



**St Mary the Virgin, Embsay with Eastby**



**Annual Trustees' Report, Financial Statement and Parish Reports  
of**

**The Parochial Church Council  
For the year ended 31<sup>st</sup> December 2022**

**The Church of St Mary the Virgin, Embsay with Eastby,  
Kirk Lane, BD23 6SF**

## **Vicar**

Revd Canon Marion Russell

## **Associate Priest**

Revd Tim Calow

Banks:

Co-op

1 Balloon Street

Manchester

Santander

Bridle Road, Bootle Reg.

Independent Examiner:

Mr Richard Watson

Manby Castle House East

Embsay

Charity Number 1166269

# **The Annual General Meeting for the Parish of St Mary the Virgin,**

## **Embsay with Eastby**

**Sunday 14<sup>th</sup> May, 2023 at 11am**

### **AGENDA**

#### **The Meeting of Parishioners**

- 1) The appointment of the clerk
- 2) Chair's welcome and opening prayer
- 3) Apologies
- 4) Minutes of the previous meeting
- 5) The election of churchwardens

#### **The Annual Parochial Church Meeting.**

- 1) The appointment of the Clerk
- 2) Apologies
- 3) Minutes of the last Annual Parochial Church Meeting
- 4) Electoral Roll report
- 5) The Elections:
  - i) The election of the Parochial Church Council
  - ii) The election to Deanery Synod
- 6) The Annual Trustees Report:
  - 7) The Financial Statements:
    - i) Presentation of the Examined Accounts
    - ii) Independent Examiner's Report
    - iii) Appointment of Independent Examiner for 2023
    - iv) Gift Aid Officer's Report
  - 8) St Mary's Buildings and Fabric report
  - 9) Skipton Deanery Synod Report
- 10) The Parish Reports
  - 11) Date of the next Annual Parochial Church Meeting
  - 12) Any other business

**The Annual Meetings for the Parish of St Mary the Virgin, Embsay with Eastby**  
**Sunday 15<sup>th</sup> May, 2022 at 11am in church and via Zoom**

**Minutes of the Annual Meeting of Parishioners**

22 Parishioners attended in church and 2 via Zoom (remote online conferencing)

Revd Canon Marion Russell (MR) chaired the Meeting of Parishioners and welcomed everyone.

1. Peter Edwards proposed and Simon Smith seconded Sue Stearn as Clerk, which was agreed unanimously by those in church and on Zoom.
2. MR led prayers.
3. Apologies received from Pam Meakin, Daphne Jepps and Samantha Patterson
4. Jennifer Stearn proposed and Bridget Edwards seconded the acceptance of the minutes of the previous meeting held on 18<sup>th</sup> April, 2021 and agreed unanimously by all who had been at that meeting.
5. Election of Churchwardens; no candidates for the two vacancies. MR said that we were working hard to disseminate and delegate the practical role of the churchwarden and it would be a blessing to have a churchwarden to be the Bishops officer. Still no volunteers. MR to report to the Archdeacon that we have no church warden and will take advice. MR thanked all those who were taking the disseminated and delegated roles, it showed great team work.

Liz Roodhouse our current church warden, term of office ends on the 8<sup>th</sup> June, 2022. MR thanked her for the last six years and acknowledge the wonderful contribution she had made to the life of St Mary's.

The meeting closed at 11.10 (Sue Stearn AMP Clerk)

## **Minutes of the Annual Parochial Church Meeting**

Revd Canon Marion Russell chaired the APCM

22 Parishioners attended in church and 2 via Zoom (remote online conferencing)

**1. Appointment of the clerk;** Peter Edwards proposed and Simon Smith seconded Sue Stearn as Clerk, which was agreed unanimously by those in church and on Zoom.

**2. Apologies;** received from Pam Meakin, Daphne Jepps and Samantha Patterson

**3. Minutes of the 2021 meeting held on 18<sup>th</sup> April, 2021**

Simon Smith proposed, Andrea Swearman seconded their acceptance and agreed unanimously by all who had been at that meeting.

**4. Electoral Roll report:** Sue Davies reported that there were 79 on the roll at the time of the meeting with the following additions and deletions:

Additions: Pauline Davies, Alan Wheway and Lillian Wheway

Deletions: None

Marion thanked Sue Davies for her work as Electoral Roll Officer

**5. The elections:**

i) **Election of the Parochial Church Council.** There were three vacancies of two 3 year terms and one 2 year term following the end of the term of office, of Sylvia Hodgkinson and Carol Smith and the resignation of Sue Davies from the PCC. Sue will however continue to be electoral roll officer, member of fabric committee and carbon Zero group.

There were three nominations for the vacancies:

**Andrea Swearman** proposed by Jennifer Stearn and seconded by Sylvia Hodgkinson.

**Christine Terry** proposed by Daphne Jepps and seconded by Helen Ralph.

**Samantha Patterson** proposed by Liz Roodhouse and seconded by Jenny Johnson.

As there were 3 vacancies and 3 nominations this means that under the Church Representation Rules all three are accepted on to the PCC without

the need for voting. Those present indicated their unanimous acceptance of this.

MR thanked Sylvia, Carol and Sue for their time on the PCC. She also said that Liz Roodhouse had agreed to be co-opted onto the PCC which would need to formally approved this at next PCC meeting

*All the reports were in a printed booklet, copies of which were sent electronically to the congregation. Those without internet connection or upon request received printed copies. Copies of all reports are attached to these minutes. Minuted items under individual reports are those recorded at this APCM.*

## **6. The Annual Trustees report for year ending 31<sup>st</sup> December, 2021**

MR said that the riches of St Mary's were amazing in terms of people's diverse gifts, energy to utilize those gifts, team work. She felt blessed by that team work which allowed her to take a Sabbatical in 2022, which though long in planning from May 2021 only came together at the last minute at end of December 2021. The Sabbatical was from 1st January to 31<sup>st</sup> March, 2022. She appreciated this meant a lot of work for the Liz; Churchwarden, PCC and Revd Tim Calow (Associate priest) and Revd Bob Mitchel (retired priest).

Peter Edwards said that on behalf of the congregation we very much appreciated the work that Tim and Bob do.

MR thanked everyone at St Mary's for all their work on different groups and the PCC.

No questions or comments on the Annual Trustees report including the Safeguarding Report.

Simon Smith proposed and Peter Edwards seconded the acceptance of this report and agreed unanimously by those in church and on Zoom.

## **7. The Financial Statements;**

No questions or comments on the report. A big thank you to Jenny Johnson for all her hard work as Treasurer

**i) Presentation of the examined reports and ii) Independent examiner's report**

Proposal for acceptance of the 2021 accounts made by Bridget Edwards seconded by Lesley Higson and agreed unanimously by those in church and on Zoom.

**iii) Appointment of an Independent Examiner for 2022 accounts**

Simon Smith proposed David Charlton, Christine Terry seconded his appointment as the independent examiner. This was agreed unanimously by those in church and on Zoom.

**iv) Gift Aid Officer's report:** Justin said if you no longer pay tax please let him know. No other questions or comments on the report.

**8. Churchwardens' Report:** MR said Peter Edwards had been working with the fabric committee consisting of Simon Smith Deputy church warden and Sue Davies and Jennifer Stearn.

Peter Edwards thanked Tony Stearn and those that help in the maintenance of the churchyard.

**9. Skipton Deanery Synod report:** No questions or comments on the report.

**10. Parish reports;**

**a. School Governors Report:** No questions or comments on the report.

**b. Tuesday Teas:** No questions or comments on the report.

**c. Band:** No questions or comments on the report.

**d. Choir:** No questions or comments on the report.

**e. Skipton Churches Mothers' Union:** No questions or comments on the report.

**f. Disability Report:** No questions or comments on the report.

**g. Village Institute report:** No questions or comments on the report.

**h. Food Bank report:** No questions or comments on the report.

**i. Smiley faces:** No questions or comments on the report.

**j. Fairtrade report:** No questions or comments on the report.

**k. Eco – Group report:** No questions or comments on the report.

**I. Towards Carbon Neutral Churches in Craven:** No questions or comments on the report.

**11. Date of the next APCM:** Sunday 14<sup>th</sup> May, 2023

**12. Any other business:**

a. MR thanked all contributors to the Parish reports, which were lively and expressed love, faith and hope in all we do.

The meeting closed at 11.30 (Sue Stearn APCM Clerk)

**Trustees' Annual Report for the year 1<sup>st</sup> Jan to 31<sup>st</sup> Dec, 2022**

**PCC approved by correspondence on 9<sup>th</sup> April, 2023**

## **Aims and Purposes**

St Mary the Virgin, Embsay with Eastby, Parochial Church Council (PCC) has the responsibility of working with our incumbent Reverend Canon Marion Russell in promoting the ecclesiastical parish in the whole mission of the Church, pastoral, evangelistic, social and ecumenical. We are also supported in our responsibilities by St Mary's Associate Priest, The Revd Tim Calow, by The Revd Bob Mitchell, retired priest with Bishop's Permission to Officiate and Lesley Higson Licensed Lay Minister with Bishop's Permission to Officiate.

