

St James Parish Church, Silsden



Annual Parochial Church Meeting 2025
with reports for 2024
St James, Silsden,
6th April 2025
11.30 am
in the Church Hall

OUR MISSION PRAYER

God of Mission, who works on Earth through all those who love you, we pray for your Church here in Silsden. We pray for our fellowship here at St. James; that we may grow in faith and in the confidence to bring others to find your Son, our Lord Jesus and so to find You.

Send your Holy Spirit on us to bring vision to our planning, wisdom to our actions, faith to our lives, hope to our community, and love to our hearts. Through Jesus Christ our Lord. Amen

St James PCC is Registered as a Charity with the Charity Commission – Charity Number 1180781 – Official Charity Name: *The Parochial Church Council Of The Ecclesiastical Parish Of St James Silsden.*

St James the Great, Silsden

Vestry Meeting and Annual Parochial Church Meeting

Sunday 6th April 2025 at 11.30 am

Vestry Meeting

1. The meeting opens with prayer
2. Apologies for absence
3. Minutes of last year's Vestry meeting
4. Appointment of tellers
5. Election of churchwardens
6. Archdeacon's Visitations

Annual Parochial Church Meeting (APCM)

7. Minutes of last year's APCM
8. Matters arising
9. Reports – most have been circulated in advance
 - a) PCC Report
 - b) Churchwardens Report
 - c) Hon Treasurer presents Accounts and Financial Report
 - d) Adoption of accounts
 - e) Electoral Roll
 - f) Deanery Synod
10. Elections
 - Parochial Church Council
11. Appointment of independent examiner of accounts
12. Data Protection
13. Any other business
14. Date of next meeting
15. Closing prayers

Minutes of the 2024 Vestry Meeting and 2024 Annual Parochial Church Meeting held in person Sunday 7 April 2024

Vestry Meeting

1. Neil Whitaker opened the meeting with the collect and welcomed all.
2. Apologies for absence were received from Sue Francis, Fiona Schneider, Sheila Thompson, Alison Winstanley, Paul Winstanley, .
3. Minutes of last year's vestry meeting were approved. Proposed Bob Evans, Seconded Derek Smithson.
4. Tellers – Not required
5. Election of Churchwardens – Neil Whitaker has now completed his 6 year term as Church Warden but would like to continue for a further period, particularly as we are in vacancy at the moment. Therefore we need a special resolution to dis-apply Section 3 of the Church Wardens appointment regulations so that Neil can be re-elected as Church Warden. Proposed Alison Rohatynskyj Seconded Val Goddard. No objections. Jayne Robinson also re-elected as second Churchwarden.
6. The Archdeacon's visitations for 2024 will be held on Tuesday 18th June 7.30 pm at St John's Ben Rhydding and Wednesday 26th June 7.30 pm at Bradford Cathedral.

Annual Parochial Church Meeting

7. Minutes of the last Annual Parochial Church meeting were accepted. Proposed Derek Smithson, Seconded Helen Anderson.
8. Matters Arising – None.
9. Reports – most of the required reports had been circulated in advance, allowing for summaries and questions.
 - a) PCC report

b) Churchwardens Report

c) Hon Treasurer presents Accounts and Financial Report.
These had been signed off by independent examiner and approved by PCC. Deborah was thanked for her hard work.

d) Adoption of accounts – The accounts were accepted.
Proposed Malcolm Hudson, Seconded Mary West.

e) Electoral Roll – There are currently 92 names on the electoral roll, 12 people being non-resident.

f) Deanery Synod

10. Elections

Parochial Church Council - Leanne Newsome and Derek Smithson standing down. Stephanie Spence and Joanne Towers appointed to PCC.

Deanery Synod - Paul Winstanley to continue as Deanery Synod representative. Joanne Kaye appointed and Lynne Heath to consider joining him as representatives.

