



The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe

Reports & Accounts

Financial Year Ending 31/12/2024

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THE CHURCH
OF ENGLAND



Diocese of York



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Legal & Administrative Details

Charity Name: The Parochial Church Council of the Ecclesiastical Parish of St Andrew Bishopthorpe

Charity Number: 1161767

Charity Address: The Parish Office
St Andrews Church Hall
Church Lane
Bishopthorpe
York
YO23 2QG

Trustees:

Martin Sutton

Stephen Hall

Simon Bray

Linda Brown (Appointed 12/09/2024)

Rosemary Dunn

Christine Hall

Matthew Probert

Tony Spreckley (Appointed 12/09/2024)

Sally Sutton

Independent
Examiner: Adrian Fuller
19 Bilsdale Close, York YO30 5TT

Trustees Report

Objects of the charity

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 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.

Summary of the charity's main activities and achievements

To further the above objects and vision, the charity's main activities and achievements were as follows:

The number of people registered on the Electoral Roll stands at 56. Average attendance for the ten thirty Sunday Service standing at 25 adults and 4 children

To further the above objectives and vision, the charities main activities and achievements were as follows:

Regular Sunday services were held at 10:30am led by ordained and non-ordained church members. A refreshed approach to the 10:30am worship was introduced in September with the aim of making services more accessible and family friendly. In addition, regular traditional Holy Communion services are held on alternating Fridays at 10:15am. Morning prayer continues online on Monday and Thursday mornings. Summit meets weekly and is aimed at young people over 12 years old.

As part of the benefice we have a monthly prayer meeting and also a space for prayer and worship called 'Love Worship'.

We held an annual Christingle service at Christmas, Light, Love and Time to Remember that were extremely well attended by families in the village and church members. In addition an annual Holiday Club for children in the school holidays is run with support of the other parishes in the benefice.

Fundraising includes an annual garden party, concerts, St Crux cafe, an advent fair and participation in the village fair.

Outreach projects include Jesus & Me (JAM) at the local primary school; Quench Cafe, a combined effort with the Methodist church that is well received by the local community; regular

Jigsaw Afternoons at the Church Hall. A Treasurer was appointed at the beginning of the year in addition to the Benefice Administrator and Multiply Lay Worker.

Significant work has taken place on the building this year including the drainage system, new carpet in the church, church path maintenance and the installation of solar panels to the Church Hall.

The Church Hall continues to be maintained well providing space for church members as needed and a hub for small business owners and the local community.

St Andrew's Church continues to have a good relationship with the local schools where the Christian ideals of inclusivity and care were identified as being apparent throughout the school.

In planning the activities, the trustees have applied the guidance on public benefit issued by the Charity Commission.

Martin Sutton and Steve Hall
Church Wardens

Financial Review

Unrestricted funds

During the year, we received £81,970. This is £19,330 more than the previous year. Planned giving increased by 11% to £9,917. Fundraising income was £4,203 which included the summer garden party, advent fair, craft stalls and St Crux . We received a grant from the local ward committee to support the improvement of storage in the church hall. Grants of £18,944 were received from the Feoffees of St Andrews in support of the maintenance of the buildings. We received £15,411 from hall and church lettings and £7,881 fees from weddings, funerals and burials in the churchyard. We received £1,938 from other church activities during the year. Gift aid claimed was £625 with an estimated £6,000 is expected to be received in 2025.

The expenditure for the year was £87,645 which is £27,011 more than last year. There was £12,945 spent on repairing the drains in the churchyard and additional £1,378 was spent maintaining the churchyard grounds. In addition, £3,096 was spent on the maintenance of the building. New carpet was installed in the church at a cost of £5,500. The building cost £8,996 to insure, clean, heat and light. The church hall cost £11,646 to light, heat and clean. The summer holiday club and other children and youth activities cost £837. The costs to run the church services was £6,544. The Diocesan Parish Share Contribution was £22,504. Following the appointment of the treasurer and administrator, together with clergy and other governance costs the total expenditure for these was £11,723. Mission and charitable donations included £1,500 to the Ho Diocese in Ghana and other donations of £976.

