

THE CHURCH
OF ENGLAND

Diocese of Leeds

St Paul's Parish Church, Shipley

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Shipley
Registered charity no 1169596

Annual Trustees Report for the year ended 31st December 2024



Annual Trustees Report for the year ended 31st December 2024

The PCC is jointly responsible for writing and producing this report.

AIM AND PURPOSES

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the priest in charge, the Reverend Brian Greenfield, to promote in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC has a specific duty to maintain our historic grade 2 listed church building. In addition, it has a responsibility to support the Church of England primary schools located within the parish boundaries. Shipley CofE Primary School (aided) and Wycliffe CofE Primary School (controlled) are our local church schools. Both of these schools are BDAT (Bradford Diocesan Academies Trust) Primary Academies.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at St Paul's and to be part of the church community. Our services and worship, through prayer and scripture, music and sacrament, encourage and foster faith in practice. When planning our activities and services for the year, the PCC is mindful of the Charity Commission's guidance on public benefit and in particular, the supplementary guidance on charities for the advancement of religion.

St Paul's Church vision statement is:

We are a welcoming and inclusive Christian community who:

- Worship the living God
- Love our neighbours and our world
- Share the good news

All our activities and services are guided and inspired by our faith in Jesus who we believe calls us to put our faith into practice in our daily lives. As a church community, we offer prayer and worship, pastoral care, mission and outreach, hospitality and a variety of activities which help people of all ages in our parish to flourish. To facilitate this work, it is important that the church grounds and the fabric of the church building are continually maintained and developed.

ACHIEVEMENTS AND PERFORMANCE

Ministry Team

During 2024, the St Paul's Ministry Team was led by our Priest in Charge, Brian Greenfield (who is also Priest in Charge at Christ Church, Windhill, Minister at the Eldwick Church and Assistant Priest at St Peter's Church, Shipley), who was ably assisted by curate – Emma Wilkinson and by assistant priest Natasha Thomas (from June 2024), Churchwardens - Anne Luxton and Mike Wragg.

Our Licensed Lay Ministers (Readers) - Chris Clough and Susan Lawrence, Lay Worship Leader - Mark Allison, and Lay Pastoral Ministers - Susan Wood and Sheila Cudmore, are valuable members of the Ministry Team.

Jenny Titchmarsh is our excellent Church Administrator, who provides essential support to the ministry team and enables the church to communicate effectively with both the congregation and the wider community.

Thanks also go to the members of the PCC for all their hard work throughout the year.

Volunteers

Before we list our activities, which express our vision and strategy, and show what church life looks like in Shipley and how it benefits the community, we publicly thank all the church members who work very hard to support St Paul's mission and ministry. Many people contribute hugely to the life of the church in seen and unseen ways.

Worship & Prayer

Worship Services

Throughout 2024, we held regular 10am Sunday worship services comprising Holy Communion on the 1st and 3rd Sundays of the month, Family Worship on the 2nd Sunday of the month and Morning Worship on the 4th Sunday of the month. These services were also live streamed via our YouTube channel, for those watching from home. Taize and Evensong services took place on a bi-month rotation on the 4th Sunday of the month at 7pm. Wednesday Holy Communion has continued to take place at 10am on Wednesday mornings throughout the year.

Messy Church

This alternative church service is an important way to connect with local families with young children, who might not feel comfortable or confident to come to more traditional church on Sunday. This will continue to be a key activity as we develop our outreach to children, young people and their families and during 2025. Games and craft activities, including a co-operative Lego build, plus a picnic tea, were offered in keeping with the theme, along with exploring a Bible story in the church and enjoying some related songs and prayer. A small team worked very hard to offer a Messy Easter and a Messy Christmas event during 2024, both of which were much enjoyed and attracted families from both toddler group and the local primary schools. The team is currently planning an Easter Celebration Family Fun Afternoon for 2025.

Occasional Services

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. This year, we celebrated eleven baptisms but no weddings. We conducted six funerals. In November, we held both our annual Memorial Service and our Remembrance Sunday Service, which was attended by civic representatives and uniformed organisations.

Music and singing group

The new music and singing group has been meeting on the first Thursday of each month since the summer of 2024 after the choir was disbanded. Initially this was set up simply to gather those either from the existing choir or new folk who are interested in playing instruments and singing in services. From this has developed a small band who are now regularly playing once a month (usually on the second Sunday in the family service). Anyone interested in joining can have a word with Brian, Emma or Mark.

Prayer

The weekly Tuesday Morning Prayer Group continues to meet at 10am in the Narthex for approximately one hour. It has been encouraging to see consistent growth in the numbers of Lay members in the group and we continue to be grateful for the continued presence of Rev'd Brian and/or Rev'd Emma whenever their other duties allow. We commence each meeting with a passage of Scripture to discuss, followed by prayers for global, national, local and church needs.

