

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PAUL'S CHURCH IRELAND WOOD & TINSHILL

England & Wales · Charity number 1177088

Details

Status Registered

Legal form Other

Registered 2018-02-09

Register [View on the Charity Commission register](#)

Contact

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Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: The function of the PCC is promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Regular public worship open to all. Pastoral work including visiting the sick and the bereaved. Teaching of Christianity through sermons, courses and small groups. Taking of religious assemblies in schools.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£404,051	£225,940	-	-
2023-12-31	£233,387	£213,658	-	-
2022-12-31	£183,776	£184,390	-	-
2021-12-31	£185,631	£139,553	-	-
2020-12-31	£252,067	£507,678	-	-

Trustees

Name	Role	Appointed
Rev Mark Harlow	Chair	2017-11-01
Anna Elisabeth Ward		2024-04-01
BARBARA JEAN EYKEL		2018-01-07
Bev Monck		2022-07-01
Dave Monck		2022-07-01
David Jackson		2021-04-30
Dr Hannah Marianne Miller		2025-05-01
ELEANOR BENSON		2021-04-21
Ian Newham		2021-04-30
JOHN VICTOR BETTS		2018-01-08
Mark Peter Chadwick		2024-04-01
Robert John Govier		2023-05-15
Roger Andrew Lazenby		2008-04-01
Rupert Julian Madeley		2022-04-30
Sarah Ayers		2022-04-30
Sarah Louise Denner		2021-04-30

Accounts



The Parochial Church Council of St Paul's Church Ireland Wood and Tinsill

Registered in England and Wales
Charity number 1177088

Report and Accounts for the year ended 31 December 2024

**2024 Report and Accounts
for the Parochial Church Council of St Paul's Church**

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2024 Annual Report

Aim and purposes

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Mark Harlow, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The aim of the PCC is to provide a public benefit to the people of the parish and surrounding areas in the advancement of religion and the relieving of poverty. The PCC is also specifically responsible for the maintenance of the Church Hall, Jubilee Room and adjoining site. There is a staff team consisting of two Assistant Curates and 3 other staff positions (not all full-time) who support these aims and purposes in accordance with their role descriptions.

Objectives and activities

Overview

The PCC is dedicated to making worship at St Paul's accessible to as many people as possible and fostering a strong parish community. We oversee worship across the parish and seek ways to ensure our services reflect and engage the diverse groups within our community. Our worship is a living expression of faith, centered on prayer, Scripture, music, and sacrament.

In planning our activities, we follow the Charity Commission's guidance on public benefit, including its supplementary advice for religious charities. Our goal is to be a "Growing Community, Shaped by Jesus" to help people live out their faith as active members of our parish through:

- **Worship and prayer**, learning about the Gospel, encountering God, and deepening trust in Jesus.
- **Pastoral and practical care**, supporting those in need and strengthening community ties.
- **Missionary and outreach work**, reaching beyond our parish to serve others.

We recognize the importance of focusing on the local community, particularly in areas facing social disadvantage. The PCC remains committed to supporting those in need by working alongside other local organizations wherever possible.

To sustain this mission, we must also ensure the upkeep of St Paul's Church and the Church Hall, preserving them as vital spaces for worship and community service.

Resource Church and Strategic Development Plan

St Paul's has now completed a five-year Strategic Development Plan for renewal, adopted by the Diocese of Leeds to promote growth and church planting in the North of England. The PCC is now continuing with the objectives below and also now enjoys the benefits of a significant refurbishment of the church building in 2020 to meet these objectives. Our emphasis remains on children, families and the disadvantaged in our parish and environs.

The primary objective of the PCC is growth in five key areas:

1. **Discipleship** – Creating a space to encounter Jesus and be shaped by Him. We seek to provide opportunities for learning, maturity in faith, worship, prayer, and service.
2. **Partnership** – Serving as a welcoming hub where we collaborate with others working for the good of the community. We aim to connect those in need with those who can help.
3. **Influence** – Building these connections that lead to transformation in people's lives. We support community agencies, businesses, and new initiatives to help them grow and thrive. We look to see positive change for individuals, the community and society at large.
4. **Numbers** – Sharing the good news of Jesus within our parish, networks, and neighborhoods. As more people engage with our space throughout the week, we aim to welcome and support individuals with diverse needs, including those new to faith.
5. **Generosity** – Encouraging the growth of service, time, and resources to benefit both our community and the wider church, including sending out leaders to graft, plant or revitalize new or existing churches.

Achievements and performance

Growth in Discipleship, Numbers and Generosity

Worship and membership

The PCC provides a variety of services throughout the week and year, offering engaging worship, spiritual enrichment and community engagement, including seasonal celebrations. Regular Sunday worship now consists of two morning services: a formal Eucharist at 9:30 am, followed by an informal worship service at 11:00 am, which regularly has 5 different age groups for Children and Young People. A short fellowship time with tea and coffee takes place between the services. Attendance has been steadily growing, particularly at the second service. Additionally, a thriving Tuesday lunchtime Holy Communion service is followed by a shared meal. The PCC's goal is to invite all parishioners to worship in a way that resonates with them.

Currently, 127 parishioners are on the electoral roll. In 2024, our Worshipping Community comprised 62 children (ages 0-10), 22 young people (ages 11-17), 118 adults (ages 18-69), and 36 adults (70+), totaling 238 members. Average Sunday attendance includes 95 adults and 59 children and young people under 16.

Beyond our regular services, special services are also well attended. On Easter Day, 184 communicants participated, with a total of 205 people at the services. Christmas services, including Community Carols, Christingle, and Midnight Communion, drew significant attendance. Between Advent Sunday and December 23rd, we welcomed 657 attendees, plus an additional 270 from school services. On Christmas Day, 112 people attended, with 85 receiving communion.

In 2024, we celebrated 10 baptisms, 3 weddings, and held 1 funeral in the church. Our clergy also conducted 3 funerals elsewhere for parishioners.

Regarding stewardship, the number of regular givers through standing orders increased from 61 to 64 over the year. However, total giving remained stable, with contributions slightly decreasing from £135,326 in 2023 to £134,350 in 2024 (excluding Gift Aid), as detailed in the accounts.

Children and Young People

This is a significant part of our mission and ministry as a church.

Sundays

In 2024, a total of 100 children and young people were registered in Sunday groups or Youth Drop-Ins. As our numbers grow, we are also challenged to nurture healthy discipleship for both our children and our adult congregation.

To accommodate this growth, we now offer five different groups during the 11 AM service:

- 2–4 years old
- School Years R–2
- School Years 3–4
- School Years 5–6
- School Years 7–9

Additionally, provision is made for babies in the foyer.

These groups provide a safe and welcoming environment where children can engage in activities, Bible stories, prayer, and encounter God. They also foster friendships and accommodate a range of additional needs.

We have been supporting young people in Year 10 and above as they take on active roles in serving within the church, and we are exploring further ways to support their discipleship journey.

On average, 41 children attended groups each week, excluding those under 2, over 15, and those who attended the 9:30am service.

Drop In

In 2024, we launched a second Drop-In session, now offering separate groups for school years 5–7 and 8–11. While some attendees come from St Paul's or other churches, most are not regular churchgoers. This space provides young people with a welcoming environment to play games, enjoy snacks, and build friendships.

Each week, we set aside time to explore aspects of faith, encouraging curiosity and open discussions. Attendance has steadily grown since we began, starting with just three participants in March 2023. Since introducing the Year 5–7 group in September 2024, average attendance has been seven for this group and eleven for the Year 8–11 group.

To better engage attendees, we have adapted our teaching materials for accessibility and organized social events to strengthen connections among young people.

Faith at Home

We are also continuing to explore ways to support parents and carers at home. One way we do this is by sharing resources such as *Parenting for Faith*, *Worship for Everyone*, *Alive Family Worship*, the *New Wine Kids Bible App*, and more. By providing these resources, we aim to show families that they have a wealth of tools available to help them teach their children about God and faith. Additionally, we ran a *Parenting for Faith* course to create a space for parents to reflect on how they disciple and nurture faith in their children.

Tots

St Paul's Tots, our toddler group, meets on Wednesday mornings during the week in term time, with 'out and about' sessions during the school holidays. While not all parents or carers attend every session, the ministry has around 78 children registered in 2024, with an average weekly attendance of 30 children along with their parent or carer.

This free group provides a welcoming and supportive space for parents and carers, offering a safe environment for children to play while adults relax. Each week, St Paul's Tots provides snacks, crafts, and a variety of toys, concluding with a simple and engaging Bible-based story and a time of singing.

The ministry is led by our children's worker, supported by a team of dedicated volunteers who are all DBS-checked. The group is highly regarded in the community, with many new parents joining after hearing positive recommendations. Regular attendees often say it is their favorite toddler group because of its warm and welcoming atmosphere and the excellent space it uses.

Staffing

Much of the coordination and delivery of our Children and Young People's work has been led by our Children's Worker, Millie Fry, and our Youth Worker, Lorissa Nwokedi, supported by a dedicated team of volunteers.

Our Children's Worker will be stepping down from her role at the end of 2024, and our Youth Worker will be going on maternity leave in early 2025. In response, we are exploring the creation of a new Children and Youth Team Leader role, with a focus on building and developing teams of DBS-checked volunteers. We attempted a first round of recruitment in December 2024 but were unsuccessful in appointing.

Mission

The mission committee has continued to guide the support for our 6 mission partners both at home and abroad. The principle of tithing 10% of our regular giving, established in January 2019, has continued and we were able to give away £14,427 this last financial year. We give a regular sustainable amount to each partner which helps with their own budgeting, and where there is additional funds available we are able to give one-off gifts..

Donations go to four overseas and two local UK partners. Details of their activities are on a dedicated board in the church foyer and regular updates of their work are available and used in our intercessions. Members of St Paul's also support a number of local charities such as the Leeds North and West Food Bank.

During the year our children and young people have organised cake sales at the morning service to raise money for specific additional equipment such as cataract replacements.

Specific Ministries

Baby Basics

2024 was yet another year of increased demand for the services that Baby Basics provides. We gave out 221 referrals (172 last year) supporting 225 children across Leeds. In 2024 we received a grant from The Sir George Martin Trust to provide 100 hospital bags for families in 2025. We have a strong core of volunteers with 9 regular weekly helpers. .

In addition, significant grant support has come from other churches (Chapel Allerton Baptists and Bardsey), Councillors through MICE and through LCCT and the Household Support Fund, as well as Save the Children and individuals.

We are very thankful for the allocation of space for storage and to pack our baskets, as well as the continued support of the congregation and staff team. As demand increases, we appreciate we needed more space and this has been provided by the church.

One of our midwives has said: *"As a referrer for the Teenage Pregnancy Team, I very much appreciate the hard work and care that goes into providing and making up the Moses*

baskets and starter packs, the group of woman I work with are always so grateful and are blown away with the beautiful baskets they receive, They are put together with so much love, It is a joy to collect them and even more of a joy dropping them off to the clients who are often in great need” Tracey Hanley (NHS Midwife)

Food Bank

Leeds North and West Food Bank has continued in our buildings. Unfortunately, economic circumstances are leading to a marked increase in the need for the Food Bank, and it is not unusual to feed more than 50 people in each session. There has also been the addition of the debt advice service, Money Buddies, first piloted at St Paul’s through support from the local councillors. This is now funded directly through Leeds North and West Foodbank.

Warm Welcome

Warm Welcome is a community meal which started in November 2022. Each week we offer a free hot meal, crafts and games. Warm Welcome is attended by approximately 45 people weekly and is supported by a team of 25 volunteers who help to host, cook, wash up, run crafts, set up and tidy away. It is a space where people come and enjoy community together over food, support one another and share life.

In 2024 we received a grant of just under £9000 from the UK Shared Prosperity Fund to be able to purchase additional tables and chairs, as well as a new catering freezer and fridge. These new items have made cooking and setting up easier for volunteers, as well as improving the space in which we meet. We have also received a small grant from Voluntary Action Leeds towards our running costs and we receive funding from the Household Support Fund to be able to support those living in food poverty.

Community Garden

St Paul’s Kitchen Garden was started in 2023 following approval by the PCC. It aimed to provide open sessions to the church and local community for building relationships, learning about gardening, sharing faith and growing food for volunteers and food charities.

In 2024 open sessions were run weekly from March to October. It was a difficult year for food crops with cool, dark and wet weather and significant problems with pests across the UK. A trickle of fresh food was supplied to the food bank but we were not able to donate crops to PAFRAS as in 2023. Circumventing this (and providing sessions regardless of weather) would require a greenhouse environment to raise seedlings.

The garden was run by two volunteers for most of the year, joined by a third in autumn. A couple of people associated with the church also visited on occasion, primarily for the social aspect. St Paul’s Kitchen Garden was advertised online, via foodbank and by leaflet drop which yielded prospective visits from would be volunteers. Despite warm welcomes, it was clear that these people would have difficulty working at ground level for health/mobility reasons or because of cultural dress and it seems this was too much of a barrier for anyone to return a second time.

Finance of Garden Project

The garden was given a budget of £800 from the PCC in 2023 for start up equipment. In early 2023 a grant was received from the National Garden Scheme of £1218.62. Later a further donation of £1000 was received from a local business which backfilled the initial £800 startup budget from the church as per church policy and provided some money towards 2024. In total (over and above these two external grants) the church has spent £113.96 across the two years. The church now has gardening tools and equipment that remain available in the long term as a result of the project.

	Grants/bbf	Expenditure	End of year balance	Cost to church
2023	£2218.62	£1804.65	£413.97	£0.00
2024	£413.97	£527.93	-£113.96	£113.96

Small Groups

52 adults participate in 5 small groups that meet in homes on midweek evenings. In addition to these groups, many others are growing as disciples through various midweek gatherings, including Greenhouse (with a focus on mission), Warm Welcome (where the team prays as they serve), Monday Bible Study, Tots Prayer Group, Midweek Communion, the garden community, and other informal gatherings. Each group incorporates prayer, Bible study, and fellowship, though the balance of these elements varies. While participation in midweek evening groups has declined, overall engagement in midweek discipleship has increased.

Visiting

Some members of our parish are unable to attend church due to sickness or age so we also have a team of visitors who visit all church members who request it, to celebrate communion with them and bring them fellowship and prayer.

Other Opportunities to Participate

Other activity based meetings usually run by members of the church include Selah, a women's group with a regular programme, a men's group for occasional activities, a weekly evening Games Community and an Arts and Crafts group. We have also run one-off community events to build relationships within the church as well as the wider community around us. These have included, The Big Quiz, The Big Treat, Easter Eggstravaganza, Church BBQ and lunches, some of these events attracting over 300 people.

Growth in Influence and Community Partnership

The church site is viewed by the community as a place to meet and organise significant community events. This year we have made healthy links with local Councillors, the Residents Association, healthcare providers, including social prescribers and independent groups, such as u11la, local Sports groups and Social Enterprises. Relationships with local Councillors continue to grow, and they are keen to support work at St Paul's, as they see how we can benefit and support the local Community.

Staff, Administration and Buildings

The 5 year Strategic Development Programme, now finished, allowed the PCC to improve the church building, to resource an assistant curate to be trained in an appropriate environment; and to finance support staff.

For 2024, we now enjoy more fully the benefit of a better designed church building which can be heated appropriately. We have an administrator to support the vicar and the parish, a part time worker to run the ministry to Children and Families (left December 2024) and a full time Youth Worker (maternity leave early 2025). Two curates Bev and Dave Monck who were priested in 2023 have continued their valuable ministry, the intention is that they will lead a church plant in 2026.

Building Maintenance

As noted in the Quinquennial Inspection (on 16 May 2023) the church itself is in 'very good condition' and 'well looked after by the PCC', but the church hall complex needs extensive maintenance and repair which was roughly estimated to cost £132,000 over the next 5 years. These findings have spurred on the Building Committee to develop the Project described in the paragraph below.

In the meantime, during 2024, maintenance and minor improvements continued, including maintenance of heating systems, lightning protection, fire protection equipment and alarm, minor repairs and regravelling the car park.

Building Project

Our Building Committee has set out a vision for the whole site to become both a welcoming place for worship and an adaptable community hub. That vision has developed into an overall plan for work in stages as funding allows.

The project will re-order the spaces to provide attractive, sustainable, and adaptable facilities to continue to support our varied activities for both church and community. The redesigned space will be accessible to all; warm and efficient in the use of energy; easy to maintain; and attractive and comfortable.

Key features of the full renovation are:

- New roof. Insulation of the ceiling. Solar panels.
- Raise the internal floor and remove stairs to make all areas accessible.
- Enhanced and expanded kitchens. Modern accessible toilets
- Adaptable spaces for groups for children and young people; for meetings; for consultation; for offices; for storage.
- Replace all windows. New lighting and heating systems
- New external corridor to improve access and safeguarding.

The congregation have now pledged £320,000 to this project and the Council have promised £100,000 also to the development, although a first phase of the project may require a total of £750,000.

Financial review

Total receipts on unrestricted funds were £211,318 (2023: £199,528) of which £134,350 was planned voluntary donations, and a further £27,443 was the associated Gift Aid tax relief. This regular income remains strong with the planned giving stable and the associated gift aid credit growing to £27,443 (2023: £26,093). Our income included a final grant of £24,780 (2023: £9,823) for strategic development from the Diocese.

This year £182,594 (2023: £180,999) was spent from unrestricted funds to provide the Christian ministry from St Paul's Church, including the contribution of £39,962 (2023: £40,000) to the Diocese as parish share which is designed across the Diocese to provide the stipends, pensions and housing of the clergy.

During the year the Warm Welcome group and ministry has grown, receiving £19,887 (2023: £20,406) in gifts and grants restricted for that purpose and spending £23,034 (2023: £14,749) with a Fund balance of £3,361 (2023: £6,508).. This is a similar profile to the Baby Basics ministry which has grown, receiving £13,318 (2023: £11,412) in gifts and grants restricted for that purpose and spending £7,938 (2023: £6,100) with a Fund balance of £6,346 (2023: £6,346). However, significant provision comes from additional generous gifts in kind.

In addition the significant sum of £159,528 has been received towards the new building project with a balance carried forward of £200,657. Our Community Garden Project also continues, balance carried forward £682.

Our total assets were up at £374,190 from £196,079 last year, of which £152,363 (2023: £123,639) is not restricted or designated and so counts as free reserve.

Reserves policy

The PCC consider that there are 3 types of reserves, as follows: restricted reserves, designated reserves (of which there are now none) and unrestricted (or free) reserves.

Restricted reserves

These are reserves (donations received not yet spent) that were explicitly given for a specific purpose. In the case of St Paul's this is now the funds given for three ministries: that for Baby Basics, for Warm Welcome and for our Community Garden and also for the new Building Project. See note 12 of the accounts for the full details. These reserves may therefore only be used expressly for the purpose they were made – the PCC cannot divert these funds to any other purpose.

Unrestricted reserves

These are reserves that arise from the donations made generally which the PCC is able to use for any purpose, consistent with the church objectives. The remaining unrestricted reserves are used by the PCC for general purposes and the PCC consider that a level of such free reserves should be maintained at least at the level of the next 3 months normal payments (excluding payments made from restricted funds). The current level of free reserves is £123,639 while the next three months payments are expected to be under £50,000. These reserves currently thus exceed the margin required by the policy.

Treasury policy

The PCC reviews cash in hand, at bank and invested to ensure that the funds are immediately available when required, but known surplus funds are invested wisely to give the best return consistent with management of the risk and only investing in ethical funds. Since the expected timescale for holding much of the current balance of cash, and indeed the balance of other funds, is less than one year, it is being retained on deposit or in deposit type Funds.

Payments policy

The PCC seeks to make all payments to third parties as they fall due or earlier and subject only to appropriate due diligence on the amount to be paid and clear communication with the third party.

Volunteers

Throughout 2024 there were 111 adults who volunteered in some capacity in the life of the church, 95 of whom are part of the church family. Several of our young people have also volunteered as part of different teams on Sundays and at events. This represents about two thirds of the church involved in volunteering in some capacity, many of whom are involved in several different areas of church life.

Very little of church life, mission and ministry would take place without the extent of volunteers involved. Every Sunday involves around 30 different volunteers as part of teams involved in children's work, refreshments, prayer ministry, worship, tech, stewarding, reading,

intercession. While serving as a volunteer is often hard work, it is encouraging to see how participation as a volunteer grows a sense of belonging to St Paul's, relationships with others, and help develop skills, gifts and leadership.

Looking Ahead and Risks

The PCC review their strategic plans at least annually and 2024 was a significant opportunity to move into the planning and detail involved in the Phase 2 Building Project for the Church Hall part of the site. Expansion of the existing areas is anticipated for worship, growth of small groups, provision for those in need and both church and outside hire activities.

In 2024, some of the most significant advances have been in the obtaining of grants to allow our community engagement work to grow, and in extending the ages of children covered by our youth work. The youth work has grown through our own activity but also through the growth of those locally who are teenagers hungry to explore faith of their own initiative. The community plans will strengthen our existing relationships with Social Services and other agencies working in our area.

As we move into 2025, we hope to be able to deliver on a first phase of the Building Project. We will see a staff team equipped to support and sustain the mission and ministry of the church alongside the established and growing team of volunteers. We will also be working with the Diocese to develop specific plans for a Church Plant led by Bev and Dave Monck which may include some financial resourcing.

The PCC carefully consider potential risks and in our current circumstance two risks predominate. The first is reputational risk which is the first priority for the PCC and managed by attention to Safeguarding and DBS checking. The second risk is to successfully communicate and operate with a growing number of church members as the growth in numbers of itself creates challenges in cohesion and communication.

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 PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Paul's the membership of the PCC consists of the incumbent (our vicar), two assistant curates, 2 churchwardens, 1 diocesan synod representative, 2 deanery synod representatives, although we do currently hold a couple of vacancies, plus 8 members elected by those members of the congregation who are on the electoral roll of the church.

We also have 2 ex-officio members: acting as Treasurer and PCC Secretary. All those who attend our services/members of the congregation are encouraged 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. New members receive initial training into the workings of the PCC.

The PCC has a number of committees to assist in different aspects of parish life. The committees are a Standing Committee as required by the PCC Measures, a Finance Committee, a Mission Committee and a Building Development Committee.

Administrative Information

St Paul's Church is the parish church for the parish of Ireland Wood and Tinshill as part of the Diocese of Leeds within the Church of England. The correspondence and working address is St Paul's Church, Raynel Drive, LEEDS, LS16 6BS. The website is www.stpaulsirelandwood.org.uk. The registered charity number is 1177088. The Vicar is Rev. Mark Harlow of St Paul's Vicarage, Raynel Drive, LEEDS LS16 6BS. The office phone is 0113 267 5567.

