

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2023

The Parochial Church Council of St Peter's Church, Gildersome

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2023 Report and Accounts for the Parochial Church Council of St Peter's Church, Gildersome

Aims and purposes

St Peter's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Patrick Senior, in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church Centre complex of St Peter's, Church Street, Gildersome.

Objectives and Activities

The PCC is committed to the mission statement: **The local church serving the local community.**

When planning our activities for this year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

To facilitate this work, it is important that we take the responsibility to maintain the fabric of the church of St Peter and the Church Centre complex.

Achievements and performance

Worship and prayer

The PCC is keen to offer a range of services over the course of the year that our community find both beneficial and spiritually fulfilling. For example, weekly morning prayer provides a worshipful, intimate and reflective environment for prayer and we have just begun a monthly praise service on a Sunday at 4pm.

Family Worship continues on the morning of the first Sunday each month. Baptisms sometimes happen within this service, but more often as lunchtime services.

All are welcome to attend our regular services. At present there are 107 parishioners on the Church Electoral Roll, 26 of who are not resident within the parish. One new member was added during the year and 2 were removed.

The average weekly attendance, counted during October, was 55 adults, but this number increases at festivals, especially at Christmas.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of life. There were four baptisms during the year, three weddings and seven funerals.

Deanery Synod

Currently, no members of the PCC sit on the Diocesan Synod but we hope this will be rectified at the APCM.

Pastoral care

Some members of our parish are unable to attend church due to sickness or age. The Vicar, together with Lay Pastoral Minister, Elizabeth Knight arrange to visit and take communion to such people.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular, we want to mention our churchwardens Liz Pearce and Sue Panther, and our vergers Susan Smith who have worked so tirelessly on our behalf. Unfortunately, during the year our Treasurer resigned and Liz Pearce has currently taken on this responsibility, for which we are very thankful. We would also like to thank Moira Stainsby who is our PCC secretary.

As always we are extremely grateful for the army of helpers and volunteers who carry out a whole range of practical and spiritual tasks. It would be wrong to begin to name names for fear of missing someone out. Suffice to say, you are very much appreciated. Thank you all of you!

Home and Overseas Mission

The PCC agreed to support different home or overseas charities each month throughout the year.

We have started a children's church after school on Tuesdays for primary school children and younger.

Ecumenical relationships

There is no formal Churches Together in Gildersome, although the church works with the Baptist Church on occasions such as the Week of Prayer for Christian Unity service, World Day of Prayer service and Remembrance Sunday.

Financial review

Total receipts on unrestricted funds were £94,783 of which £64,797 was unrestricted voluntary donations, and a further £10,212 was from Gift Aid. No restricted donations were received.

Giving through envelopes, standing orders and the Parish Giving Scheme increased by 13.25% and the amount recovered through Gift Aid increased by 17.77%. We were extremely grateful for the pecuniary legacy of £16,122 from Eric and Dorothy Bancroft, which was put towards the installation of the new windows and doors, alongside the continued donations made by the congregation. The restricted funds in the Parish Development Fund were also used for the windows and doors project. The project has now been completed and the PCC is extremely grateful to everyone who has made donations towards it. Total income increased by 23.97% compared with last year.

£100,461 was spent from unrestricted funds to provide the Christian ministry from St. Peter's Church, including part payment of the diocesan parish share of £36,000 (the full amount of the share request was £42,036, but the PCC made the difficult decision not to pay the full parish share this year).

The net result for the year was an overspend of £5,678 on unrestricted funds. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31 December on unrestricted funds totalled £23,112.

Reserves policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £25,115. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £23,112 held on unrestricted funds at the year end falls short of this target.

We hold restricted funds of £4,674 in the Children/Young People Fund.

Structure, governance and management

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

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Peter's the membership of the PCC consists of the clergy, churchwardens and Deanery Synod members (as ex-officio members) together with up to 12 members elected by those members of the congregation who are on the electoral roll of the church.

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.

The full PCC met nine times during the year.