We would like to encourage and welcome new attendees to join with us as they are able, being aware that regular attendance may not always be possible for some folk. We remain in awe of the way that God has answered the prayers offered, not always in the way perhaps we would have wished for, but always according to his will and for the good of all his people.

Pastoral Care

Pastoral care continues to be provided by the Ministry Team at St Pauls on an “as needed or requested” basis. Our Lay Pastoral Ministers, Susan Wood and Sheila Cudmore support and assist Clergy as and when appropriate within their individual areas of knowledge and experience, providing pastoral support in the form of a visits or phone calls, with sensitivity and care at the forefront of all they do. Pastoral activity includes visits to take Holy Communion to the housebound and to nursing homes. Pastoral prayer requests are responded to according to the level of confidentiality requested.

Safeguarding

The PCC continues in its commitment to the safeguarding of all vulnerable or potentially vulnerable people. Safeguarding is a standing item on the PCC agenda, and PCC has complied with its duty to have ‘due regard’ to the House of Bishops’ Safeguarding Policy and Practice guidance. This commitment was confirmed at a PCC meeting in the autumn. The PCC has adopted the Church of England Safeguarding Policy Statement for Children, Young People and Adults, ‘Promoting a Safer Church’, as our safeguarding policy

To assist in monitoring compliance with both statutory requirements and Church of England policies we are using ‘Parish Dashboards’ ; an online system that lists the actions that need to be taken to meet the required standards, and which generates an action plan to highlight areas that need updating. The action plan was reviewed in the autumn of 2024 and the PCC is updated with progress.

We are working at level three of the dashboard and currently have made 80% progress towards mandatory requirements. All our policies are up to date however there are 5 urgent actions that need to be completed and a further 12 actions to be reviewed. The action plan addresses these, and training is being targeted as a priority to ensure mandatory requirements are met. A particular focus of safeguarding activities has been to ensure job roles have been written and made available to volunteers taking on new roles at St Paul’s. Written roles for existing volunteer roles have also been worked on. This work continues.

Where safeguarding concerns have been raised during the year, our safeguarding procedures have been followed and concerns escalated to the diocesan safeguarding team.

Alison Haigh

Work with Children

Schools

We have responsibility for two church schools within our parish, Shipley CofE Primary School and Wycliffe CofE Primary School. Both schools became academies in 2018 and joined the Bradford Diocesan Academy Trust (BDAT).

Clergy lead collective worship at Shipley CE (and Wycliffe). In addition they attend other events in school such as celebrations and exhibitions. Clergy are also planning to take part in prayer group at the school and support the head teacher as appropriate. The school regularly visits church to learn about worship and also come to church at Easter and Christmas for their services.

Clergy lead collective worship at Shipley CE and Wycliffe CE. In addition, they attend other events in school such as celebrations and exhibitions. At Shipley CE the Clergy are also planning to take part in prayer group at the school and support the head teacher as appropriate. Both schools regularly visits church to learn about worship and come to church at Easter and Christmas for their services, with Wycliffe also holding their Harvest and End of Year services at Church. We are continuing to build a relationship with Wycliffe through our Children and Families Project, through which we are working with the local Christian youth charity Missional Generation to provide lunch time engagement with KS2 and support around Sats, with further developments to come in conversation with the school. In addition, Revd Emma serves on the board of governors and is the link go for Christian Distinctiveness.

The Open the Book team of Chris and Jane Clough, Carolyn Rhodes, Jean Titchmarsh and Mike Wragg take a whole school assembly at Wycliffe CofE Primary School approximately fortnightly during the school year. The basis for the assembly is one of the stories from the Lion Storyteller Bible which we deliver through narration, costumed acting and audience participation. We operate under the auspices of the Zephaniah Trust and deliver both Old and New Testament

Bible stories operating on an approximately two-year cycle. Both phase 1 and 2 have 34 stories available to us with associated boxes of costumes and props.

Toddler Group

With the help of a small team of helpers, who are on a rota, the group meets from 9.30-11.15am on Monday mornings during term time. Each week, we provide a craft activity, play and friendship. We serve drinks along with cake, biscuits and fruit (not forgetting Jean's cheese scones). We finish with a sing song. During the year we have included three Toddler Church sessions (Christmas; Harvest and Easter) at the end of the session, these have been popular with children, parents and carers alike. Our numbers have steadily grown during this year. Some children have moved onto nursery and school and we have welcomed newcomers, including several parents who are new to the area.

Uniformed Groups – Rainbows, Brownies & Guides

St Paul's offers hospitality and leadership to the 1st Shipley Rainbows, Brownies and Guides.

1st Shipley Rainbows

2024 was a great year for St Paul's Rainbows. Marian and Rachel continue to run the Rainbows, ably assisted by Tilda, Thea and Christina - our wonderful young leaders. We remain full, with 20 girls and a substantial waiting list. Highlights of 2024 include our annual sleepover, joint with other groups in the area, an adventure day at the local campsite and lots of fun games. Another real highlight of 2024 was picking up our link with Formations Care Home - we held fortnightly meetings with the residents throughout spring, until the care home sadly closed. This inter-generational experience was really lovely for the girls to be part of.