PCC members who were serving at the end of 2023 are as follows:

Wardens:

- Mrs Eleanor Benson Elected May 2024
- Mr Rob Govier Elected May 2024

Representatives on Diocesan Synod (elected by the Deanery):

- Mr Roger Lazenby Elected 2018

Representatives on Deanery Synod:

- Mr David Jackson Elected May 2023
- Mr Rupert Madeley Elected May 2023

Elected Members to the PCC:

PCC members	PCC committees / roles	Elected
Eleanor Benson	Vice chair, church warden Standing committee Building committee	Elected 2024
John Betts	Finance committee	May 2023
Sarah Denner	Parish Safeguarding Officer	May 2024
Barbara Eykel	Mission Committee	April 2022

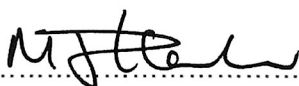
Rob Govier	Deputy church warden, standing committee	May 2023
Mark Harlow	Chair, Standing committee	November 2017
Roger Lazenby	Deanery rep Standing committee	
Rupert Madeley	Deanery rep	May 2023
Ian Newham	Treasurer	May 2024
Sarah Ayers	Building committee Personnel committee	April 2022
David Jackson	Deanery rep	May 2023
Bev Monck	Curate, Standing committee	June 2022
Dave Monck	Curate, Standing committee	June 2022
Anna Honour	PCC Secretary	Co-opted January 2024 - Elected May 2024
Mark Chadwick	Personnel committee	Elected May 2024
Nick Fry	Church warden	Retired May 2024

Bankers: Virgin Money ,370 Harrogate Rd, Moortown, Leeds LS17 6QA

Insurer: Ecclesiastical Insurance, Beaufort House, Brunswick Road, Gloucester, GL1 1JZ

Independent Examiner: M Threlfall, Four Accountancy, 4 Tinshill Ln, Leeds LS16 7AP

Signed on behalf of the PCC on 3rd April 2025 by Mark Harlow, Chair of the PCC


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ST PAUL'S CHURCH
IRELAND WOOD AND TINSHILL
Charity reg. no. 1177088

**FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 DECEMBER 2024**

Statement of Financial Activities: Year ending 31.12.2024

		Unrestricted funds	Designated funds	Restricted funds	Total funds 2024	Prior year 2023
	Note	£	£	£	£	£
Incoming resources						
Income from:						
Donations and legacies	2	190,804	26	192,707	383,538	185,511
Charitable activities	2	898	-	-	898	29,456
Other trading activities	2	16,114	-	-	16,114	16,631
Investments		3,502	-	-	3,502	1,790
Total		211,318	26	192,707	404,051	233,387
Resources expended						
Expenditure on:						
Raising funds	3	-	-	-	-	786
Charitable activities	3	176,098	5,246	38,100	219,444	201,408
Church Administration	3	6,496	-	-	6,496	11,463
Total		182,594	5,246	38,100	225,940	213,658
Net income before investment gains/(losses)		28,724	(5,220)	154,607	178,111	19,729
Net movement in funds		28,724	(5,220)	154,607	178,111	19,721
Transfers		-	(47,755)	47,755	-	-
Reconciliation of funds:						
Total funds brought forward		123,639	52,975	19,465	196,079	176,349
Total funds carried forward		152,363	-	221,827	374,190	196,079

Balance Sheet at 31.12.2024

	Notes	Unrestricted and Designated funds £	Restricted funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets		-	-	-	-
Investments	8	100,000	100,000	200,000	50,000
Total fixed assets		100,000	-	200,000	50,000
Current assets					
Debtors	9	676	-	676	7,744
Cash at bank and in hand		65,003	123,005	188,043	155,557
Total current assets		65,679	123,005	188,684	163,509
Creditors: amounts falling due within one year	10	13,315	1,178	14,493	17,222
Net current assets		152,363	221,827	374,190	196,079
Total assets less current liabilities		152,363	221,827	374,190	196,079
Creditors: amounts falling due after one year		-	-	-	-
Total net assets or liabilities		152,363	221,827	374,190	196,079
Funds of the Charity					
Restricted funds	11	-	221,827	221,827	19,465
Designated funds	11	-	-	-	52,975
Unrestricted funds		152,363	-	152,503	123,639
Total funds		152,363	221,827	374,190	196,079

Signed by 2 trustees on behalf
of all the trustees

Date




Eleanor Benan

22 April 2025

1. Basis of accounting

The Parochial Church Council of St Paul's Ireland Wood (the PCC) constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared under the Charities Act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations' "true and fair view" provisions. The accounts have been prepared under FRS102.

The PCC have a policy of carrying free reserves equal to the expected administrative expenses for the next 3 months (see note 12). In addition, they have considered the budget for 2025, and the cash flow forecast for the next 12 months. The unrestricted funds (over £150,000) together with regular donations are sufficient to cover the expected costs of running the church activities for a period of 12 months from the date of signing and so they are prepared on a going concern basis.

1.2. Income Recognition

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, provided it is reasonably certain that the PCC will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses.

Grants, Donations and Legacies

Grants and donations are only included in the SoFA when the general income recognition criteria are met. Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Tax reclaims on donations and gifts.

Gift Aid receivable is included in income when there is a valid declaration from the donor and a claim has been made to HMRC (Claims are made in March and November). At 31st December 2024 donations had been received on which £8,716 (2023: £4,386) is estimated to be reclaimed in gift aid but which had not yet been accounted for. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund or funds as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts, but the work of volunteers is described in the annual report of the PCC.

Settlement of insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met and are included as an item of other income in the SoFA.

1.2 Assets**Consecrated and benefice property**

Consecrated and benefice property of all kinds is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and for this reason such assets are not capitalised in the financial statements. This applies to the church building and also the Church Hall, Cottage and grounds around the church building, none of which are owned by the PCC. All expenditure incurred during the year on the buildings and fixtures and fittings, whether maintenance or improvement, is therefore expensed as soon as it is paid even though benefit will be gained from this expenditure over many future years.

Tangible fixed assets for use by PCC

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Moveable furnishings and other equipment for use by the PCC are depreciated on a straight-line basis over 4 years, except for items paid for by specific grants which have been fully received and spent.

1.3 Funds**Restricted Funds**

These are funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

There are no endowment funds

Designated Funds

These are funds which are from time to time designated for a purpose by the PCC and there are no designated funds at the end of 2024.

Unrestricted Funds

These represent the remaining funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC as fixed assets for its own use or for spending on a future project.

2. Income

	Notes		2024	2023
Income from:				
Donations, Grants and Legacies				
Unrestricted Funds		Planned Giving	134,350	135,326
		Tax Recovered (Gift Aid)	27,443	26,093
		Collections & Other Giving	1,527	4,454
		Donations and Special Collections	1,733	2,049
		SDP Grant: Operating Costs	24,780	9,823
Total Donations			189,833	177,745
Other Charitable Activities				
Total		Books, Events, and other income	2,062	3787
Other Trading activities				
		Use of Church Hall	6,321	6,606
		Cottage Rent	9,600	9,600
Total			15,921	16,206
Investment Income				
		Bank Interest	3,502	1,790
Total Unrestricted			211,318	199,528
Designated Fund	11	Building Project (designated)	26	-
Restricted Funds	11	Hall Building Project (restricted)	159,502	-
	11	Warm Welcome (including grants)	19,887	20,253
	11	Garden Project	-	2,195
	11	Baby Basics (including grants)	13,318	11,412
Total Restricted			192,733	33,859
Total Receipts			404,051	233,387

3. Payments

	Notes	2024	2023
Cost of Raising Funds			
Total Cost	Cottage expenses and repairs	-	871
Charitable Activities			
	4		
	Parish Share	39,961	40,000
	Mission Donations	15,590	14,427
	Other Donations	407	176
	Clergy and Staff Expenses	336	1,228
	Services, Ministry and other donations	7,489	6,115
	Church running expenses	21,800	21,133
	Church Repairs	907	3,180
	Church Hall running expenses	12,601	11,399
	Church Hall repairs	1,880	3,120
	Hospitality and refreshments	4,026	2,848
	Special Events: Community	1,096	1,040
	Youth and Young People Ministry	5,363	2,437
	Youth. Children and Families Staff	44,099	29,241
	Training	-	2,355
	Depreciation	-	11,463
Total General Funds		154,554	150,661
Church Administration			
	5		
	Office Staff Cost	21,544	24,962
	Other Office Costs	6,496	5,474
Total Administration		28,040	30,436
Other Funds			
	Building Project (designated)	5,246	10,025
	Hall Building Project (restricted)	6,600	-
	Baby Basics (restricted)	7,938	6,100
	Warm Welcome (restricted)	23,034	14,749
	Community Garden (restricted)	528	1,785
Total Other Funds		43,346	32,659
Total Payments		225,940	213,667

4. Parish Share

For 2024 our Parish Share was requested as £39,961 which has been paid in full monthly.

5. Other Office Costs

	2024	2023
Office IT/Phone/Website	1,995	2,555
Advertising	484	590
Photocopying and Stationery	1,702	1,667
Accountancy	396	360
Bank, SumUp and Payroll Charges	1,918	302
Total Office Costs	6,496	5,474

6. Paid employees

In 2024 the PCC had three paid employee roles. This approximates to 2.6 full time equivalents (FTE) at the end of the year. At the start of the year one of these positions has been filled by a contract member of staff until a permanent member of staff was recruited. The total salaries paid were £52,917 and contract costs £10,041 (2023: £52,777) including contract payments. Social security cost was zero and pension costs £1,588 (2023: £1,426). No member of staff has received over £60,000 in any year.

7. Pensions

The PCC participate in a defined contribution pension scheme with NEST (National Employment Savings Trust) for the purpose of meeting auto enrolment requirements. This requires a contribution rate of 5 per cent of salary from the employee and 3 per cent of salary from the employer. During the year one employee joined, and we ended the year with 3 active members. £1,588 (2023: £1,426) of employer contributions were made. In 2023 3 employees had continued their membership but with one leaver towards the end of the year.

8. Assets

The PCC has no fixed assets of value apart from furniture and equipment for use by the church. The church building is owned by the wider Church of England. The ownership of the Church Hall buildings, the Cottage and the associated land were transferred from the Leeds Church Extension Society to the Diocese of Leeds on behalf of the wider Church of England during the year. The PCC has free use of those buildings and any income they generate in perpetuity while also having the responsibility of maintenance.

The PCC owns various office equipment and other moveable plate and furniture. Items acquired before 2023 are fully depreciated and historic plate is not valued as no items have significant value.

The Church Hall is used for church activities and is also let on an occasional basis for other activities at times when not required for church activities or ministries. The income raised was £6,321 (2023: £6,606). The maintenance costs, utilities and other expenses were £12,601 (2023: £11,399) and the cost of repairs and renewals was £1,880 (2023: £3,120).

During 2024 some kitchen equipment has been installed in the Hall fully paid for by a grant. In these circumstances these assets have been written off immediately. In 2020 the PCC acquired chairs, audio visual equipment, a dishwasher (all part of the Building Project) and a photocopier. These items have now been fully depreciated over 4 years.

	2024	2023
Assets c/f	49,855	49,855
New assets	-	-
Cost of assets	49,855	49,855
Depreciation b/f	49,855	38,392
Depreciation charged in year	-	11,463
Total depreciation	49,855	49,855
Net Asset Value	-	-

Total tangible assets at end 2024 therefore remain completely written off as at the end of 2023.

9. Debtors and prepayments

The PCC had trade debtors at the end of 2024 of £676 (2023: £7,744, which included a delayed grant payment of £7,000). The total debtors are therefore £676.

10. Creditors and accruals

The PCC had creditors of £14,493 this year, falling due within 1 year, and £17,222 at the end of 2023, as noted below.

Creditors due (within 1 year):	2024	2023
Overpaid Gift Aid	9,664	9,664
Outstanding Invoices	4,433	7,136
Special Donations	-	62
Accountancy Fee accrual	396	360
	14,493	17,222

11. Funds

There are no Endowment Funds

Restricted and Designated Funds

There are 4 restricted funds held at the end of 2024 and one designated fund which was closed during the year. The income and expenditure of these funds taken together is set out in the table below. With summary figures for the prior year below that.

The detail of each restricted fund is described in the following sections fund by fund. The designated fund is detailed under the Building Fund section below as the PCC made the sum in it restricted during the year.

Prior Year (2023)

Fund Name	Balance b/f 1.1.2023	Income	Expenditure	General Fund Transfer	Balance c/f 31.12.2023
Baby Basics	6,436	11,412	(6,100)	-	11,748
Warm Welcome	851	20,406	(14,749)	153	6,508
Community Garden	-	2,995	(1,785)	800	1,210
Total Restricted Funds	7,287	34,813	(22,634)	953	19,466

11.1 Warm Welcome

Warm Welcome was started as an initiative to provide a warm space and other activities to those suffering due to the cost of living and heating crisis. This now continues and also provides a welcoming community for any in need.

Balance b/f 1.1.2024	Income	Expenditure	Balance c/f 31.12.2024
6,508	19,887	(23,034)	3,361

Grants have been received for the general purposes of this initiative through OPAL for Welcome Spaces, from the Household Support Fund twice and for the purchase of kitchen equipment from Leeds Council also. The Uniform Exchange which operates as part of this initiative received grants from Leeds Council for rent for storage and also from SBS and MICE money.

11.2 Baby Basics

Baby Basics funds are held for the purpose of supporting the Baby Basics ministry which was started in 2018.

Balance b/f 1.1.2024	Income	Expenditure	Balance c/f 31.12.2024
11,748	13,317	(7,938)	17,127

Grants have been received from Leeds Christian Community Trust 3 times, including from the Household Support Funds. Leeds Council MICE money have given a grant, as have Chapel Allerton Baptist Church, Bardsey Church, Save the Children and the Sir George Martin Trust. Individual Donations of £2,480 have also been received.

11.3 Community Garden

The Community Garden was started in 2023.

Balance b/f 1.1.2024	Income	Expenditure	Balance c/f 31.12.2024
1,210	-	(528)	682

11.4 Building Project

Fund Name	Balance b/f 1.1.2024	Income	Expenditure	Fund Transfer	Balance c/f 31.12.2024
Building Fund (Designated)	52,975	26	(5,246)	(47,755)	-
Hall Building Fund (Restricted)	-	159,502	(6,600)	47,755	200,657
Total Building Funds	52,975	159,528	(11,846)	-	200,657

The PCC is working on plans to update and develop the buildings on the church site in the light of growth of activity and the strategic aims of the PCC to become a hub for the community and young people. Initial design work started in 2023 when a sum of £50,000 was designated from general reserves. During 2024, plans and consultation have progressed and an appeal to the congregation of the church led to £320,000 in pledges (and estimated Gift Aid) being made. By the end of the year £159,502 of the pledged money was received including Gift Aid claimed.

The balance of funds restricted to be used for this building development and refurbishment is thus £200,657 which will be enhanced by the satisfying of further pledges during 2025, a grant promised from Leeds Council of £100,000 and other grants yet to be applied for.

12. Reserves

After taking account of the restricted and designated funds the balance of funds (after fixed assets) available to the PCC for general expenditure or other purposes was £152,363 (2023: £123,639). The PCC policy is to hold at least 3 months normal expenditure as a reserve. This amount is under £50,000 demonstrating a significant free balance.

13. Trustee remuneration and benefit

In 2024 the PCC paid no remuneration or benefits to any PCC member. However, remuneration and pension contributions totalling £17,914 (2023: £16,200) were paid to a connected person, namely Millie Fry, who is the wife of Nick Fry (one of the churchwardens for the early part of the year) in her part time role as worker with Children and Families. Her appointment from September 2021 was agreed unanimously by the PCC and the amount has been paid under the legal authority of the PCC General Measures, with the agreement of the Charity Commission to the employment and appointment process confirmed on 25th October following our application of 2nd September 2021

14. Trustees' expenses and other payments

Expenses have been paid to three members of the PCC, Rev. Mark Harlow in the normal pursuit of his activities as the vicar of the church and also Rev. Bev. Monck and Rev Dave Monck as curates in the parish. The total amounts paid in the year are £709 (2023: £360). These expenses are for travel and subsistence and business telephone usage and include their share of a Christmas staff lunch. In addition, a contracted sum of £400 for counselling services to the disadvantaged has been paid to Beth Madeley in a professional capacity, who is the wife of Rupert Madeley, one of the trustees, as agreed unanimously by the other trustees.

15. Fees for examination of the accounts

A fee of £396 is estimated to be paid in 2025 to the independent examiner for statutory external scrutiny of the accounts and other services in respect of 2024.

Independent examiner's report to the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds LS16 6BS

This report on the Financial Statements of the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16, (the PCC) for the year ended 31 December 2024, which are set out on the preceding eleven pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the independent examiner

As members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those Financial Regulations in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the Financial Statements with those records.

It also includes considering any unusual items or disclosures in the Financial Statements, 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 I do not express an audit opinion on the view given by the Financial Statements.

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
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare Financial Statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.

Independent Examiner

Date



30/4/2025

M Threlfall

Accounts



The Parochial Church Council of
St Paul's Church Ireland Wood and Tinshill

Registered in England and Wales

Charity number 1177088

Report and Accounts for the year ended 31 December 2023

2023 Report and Accounts

for the Parochial Church Council of St Paul's Church

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2023 Annual Report

Aim and purposes

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Mark Harlow, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The aim of the PCC is to provide a public benefit to the people of the parish and surrounding areas in the advancement of religion and the relieving of poverty. The PCC is also specifically responsible for the maintenance of the Church Hall, Jubilee Room and adjoining site. There is a staff team consisting of two Assistant Curates and 3 other staff (not all full-time) who support these aims and purposes in accordance with their role descriptions.

Objectives and activities

Overview

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Paul's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning our activities for the 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. In practice, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus
- Provision of pastoral and practical care for people living in the parish
- Missionary and outreach work.

The PCC is also well aware of the need for there to be a focus on local community in the parish and that there are areas of significant social disadvantage within the parish. We continue to plan and act to support those who are disadvantaged, cooperating with other local organisations as far as we are able.

To facilitate this work, it is important that we maintain the fabric of the church of St Paul and the Church Hall buildings.

Resource Church and Strategic Development Plan

St Paul's is now at the end of a 5 year Strategic Development Plan for renewal adopted by the Diocese of Leeds to bring growth and church planting to the North of England. The PCC has therefore adopted the objectives below and also undertook a significant refurbishment of the church building in 2020 to meet these objectives. Our emphasis is on children, families and the disadvantaged.

The primary objective of the Plan is to grow in 5 ways:

In discipleship - to be a place for encountering Jesus and being shaped by Jesus. We want to work towards opportunities to learn and become mature in faith, worship, prayer and service.

In partnership - to be an accessible hub where we can love and serve alongside others we are working with. A place where local people and agencies that are working for the good of the community can feel welcome and connect those looking for help with those that can help.

In influence - by being a place that creates connections that lead to change and transformation in people's lives; in the way community agencies, businesses and new initiatives operate and develop.

In numbers - that as we grow in numbers using the building in the week, as well as for prayer and worship mid-week and on Sundays, we will be equipped to gather and welcome people to the buildings with varying needs as well as those new to faith in Jesus Christ.

In generosity - by growing in offers of service, time and resources to the benefit of our community and the wider church.

Achievements and performance

Covid 19, Lockdowns and Cost of Living

Along with much else in the economy and country our activities and performance have been constrained and influenced by the remaining effects of the Covid-19 virus and the continuing cost-of-living crisis. Whilst back to 'normal' and indeed growing, the actions and statistics which describe progress against our objectives do not lend themselves to easy comparison over the last few years. Recent developments in significant aspects of our activities have been influenced by the need to respond to these crises.

Growth in Discipleship, Numbers and Generosity

Worship and membership

The PCC is keen to offer a range of services during the week and through the year that our community find both beneficial and spiritually fulfilling. The regular Sunday worship now has two morning services: a formal Eucharist at 9.30 am followed by an informal worship service

which also involves many children and parents at 11 am. A short time for tea and coffee for fellowship operates between the services. Both services have been attended by stable or growing numbers, particularly at the second service. A Tuesday lunchtime service with a meal after is now also thriving. The aim of the PCC is to be able to invite all those in our parish to worship in a way to which they can relate.

At present there are 123 parishioners on the electoral roll. In 2023 our Worshipping Community was made up of 76 children aged 0-10, 28 young people aged 11-17, 117 adults aged 18-69 and 39 adults aged 70+, making a total of 260 (210 in 2022). Our average Sunday attendance is made up of 90 adults and 45 children and young people under 16 (was 148 in October 2022).

As well as our regular services, our special services are very well attended. The number of communicants at our service on Easter Day and vigil service on Easter Eve was 120 and the total number of people attending worship was 153. Many more people came to special Christmas services including a service of Carols by Candlelight, a Christingle service and a midnight communion. In total we welcomed 429 from Advent Sunday until 23rd December and a further 270 in services held for schools. In 2023 we celebrated 9 baptisms, 3 weddings and held 3 funerals in our church this year. Our clergy have also taken 6 funerals in other locations for parishioners and one committal/burial of ashes.

In terms of giving or stewardship, the number of people (or households) who now give regularly through envelopes or by standing order rose from 59 at the start to 61 at the end of the year, although the individuals changed. However, the amounts given by regular members increased from £106,411 in 2022 to £135,326 in 2023 as set out in the accounts (excluding gift aid).

Children and Young People

Sundays

Back in 2022 there were 60 children and youth registered, which showed the number of children attending St Paul's regularly had doubled since the same time the previous year. However, by the end of 2023, there were 104 children and youth registered, showing a continued increase in numbers. Some of this growth has come from transfer growth, families moving to St Paul's from other local churches due to changes in circumstances and needs, and we have also seen some families move into the area and start attending. Other growth has been seen through the work of Warm Welcome and St Paul's Tots, with several new families joining the church having connected with us through these groups.

Sunday children and youth groups have needed to adapt to this significant growth, and there are now four children and youth groups on Sunday mornings during the 11am service. Our hope is now for 5 groups on a Sunday morning, and separate provision/support for youth in Year 10+. One of the obvious consequences and challenges of the growth in number of

children and youth is the requirement for more volunteer leaders to enable new groups to thrive. Over the past year we have seen several new people join the team, but also several people step down or step aside for a period for varied reasons. As we grow in numbers, we are also challenged to grow in healthy discipleship for our children in addition to our adult congregation.

Age 2-4s

Each week around 8-10 little ones gather to play games, do simple crafts, hear an age appropriate Bible story, and have a chance to pray and worship as they learn more about a relationship with God. This group is becoming a brilliant stepping stone, helping young children to get used to being in a Sunday group, in an environment that feels fun and safe. The group uses songs, props and actions to help the children to pray, play and connect with God in their own way.