Our commitment and responsibilities are expressed in our parish statement of intent: We, the community of St Mary's, aim to create a welcoming and inspiring place where people of every age can meet God, who we know as Father, Son and Holy Spirit, and can recognise his presence in our lives and in one another. We believe that we are loved and blessed by God, and that we have a responsibility to share our blessings with one another and with the wider community, of all faiths and none.



## **Objectives and Activities**

The PCC is committed to nurturing faith, by enabling as many people as possible to worship at St Mary's and to become part of our church community, and to enable people to live out their faith in day to day life.

The PCC continues to look at how we can improve and maintain the church building and churchyard, which are the visible symbols of our presence in the community, how we develop worship for children and families, how we increase community involvement and ecumenical links, and how we develop our own spirituality as we try to enable ordinary people to live faithful, loving, and God-focussed lives.

Throughout 2022, the shape of our activities to address the objectives has continued and were made easier with the lifting of the Covid pandemic restrictions in England in early 2022.

### **Developing worship and engaging with children and families**

January 2022 began with a quiet service of Morning Prayer on Sunday 2<sup>nd</sup> January instead of All Age Worship, and Canon Marion began her three month Sabbatical, comprising a long retreat, the Ignatian 30 Days Full Spiritual Exercises from January 3<sup>rd</sup> to February 8<sup>th</sup>, followed by a two week course and time of rest and refreshment with friends and family. Revd's Tim Calow and Bob Mitchell generously covered all the Sundays and Tuesdays while Marion was away, along with the All Age Worship Team who stimulated a lot of thought in February, March and April. Marion is deeply grateful to them all, and to the PCC and congregation for supporting her time on Sabbatical.

At the end of this year, we thanked The Rt Revd Dr Helen-Ann Hartley, Bishop of Ripon, for all her work in the Ripon Episcopal Area and with St Mary's when she made her farewells as Bishop of Ripon to the Diocese of Leeds, to become Bishop of Newcastle, the senior bishop in that diocese.

Worship has continued without disruption this year, with changing Covid-19 restrictions, rescinded in April 2022, with advice to continue circumspectly. Following PCC and church discussion in July, the Common Cup was reintroduced in

line with Church of England guidance, and allowing intincted wafers also to be offered. This has continued through the year.

All our Sunday services, midweek Holy Communion and special services are live streamed using Zoom, no longer with recordings being made. Zooming services remains our policy and is valued by those who cannot attend in person for long or short term reasons.

### **Community involvement and Ecumenical Links**

Fifth Sundays remain joint services with the Methodist Community at St Mary's. We continue to work jointly for village activities, Remembrance Sunday, Carols Round the Elm Tree, Lent groups, Lent Lunch, School Collective Worship, and we hold PCC meetings in the Methodist premises.

Returning from the Clergy Conference (6-8<sup>th</sup> September), Marion and Tim heard the news that there was concern for the health of Her Majesty the Queen. The news of her death only hours later was marked in our parish and church in line with the Church of England's recommendations. The bell was tolled at midday Friday 9<sup>th</sup> and the Union Flag hoisted to half-mast; the bell was again tolled on Saturday 10<sup>th</sup> September to mark the accession of King Charles III and the flag at full mast for 24 hours, before returning to half-mast until after Her Late Majesty's funeral. We held a service of Prayer and Reflection on the evening of 9<sup>th</sup> September, included prayers of mourning on Sundays 11<sup>th</sup> and 18<sup>th</sup>, and used Holy Communion in the Time of Mourning for the Tuesday midweek, Laurel Croft and Home Communion services within that period. We also used the new hymn 'Tears and Celebration'. The bell was again tolled for Her Late Majesty's funeral on 19<sup>th</sup> September, and some members of the congregation joined the community provision to watch the funeral together on a big screen in the Methodist Chapel, kindly provided by Trevor Kent, David Allison and several members of Embsay with Eastby Good Neighbours (EEGN). A Book of Condolence was opened in St Mary's on 9<sup>th</sup> September, along with printed prayers for people to take with them, and provision to light a candle. Two classes from Embsay Primary School visited the church to add their names to the Book and the Book was taken into school for

other classes to add condolences as they wished once the Book was removed from public display. This Book will be archived in due course along with other material from the church.

Our involvement with Embsay School included Harvest celebration with KS1 and KS2 separately in the church with family and friends attending; Yr 2 visits; Count on Nature with Reception and Yr 5 participating in June; Ash Wednesday whole school service; Nativity service from Yr 2 in church in December; Yr 6 School Leavers service and celebration in July. Additionally Revd Tim, Peter Edwards, and Liz Roodhouse made regular contributions to Collective Worship. Canon Marion made visits to each class for questions, story-telling and prayer.

Smiley Faces Toddler Praise has begun to grow as families develop confidence to meet again in groups and welcome this support and fellowship with fun activities.

The Eco Group and Net Zero Group continue very actively, with reports which set out this crucial work in detail, bring change to us individually and as a community.

## **Developing spirituality**

Through the year these additional activities have contributed to our developing spiritual understanding:

- Weekly **Lent** Groups, following the United Society Partners in the Gospel(USPG) 5-week study course called "Living Stones, Living Hope"
- Sermons in **Creationtide** including Peter Edwards and Diana Linford taking part on an interview 'sermon' format about our progress in becoming Carbon Net Zero and a sermon reflecting on the results from the church and community '**Count on Nature**' survey in June.
- **Thy Kingdom Come** materials and sermon series on The Lord's Prayer during Easter Season
- **Try Praying** jointly with Embsay Methodists – for ourselves and booklets for the community during the summer season. Over 100 booklets given away,

contributing to *Try Praying in the Dales* with many other churches in North Yorkshire.

- The Bible Course study group from autumn 2021 continued with a self-sustaining ecumenical group meeting monthly to explore the **book of Romans**.

*Revd Canon Marion Russell*

## **Skipton Deanery Synod report for 2022**

There have been 3 meetings in the last year. The first meeting, held in Holy Trinity Skipton, was the AGM on 1st February 2022. Ed Williams was elected as Lay Chair and Skipton Deanery Rep on Diocesan Synod, Sue Stearn and Jane Way were elected as House of Laity representatives. There were no volunteers to be Deanery Synod Secretary so, at the second meeting on 17th May 2022, Revd Tom Lusty offered to do it for a year.

All three meetings focused on the importance of Lay members supporting the vicar in our Christian lives. At the second, held at Church House, Grassington, Revd Canon Dr James Theodosius, our Area Dean, invited Julia Robertson, Diocesan Lay Training Officer, to talk about the varied roles the Lay need to play and we discussed how much this happened in our various parishes.

At the next meeting Rev James invited Rev Jude Smith, Director of Church Revitalisation for Leeds Diocese, to talk about how that Diocese is trying to improve support structures for Parishes. The feedback was that the faculty application structure is definitely better but the clergy appointment structure needs work. Revd James emphasised the importance of better communication between Diocese, Deanery Synod and parishes.

Those who attended these meetings voiced their appreciation for the pro-active direction that the new Synod has taken as being very relevant to the needs of parishes today.

*Bridget Edwards and Sue Stearn Deanery Synod representatives*

## **The church building and churchyard:**

### **St Mary's Buildings and Fabric Report for 2022**

Apart from items of minor repair and routine maintenance, during 2022 the attention of the Buildings and Fabric Committee has been mainly focussed on applications to the Diocesan Advisory Committee for approval to go ahead with various miscellaneous projects.

We now have List A approval to repair/replace the flag pole bracket, provide netting to the tower louvres and clear birds' nest debris, etc., from the bell chamber.

We have List B approval for a new tower trap door, replacement ladders to the middle chamber and bell chamber of the tower, and the provision of a new notice board to the Lych Gate.

Contractors and tradesmen can now be engaged to go ahead with the various projects.

Lifting, turning and re-setting of various gravestones in the churchyard requires Faculty approval and a three-month period of notice has to be given before the faculty application can be made. This application was given an added dimension by the bough which fell into the churchyard during the gale last November, damaging five headstones. These have been added to the application and the families notified, where possible.

The proposal for a memorial garden has been referred for further consultation with the Archdeacon following queries raised by St Mary's appointed architect.

Scheduled work for 2023 includes the five yearly inspection of the churchyard trees by a professional Tree Surgeon/Arboriculturalist.

*Simon Smith*

## **Safeguarding report January to December 2022**

All members of St Mary's PCC required the DBS checks renewing in 2022, these were carried out along with other Church members that have roles within the Church and Community involving children and vulnerable adults. They are now to be carried out every 3 years, (previously 5 years).

PCC Members have completed their online Basic & Foundation Safeguarding Training along with Domestic Abuse Awareness Training. All the members of St Mary's who undertake roles helping the Children's Groups have completed their Safeguarding Training on line.

We sought advice from the Diocese's Safeguarding Team on how to improve our practices in certain areas and they kindly gave us guidance to be followed for the future, the required safeguarding systems were implemented and continue to be used.

Annual Self Declaration forms for church members involved in various Church ministries were completed in 2022 and are required annually.

October 2022- Safeguarding Sunday was supported by St Mary's and Marion & myself gave an overview of why we need Safeguarding for Vulnerable children & adults in the Church, including reference to where we have our Safeguarding policy which is available to all to read in church and details of who to contact if a need arises.

St Mary's Embsay with Eastby continues to work and care in the Community and Safeguarding plays an important part in protecting all.