The expenditure for the year exceeded the income by £9,681. The church hall contributed £4,006. This resulted in the total expenditure exceeding income by £5,675.

At the end of the summer, following the appointment of the new treasurer, the PCC reviewed the funds that had previously been designated. These were now deemed not required and agreed to transfer the fund back into the general fund. These funds totalled £143,304. The funds that have been invested resulted in a growth of £4,993 and £12,000 was received from the repayment of the Old School Trust loan.

This resulted in the total unrestricted reserves increase of £11,318. The balance held at 31 December was £229,216 with £99,166 held in bank and cash accounts, £103,817 invested in the CBF Church of England Investment fund and £26,233 held in Shawbrook Bank 60 day notice account.

The church hall valuation is £147,646 and £11,493 is the balance of the Old School Trust loan.

Restricted funds

Donations totalling £12,575 were received during the year. These funds are to enable the PCC to explore the appointment of a youth worker (£12,000) and make payments to the Children's Society (£412) and Christian Aid (£78). A donation of £85 was made to the Bell Ringers fund.

Several of the restricted funds were used to fund £2,341 expenditure which included music and worship in church (£1,568), maintenance of the building (£150) and the summer holiday club (£25).

The annual Christingle service collection of £483 was donated to the Church of England Children's Society and the Disasters Emergency Committee appeal of £116 paid to Christian Aid.

The total of restricted funds held at 31 December was £19,995.

Payments of £412 were due to be made at the beginning of 2025.

Third Party funds

We administer funds at funerals and weddings on behalf of the Diocese of York and nominated charities. These funds are passed through our bank account. We held £4,079 at the beginning of the year, received in £9,417 and paid out £13,213. This left £283 to be paid out at the end of the year.

Total funds

The total cash funds held on 31 December 2024 was £249,211.

Unrestricted Funds	£ 229,216
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Restricted Funds	£ 19,995
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Andy Hindle
Treasurer


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 responsibility for others is important. It was therefore felt appropriate to keep six months general running costs in reserve. This amounts to £43,822. Any reserves held above this amount is to be invested for the benefit of the parish.

Signature

This report was approved by the trustees, and is signed on their behalf by:

Name Simon Bray

Signature 

Date 22.5.25

Independent Examiners Report

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 charity') for the year ended 31/12/2024.

Responsibilities and Basis of Report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity'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 2011 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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

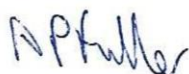
Independent Examiner's Details

Name: Adrian Fuller

Address: 19, Bilsdale Close, York YO30 5TT

Name Adrian Fuller

Signature



Date 20/05/2025

Receipts & Payments Statement

	Unrestricted	Restricted	Total	Prior Year
Receipts				
Donations & Legacies				
Donations	18,381	12,575	30,956	19,745
Fundraising	4,203	0	4,203	3,343
Gift Aid	625	0	625	3,023
Grants	20,444	0	20,444	7,571
Legacies	1,000	0	1,000	0
Charitable Activities				
Church Activities	1,444	0	1,444	41
Church Hall Activities	15,652	0	15,652	13,557
Statutory Fees Retained By PCC	7,881	0	7,881	5,202
Investments				
Investment Income	2,757	0	2,757	1,777
Other				
Other Income	9,583	0	9,583	9,582
Sale of Fixed Assets	0	0	0	0
Total receipts	81,970	12,575	94,545	63,841
Payments				
Charitable Activities				
Church Activities	0	0	0	0
Church Building Costs	17,592	150	17,742	9,237
Church Hall Running Costs	11,646	0	11,646	9,168
Church Mission Costs	837	24	860	367
Church Running Costs	6,544	1,568	8,113	6,258
Churchyard Maintenance Costs	1,378	0	1,378	1,420
Clergy and staff costs	7,539	0	7,539	2,042
Diocesan Parish Share Contribution	22,504	0	22,504	27,500
Major Church Building Repairs	12,945	0	12,945	0
Major Church Hall Adaptions	0	0	0	0
Mission and Charitable Donations	2,476	599	3,074	1,780
Other Expenditure	0	0	0	0
Raising Funds				
Fundraising Costs	38	0	38	0
Governance Costs				
Governance Costs	4,146	0	4,146	3,787
Other				
Fixed Asset Purchases	0	0	0	0
Total payments	87,645	2,341	89,986	61,559
Net Receipts / Payments (before transfers)	-5,675	10,234	4,559	2,282
Fund Transfers In	143,304	0	143,304	0
Fund Transfers Out	143,304	0	143,304	0