There is also a small creche area with toys set up in the church foyer, where parents/carers can take their babies if needed, and they can still engage with the service which can be heard through speakers and seen through the windows.

Reception - Year 3

Each week an average of 20 children gather to do a mixture of games, prayer, worship, Bible study, crafts and group work. There are many challenges in this group, for example several children with Additional Needs, and an age range that covers children who can't read or write yet up to those who feel very grown up! This group meets in the Jubilee room, which is easy to make secure and keep the children safe and is the right for the group. The age range of this group continues to create challenges, and so there is a hope to restructure the children's groups when the next cohort moves up. The main objectives for this group are: encouraging the children to make friendships and get to know each other; and providing an environment and culture where the children have the opportunity to connect with God and experience His truth and goodness.

Year 4-6 (average 8 per week) and year 7+ (average 7 per week)

On Sunday, having two groups has hugely benefited the young people, as they get age appropriate teaching which has helped their understanding and engagement. We are teaching the same material but making it age appropriate. The groups have been growing which has seen a mix of different backgrounds and understandings. The young people have raised money to help our mission partners and Year 7+ have been sitting together in the 11am service to encourage them to take part in the service.

Drop In

Since appointing a new Youth worker (September 2023) Drop In has been a group where friendships and supportive groups have grown, where they can learn the basics of Christian faith and life with God and a meal is provided. Drop In attendance has grown, from 3 in March 2023 to a regular average of 12 young people. We have changed teaching material to make it more accessible and we have had socials to encourage young people to build relationships.

Faith at Home

Over the past year, we have been building on the idea that faith and discipleship primarily happen at home, and working out how to support parents and carers in this. By sharing resources such as Parenting For Faith, Worship for Everyone, Alive Family Worship, New Wine Kids Bible App, and more, we are showing families that there are a lot of resources available to them as they teach their children about God and faith. The main encouragement is for parents and carers to model a healthy relationship with God to their children, by making their personal prayer life more visible to their children, and talking about God in every aspect of life. We have done this through social media reflections during seasonal periods of Advent and Lent, and also through the weekly update email that parents receive. This email tells them what their children have been learning about in their Sunday group, and gives ideas of how families can continue the learning and journey of faith together throughout the week. We intend to run the Parenting for Faith course again this year and are arranging 'Parents' evening' style meetings with any families who would find it helpful to discuss their child's needs and progress.

Tots

During the week, our toddler group, St Paul's Tots, meets on Wednesday mornings. While not all parents or carers attend every week this ministry has reached around 115 families this year. Each week this free group supports many parents and carers, providing a safe space for children to play and grown-ups to relax. St Paul's Tots each week provides snacks and crafts, along with lots of toys, and always finishes with a simple and engaging bible-based story and time of singing. This ministry is led by our children's worker, with several committed volunteers who are DBS checked. The group is well spoken of in the community, with many new parents who arrive for the first time saying that they've heard how lovely this group is. Many of our regular attendees have confessed that it is their favourite group because of the welcoming community and the brilliant space that we use (the main church).

Mission

The mission committee has continued to guide the support for our 6 mission partners both at home and abroad. The principle of tithing 10% of our regular giving, established in January 2019, has continued and we were able to give away £14,427 this last financial year. We give

a regular sustainable amount to each partner which helps with their own budgeting, and where there are additional funds available, we are able to give one-off gifts.

Donations go to four overseas and two local UK partners. Details of their activities are on a dedicated board in the church foyer and regular updates of their work are available and used in our intercessions. Members of St Paul's also support a number of local charities such as the Leeds Food Bank. We have had visits from all of the Mission Partners in the last year and we dedicated the Sundays in July 2023 to meet several who were back in the UK. This also included a visit from Leeds Faith in Schools and more recently Sarah Turner from Kidz Club.

Because of the generosity of some members of the congregation we were able to send Rachel and Jason in Canada an additional gift towards a new car which was greatly needed and they sent us this message:

'Thank you so much for your kind donation to put towards our car. This will be a huge help to us in our ongoing Mission Work.'

More recently, in response to a request from the Nunns, the children at church arranged a cake sale at the morning service to raise money for mosquito nets. We were able to purchase fourteen nets which have been sent out to the Nunns in Ethiopia.

Members of St Paul's continue to meet monthly to pray specifically for the Nunns, the Nelsons and Bayfords. The bi-monthly CAPM meeting, praying for Rachel & Jason has been hosted at St Paul's.

Specific Ministries

Baby Basics

2023 was yet another year of increased demand for the services that Baby Basics provides. We gave out 172 referrals supporting 175 children across Leeds. This included 31 clothing bundles which was a new addition to our offering for the year and the take up has increased as the year has gone on. We have a strong core of volunteers, including 5 regular volunteers.

During 2023, we attended a full council meeting to make a deputation, and this received lots of support from councillors all across Leeds bringing in around £3,500 in grants in December. We are also looking into other grants that may be available to us and we have joined the Baby Bank Alliance in 2024 which may help with this. We have been fortunate to benefit from the Household Support Fund over the last two years but if this ceases to exist, we will need to look into future fundraising.

We are often asked for items that we don't currently offer such as prams and hospital bag items and we would like to consider increasing our offering to include those items but would need to look at available storage space and financial commitments for that.

We are very thankful for the allocation of space for storage and to pack our baskets, as well as the continued support of St Paul's congregation and staff team.

One of our midwives has said: *"As a referrer for the Teenage Pregnancy Team, I very much appreciate the hard work and care that goes into providing and making up the Moses baskets and starter packs, the group of woman I work with are always so grateful and are blown away with the beautiful baskets they receive, They are put together with so much love, It is a joy to collect them and even more of a joy dropping them off to the clients who are often in great need"* Tracey Hanley (NHS Midwife)

Food Bank

Leeds North and West Food Bank has continued to operate an outlet in our buildings. Unfortunately, economic circumstances are leading to a marked increase in the need for the Food Bank, and in 2023 we saw 876 clients and fed over 1900 people. This need is not going away. The Food Bank outlet is well served by around 30 volunteers, including church members and those with no particular faith commitment. Food donations are also reducing leading to a greater reliance on funding to purchase food direct.

Warm Welcome

We had initially planned to run Warm Welcome until the end of March 2023 as it had been specifically set up in response to the cost-of-living crisis during the colder months. However, as the date approached, both those attending and the volunteers were keen for it to continue and run all year-round. At this point lots of those attending agreed to volunteer and so we now have a team of 25 volunteers who help to host, cook, serve food, run craft activities and wash up. Numbers attending each week have continued to grow and by December 2023 we were averaging around 35 people weekly.

In order to increase our capacity to cope with growing numbers we also refurbished the hall and Jubilee kitchens. We received a grant of £7,000 from Leeds Community Committee which covered almost all of the costs. Work on the kitchens was completed in December 2023 and includes a new large fridge, catering dishwasher, large oven, new sinks and new work surfaces. This has made cooking and washing up much more efficient. We also received other grants during the year to support our running costs from Leeds Community Foundation, Voluntary Action Leeds and Kirke's Trust.

One of the reasons for continuing Warm Welcome was not just the need for free food provision and a warm space, but was because of a growing sense of community. As time has gone on, friendships have been built and it is great to see people supporting one

another and checking in with each other throughout the week. During the year we also ran a START course for people wanting to explore faith which was attended by 6 people. We have also been able to provide sports activities through Your Backyard CIC.

For one of the grants we applied for we had to submit an estimation of volunteer time spent running Warm Welcome. The table can be found below:

18 If volunteers are involved in the delivery of the project, please describe their role and state approximately how many volunteer hours will be provided over the course of the project. You can calculate volunteer hours at £11.06 per volunteer this is a way of demonstrating match funding.			
Volunteer Role	No of volunteers	No of hours	Cost
<i>Example - organising and serving refreshments (2 volunteers for 1 hour a session over 10 sessions) £11.06 x 2 x 10 = £221.20</i>	2	10	£221.20
Cooks (1 volunteer for 3 hours a session over 37 sessions) £11.06 x 1 x 111 = £1227.66	1	111	£1227.66
Washing up (2 volunteers for 1 hour a session over 37 sessions) £11.06 x 2 x 37 =	2	37	£818.44
Hosting and signposting (<u>includes</u> , setting up/ clearing away) (2 volunteers for 3 hours a session over 37 sessions) £11.06 x 2 x 111 =	2	111	£2455.32
Food server (1 volunteer for 1 hour a session over 37 sessions) £11.06 x 1 x 37 = £409.22	1	37	£409.22
* <u>based</u> on 37 sessions over 12 month period – not held during school holidays			

Community Garden

Initial work: A National Garden Scheme grant for community gardens was sought and awarded at the start of 2023. In March 2023 the construction of vegetable beds began and we purchased tools and storage. The garden was opened to the public beginning with the Easter Extravaganza in April 2023 (when 75 pots of Sunflowers were planted by different families) and open sessions have been run most Thursday mornings from April until the end of October 2023.

Production of fruit/vegetables: As per proposal this unused lawn area has now been transformed into a garden. Many vegetable crops have been produced including potatoes, lettuce, carrots, kale, beans of various kinds, tomatoes, radishes, leeks and onions. Edible flowers have been grown around the plot. This produce has been harvested as planned for participants, for the food bank and also for PAFRAS, an agency providing food to asylum seekers and refugees across the city. Produce was also used at harvest festival and the Big Treat.

Connections with the community: A variety of people have joined in the open sessions. This includes church members with a full range of gardening experience (some with none)

who have popped in at different times to support the work. There has also been interest from families outside of the church membership who connected via friendships or via the food bank. They enjoyed the open sessions both as a free “out of the house” experience during school holidays and as a way of learning more about gardening. Others such as staff from the church and offices have used the social area to sit and have lunch surrounded by nature.

We had a “harvesting evening” when the harvesting of bags of first early potatoes followed on from Warm Welcome. The children helped tip out the bags and find the potatoes in the soil – finding the process hugely exciting and taking home a share. A Summer Gardening Club morning was arranged for children of primary school age involving educational garden trails, building a no dig bed, planting and harvesting in the garden, crafts and sowing coriander and basil to take home (Sadly this was limited to one morning due to persistent rain). Feedback was very positive. All of these events can be seen on our Facebook page – please do check them out (Find us at “St. Paul’s Kitchen Garden”).

Spiritual impact: At present our Christian faith is shown in verses displayed around the garden and in conversations about faith (which have often occurred, especially on quieter days)

The outlook for 2024

- Pray for some dry weather, the garden has struggled with the volume of rain
- Increased effort is planned to advertise the activity to the community (although it is secure, it being hidden makes it more intimidating to drop in)
- More prayer for a sense of Christian community in the garden

Currently, the garden is significantly lacking in accessible beds, paths or entrances for anyone with mobility problems. However, with building works pending, it is questionable as to whether money should be spent on this now.

Small Groups

There are 60 adults who are part of 5 small groups that meet in people’s homes on midweek evenings. Most of these meet weekly and provide a smaller context to build relationships and encourage discipleship in the life of St Paul’s. The groups have a mix of people from the two Sunday services, as well as a handful who are now part of different churches, but have continued their connection with the small group. Each of the groups have a combination of prayer, Bible study and fellowship, though the dynamics of each group feel quite different depending on the different emphasis placed on each element.

The diversity of the church community means that midweek evening small groups don’t work for everyone. We are in the process of redefining our picture of small groups to include other contexts of discipleship and relationship building that have formed in the life of the church,

including those exploring faith through Warm Welcome, a community of mums meeting together after Tots, the community gathering around midweek communion, the garden community and others. With these groups included, there are many more adults regularly involved in small groups.

Prayer and Fellowship

There are regular times for prayer twice a week in church in addition to the six small home groups above, and other groups mentioned.

Some members of our parish are unable to attend church due to sickness or age, so we also have a team of visitors who visit all church members who request it, to celebrate communion with them and bring them fellowship and prayer.

Other Opportunities to Participate

Other activity based meetings usually run by members of the church include a men's group for occasional activities, a weekly evening for board and other games and an Arts and Crafts group. The Church choir also meets for fellowship and rehearsal. We have also run one-off gathered events to build relationships across the community of the church as well as the wider community, these have included, Big Quiz, The Big Treat, Easter Eggstravaganza, Church BBQ and lunches.

Growth in Influence and Community Partnership

The church site is viewed by the community as a place to meet and organise significant community events. This year we have made healthy links with local Councillors, the Residents Association, healthcare providers, including social prescribers and independent groups, such as u11la, local Sports groups and Social Enterprises. Relationships with Local Councillors continue to grow, and they are keen to support work at St Paul's, as they see how we can benefit and support the local Community, for example, with the Warm Welcome project.

Helping those in need is also a demonstration of our faith and has been a significant part of our work this year. This mission has continued this year.

Staff, Administration and Buildings

Within the 5-year Strategic Development Programme, now drawing towards a close, funding was set aside to contribute to the cost of improvements to the church building, to resource an assistant curate to be trained in an appropriate environment; and to finance support staff.

For 2023, we now enjoy more fully the benefit of a better designed church building which can be heated appropriately (we received a £2,250 grant towards heating cost from central church last year). We now have an administrator to support the vicar and the parish, a part time worker to run the ministry to Children and Families and a full time Youth Worker. The previous year we also welcomed two curates, Bev and Dave Monck, who have been priested this year. As part of a variety of roles and responsibilities as curates, Dave has taken on oversight of Children and Youth work and Bev has been overseeing Warm Welcome and ministry with older people. Since September 2023, we have also had a Diocesan Intern on placement with us for the year.

Building Maintenance

The church architect, Alexa Stephens of Pearce Bottomley, carried out the required Quinquennial Inspection on 16 May 2023, issuing the report (the QIR) on 28 September 2023. The QIR provides a comprehensive assessment of the state of all the church buildings. This informs both our maintenance and repair programme as well as the plans for the renovation of the church halls and the Cottage.

The QIR found that the church itself is in 'very good condition' and 'well looked after by the PCC'. However, the church hall complex needs extensive maintenance and repair which was roughly estimated to cost £132,000 over the next 5 years, including £50,000 of work to be done in the next 12 months. These findings have spurred on the Building Committee in their exploration of the options to develop the church halls and Cottage.

In the meantime, during 2023, maintenance and minor improvements continued alongside the following larger projects.:

- New radiators and loft insulation were installed in the Cottage in order to make it easier to heat.
- Electrical work was carried out in the church halls including the installation of energy saving motion sensitive lights and new consumer units. Outdoor lighting was also improved on the approaches to church and the car park.
- The kitchens in the main hall and Jubilee Room were substantially upgraded as described in the Warm Welcome section elsewhere in this report.
- Repairs were made to the church hall and Jubilee Room roofs.
- The repainting of the belfry was completed.

Building Project

Our Building Committee has set out a vision for the whole site to become both a welcoming place for worship and an adaptable community hub. That will require transforming the current church hall complex with its weaknesses highlighted in the QIR (above). In 2023, the parish commissioned a feasibility study from the church architect in order to understand the possibilities for development. Many members of the congregation and other community

partners enjoyed taking part in a consultation in September 2023 which provided the basis for the vision for development. The final report from the feasibility study is nearing completion and will inform the large amount of planning and work needed to take the project forward in 2024.

Financial review

Total receipts on unrestricted funds were £199,528 (2022: £171,065) of which £135,326 was planned voluntary donations, and a further £26,093 was the associated Gift Aid tax relief. This regular income remains strong with the planned giving growing from £106,441 to £135,326 and the associated gift aid credit growing to £26,093 (2022: £22,527). Our income included a grant of £9,823 (2022: £18,628) for strategic development from the Diocese.

This year £180,999 (2022: £148,933) was spent from unrestricted funds to provide the Christian ministry from St Paul's Church, including the contribution of £40,000 (2022: £40,385) to the Diocese as parish share which is designed across the Diocese to provide the stipends, pensions and housing of the clergy.

During the year the Baby Basics ministry has continued, receiving £11,412 (2021: £6,524) in gifts and grants restricted for that purpose and spending £2,636 (2021: £2,636) with a Fund balance of £6,346 (2021: £2,548). However, most of the provision comes from additional generous gifts in kind.

A fund of £10,000 was utilised during 2022 to support the employment of our Youth worker.

Our total assets were up at £196,079 from £176,349 last year, of which £123,639 (2022: £144,512) is not restricted or designated and so counts as free reserve.

Reserves policy

The PCC consider that there are 3 types of reserves, as follows: restricted reserves, unrestricted designated reserves and unrestricted undesignated (or free) reserves.

Restricted reserves

These are reserves (donations received not yet spent) that were explicitly given for a specific purpose. In the case of St Paul's this is now the funds given for three ministries: that for Baby Basics, for Warm Welcome and for our Community Garden. See note 12 for the full details. These reserves may therefore only be used expressly for the purpose they were made – the PCC cannot divert these funds to any other purpose.

Unrestricted reserves

These are reserves that arise from the donations made generally which the PCC is able to use for any purpose, consistent with the church objectives. These may be designated or undesignated. Designated reserves are funds that the PCC decides will be spent in a particular way and so they become designated by them. Those that are designated to a particular purpose may be re-designated, or undesignated, at a later date. The remaining unrestricted reserves are used by the PCC for general purposes and the PCC consider that a level of such free reserves should be maintained at least at the level of the next 3 months normal payments (excluding payments made from restricted or designated funds). The current level of free reserves is £123,639 while the next three months payments are expected to be under £50,000. These reserves currently thus exceed the margin required by the policy.

Treasury policy

The PCC reviews cash in hand, at bank and invested to ensure that the funds are immediately available when required but known surplus funds are invested wisely to give the best return consistent with management of the risk and only investing in ethical funds. Since the expected timescale for holding much of the current balance of cash, and indeed the balance of other funds, is less than one year, it is being retained on deposit or in deposit Funds.

Payments policy

The PCC seeks to make all payments to third parties as they fall due or earlier and subject only to appropriate due diligence on the amount to be paid and clear communication with the third party.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. None of the ministries or worship service we operate would run or be successful without the effort and commitment of those volunteers. We held a volunteer celebration in November to thank all those who have been involved in serving in the life of the church. Nearly 100 people came with a further 40 unable to make it. At least two thirds of the church adults are involved in volunteering in some way, some for one off events, but most regularly and many people for more than one activity. It is difficult to fully estimate the value and amount of this contribution particularly for the organisational part. However, we believe it would be equivalent to over 6,000 hours in a year, worth say £90,000 or the same as employing nearly 4 additional full-time staff.

Looking Ahead and Risks

The PCC review their strategic plans at least annually and 2023 is seen as a significant opportunity to move into the planning and detail involved in the Phase 2 Building Project for the Church Hall part of the site. Expansion of the existing areas is anticipated for worship, growth of small groups, provision for those in need and both church and outside hire activities.

In 2023 some of the most significant advances have been in the obtaining of grants to allow our community engagement work to grow, and in extending the ages of children covered by our youth work. The youth work has grown through our own activity but also through the growth of those locally who are teenagers hungry to explore faith of their own initiative. The community plans will strengthen our existing relationships with Social Services and other agencies working in our area.

The Finance Committee are continuing to maintain and develop a Risk Register. In our current circumstance two Risks predominate. The first is reputational risk which is the first priority for the PCC and managed by attention to Safeguarding and DBS checking. The second risk is to successfully communicate and operate with a growing number of church members as the growth in numbers of itself creates challenges in cohesion and communication.

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 PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Paul's the membership of the PCC consists of the incumbent (our vicar), two assistant curates, 2 churchwardens, 1 diocesan synod representative, 2 deanery synod representatives, although we do currently hold a couple of vacancies, plus 8 members elected by those members of the congregation who are on the electoral roll of the church. We also have an ex-officio member acting as PCC Secretary. All those who attend our services/members of the congregation are encouraged to register on the electoral roll and stand for election to the PCC.

The PCC members are the trustees, 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. New members receive initial training into the workings of the PCC.

The PCC has a number of committees to assist in different aspects of parish life. The committees are a Standing Committee (as required by the PCC Measures), a Finance Committee, a Mission Committee and a Building Development Committee.

Administrative Information

St Paul's Church is the parish church for the parish of Ireland Wood and Tinsill as part of the Diocese of Leeds within the Church of England. The correspondence and working address is St Paul's Church, Raynel Drive, LEEDS, LS16 6BS. The website is www.stpaulsirelandwood.org.uk. The registered charity number is 1177088. The Vicar is Rev. Mark Harlow of St Paul's Vicarage, Raynel Drive, LEEDS LS16 6BS. The office phone is 0113 267 5567.