I am building on my experience and knowledge in Safeguarding through additional training and courses throughout 2022 & 2023 and will continue to be supported by Marion and the Diocese's Safeguarding Team in my Safeguarding Officer role for St Mary's.

*Andrea Swearman, Parish Safeguarding Officer*

## Financial Review

*(For full details of the 2022 accounts and Operating Reserve Policy see enclosed separate document)*

### **TREASURER'S REPORT FOR THE YEAR 2022**

2022 was a bit of a mixed year for everyone, including St Mary's Church, as we started to come out of the pandemic but then we went into, and are still in, a cost-of-living crisis which is affecting everyone and causing a new air of uncertainty. In spite of this, and once again with the generous regular donations from our kind-hearted parishioners and local community, and new regular giving being set up throughout the year, we managed to raise the necessary funds for the continued running and ministry of the church.

Our income for 2022 was helped significantly by our dedicated and hard-working supporters through various fundraising activities, raising over £3,600 during the year. An amazing achievement! Thank you to everyone who has been involved in helping St Mary's raise the necessary funds. Everyone's help in achieving this is deeply appreciated.

We have been able to cover all of our running costs for the year despite the increase in energy costs which started to affect us towards the end of 2022. We were able to pay the full amount of share requested for 2022, of £39,650, exceeding our revised target share payment of £36,000 by £3,650, and again without the need to resort to reserves to cover any deficit; a truly tremendous achievement by everyone. Thank you. The revised share target for 2023 has been agreed upon at £37,526 and we should, hopefully, achieve this with everyone's continued efforts.

The Diocesan share for each parish is calculated by the application of a formula which, in our case, generates an anomalous, very high figure. This has been recognised by the Diocese resulting in the revised figures agreed upon for 2022 and 2023, mentioned above. The formula was to be reviewed, but due to the pandemic this is still delayed. The PCC has made a submission to change the

process and will continue to offer to work with the Diocese on this in the future. We have been grateful for the engagement with us of Diocesan finance staff through this process.

I would like to say a huge thank you to everyone who has helped to support St Mary's, whether financially or in any other way, and continues to do so. Without you we would not be able to continue the vital support, service and ministry we offer our local and wider community.

St Mary's continues to be closely involved in the Parish Giving scheme with the Diocese of Leeds. The scheme has continued to prove extremely beneficial to the fundraising for St Mary's, with new members joining regularly. This scheme continues to be very well received by our parishioners and supporters who have found it to be extremely easy and straight forward to set up and use.

St Mary's has a history of giving generously to charity and in total, since 2008, we have paid over £36,500 to various charities chosen by the congregation and the PCC (a continued average of around £2,400 per year). We were able to uphold our commitment to support local, national and international charities again this year, due to our very generous parishioners and community. We supported 11 charities during 2022, paying to them over £2,500.

No Bursary Grants were paid in 2022.

My grateful thanks go to everyone at St Mary's for helping us achieve our financial goals in 2022 despite the continuing and changing challenges we all faced, and still face today, and for your support in helping me in my role as Treasurer. And many thanks to Richard Watson for helping to check our accounts.

*Jenny Johnson, Treasurer*

### **Energy Foot printing Tool:**

The Energy Foot printing Tool for the Church Buildings return for 2022, has been completed.



## **Gift Aid Officer's Report**

For 2022, we received a total of £9,528 through tax relief on gift aided donations to the Parish.

This amount comprises £6,391 from the Parish Giving Scheme, which is administered by the Gloucester Diocese and £3,137 from our regular gift aided donations (£1,786) and the small donations scheme (£1,350). I have rounded these figures. The small donations scheme runs from April to April, so only about a third of that amount is attributable to donations received in 2022, although the refund is all received in that year. I will be submitting a further claim for the balance of 2022 as soon after April 2023 as I can.

Many thanks to all of who donate and gift aid those donations – you can see what a boost it gives to Parish funds when we can claim the tax back off that money.

My usual two requests are: first, if you give to the Church and pay tax, please consider gift-aiding that giving. Speak to me if you want to know how. Secondly, if you are gift-aiding your donations, please remind me if you no longer pay tax, so that I can remove you from the relevant schedules that I keep along with Jenny.

*Justin Gartland, Gift Aid Officer*

## **Church governance, structure and management:**

PCC meetings were conducted in person during 2022, occasionally one or two members attended meetings via Zoom. Meetings were held either in the Methodist Chapel or St Mary's Church. The full PCC has met on ten occasions since the 2022 APCM and the average attendance was 76%.

The method of appointment of PCC members is as set out in the Church Representation Rules 2020. The membership of the PCC at St Mary's consists of the Vicar, Associate Priest, Retired Priest, Churchwardens, Treasurer, Deanery Synod representatives and members elected by those members of the congregation who are on the electoral roll of the parish. All those within our

congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

### **Standing Committee:**

The Standing Committee consisting of PCC members, was formed with PCC approval on 16<sup>th</sup> June, 2022 following the APCM. As no Churchwarden was elected in 2022, the committee included Revd Canon Marion Russell, Revd Tim Calow, Lesley Higson, Samantha Paterson, Jenny Johnson (Treasurer) and Sue Stearn (PCC and Standing Committee Secretary). Their main remit was to oversee finances and budget for the PCC and undertake tasks as delegated by the PCC.

The Committee met five times, four times in person though one of those times two members attended via Zoom. One meeting was totally via Zoom. The average attendance at meetings was 86%

*Sue Stearn (PCC and Standing Committee Secretary)*

### **Administrative information**

The Church of St Mary the Virgin provides for the villages of Embsay and Eastby in the Skipton Deanery of Ripon Area within the Diocese of Leeds.

The PCC is a body corporate and a registered charity (No. 1166269)

The correspondence address is: The Vicarage, 21 Shires Lane, Embsay, Skipton BD23 6SB

### **Members of the Parochial Church Council in 2022**

|                  |                           |
|------------------|---------------------------|
| Vicar (Chair)    | Revd Canon Marion Russell |
| Associate Priest | Revd Tim Calow            |
| Retired Priest   | Revd Bob Mitchell         |

|                                   |   |             |
|-----------------------------------|---|-------------|
| Churchwarden(s):                  | Vacancy                                       |             |
| Deanery Synod Reps                | Sue Stearn                                    | 2020 - 2023 |
|                                   | Bridget Edwards                               | 2020 - 2023 |
| Treasurer (Elected member of PCC) | Jenny Johnson                                 | 2020 - 2023 |
| Elected members                   | David Jones                                   | 2020 - 2023 |
|                                   | Simon Smith (Lay Vice Chair)                  | 2020 - 2023 |
|                                   | Christine Stewart-Jones                       | 2020 - 2023 |
|                                   | Peter Edwards                                 | 2021 – 2024 |
|                                   | Lesley Higson                                 | 2021 - 2024 |
|                                   | Samantha Patterson (2yr term)                 | 2022 – 2024 |
|                                   | Christine Terry                               | 2022 - 2025 |
|                                   | Andrea Swearman (Parish Safeguarding officer) | 2022 – 2025 |

Co-opted member: Liz Roodhouse 2022 - 2023

The PCC is clerked by Sue Stearn

### **Parish Reports for year 1<sup>st</sup> Jan to 31<sup>st</sup> Dec, 2022;**

#### **Embsay C of E (VC) Primary School; School Governor's report for 2022**

As the school year goes from Autumn to summer, this report covers 2021/2022/2023

Currently there are four members of the church on the governing body. Canon Marion is ex-officio, Helen Ralph and Jennifer Stearn are Foundation governors and Revd. Tim is a co-opted member. The chair of governors is Matt Smales-Cresswell and the vice chair is Chris Atherton. The head teacher is Mrs Fiona Prest. There are seven classes with approximately 30 children per class.

Over this past year, the school has returned to normal teaching following the covid restrictions. The school is reconnecting with the church, and this includes nativity services, harvest festivals, leavers' service and the Ash Wednesday service all taking place in the church. Governors and other non-teaching visitors have been able to visit school again.

Collective Worship has returned, and the children enjoy being back together. Collective Worship has been supported by Revd Tim, Peter Edwards and Liz Roodhouse and Revd Tracey Darling. Canon Marion visits each class for a variety of types of relevant curriculum and spiritual input. The children have given positive feedback with regards these visits.

The governors and staff have also had training with regards Collective worship from the Diocese advisor. This training was very much appreciated by all attendees.

The government have set a target that all schools should become Academies by 2030. The governing body are investigating this.

There have been changes to the SIAMS (Statutory Inspection of Anglican and Methodist Schools) criteria this year and the governors will be reviewing these changes; however, the school is not scheduled for a SIAMS inspection in the coming year.

*Jennifer Stearn, Helen Ralph Foundation Governors and Revd Canon Marion Russell*

## **Zoom Tuesday teas report for 2022**

Tuesday Teas has taken place on Zoom for most Tuesdays in 2022 when 4 or occasionally 5 people have joined the session. It is open to everyone.

*Sylvia Hodgkinson Zoom Host*

## **St Mary's Band report 2022/2023**

St Marys Band have once again had a busy year, As well as our AAW Sunday get together's, our second Music in the Meadow in July was a great success, with performances from our very own Ken Birch, The Milholme Dixie Landers and Craven Accordion Orchestra sing along. A special thank you must be made for the use of the field by kind permission of the Mason family and to all who helped support the event.

