, the Christingle service to raise money for The Children's Society and a brass band concert to raise money for Christian Aid. The church also made a significant donation towards the stipend of a vicar in the Diocese of Ho, Ghana and a number of smaller donations to local charities.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
MEMBERS' REPORT FOR THE YEAR TO 31 DECEMBER 2022

CHILDREN AND YOUNG PEOPLE

DangerZone and Summit, youth groups for those in Y6 to Y8 and Y8 upwards meet on Friday and welcome young people from all churches and none. 8-10 young people on the register.

JAM (Jesus and Me) currently meets as a lunchtime club in the junior school with between 16 and 20 children in attendance. In March, the children from JAM took part in the Minster service celebrating Children of Light.

Youth Leaders have updated their Safeguarding training and some also attended practical training events off site.

The summer holiday club ran for the first time for a full week post covid in partnership with St Edward's in Dringhouses, including 33 children year 6 and below and 3 teenagers, all from St Andrews. The teenagers supported the morning activities and then took part in their own activities in the afternoon.

St Andrew's church bell ringers' practiced every Friday except Good Friday and rang for Sunday service and a few weddings. The ringers also tolled the tenor bell half-muffled, on Friday 9th September, to mark the passing of HM Queen Elizabeth II, and also rang a quarter peal on Friday 16th our six-bell peal fully muffled, but with the tenor *open* at backstroke. The ringers then rang for the Proclamation of HM King Charles III.

OTHER

The church opened a Book of Remembrance on the death of the Queen which was signed by 80 plus people.

Members of the church have set up a rota to ensure that the church can be opened every day between at least 10am and 4pm for whosoever would like to enter.

The Church Hall is now fully open to the community though not yet bringing in enough to support its costs. The church has been booked a few times by outside organisations, mainly for musical events.

After 8s, house groups and St Andrew's Fellowship continue to provide support and nurture for people in their faith.

We made enough Christmas pudding to fill a baby bath on stir-up Sunday.

A number of services were held jointly with our ecumenical partners at the Methodist church including Remembrance Sunday and the carol service in December.

We have a collecting point for the nearest food bank at the back of church and approximately one 'green box' is delivered every fortnight.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
MEMBERS' REPORT FOR THE YEAR TO 31 DECEMBER 2022

FINANCIAL REVIEW

During the year voluntary income decreased by £12,674. The income from fundraising including church hall lettings increased by £9,876 as activities increased.

The church contributed £30,000 to the diocesan parish which largely provides the stipends and housing for the clergy. This equated to 45% of the total income they received.

The church has excess of receipts over payments of £3,352 only due to income from loan repayments. Excluding these receipts, the church cash funds decreased by £2,648 in 2022 and £12,126 in 2021.

The level of funds held in the general purpose fund is £63,508 which equates to between 12-13 months of expenditure.

RESERVES POLICY

Money should only be kept in reserve for specific reasons – whilst the Bible clearly indicates that we should not hoard it is also clear that sensible planning for known events and responsibly for others is important.

- The PCC already has in place restricted and unrestricted reserved funds allocation as shown in the accounts.
- The PCC's main financial concern is to reduce the current annual financial deficit. Following a significant legacy in 2012-13 the PCC had agreed planned losses to help with the development of the church in the Bishopthorpe community. Due to a previous years' increase in the Diocese of York Free Will Offering, an unplanned significant reduction in planned giving, and a loan of £54,000 to Bishopthorpe Old Church School, the annual losses are depleting the churches reserves at too high a rate.
- Various initiatives are now being taken to reduce the annual deficit.
- It was felt appropriate to keep three months general running costs in reserve £15,822.

Policy: It is the policy of this church to keep three months running costs, in the general fund, to cover unforeseen emergencies. Initiatives are being taken to increase funding to the church. A strict policy that no expenditure will be incurred unless a higher benefit will be the direct result.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe
MEMBERS' REPORT FOR THE YEAR TO 31 DECEMBER 2022

Advisors

Investment Managers: CCLA Investment Management Limited, Senator House, 85 Queen Victoria Street, London

Bankers: CAF Bank, Santander, Shawbrook Bank

Accountants: HPH, 54 Bootham, York, YO30 7XZ

Independent Examiner: Martin Prime, 23 Montague Road, Bishopthorpe, YO23 2SP

Approved by the Members on 16 March 2023 and signed on behalf of the Charity by:

.....
Simon Bray - (PCC Chair)
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST ANDREW BISHOPTHORPE**

I report to the trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe ("the PCC") for the year ended 31 December 2022.