PCC members who were serving at the end of 2023 are as follows:

Wardens:

- Mrs Eleanor Benson Elected April 2021
- Dr Nick Fry Elected November 2020
- Deputy Warden Mr Rob Govier Elected May 2023

Representatives on Diocesan Synod (elected by the Deanery):

- Mr Roger Lazenby Elected 2018

Representatives on Deanery Synod:

- Mr David Jackson Elected May 2023
- Mr Rupert Madeley Elected May 2023

Elected Members to the PCC:

PCC member	PCC committees / roles	Elected
Eleanor Benson	Vice chair, church warden, standing committee, building committee	April 2021
John Betts	Finance committee	May 2023
Sarah Denner	Parish Safeguarding Officer	April 2021
Barbara Eykel	Mission Committee	April 2022
Joy Got		November 2020

Rob Govier	Deputy church warden, standing committee	May 2023
Mark Harlow	Chair, standing committee	November 2017
Roger Lazenby	Deanery and Diocesan representative, standing committee	2018
Rupert Madeley	Deanery representative	April 2022
Ian Newham	Treasurer, standing and finance committees	April 2021
Nick Fry	Church warden, standing committee	November 2020
Sarah Ayers	Building committee	April 2022
David Jackson	Deanery representative	April 2021
Bev Monck	Curate, standing committee	June 2022
Dave Monck	Curate, standing committee	June 2022
Ex-officio		
Anna Honour	PCC Secretary - Co-opted	January 2024

Bankers: Virgin Money, 32 Town St, Horsforth, Leeds LS18 4RJ

Insurer: Ecclesiastical Insurance, Beaufort House, Brunswick Road, Gloucester, GL1 1JZ

Independent Examiner: M Threlfall, Four Accountancy, 4 Tinshill Ln, Leeds LS16 7AP

Signed on behalf of the PCC on 16th April 2024 by Mark Harlow, Chair of the PCC





ST PAUL'S CHURCH
IRELAND WOOD AND TINSHILL
Charity reg. no. 1177088

**FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 DECEMBER 2023**

Statement of Financial Activities: Year ending 31.12.2023

		Unrestricted funds	Designated funds	Restricted funds	Total funds 2023	Prior year 2022
	Note	£	£	£	£	£
Incoming resources						
Income from:						
Donations and legacies	2	151,652	-	33,859	185,511	161,549
Charitable activities	2	29,456	-	-	29,456	5,907
Other trading activities	2	16,631	-	-	16,631	16,017
Investments		1,790	-	-	1,790	303
Total		199,528	-	33,859	233,387	183,776
Resources expended						
Expenditure on:						
Raising funds	3	786	-	-	786	(531)
Charitable activities	3	168,749	10,025	22,634	201,408	163,131
Church Administration	3	11,463	-	-	11,463	21,790
Total		180,999	10,025	22,634	213,658	184,390
Net income before investment gains/(losses)		18,530	(10,025)	11,225	19,729	(614)
Net movement in funds		18,530	(10,025)	11,225	19,729	(614)
Transfers		(53,953)	53,000	953	-	-
Reconciliation of funds:						
Total funds brought forward		159,062	10,000	7,287	176,349	176,963
Total funds carried forward		123,639	52,975	19,465	196,079	176,349

Balance Sheet at 31.12.2023

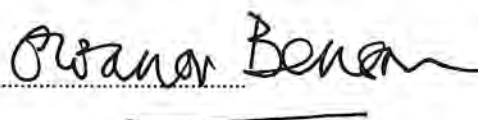
	Notes	Unrestricted and Designated funds £	Restricted funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets	8	-	-	-	11,463
Investments		50,000	-	50,000	-
Total fixed assets		50,000	-	50,000	11,463
Current assets					
Debtors	9	744	7,000	7,744	306
Cash at bank and in hand		143,084	12,473	155,557	174,490
Total current assets		143,828	19,473	163,509	175,246
Creditors: amounts falling due within one year	10	17,214	8	17,222	10,360
Net current assets		176,613	19,465	196,079	176,349
Total assets less current liabilities		176,613	19,465	196,079	176,349
Creditors: amounts falling due after one year		-	-	-	-
Total net assets or liabilities		176,613	19,465	196,079	176,349
Funds of the Charity					
Restricted funds	11	-	19,465	19,465	7,287
Designated funds	11	52,975	-	52,975	10,000
Unrestricted funds		123,639	-	123,639	159,062
Total funds		176,613	19,465	196,079	176,349

Signed by 2 trustees on behalf
of all the trustees

Date

14/4/2024





1. Basis of accounting

The Parochial Church Council of St Paul's Ireland Wood (the PCC) constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared under the Charities Act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations' "true and fair view" provisions. The accounts have been prepared under FRS102.

The PCC have a policy of carrying free reserves equal to the expected administrative expenses for the next 3 months (see note 12). In addition, they have considered the budget for 2024 and the cash flow forecast for the next 12 months. The unrestricted funds (some £176,613) together with regular donations are sufficient to cover the expected costs of running the church activities for a period of 12 months from the date of signing and so they are prepared on a going concern basis.

1.2. Income Recognition

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, provided it is reasonably certain that the PCC will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses.

Grants, Donations and Legacies

Grants and donations are only included in the SoFA when the general income recognition criteria are met. Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor and a claim has been made to HMRC (Claims are made in March and November). At 31st December 2023 donations had been received on which £4,386 (2022: £3,684) is estimated to be reclaimed in gift aid but which had not yet been accounted for. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund or funds as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts, but the work of volunteers is described in the annual report of the PCC.

Settlement of insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met and are included as an item of other income in the SoFA.

1.2 Assets**Consecrated and benefice property**

Consecrated and benefice property of all kinds is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and for this reason such assets are not capitalised in the financial statements. This applies to the church building and also the Church Hall and Cottage and grounds around the church building, none of which are owned by the PCC. All expenditure incurred during the year on the buildings and fixtures and fittings, whether maintenance or improvement, is therefore expensed as soon as it is paid even though benefit will be gained from this expenditure over many future years.

Tangible fixed assets for use by PCC

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Moveable furnishings and other equipment for use by the PCC are depreciated on a straight-line basis over 4 years.

1.3 Funds**Restricted Funds**

These are funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

There are no endowment funds

Designated Funds

These are funds which are from time to time designated for particular purposes by the PCC, but whose use could be repurposed at a later date if the PCC so decided.

Unrestricted Funds

These represent the remaining funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC as fixed assets for its own use or for spending on a future project.

2. Income

	Notes	2023	2022
Income from:			
Donations, Grants and Legacies			
<i>Unrestricted</i>			
	Planned Giving	135,326	106,441
	Tax Recovered (Gift Aid)	26,093	22,527
	Collections & Other Giving	4,454	2,391
	Donations and Special Collections	2,049	1,483
	SDP Grant: Operating Costs	9,823	18,628
	Grant for Heating	-	2,250
<i>Total Unrestricted</i>		177,745	153,720
<i>Restricted</i>			
	Warm Welcome (including grants)	20,253	1,305
	Garden Project	2,195	-
	Baby Basics (including grants)	11,412	6,524
<i>Total Restricted</i>		33,859	7,829
Total Donations		211,604	161,549
Other Charitable Activities			
	Books, Events, and other income	3,787	1,025
	Project Services to Holiday Hunger	-	4,882
Total		3,787	5,907
Other Trading activities			
	Use of Church Hall	6,606	2,917
	Partial Hall Repair Cost (grants)	-	3,500
	Cottage Rent	9,600	9,600
Total		16,206	16,017
Investment Income			
	Bank Interest	1,790	303
Total Receipts		233,387	183,776

3. Payments

	Notes	2023	2022
Cost of Raising Funds			
Total Cost	Cottage expenses and repairs	871	(531)
Charitable Activities			
	4		
	Parish Share	40,000	40,385
	Mission Donations	14,427	9,568
	Other Donations	176	1,932
	Clergy and Staff Expenses	1,228	1,177
	Services and Ministry	6,115	1,172
	Church running expenses	21,133	19,580
	Church Repairs	3,180	1,774
	Church Hall running expenses	11,399	8,800
	Church Hall repairs	3,120	12,708
	Hospitality and refreshments	2,848	1,148
	Special Events: Community	1,040	2,169
	Youth and Young People Ministries	2,437	2,426
	Youth. Children and Families Staff	29,241	24,835
	Training	2,355	648
	Building Project (designated)	10,025	-
	Holiday Hunger Project (restricted)	-	9,903
	Baby Basics (restricted)	6,100	2,636
	Warm Welcome (restricted)	14,749	454
	Youth Staff (restricted)	-	10,000
	Community Garden (restricted)	1,785	-
	Depreciation	11,463	12,464
Total Charitable Activities		182,351	163,779
Church Administration			
	5		
	Employed Staff Cost	24,962	17,012
	Other Office Costs	5,474	4,130
Total Administration		30,436	21,142
Total Payments		213,658	184,390

4. Parish Share

For 2023 our Parish Share was requested as £36,328. In practice the PCC paid £40,000 as a decision to express support for those parishes which have experienced financial difficulty due to the pandemic and cost of living crisis.

5. Other Office Costs

	2023	2022
Office IT/Phone/Website	2,555	2,718
Advertising	590	32
Photocopying and Stationery	1,667	943
Accountancy	360	360
Bank Charges, SumUp and Payroll	302	75
Total Office Costs	5,474	4,130

6. Paid employees

In 2023 the PCC had three paid employee roles. This approximates to 2.6 full time equivalents (FTE) at the end of the year. Towards the end of the year one of these positions has been filled by a contract member of staff. The total salaries paid were £52,777 (2022: £51,396) including contract payments. Social security cost was zero and pension costs £1,426 (2022: £1,542). During 2022 there were also three paid staff approximating to 2.5 FTE. No member of staff has received over £60,000 in any year.

7. Pensions

The PCC participate in a defined contribution pension scheme with NEST (National Employment Savings Trust) for the purpose of meeting auto enrolment requirements. This requires a contribution rate of 5 per cent of salary from the employee and 3 per cent of salary from the employer. During the year one employee joined and £1,426 (2022: £1,542) of employer contributions were made. In 2022 2 employees had continued their membership.

8. Assets

The PCC has no fixed assets of value apart from furniture and equipment for use by the church. The church building is owned by the wider Church of England. The Church Hall buildings, the Cottage and the associated land are owned by the Leeds Church Extension Society. The PCC has free use of those buildings and any income they generate in perpetuity while also having the responsibility of maintenance.

The PCC owns various office equipment and other moveable plate and furniture. Items acquired before 2018 are fully depreciated and historic plate is not valued as no items have significant value. More recent additions, including those which formed part of the 2020 building project, in the circumstances are depreciated as described in the normal policy (see below).

The Cottage has been leased on commercial terms to Leeds Faith in Schools from September 2021 from when its use had been changed from residential to offices. The rent was £9,600 (2022: £9,600). Maintenance and repairs cost £871 (2022: negative £531)

The Church Hall is used for church activities and is also let on an occasional basis for other activities at times when not required for church activities or ministries. The income raised was £6,606 (2022: £2,917). The maintenance costs, utilities and other expenses were £11,399 (2022: £8,800) and the cost of repairs and renewals was £3,120 (2022: £12,708, which included significant roof repair).

During 2023 some kitchen equipment has been installed in the Hall fully paid for by a grant. Only one item, a dishwasher costing £2,084, fell within the definition of assets to be recognised and in the circumstances, this has been written off immediately. In 2020 the PCC acquired chairs, audio visual equipment, a dishwasher (all part of the Building Project) and a photocopier. These items have now been fully depreciated over 4 years.

	2023	2022
Assets c/f	49,855	49,855
New assets	-	-
Cost of assets	49,855	49,855
Depreciation b/f	38,392	25,928
Depreciation charged in year	11,463	12,464
Total depreciation	49,855	38,392
Net Asset Value	-	11,463

Total tangible assets at end 2023 are therefore completely written off. Such assets for 2022 were £11,463.

9. Debtors and prepayments

The PCC had trade debtors at the end of 2023 of £744 (2022: £306). In addition, a grant of £7,000 was confirmed for the refurbishment of the Hall kitchen which is only delayed by the submission of invoices to make the claim. The total debtors are therefore £7,744.

10. Creditors and accruals

The PCC had creditors of £14,197 this year, falling due within 1 year, and £10,360 at the end of 2022, as noted below.

Creditors due (within 1 year):	2023	2022
Overpaid Gift Aid	9,664	9,664
Outstanding Invoices	7,136	148
Special Donations	62	188
Accountancy Fee accrual	360	360
	17,222	10,360

11. Funds

There are no Endowment Funds

Restricted Funds

The table below sets out the Restricted Funds held at the start of 2023 together with the income and expenditure from each, including transfers from general funds as income.

Fund Name	Balance b/f 1.1.2023	Income	Expenditure	General Fund Transfer	Balance c/f 31.12.2023
Baby Basics	6,436	11,412	(6,100)	-	11,748
Warm Welcome	851	20,406	(14,749)	153	6,508
Community Garden	-	2,995	(1,785)	800	1,210
Total Restricted Funds	7,287	34,813	(22,634)	953	19,466

Baby Basics funds are held for the purpose of supporting the Baby Basics ministry which was started in 2018.

Warm Welcome is an initiative to provide a warm space and other activities to those suffering due to the costs of living and heating crisis.

The Community Garden was started this year.

Prior Year (2022)

Fund Name	Balance b/f 1.1.2022	Income	Expenditure	Balance c/f 31.12.2022
Baby Basics	2,548	6,524	(2,636)	6,436
Youth	10,000	-	(10,000)	-
Holiday Hunger	9,903	-	(9,903)	-
Warm Welcome	-	1,305	(454)	851
Total Restricted Funds	22,451	7,829	(22,993)	7,287

Designated Funds

The PCC is working on plans to update and develop the buildings on the church site in the light of growth of activity and one of the strategic aims of the PCC to become a hub for the community. In 2021, the PCC decided to designate a fund of £10,000 for building development to be used for initial design work which has started in 2023. This fund was enhanced by £3,000 in 2023. In addition,

£50,000 has been added to start the funding for the building work itself. The fund stands at £52,975 at end 2023.

12. Reserves

After taking account of the restricted and designated funds the balance of funds (after fixed assets) available to the PCC for general expenditure or other purposes was £123,639 (2022: £147,599). The PCC policy is to hold at least 3 months normal expenditure as a reserve which is under £50,000 of this, leaving a significant free balance.

13. Trustee remuneration and benefit

In 2023 the PCC paid no remuneration or benefits to any PCC member. However, remuneration and pension contributions totalling £16,200 (2022: £11,402) were paid to a connected person, namely Millie Fry, who is the wife of Nick Fry, one of the churchwardens, in her part time role as worker with Children and Families. Her appointment from September 2021 was agreed unanimously by the PCC and the amount has been paid under the legal authority of the PCC General Measures, with the agreement of the Charity Commission to the employment and appointment process confirmed on 25th October following our application of 2nd September 2021

14. Trustees' expenses and other payments

Expenses have been paid to three members of the PCC, Rev. Mark Harlow in the normal pursuit of his activities as the vicar of the church and also Rev. Bev. Monck and Rev Dave Monck as curates in the parish. The total amounts paid in the year are £360 (2022: £191). These expenses are for travel and subsistence and business telephone usage and include their share of a Christmas staff lunch. In addition, a contracted sum of £800 for counselling services to the disadvantaged has been paid to Beth Madeley, who is the wife of Rupert Madeley one of the trustees, as agreed unanimously by the other trustees.

15. Fees for examination of the accounts

A fee of £360 is estimated to be paid in 2024 to the independent examiner for statutory external scrutiny of the accounts and other services in respect of 2023.

Independent examiner's report to the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16

This report on the Financial Statements of the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16, (the PCC) for the year ended 31 December 2023, which are set out on the preceding eleven pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the independent examiner

As members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those Financial Regulations in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the Financial Statements with those records.

It also includes considering any unusual items or disclosures in the Financial Statements, 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 I do not express an audit opinion on the view given by the Financial Statements.

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
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare Financial Statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.

Independent Examiner



Date

23/3/24

Accounts



The Parochial Church Council of St Paul's Church Ireland Wood and Tinshill

Registered in England and Wales
Charity number 1177088

Report and Accounts for the year ended 31 December 2022

**2022 Report and Accounts
for the Parochial Church Council of St Paul's Church**

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2022 Annual Report

Aim and purposes

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Mark Harlow, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The aim of the PCC is to provide a public benefit to the people of the parish and surrounding areas in the advancement of religion and the relieving of poverty. The PCC is also specifically responsible for the maintenance of the Church Hall, Jubilee Room and adjoining site. There is a staff team consisting of two (0.75 time) Assistant Curates (started June 2022), an Administrator/PA, a part time Children and Families Worker and a Youth Worker (role vacant from Feb 2023).

Objectives and activities

Overview

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Paul's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning our activities for the 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. In practice, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus
- Provision of pastoral and practical care for people living in the parish
- Missionary and outreach work.

The PCC is also well aware of the need for there to be a focus on local community in the parish and that there are areas of social disadvantage within the parish. We continue to plan and act to support those who are disadvantaged, cooperating with other local organisations as far as we are able.

To facilitate this work, it is important that we maintain the fabric of the church of St Paul and the Church Hall buildings.

Resource Church and Strategic Development Plan

St Paul's is now approaching the end of a 5 year Strategic Development Plan for renewal adopted by the Diocese of Leeds to bring growth and church planting to the North of England. The PCC has therefore adopted the objectives below and also undertook a significant refurbishment of the church building in 2020 to meet these objectives.

The primary objective of the Plan is to grow in 5 ways:

In discipleship - to be a place for encountering Jesus and being shaped by Jesus. We want to work towards opportunities to learn and become mature in faith, worship, prayer and service.

In partnership - to be an accessible hub where we can love and serve alongside others we are working with. A place where local people and agencies that are working for the good of the community can feel welcome, feel part of the bigger picture of what is happening locally and connecting those looking for help with those that can help.

In influence - by being a place that creates connections that lead to change and transformation in people's lives; in the way community agencies, businesses and new initiatives operate and develop. For it to be a place where decisions are made and plans formed that will bring the good news to our parish and the surrounding area.

In numbers - that as we grow in numbers using the building in the week, as well as for prayer and worship mid-week and on Sundays, we will be equipped to gather and welcome people to the buildings with varying needs as well as those new to faith in Jesus Christ.

In generosity - by growing in offers of service, time and resources to the benefit of our community and the wider church.

Achievements and performance

Covid 19, Lockdowns and Cost of Living

Along with much else in the economy and country our activities and performance have been constrained and influenced by lockdowns, fears concerning the Covid-19 virus and the developing cost-of-living crisis. More detail is given in the following sections of this report but while much is improving, the actions and statistics which describe progress against our objectives do not lend themselves to easy comparison over the last few years.

Nevertheless, the highlights of the year are that we are growing in the use of our refurbished building, our finances remain secure and our services and opportunities for learning are now back to be fully established in person and away from online. We are happy to confirm that in 2022 much of our activity for children, families and the wider community are now regrowing.

Growth in Discipleship, Numbers and Generosity

Worship and membership

The PCC is keen to offer a range of services during the week and through the year that our community find both beneficial and spiritually fulfilling. The regular Sunday worship now has two morning services: a formal Eucharist at 9.30 am followed by an informal worship service which also involves many children and parents at 11 am. A short time for tea and coffee for fellowship operates between the services. Both services have been attended by stable or growing numbers, particularly at the second service. The aim of the PCC is to be able to invite all those in our parish to worship in a way to which they can relate.

At present there are 112 parishioners on the church electoral roll, 80 of whom are not resident within the parish. The average weekly attendance, counted during October, was 148, up from 110 last year and we estimate a worshipping community of around 210.

As well as our regular services, we enable our community to join us. On Holy Saturday, Easter 2022 we held an Easter Eggstravaganza which was attended by 205 people. The following day 167 people attended Easter Services some of whom attended as a result of the Saturday event. Many more people came to special Christmas services including a service of Carols by Candlelight, two Christingle services and a midnight communion. The mid-week Carols by Candlelight Service which was attended by 71 people including many friends from our Warm Welcome project.

In September following the death of her late Majesty Queen Elizabeth II we opened St Paul's to members and those from the local Community to pay their respects, and sign a book of Condolence. The bell was rung to mark the death of her late Majesty and for the proclamation of King Charles III and we held a commemorative service attended by 17 people.

In 2022 we celebrated 4 baptisms, 3 thanksgivings, 1 wedding and held 6 funerals in our church this year. Our clergy have also taken 2 funerals in other locations for parishioners.

In terms of giving or stewardship, the number of people who now give regularly through envelopes or by standing order has been steady at 56 at the start and end of the year although the individuals changed. However, the amounts given by regular members increased from £96,281 in 2021 to £106,411 in 2022 as set out in the accounts (excluding gift aid).

Children and Young People

Sundays

St Paul's Sunday groups started meeting again post lockdown in September 2021. From September - December 2021 there were an average of 22 children coming each week while that increased to 33 for the same months in 2022. In Sept-Dec 2021 there were 43 registered children and a further 8 visitors while in 2022 there were 60 children registered

and 9 visitors. Since returning to meeting in person there has been a significant increase in both the number of different children coming on Sundays and the frequency of attendance. This reflects both an increase in families attending St Paul's on a Sunday and a returning confidence to gather in person as the concern around Covid has decreased.

Sunday children and youth groups have needed to adapt to this significant growth. To ensure that there are manageable numbers of children in each group, there are now four groups on Sunday mornings. One of the obvious consequences of the growth in numbers of children, and groups is the requirement for new leaders. While this has also seen new people drawn into the team, the challenge still remains to recruit enough leaders and helpers to support the ongoing growth in numbers .

Age 2-4s

At the start of this year, ages 2 up to school year 2 were in one group, but in line with the growth we have seen and to better differentiate activities, these have been divided into two groups. Our youngest group, for those aged 2-4 years, meet in the Meeting room. Each week around 6-8 little ones gather to play games, do simple crafts, hear a simple Bible story, and have a chance to pray and worship as they learn more about a relationship with God.

There is also a small creche area with toys set up in the church foyer, where parents/carers can take their babies if needed, and they can still engage with the service which can be heard through the speakers and seen through the windows.

Reception - Year 3

Each week an average of 20 children gather to do a mixture of games, prayer, worship, Bible study, crafts and group work. There are many challenges in this group, for example several children with Additional Needs, and an age range that covers children who can't read or write yet up to those who feel very grown up! This group has recently moved into the Jubilee Room which means they have more freedom to make noise and also more security to keep children contained. There is currently a focus on creating small groups within the group, so that the children can get to know each other and feel more comfortable to share and learn alongside their peers.

Year 4-6 and year 7+

For the first half of the year, these two groups were one, with an age range from 8 to 13. For the second half of the year, it has been hugely helpful, particularly for the older ones, to have a smaller age range and so engage with scripture, prayer, worship and fun in more age appropriate ways. The two groups have looked at the same material, exploring parables, issues in the world and prayer.

Mid- Week: Tots

During the week, our toddler group, St Paul's Tots, meets on Wednesday mornings. While not all parents or carers attend every week this ministry has reached around 100 families this year. Each week this free group supports many parents and carers, provides a safe space and includes a simple bible based story. This ministry is led by Millie Fry with several committed volunteers who are DBS checked, but is in need of more . The group is often recommended by Social Services as a friendly place and is well spoken of in the community, with many new parents arriving for the first time and saying that they've heard how lovely this group is.

Encounter

Encounter is a youth catch up group on zoom. There have been a core of 10 young people meeting together reflecting on their highs and lows of the week, praying for each other and playing games. It has been helpful to provide some continuity for young people with so much change taking place, but the online format limits depth of relationship and discipleship.

The Drop In

Our Youth Worker supported a council run youth group that met at St Paul's. When the council pulled the funding on the youth group, St Paul's agreed to continue the group. For September and October the attendance was between 1 and 3 young people, so rather than continuing to pour resource into this, an after school drop in was set up instead. The main aim was to connect with young people from our local school, Ralph Thoresby, but this has been harder to develop than hoped. There are usually 7 young people who come, mostly from Abbey Grange School and mostly young people we are already connected with.

Some of the planned development of midweek youth and children's activities has been put on hold as we await a new youth worker being appointed. Our plan is to develop Encounter and Drop In to better meet the discipleship needs of young people both in the church and in our parish.

Mission

Our mission committee has continued supporting Christian work both at home and overseas. The principle of giving away 10% of our regular giving was established in January 2019 and a total of £9,568 was given away in 2022 (£8,736 in 2021). The causes supported are all of a Christian nature, where our contribution would be meaningful to the party receiving, and where there is a personal connection with members of the congregation. The donations go to four overseas and two local UK partners. Details of their activities are on a dedicated board in the church foyer and regular updates of each activity are provided in person when possible and in stop press notices on the board. Members of St Paul's also support a number of local charities such as Food Bank and Baby Basics through both giving and serving.