11. Appointment of independent examiner of accounts.

Bob Smith wishes to retire from this role. John Leech, retired manager in NHS Finance and IT, has acted as independent examiner for the first time this year as Bob Smith was away. John Leech is happy to continue as independent examiner. No objections.

12. Data Protection

No issues. All were reminded to take care when sharing e-mail addresses etc. Privacy notices are displayed appropriately.

13. Any other business

No other business.

April PCC to take place on Tuesday 9 April at 7.30 pm in the church hall.

14. Date of next APCM - to be confirmed at a later date.

15. Closing prayers given by Neil.

2024 Reports and Accounts for the Parochial Church Council of St James the Great, Silsden

St James' PCC has the responsibility of cooperating with the incumbent, (currently vacanct), in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church and hall of St James the Great, Silsden.

The Parochial Church Council (PCC)

2024 PROCEEDINGS OF THE PCC

The St James PCC

Deanery Reps: - Paul Winstanley, Joanna Kaye, Lynne Heath

Churchwardens:- Neil Whitaker (lay vice chair), Jayne Robinson (Secretary)

PCC Members:-

2022:- Deborah Thorley (Treasurer), Val Goddard, Brian Goddard (Deputy Churchwarden)

2023:-Steve Anderson, Connor Anderson, Michael Wilkinson

2024:- Stephe Spence, Joanne towers

There have been nine meetings of the St James Silsden Parochial Church Council (PCC) in 2024 plus many meetings of the various mission groups – Fabric, Welcome, Social, and Mission. The mission groups report to PCC (and the Pizza Praise project falls within the Mission Group's remit, and Fiona has joined the Mission Group).

We express our thanks to all the members of the PCC and the mission groups for their work during 2024.

Churchwardens Report

Churchwardens' report of the activities of St James Silsden January to December 2024.

1. General

St James Church remained in vacancy for the whole of 2024 – but there was still lots happening in those 12 months as God has guided us all, and the Holy Spirit gave us energy. This is our attempt at a summary (apologies if we have inadvertently missed anything or anyone).

It has been wonderful to welcome Jen as our new Licensed Lay Minister.

We have continued with our full pattern of two services every Sunday morning, run another Alpha course, celebrated the wonder and joy of Easter together, fallen silent and reflected on Remembrance Sunday, and welcomed many - especially at Christmas with our popular Carol Service and Christingle services.

We are so grateful to all the clergy who have been helping us at our Sunday services and occasional offices – Rev Pat and Rev Bob from our own congregation and many other retired members of the clergy. We thank them - and give thanks for them.

We are also grateful for the support we have received from Bishop Toby, Archdeacon Andy, Area Dean Mike Coe and Assistant Area Dean Mike Green. Thank you to them.

We have loved to see people come up with ideas for new ventures as we want to serve our community and introduce people to Jesus.

Thank you to everyone who has helped during the year in any way – including with:

- prayer groups
- home groups
- Alpha course
- the tech
- bellringing
- music

- baptisms
- helping on Sundays (including with Pizza Praise)
- organising our donations to the foodbank
- coming to the work days
- tending to the graveyard
- helping out with all the administrative tasks involved in running this church.
- cleaning the brasses
- flowers
- repairs and maintenance
- social media
- attending the care homes
- visits
- catering mission

We have seen so many people stepping up to help in whatever way they can – thank you to you all. A great team effort!

Other highlights in 2024 included:

- Pizza Praise
- A wave of baptisms in the second half of the year
- The growth in our home groups
- More leafletting of the new houses
- ‘Friday at the King’ continuing to go well
- The start of the new ‘Saturday Social’
- The wonderful response of St James to the local food banks
- Our continuing engagement with the care homes in Silsden
- Members of our church attending the 2024-25 Personal Growth and Leadership course run by the Diocese (please consider going in 2025-26!)
- The Sunday Strolls

- Our online Advent Calendar
- The special midweek services of morning prayer

2. Fabric, goods and ornaments of the church

We are pleased to report that the heating has worked well in 2024. Admittedly we are never going to want to be without our coats on in our church in winter, but the heating does make an effective difference. Thank you to those who keep a constant eye on it.