The carol service at Winterburn in December was great fun, with a reunion of past and present members. This year not too wet, not too cold, just right! I think we had a great time especially as our music was enjoyed so well, we played all our carol repertoire not just the planned carols! oops not quite true, I did leave the 12 days of Christmas at home, substituting 'While shepherds watched' to the On Embsay with Eastby Moor variation. And we had to stand in for the Vicar (not Marion) who could not attend. The mulled wine, mince pies and Christmas cake went down well.

The St Mays carol service was postponed from December to January due to the weather but was very much enjoyed by both band and congregation. It was great fun having John join us.

December also saw the Band host an open rehearsal evening with basket supper where we played our favourite music encouraged by an audience who sang in great voice.

We welcomed new members Helen and Tim, hoping they will continue to enjoy playing with us. Any secret musicians whether experienced or just starting to play /returning to play any instrument, who would like to try out a lively VERY welcoming UNCRITICAL group do let us know. We will be delighted to welcome you.

Martha needs a mention, not only for passing her grade 3 cello, taking part in a special cello workshop but has been offered a music scholarship to Bradford Girls Grammar school. Congratulations Martha.

*Yvonne Cleminson, Band Director*

## **St Mary's Singing group report for 2022**

Following the ending of Covid restrictions, John Midgley asked for volunteers to join a singing group to lead the singing in Sunday services. The idea being to have a 30 minute rehearsal before a service. Eleven people came forward.

On Sunday 13<sup>th</sup> November, 2022, St Mary's singing group gathered together for the first time, to lead the singing in the Remembrance Day service. Regularly eight to nine of us sing most Sundays.

It is such a joy to be able to sing as group again.

If anyone would like to join us speak to John or Sue Stearn, no auditions, you do not have to read music, you just need a love of singing. John sends out Youtube recordings of some of the unknown hymns a week or so before a Sunday service to help us learn the tunes.

Many thanks too, to John Midgley our regular organist, also to Yvonne Cleminson and David Ralph (key board) who stand in when John is unable to play.

*Sue Stearn, Singing Group member*

### **Skipton Churches Mothers' Union: Branch Leader's Report for 2022**

We began the year with the usual 'Wave of Prayer' in early January. In this, we find out more about the dioceses (in Africa and Solomon Islands) with which the Leeds Diocese Mothers' Union is linked and remember them – and the working of our organisation in the UK as well – in prayer.

At the AGM in February 2022, we were able to commit to sending £50 each to AFIA [The Away From It All scheme which runs 2 caravans at Primrose Valley on the east coast to provide free holiday accommodation for disadvantaged families] and the literacy work of the MU, from the money raised from our subs at meetings. The reduced number of monthly meetings in 2021 had limited fundraising, and hence the amount of available money to commit to MU projects, and so we put our heads together to think how we might raise some more.



The outcome of this was a – predominantly handicraft – stall at the Vicarage Garden Party in Embsay in the summer. This was a great success financially which made worthwhile the effort

put in to organising the stall and creating the items for sale. Ruth Garner and I (but mainly Ruth as her applique skills are more finely honed than mine!) wrestled some blue and white fabric from the Fent Shop into an eye-catching banner for over the top of the stall to emphasise the presence of our branch in the Skipton area. It wasn't the best of days, weather-wise, but several members staffed the stall, with Daphne keeping us well supplied with hot drinks. After we had made a donation to St Mary's for the opportunity of having the stall, we made £177 from the sales and generous donations.

There was an emphasis on using materials which members already had and producing items which were re-usable rather than all-too-easily disposable eg gift bags, washable wipes, pouches for a few tissues from a large box rather than using small, plastic-wrapped packets etc etc.



Ruth continued her production line into the autumn (despite time spent moving house) and sold more items, especially appliqued gift bags and aprons, amongst members in the run-up to Christmas. We are very grateful to Ruth for all her work and skill and also to a member of the St Mary's, Embsay with

Eastby congregation for a donation of more fabric to use.\*

I led a Lent meditation at St Mary's, reflecting on the personal and societal effects of the pandemic over the previous 2 years. This was informed by Bishop Tom Wright's book: God and the Pandemic. It included reflecting on our own sense of 'exile' from our normal lives when we were in lockdown – and afterwards – and drew parallels between the Biblical narratives of God's peoples' exiles in Egypt and Babylon. As this was held in the wake of the Russian invasion of Ukraine, we reflected too on the harrowing experiences of those under attack and the exile of many of them from their homeland.

We had welcomed Muriel Thorp as a member of our branch following her move from Horsforth. At the June MU Diocesan Council meeting in June, I sought out the leader of Muriel's former branch to assure her that we had made Muriel and her husband, David, welcome. In the course of the conversation it transpired that some MU members – and a couple of other church members from Horsforth – were coming to Skipton for a day in August. We arranged to meet for lunch in Holy Trinity's Café and, having pushed together even more tables than we'd originally requested, those members who were able to attend had an excellent time with good food and good company.

We were pleased to welcome Revd Isobel Rathbone to lead our September Service of Welcome and Re-commitment at St Mary's. She is a retired priest ministering at Holy Trinity, Skipton and St Augustine's, Draughton and is their representative on the 'Towards Carbon Neutral Churches in Craven' group which involves 4 of the 5 possible churches covered by our 'Skipton Churches' MU branch. We officially welcomed Muriel into our branch, accompanied by her husband, David, during the service.

At October's, Daphne Jepps completed her narrative of life as 'the vicar's wife' in various parishes which has kept us amused and entertained over 3 meetings. Then, in November, three members managed to go to Ripon Cathedral to see the 'Threads of Creation' display, Jacqui Parkinson's 12 wonderful (literally!) needlework panels interpreting the story of God's creation of the world. We knew beforehand that the project had taken her 3 years to complete; when we saw it we were amazed that it had taken her only 3 years as it was so detailed and intricate. We were very grateful to Edward Scott for transporting us on the day.

At December's meeting, Sheila Scott, Daphne and I described the exhibition, with the aid of photographs and the booklet which accompanied it, for the members who had not been able to go on the visit. I fear that – despite our superlatives of description – we could not do it justice, but we did our best.

In the autumn we decided to hold our social meetings, for the foreseeable future, away from St Mary's Church in Embsay. The dark nights and cold weather make it



difficult for some members to feel safe, in getting from home into the church building, and comfortably warm once there - without expecting that church's members to provide far more heating than would be reasonable for the fee we paid. We are very grateful for St Mary's for their hospitality over the past few years and may return (if they will have us) in the future. Meanwhile, we have been grateful to Daphne and Sheila and Edward for the use of their homes for our meetings.

As branch leader, I have attended Episcopal Area localised meetings at Hellifield, organised by our Diocesan President, Margaret Crawford. In the run-up to Christmas, I joined with some members of the branch based in the Settle area in walking between Settle parish church and the marketplace to hold a short vigil as part of the 'No More 1 in 3' campaign against gender-based violence. The symbolic silence was maintained by all the participants but was somewhat side-lined by the fact that it coincided with the day of switching on Settle's Christmas lights, with accompanying singing. However, we did have a visible banner and presence and a few people asked about our event.

I also attended Diocesan Council meetings in Batley in June, at which we celebrated the late Queen's Platinum Jubilee, and in Idle in November. (Neither of these attendances was straightforward. In Batley we had been given permission to park in Tesco's car park so that we could go through the – 2 storey - supermarket to get to Batley Town Hall and I couldn't find my way out for quite a while. It's a big Tesco! In November I couldn't even find Idle itself - despite having travelled through several adjacent areas of Bradford - let alone the parish church once I finally found Idle. Fortunately, the first of 2023's meetings is at Christ Church in Skipton so I hope to get there without a navigator/companion!)

At the November meeting we heard the harrowing details of life in one of the inner-city benefices of Leeds from its parish priest. We were so moved that Margaret organised a collection of toiletries and similar items from the Ripon EA Mothers' Union branches. I managed to get this collection advertised at St Mary's as well as amongst the branch members and together we contributed over 60 items (some of which eg soap, toilet rolls were multi-packs). Once I'd got all these

over to Margaret at Ripon (which, it won't surprise you, again involved struggling to find a location!), she took 2 car loads to Leeds where they could go a little way towards providing a less-deprived life for the parishioners. We have received heartfelt thanks.

Throughout the year, I have continued to include the MU prayer for the day and remember the MU members and projects in the designated areas of the world when I lead St Mary's (EwE) Morning Prayer on Thursdays on Zoom.

It has been a privilege to serve as the branch's leader throughout 2022, ably assisted by Shirley Moorhouse and Jane Eastwood in their roles (as branch Treasurer and Secretary respectively), and supported by the branch members in all we have achieved.

The branch generally meets on the 1<sup>st</sup> Tuesday of the month, at present in the evening but this will be reviewed in 2023. New members are always most welcome; just contact me on email via your PCC Secretary or Parish Administrator. Membership is not a compulsory part of attending our meetings – visitors are equally welcome.

\* As a result of the handicraft sales, our branch donation for 2022 was £250 to AFIA and £100 to the overseas work of MU.

*Lesley Higson, Branch Leader*

## **Disability Report for the year ending December 2022**

I have very little to report this year. I have been invited to join an on line meeting with the Diocesan group and hope to join in that later in the year.