Prayer and Fellowship

There are regular times for prayer twice a week in church and at the six small home groups which meet at different times most weeks for prayer, study, fellowship and mutual support. Most of these groups are open to enable a number of new church members to join.

Some members of our parish are unable to attend church due to sickness or age so we also have a team of visitors who visit all church members who request it, to celebrate communion with them and bring them fellowship and prayer.

Other Opportunities to Participate

Other activity based meetings usually run by members of the church include a men's group for occasional activities, a weekly evening for board and other games and an Arts and Crafts group. The Church choir has also met for fellowship and rehearsal.

Growth in Influence and Community Partnership

The church site is viewed by the community as a place to meet and organise significant community events. This year we have made healthy links with local Councillors, the Residents Association, healthcare providers, including Social prescribers and independent groups, such as u11la, local Sports groups and Social Enterprises. Bookings of Church Spaces have increased, with regular bookings every weekday, such as a Singing Group, Swing Jive, Baby Sing and Sign, as well as hosting regular Community or private Meetings.

Relationships with Local Councillors continue to grow, and they are keen to support work at St Paul's, as they see how together we can benefit and support the local Community.

Helping those in need is also a demonstration of our faith and has been a significant part of our work this year. This mission has continued this year. Leeds North and West Food Bank has continued and is now back to being based in our buildings from the delivery model of operating adopted during the COVID pandemic. Unfortunately, economic circumstances are leading to a marked increase in the need for the Food Bank, and it is not unusual for 50 people to attend. There has also been the addition of the debt advice service, Money Buddies, first piloted at St Paul's through support from the local councillors. This is now funded directly through Leeds North and West Foodbank.

Baby Basics

In addition, Baby Basics Leeds continues to provide a Moses basket and other essential items to meet the needs of newborn babies and their mothers. These are families who struggle to access these resources and are referred from local Social Services and Midwives. 138 baskets were provided this year (95 last year). This year the ministry has had three regular volunteers from the church community and three from other churches. It is expected that more volunteers and donations will be needed as the demand on the Baby Basics service rises in 2023.

Holiday Hunger

This year, while we did not run a full Holiday Hunger operation for disadvantaged young people, we worked with Missional Generation over the Easter holidays, we have run a Lego event and in the Autumn started a Warm Welcome initiative with grant support from the Council and other sources.

Warm Welcome

The regular Warm Welcome meeting now has a growing group of attendees, with an average of around 25 people per week. Those attending have described a variety of reasons for attending - having access to a free hot meal, being able to eat and spend time with others, engaging in different activities on offer such as sport, craft and games, and also getting support and signposted to further organisations. The whole process has continued to deepen partnerships including with OPAL, local councillors, the local care partnership and area council officers. We are looking forward to working on further community development projects together. The initiative has also received financial support from various partner organisations. We were able to purchase a jacket potato oven using funding from the Housing Advisory Panel and have received funding towards running costs and activities from councillors, the LCP and the Household Support Fund. Alongside Warm Welcome we ran a 6 week START faith exploration course with an average of 7 people attending each week. As well as a growing sense of community within Warm Welcome, many attending have also been keen to connect with St Paul's in other ways such as coming to Sunday services and volunteering at other activities.

Administration and Buildings

Within the 5 year Strategic Development Programme (which is designed to encourage Resource Churches and church planting) funding was set aside to contribute to the cost of improvements to the church building, to resource an assistant curate to be trained in an appropriate environment; and to finance support staff.

For 2022 we now enjoy more fully the benefit of a better designed building which can be heated appropriately (we received a £2250 grant towards heating cost from central church). We now have a full time administrator to support the vicar and the parish, a part time worker to run the ministry to Children and Families and a full time Youth Worker. From the Autumn we have also welcomed two curates Bev and Dave Monck. They and their family have settled in well as they have got to know the congregations and the parish. As part of a variety of roles and responsibilities as curates, Dave has taken on oversight of Children and Youth work and Bev has been overseeing Warm Welcome and ministry with older people.

Building Project

Our Building Group have set out a vision for the whole site to become both a welcoming place for worship and an adaptable community hub. To this end phase 1 plans have now been executed for the Church building and in 2022 the church began to fully enjoy the benefits of the work. Longer term plans are now being considered about the remainder of the site with a new Building Group looking at a phase 2 forming during the Autumn. They are making an initial assessment of considerations and needs.

Building Maintenance

During 2022 some large maintenance tasks have been carried out on the church roof space and the church hall roof. The roof space has been cleared of dead pigeons, droppings and dirt, the steel structure in the belfry cleaned and the bird mesh replaced. Access to the roof has been made safer. Areas of the roof on the church hall and cottage have been replaced, which has stopped serious leaks in the church hall. Minor routine maintenance of the buildings and grounds continued during the year. The next quinquennial inspection of the church will take place in May 2023.

The Cottage is now let commercially to Leeds Faith in Schools. This has also led to promising opportunities for collaboration in work in local schools. From September 2022 a group has been developing the cottage garden as St Paul's Kitchen Garden, a community project.

Financial review

Total receipts on unrestricted funds were £171,065 (2021: £157,819) of which £96,281 was planned voluntary donations, and a further £22,970 was the associated Gift Aid tax relief. This regular income remains strong with the planned giving growing from £96,281 to £106,441 and the associated gift aid credit stable at £22,527 (2021: £22,970). Our income included a grant of £18,628 (2021: £27,289) for strategic development from the Diocese.

This year £148,933 (2021: £116,968) was spent from unrestricted funds to provide the Christian ministry from St Paul's Church, including the contribution of £40,385 (2021: £33,036) to the Diocese as parish share which is designed across the Diocese to provide the stipends, pensions and housing of the clergy.

During the year the Baby Basics ministry has continued, receiving £6,524 (2021: £2,812) in gifts restricted for that purpose and spending £2,636 (2021: £2,622) with a Fund balance of £6,346 (2021: £2,548). However, most of the provision comes from additional generous gifts in kind.

A fund of £10,000 was utilised during 2022 to support the employment of our Youth worker.

Our total assets were stable at £176,349 from £176,963 last year, of which £159,062 (2021: £144,512) is not restricted or designated and of that £147,599 (2021: £130,585) is free reserve.

Reserves policy

The PCC consider that there are 3 types of reserves, as follows: restricted reserves, unrestricted designated reserves and unrestricted undesignated (or free) reserves

Restricted reserves

These are reserves (donations received not yet spent) that were explicitly given for a specific purpose. In the case of St Paul's this is now the funds given for two ministries: that for Baby Basics and that for Warm Welcome. See note 12 for the full details. These reserves may therefore only be used expressly for the purpose they were made – the PCC cannot divert these funds to any other purpose.

Unrestricted reserves

These are reserves are the donations made without explicit purpose. These may be designated or undesignated.

Unrestricted designated reserves

These funds are funds that the PCC decides will be spent in a particular way and so they become designated. Those that are once designated to a particular purpose may be re-designated at a later date.

Unrestricted undesignated (free) reserves

These funds are usually the ones used for the normal running of the church and community services. The PCC consider that the level of free reserves should be maintained at least at the level of the next 3 months normal payments (excluding payments made from restricted or designated funds). The current level of free reserves is £147,599 while the next three months payments are expected to be c£46,000, thus well within current reserves.

Treasury policy

The PCC reviews cash in hand, at bank and invested to ensure that the funds are immediately available when required but known surplus funds are invested wisely to give the best return consistent with management of the risk and only investing in ethical funds. Since the expected timescale for holding much of the current balance of cash is short, it is being retained on deposit.

Payments policy

The PCC seeks to make all payments to third parties as they fall due or earlier and subject only to appropriate due diligence on the amount to be paid and clear communication with the third party.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. None of the ministries or worship services, or community activities we operate would run successfully without the effort and commitment of those volunteers.

Looking Ahead and Risks

The PCC review their strategic plans at least annually and 2022 is seen as a significant opportunity to move from the planning and detail involved in the Building Project and the pandemic into developing the various ministries and community connections which we have.

Expansion of the existing areas is anticipated for worship, growth of small groups, provision for those in need and both church and outside hire activities.

In 2022 we have made up some of the lost ground and connections with many individuals and families which had been severely restricted during most of 2020/1. Other plans have also extended this further by doing more for the disadvantaged, for example, coordinating with others to provide food and activities in our Warm Welcome initiative and by extending the ages of children covered by our youth work. These plans will strengthen our existing relationships with Social Services and other agencies working in our area.

In the medium term (2 -3 years) a project is still intended to build further on this by exploring the social and exclusion needs of children and young people and vulnerable adults in our area so as to describe the Community Hub activities and networking needed here and thus to define what building or accommodation needs might be.

The Finance Committee are continuing to maintain and develop a Risk Register. In our current circumstance two Risks predominate. The first is reputational risk which is the first priority for the PCC and managed by attention to Safeguarding and DBS checking. The second risk is to successfully reset and rebuild back the work of the church as the lockdown restrictions and social dislocations caused by the Covid pandemic ease, including our response to the cost-of-living crisis and our own giving.

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 PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Paul's the membership of the PCC consists of the incumbent (our vicar), two assistant curates, 2 churchwardens, 1 diocesan synod representative, 2 deanery synod representatives, although we do currently hold a couple of vacancies, plus 8 members elected by those members of the congregation who are on the electoral roll of the church. We also have 2 ex-officio members: acting as Treasurer and PCC Secretary. All those who attend our services/members of the congregation are encouraged 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. New members receive initial training into the workings of the PCC.

The PCC has a number of committees to assist in different aspects of parish life. The committees are a Standing Committee as required by the PCC Measures, a Finance Committee, a Mission Committee and a Building Development Committee.

Administrative Information

St Paul's Church is the parish church for the parish of Ireland Wood and Tinshill as part of the Diocese of Leeds within the Church of England. The correspondence and working address is St Paul's Church, Raynel Drive, LEEDS, LS16 6BS. The website is www.stpaulsirelandwood.org.uk. The registered charity number is 1177088. The Vicar is Rev. Mark Harlow of St Paul's Vicarage, Raynel Drive, LEEDS LS16 6BS. The office phone is 0113 267 5567.

PCC members who were serving at the end of 2022 are as follows:

Wardens:

- Mrs Eleanor Benson Elected April 2021
- Dr Nick Fry Elected November 2020

Representatives on Diocesan Synod (elected by the Deanery):

- Mr Roger Lazenby Elected 2018

Representatives on Deanery Synod:

- Mr David Jackson Elected April 2021
- Miss Rachel Sandbach Elected November 2020

Elected Members to the PCC:

- Mr John Betts Elected November 2020
- Mrs Barbara Eykel Elected April 2022
- Mrs Sarah Denner Elected April 2021
- Miss Joy Got Elected November 2020
- Mr Ian Newham Elected April 2021
- Mrs Isobel Banciu Elected April 2022
- Mrs Sarah Ayers Elected April 2022
- Mr Rupert Madeley Elected April 2022

Co-opted members – appointed in May at the first PCC meeting after the Annual Parochial Church Meeting:

- Sarah Lumb – Secretary to PCC – from March 2022
- Lyn Inman – PCC Treasurer

Bankers: Virgin Bank, 32 Town St, Horsforth, Leeds LS18 4RJ

Insurer: Ecclesiastical Insurance, Beaufort House, Brunswick Road, Gloucester, GL1 1JZ

Independent Examiner: M Threlfall, Four Accountancy, 4 Tinshill Ln, Leeds LS16 7AP

Signed on behalf of the PCC on 17 April 2023 by Mark Harlow, Chair of the PCC





ST PAUL'S CHURCH
IRELAND WOOD AND TINSHILL
Charity reg. no. 1177088

**FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 DECEMBER 2022**

Statement of Financial Activities: Year ending 31.12.2022

		Unrestricted funds	Designated funds	Restricted funds	Total funds 2022	Prior year 2021
	Note	£	£	£	£	£
Incoming resources						
Income from:						
Donations and legacies	2	153,720	-	7,829	161,549	176,320
Charitable activities	2	5,907	-	-	5,907	1,430
Other trading activities	2	16,017	-	-	16,017	7,870
Investments		303	-	-	303	11
Total		175,947	-	7,829	183,776	185,631
Resources expended						
Expenditure on:						
Raising funds	3	(531)	-	-	(531)	4,866
Charitable activities	3	140,138	-	22,993	163,131	102,740
Church Administration	3	21,790	-	-	21,790	28,149
Total		161,397	-	22,993	184,390	139,553
Net income before investment gains/(losses)		14,550	-	(15,164)	(614)	46,078
Net movement in funds		14,550	-	(15,164)	(614)	46,078
Transfers		-	-	-	-	-
Reconciliation of funds:						
Total funds brought forward		144,512	10,000	22,451	176,963	130,885
Total funds carried forward		159,062	10,000	7,287	176,349	176,963

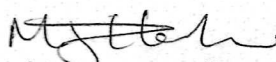
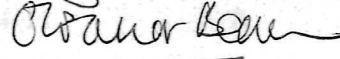
Balance Sheet

	Notes	Unrestricted and Designated funds £	Restricted funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets	8	11,463	-	11,463	23,927
Total fixed assets		11,463	-	11,463	23,927
Current assets					
Stocks		-	-	-	-
Debtors	9	306	-	306	294
Deposit Account		148,277	7,481	155,758	144,455
Cash at bank and in hand		19,182	-	19,182	25,581
Total current assets		167,765	7,481	174,246	170,330
Creditors: amounts falling due within one year	10	10,166	194	10,360	17,294
Net current assets		157,599	7,287	164,886	153,036
Total assets less current liabilities		169,062	7,287	176,349	176,963
Creditors: amounts falling due after one year		-	-	-	-
Total net assets or liabilities		169,062	7,287	176,349	176,963
Funds of the Charity					
Restricted funds	11	-	7,287	7,287	22,451
Designated funds	11	10,000	-	10,000	10,000
Unrestricted funds		159,062	-	159,062	144,512
Total funds		169,062	7,287	176,349	176,963

Signed by two trustees on
behalf of all the trustees

Rev Mark Harlow
Eleanor Benson

Signatures

Date of
approval
17/4/2023

NOTES

1. Basis of accounting

The Parochial Church Council of St Paul's Ireland Wood (the PCC) constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared under the Charities Act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations' "true and fair view" provisions. The accounts have been prepared under FRS102.

The PCC have a policy of carrying free reserves equal to the expected administrative expenses for the next 3 months (see note 12). In addition, they have considered the budget for 2023 and the cash flow forecast for the next 12 months. The unrestricted funds (some £159,062) together with regular donations are sufficient to cover the expected costs of running the church activities for a period of 12 months from the date of signing and so they are prepared on a going concern basis.

1.2. Income Recognition

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, provided it is reasonably certain that the PCC will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses.

Grants, Donations and Legacies

Grants and donations are only included in the SoFA when the general income recognition criteria are met. Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor and a claim has been made to HMRC (Claims are made in March and November). At 31st December 2022 donations had been received on which £3,684 (2021: £3,940) is estimated to be reclaimed in gift aid but which had not yet been accounted for. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund or funds as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts, but the work of volunteers is described in the annual report of the PCC.

Settlement of insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met and are included as an item of other income in the SoFA.

1.2 Assets**Consecrated and benefice property**

Consecrated and benefice property of all kinds is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and for this reason such assets are not capitalised in the financial statements. This applies to the church building and also the Church Hall and Cottage and grounds around the church building, none of which are owned by the PCC. All expenditure incurred during the year on the buildings and fixtures and fittings, whether maintenance or improvement, is therefore expensed as soon as it is paid even though benefit will be gained from this expenditure over many future years. This policy includes the substantial renovations carried out to the church building in 2020.

Tangible fixed assets for use by PCC

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Moveable furnishings and other equipment for use by the PCC are depreciated on a straight-line basis over 4 years.

1.3 Funds**Restricted Funds**

These are funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Designated Funds

These are funds which are from time to time designated for particular purposes by the PCC, but whose use could be repurpose data later date if the PCC so decided.

Unrestricted Funds

These represent the remaining funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC as fixed assets for its own use or for spending on a future project. These designated funds are therefore not included in the free reserve.

2. Income

	Notes	2022	2021
Income from:			
Donations, Grants and Legacies			
<i>Unrestricted</i>			
	Planned Giving	106,441	96,281
	Tax Recovered on Planned Giving (Gift Aid)	22,527	22,970
	Collections & Other Giving	2,391	1,725
	Donations and Special Collections	1,483	243
	SDP Grant: Operating Costs	18,628	27,289
	Grant for Heating	2,250	-
<i>Total Unrestricted</i>		153,720	148,508
<i>Restricted</i>			
	Warm Welcome	1,305	-
	Holiday Hunger Project	-	25,000
	Baby Basics	6,524	2,812
<i>Total Restricted</i>		7,829	27,812
Total Donations		161,549	176,320
Other Charitable Activities			
	Books, Events, and other income	1,025	1,430
	Project Services to Holiday Hunger	4,882	-
Total		5,907	1,430
Other Trading activities			
	Use of Church Hall	2,917	3,876
	Partial Hall Repair Cost (grants)	3,500	1,594
	Cottage Rent	9,600	2,400
Total		16,017	7,870
Investment Income	Bank Interest	303	11
Total Receipts		183,776	185,631

3. Payments

	Notes	2022	2021
Cost of Raising Funds			
Total Cost	Cottage expenses and repairs	(531)	4,866
Charitable Activities			
	4		
	Parish Share	40,385	33,036
	Mission Donations	9,568	8,736
	Other Donations	1,932	-
	Clergy and Staff Expenses	1,177	418
	Cost of Services	1,172	1,028
	Church Cleaning, Utilities and running building	19,580	7,105
	Church Renewals & Repairs	1,774	5,947
	Church Hall running expenses	8,800	6,068
	Church Hall repairs	12,708	1,483
	Hospitality and refreshments	1,148	131
	Special Events: Community	2,169	339
	Youth Staff (Unrestricted)	13,433	1,186
	Children and Families Staff	11,402	9,362
	Ministries	2,426	1,255
	Holiday Hunger Project (restricted)	9,903	15,097
	Baby Basics (restricted)	2,636	2,622
	Warm Welcome (restricted)	454	-
	Youth Staff (restricted)	10,000	-
	Depreciation	12,464	12,464
Total Charitable Activities		163,131	106,538
Church Administration			
	Employed Staff Cost	17,012	24,075
	Training	648	-
	5		
	Other Office Costs	4,130	4,074
Total Administration		21,790	28,149
Total Payments		184,390	139,553

4. Parish Share

For 2022 our Parish Share was requested as £33,025. In practice the PCC paid £40,385, gifting the balance as a decision to express solidarity with those parishes which have experienced financial difficulty due to the pandemic and cost of living crisis.

5. Other Office Costs

	2022	2021
Office IT	2,612	2034
Website/Software	45	74
Advertising	32	482
Photocopying and Stationery	943	707
Telephone	62	318
Accountancy	360	360
Video Equipment (Emergence Grant)	-	-
Bank Charges, SumUp and Payroll	76	100
Total Office Costs	4,130	4,074

6. Paid employees

In 2022 the PCC had three paid employee roles. This approximates to 2.5 full time equivalents (FTE) at the end of the year. The total salaries paid were £51,396 (2021: £31,205). Social security cost was zero and pension costs £1,542 (2021: £936). There were two paid staff during 2021 approximating to 1.5 FTE. No member of staff has received over £60,000 in any year.

7. Pensions

The PCC participate in a defined contribution pension scheme with NEST (National Employment Savings Trust) for the purpose of meeting auto enrolment requirements. This requires a contribution rate of 5 per cent of salary from the employee and 3 per cent of salary from the employer. During the year one employee joined and £1,542 (2021: £936) of employer contributions were made. In 2022 2 employees had also continued their membership.

8. Assets

The PCC has no fixed assets of value apart from furniture and equipment for use by the church. The church building is owned by the wider Church of England. The Church Hall buildings, the Cottage and the associated land are owned by the Leeds Church Extension Society. The PCC has free use of those buildings and any income they generate in perpetuity while also having the responsibility of maintenance.

The PCC owns various office equipment and other moveable plate and furniture. Items acquired before 2018 are fully depreciated and historic plate is not valued as no items have significant value. More recent additions, including those which formed part of the 2020 building project, are depreciated as described in the normal policy (see below).

The Cottage has been leased on commercial terms to Leeds Faith in Schools from September 2021 from when its use had been changed from residential to offices. The rent was £9,600 (2021: £2,400). The maintenance and management costs were actually a receipt of £531 from a Council Tax refund (2021 cost: £4,866 which included significant sums to refurbish the property before leasing).

The Church Hall is used for church activities and is also let on an occasional basis for other activities at times when not required for church activities or ministries. The income raised was £2,917 (2021: £3,876). The maintenance costs, utilities and other expenses were £8,800 (2021: £6,068) and the cost of repairs and renewals was £12,708 (2021: £1,483) which included significant roof repair.

During 2022 no items falling within the definition of assets to be recognised were acquired. In 2020 the PCC acquired chairs, audio visual equipment, a dishwasher (all part of the Building Project) and a photocopier. These items continue to be depreciated over 4 years.

	2022	2021
Assets c/f	49,855	49,855
New assets	-	-
Cost of assets	49,855	49,855
Depreciation b/f	25,928	13,464
Depreciation charged in year	12,464	12,464
Total depreciation	38,392	25,928
Net Asset Value	11,463	23,927

Total tangible assets at end 2022 are therefore £11,463. Such assets for 2021 were £23,927.

9. Debtors and prepayments

The PCC had trade debtors at the end of 2022 arising from hire of the Hall of £306 (2021: £294).

At the end of the previous year, 2021, a claim for Gift Aid had been submitted to HMRC in November for £11,104 which had not by the year end been received.

10. Creditors and accruals

The PCC had creditors of £10,360 this year, falling due within 1 year, and £17,294 at the end of 2021, as noted below.

Creditors due (within 1 year):	2022	2021
Overpaid Gift Aid	9,664	9,664
Outstanding Invoices/Expense Claims	148	411
Special Donations	188	-
Accountancy Fee accrual	360	360
Restricted (Holiday Hunger) Expected Costs	-	3,798
Restricted (Holiday Hunger) Outstanding Invoices	-	3,061
Total	10,360	17,294

11. Funds

There are no Endowment Funds

Restricted Funds

The table below sets out the Restricted Funds held at the start of 2022 together with the income and expenditure from each.