We are disappointed that we have been unable to make any progress in getting the situation regarding the hall car park wall resolved. We have reached an impasse with the Council regarding whether or not they are liable for it and we ask for your prayers about this difficult problem.

The Fabric mission group are keeping on top of ongoing maintenance of the church – especially the roof – and the hall. The hall needs some more new windows (but we don't have the funds).

3. Also sadness.....

We lost beloved members of the congregation in 2024 as they went home to the Lord. We thank God for their lives and witness. We hold them, and all who mourn and grieve for them, in our prayers.

4. Thank you

Thank you for all the support you have given – and are giving - to the church, and to ourselves. We very much appreciate that support and we are so grateful to everyone. It is wonderful to see the Holy Spirit at work as St James Church worships every Sunday, prays together, studies in Home Groups, goes out to the Homes, is adventurous, enjoys fellowship together, welcomes everyone and – most of all – proclaims Jesus as Lord. We give

thanks to God for His work here and for the many people involved in making that happen here at St James. Thank you.

Jayne and Neil

Financial Review 2024

Total receipts on unrestricted funds were £74964.15 an increase of approx. £5K over 2023. Planned giving gave us £40526.04, an increase of approx. £7K. Many thanks to you all for your gifts to St James in 2024. £8617.37 was claimed as Gift Aid from this income, some donations and by the small donations scheme. £14513 came into general funds from church hall lettings. Details of all the income strands is given in the full accounts.

Total receipts on restricted funds were £1725.49. This figure is low as we did not do any dedicated fundraising for the hall project in 2024.

In 2024 we paid £40000 towards the Share requested by the Diocese – this was 77% of the request and an increase from 2023. We carried out general repairs and maintenance to the church and hall as needed.

Full details of all expenditure can be found in the full accounts.

Reserves Policy

It is the PCC policy to hold at least £1,000 in the unrestricted funds at the end of the year. At the end of 2024 there was £9903.93 held in unrestricted reserves. This included £4000 towards the share which was unpaid due to a banking error (which has gone towards the 2025 share) and £2000 to pay for an expected roofing bill.

2024 has seen an increase in available funds for the work of St James and the wider church. This is very encouraging in the current financial constraints. I want to thank everyone who has contributed, financially or by talents (that reduce our bills). My thanks also to the counting team for their work on Sundays and to Sheila for banking the money.

Deborah

Bank – Barclays Bank

Independent Examiner – John Leech, Knaresborough

Independent Examiner's Report to the Trustees of St James' PCC

I report on the accounts of the church for the year ending 31 December 2024 which are set out on the following pages.

The church's trustees (the PCC) are responsible for the preparation of the accounts (delegated responsibility to the PCC Treasurer). The PCC consider that an independent examination of the accounts is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Charities Act 2011)
- To follow the general procedures laid out in section 145 (5) (b) of the 2011 Act
- To state whether particular matters have come to my attention

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general procedures of the 2011 Act (as explained in the PCC Accountability booklet 5th edition). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

In connection with my examination, no matter has come to my attention:

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

Signed.....*John S. Leech*.....

Print Name.....JOHN STEPHEN LEECH.....

Date.....21/3/25.....