We are still members of the Torch organisation for those with sight difficulties. Their web site is available for anyone to visit at; <https://torchtrust.org/>

*Jane Eastwood Disability Representative*

## Village Institute Report 2022

The village institute is back to running at full capacity after the last two years. Gloria Drury is the new caretaker/cleaner and her husband Jack our handy man.

The prices have been increased to help with increases in fuel and other costs. We now have a subcommittee to keep an eye on overall running costs.

Events at the institute have included; celebration party, the band Undercover played as a trio for the last time, Easter egg hunt from Preschool, Table top sale, Christmas fairs, wellbeing event, coffee mornings, pantomime, Platinum Jubilee celebration and funeral mourning.

Maintenance work has been carried out over the year; including decorating the entrance foyer and supper room, replacing door furniture. Outer doors, handrails, spouts and toilet windows have been repainted. Flags and bollards fixed/replaced and the post box mounted by the kitchen door. The Fire door in supper room was replaced due to a manufacturing fault. The large windows on south side of hall, kitchen door and window have been replaced with double glazing.

*Jennifer Stearn, elected member of Village Institute committee and representative of St. Mary's church*

## Smiley Faces in 2022

Smiley Faces/Toddler Praise is our group for babies, toddlers and pre-school children, their parents, grandparents and carers. We meet during term time on Friday afternoons in church from 1.30pm to 3.15pm. The first two terms (from January to July) were quiet with five families joining us regularly but after the summer break, numbers began to increase. By December ten families were attending regularly and three others coming when they could.



On 3<sup>rd</sup> June, past and present Smiley Faces families were invited to a party to celebrate the Queen's Platinum Jubilee. There were games, crafts and a picnic lunch in

church. Margaret Corr came and told us about what she remembered of being at the Coronation. She'd made a replica crown, the same weight as the one the Queen had worn and we were all surprised by its weight.

In August Glennis Hobbs, a former Methodist Children's Worker who was an integral member of the Smiley Faces team, moved to be near her daughter in Southwell, Nottinghamshire. After fifteen years, we couldn't let her go quietly so we had a party – yes we love parties! Glennis continues to keep in touch and is always interested in hearing news of the families. We still miss her.

When Sue Davies went to New Zealand to spend time with her son and daughter-in-law in October Lesley Higson came to help me and we're very pleased she's stayed. With increasing numbers, three adult helpers are needed.

There are many things that the children enjoy about Smiley Faces: the mini packs of jammy dodgers and party rings they get whilst the adults enjoy a hot drink; the craft activities which the parents seem to enjoy as much as their children; the running around after story time (walking, jumping and clapping for the Lord because He loves me!); birthdays when there's always a cake with candles to blow out. The adults enjoy the opportunity to chat and relax a little knowing that the three of us are happy to entertain the children and provide extra eyes to watch them as necessary.

Jesus made it clear that all children matter to God and even recommended to his disciples that to understand God's kingdom they needed to observe, learn from and imitate young children. Children are our future and Sue, Lesley and I feel privileged to spend our Friday afternoons with them and their parents and carers. They often make us smile and despite the cold church in the winter months, even with the heating and two portable heaters on, the warmth and friendship are palpable.



*Liz Roodhouse, Smiley faces leader*

## Hot Chocolate Club in 2022



Hot Chocolate Club is a youth group for Primary School children in years 4, 5 and 6. The group meets each Friday night in term time and has been in existence for several years, originally organised through the Methodist Church and managed by Glennis Hobbs.

After a break during the pandemic, meetings started again in January 2022. When Glennis left Embsay for pastures new in the Summer of 2022 Joanne Lloyd took on the role of leader and is now ably assisted by Peter Hargreaves and Roxanne Davies. The responsibility for the group has also now moved to St Mary's Church.

At the end of this year, there were 20 children on the register. Each week there is a different activity, as well as games and refreshments. We have made bug hotels, been ten pin bowling, celebrated Easter, Mothering Sunday, the Platinum Jubilee, baked and made pancakes. We try to get outside to Embsay Park, the woods and other outdoor spaces when the weather and light nights allow.



As we move into 2023, we have many more exciting activities planned, including a trip to Coffee and Clay in Skipton which the children are all very excited about!

*Joanne Lloyd, Hot Chocolate club leader*

## Fairtrade at St Mary's, 2022 report

As a Fairtrade Church we use Fairtrade products wherever possible and integrate Fairtrade into the life and work of St Mary's in a variety of ways. There are regular Fairtrade stalls after the Sunday morning service and during the summer months, two were held in the church car park so accessible for the village community and passers-by. The All Age Worship service during Fairtrade Fortnight had a Fairtrade theme and there were other times in the year when Fairtrade was integrated into sermons and intercessions. In May and June colourful knitted tree bands

displaying the Fairtrade mark were tied around the trunks of trees in the churchyard, so clearly visible to motorists and pedestrians.

As a Fairtrade Church, in a Fairtrade Village with close connections to the school, which is a Fair Achiever School, we work with the village Fairtrade group and the school to raise awareness of the impact our choices have on people and the planet, and how Fairtrade helps farmers and producers become more resilient to the climate crisis they are facing. In 2022 this involved collaborative initiatives; two coffee mornings held in the Village Institute Hall, a Swishing event and taking the Fairtrade stall to village events, e.g. the Village Show and the Classic Car Show at the Cavendish Arms.

The landlord at the Cavendish Arms sources all his espresso ground coffee via the church contact and served Fairtrade pancakes on Shrove Tuesday at lunch time and in the evening. The school sourced, with our help, all the children's presents from Father Christmas from Namaste, Skipton's Fair Trade business.

These initiatives have made it possible to raise money for the Fairtrade Foundation and Transform Trade, and by doing so support the work of Fairtrade nationally and internationally.

I'd like to thank Mary Dibb, Clare Dunn and Ann Lowe who helped with stalls at events and all of you who have kept choosing and buying Fairtrade. Please don't stop. Remember more sales means more benefits for producers who are themselves fighting for change and leading the campaign for climate justice. Remember also, environmental protection is ingrained in Fairtrade standards, including reducing greenhouse gas emissions, and safeguarding forests and biodiversity.

*Liz Roodhouse*

### **Eco-group report for the year to December 2022**

St Mary's achieved the Silver Eco Church Award in November 2020 and throughout 2022 has continued to work on a number of initiatives to continue to

raise awareness of eco issues and to work towards gaining the Gold Eco Church Award.

The group comprises Mary Dibb, Lesley Higson, Daphne Jepps, Diana Linford, Liz Roodhouse and Sue Stearn. The vicar, Revd Canon Marion Russell often contributes to meetings.

We held 8 meetings in 2022, all online. We are always keen to welcome new members and suggestions!

### **Eco activities during 2022 include:**

The congregation took part in a second eco-audit in January 2022, using the WWF online footprint calculator. This was a year on from our first eco-audit and individuals were invited to see if we had improved our personal our carbon footprints by making changes to our lifestyles.

We:

- ~ continued with eco themes for each month, with weekly eco tips in the newsletter and collated on the church website;

- ~ took, and continue to take, a leading role in the Towards Carbon Neutral Churches in Craven project (see separate report on this);

- ~ started a seed swap box in the church porch in spring 2022. Members of the congregation and wider community were invited to put spare seeds into an envelope with some information about them (name, suggested sowing dates, flowering/harvest dates) and swap them for some other seeds. We plan to continue this in 2023;

- ~ took part in the 'Letters for Creation' initiative from Christian Aid which invites people to share their views on climate change in a creative project. Children in Smiley Faces and the congregation at All Age Worship took part;

- ~ planted a crab apple tree, after consultation with a local tree expert, in the church car park verge. This was part of the celebration of the Queen's Platinum Jubilee and formed part of the 'Queen's Green Canopy'. We bought a plaque from the Aberfeldy workshop which has been installed by the tree and the tree is listed on the online map. We also facilitated the planting of a Queen's Canopy tree in the church car park by the local Women's Institute group.

Two planters were made and installed next to the church building, and planted with vegetables and herbs, with an encouragement for people to help themselves on a 'cut and come again' basis.

Members of the Eco Group invited Dr Judith Allinson, a local expert, to tell us about the lichens in the churchyard. We held a very interesting and informative afternoon in March 2022 looking at a lot of different lichens! This was followed by two workshops on churchyard lichens with Judith in May, which were well attended by members of the church and wider local community. A lichens quiz sheet has now been produced for visitors to the churchyard.

Churches Count on Nature (Tuesday 7 June 2022): a bio-count in the churchyard, including involvement by two classes from the village school and lots of individuals. Local expert Dr Judith Allinson came to help to identify species. A moth survey was also done by John Mason. All the details are on the church website. We plan to repeat this in 2023.

The church PCC agreed unanimously to a Carbon zero plan, for the church to reach net carbon zero by 2025 (see separate report), at the meeting in June 2022.

More recycling collections were set up in the church porch and therefore open to the wider community through 2022. We collected pens and other writing materials, and blister packs from medication. These are taken to local recycling collection points in Skipton and Keighley by members of the group on a regular basis. We plan to continue to expand our recycling as opportunity arises.