Fund Name	Balance b/f 1.1.2022	Income	Expenditure	Balance c/f 31.12.2022
Baby Basics	2,548	6,524	(2,636)	6,436
Youth	10,000	-	(10,000)	-
Holiday Hunger	9,903	-	(9,903)	-
Warm Welcome	-	1,305	(454)	851
Total Restricted Funds	22,451	7,829	(22,993)	7,287

Baby Basics funds are held for the purpose of supporting the Baby Basics ministry which was started in 2018.

The Youth Fund was established with a donation specifically for the work of the church to benefit Young People and has been used to pay for a Youth Worker.

The Holiday Hunger Fund was established by grants from Leeds City Council to provide activity packs, meals, and other activities for disadvantaged children during the school holidays. The grant was not fully spent and the balance returned.

Warm Welcome is an initiative to provide a warm space and other activities to those suffering due to the costs of living and heating crisis.

Prior Year

Fund Name	Balance b/f 1.1.2021	Income	Expenditure	Balance c/f 31.12.2021
Baby Basics	2,358	2,812	(2,622)	2,548
Youth	10,000	-	-	10,000
Holiday Hunger	-	25,000	(15,097)	9,903
Total Restricted Funds	12,538	27,812	(17,719)	22,451

Designated Funds

In view of the potential need for further funds to develop plans for the buildings on the church site in the light of the strategic aim of the PCC to become a hub for the community, the PCC had decided in 2021 to designate a fund of £10,000 for building development. It is intended this be used for initial design work and developing and explaining any plans so created.

12. Reserves

After taking account of the restricted and designated funds the balance of funds (after fixed assets) available to the PCC for general expenditure or other purposes was £147,599 (2021: £130,585). The PCC policy is to hold at least 3 months normal expenditure as a reserve which is approximately £46,000 of this, leaving a significant free balance.

13. Trustee remuneration and benefit

In 2021 the PCC paid no remuneration or benefits to any PCC member. However, remuneration and pension contributions totalling £11,402 (2021: £3,567) were paid to a connected person, namely Millie Fry, who is the wife of Nick Fry, one of the churchwardens, in her part time role as worker with Children and Families. Her appointment from September 2021 was agreed unanimously by the PCC and the amount has been paid under the legal authority of the PCC General Measures, with the agreement of the Charity Commission to the employment and appointment process confirmed on 25th October following our application of 2nd September 2021

14. Trustees' expenses

Expenses have been paid to three members of the PCC, Rev. Mark Harlow in the normal pursuit of his activities as the vicar of the church and Rev. Bev. Monck and Rev Dave Monck as curates in the parish. The total amounts paid in the year are £191 (2021: £321). These expenses are for travel and subsistence and business telephone usage.

15. Fees for examination of the accounts

A fee of £360 is estimated to be paid in 2023 to the independent examiner for statutory external scrutiny of the accounts and other services in respect of 2022.

Independent examiner's report to the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16

This report on the Financial Statements of the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16, (the PCC) for the year ended 31 December 2022, which are set out on the preceding eleven pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the independent examiner

As members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those Financial Regulations in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the Financial Statements with those records.

It also includes considering any unusual items or disclosures in the Financial Statements, 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 I do not express an audit opinion on the view given by the Financial Statements.

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
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare Financial Statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.

Independent Examiner



Date

14/4/2023

Mark Threlfall AFA MIPA - Four Accountancy

Accounts



The Parochial Church Council of St Paul's Church Ireland Wood and Tinshill

Registered in England and Wales
Charity number 1177088

Report and Accounts for the year ended 31 December 2021

**2021 Report and Accounts
for the Parochial Church Council of St Paul's Church**

Contents

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2021 Annual Report

Aim and purposes

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Mark Harlow, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The aim of the PCC is to provide a public benefit to the people of the parish and surrounding areas in the advancement of religion and the relieving of poverty. The PCC is also specifically responsible for the maintenance of the Church Hall, Jubilee Room and adjoining site.

Objectives and activities

Overview

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Paul's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning our activities for the 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. In practice, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

The PCC is also well aware of the need for there to be a focus on local community in the parish and that there are areas of social disadvantage within the parish. We continue to plan and act to support those who are disadvantaged, cooperating with other local organisations as far as we are able.

To facilitate this work, it is important that we maintain the fabric of the church of St Paul and the Church Hall.

Resource Church and Strategic Development Plan

St Paul's is being renewed as part of a 5 year Strategic Development Plan adopted by the Diocese of Leeds to bring growth and church planting to the North of England. The PCC has therefore adopted the objectives below and also undertook a significant refurbishment of the church building last year to meet these objectives.

The primary objective of the Plan is to grow in 5 ways:

In discipleship - to be a place for encountering Jesus and being shaped by Jesus. We want to work towards opportunities to learn and become mature in faith, worship, prayer and service.

In partnership - to be an accessible hub where we can love and serve alongside others we are working with. A place where local people and agencies that are working for the good of the community can feel welcome, feel part of the bigger picture of what is happening locally and connecting those looking for help with those that can help.

In influence - by being a place that creates connections that lead to change and transformation in people's lives; in the way community agencies, businesses and new initiatives operate and develop. For it to be a place where decisions are made and plans formed that will bring the good news to our parish in LS16 and the surrounding area.

In numbers - that as we grow in numbers using the building in the week, as well as for prayer and worship mid-week and on Sundays, we will be equipped to gather and welcome people to the buildings with varying needs as well as those new to faith in Jesus Christ.

In generosity - by growing in offers of service, time and resources to the benefit of our community and the wider church.

Achievements and performance

Covid 19 and Lockdowns

Along with much else in the economy and country our activities and performance have been constrained and influenced by lockdowns and fears concerning the Covid-19 virus and its effects. More detail is given in the following sections of this report but the actions and statistics describing progress against our objectives do not lend themselves to easy comparison with past plans.

Nevertheless, the highlights of the year are that we have now begun to use our refurbished building, our finances have remained secure and our services and opportunities for learning have begun to move towards more in person and away from online. But the hiatus in physical meeting opportunities has meant that much activity for children, families and the wider community have been sorely missed and essential relationships are only slowly regrowing.

Growth in Discipleship, Numbers and Generosity

Worship and membership

The PCC is keen to offer a range of services during the week and through the year that our community find both beneficial and spiritually fulfilling. The regular Sunday worship now has two morning services: a formal Eucharist at 9.30 am followed by an informal worship service which also involves many children and parents at 11 am. Our short time for tea and coffee for fellowship has not been operating regularly due to the pandemic. It is encouraging that when we restarted in person services in the summer that both services have been attended by stable or growing numbers, particularly at the second service.

At the 11am service there are also two Sunday school groups provided for those aged 2-7 years and 8+ years, led by the staff team and many volunteers who are DBS checked. There are currently 38 children who regularly attend the Sunday school groups provided, in addition to several under 2s who stay in the service with their parents/carers.

This year we started a midweek Holy Communion service on a Tuesday at 11:30am to give another opportunity in the week to worship, particularly for those who find it hard to access worship on a Sunday morning.

Many more people came to special Christmas services including a service of Carols by Candlelight, two Christingle services and a midnight communion. The aim of the PCC is to be able to invite all those in our parish to worship in a way to which they can relate. All services are carried out with masks and distancing to remain as safe as possible. We continued providing an online service until the end of June 2021 but made the decision to stop it at this point to put energy back into in-person services. We will keep this under review and may explore streaming services in the future.

At present there are 98 parishioners on the church electoral roll, 72 of whom are not resident within the parish. The average weekly attendance, counted during October, was 116 and we estimate a worshipping community of about 180.

As well as our regular services, we enable our community to celebrate and thank God through the journey of life. We have celebrated 6 baptisms, 2 thanksgivings and held 5 funerals in our church this year. Our clergy have also taken 3 funerals in other locations for parishioners.

In terms of giving or stewardship, the individuals who now give regularly through envelopes or by standing order have changed significantly but the number only dropped from 49 at the start of the year to 48 at the end. The amounts given by regular members held steady from £96,511 in 2020 to £96,281 in 2021 as set out in the accounts (excluding gift aid).

Mission

Our mission committee has continued supporting Christian work both at home and overseas. The principle of tithing 10% of regular giving was established in January 2019 and a total of £8,736 was given away in 2021 (£9,370 in 2020). The causes supported are such that their work is to be of a Christian nature, that our contribution would be meaningful to the party

receiving, and that there would be an ongoing connection with members of the congregation. The donations go to four overseas and two local UK partners. Details of their activities are displayed in the church and regular updates of each activity are provided in person when possible. Members of St Paul's also support a number of local initiatives such as Food Bank and Baby Basics through both giving and serving.

Prayer and Fellowship

There are regular times for prayer twice a week in church and at the start of the year three small home groups met at different times each week for prayer, study, fellowship and mutual support. On moving into 2022 these groups have now been reorganised into six slightly smaller groups to enable a number of new church members to join in more easily.

Some members of our parish are unable to attend church due to sickness or age so we also have a team of visitors who visit all church members who request it, to celebrate communion with them and bring them fellowship and prayer.

Other Opportunities to Participate

During the week, our toddler group meets on Wednesday mornings in term time. While not all parents/carers attend every week this ministry has reached around 65 families since September 2021, and around 250 since it began. Each week this free meeting supports many parents and carers, provides a safe space and includes a simple Bible based story. This ministry is led by Millie Fry with many volunteers who are DBS checked. The group is often recommended by Social Services as a friendly place.

7-11s is a midweek group for our children and young people who have met regularly over zoom and face to face to share in fellowship, support and fun. Between 5-8 children attend weekly and the group provides a safe environment for them to talk about how their week is going. This ministry is led by Gavin Scott with volunteers who are DBS checked.

Other activity based meetings usually run by members of the church include a weekly evening for board games and a weekly Arts and Crafts group. The Church choir has also met for fellowship and rehearsal. These have all had to adapt this year mainly postponing until the latter part of the year when restarted.

Growth in Influence and Community Partnership

The church site is viewed by the community as a place to meet and organise significant community events. Not all of our usual calendar of events have been able to happen this year.

However, helping those in need is also a demonstration of our faith and has been a significant part of our work this year. Leeds Food Bank has continued and our centre is now back to being based from our buildings since November 2021 having been operating from the delivery model adopted in 2020. In addition, Baby Basics Leeds continues to provide a Moses basket and materials for the needs of newborn babies whose families do not have

those resources and are referred from local Social Services and Midwives. 95 referrals were completed in 2021, making almost 500 since Baby Basics Leeds opened 5 years ago.

This year we worked with OPAL and ESNW Cluster on Healthy Holiday activities which is an extension of the work we were able to do the previous year through a Healthy Holidays Covid Response grant. This year we were funded to provide activities and food through each of the main school holidays; Easter, Summer and Christmas. During the main summer holiday we were able to support 214 unique children and young people with activities, 98 unique adults benefitted and we provided 457 meals. The offerings varied with each school holiday period due to differing restrictions arising from the pandemic, but the whole program was very well received by participants. A number of different providers and a casual worker were employed in delivery. The whole process has continued to deepen the partnership, particularly with OPAL, and we are looking forward to working on further community development projects together.

We were also able to run our popular community event, The Big Treat, on Halloween. The community were invited to drop in to the free event, where food and craft activities were provided. The return of The Big Treat saw 220 children and their carers come on to the church site and enjoy the activities, which were run by volunteers from the congregation.

Our contact with local councillors has also deepened and we regularly meet on Zoom to share information, and work on local issues. We have been able to secure funding with them to enable a debt advice service, Money Buddies, to operate from St Paul's.

Administration and Buildings

Within the 5 year Strategic Development Programme (which is designed to encourage Resource Churches and church planting) funding is set aside to contribute: to the cost of improvements to the church as described under the Building Project; to resource an assistant curate to be trained in an appropriate environment; and to finance support staff.

During 2021, Dan Sutcliffe continued until the summer as full time Operations Manager and helped to develop management processes and our online offerings. He worked alongside our Vicar, Mark Harlow, and Curate, Matt Broughton. From the Autumn Matt Broughton left to become vicar of Bramhope and we have taken on Mille Fry (part time) as 0-7s worker and Gavin Scott as a full time 8-13s worker.

Building Project

Our Building Group have set out a vision for the whole site to become both a welcoming place for worship and an adaptable community hub. To this end phase 1 plans have now been executed which concentrated on making the church and associated vestries welcoming, warm, up to date and adaptable. This work has included underfloor heating with new flooring and chairs, new wiring for power and technology, making a more adaptable space, creating specific office and vestry areas and considering accessibility and storage needs.

The practical end of this work coincided with the beginning of national lockdowns last year and this has meant that thus far the church has still not fully enjoyed the benefits of the work, nor properly celebrated its completion. However, the changes made to the building have significantly enhanced how the space has been used during much of the last year with the ability to more easily socially distance seating, remove all chairs to lay out mats for when families meet and be set up for recording and worship.

Building Maintenance

Every 5 years the church buildings are surveyed. The last survey was carried out in 2018 and many minor issues were dealt with that year. Other roofing work has been completed and a new stair lift was installed at the same time as the main building project. Volunteers ensured the grass and grounds have been in a good state over the summer.

The Cottage and Church Hall have had minimum maintenance in 2021 and were used very little until the Autumn. The quinquennial inspection of the Church Hall raised more significant long term issues which the PCC will look at in 2022 now the Church reordering and heating project has been completed. These need addressing as part of the PCC's desired future aim of being a Hub for the Community.

The Cottage was refurbished during the year to be usable as an office and a planning agreement was obtained to change the use from residential to office premises. The Cottage is now let commercially to Leeds Faith in Schools and we welcome their ministry to our site.

Financial review

Total receipts on unrestricted funds were £157,819 (2020: £162,621) of which £96,281 was planned voluntary donations, and a further £22,970 was the associated Gift Aid tax relief. This regular income remains strong with the planned giving holding steady from £96,511 to £96,281 and the associated gift aid credit growing from £19,219 to £22,970.

This year £116,968 (2020: £134,228) was spent from unrestricted funds to provide the Christian ministry from St Paul's Church, including the contribution of £33,036 (2020: £30,023) to the Diocese as parish share which is designed across the Diocese to provide the stipends, pensions and housing of the clergy.

During the year the Baby Basics ministry has continued, receiving £2,812 (2020: £2,361) in gifts restricted for that purpose and spending £2,622 (2020: £840) with a Fund balance of £2,548 (2020: £2,358). However, most of the provision comes from generous gifts in kind. In addition, £25,000 was received as a grant from Leeds City Council for a Holiday Hunger Project to provide food and activities for disadvantaged local children during the school holidays. A fund of £10,000 remains for Youth work.

The Building Project was completed in the first half of 2020. Within the main Church building it has installed effective heating, wiring, seating and flooring in order to make the church a welcoming place for worship and to be an adaptable space for parish and church use. We

are extremely grateful to the donors to this project: individuals, legacies, the grant from the SDF as part of the Resource Church enterprise of £132,000, a grant of £75,000 from The Leeds Church Extension Society and grants from the All Churches Trust and the Beatrice Laing Foundation.

Overall our total assets increased to £176,963 from £130,885, of which £144,512 (2020: £118,527) is unrestricted and of that £130,585 (2020: £82,136) is free reserve.

Reserves policy

The PCC consider that there are 3 types of reserves, as follows: restricted reserves, unrestricted designated reserves and unrestricted undesignated (or free) reserves

Restricted reserves

These are reserves (donations received not yet spent) that were explicitly given for a specific purpose. In the case of St Paul's this is largely the donations for the building work. See note 12 for the full details. These reserves may therefore only be used expressly for the purpose they were made – the PCC cannot divert these funds to any other purpose. Transfer of funds is only possible where the purposes are identical (so the purpose of the fabric fund was identical to that of the building fund and so those funds were transferred in the year).

Unrestricted reserves

These reserves are the donations made without explicit purpose and which the PCC is able to use for any purpose, consistent with the church objectives. These may be designated or undesignated.

Unrestricted designated reserves

These funds are funds that the PCC decides will be spent in a particular way and so they become designated. Those that are designated to a particular purpose may be re-designated at a later date.

Unrestricted undesignated (free) reserves

These funds are usually the ones used for the normal running of the church and community services. The PCC consider that the level of free reserves should be maintained at least at the level of the next 3 months normal payments (excluding payments made from restricted or designated funds). The current level of free reserves is £130,585 while the next three months payments are expected to be c£35,000. These reserves currently thus exceed the margin required by the policy.

Treasury policy

The PCC reviews cash in hand, at bank and invested to ensure that the funds are immediately available when required but known surplus funds are invested wisely to give the best return consistent with management of the risk and only investing in ethical funds. Since the expected timescale for holding much of the current balance of cash, and indeed the balance of other Funds, is less than one year, it is being retained on deposit.

Payments policy

The PCC seeks to make all payments to third parties as they fall due or earlier and subject only to appropriate due diligence on the amount to be paid and clear communication with the third party

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. None of the ministries or worship services we operate would run or be so successful without the effort and commitment of those volunteers.

Looking Ahead and Risks

The PCC review their strategic plans at least annually and 2022 is seen as a significant opportunity to move from the planning and detail involved in the Building Project and the pandemic into restarting and developing the various ministries and community connections which we have. In particular renewed groups, volunteers and teams of the existing areas are anticipated for worship, growth of small groups, Alpha, the Food Bank and events.

In 2021 we have made up some of the lost ground and connections with many families which had been severely restricted during most of 2020. Other plans have also extended this further by doing more for the disadvantaged, for example, coordinating with others to provide food and activities during the summer holidays and by extending the ages of children covered by exploring opportunities for youth work. These plans will strengthen our existing relationships with family workers and other agencies which have already been improved by the joint working on the Healthy Holidays project undertaken this year.

In the medium term (2 -3 years) a project is still intended to build further on this by exploring the social and exclusion needs of children and young people and vulnerable adults in our area so as to describe the Community Hub activities and networking needed here and thus to define what building or accommodation needs might be.

The Finance Committee continues to maintain and develop a Risk Register. In our current circumstance two Risks predominate. The first is reputational risk which is the first priority for the PCC and managed by attention to Safeguarding and DBS checking. The second risk is to successfully reset and rebuild back the work of the church as the lockdown restrictions and social dislocations caused by the Covid pandemic ease.

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 PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Paul's the membership of the PCC consists of the incumbent (our vicar), an assistant curate, churchwardens, two deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged 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. New members receive initial training into the workings of the PCC.

The PCC has a number of committees to assist in different aspects of parish life. The committees are a Standing Committee as required by the PCC Measures, a Finance Committee and a Mission Committee.

Administrative Information

St Paul's Church is the parish church for the parish of Ireland Wood and Tinshill as part of the Diocese of Leeds within the Church of England. The correspondence and working address is St Paul's Church, Raynel Drive, LEEDS, LS16 6BS. The website is www.stpaulsirelandwood.org.uk. The registered charity number is 1177088. The Vicar is Rev. Mark Harlow of St Paul's Vicarage, Raynel Drive, LEEDS LS16 6BS. The office phone is 0113 267 5567.

PCC members who were serving at the end of 2021 are as follows:

Wardens:

- Mrs Barbara Eykel Elected April 2018
- Dr Nick Fry Elected November 2020

Deputy Warden:

- Mrs Eleanor Benson Elected April 2021

Representatives on Diocesan Synod (elected by the Deanery):

- Mr Roger Lazenby Elected 2018

Representatives on Deanery Synod:

- Mr David Jackson Elected April 2021
- Miss Rachel Sandbach Elected November 2020

Elected Members to the PCC:

- Mr John Betts Elected November 2020
- Mr David Casey Elected April 2021
- Mrs Sarah Denner Elected April 2021
- Miss Joy Got Elected November 2020
- Mr Ian Newham Elected April 2021
- Mrs Judith Jackson Elected April 2021
- Dr Simon Kittle Elected April 2019
- Florence Rutaroh Elected November 2020
- Mrs Hilary Vinall Elected April 2021

Members who served part of the year

- Mrs Betty Pearson Until April 2021
- Mr Barry Ackroyd Until April 2021
- Mr Jonathan Collett Until April 2021
- Mr Robert Govier Until April 2021
- Mrs Lorraine Gray Until April 2021

Co-opted members – appointed in May at the first PCC meeting after the Annual Parochial Church Meeting:

- Dan Sutcliffe – Secretary to PCC – until August 2021
- Lyn Inman – PCC Treasurer

Bankers: Yorkshire Bank, 32 Town St, Horsforth, Leeds LS18 4RJ

Insurer: Ecclesiastical Insurance, Beaufort House, Brunswick Road, Gloucester, GL1 1JZ

Independent Examiner: M Threlfall, Four Accountancy, 4 Tinshill Ln, Leeds LS16 7AP

Signed on behalf of the PCC on 24 March 2022 by Mark Harlow, Chair of the PCC



ST PAUL'S CHURCH
IRELAND WOOD AND TINSHILL
Charity reg. no. 1177088

**FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 DECEMBER 2021**

Statement of Financial Activities: Year ending 31.12.2021

		Unrestricted funds	Designated funds	Restricted funds	Total funds 2021	Prior year 2020
	Note	£	£	£	£	£
Incoming resources						
Income from:						
Donations and legacies	2	148,508	-	27,812	176,320	247,181
Charitable activities	2	1,430	-	-	1,430	1,292
Other trading activities	2	7,870	-	-	7,870	3,399
Investments		11	-	-	11	195
Total		157,819	-	27,812	185,631	252,067
Resources expended						
Expenditure on:						
Raising funds	3	4,866	-	-	4,866	2,261
Charitable activities	3	88,819	-	13,921	102,740	455,566
Church Administration	3	28,149	-	-	28,149	49,851
Total		121,834	-	17,719	139,553	507,678
Net income before investment gains/(losses)		35,985	-	10,093	46,078	(255,611)
Net movement in funds		35,985	-	10,093	46,078	(255,611)
Transfers		(10,000)	10,000	-	-	-
Reconciliation of funds:						
Total funds brought forward		118,527	-	12,358	130,885	386,496
Total funds carried forward		144,512	10,000	22,451	176,963	130,855

Balance Sheet

	Notes	Unrestricted and Designated funds £	Restricted funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets	8	23,927	-	23,927	36,391
Total fixed assets		23,927	-	23,927	36,391
Current assets					
Stocks		-	-	-	-
Debtors	9	294	-	294	11,104
Deposit Account		115,145	29,310	144,455	84,443
Cash at bank and in hand		25,581	-	25,581	9,163
Total current assets		144,081	29,310	170,330	104,710
Creditors: amounts falling due within one year	10	10,435	6,859	17,294	10,216
Net current assets		130,585	22,451	153,036	94,494
Total assets less current liabilities		154,512	22,451	176,963	130,885
Creditors: amounts falling due after one year		-	-	-	-
Total net assets or liabilities		154,512	22,451	176,963	130,885
Funds of the Charity					
Restricted funds	11	-	22,451	22,451	12,358
Designated funds	11	10,000	-	10,000	-
Unrestricted funds	11	144,512	-	144,512	118,527
Total funds		154,512	22,451	176,963	130,885

Signed by two trustees on
behalf of all the trustees

Signatures



Date of
approval
24/3/2022

NOTES

1. Basis of accounting

The Parochial Church Council of St Paul's Ireland Wood (the PCC) constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared under the Charities act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations' "true and fair view" provisions. The accounts have been prepared under FRS102.