1st Shipley Brownies

We have 19 Brownies on our register and Rainbows coming regularly to us. We have 2 regular adult leaders, a Young Leader and a Duke of Edinburgh Bronze volunteer. The Brownies have done the themes of "Be Well, Network and Know Myself. They earned the "Charity" Interest badge. They learned about keeping their minds and bodies healthy by thinking about better food, sleep and exercise. They attended a Thinking Day evening at Titus Salt School with other members of Girlguiding from Shipley and Baildon. Some of the girls went to join the Guides at Salt Pots and did some amazing plate decorations. We had trips top Denso Marston, St Ives for an end of year play and the Cinema to see Moana 2. They enjoyed getting ready early for

Christmas by decorating a tree for the Christmas tree festival then celebrating with a Christmas party with food and party games. They did an Easter egg hunt in the Church.

Elaine Griffiths, Brownie Guider

1st Shipley Guides

We have a small group of 9 Guides and three adult leaders. We would welcome anyone who wants to join us as a volunteer to help out, either adult or young helper. We have a link with 2nd Shipley Guides for planning and have joined them for our successful Remembrance Sleepover at St Peter's before parading at St Paul's. We have had a joint sleepover at the Climbing Hub in Bradford. It was a really popular event after we had done an evening's climbing with them earlier in the year. The Guides have been following the programme and earning Interest badges and skill builder badges. They have been following the themes of "Have Adventures, Lead and Express Yourself." They have worked towards their interest badges "Backwoods Cooking and Investigator's" and now are they are doing a "Confectioners" badge part of which had them making Mother's Day sweets. They have enjoyed trips to Denso Marston nature reserve for pond dipping, Wynches for an Adventure Day, and a trip to see Moana 2 with other guides Brownies and Rainbows from Shipley Division. They have enjoyed trying new skills including screen printing, butter making, clay making and cooking using a tea light and tin can. The Guides did an evening at Salt Pots in Saltaire with the 9 year old Brownies to encourage them to join Guides.

Elaine Griffiths, Guide Guider

Mission and Outreach

Mission and outreach are high on the agenda of St Paul's Church as we try to be a blessing to both the local community and the world.

Saturday Café

Our Café is as popular as ever with five tables holding six on each table these are usually all full with some of our patrons coming and going and others who enjoy staying all morning. Some arrive at or near our opening time 10am and some later in the morning.

As a PLACE OF WELCOME we serve tea and coffee free of charge, and our menu consists of toasted teacakes and crumpets with all our cakes and scones home-made and donated by our volunteer café staff. Donations towards the running of the café are at everyone's discretion and a suggested figure of £1.50 per item of food remains as it has for some time.

The café is open on the first and third Saturdays of each month; ideally we would like to open, as we did prior to the Covid pandemic, every Saturday morning but as reported last year a good number of our volunteer staff were no longer able or didn't wish to continue and those who do work prefer to work as we are doing.

Anne, Mike, Sheila Parkin, Sheila Cudmore and Kate were the five volunteer staff working on the first Saturday in the month until Dee joined that team and Jane, Chris, Pollyanna, Elaine and myself the five volunteer staff on the third. However, Pollyanna has recently removed from the area and now Sheila Cudmore has kindly joined the team working on the third Saturday making five volunteer team members on each team.

We really need more volunteers because there is nothing we would like more than to open our very popular café every Saturday morning.

Thursday Lunch Club (TLC)

TLC meets once a month on a Thursday . We provide a pre- booked two course meal for approximately 20 people .

We have a merry band of helpers who also provide a dessert at times . At Christmas we had a full Christmas lunch which was much appreciated. We also welcome new people to join us.

Active Seniors

Active Seniors meet on the first Thursday afternoon of every month. Attendance averages 12-14 people each meeting. Our varied activities include quizzes, maybe a board game, some crafting, an entertainment and always plenty of friendly chat. Tea, coffee, home-made scones, as well as home baking are provided at some point during the afternoon. All seniors are welcome, either regularly or on an occasional basis.

Mothers' Union

In 2024 the Branch had 14 members. We participated in the Wave of Prayer. Thirteen people attended the AGM. Meetings included an illustrated talk about a friend's visit to Japan. We enjoyed Afternoon Tea in a member's lovely garden in Denholme. We knit for the Neo-natal

department of the BRI and blankets for Yemen. A sale of wrist warmers (fingerless mittens) raised £30 at Saltaire Festival. Members provided toiletries for twenty Welcome Bags for new arrivals at the Asian Women's Refuge. The fundraiser tombola at the TLC Christmas lunch raised £40. Members and friends joined in the Christmas lunch at Northcliffe Golf Club. Our entry in the Christmas Tree Festival included a reference to the Rise Up Against Gender Violence campaign and details of the Mothers' Union's worldwide impact in 2023. As part of the 16 days of Activism St Paul's hosted the Bradford Episcopal area's silent witness outside church followed by a service of prayer in the Narthex.