In Creationtide 2022 (1 September to 4 October), each Sunday service had an environmental focus. This included an interview between the vicar and two members of the Carbon Zero project about why we believe this initiative is important. The All-Age Worship service included an invitation to reflect on words and objects on a number of environmental themes and to contribute a reflection of our own thoughts on a water droplet. We also put up a display in church about our eco church work, biodiversity in the churchyard and carbon-zero project. The sermon on the last Sunday in September focussed on the Count on Nature results within a wider theme of caring for all of God's creation.

St Mary's took part in the Yorkshire Churches Day on 10 September 2022 and showcased our carbon zero and eco church work in an Eco Exhibition. Visitors



were also invited to use the guide to explore the lichens in the churchyard. The exhibition will continue throughout Creationtide 2022, until 4th October. It was featured in the Embsay and Eastby Post.

A hedgehog house was installed in a quiet place near the north wall in the churchyard. A hedgehog sign has been put up in the Vicarage garden.

We were invited to put up a display in Skipton library, from November 2022, to showcase the work of the Towards Carbon Neutral Churches in Craven group and also the work of the Eco Group, which benefits biodiversity. This display would subsequently tour other North Yorkshire libraries.

Support was given to other local churches in 2022 (Gargrave and Kelbrook) to encourage and support them to consider joining the Eco Church scheme and to consider working towards being net carbon zero.

Fairtrade tea and coffee continued to be served in church and at events and Fairtrade stalls were held regularly after the Sunday morning service. St Mary's hosted a social evening in the middle of Fairtrade Fortnight, including a Fairtrade quiz. Fairtrade 'bands' were put around trees in the churchyard, along the road, for World Fairtrade Day in May.

We believe that St Mary's is seen as a congregation with a real passion for addressing social justice and environmental concerns and action, both within the parish, diocese and more widely.

*Lesley Higson, PCC Eco-champion and Diana Linford, Parish Environment Officer*

### **TCNCC (Towards Carbon neutral Churches in Craven) Report for 2023 APCM's**

Stage 2 of the Towards Carbon Neutral Churches in Craven (TCNCC) project has built successfully on the Stage 1 foundation. Whereas the feasibility study, which was the main outcome of the earlier stage, provided substantial information, quantitative evidence and general recommendations, Stage 2 has focussed on identifying a series of implementation steps which match the diversity of context, usage and available resources of each church. The outcomes have been a range of

practical steps towards carbon neutrality, both large and small which have grown out of an increasing involvement of the separate church communities. A major step in this was the identification for each church of whether their usage would justify a “whole-space” heating approach or whether a “person-focussed” installation would be more appropriate. In each case, chosen implementation had to be integrated with other factors of changing personnel, major fabric issues and available resources.

The TCNCC project team is proud to have completed Stage 2 on time and within budget

The story of this journey and its success is recounted in the video “Towards Carbon Neutral Churches in Craven – Part 2” <https://youtu.be/QJW-r1wCaLI>

*Peter Edwards, Lesley Higson and Diana Linford*

### **Carbon Zero at St Mary’s 2022 report**

St Mary’s has continued with its steady progression towards becoming a carbon neutral church. 2022 saw the successful completion of Stage 1 of the TCNCC project and the first part of Stage 2, which focussed on implementation. The Carbon Zero Project group developed a detailed plan to implement the transition to electric heating by the end of 2025. Recommendations were presented to the PCC in November, which were duly adopted as PCC policy. An important part of that was the setting up of a trial for different forms of person-centred electric heating to run through the winter. The first sessions of the trial were completed successfully in December, with good-humoured, if chilly, co-operation from a wide selection of the church community.

The trial is planned to complete in March 2023, and generate a set of recommendations to the PCC. St Mary’s has been fortunate that almost the entire cost for the trial has been funded from the RCEF Stage 2 grant.

The Carbon Zero group has also investigated the installation of electric vehicle charging points in the church car park. This was supported by the Parish Council when it was presented at a meeting in May 2022. Quotations have been received from a potential installer as well as from Northern Power grid for the electricity supply. Plans are on hold, however, while the new North Yorkshire CC develops its policy for charging points.

And, alongside all of this we have enjoyed musical and social events which have spread the word and raised valuable funds. A big “thank you” to everybody who has contributed; to all group members for their various contributions during 2022 whether technical, musical, catering, organising, design and publishing, compiling documents, sitting in a freezing church evaluating feeble heating. We have had a good year with a lot of progress to show for it.

*Peter Edwards, Diana Linford, Lesley Higson*



St Mary's Church, Embsay with Eastby - Financial Statements for the Year Ended 31 December 2022

Receipts and Payments Account

|   | Unrestricted<br>Funds<br>Current<br>Account | Unrestricted<br>Funds<br>Savings<br>Account | Restricted<br>Funds<br>Savings<br>Account | Restoration<br>Account | Nominated<br>Project<br>Account | Bursary<br>Account | Operating<br>Reserves<br>Account | Total<br>2022    |
|---|---|---|---|------------------------|---------------------------------|--------------------|----------------------------------|------------------|
| <b>RECEIPTS</b>                               |   |   |   |                        |                                 |                    |                                  |                  |
| <b>Voluntary Giving</b>                       |   |   |   |                        |                                 |                    |                                  |                  |
| Regular Giving (see note 4a)                  | 32,912.81                                   | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 32,912.81        |
| Collections at Services                       | 2,383.89                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 2,383.89         |
| All Other Giving & Voluntary Receipts         | 1,133.20                                    | 0.00  | 0.00                                      | 1,000.00               | 0.00                            | 0.00               | 0.00                             | 2,133.20         |
| Gift Aid recovered                            | 9,207.93                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 9,207.93         |
| Legacies                                      | 0.00  | 0.00  | 500.00                                    | 0.00                   | 0.00                            | 0.00               | 0.00                             | 500.00           |
| Grants (including VAT recovered)              | 0.00  | 0.00  | 1,250.00                                  | 0.00                   | 17,861.38                       | 0.00               | 0.00                             | 19,111.38        |
| <b>Total Voluntary Giving</b>                 | <b>45,637.83</b>                            | <b>0.00</b>                                 | <b>1,750.00</b>                           | <b>1,000.00</b>        | <b>17,861.38</b>                | <b>0.00</b>        | <b>0.00</b>                      | <b>66,249.21</b> |
| <b>Activities for Generating Funds</b>        |   |   |   |                        |                                 |                    |                                  |                  |
| Fundraising Activities (see note 4b)          | 3,647.19                                    | 0.00  | 0.00                                      | 0.00                   | 669.30                          | 0.00               | 0.00                             | 4,316.49         |
| <b>Income from Investments</b>                |   |   |   |                        |                                 |                    |                                  |                  |
| Investment income                             | 0.00  | 2.95  | 0.00                                      | 21.55                  | 0.00                            | 0.92               | 69.07                            | 94.49            |
| <b>Church Activities</b>                      |   |   |   |                        |                                 |                    |                                  |                  |
| Fees retained by PCC (funerals/weddings/etc)  | 1,940.40                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 1,940.40         |
| <b>Other Incoming Resources</b>               |   |   |   |                        |                                 |                    |                                  |                  |
| Other voluntary receipts (see note 4c)        | 3,199.98                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 3,199.98         |
| <b>TOTAL RECEIPTS</b>                         | <b>54,425.40</b>                            | <b>2.95</b>                                 | <b>1,750.00</b>                           | <b>1,021.55</b>        | <b>18,530.68</b>                | <b>0.92</b>        | <b>69.07</b>                     | <b>75,800.57</b> |
| <b>PAYMENTS</b>                               |   |   |   |                        |                                 |                    |                                  |                  |
| <b>Cost of Generating Funds</b>               |   |   |   |                        |                                 |                    |                                  |                  |
| Costs of Fundraising Activities (see note 5a) | 185.55                                      | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 185.55           |
| <b>Church Activities</b>                      |   |   |   |                        |                                 |                    |                                  |                  |
| Mission giving & donations                    | 2,576.65                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 2,576.65         |
| Diocesan Parish Share Contribution            | 39,650.00                                   | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 39,650.00        |
| Salaries, wages & honoraria (see note 5b)     | 1,330.40                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 1,330.40         |
| Clergy & staff expenses                       | 480.14                                      | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 480.14           |
| <b>Church Expenses</b>                        |   |   |   |                        |                                 |                    |                                  |                  |
| Mission & evangelism costs (see note 5c)      | 273.29                                      | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 273.29           |
| Church running expenses (see note 5d)         | 5,625.40                                    | 0.00  | 0.00                                      | 0.00                   | 281.93                          | 0.00               | 0.00                             | 5,907.33         |
| Church utility bills                          | 3,133.26                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 3,133.26         |
| <b>Major Capital Expenditure</b>              |   |   |   |                        |                                 |                    |                                  |                  |
| Major repairs                                 | 0.00  | 0.00  | 0.00                                      | 2,996.38               | 0.00                            | 0.00               | 0.00                             | 2,996.38         |
| <b>Other Expenditure</b>                      |   |   |   |                        |                                 |                    |                                  |                  |
| Other payments (see note 5e)                  | 165.65                                      | 0.00  | 0.00                                      | 0.00                   | 16,143.58                       | 0.00               | 0.00                             | 16,309.23        |
| <b>TOTAL PAYMENTS</b>                         | <b>53,420.34</b>                            | <b>0.00</b>                                 | <b>0.00</b>                               | <b>2,996.38</b>        | <b>16,425.51</b>                | <b>0.00</b>        | <b>0.00</b>                      | <b>72,842.23</b> |
| Transfers into account                        | 0.00  | 980.00                                      | 1,922.66                                  | 0.00                   | 0.00                            | 0.00               | 0.00                             | 2,902.66         |
| Transfers out of account                      | 0.00  | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | -2,902.66                        | -2,902.66        |
| Transfer of Legacies to Restricted Account    | 0.00  | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 0.00             |
| Transfer of Grants to Restricted Account      | 0.00  | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 0.00             |
| Difference                                    |   |   |   |                        |                                 |                    |                                  |                  |
| Excess of Receipts over Payments              | 1,005.06                                    | 2.95  | 1,750.00                                  | -1,974.83              | 2,105.17                        | 0.92               | 69.07                            | 2,958.34         |
| Balance brought forward 1st January 2022      | 1,503.24                                    | 0.00  | 0.00                                      | 24,610.06              | 3,190.00                        | 1,083.35           | 7,745.68                         | 38,132.33        |
| Balance carried forward 31st December 2022    | 2,508.30                                    | 982.95                                      | 3,672.66                                  | 22,635.23              | 5,295.17                        | 1,084.27           | 4,912.09                         | 41,090.67        |
| <b>Statement of Assets</b>                    |   |   |   |                        |                                 |                    |                                  |                  |
| Current Account                               | 2,508.30                                    | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 0.00                             | 2,508.30         |
| Operating Reserves Account                    | 0.00  | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 0.00               | 4,912.09                         | 4,912.09         |
| Restoration Account                           | 0.00  | 0.00  | 0.00                                      | 22,635.23              | 0.00                            | 0.00               | 0.00                             | 22,635.23        |
| PCC Nominated Project Account                 | 0.00  | 0.00  | 0.00                                      | 0.00                   | 5,295.17                        | 0.00               | 0.00                             | 5,295.17         |
| Savings Account                               | 0.00  | 982.95                                      | 3,672.66                                  | 0.00                   | 0.00                            | 0.00               | 0.00                             | 4,655.61         |
| Bursary Account                               | 0.00  | 0.00  | 0.00                                      | 0.00                   | 0.00                            | 1,084.27           | 0.00                             | 1,084.27         |
|   | 2,508.30                                    | 982.95                                      | 3,672.66                                  | 22,635.23              | 5,295.17                        | 1,084.27           | 4,912.09                         | 41,090.67        |