The PCC have a policy of carrying free reserves equal to the expected administrative expenses for the next 3 months (see note 12). In addition, they have considered the budget for 2022 and the cash flow forecast for the next 12 months. The unrestricted funds (some £130,582) together with regular donations are sufficient to cover the expected costs of running the church activities for a period of 12 months from the date of signing and so they are prepared on a going concern basis.

1.2. Income Recognition

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, provided it is reasonably certain that the PCC will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses.

Grants, Donations and Legacies

Grants and donations are only included in the SoFA when the general income recognition criteria are met. Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor and a claim has been made to HMRC (Claims are made in February and November). At 31st December 2021 donations had been received on which £3,940 (2020: £3,320) is estimated to be reclaimed in gift aid but which had not yet been accounted for. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund or funds as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts, but the work of volunteers is described in the annual report of the PCC.

Settlement of insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met and are included as an item of other income in the SoFA.

1.2 Assets**Consecrated and benefice property**

Consecrated and benefice property of all kinds is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and for this reason such assets are not capitalised in the financial statements. This applies to the church building and also the Church Hall and Cottage and grounds around the church building, none of which are owned by the PCC. All expenditure incurred during the year on the buildings and fixtures and fittings, whether maintenance or improvement, is therefore expensed as soon as it is paid even though benefit will be gained from this expenditure over many future years. This policy includes the substantial renovations carried out to the church building this year.

Tangible fixed assets for use by PCC

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Moveable furnishings and other equipment for use by the PCC are depreciated on a straight-line basis over 4 years.

1.3 Funds**Restricted Funds**

These are funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Designated Funds

These are funds which are from time to time designated for particular purposes by the PCC, but whose use could be repurposed at a later date if the PCC so decided.

Unrestricted Funds

These represent the remaining funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC as fixed assets for its own use or for spending on a future project. These designated funds are therefore not included in the free reserve.

2. Income

	Notes	2021	2020
Income from:			
Donations, Grants and Legacies			
<i>Unrestricted</i>			
	Planned Giving	96,281	96,511
	Tax Recovered on Planned Giving (Gift Aid)	22,970	19,219
	Collections & Other Giving	1,725	1,737
	Donations and Special Collections, Legacies	243	330
	SDP Grant: Operating Costs	27,289	38,938
	Emergence Grant	-	1,000
Total Unrestricted		148,508	157,735
<i>Restricted</i>			
	Beatrice Laing Trust (Building)	-	5,000
	Building Fund General Gifts	-	2,085
	Leeds Church Extension Society	-	75,000
	Holiday Hunger Project	25,000	5,000
	Baby Basics	2,812	2,361
Total Restricted		27,812	89,446
Total Donations		176,320	247,181
Other Charitable Activities			
	Books, Events, and other income	107	197
	Office Services	-	711
	Arts & Crafts Group	257	257
	Tots Group and Community	211	127
	Parochial Fees	855	-
Total		1,430	1,292
Other Trading activities			
	Use of Church Hall	3,876	3,399
	Partial Repair Cost (Diocese)	1,594	-
	Cottage Rent	2,400	-
Total		7,870	3,399
Investment Income	Bank Interest	11	195
Total Receipts		185,631	252,067

3. Payments

	Notes	2021	2020
Cost of Raising Funds			
Total Cost	Cottage expenses and repairs	4,866	2,261
Charitable Activities			
	4 Parish Share	33,036	30,023
	Mission Donations	8,736	9370
	Clergy Expenses	418	306
	Cost of Services	1,028	1,742
	Church Cleaning and Utilities	7,105	4,001
	Church Renewals & Repairs	5,947	12,138
	Church Hall running expenses	6,068	7,266
	Church Hall repairs	1,483	913
	Hospitality	131	116
	Special Events: Community	339	313
	Children and Families (Costs)	1,186	-
	Children and Families (Staff)	9,362	-
	Ministries	1,255	1,080
	Holiday Hunger Project (restricted)	15,097	5,124
	Baby Basics (restricted)	2,622	840
	5 Building Project (restricted)	-	369,872
	Depreciation	12,464	12,464
Total Charitable Activities		106,538	455,566
Church Administration			
	Employed Staff Cost	24,075	42,349
	6 Other Office Costs	4,074	7,502
Total Administration		28,149	49,851
Total Payments		139,553	507,678

4. Parish Share

For 2021 our Parish Share was requested as £30,023. In practice the PCC paid £33,036 as a decision to express solidarity with those parishes which have experienced financial difficulty due to the pandemic.

5. Building Project

Last year on 31.3 2020 the major building project refurbishing the church building reached practical completion. The incidence of the total income and expenditure for this project was:

	Specific Income	Expenditure
2018	10,739	9,221
2019	291,264	18,738
2020	82,085	414,727
Total Building Project	384,088	442,686

The balance of cost was met from general funds.

The PCC remain grateful for all those involved in raising and donating funds. The grants and sources of specified funds are as follows:

	2020
Strategic Development Project	132,000
Leeds Church Extension Society	75,000
All Churches Trust	11,250
Laing Trust (stairlift)	5,000
Gifts from Congregation (Incl. Gift Aid)	150,099
Legacies and prior Fabric Fund	10,739
Total Restricted Income	384,088

6. Other Office Costs

	2021	2020
Office IT	2034	3,538
Website/Software	74	348
Advertising	482	146
Photocopying and Stationery	707	1,518
Telephone	318	599
Accountancy	360	360
Video Equipment (Emergence Grant)	-	929
Bank Charges, SumUp and Payroll	100	4
Total Office Costs	4,074	7,502

7. Paid employees

In 2021 the PCC had two paid employee roles. This approximates to 1.5 full time equivalents (FTE) at the end of the year. The total salaries paid were £31,205 (2020: £40,756). Social security cost was zero and pension costs £936 (2020: £1,222). There were two paid staff during 2020 also approximating to 1.5 FTE. No member of staff has received over £60,000 in any year.

8. Pensions

The PCC participate in a defined contribution pension scheme with NEST (National Employment Savings Trust) for the purpose of meeting auto enrolment requirements. This requires a contribution rate of 5 per cent of salary from the employee and 3 per cent of salary from the employer. During the year two employees left and two joined and £936 (2020: £1,628) of employer contributions were made. In 2020 2 employees had continued their membership.

9. Assets

The PCC has no fixed assets of value apart from furniture and equipment for use by the church. The church building is owned by the wider Church of England. The Church Hall buildings, the Cottage and the associated land are owned by the Leeds Church Extension Society. The PCC has free use of those buildings and any income they generate in perpetuity while also having the responsibility of maintenance.

The PCC owns various office equipment and other moveable plate and furniture. Items acquired before 2018 are fully depreciated and historic plate is not valued as no items have significant value. More recent additions, including those which formed part of the 2020 building project, are depreciated as described in the normal policy (see below).

The Cottage has been leased on commercial terms to Leeds Faith in Schools from September 2021 from when its use was changed from residential to offices. The part year rent was £3,200 (2020: nil as the cottage was not let in this period). The maintenance and management costs were £4,888 (2020: £2,261) which included significant sums to refurbish the property before leasing.

The Church Hall is used for church activities and is also let on an occasional basis for other activities at times when not required for church activities or ministries. The income raised was £2,833 (2020: £3,399). The maintenance costs and other expenses were £6,022 (2020: £7,266) and the cost of repairs and renewals was £1,483 (2020: £913).

During 2021 no items falling within the definition of assets to be recognised were acquired. In 2020 the PCC acquired chairs, audio visual equipment, a dishwasher (all part of the Building Project) and a photocopier. These items continue to be depreciated over 4 years.

	2021	2020
Assets c/f	49,855	2,000
New assets	-	47,855
Cost of assets	<u>49,855</u>	<u>49,855</u>
Depreciation b/f	13,464	1,000
Depreciation charged in year	<u>12,464</u>	<u>12,464</u>
Total depreciation	<u>25,928</u>	<u>13,464</u>
Net Asset Value	<u>23,927</u>	<u>36,391</u>

Total tangible assets at end 2021 are therefore £23,927. Such assets for 2020 were £36,391.

10. Debtors and prepayments

The PCC had trade debtors at the end of 2021 arising from hire of the Hall of £294 (2020: nil).

At the end of the previous year, 2020, a claim for Gift Aid was submitted to HMRC in November for £11,104 which had not by then been received.

11. Creditors and accruals

The PCC had creditors of £17,294 this year, falling due within 1 year, and £10,216 at the end of 2020, as noted below.

Creditors due (within 1 year):

	2021	2020
Building project retention	-	9,417
Overpaid Gift Aid	9,664	-
Outstanding Invoices	411	231
Special Collections	-	164
Staff Costs	-	45
Accountancy Fee accrual	360	360
Restricted (Holiday Hunger) Expected Costs	3,798	-
Restricted (Holiday Hunger) Outstanding Invoices	<u>3,061</u>	<u>-</u>
Total	<u>17,294</u>	<u>10,216</u>

12. Funds

There are no Endowment Funds

Restricted Funds

The table below sets out the Restricted Funds held at the end of 2021 together with the income and expenditure from each.

Fund Name	Balance b/f 1.1.2021	Income	Expenditure	Balance c/f 31.12.2021
Baby Basics	2358	2,812	(2,622)	2,548
Youth	10,000	-	-	10,000
Holiday Hunger	-	25,000	(15,097)	9,903
Total Restricted Funds	12,358	27,812	(17,719)	22,451

Baby Basics funds are held for the purpose of supporting the Baby Basics ministry which was started in 2018.

The Youth Fund was established with a donation specifically for the work of the church to benefit Young People.

The Holiday Hunger Fund was established by grants from Leeds City Council to provide activity packs, meals, and other activities for disadvantaged children during the school holidays and the grant was not fully spent during the year.

Prior Year

Fund Name	Balance b/f 1.1.2020	Income	Expenditure	Balance c/f 31.12.2020
Baby Basics	837	2,361	(840)	2,358
Youth	10,000	-	-	10,000
Holiday Hunger	-	5,000	(5,000)	-
Building Fund	283,264	82,085	(365,349)	-
Total Restricted Funds	294,102	89,446	(371,189)	12,358

The Building Fund was established to hold the money raised from donors, trusts and the Diocese Strategic Development Project to finance the recent Building Project, completed in 2020. The Fund was exhausted by the Project expenditure in that year.

Designated Funds

In view of the potential need for further funds to develop plans for the buildings on the church site in the light of the strategic aim of the PCC to become a hub for the community, the PCC have

decided to designate a fund of £10,000 for building development. It is intended this be used for initial design work and developing and explaining any plans so created.

13. Reserves

After taking account of the restricted and designated funds the balance of funds (after fixed assets) available to the PCC for general expenditure or other purposes was £130,585 (2020: £82,136). The PCC policy is to hold at least 3 months normal expenditure as a reserve which is approximately £35,000 of this, leaving a significant free balance.

14. Trustee remuneration and benefit

In 2021 the PCC paid no remuneration or benefits to any PCC member. However, remuneration and pension contributions totalling £3,567 (2020: £13,504) were paid to a connected person, namely Millie Fry, who is the wife of Nick Fry, one of the churchwardens, in her part time role as worker with Children and Families. Her appointment from September 2021 was agreed unanimously by the PCC and the amount has been paid under the legal authority of the PCC General Measures, with the agreement of the Charity Commission to the employment and appointment process confirmed on 25th October following our application of 2nd September 2021. (The sum paid to connected persons in 2020 was in respect of Kathryn Harlow, wife of the vicar, Mark Harlow.)

15. Trustees' expenses

Expenses have been paid to two members of the PCC, Rev. Mark Harlow in the normal pursuit of his activities as the vicar of the church and Rev. Matt Broughton as curate in the parish. The total amounts paid in the year are £321 (2020: £306). These expenses are for travel and subsistence and business telephone usage.

16. Fees for examination of the accounts

A fee of £360 is estimated to be paid in 2022 to the independent examiner for statutory external scrutiny of the accounts and other services in respect of 2021.

Independent examiner's report to the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16

This report on the Financial Statements of the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16, (the PCC) for the year ended 31 December 2021, which are set out on the preceding twelve pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the independent examiner

As members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those Financial Regulations in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the Financial Statements with those records.

It also includes considering any unusual items or disclosures in the Financial Statements, 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 I do not express an audit opinion on the view given by the Financial Statements.

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
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare Financial Statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.

Independent Examiner

Date



9 MARCH 2022

M Threlfall AFA MIPA

Four Accountancy

Accounts



The Parochial Church Council of St Paul's Church Ireland Wood and Tinshill

Registered in England and Wales
Charity number 1177088

Report and Accounts for the year ended 31 December 2020

2020 Report and Accounts for the Parochial Church Council of St Paul's Church

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2020 Annual Report

Aim and purposes

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Mark Harlow, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The aim of the PCC is to provide a public benefit to the people of the parish and surrounding areas in the advancement of religion and the relieving of poverty. The PCC is also specifically responsible for the maintenance of the Church Hall, Jubilee Room and adjoining site.

Objectives and activities

Overview

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Paul's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning our activities for the 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. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

The PCC is also well aware of the need for there to be a focus on local community in the parish and that there are areas of social disadvantage within the parish. We continue to plan and act to support those who are disadvantaged cooperating with other local organisations as far as we are able.

To facilitate this work, it is important that we maintain the fabric of the church of St Paul and the Church Hall.

Resource Church and Strategic Development Plan

St Paul's is being renewed as part of a 5 year Strategic Development Plan adopted by the Diocese to bring growth and church planting to the North of England. The PCC has therefore adopted the objectives below and also undertook a significant refurbishment of the church building early this year to meet these objectives.

The primary objective of the Plan is to grow in 5 ways:

In discipleship - to be a place for encountering Jesus and being shaped by Jesus. We want to work towards opportunities to learn and become mature in faith, worship, prayer and service.

In partnership - to be an accessible hub where we can love and serve alongside others we are working with. A place where local people and agencies that are working for the good of the community can feel welcome, feel part of the bigger picture of what is happening locally and connecting those looking for help with those that can help.

In influence - by being a place that creates connections that lead to change and transformation in people's lives; in the way community agencies, businesses and new initiatives operate and develop. For it to be a place where decisions are made and plans formed that will bring the good news to our parish in Leeds 16 and the surrounding area.

In numbers - that as we grow in numbers using the building in the week, as well as for prayer and worship mid-week and on Sundays, we will be equipped to gather and welcome people new to the buildings with varying needs as well as those new to faith in Jesus Christ.

In generosity - by growing in offers of service, time and resources to the benefit of our community and the wider church.

Achievements and performance

Covid 19 and Lockdowns

Along with much else in the economy and country our activities and performance have been constrained and influenced by the lockdowns and fears concerning the virus and its effects. More detail is given in the following sections of this report but the actions and statistics describing progress against our objectives do not lend themselves to easy comparison with past.

Nevertheless the highlights of the year are that our building project was thankfully completed just as the first lockdown came into effect, our finances have remained secure and our services and opportunities for learning have moved online with increased take up. But the loss of physical meeting opportunities has meant that much activity for children, families and the wider community have been sorely missed.

Growth in Discipleship, Numbers and Generosity

Worship and membership

The PCC began the year with its usual range of services during the week. The regular Sunday worship was two morning services: a formal Eucharist at 9.30 am followed by an informal worship service which also involved many children and parents at 11 am. Between these was a time for tea and coffee allowing church members who have these different preferences for worship to mix and enjoy fellowship together. This was meeting in the Church Hall as the Contractors took over the main Church building on the 3rd January.

During March, there were increasing concerns and the start of restrictions on how we could worship. The first Coronavirus Lockdown meant that we had to rethink how we gathered to worship and we began to put a weekly service online, with other supporting materials for people of all ages to engage with. We've been able to reach an average weekly audience of around 35 unique devices, which translates to around 63 viewers based on our own 'lockdown online engagement survey' to the congregation. We were able to return to church for some services from September, but the pattern has varied depending on restrictions. The year has meant we have had to be creative and adaptable in how we have offered worship and we have made use of technology extensively in this. It has often meant that services have been more accessible with many people finding it easier to 'visit' church. Our social media post views rose from a weekly reach of 240 in February 2020 to 730 by September 2020.

We were able to hold some Christmas services including four Christingle services and a midnight communion. The aim of the PCC is to be able to invite all those in our parish to worship in a way they can relate to.

At present there are 107 parishioners on the church electoral roll, 76 of whom are not resident within the parish. We estimate a worshipping community of about 170.

As well as our regular services, we enable our community to celebrate and thank God through the journey of life. We have celebrated 1 thanksgiving and held 1 funeral in our church this year. Our clergy have also taken 3 funerals in other locations for parishioners.

In terms of giving or stewardship, the number of people who now give regularly through envelopes or by standing order rose from 47 at the start of the year to 51 at the end. The amounts given by regular members rose from £86,477 in 2019 to £96,511 in 2020 as set out in the accounts (excluding gift aid).

Mission

Our mission committee has continued supporting Christian work both at home and overseas. The principle of tithing 10% of regular giving was established in January 2019 and a total of £9,370 was given away in 2020 (£5,146 in 2019). The congregation were originally asked to submit causes that might be supported and these were reviewed with the criteria being that the work was to be of a Christian nature, that our contribution would be meaningful to the party receiving, and that there would be a personal connection with members of the

congregation. St Paul's runs and supports a Food Bank Centre and Baby Basics Leeds through both giving and serving. We financially support three overseas mission partners and have been able to raise the level of support to these this year. We also have two local UK partners: we were already supporting Leeds Faith In Schools and now also support KidzKlub. Details of their activities are on a dedicated board in the church hall and regular updates of each activity are provided in person when possible and in stop press notices on the board.

Prayer and Fellowship

There were regular times for prayer twice a week in church and a monthly parish prayer meeting on a Sunday evening. During the year, three small groups have met at different times each week for prayer, study, fellowship and mutual support and further groups are planned. This pattern has been disrupted through the year but most of the meetings are continuing on Zoom or over social media.

Some members of our parish are unable to attend church due to sickness or age. While we had a car rota to bring those who can to church on a Sunday, we also have a team of visitors who visit all church members who request it, to celebrate communion with them and bring them fellowship and prayer. This has moved to phone calls during the lockdown and doorstep conversations at other points.

Other Opportunities to Participate

During the week, our toddler group met on Wednesday mornings up to March when restrictions prevented it from meeting. While not all parents or carers attend every week this ministry has reached around 125 families. Each week this free meeting supported many parents and carers, provides a safe space and includes a simple bible based story. This ministry is led by Rev. Kathryn Harlow with many volunteers who are DBS checked. The group is often recommended by Social Services as a friendly place. This went online with a weekly song/story time from March to September. This stopped for review and has not yet restarted.

Other activity based meetings usually run by members of the church include a monthly men's group, fortnightly evening for board and other games and a weekly Arts and Crafts group. The Church choir has also met for fellowship and rehearsal. Two Alpha Courses ran starting in February and June in 2020 with 3 guests completing the course exploring questions of life and the Christian faith. These have all had to adapt this year, with some meeting online, others meeting when restrictions allow giving a rare space for people to seek support or activity.

Growth in Influence and Community Partnership

The church site is viewed by the community as a place to meet and organise significant community events. None of our usual calendar of events has been able to happen this year.

However, helping those in need is also a demonstration of our faith and has been a significant part of our work this year. This mission has continued this year. Leeds Food Bank has continued, initially this was based in our buildings until the service moved to a delivery

model of operating. Many of our volunteers have continued working with Food Bank in their warehouse or out delivering food parcels. In addition, Baby Basics Leeds continues to provide a Moses basket and materials for the needs of new born babies whose families do not have those resources and are referred from local Social Services and Midwives; 119 baskets were provided this year (80 last year).

We have previously worked with OPAL and ESNW Cluster on Holiday Activity Projects. In the summer term we were able to work together again. We received a Healthy Holidays Covid Response grant and were able to support 285 children and young people with Activity Boxes, 65 families with Slow Cookers and 31 families with Picnic Bags. We also had volunteers who supported OPAL as the local community response hub delivering food parcels and prescriptions. This has deepened the partnership and we are looking forward to working on community development projects together. Our contact with local councillors has also deepened and we regularly meet on Zoom to share information, and work on local issues. We have been able to secure funding with them to enable a debt advice service to operate from St Paul's.

Administration and Buildings

Within the 5 year Strategic Development Programme, which is designed to encourage Resource Churches and church planting, funding is set aside to contribute to the cost of improvements to the church as described under the Building Project, to resource an assistant curate to be trained in an appropriate environment, and to finance support staff.

During 2020, Dan Sutcliffe has continued as full time Operations Manager and has helped to develop management processes and our online offerings. He works alongside our Vicar, Mark Harlow, Associate Vicar, Kathryn Harlow and Curate, Matt Broughton. As part of the Diocesan Intern Scheme we have had up to two interns placed with us.

Building Project

Our Building Group have set out a vision for the whole site to become both a welcoming place for worship and an adaptable community hub. To this end phase 1 plans have now been executed which concentrated on making the church and associated vestries, welcoming, warm, up to date and adaptable. This work has included underfloor heating with new flooring and chairs, new wiring for power and technology, making a more adaptable space, creating specific office and vestry areas and considering accessibility and storage needs.

The practical end of this work coincided with the beginning of national lockdowns which have meant that thus far the church has still not fully enjoyed the benefits of the work, nor properly celebrated its completion. However, the changes made to the building have significantly enhanced how the space has been used during much of the last year with the ability to more easily socially distance seating, remove all chairs to lay out mats for when families meet and be set up for recording and worship.

Building Maintenance

Every 5 years the church buildings are surveyed. The last survey was carried out in 2018 and many minor issues were dealt with that year. However the main roof needed significant repair which was completed during 2019 and this year the flat roof over the office and vestry leaked and needed re-covering at a cost of £10,628. A new stair lift was installed at the same time as the main building project. Volunteers ensured the grass and grounds were in a good state over the summer.

The Cottage and Church Hall have had minimum maintenance in 2020 and have been used very little: for example, most lettings were cancelled. Planning has begun to refurbish the Cottage to be a residential let again. The Hall heating has become remote controlled to ensure consistent heating to protect the fabric.