This report is made solely to the PCC's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examination work has been undertaken so that I might state to the PCC's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC and the PCC's trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act') and the Church Accounting Regulations 2006 ('the regulations').

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act. My examination was also carried out in accordance with the terms found in the Church guidance, 2006 edition, issue by the Finance Division of the Archbishops' Council.

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 PCC as required by section 130 of the 2011 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.

Martin Prime ACMA

16 March 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL OF ST ANDREW BISHOPTHORPE

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds	Restricted Funds	Total Funds	
		£	£	2022 £	2021 £
Receipts					
Voluntary Income					
Planned giving		9,689	-	9,689	14,253
Collections at services		4,173	-	4,173	3,756
All other giving/voluntary receipts	3(a)	8,882	304	9,186	16,448
Gift aid recovered		2,896	-	2,896	4,161
		25,640	304	25,944	38,618
Activities for generating funds	3(b)	17,259	-	17,259	7,383
Investment income	3(c)	592	-	592	407
Church activities	3(d)	6,561	192	6,753	7,059
Other incoming resources	3(e)	9,582	-	9,582	10,244
		59,634	496	60,130	63,711
Investment sale		-	-	-	15,000
Loan receipts		6,000	-	6,000	5,700
Total Receipts		65,634	496	66,130	84,411
Payments					
Church activities					
Diocesan parish contribution		30,000	-	30,000	30,000
Clergy costs		233	-	233	239
Church running expenses	4(a)	18,276	500	18,776	31,645
Hall running costs	4(b)	10,452	-	10,452	11,870
Governance costs	4(c)	3,317	-	3,317	1,948
Fundraising costs		-	-	-	135
Total Payments		62,278	500	62,778	75,837
Excess of receipts over payments/(payments over receipts)		3,356	(4)	3,352	8,574
Transfer between funds		-	-	-	-
Bank balances brought forward at 1 January		105,212	9,488	114,700	106,126
Bank balances carried forward at 31 December		£ 108,568	£ 9,484	£ 118,052	£ 114,700

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL OF ST ANDREW BISHOPTHORPE

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds	
			2022 £	2021 £
Current Assets - Bank Balances				
Short term deposits	25,869	-	25,869	78,096
Cash at bank	82,898	9,484	92,382	36,837
Funds held as agent	(199)	-	(199)	(233)
	108,568	9,484	118,052	114,700
Fixed Assets				
Church Hall (valued September 1998)	147,646	-	147,646	147,646
Investment Assets				
CBF investment fund income shares at market value	86,903	-	86,903	95,673
Other Monetary Assets				
Long term loan	32,993	-	32,993	38,993
Debtor	1,023	-	1,023	347
	34,016	-	34,016	39,340
Assets retained for church use	£ 377,133	£ 9,484	£ 386,617	£ 397,359
Liabilities				
Creditors for church activities payments	980	-	980	760
	£ 980	£ -	£ 980	£ 760

Approved by the Parochial Church Council on 16 March 2023
and signed on its behalf by

.....
Simon Bray - PCC Chair

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL OF ST ANDREW BISHOPTHORPE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the receipts and payments basis.

2. Funds

General purpose funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted funds represent income which is to be expended on the restricted purposes intended by the donor or for a specific PCC activity intended by the donor.

Analysis of Funds

	B/F				C/F
	01.01.22	Receipts	Payments	Transfer	31.12.22
Restricted funds					
Churchyard maintenance fund	500	-	-	-	500
Bellringing fund	4,518	192	-	-	4,710
Margaret Jones youth fund	698	304	500	-	502
Music & choir fund	2,205	-	-	-	2,205
Sanctuary fund	302	-	-	-	302
Vicar's discretionary fund	1,265	-	-	-	1,265
	£ 9,488	£ 496	£ 500	£ -	£ 9,484

All the restricted funds held above relate to income received for the maintenance of various parts of the church or specific activities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL OF ST ANDREW BISHOPTHORPE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