The following notes form part of these financial statements

Approved by the PCC on:

And signed on their behalf by:

The Revd Canon Marion Russell

Mrs Jenny Johnson (PCC Treasurer)

19th March 2023

Marion Russell

JR Johnson

19/03/2023

# St Mary's Church, Embsay with Eastby - Financial Statements for the Year Ended 31 December 2022

## Notes

- 1 The Financial Statements of the PCC have been prepared in accordance with the Church Auditing Regulations using the Receipts and Payments basis.
- 2 The only fixed asset retained for use is the church car park. Other assets are listed in the church inventory.
- 3 The movements in restricted funds during the year were:

|                                       | Bal B/fwd | Receipts  | Payments  | Transfers In & Out Difference | Bal C/fwd |
|---------------------------------------|-----------|-----------|-----------|-------------------------------|-----------|
|                                       | £         | £         | £         | £                             | £         |
| Restoration Account                   | 24,610.06 | 1,021.55  | 2,996.38  | 0.00                          | 22,635.23 |
| Bursary Account                       | 1,083.35  | 0.92      | 0.00      | 0.00                          | 1,084.27  |
| Savings Account                       | 0.00      | 1,752.95  | 0.00      | 2,902.66                      | 4,655.61  |
| Operating Reserves                    | 7,745.68  | 69.07     | 0.00      | -2,902.66                     | 4,912.09  |
| Nominated Project (currently 'TCNCC') | 3,190.00  | 18,530.68 | 16,425.51 | 0.00                          | 5,295.17  |

The Restoration Account represents accumulated donations, appeals, bequests and legacies for fabric maintenance, which can only be spent for that purpose.

The Bursary Account was set up as part of the 150th anniversary celebrations to grant bursaries to young people living in the parish for educational travel according to the Declaration of Trust for St Mary's Embsay with Eastby Fund for Young People.

The Savings Account was set up to retain funds that need to be held separate from the current account due to being specified for restricted or designated purposes.

The PCC Nominated Project Account holds the balance of income for current PCC nominated projects (currently the TCNCC project).

The Operating Reserves Account holds three months operating reserves money for the church.

## 4 Receipts Analysis

|                                   | Unrestricted Account | Restoration Account | PCC Nominated Project Account | Bursary Account | Unrestricted Funds Savings Account | Restricted Funds Savings Account | Total 2022       | Total 2021       |
|-----------------------------------|----------------------|---------------------|-------------------------------|-----------------|------------------------------------|----------------------------------|------------------|------------------|
|                                   | £                    | £                   | £                             | £               | £                                  | £                                | £                | £                |
| a. Regular Giving:                |                      |                     |                               |                 |                                    |                                  |                  |                  |
| Tax efficient giving              | 31,914.81            | 0.00                | 0.00                          | 0.00            | 0.00                               | 0.00                             | 31,914.81        | 29,557.37        |
| Non-tax efficient giving          | 998.00               | 0.00                | 0.00                          | 0.00            | 0.00                               | 0.00                             | 998.00           | 1,936.00         |
| <b>TOTAL</b>                      | <b>32,912.81</b>     | <b>0.00</b>         | <b>0.00</b>                   | <b>0.00</b>     | <b>0.00</b>                        | <b>0.00</b>                      | <b>32,912.81</b> | <b>31,493.37</b> |
| b. Fundraising Activities:        |                      |                     |                               |                 |                                    |                                  |                  |                  |
| Car Park                          | 114.52               | 0.00                | 0.00                          | 0.00            | 0.00                               | 0.00                             | 114.52           | 0.00             |
| Platinum Jubilee Tree Fundraising | 105.00               | 0.00                | 0.00                          | 0.00            | 0.00                               | 0.00                             | 105.00           | 0.00             |
| Jigsaw Stall Fundraising          | 646.00               | 0.00                | 0.00                          | 0.00            | 0.00                               | 0.00                             | 646.00           | 0.00             |
| Quiz Night Fundraising            | 150.00               | 0.00                | 0.00                          | 0.00            | 0.00                               | 0.00                             | 150.00           | 0.00             |
| Plants Fundraising                | 33.00                | 0.00                | 0.00                          | 0.00            | 0.00                               | 0.00                             | 33.00            | 0.00             |



|                               |                 |             |             |               |             |             |             |             |             |                 |                 |
|-------------------------------|-----------------|-------------|-------------|---------------|-------------|-------------|-------------|-------------|-------------|-----------------|-----------------|
| Lichen Workshop Fundraising   | 70.00           | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 70.00           | 0.00            |
| Jubilee Afternoon Fundraising | 153.00          | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 153.00          | 0.00            |
| Vicarge Tea Party Fundraising | 844.11          | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 844.11          | 1.00            |
| Eggs Fundraising              | 58.00           | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 58.00           | 2.00            |
| Table Top Sale Fundraising    | 100.00          | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 100.00          | 3.00            |
| Xmas Fair Fundraising         | 1,373.56        | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 1,373.56        | 857.15          |
| TCNCC Fundraising             | 0.00            | 0.00        | 0.00        | 669.30        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 669.30          | 0.00            |
| Fundraising 9                 | 0.00            | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00            | 0.00            |
| Fundraising 10                | 0.00            | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00            | 0.00            |
| Other                         | 0.00            | 0.00        | 0.00        | 0.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00            | 1,484.10        |
| <b>TOTAL</b>                  | <b>3,647.19</b> | <b>0.00</b> | <b>0.00</b> | <b>669.30</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>4,316.49</b> | <b>2,347.25</b> |

c. Other voluntary receipts:

|                                      |                 |             |             |             |             |             |             |             |             |                 |                 |
|--------------------------------------|-----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------|-----------------|
| Coffee Money                         | 773.68          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 773.68          | 172.87          |
| Thursday Teas                        | 227.95          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 227.95          | 0.00            |
| Smiley Faces/Mothers Union           | 245.00          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 245.00          | 70.00           |
| Collections for missions & charities | 1,761.65        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 1,761.65        | 543.17          |
| Children's Services                  | 90.00           | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 90.00           | 150.00          |
| Churchyard Donations                 | 0.00            | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00            | 0.00            |
| Gift Day                             | 0.00            | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00            | 0.00            |
| Sundries                             | 101.70          | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 101.70          | 1,026.34        |
| <b>TOTAL</b>                         | <b>3,199.98</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>3,199.98</b> | <b>1,962.38</b> |