The quinquennial inspection of the Church Hall raised more significant long term issues which the PCC will look at in 2021 now the Church reordering and heating project has been completed. These need addressing as part of the PCC's desired future aim of being a Hub for the Community.

Financial review

Total receipts on unrestricted funds were £162,621 (2019: £136,628) of which £96,511 was planned voluntary donations, and a further £19,219 was the associated Gift Aid tax relief. This regular income remains strong with the planned giving increasing 11% from £86,477 to £96,511 and the associated gift aid credit growing from £16,872 to £19,219.

This year £134,228 (2019: £134,475) was spent from unrestricted funds to provide the Christian ministry from St Paul's Church, including the contribution of £30,023 (£27,293: 2019) to the Diocesan parish share which is designed across the Diocese to provide the stipends, pensions and housing for the clergy.

During the year the Baby Basics ministry has continued, receiving £2,361 (2019: £708) in gifts restricted for that purpose and spending £840 (2019: £674) with a Fund balance of £2,358 (2019: £837). However, most of the provision comes from generous gifts in kind. In addition £5,000 was received as a grant from Leeds City Council for a Holiday Hunger Project to provide food and activities for disadvantaged local children during the school holidays. A fund of £10,000 remains for Youth work.

A major practical and financial aspect of this year has been the continued generous giving and grants received for our Building Project for the Church and the completion of that work in the early part of the year. A further £82,085 was given for this specific purpose and, including this, the remaining restricted funds of £365,349 were completely used within this project. The balance of funding has come from the general unrestricted funds of the Church.

We are extremely grateful to the donors to this project: individuals, legacies, the grant from the SDF as part of the Resource Church enterprise of £132,000, a grant of £75,000 from The Leeds Church Extension Society and grants from the All Churches Trust and the Beatrice Laing Foundation.

The Building Project was completed in the first half of 2020. Within the main Church building it has installed effective heating, wiring, seating and flooring in order to make the church a welcoming place for worship and to be an adaptable space for parish and church use. We are also grateful to our builders and architect and are sure the quality and relevance of the work done will support our work for many years to come.

Overall our total assets decreased from £386,496 to £130,885, of which £118,527 (2019: £92,395) is unrestricted and of that £82,136 (2019: £25,216) is free reserve.

Reserves policy

The PCC consider that there are 3 types of reserves, as follows: restricted reserves, unrestricted designated reserves and unrestricted undesignated (or free) reserves

Restricted reserves

These are reserves (donations received not yet spent) that were explicitly given for a specific purpose. In the case of St Paul's this is largely the donations for the building work. See note 11 for the full details. These reserves may therefore only be used expressly for the purpose they were made – the PCC cannot divert these funds to any other purpose.

Transfer of funds is only possible where the purposes are identical (so the purpose of the fabric fund was identical to that of the building fund and so those funds were transferred in the year).

Unrestricted reserves

These reserves are the donations made without explicit purpose and which the PCC is able to use to any purpose, consistent with the church objectives. These may be designated or undesignated.

Unrestricted designated reserves

These funds are funds that the PCC decides will be spent in a particular way and so they become designated. Those that are designated to a particular purpose may be re-designated at a later date.

Unrestricted undesignated (free) reserves

These funds are usually the ones used for the normal running of the church and community services. The PCC consider that the level of free reserves should be maintained at the level of the next 3 months normal payments (excluding payments made from restricted or designated funds). The current level of free reserves is £82,136 while the next three months payments are expected to be c£35,000. These reserves currently thus exceed the margin required by the policy.

Treasury policy

The PCC reviews cash in hand, at bank and invested to ensure that the funds are immediately available when required but known surplus funds are invested wisely to give the best return consistent with management of the risk and only investing in ethical funds. Since the expected timescale for holding much of the current balance of cash, and indeed the balance of other Funds, is less than one year, it is being retained on deposit.

Payments policy

The PCC seeks to make all payments to third parties as they fall due or earlier and subject only to appropriate diligence on the amount to be paid and clear communication with the third party

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. None of the ministries or worship services we operate would run or be so successful without the effort and commitment of those volunteers.

Looking Ahead and Risks

The PCC review their strategic plans at least annually and 2020 is seen as a significant opportunity to move from the planning and detail involved in the current Building Project towards developing further the various ministries and community connections. Expansion of the existing areas is anticipated for worship, growth of small groups, Alpha and the other activities now operating.

While growth in the current work with children is planned, the middle part of 2021 will be needed to make up the lost ground and connections with many families which have been severely restricted during most of 2020. Other plans will extend this further by doing more for the disadvantaged, for example, providing food and activities during the summer holidays and by extending the ages of children covered by exploring opportunities for youth work. These plans will strengthen our existing relationships with Social services and other agencies which have already been improved by the joint working on the joint Holiday Hunger project undertaken this year.

In the medium term (2-3 years) a project is intended to explore the social and exclusion needs of children and young people and vulnerable adults in our area so that it is possible to describe the Community Hub activities and networking needed here and thus to define what building or accommodation needs might be.

The Finance Committee are continuing to maintain and develop a Risk Register. In our current circumstance two Risks predominate. The first is reputational risk which is the first priority for the PCC and managed by attention to Safeguarding and DBS checking. The second risk is to successfully reset and rebuild back the work of the church as the lockdown restrictions and social dislocations caused by the Covid pandemic ease.

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 PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Paul's the membership of the PCC consists of the incumbent (our vicar), our associate

priest and assistant curate, churchwardens, two deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged 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. New members receive initial training into the workings of the PCC.

The PCC has a number of committees to assist in different aspects of parish life. The committees are a Standing Committee as required by the PCC Measures, a Finance Committee, a Mission Committee and also a Building Committee with responsibility for the new building project.

Administrative Information

St Paul's Church is the parish church for the parish of Ireland Wood and Tinshill as part of the Diocese of Leeds within the Church of England. The correspondence and working address is St Paul's Church, Raynel Drive, LEEDS, LS16 6BS. The website is www.stpaulsirelandwood.org.uk. The registered charity number is 1177088.

The Vicar is Rev. Mark Harlow of St Paul's Vicarage, Raynel Drive, LEEDS LS16 6BS. assistant curate is Rev. Matthew Broughton, and other staff are Rev. Kathryn Harlow as an Associate Priest and Daniel Sutcliffe as Operations Manager. The office phone is 0113 267 5567.

PCC members who have served during 2020 are:

Wardens:

- Mr John Betts (Lay Chair) Retired November 2020
- Mrs Barbara Eykel Elected April 2018
- Dr Nick Fry Elected November 2020

Assistant Warden:

- Mr Roger Lazenby Elected April 2018

Representatives on Diocesan Synod (elected by the Deanery):

- Mrs Betty Pearson Elected 2018
- Mr Roger Lazenby Elected 2018

Representatives on Deanery Synod:

- Mr Barry Ackroyd Re-elected November 2020
- Mr Roger Lazenby Elected April 2017 (Term expired November 2020)
- Mrs Betty Pearson Elected April 2017 (Term expired November 2020)
- Miss Rachel Sandbach Elected November 2020

Elected Members to the PCC:

- | | | |
|------------------------|-----------------------|-----------------------|
| • Mr David Casey | Elected April 2018 | |
| • Mr Jonathan Collett | Elected April 2018 | |
| • Dr Nick Fry | Elected April 2018 | Retired November 2020 |
| • Mr Robert Govier | Elected April 2018 | |
| • Mrs Judith Jackson | Elected April 2018 | |
| • Mrs Hilary Vinall | Elected April 2018 | |
| • Mrs Lorraine Gray | Elected April 2019 | Retired November 2020 |
| • Dr Simon Kittle | Elected April 2019 | |
| • Mr John Betts | Elected November 2020 | |
| • Mrs Florence Rutaroh | Elected November 2020 | |

Co-opted members – appointed in May 2019 at the first PCC meeting after the Annual Parochial Church Meeting:

- Daniel Sutcliffe – Ex Officio – PCC Secretary
- Lyn Inman – Ex Officio – PCC Treasurer

Bankers: Yorkshire Bank, 32 Town St, Horsforth, Leeds LS18 4RJ

Insurer: Ecclesiastical Insurance, Beaufort House, Brunswick Road, Gloucester, GL1 1JZ

Independent Examiner: M Threlfall, Four Accountancy, 4 Tinshill Ln, Leeds LS16 7AP

Signed on behalf of the PCC on 18/3/2021

by Mark Harlow, Chair of the PCC



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ST PAUL'S CHURCH
IRELAND WOOD AND TINSHILL
Charity reg. no. 1177088

**FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 DECEMBER 2020**

Statement of Financial Activities: Year ending 31.12.2020

		Unrestricted funds	Restricted funds	Total funds 2020	Prior year 2019
	Note	£	£	£	£
Incoming resources					
Income from:					
Donations and legacies	2	157,735	89,446	247,181	418,073
Charitable activities	2	1,292	-	1,292	2,384
Other trading activities	2	3,399	-	3,399	7,928
Investments		195	-	195	214
Total		162,621	89,446	252,067	428,599
Resources expended					
Expenditure on:					
Raising funds	3	2,261	-	2,261	5,159
Charitable activities	3	84,377	371,189	455,566	96,009
Church Administration	3	49,851		49,851	38,466
Total		136,489	371,189	507,678	139,634
Net income before investment gains/(losses)		26,132	(281,743)	(255,611)	288,965
Net movement in funds		26,132	(281,743)	(255,611)	288,965
Reconciliation of funds:					
Total funds brought forward		92,395	294,101	386,496	97,531
Total funds carried forward		118,527	12,358	130,885	386,496

Balance Sheet

	Notes	Unrestricted funds £	Restricted funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets	8	36,391	-	36,391	1,000
<i>Total fixed assets</i>		36,391	-	36,391	1,000
Current assets					
Stocks		-	-	-	-
Debtors	9	11,104	-	11,104	90
Deposit Account		72,085	12,358	84,443	369,249
Cash at bank and in hand		9,163	-	9,163	19,907
<i>Total current assets</i>		92,352	12,358	104,710	389,246
Creditors: amounts falling due within one year	10	10,216	-	10,216	3,751
<i>Net current assets</i>		82,136	12,358	94,494	385,496
<i>Total assets less current liabilities</i>		118,527	12,358	130,885	386,496
Creditors: amounts falling due after one year		-	-	-	-
<i>Total net assets or liabilities</i>		118,527	12,358	130,885	386,496
Funds of the Charity					
Restricted funds	11		12,358	12,358	294,101
Unrestricted funds	11	118,527		118,527	92,395
<i>Total funds</i>		118,527	12,358	130,885	386,496

Signed by two trustees on
behalf of all the trustees

Signatures




Date of approval

18/03/2021

NOTES

1. Basis of accounting

The Parochial Church Council of St Paul's Ireland Wood (the PCC) constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared under the Charities act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations' "true and fair view" provisions. The accounts have been prepared under FRS102.

The PCC have a policy of carrying free reserves equal to the expected administrative expenses for the next 3 months (see note 12). In addition, they have considered the budget for 2021 and the cash flow forecast for the next 12 months. The unrestricted funds (some £82,136) together with regular donations are sufficient to cover the expected costs of running the church activities for a period of 12 months from the date of signing of the accounts and so they are prepared on a going concern basis.

1.2. Income Recognition

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, provided it is reasonably certain that the PCC will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met.

Legacies

Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor and a claim has been made to HMRC (Claims are made in February and November). At 31st December 2020 donations had been received on which £3,320 (2019: £3,205) is expected to be reclaimed in gift aid but which had not yet been accounted for. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund or funds as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the annual report of the PCC.

Settlement of insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met and are included as an item of other income in the SoFA.

1.2 Assets

Consecrated and benefice property

Consecrated and benefice property of all kinds is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 and for this reason such assets are not capitalised in the financial statements. This applies to the church building and also the Church Hall and Cottage and grounds around the church building, none of which are owned by the PCC. All expenditure incurred during the year on the buildings and fixtures and fittings, whether maintenance or improvement, is therefore expensed as soon as it is paid even though benefit will be gained from this expenditure over many future years. This policy includes the substantial renovations carried out to the church building this year.

Tangible fixed assets for use by PCC

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Moveable furnishings and other equipment for use by the PCC are depreciated on a straight line basis over 4 years.

1.3 Funds

Unrestricted Funds

These represent the remaining funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC as fixed assets for its own use or for spending on a future projects. These designated funds are therefore not included in the free reserve.

Restricted Funds

These are funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts

2. Income

	Notes	2020	2019
Income from:			
Donations, Grants and Legacies			
<i>Unrestricted</i>			
	Planned Giving	96,511	86,477
	Tax Recovered on Planned Giving (Gift Aid)	19,219	16,872
	Collections & Other Giving	1,737	4,166
	Donations and Special Collections, Legacies	330	5,616
	SDP Grant: Operating Costs	38,938	13,736
	Emergence Grant	1,000	-
<i>Total Unrestricted</i>		157,735	126,867
<i>Restricted</i>			
	Beatrice Laing Trust (Building)	5,000	11,250
	Building Fund General Gifts	2,085	148,014
	Leeds Church Extension Society	75,000	-
	SDP Grant (Building)	-	132,000
	Holiday Hunger Project	5,000	-
	Baby Basics	2,361	708
<i>Total Restricted</i>		89,446	291,971
Total Donations		247,181	418,838
Other Charitable Activities			
	Books and Bible course	197	444
	Office Services	711	-
	Arts & Crafts Group	257	322
	Tots Group and Community	127	744
	Parochial Fees	-	259
Total		1,292	1,769
Other Trading activities			
	Use of Church Hall	3,399	3,518
	Cottage Rent	-	4,260
Total		3,399	7,778
Investment Income			
	Bank Interest	195	214
Total Receipts		252,067	428,599

3. Payments

	Notes	2020	2019
Cost of Raising Funds			
Total Cost	Cottage expenses and repairs	2,261	5,159
Charitable Activities			
	Parish Share	30,023	27,293
	Mission Donations	9,370	5,146
	Clergy Expenses	306	137
	Cost of Services	1,742	2,447
	Church Cleaning and Utilities	4,001	10,369
	Church Renewals & Repairs	12,138	13,420
	Church Hall running expenses	7,266	8,509
	Church Hall repairs	913	3,469
	Hospitality	116	1,972
	Special Events: Community and Christmas	313	1,175
	Tots	-	875
	Flowers	-	136
	Ministries	1,080	1,148
	Holiday Hunger Project (restricted payments of £5,000)	5,124	-
	Baby Basics (restricted)	840	674
4	Building Project (restricted payments of £365,349)	369,872	18,738
	Depreciation	12,464	500
Total Charitable Activities		455,566	96,009
Church Administration			
	Employed Staff Cost	42,349	32,961
5	Other Office Costs	7,502	5,775
Total Administration		49,851	38,466
Total Payments		507,678	139,634

4. Building Project

On 31.3 2020 the major building project refurbishing the church building reached practical completion. The incidence of the total income and expenditure for this project is:

	Specific Income	Expenditure
2018	10,739	9,221
2019	291,264	18,738
2020	82,085	414,727
Total Building Project	384,088	442,686

The balance of cost has been met from general funds.

The grants and sources of specified funds are as follows:

	2020
Strategic Development Project	132,000
Leeds Church Extension Society	75,000
All Churches Trust	11,250
Laing Trust (stairlift)	5,000
Gifts from Congregation (Incl. Gift Aid)	150,099
Legacies and prior Fabric Fund	10,739
Total Restricted Income	384,088

The areas of expenditure within the project are as follows

	2020
Heating System	90,208
Electrics	59,671
AV Equipment and Installation	30,947
Chairs (assets)	15,189
Stairlift	12,677
Fees: Architect and Surveys	35,300
General Building and Other Items	169,028
Other Equipment purchased as assets	29,666
Total Building Project Costs	442,686

5. Other Office Costs

	2020	2019
Office IT	3,538	1,871
Website/Software	348	633
Advertising	146	150
Photocopying and Stationery	1,518	2,060
Telephone	599	463
Accountancy	360	360
Video Equipment (Emergence Grant)	929	196
Bank Charges and SumUp	4	43
Total Office Costs	7,502	5,775

6. Paid employees

In 2020 the PCC had two paid employee roles. This approximates to 1.5 full time equivalents (FTE) at the end of the year. The total salaries paid were £40,756 (2019: £31,547). Social security cost was zero and pension costs £1,222 (2019: £830). There were two paid staff during 2019 approximating to 1.5 FTE. No member of staff has received over £60,000 in any year.

7. Pensions

The PCC participate in a defined contribution pension scheme with NEST (National Employment Savings Trust) for the purpose of meeting auto enrolment requirements. This requires a contribution rate of 5 per cent of salary from the employee and 3 per cent of salary from the employer. During the year two employees continued their membership and £1,628 (2019: £830) of employer contributions were made. In 2019 no employees became eligible for enrolment and so no contributions were made.

8. Assets

The PCC has no fixed assets of value apart from furniture and equipment for use by the church. The church building is owned by the wider Church of England. The Church Hall buildings, the Cottage and the associated land are owned by the Leeds Church Extension Society. The PCC has free use of those buildings and any income they generate in perpetuity while also having the responsibility of maintenance.

The PCC owns various office equipment and other moveable plate and furniture. Items acquired before 2018 are fully depreciated and historic plate is not valued as no items have significant value. More recent additions, including those which formed part of the 2020 building project, are depreciated as described in the normal policy (see below).

The Cottage has been and will be let on commercial terms, but in 2020 the rent is nil (2019: £4,260) as the cottage was not let in this period. The maintenance and management costs were £2,261 (2019: £5,159 - when the heating boiler needed replacing).

The Church Hall is used for church activities and is also let on an occasional basis for other activities at times when not required for church activities or ministries. The income raised was £3,399 (2019: £3,608). The maintenance costs and other expenses were £7,266 (2019: £8,509) and the cost of repairs and renewals was £913 (2019: £3,469).

During 2020 a number of moveable items were acquired for PCC use as set out below. The value of new acquisitions falling to be depreciated totalled £47,855. These items included chairs, audio visual equipment, a dishwasher (part of Building Project) and a photocopier for £3,000. In 2019 the PCC bought an electronic keyboard for use in the church at a cost of £2,000. This continues to be being depreciated over 4 years.

	2020	2019
Assets c/f	2,000	2,000
New assets	47,855	-
Cost of assets	<u>49,855</u>	<u>2,000</u>
Depreciation b/f	1,000	500
Depreciation charged in year	12,464	500
Total depreciation	<u>13,464</u>	<u>1,000</u>
Net Asset Value	<u>36,391</u>	<u>1,000</u>

Total tangible assets at end 2020 are therefore £36,391. Such assets for 2019 were £1,000.

9. Debtors and prepayments

The PCC had trade debtors arising from hire of the Hall of £90 at the end of 2019.

At the end of 2020 a claim for Gift Aid was submitted to HMRC in November for £11,104 which had not by then been received.

10. Creditors and accruals

The PCC had creditors of £10,216 this year, falling due within 1 year, and £3,751 at the end of 2019, as noted below.

Creditors due (within 1 year):

	2020	2019
Building project retention	9,417	-
Repairs (stair lift)	-	1,243
Insurance & Utility	231	235
Special Collections	164	164
Staff Costs	45	1,749
Accountancy Fee accrual	360	360
Total	<u>10,216</u>	<u>3,751</u>

11. Funds

There are no Endowment Funds

Restricted Funds

The table below sets out the Restricted Funds held at the end of 2020 together with the income and expenditure from each and transfers agreed by the PCC.

Fund Name	Balance b/f 31.12.2019	Income	Expenditure	Transfer	Balance c/f 31.12.2020
Baby Basics	837	2,361	(840)	-	2,358
Youth	10,000	-	-	-	10,000
Holiday Hunger	-	5,000	(5,000)	-	-
Building Fund	283,264	82,085	(365,349)	-	-
Total Restricted Funds	294,102	89,446	(371,189)	-	12,358

Baby Basics funds are held for the purpose of supporting the Baby Basics ministry which was started in 2018.

The Youth Fund was established with a donation specifically for the work of the church to benefit Young People.

The Holiday Hunger Fund was established by grant from Leeds City Council to provide activity packs for disadvantaged children during the school holidays and the grant was spent during the year.

The Building Fund was established to hold the money raised from donors, trusts and the Diocese Strategic Development Project to finance the recent Building Project. A substantial part of this Fund was raised in 2019 and significant further sums in this year. The funds were exhausted by the Project expenditure as planned and further money designated by the PCC for purpose was allocated to meet the full cost. Note 4 gives further detail of the donors and the project costs.

Prior Year

Fund Name	Balance b/f 31.12.2018	Income	Expenditure	Transfer	Balance c/f 31.12.2019
Baby Basics	803	708	(674)	-	837
Youth	10,000	-	-	-	10,000
Fabric	10,739	-	-	(10,739)	-
Building Fund	-	291,263	(18,738)	10,739	283,264
Total Restricted Funds	21,542	291,971	(19,412)	-	294,102

12. Reserves

After taking account of the restricted funds the balance of funds available to the PCC for general expenditure or other purposes was £ 82,136 (2019: £26,965). The PCC policy is to hold at least 3 months normal expenditure as a reserve which therefore amounts to £33,000 of this balance.

13. Trustee remuneration and benefit

In 2020 the PCC has paid no remuneration or benefits to any PCC member. However, remuneration and pension contributions totalling £13,504 (2019: 15,127) were paid in respect of Rev. Kathryn Harlow, who is the wife of Rev. Mark Harlow, chair of the PCC, in her role as Associate Priest with interest in Children and Families. This was agreed unanimously by the PCC in 2018 and the amount has been paid under the legal authority of the PCC General Measures, with the agreement of the Charity Commission to the employment and appointment process confirmed on 5th December 2018.

14. Trustees' expenses

Expenses have been paid to two members of the PCC, Rev. Mark Harlow in the normal pursuit of his activities as the vicar of the church and Rev. Matt Broughton as curate in the parish. The total amounts paid in the year are £306 (2019 £137). These expenses are for travel and subsistence and business telephone usage.

15. Fees for examination of the accounts

A fee of £360 is estimated to be paid in 2021 to the independent examiner for statutory external scrutiny of the accounts and other services.

Independent examiner's report to the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16

This report on the Financial Statements of the Parochial Church Council of St Paul's Church, Ireland Wood, Leeds 16, (the PCC) for the year ended 31 December 2020, which are set out on the preceding twelve pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the independent examiner

As members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those Financial Regulations in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the Financial Statements with those records.

It also includes considering any unusual items or disclosures in the Financial Statements, 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 I do not express an audit opinion on the view given by the Financial Statements.

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
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare Financial Statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.

Independent Examiner

Date



12/3/2021

Mark A Threlfall AFA MIPA

Four Accountancy, 4 Tinshill Lane, Leeds, LS16 7AP