Community Events

For the fourth year running, we held a Christmas Tree Festival at St Paul's, which was an incredibly successful event involving the wider local community, who came along to the church to vote for their favourite Christmas trees.

Communications & Enquiries

St Paul's hosts three websites: the main St Paul's Parish Church website, the St Paul's History website and the St Paul's Virtual Tour website. Our social media platforms include Facebook, Instagram and YouTube (we no longer use X, previously Twitter). We have a public Facebook page with 677 followers, a private Facebook group with 62 members, an Instagram account with 376 followers and a YouTube channel with 192 subscribers, which we use to live stream our weekly 10am Sunday services.

Our main website advertises our upcoming worship services, prayer meetings, church groups and key events. These are also detailed in our monthly edition of Church News, which is available via our mailing list or to collect from church. Weekly emails advertising Sunday services and key notices are also sent out to our mailing list. Noticeboards, both inside and outside the church, also advertise our services, groups and events.

The majority of our enquiries (for church hire and life events) come through our main website or email. Occasionally, we receive enquiries via Facebook or telephone. These tend to be about Toddler Group, the foodbank and school uniform support.

Ecumenical Relationships: Shipley Christians Together (SCT)

The year started with Shipley Baptist Church again hosting Inn Churches, providing accommodation, food, friendship and warmth to several homeless people. Mayme Small

continued her excellent work as Shipley CAP Debt Centre Manager and the Shipley Market Bible Stall dispensed bibles and offered prayer in all weathers on alternate Mondays. SCT continued to support Ukrainian families in and around Shipley and a near capacity audience attended the General Election hustings. Services included ones to mark the Week of Christmas Unity (at St Paul's Church), Ash Wednesday and Pentecost and a celebration service which included discussion about the work of SCT. The AGM service was extremely well-attended as was the Walk of Witness. The Revd. Emma Wilkinson gave a short reflection and blessing as part of the Market Square Christmas Lights Switch-on which was poorly attended, as a result of the wet weather. Live@Costa provided a varied programme, including a Christmas Carols evening, raising funds for Christian Aid. A new event this year was an excellent evangelistic evening. As usual, the year was rounded off with our Christmas meal for homeless, vulnerable and lonely people with an incredible 120 meals provided. The online newsletter, which shares good news and information, was regularly produced and circulated (available from info@shipleychristianstogether.org.uk).

SCT is grateful for the support and funding from the member churches, including St Paul's, and the work of the many volunteers from most of the churches.

Hugh Firman (Chair, SCT)

Global Mission

We continue to be a Fairtrade church and seek ways to encourage our congregation to support Fairtrade. We support the Diocese of Khartoum, Christian Aid, and Tear Fund. We also support Andy and Kati Walsh from the Church Mission Society (CMS), who currently work in Brazil.

Deanery Synod

The Deanery synod provides an important link between the parish and the wider structures and governance of the Church of England. The Aire and Worth Deanery Synod met three times in 2024. The meeting in February was held remotely via Zoom where we learned more about the Diocese's Barnabas project from Revd Jude Smith. This project is around developing ways for parishes to support and encourage each other in mission and growth. In June Synod met at St John's, Baildon where Rev Ned Lunn, Canon for Intercultural Mission and the Arts at Bradford

Cathedral led a discussion around the Bradford City of Culture 2025 and how individual parishes could get involved in this initiative.

The meeting in October was held at the St Pete's where Simone Bennett, the Diocesan Director of Education gave a detailed presentation about the work of her team in supporting schools across the dioceses and offering suggestions as to how parishes could support their local school.

Synod meetings are open to all; if you would like to attend a meeting to find out a little more about how Synod works please speak to any one of our representatives.

Alison Haigh

Church Building

Church Building

The calendar year 2024 has been fairly quiet with emphasis on creating Terms of Reference (TOR) for the Buildings and Grounds Group within the new PCC structure. The TOR were produced and discussed/agreed by the PCC.

Electrical: Various ceiling light bulbs were replaced, and Narthex lights checked. Uplighters on North Gallery have been fitted with LED Bulbs. All electrical appliances were again PAT tested. The emergency lighting is tested regularly; the latest test was in November 2024 Options for the installation of a defibrillator on the outside of the church continued to be explored with costs obtained for two possible places.

Fabric: Roof gutters are cleared and inspected at least once per year.

Other Interior:

Following an inspection of the kitchens, the effects of water ingress on the north wall were made good and the wall repainted. This enabled the 5 star hygiene rating to be maintained. The two main heating boilers and the heating/hot water boiler in the kitchen were serviced in November.2024.

Fire extinguishers are tested annually. The latest fire extinguisher testing and service was in August 2024.