Additionally, the Standing Committee met three times. No other PCC sub-committees currently exist.

Administrative information

St Peter's Church is situated in Church Street, Gildersome. It is part of the Diocese of Leeds within the Church of England. The correspondence address is 2A Church Street, Gildersome, Leeds, LS27 7AF. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011). Registered charity number 1175182.

PCC members who have served at any time from 1 January 2023 until the date this report was approved are:

Ex Officio members:

- Vicar: The Reverend Patrick Senior – Chair
- Curate: The Reverend Denise Brogden
- Warden: Liz Pearce
- Warden: Sue Panther
- Deanery Synod Representative: To be elected
- Deanery Synod Representative: To be elected

Elected members:

- Helen Butterworth (from April 2019 to November 2023) – Treasurer until April 2023
- Rebecca Kelly (from April 2019)
- Anna Head (from April 2021)
- Paul Butterworth (from April 2021 to December 2023) – Treasurer from April 2023 to December 2023)
- David Townsend (from April 2021)
- Elizabeth Knight (from April 2022)
- Brenda Potts (from April 2022)
- Diana Bell (from April 2023)
- Susan Smith (from April 2023)
- Phil Pearce (from April 2023)

Co-opted members:

- None

PCC Secretary (not a member of the PCC):

- Moira Stainsby (from January 2022)

Independent Examiner's Report to the Trustees of St Peter's Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2023 which are set out on pages 2 to 5.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees 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);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

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 charity 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, no matter has come to my attention:

1. which gives 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; and
 - 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.

Signed:

Date:

Name:

Lima Accountancy
132 Street Lane, Gildersome, Leeds, LS27 7JB

Receipts and Payments Account

PAROCHIAL CHURCH COUNCIL OF ST PETER'S CHURCH, GILDERSOME

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments Accounts

	Note	Unrestricted/ Designated funds £	Restricted funds £	Endowment funds £	TOTAL 2023 £	TOTAL 2022 £
RECEIPTS						
Voluntary receipts:						
Planned giving		36,498	-	-	36,498	32,229
Collections at services		2,927	-	-	2,927	5,000
All other giving/voluntary receipts	4a	25,372	-	-	25,372	14,548
Gift Aid recovered		10,212	-	-	10,212	8,671
		<u>75,009</u>	<u>-</u>	<u>-</u>	<u>75,009</u>	<u>60,451</u>
Activities for generating funds	4b	6,047	-	-	6,047	5,818
Deposit fund interest		580	-	-	580	507
Church activities	4c	13,147	-	-	13,147	9,683
Total receipts		<u>94,783</u>	<u>-</u>	<u>-</u>	<u>94,783</u>	<u>76,458</u>
PAYMENTS						
Church activities:						
Diocesan parish contribution		36,000	-	-	36,000	42,556
Clergy costs	5a	1,190	-	-	1,190	1,474
Church running expenses	5b	60,529	5,631	-	66,160	45,804
		<u>97,720</u>	<u>5,631</u>	<u>-</u>	<u>103,351</u>	<u>89,834</u>
Costs of generating funds	5c	2,740	369	-	3,110	1,883
Total payments		<u>100,461</u>	<u>6,000</u>	<u>-</u>	<u>106,461</u>	<u>91,717</u>
Excess of receipts over payments		(5678)	(6,000)	-	(11,678)	(15,259)
Cash at bank and in hand at 1 January		28,788	10,674	-	39,463	54,744
Cash in bank and in hand at 31 December		23,112	5,047	-	28,159	39,463

STATEMENT OF ASSETS AND LIABILITIES

	Note	Unrestricted/ Designated funds £	Restricted funds £	Endowment funds £	TOTAL 2023 £	TOTAL 2022 £
Cash funds						
Bank current accounts		16,731	-	-	16,731	13,493
Cash in hand		657	-	-	657	175
Deposit account		5,724	5,047	-	10,771	25,224
		23,112	5,047	-	28,159	38,893
Liabilities						
Agency collections		-	(373)	-	(373)	569
Total assets		23,112	4,674	-	27,786	39,463