	Unrestricted	Restricted	Total	Prior Year
Unrealised Gains / Losses in Investments	4,993	0	4,993	10,920
Repayment of The Old School Trust Loan	12,000	0	12,000	9,500
Net Movement of Cash Funds	11,318	10,234	21,552	22,702
Total Cash Funds Brought Forward	217,898	9,761	227,659	204,957
Total Cash Funds Carried Forward	229,216	19,995	249,211	227,659
Represented By				
General (Unrestricted)	183,969	0	183,969	43,024
Investment value fund (Unrestricted)	45,989	0	45,989	40,995
Church Hall Fund (Designated)	412	0	412	206
Bishopthorpe Road Benefice Fund (Designated)	-1,154	0	-1,154	0
Margaret Jones youth fund (Restricted) (Restricted)	0	12,000	12,000	24
Appeal Collections (Restricted)	0	412	412	521
Music and choir fund (Restricted)	0	796	796	2,205
Bellringing fund (Restricted)	0	5,122	5,122	5,187
Churchyard maintenance fund (Restricted) (Restricted)	0	500	500	500
Vicar's discretionary fund (Restricted)	0	1,165	1,165	1,165
Churchyard Maintenance Fund (Designated)	0	0	0	7,515
Church building improvement fund (Designated)	0	0	0	69,167
Church repair fund (Designated) (Designated)	0	0	0	24,472
Car park fund (Designated)	0	0	0	11,757
Kneeler fund (Designated)	0	0	0	748
Margaret Jones youth fund (Designated) (Designated)	0	0	0	9,024
Church repair fund - sound system (Designated)	0	0	0	374
Organ fund (Designated)	0	0	0	5,859
Sanctuary fund (Designated) (Designated)	0	0	0	7
Mission fund (Designated)	0	0	0	4,750
Sanctuary fund (Restricted) (Restricted)	0	0	0	159

Asset & Liability Statement

Cash Assets

	Unrestricted	Restricted	Total	Prior Year
CAF Bank – Cash A/C	1,035	0	1,035	9,004
CAF Bank – Gold A/C	95,151	20,278	115,429	97,106
Santander – Current A/C	2,890	0	2,890	215
Cash	90	0	90	540
Less Third-Party Funds held	0	(283)	(283)	(4,079)
Total	99,166	19,995	119,161	102,785

Investment Assets

	Unrestricted	Restricted	Total	Prior Year
CCLA CBF C of E Deposit Fund	1,000	0	1,000	1,000
CCLA CBF C of E Investment Fund	102,817	0	102,817	97,823
Shawbrook Bank 60 Day Notice a/c	26,233	0	26,233	26,050
Other	0	0	0	0
Total	130,050	0	130,050	124,873

Total Cash Assets

	Unrestricted	Restricted	Total	Prior Year
Total	229,216	19,995	249,211	227,659

Other Assets and Liabilities (not in the accounts for 2024)