Clock is currently not working. It is the property of the Local Council (Bradford Met) and they are responsible for running and maintenance.

Church Grounds: These continue to be maintained by Bradford Council.

Quinquennial Works: The next Quinquennial Inspection was due in 2024. For various reasons this has been postponed to early 2025..

Organ: The organ, a 1892 3-manual by J. J. Binns of Leeds, is generally well maintained and was last tuned in November 2024. It is played regularly for services.

Hirstwood Burial Ground

During 2024, there was no burial of ashes in the Garden of Remembrance, which is maintained by our part-time gardener, Matt Stoney. Enquiries from people searching for the graves of ancestors also continue to be few and far between, having dramatically declined since the Covid lockdowns.

A second phase of planned tree work took place in February 2024, as authorised by Bradford Council in July 2023. The final phase of tree work should have taken place in autumn/winter 2024, but due to circumstances beyond our control, this has now been pushed back to 2025.

A monitoring survey of previously treated Japanese Knotweed took place in May 2024. This survey revealed minor regrowth of single stems with no further infestation obvious within the wider burial ground. The new regrowth was treated in September 2024 and the site will be reinspected in 2025.

Volunteer working parties, organised in conjunction with Shipley Town Council and Hirst Wood Regeneration Group, took place in March, July and November 2024. Good progress was made clearing vegetation from pathways, in and around graves and in revealing previously hidden inscriptions.

The Hirst Wood Burial Board, which is a sub-committee of the PCC, has a legal duty to maintain the burial ground in a safe state. During 2024, our church administrator has dealt with the day-to-day dealings of the burial ground, as well as overseeing the continued tree work, the treating of Japanese knotweed and the organising of volunteer working parties.

Hirst Wood Burial Board

FINANCIAL REVIEW 2024

During 2024, St Paul's finances have had a bit of a roller coaster ride. The PCC had decided to reduce their share payment to £20,000 a year as against a request of about £46,500. Due to the unfortunate death of Chris Wontner-Smith in November I am still attempting to reconcile the end of year position with the not inconsiderable help of Ian Fletcher the accountant appointed to independently examine the accounts. We are nearly there but just need to produce the accounts. The current impression is that at the end of the year the accounts were at least as good as could be expected. An appeal for people to review their giving sent out around the year end brought in some additional immediate funds and a number of increases in regular giving. At the end of the year there was some £42,000 in the bank account and about £2000 in deposit funds. Some of that is designated funds (£11k fabric reserve, £4.5k Organ fund, £12K Children and Youth Project) which leaves about £16k towards the contingency fund. The finance group of the PCC are looking at what improvements can be made to our processing systems and ensuring our accounts are understood by all PCC members.

RESERVES POLICY

The PCC has determined that, in addition to Restricted Funds raised for specific purposes, we should aim to limit unrestricted reserves to about three months regular expenditure, currently £20000. Any excess will be designated for future major property repairs and renovation.

STRUCTURE, GOVERNMENT AND MANAGEMENT

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Shipley is a corporate body established by the Church of England, operating under the Parochial Church Council Powers Measure. The PCC is a registered charity and members of the PCC are Trustees of the Charity. The method of appointment of PCC members is set out in the Church Representation Rules. All members of the congregation are given the opportunity to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

PCC Membership

Ex Officio

Priest in Charge:	Reverend Brian Greenfield (Chair)
Curate:	Reverend Emma Wilkinson (from 15/02/24)
Assistant Priest:	Reverend Natasha Thomas (from 15/07/25)
Churchwarden:	Anne Luxton (Vice chair)
Churchwarden:	Mike Wragg
Deanery Synod:	Sheila Cudmore (re-elected 2023)
	Alison Haigh (re-elected 2023)
	Susan Wood (re-elected 2023)

Elected Members (Trustees) at 31st December 2024

Susan Lawrence	Elected 22/05/22	
Jonathan Hall	Re-elected 14/05/23	
Johanna Hirst	Elected 14/05/23	PCC Secretary
Jean Titchmarsh	Elected 14/05/23	
Mark Allison	Elected 14/05/23	
John Hirst	Elected 28/04/24	
Sabhyata Halli	Co-opted 15/10/24	
Barbara Downes	Co-opted 15/10/24	

Elected Members serving at 1st January 2024 who have since left:

Michelle Rogers (until 15/10/24)
Deborah Penfold (until 28/04/24)
Chris Clough (until 28/04/24)
Chris Wontner-Smith (until 22/11/24)

Given its wide responsibilities the PCC has a number of subgroups or committees which have been reorganised into 5 streams as follows:

Standing Committee:	Clergy, Churchwardens, Treasurer, Secretary, Mark Allison
Buildings & Grounds:	Churchwardens, Chris Clough (lead), Johanna Hirst, Sabhyata Halli
Hirstwood Burial Ground Board	Clergy, Churchwardens, John Hirst
Worship & Music:	Mark Allison (lead), Brian Greenfield, Emma Wilkinson, Susan Lawrence, Jean Titchmarsh, Chris Clough, Elisabeth Verhoven.
Finance and Funding:	Barbara Downes (lead), Mike Moss (interim treasurer), Alison Haigh, Rob Downes (non-PCC).
Prayer, Pastoral & Discipleship:	Susan Lawrence (lead), Susan Wood, Sheila Cudmore, Brian Greenfield, Emma Wilkinson, Alison Haigh, Anne Luxton, Mike Wragg, Jonathan Hall.
Pathways, Growth & Mission:	Brian Greenfield, Emma Wilkinson (lead), Natasha Thomas, Susan Lawrence, Anne Luxton, Mike Wragg.

Other Roles of Responsibility:

Church Administrator	Jenny Titchmarsh
Parish Electoral Roll Officer	Mike Wragg
Gift Aid Secretary	Meredith Woode
Safeguarding & Disability Officer, DBS Verifier	Alison Haigh
Health & Safety Officer	Alison Haigh
Lay Pastoral Minister	Sheila Cudmore
Lay Pastoral Minister	Susan Wood
Interim Treasurer	Mike Moss

The PCC met seven times during 2024 both in person and virtually.

Electoral Roll

There are currently 56 people on the electoral roll (53 less than last year). 17 are male and 39 are female. 22 are resident in the parish and 34 are non-resident.

ADMINISTRATIVE INFORMATION

St Paul's Church, Shipley is part of the Church of England Diocese of Leeds in the Episcopal Area of Bradford and the Deanery of Aire and Worth.

The address is: St Paul's Church, Kirkgate, Shipley, BD18 3EH.

A handwritten signature in black ink, appearing to read 'B. Greenfield', with a long horizontal flourish extending to the right.

Approved by the PCC on 4th May 2025

And signed on their behalf by Brian Greenfield (PC Chair)



ST PAUL'S CHURCH

SHIPLEY

Registered Charity No. 1169596

FINANCIAL STATEMENTS **for the year ended 31 December 2024**

ST PAUL'S CHURCH SHIPLEY

Independent examiner's report to the members of St Paul's Church, Shipley Parochial Church Council (PCC)

I report on the accounts for the year ended 31 December 2024 which are set out on pages 19 to 27.

Respective responsibilities of the PCC and Independent Examiner

The PCC consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and, consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, your attention is drawn to the fact that, as stated in note 1, the figures relating to Hirst Wood Burial Board are set out in note 13 of the Accounts and have not been consolidated.

Other than this no other matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act ; or
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Ian J Fletcher FCA
Chartered Accountant
Bradford
4th May 2025

ST PAUL'S CHURCH SHIPLEY

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2024

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2024 £	2023 £
INCOME AND ENDOWMENTS					
Voluntary income	2(a)	59,086	10,041	69,127	70,416
Activities for generating funds	2(b)	20,164	0	20,164	12,769
Income from investments	2(c)	113	0	113	73
Church activities	2(d)	3,378	0	3,378	1,765
Grants in support of mission	2(e)	(82)	0	(82)	886
TOTAL INCOME		82,660	10,041	92,701	85,909
EXPENDITURE					
Mission and charitable giving	3(a)	5,600	94	5,694	6,509
Church activities	3(b)	65,957	875	66,832	81,585
Exceptional renovation costs	3(c)	0	0	0	0
Raising funds	3(d)	116	0	116	134
TOTAL EXPENDITURE		71,673	969	72,642	88,228
NET INCOME		10,987	9,072	20,059	(2,319)
Transfers of Funds		0	0	0	0
NET MOVEMENT IN FUNDS		10,987	9,072	20,059	(2,319)
BALANCES AT 1 JANUARY 2024		17,190	20,483	37,673	39,992
BALANCES CARRIED FORWARD AT 31 DECEMBER 2024		28,177	29,555	57,732	37,673

The notes on pages 21 to 27 form part of these financial statements

ST PAUL'S CHURCH SHIPLEY


BALANCE SHEET AT 31 DECEMBER 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	6	885	3,157
CURRENT ASSETS			
Debtors	8	19,961	14,984
Short term deposits		2,224	2,154
Cash at bank and in hand		44,595	29,602
		66,780	46,740
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	9	(9,879)	(7,311)
HIRST WOOD BURIAL BOARD	13	(54)	(4,913)
NET CURRENT ASSETS		56,847	34,516
NET ASSETS		57,732	37,673

FUNDS	10 & 11		
Unrestricted			
Undesignated	20,807	7,811	
Designated - future projects	7,370	9,379	17,190
	28,177		
Restricted	29,555		20,483
	57,732	37,673	

Approved by the Parochial Church Council on 4th May 2025 and signed on its behalf by :


Reverend Brian Greenfield (Chairman)


Michael Moss (Treasurer)

The notes on pages 21 to 27 form part of these financial statements

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

1 ACCOUNTING POLICIES

The Church is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions; they have also been prepared under FRS102 (Statement of Recommended Practice, Accounting and reporting by Charities).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

Funds

Restricted funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund.