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Account Regulations 2006 using the Receipts and Payments basis.
- There are no endowment funds.
- The movements in designated and restricted funds during the year were:

	Bal b/fwd £	Receipts £	Payments £	Bal c/fwd £
Unrestricted				
General	28,521	94,784	(100,193)	23,112
Designated				
Kitchen	268	-	(268)	-
Restricted				
Parish Development Fund	5,033	-	(5,033)	-
Children/Young People Fund	5,641	-	(967)	4,674
	10,674	-	(6,000)	4,674
Total of Funds	39,463	94,784	(106,460)	27,786

4. Further analysis of Receipts

	Note	Unrestricted/ Designated funds £	Restricted funds £	Endowment funds £	TOTAL 2023 £	TOTAL 2022 £
a)	All other giving/voluntary receipts					
	Donations	7,250	-	-	7,250	11,123
	Legacies	16,122	-	-	16,122	1,000
	Grants	2,000	-	-	2,000	2,425
		25,372	-	-	25,372	14,548
b)	Activities for generating funds:					
	Art Group	349	-	-	349	304
	Coffee donations	-	-	-	-	555
	Coffee mornings	-	-	-	-	271
	Fees for weddings and funerals	3,100	-	-	3,100	1,710
	Friendship Group	-	-	-	-	155
	Meeting Place	212	-	-	212	265
	Scarecrow Festival	539	-	-	539	455
	Tots and Tea	341	-	-	341	212
	Wine Group	66	-	-	66	34
	Other funds generated	1,440	-	-	1,440	1,856
		6,047	-	-	6,047	5,818
c)	Church activities:					
	Bookstall sales	752	-	-	752	503
	Traidcraft Stall sales	305	-	-	305	138
	Lettings – private bookings	12,091	-	-	12,091	9,042
		9,683	-	-	9,683	9,683

5. Further analysis of Payments

	Note	Unrestricted/ Designated funds £	Restricted funds £	Endowment funds £	TOTAL 2023 £	TOTAL 2022 £
a)	Clergy costs:					
	Working expenses of incumbent	600	-	-	600	933
	Telephone and internet	591	-	-	591	542
		1,190	-	-	1,190	1,474
b)	Church running expenses:					
	Insurance	2,487	-	-	2,487	2,260
	Telephone and internet	593	-	-	593	541
	Electricity	4,827	-	-	4,827	1,039
	Gas	9,546	-	-	9,546	4,707
	Water	665	-	-	665	497
	Support for Children's Activities	-	436	-	436	480
	Support for Friendship Group	-	-	-	-	20
	Support for Tots and Tea	-	41	-	41	81
	Support for other Church groups	-	-	-	-	107
	Decorating of church building	-	-	-	-	27
	Maintenance	5,104	-	-	5,104	2,521
	Major repairs to building	31,759	5,033	-	36,792	28,033
	Upkeep of churchyard	275	-	-	275	604
	Cleaning and hygiene	2,316	-	-	2,316	1,127
	Upkeep of services	1,297	108	-	1,405	1,130
	Copier/printer costs	70	-	-	70	863
	Computer costs	477	-	-	477	359
	Independent examination fees	240	-	-	240	-
	Mission and evangelism	304	12	-	316	288
	Bookstall costs	509	-	-	509	594
	Traidcraft stall costs	21	-	-	21	462
	Administration	40	-	-	40	52
		60,529	5,631	-	66,160	45,804
c)	Costs of generating funds:					
	Stewardship campaign	76	-	-	76	423
	Costs of events	2,665	369	-	3,034	1,460
		2,741	369	-	3,110	1,883

Agency (Postbox) Report Summary – Donations/Collections held on behalf of third parties as at 31 December 2023

	£
Christian Aid	136.77
Helping Hands	48.85
Mara box	32.35
Sightsavers	154.65
Total	372.62