Other Assets

	Notes	Unrestricted	Restricted	Total	Prior Year
Church Hall (Valued September 1998)		147,646	0	147,646	147,646
Reimbursement of benefice expenditure		£1,154	0	£1,154	£0
The Old School Trust Long Term Loan		10,493	0	10,493	23,493
Total		159,293	0	159,293	171,139

Liabilities

	Notes	Unrestricted	Restricted	Total	Prior Year
Independent Examination Fee Due		200	0	200	0
Special collections for charities payable		0	412	412	521
Other		0	0	0	0
Total		0	412	412	521

Total Assets less Liabilities

	Unrestricted	Restricted	Total	Prior Year
Total	388,355	19,583	407,938	398,276


Third Party Liabilities

	Unrestricted	Restricted	Total	Prior Year
Third Party Funds held	0	283	283	4,079

Signature

These accounts have been approved by the trustees, and are signed on their behalf by:

Name Simon Bray

Signature 

Date 22.5.25

Notes to the Accounts

1 Accounting Policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. These have been prepared in accordance with the Church Accounting Regulations 2006.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

2 Transactions to Related Parties

An Alpha course was run in March 2024 for the benefice by St Clements PCC. St Andrews PCC contributed £72 towards the costs.

The benefice employs an administrator and a Multiply Lay Leader for which payments to St Chad's PCC from St Andrews PCC totalled £5,027.

The administrator for the Benefice uses a card for purchasing. This expenditure is charged to the CAF Bank Cash account using a fund created for this purpose.. This is then reimbursed by St Chad's PCC and St Clements PCC. At 31 December £1,154 was due from the PCC's.

3 Movement of Funds

Fund Name	Opening Balance	Income	Expenditure	Fund Transfers	Closing Balance
General (Unrestricted)	43,024	70,742	73,101	143,304	183,969
Investment value fund (Unrestricted) (note 8)	40,995	4,993	0	0	45,989
Church Hall Fund (Designated)	206	17,152	11,646	-5,300	412
Bishopthorpe Road Benefice Fund (Designated) (Note 2)	0	0	1,154	0	-1,154
Margaret Jones youth fund (Restricted) (Restricted)	24	12,000	24	0	12,000
Appeal Collections (Restricted) (Note 6)	521	490	599	0	412
Music and choir fund (Restricted)	2,205	0	1,409	0	796
Bellringing fund (Restricted)	5,187	85	150	0	5,122
Churchyard maintenance fund (Restricted)	500	0	0	0	500
Vicar's discretionary fund (Restricted)	1,165	0	0	0	1,165
Churchyard Maintenance Fund (Designated)	7,515	4,684	1,048	-11,151	0
Church building improvement fund (Designated)	69,167	0	0	-69,167	0

Church repair fund (Designated)	24,472	1,392	696	-25,168	0
Car park fund (Designated)	11,757	0	0	-11,757	0
Kneeler fund (Designated)	748	0	0	-748	0
Margaret Jones youth fund (Designated)	9,024	0	0	-9,024	0
Church repair fund - sound system (Designated)	374	0	0	-374	0
Organ fund (Designated)	5,859	0	0	-5,859	0
Sanctuary fund (Designated)	7	0	0	-7	0
Mission fund (Designated)	4,750	0	0	-4,750	0
Sanctuary fund (Restricted)	159	0	159	0	0
TOTAL	227,659	111,538	89,986	0	249,211

Church Hall Fund

This fund is used to administer the finances of operating the church hall. An annual surplus is desired which is transferred to the unrestricted general fund for use by the parish. The surplus for 2024 was £5,506 and £5,300 was transferred to the general fund.

Margaret Jones youth fund

A donation of £12,000 has been received to enable the PCC to explore the resourcing of youthwork in the parish.

Music and Choir Fund

This fund is used to support the worship in the church.

Bellringing Fund

This fund is used to support the maintenance of the church bells.

Churchyard Maintenance Fund

This fund was set up for a project in the Churchyard. This project is currently on hold.