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted in that the PCC is free to redesignate them.

Income

- Planned giving, collections and donations are recognised when received by or on behalf of the PCC.
- Income tax recoverable on gift aid is recognised when the income is recognised.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement.
- Funds raised at garden parties and similar events are accounted for gross.
- Revenues from the magazine or any other sales are accounted for gross.
- Rental income from the letting of church premises is recognised when the rental is due.
- Dividends and interest are accounted for when receivable and are received gross of tax.

Expenditure

- Grants and donations are accounted for when paid over, or when committed by the PCC.
- The diocesan share is accounted for when payable, subject to the PCC's assessment of ability to pay in future.

Gains and losses on investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Fixed assets

- Consecrated land and buildings are excluded from the accounts in accordance with the Charities Act 2011
- No value is placed on movable church furnishings which require a faculty for disposal.
- Expenditure incurred on repair, replacement and maintenance of the above assets is written off in the year.
- Other items of equipment are capitalised if over £1,000 individually, and depreciated over four years in equal instalments.
- Investments are stated at market values at 31 December.

Hirst Wood Burial Ground

The Board of Management of Hirst Wood Burial Ground is a sub-committee of the PCC, which has responsibility for any liability that may arise. The accounts of the Burial Ground are attached (note 13) of the financial statements instead of consolidation, on the grounds that its objectives are significantly different from those of the PCC.

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

2 INCOME AND ENDOWMENTS

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2024 £	2023 £
2(a) <i>Voluntary income</i>				
Planned giving :				
Gift aid donations	41,009	7,904	48,913	49,103
Income tax recoverable	11,502	1,976	13,478	13,351
Other planned giving	5,733	67	5,800	4,434
Collections at all services	842	94	936	1,528
Donations, appeals, etc.				
Legacies and Memorials	0	0	0	2,000
	59,086	10,041	69,127	70,416
2(b) <i>Activities for generating funds</i>				
Social and fund raising events	1,997		1,997	2,815
Telecoms Mast rental income	18,167		18,167	9,954
	20,164	0	20,164	12,769
2(c) <i>Income from investments</i>				
Dividends and interest	113		113	73
	113	0	113	73
2(d) <i>Church activities</i>				
Income from use of church	2,383		2,383	1,451
Fees	846		846	314
Insurance Claims	150		150	0
	3,378	0	3,378	1,765
2(e) <i>Grants in support of mission</i>				
Grants receivable from				
- Listed Places of Worship Scheme	(82)		(82)	886
	(82)	0	(82)	886
TOTAL INCOME	82,660	10,041	92,701	85,909

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	£	£	2024	2023
	£	£	£	£
3(a) <i>Missionary and charitable giving :</i>				
Church overseas :				
- Diocese of Khartoum	800		800	800
- Christian Aid	800		800	800
- CMS	1,200		1,200	1,200
- Tear Fund	800		800	800
Home missions and other church societies				
- Bradford North Foodbank	0	94	94	0
- Court Chaplaincy	0		0	250
- Shipley Christians Together	2,000		2,000	2,000
- Children's Society	0		0	659
	5,600	94	5,694	6,509
3(b) <i>Church Activities</i>				
Ministry :				
diocesan share	20,040		20,040	36,000
clergy expenses	0		0	0
Church - running expenses	16,266		16,266	12,669
Church maintenance	7,463	625	8,089	11,011
Depreciation of fixed assets	2,022	250	2,272	2,272
Sunday school, evangelism & training	77		77	84
Costs of social and other events	0		0	1,960
Musician's Salaries	3,450		3,450	4,050
Telephone	475		475	458
Office expenses	15,847		15,847	12,606
Publicity	317		317	475
	65,957	875	66,832	81,585
3(c) <i>Exceptional renovation costs</i>				
East End Improvements	0		0	0
Tower and Bells	0		0	0
Notice Board	0		0	0
	0	0	0	0
3(d) <i>Raising funds</i>				
Gift envelopes	116		116	134
	116	0	116	134
TOTAL EXPENDITURE	£71,673	£969	£72,642	£88,228

* The Diocesan Share requested from St Paul's Church was £46,540. In the event the amount paid was reduced to 43% of the amount requested (2023 - 75%)