RECEIPTS AND PAYMENTS ACCOUNTS						
	Unrestricted Funds 2024	Restrctited Funds 2024	TOTAL 2024	Unrestricted Funds 2023	Restricted Funds 2023	TOTAL 2023
	£	£	£	£	£	£
RECEIPTS						
Voluntary Receipts						
Planned giving	40526.04		40526.04	33885.25		33885.25
Collections	5662.05		5662.05	5403.78		5403.78
All other giving	279.24	545.00	824.24	1826.93	3135.51	4962.44
Project 200+		806.39	806.39		7425.01	7425.01
Gift Aid recovered	8617.37	102.71	8720.08	7478.09		7478.09
	55084.70	1454.10	56538.80	48594.05	10560.52	59154.57
Activities for Generating Funds	16443.20	107.30	16550.50	16874.09		16874.09
Investment Income	1675.40	164.09	1839.49	1649.76	94.84	1744.60
Church Activities	1625.75		1625.75	2293.00		2293.00
Other	135.10		135.10	31.35		31.35
Total Receipts	74964.15	1725.49	76689.64	69442.25	10655.36	80097.61
PAYMENTS						
Church Activities						
Diocesan share	40000.00		40000.00	35500.00		35500.00
Clergy and staffing costs	10075.70		10075.70	10229.57		10229.57
Church and Hall running expenses	13875.62	469.83	14345.45	13469.94	44.99	13514.93
Church and Hall repairs and maintenance	2954.68	29.94	2984.62	9507.53	4853.52	14361.05
Project 200+			0.00		18018.00	18018.00
Mission giving	23.00		23.00	72.00		72.00
Other	0.00		0.00	419.00		419.00
Total Payments	66929.00	499.77	67428.77	69198.04	22916.51	92114.55
Excess of Receipts over Payments	8035.15	1225.72	9260.87	244.21	-12261.15	-12016.94
Cash in bank and in hand at 1 January	1870.54	5157.66	7028.20	1645.83	17418.81	19064.64
Cash in bank and in hand at 31 December	9905.69	6383.38	16289.07	1890.04	5157.66	7047.70

	Unrestricted funds 2024	Restricted funds 2024	TOTAL 2024	Unrestricted funds 2023	Restricted funds 2023	TOTAL 2023
	£	£	£	£	£	£
RECEIPTS						
All other giving						
Donations	106.00	545.00	651.00	289.35	3135.51	3424.86
VAT reclaim			0.00	1537.58		1537.58
Project 200+		806.39	806.39		7425.01	7425.01
Legacy	173.24		173.24			0.00
	279.24	1351.39	1630.63	1826.93	10560.52	12387.45
Activities for generating funds						
Church hall lettings	14512.90		14512.90	15838.50		15838.50
Saturday/Sunday Coffee	1284.05	107.30	1391.35	499.74		499.74
Autumn Fair	641.50		641.50	535.85		535.85
Cards	4.75		4.75			0.00
	16443.20	107.30	16550.5	16874.09		16874.09
Investment income						
CBF dividends	1675.40		1675.40	1649.76		1649.76
CCLA fund interest		164.09	164.09		94.84	94.84
PAYMENTS						
Clergy and staffing costs						
Clergy expenses	26.25		26.25	1628.97		1628.97
Organist	1500.00		1500.00	1800.00		1800.00
Cleaner	5469.45		5469.45	3351.00		3351.00
Administrator	3080.00		3080.00	3449.60		3449.60
	10075.70		10075.70	10229.57		10229.57
Church and hall running expenses						
Gas	2421.40		2421.40	1964.28		1964.28
Electricity	2444.30		2444.30	3378.75		3378.75
Water	696.43		696.43	646.68		646.68
Insurance	2651.06		2651.06	2510.93		2510.93
Organ tuning	715.00		715.00	430.00		430.00
Children's work	0.00		0.00			0.00
Pastoral work	25.00		25.00		44.99	44.99
Service consumables	1275.10	366.98	1642.08	973.61		973.61
Cleaning materials	864.85		864.85	1080.82		1080.82
Printing, stationery and web	2013.11	102.85	2115.96	1753.59		1753.59
Music licences	769.37		769.37	731.28		731.28
	13875.62	469.83	14345.45	13469.94	44.99	13514.93
Church and hall repairs and maintenance						
General	2954.68	29.94	2984.62	9507.53	4853.52	14361.05
Project 200+						
		0.00	0.00		18018.00	18018.00
Mission Giving						
CTIS	0.00		0.00	50.00		50.00
British Legion	23.00		23.00	22.00		22.00