Vicar's discretionary fund

This may be spent at the discretion of the parish priest for the relief of poverty in the parish.

The PCC met during the summer to review the funds that the PCC had previously designated for specific purposes and projects. It was agreed to cease the designated funds and return them back to the unrestricted general fund. However, the Church Hall fund and the Benefice fund were deemed to be still required.

4 Further analysis of receipts and payments

Receipts

Note	Unrestricted	Restricted	Total	Prior Year
Donations & Legacies				
Donations	18,381	12,575	30,956	19,182
Planned Giving	9,917	0	9,917	8,935
Collections	2,984	0	2,984	6,133
Refreshments	204	0	204	225
Gift Aided Donations	1,220	12,000	13,220	0
Children's Society collection	0	412	412	483
Christian Aid collection	0	78	78	38
Other donations	4,057	85	4,142	3,367
Fundraising	4,203	0	4,203	3,343
Advent / Christmas Fair	758	0	758	0
Craft stalls	339	0	339	0
Garden party	1,130	0	1,130	0
Gift Day	0	0	0	1,063
St Crux	1,393	0	1,393	0
Car park rent	0	0	0	648
Other fundraising events	583	0	583	1,632
Gift Aid	625	0	625	3,023
Gift Aid recovered	625	0	625	3,023
Grants	20,444	0	20,444	7,571
Government grants	1,500	0	1,500	0
Non-government grants	18,944	0	18,944	7,571
Legacies	1,000	0	1,000	0
Charitable Activities				
Church Activities	1,444	0	1,444	41
Church building hire	253	0	253	41
Holiday club	482	0	482	564
Jigsaw outreach sessions	165	0	165	0
Youth & children's activities	544	0	544	0
Church Hall Activities	15,652	0	15,652	13,557
Church hall lettings	15,158	0	15,158	13,557
Other income	494	0	494	0
Statutory Fees Retained By PCC	7,881	0	7,881	5,202
Churchyard burial fees	2,394	0	2,394	0
Churchyard burial of ashes	1,750	0	1,750	0
Churchyard memorials	1,860	0	1,860	0
Funeral service fees	1,421	0	1,421	0
Wedding service fees	456	0	456	0
Investments				
Investment Income	2,757	0	2,757	1,777
Bank interest	2,757	0	2,757	1,777
Other				
Other Income	9,583	0	9,583	9,582
Mobile mast	9,583	0	9,583	9,582
Total receipts	81,970	12,575	94,545	63,842

Payments

Note	Unrestricted	Restricted	Total	Prior Year
Charitable Activities				
Church Activities	0	0	0	0
Church Building Costs	17,592	150	17,742	9,237
Building fixtures & fittings	5,500	0	5,500	0
Building maintenance planned	400	0	400	0
Building maintenance repairs	2,695	150	2,845	831
Insurance	5,264	0	5,264	4,994
Utilities - electric	606	0	606	554
Utilities - gas	2,955	0	2,955	2,701
Utilities - water	172	0	172	157
Church Hall Running Costs	11,646	0	11,646	9,168
Church hall repairs	444	0	444	302
Church hall adaptations	1,200	0	1,200	0
Church hall cleaning	6,888	0	6,888	6,088
Church hall equipment	961	0	961	0
Utilities - electric	685	0	685	709
Utilities - gas	1,275	0	1,275	1,361
Utilities - water	71	0	71	380
Other costs	122	0	122	328
Church Mission Costs	837	24	861	367
Holiday club	211	24	235	367
Mission and outreach costs	625	0	625	0
Church Running Costs	6,544	1,568	8,112	6,258
Admin expenses	252	0	252	0
Bank charges	114	0	114	116
Books and stationery	0	0	0	10
Equipment & Consumables	573	0	573	0
Flowers for services	413	0	413	0
Licences & subscriptions	414	1,316	1,730	1,174
Office telephone & broadband	1,376	0	1,376	946
Other church running costs	119	93	212	899
Printing & photocopying	2,049	0	2,049	2,179
Publicity	560	0	560	0
Sanctuary expenses	210	159	369	456
Training expenses	0	0	0	0
Upkeep of services	378	0	378	0
Website	0	0	0	0
Youth & children's activities	87	0	87	478
Churchyard Maintenance Costs	1,378	0	1,378	1,420
Churchyard maintenance costs	0	0	0	0
Churchyard grave digging fees	530	0	530	0
Churchyard equipment	486	0	486	0
Churchyard Consumables	362	0	362	0