5 Payments Analysis

|                                     | Unrestricted<br>Account | Restoration<br>Account | PCC Nominated<br>Project Account | Bursary<br>Account | Unrestricted<br>Funds Savings<br>Account | Restricted<br>Funds Savings<br>Account | Total<br>2022   | Total<br>2021   |
|-------------------------------------|-------------------------|------------------------|----------------------------------|--------------------|--|--|-----------------|-----------------|
|                                     | £                       | £                      | £                                | £                  | £  | £                                      | £               | £               |
| a. Costs of Fundraising Activities: |                         |                        |                                  |                    |  |  |                 |                 |
| Jubilee Tree Costs                  | 112.75                  | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 112.75          | 0.00            |
| Xmas Fair Costs                     | 72.80                   | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 72.80           | 0.00            |
| TCNCC Project Fundraising           | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| Fundraising Costs 4                 | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| Fundraising Costs 5                 | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| Fundraising Costs 6                 | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| Fundraising Costs 7                 | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| Fundraising Costs 8                 | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| Fundraising Costs 9                 | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| Fundraising Costs 10                | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 0.00            |
| <b>TOTAL</b>                        | <b>185.55</b>           | <b>0.00</b>            | <b>0.00</b>                      | <b>0.00</b>        | <b>0.00</b>                              | <b>0.00</b>                            | <b>185.55</b>   | <b>0.00</b>     |
| b. Salaries, Wages & Honoraria:     |                         |                        |                                  |                    |  |  |                 |                 |
| Admin Assistant                     | 927.40                  | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 927.40          | 1,440.00        |
| Wedding / funeral fees              | 403.00                  | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 403.00          | 373.00          |
| Honoraria                           | 0.00                    | 0.00                   | 0.00                             | 0.00               | 0.00                                     | 0.00                                   | 0.00            | 300.00          |
| <b>TOTAL</b>                        | <b>1,330.40</b>         | <b>0.00</b>            | <b>0.00</b>                      | <b>0.00</b>        | <b>0.00</b>                              | <b>0.00</b>                            | <b>1,330.40</b> | <b>2,113.00</b> |

|                                      |                 |             |             |                  |             |             |             |             |                  |                  |
|--------------------------------------|-----------------|-------------|-------------|------------------|-------------|-------------|-------------|-------------|------------------|------------------|
| c. Mission Evangelism Costs:         |                 |             |             |                  |             |             |             |             |                  |                  |
| Children's Services                  | 169.29          | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 169.29           | 74.05            |
| Community Engagement                 | 104.00          | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 104.00           | 119.18           |
| Teaching Courses                     | 0.00            | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 0.00             | 54.90            |
| <b>TOTAL</b>                         | <b>273.29</b>   | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>      | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>273.29</b>    | <b>248.13</b>    |
| d. Church Running Expenses:          |                 |             |             |                  |             |             |             |             |                  |                  |
| Insurance                            | 1,669.29        | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 1,669.29         | 1,590.32         |
| Upkeep of services                   | 1,019.01        | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 1,019.01         | 855.19           |
| Upkeep of Churchyard                 | 406.22          | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 406.22           | 36.00            |
| Coffee Costs                         | 236.89          | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 236.89           | 65.00            |
| Organist                             | 176.00          | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 176.00           | 26.00            |
| Cleaner                              | 125.00          | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 125.00           | 110.00           |
| Minor Repairs & maintenance          | 797.07          | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 797.07           | 1,558.70         |
| Printing, stationery & books         | 1,109.92        | 0.00        | 0.00        | 281.93           | 0.00        | 0.00        | 0.00        | 0.00        | 1,391.85         | 1,331.42         |
| Subscriptions                        | 86.00           | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 86.00            | 50.00            |
| <b>TOTAL</b>                         | <b>5,625.40</b> | <b>0.00</b> | <b>0.00</b> | <b>281.93</b>    | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>5,907.33</b>  | <b>5,622.63</b>  |
| e. Other Payments:                   |                 |             |             |                  |             |             |             |             |                  |                  |
| Vicar's Extraordinary Expenses       | 0.00            | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 0.00             | 77.34            |
| Bank Charges                         | 42.45           | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 42.45            | 0.00             |
| Other Sundries                       | 123.20          | 0.00        | 0.00        | 20.00            | 0.00        | 0.00        | 0.00        | 0.00        | 143.20           | 76.57            |
| Consultation Fees                    | 0.00            | 0.00        | 0.00        | 9,008.00         | 0.00        | 0.00        | 0.00        | 0.00        | 9,008.00         | 15,983.90        |
| Filming Costs                        | 0.00            | 0.00        | 0.00        | 800.00           | 0.00        | 0.00        | 0.00        | 0.00        | 800.00           | 2,000.00         |
| Project Equipment & Fitting Expenses | 0.00            | 0.00        | 0.00        | 3,260.38         | 0.00        | 0.00        | 0.00        | 0.00        | 3,260.38         | 0.00             |
| Architect Expenses                   | 0.00            | 0.00        | 0.00        | 2,905.20         | 0.00        | 0.00        | 0.00        | 0.00        | 2,905.20         | 0.00             |
| Event expenses                       | 0.00            | 0.00        | 0.00        | 150.00           | 0.00        | 0.00        | 0.00        | 0.00        | 150.00           | 0.00             |
| Project Involvement Fees             | 0.00            | 0.00        | 0.00        | 0.00             | 0.00        | 0.00        | 0.00        | 0.00        | 0.00             | 750.00           |
| <b>TOTAL</b>                         | <b>165.65</b>   | <b>0.00</b> | <b>0.00</b> | <b>16,143.58</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>16,309.23</b> | <b>18,887.81</b> |

6 The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.

Manby Castle House East

Embsay

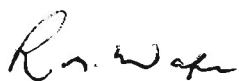
Skipton

BD23 6PH

13<sup>th</sup> March 2023

**2022 Annual Financial Statements for the Church of St. Mary The Virgin Embsay with Eastby**

I confirm that the above accounts have been examined and found to be correct and in accordance with the accounting records provided and information and explanations received.

A handwritten signature in black ink, appearing to read 'R. Watson'.

Richard Watson FCA  
Independent Examiner



# **St Mary the Virgin Parochial Church Council**

## **Operating Reserve Policy**

The purpose of the Operating Policy for St Mary the Virgin Parochial Church Council (PCC) is to make sure that the mission, programmes, employment and ongoing operations of the Church remain stable. The Operating Reserve is intended to provide an internal source of funds for situations such as a sudden increase in expenses, a significant drop in a source of income, one-time unbudgeted expenses and unexpected large repair-bills. Operating Reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap. As and when the Operating Reserves are used, it is the aim of St Mary the Virgin's PCC for the reserves to be replenished on a schedule agreed by themselves.

### **Definitions and Goals**

The Operating Reserve Fund is a designated fund set aside by action of the PCC. It is a dynamic fund and will be reviewed and adjusted in response to any internal and external changes as required.

The PCC aims to keep approximately three months of average Church operating costs in reserves as a minimum. The calculation of average monthly operating costs includes all recurring, predictable expenses such as salaries, utilities, charity payments, etc. Depreciation, in-kind, and other non-cash expenses are not included in the calculation. The amount of the Operating Reserve Fund will be reported to the PCC on a monthly basis and included in the regular and annual financial reports.

### **Accounting for Reserves**

The Operating Reserve Fund will be recorded in the financial records as PCC-Designated Operating Reserve. It will be funded and available in cash. Operating Reserves will be kept in the Operating Reserves Fund account (Parish deposit account) of St Mary the Virgin's PCC.

### **Funding of Reserves**

The PCC will aim to fund the Operating Reserve with surplus unrestricted operating funds where possible. The PCC may from time to time direct that a specific source of revenue be set aside for Operating Reserves. Examples may include one-time gifts or bequests, special grants or special appeals.

### **Use of Reserves**

Use of Operating Reserves requires three steps:

- 1. Identification of appropriate use of reserve funds**
- 2. Authority to use operating reserves**
- 3. Reporting and monitoring**

#### **1. Identification of appropriate use of reserve funds**

The PCC will identify the need for access to reserve funds and confirm that the use is consistent with the purpose as described in this policy. This step will require analysis of the reason for the shortfall, the availability of any other sources of funds before using reserves and evaluation of the time period that the funds will be required and replenished.

## **2. Authority to use operating reserves**

Authority for use of Operating Reserves lies with the PCC. The use of Operating Reserves will be reported to the PCC at a scheduled meeting, accompanied by the analysis and determination of the use of funds and a schedule for repayment.

## **3. Reporting and monitoring**

The PCC is responsible for ensuring that the Operating Reserve Fund is maintained and used as described in this policy. Upon approval for the use of Operating Reserve funds, the Treasurer will maintain records for the use of funds and schedule for repayment with support from the PCC. The Treasurer will provide regular reports to the PCC of progress with regards to the repayment schedule.

## **Review of Policy**

This policy will be reviewed every 3 years, at a minimum, by the PCC, or sooner if required by internal or external events or changes. Changes to the policy are to be agreed by the PCC.

Signed:

Elizabeth M. Routhouse (Chair)

She Stearn (Secretary)

Dated: 18<sup>th</sup> March, 2022

Manby Castle House East

Embsay

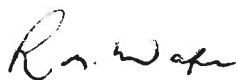
Skipton

BD23 6PH

13<sup>th</sup> March 2023

**2022 Annual Financial Statements for the Church of St. Mary The Virgin Embsay with Eastby**

I confirm that the above accounts have been examined and found to be correct and in accordance with the accounting records provided and information and explanations received.



Richard Watson FCA  
Independent Examiner