	Bal b/fwd	Receipts	Payments	Bal c/fwd
Designated				
Utility fees	360.00	240.00		600.00
Restrctited				
Gates	1092.10			1092.10
Churchyard	50.00		29.94	20.06
Electrical works	6.25			6.25
Tower works	6.25			6.25
General projects	0.00			0.00
Project 200+	1518.91	806.39		2325.30
Interest	345.37	164.09		509.46
Flag	128.46			128.46
Vicar's Fund	1006.17			1006.17
Streaming/AV	0.00			0.00
Clock	404.15			404.15
Coffee Machine	200.00			200.00
Pizza Praise	400.00	755.01	469.83	685.18
	5157.66	1725.49	499.77	6383.38

Where the money is		
	01/01/2024	31/12/2024
Current account		
Unrestrctited funds	1868.78	9903.93
Restrctited funds	584.87	840.11
Project 200+	291.23	689.02
DBF fees	32.00	32.00
Charity Money	108.50	108.50
Parish Weekend	308.00	308.00
CTIS eletricity	516.87	0.00
Alpha Weekend	213.00	-479.10
Mason's fees	24.00	24.00
Food bank	20.00	40.00
Fees other	0.00	0.00
Total	3967.25	11466.46
Petty Cash	1.76	1.76
Hall account		
Flower Guild	192.26	192.26
Project 200+	1227.68	1636.28
Total	1419.94	1828.54
CCLA account		
Restricted funds	3053.88	3215.97

Statement of Assets and Liabilities						
	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2024	TOTAL 2023
		£	£	£		
Cash Funds						
Bank current account		9903.93	1529.13	0.00	11433.06	2744.88
CCLA account		0.00	3215.97	0.00	3215.97	3053.88
Churchwarden's Petty Cash		1.76	0.00	0.00	1.76	1.76
Hall account		0.00	1638.28	0.00	1638.28	1227.68
		9905.69	6383.38	0.00	16289.07	7028.20
Investment Assets						
Investment fund shares at market value		£61,737.62				

Deanery Synod Report 2024

St James Silsden is part of the South Craven and Wharfedale deanery; a collection of eleven neighbouring churches within the Bradford Episcopal Area.

Our first meeting was in January via Zoom. After general business, Rev'd Ned Lunn, Canon for Intercultural Mission and the Arts at Bradford Cathedral spoke and led a discussion about Bradford 2025 City of Culture and how the Deanery could be involved

Our second meeting was in June at St Thomas Church, Sutton in Craven. As it was in vacancy, we listened to a short presentation on the parish profile given by the Churchwarden. The main speaker for the evening was Geoff Park, the Chief Finance Officer for the Diocese who spoke about the finance issues of the Diocese and the challenges it faced. I was not present at the meeting but did ask a written question concerning Parish Share (the contribution each church in the Diocese is asked to make towards running costs) namely, was the formula to be revised as it is disheartening for those parishes that are unable to pay in full. The answer was No as it was perceived by the Leeds Board of Finance that any change would be too costly to implement and not bring any significant benefit! For information if you go to the Diocesan website to the Finance Section and then to Share Reports you can

see how much each individual church has been requested to pay and the actual payment of Parish Share month on month.

Our third meeting was in October at St Peter's Addingham. We followed the usual pattern of a presentation about the host parish. This was given by Rev'd Mark Cannon and the churchwarden.

We then went into groups to share good news stories from churches within the deanery. Even though we are in vacancy we certainly had a lot of positive points to share, for instance, the Pizza Praise service, the ministry in the retirement homes within the parish and the increase in attendance at the Together @ 11 services.

The report is on behalf of Lynn Heath, Joanna Kaye and myself your Deanery Synod representatives.

Paul Winstanley