Payments Continued

Note	Unrestricted	Restricted	Total	Prior Year
Charitable Activities				
Clergy and Staff Costs	7,539	0	7,539	2,042
HR & payroll costs	2,124	0	2,124	1,420
Multiply Lay Worker salary	950	0	950	0
Operations Manager salary	4,077	0	4,077	0
Retired priest expenses	54	0	54	0
Vicar's expenses	334	0	334	622
Vicarage expenses	0	0	0	0
Diocesan Parish Share Contribution	22,504	0	22,504	27,500
Major Building Repairs	12,945	0	12,945	0
Major church building repairs	12,945	0	12,945	0
Mission and Charitable Donations	2,476	599	3,075	1,780
Children's Society	0	483	483	0
Christian Aid	0	116	116	0
Ho Diocese (Ghana)	1,500	0	1,500	1,500
Other mission and charity donations	976	0	976	280
Other Expenditure	0	0	0	0
Raising Funds				
Fundraising Costs	38	0	38	0
Fundraising food costs	38	0	38	0
Fundraising other costs	0	0	0	0
Fundraising publicity costs	0	0	0	0
Governance Costs				
Governance Costs	4,146	0	4,146	3,787
Accountancy costs	716	0	716	3,787
Legal fees	108	0	108	0
PCC Expenditure	79	0	79	0
Treasurer Salary	3,242	0	3,242	0
Other				
Fixed Asset Purchases	0	0	0	0
Total payments	87,645	2,341	89,986	61,559

5 Grants

We received a grant of £1,500 funding towards some storage and equipment in the hall from the Bishopthorpe Ward Committee, via City of York Council.

We also received £18,944 funding from the Feoffees of St Andrews Church towards the insurance and also to the repairs to the drains in the churchyard.

6 Appeal Collections

Collections were taken at services during the year for the following charities:

	Opening Balance	Income	Expenditure	Closing Balance
Children's Society	483	412	483	412
Christian Aid	38	78	116	0
Total	521	490	599	412

7 Third Party funds

Collections and fees were received at funerals, weddings and other services during the year. These funds are administered on behalf of the following charities and organisations and remitted direct to them:

	Opening Balance	Income	Expenditure	Closing Balance
Bellringers fees	180	280	460	0
Diocese of York	3,201	3,320	6,313	208
Various Funeral Collections	623	3,309	3,932	0
Organist Fees	75	825	825	75
Retired Priests Fees	0	1,043	1,043	0
Verger Fees	0	640	640	0
Total	4,079	9,417	13,213	283

8 Investments

Funds held that exceed the reserve policy are invested in the following funds:

Movements in the year:

Fund	Opening Balance	Purchase of Units / deposit of funds	Sale of Units / withdrawal of funds	Unrealised Gain / (Loss) / Interest added	Closing Balance 31 Dec
CCLA CBF C of E Deposit Fund*	1,000	0	0	0	1,000
CCLA CBF C of E Investment Fund	97,823	0	0	4,993	102,817
Shawbrook Bank 60 Day Notice a/c	26,050	0	0	183	26,233
Total	124,873	0	0	5,176	130,049

*Interest is paid quarterly in to the CAF Bank Gold account.

9 The Old School Trust Loan

Explanation of loan

	Opening Balance	Repayments	Closing Balance
The Old School Trust Loan	23,493	12,000	11,493