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

4 STATEMENT OF FINANCIAL ACTIVITIES - Analysis of 2023 figures

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £
INCOME AND ENDOWMENTS				
Voluntary income	2(a)	61,099	9,317	70,416
Activities for generating funds	2(b)	12,769	0	12,769
Income from investments	2(c)	73	0	73
Church activities	2(d)	1,765	0	1,765
Grants in support of mission	2(e)	373	513	886
TOTAL INCOME		76,079	9,830	85,909
EXPENDITURE				
Mission and charitable giving	3(a)	5,850	659	6,509
Church activities	3(b)	76,673	4,912	81,585
Exceptional renovation costs	3(c)	0	0	0
Raising funds	3(d)	134	0	134
TOTAL EXPENDITURE		82,657	5,571	88,228
NET INCOME		(6,578)	4,259	(2,319)
Transfers of Funds		1	(1)	0
NET MOVEMENT IN FUNDS		(6,577)	4,258	(2,319)
BALANCES AT 1 JANUARY 2023	1	23,767	16,225	39,992
BALANCES CARRIED FORWARD AT 31 DECEMBER 2023		17,190	20,483	37,673

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

5 STAFF COSTS

Wages and salaries costs in total amounted to £20,758 (2023 - £18,922) in respect of four employees; clergy members claimed no reimbursement of travel expenses (2023 - £Nil).

No employee earned in excess of £60,000 in the year.

6 FIXED ASSETS FOR USE BY THE PCC

	2024	cumulative
Cost of Boilers replaced in 2015		16,202
Cost of kitchen boiler 2017		2,260
Cost of photocopier 2018		1,140
Cost of Audio/Visual system 2019		20,000
Cost of Live-Streaming equipment 2021		5,574
Cost of Audio/Visual additions 2022		3,540
		<u>48,716</u>
less Depreciation charged in the year	<u>2,272</u>	47,831
Net book value at 31 December 2022		<u>885</u>

7 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS
	£	£	£
Fixed assets	885	0	885
Current assets	37,225	29,555	66,780
Current liabilities	(9,933)	0	(9,933)
Fund balance	<u>28,177</u>	<u>29,555</u>	<u>57,732</u>

8 DEBTORS

	2024	2023
	£	£
Income tax recoverable	13,480	13,351
Prepayments	446	387
Grants receivable	219	301
Other debtors	5,817	945
	<u>19,961</u>	<u>14,984</u>

9 LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accruals	2,906	1,891
Creditors for goods and services	2,373	2,102
Other creditors	4,600	3,318
	<u>9,879</u>	<u>7,311</u>

No provision has been made for future maintenance of the church buildings. The last Quinquennial inspection, carried out during 2019, identified a number of issues which it is planned to include in future phases of the roofing project when funds permit. Possible total costs are in excess of £250,000 for which sources of Grant funding are currently not available.

10 CAPITAL COMMITMENTS

There were no capital commitments at 31st December 2024

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

11 DESIGNATED (LEGACY) FUND

In 2017 the PCC received a magnificent Legacy of £58,000 from the Estate of Miss Briggs, which, though not in any way restricted by her will, it determined to keep for future major projects.

In 2019 we installed a new Audio-Visual system using these funds, and in 2021 extended it to provide Live-Streaming of services during the pandemic restrictions on attendance. In 2021 we also used part of these monies to make significant improvements to the West End, including new outer doors.

At the end of 2020 the PCC had reluctantly agreed to release £10,000 of these Designated funds, in view of the challenging prospects for the Parish at that time, in order to pay a significantly higher proportion of our Diocesan Share.

However, during 2021 we received a further legacy, from the estate of former Churchwarden Alison Cockburn, in the sum of £5,000, again not restricted, which the PCC agreed to add to the Designated funds.

In Summary (movements in 2024):

	£
Balance of Funds at 1st January	9,379
Depreciation on A/V and Live-Stream equipment	(2,009)
Balance of Funds at 31st December 2024	7,370

12 RESTRICTED FUND DETAILS

The movement of restricted funds during 2023 and their purpose is:

	opening				Balance at
	Balance	receivable	payable	transfers	31 December
					2024
Special collections	0	94	94		0
Organ Fund	1,030	3,937	258		4,709
Fabric Fund	8,757	262	250		8,769
Tower & Bells	2,139	649			2,788
Children & Youth Project	6,766	4,947	101		11,612
Other	1,791	152	266		1,677
	20,483	10,041	969	0	29,555

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

13 BOARD OF MANAGEMENT OF THE HIRST WOOD BURIAL GROUND

Income and Expenditure Account for the year ended 31 December 2024

Income	£	Expenditure	£
Investment income	572	Maintenance	3,120
Monument & Service fees	33	Rates and water	64
		Tree Surgery	2,280
Deficit in year	4,859	Tree Surgery	
	£5,464		£5,464

Statement of Assets at 31 December 2024

ASSETS	£
Investments - 912.08 shares in CBF Investment Fund at market value	21,090
St Paul's account	54

NET ASSETS **£21,143**

FUNDS

Unrestricted	15,501
Restricted	0
Endowment	
- Higgins bequest	647
- Foy benefaction	4,995
	5,642

£21,143

ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2024 £
Fixed assets - investments	15,448		5,642	21,090
Net Current assets	54			54
Fund balance	£15,501	£0	£5,642	£21,143