2. Funds - continued

	B/F			Gains/		C/F
	01.01.22	Receipts	Payments	Losses	Transfer	31.12.22
Designated funds						
Accumulated fund - hall value	147,646	-	-	-	-	147,646
Church building improvement fund	69,167	-	-	-	-	69,167
Church repair fund	25,154	-	255	-	-	24,899
Churchyard maintenance fund	9,614	-	679	-	-	8,935
Church hall fund	206	-	-	-	-	206
Car park fund	10,461	648	-	-	-	11,109
Kneeler fund	748	-	-	-	-	748
Margaret Jones youth fund	8,923	111	207	-	-	8,827
Church repair fund - sound system	374	-	-	-	-	374
Organ fund	5,859	-	-	-	-	5,859
Sanctuary fund	7	-	-	-	-	7
Mission fund	4,750	-	-	-	-	4,750
	£ 282,909	£ 759	£ 1,141	£ -	£ -	£ 282,527
Unrestricted undesignated funds						
General purpose fund	65,770	64,875	61,137	-	(6,000)	63,508
Investment value fund	38,845	-	-	(8,770)	-	30,075
Movements between cash and assets	-	(6,000)	-	-	6,000	-
	£ 104,615	£ 58,875	£ 61,137	£(8,770)	£ -	£ 93,583
Total funds	£ 397,012	£ 60,130	£ 62,778	£(8,770)	£ -	£ 385,594

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL OF ST ANDREW BISHOPTHORPE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	2022	2021
3. Receipts	£	£	£	£
3(a) All other giving/voluntary receipts				
Legacies	1,000	-	1,000	-
Donations	2,022	304	2,326	2,099
Grants - Feoffees (Church Insurance)	4,610	-	4,610	4,446
Grants - Repairs	-	-	-	6,594
Grants - Heating	1,250	-	1,250	-
Grants - Furlough	-	-	-	3,309
	8,882	304	9,186	16,448
3(b) Activities for generating funds				
Fundraising Events	679	-	679	528
St Crux	1,006	-	1,006	1,142
Gift day	2,742	-	2,742	-
Hospitality	350	-	350	-
Church centre lettings	470	-	470	49
Rent - Car park	648	-	648	648
Hall Letting Income	11,364	-	11,364	5,016
	17,259	-	17,259	7,383
3(c) Income from investments				
Bank and CCLA Deposit Fund interest	592	-	592	407
	592	-	592	407
3(d) Income from church activities				
Fees for weddings and funerals	6,561	192	6,753	7,059
	6,561	192	6,753	7,059
3(e) Other incoming resources				
Mobile mast income	9,582	-	9,582	9,582
Paper Recycling	-	-	-	256
Other	-	-	-	406
	9,582	-	9,582	10,244

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL OF ST ANDREW BISHOPTHORPE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	2022	2021
4. Payments			£	£
4(a) Church running costs				
Property costs				
- Church insurance	4,583	-	4,583	4,445
- Utilities	3,383	-	3,383	3,359
- Church cleaning	18	-	18	1,321
- Fabric maintenance and repairs	979		979	6,858
- Church yard maintenance	679		679	4,486
Sanctuary costs	541	-	541	811
Director of Music and other music costs	1,053	-	1,053	967
Salary costs	-	-	-	380
Telephone	994	-	994	787
Printing stationery and books	109	-	109	1,751
School books and bibles	32	500	532	500
Photocopying	1,842	-	1,842	2,288
Sundry expenses	790	-	790	282
Legal and professional fees	1,364	-	1,364	1,364
Church member expenses	-	-	-	125
Bank charges	109	-	109	121
Grants and deanery offering	1,800	-	1,800	1,800
	18,276	500	18,776	31,645
4(b) Hall running costs				
Refuse collection	169	-	169	149
Cleaning - staff	4,643	-	4,643	4,062
Cleaning - other expenses	751	-	751	318
Electricity	754	-	754	923
Gas	807	-	807	1,142
Water	1,161	-	1,161	1,489
Repairs and maintenance	1,163	-	1,163	786
Booking secretary salary and expenses	772	-	772	2,697
Sundry expenses	232	-	232	304
	10,452	-	10,452	11,870
4(c) Governance costs				
Accountancy fees	3,317	-	3,317	1,948
	3,317	-	3,317	1,948

5. Payments to PCC members

No member of the PCC received any remuneration.