

Christ Church Friezland

Annual Parochial Church Meeting (APCM)

Reports

Sunday 11 May 2025

Covering the period Jan – Dec 2024

Vestry Meeting Items

Item 1: Attendees

Please will all those attending ensure they print their name on the register. This is to maintain an accuracy for the minutes.

Item 2: Apologies

Sarah Ashworth

Item 3: Minutes of the APCM held on Sunday 28 April 2024

Action: Does the meeting agree that these are a true and accurate reflection of the meeting?

Vestry meeting minutes Sunday 28 April 2024

Chair: Sharon Jones

Secretary: Sarah Ashworth

1. Attendees

Mike Balk, Guy Betts, Matt Carson, Yvonne Carson, Jane Clark, Simon Clark, Alan Collett, Chris Collett, Rachel Edmonson, Terry Flynn, Chris Ford, Lindsay Gledhill, Ann Goddard, Gesine Hoare, Rupert Hoare, Jo Johnson, Kate Lane, Lynda McCrea, Rosa Nixon, David Richardson, Pauline Richardson, Carol Robinson, Paul Robinson, Duncan Ross, Sheila Ross, Deborah Thompson, Jean Warrall, Jenny Weaver, Joan Whalley, Peter Whalley,

2. Apologies

Tony Littlewood

3. Minutes of the APCM held on Sunday 23 April 2023

Agreed accurate record

Election of Church Wardens

John Stevenson will re-stand. Proposer: Lindsay Gledhill; Seconder: Sarah Ashworth
Carol Robinson. Proposer: David Richardson; Seconder: Lindsey Gledhill
Lindsay Gledhill standing down

All nominations for Church Warden were agreed by the meeting.

APCM meeting minutes Sunday 28 April 2024

Attendees and apologies as Vestry meeting above

4. Annual report (Sarah Ashworth) and Financial Statement (Deborah Thompson) from Parochial Church Council

No questions on the annual report.

Deborah gave an update on the Finance report.

Hope to pay £32K parish share in full during 2024.

In 2022 we spent more on energy and building maintenance.

Giving and donations were down based on 2022.

5. Report of the Safe Church Policy / Child Protection Officer (Simon Clark)

Since last APCM no safeguarding issues that have needed to go to diocese.

Three Junior Church leaders with up to date DBS checks and engaged in ongoing training.

Bellringing leaders – DBS checked and engaged in ongoing training.

Little Lights – DBS checked and engaged in ongoing training.

Risk assessments of church and grounds.

Annual safeguarding audit has been completed.

Manchester Diocese policy – reaffirmed at PCC meeting on 09/04/24

Simon read the Safeguarding Policy to those attending the meeting.

6. Electoral Roll Officers report (Duncan Ross)

63 on the electoral role. 33 within, 30 without the parish.

Therefore 6 elected PCC members.

Sharon encouraged CCF to consider including mid-week service attendees on the electoral roll and build relationships with mid-week attendees.

St Chads PCC is made up of 50% mid-week worship.

Rachel gave an update on Thursday evening services and how that translates into engagement.

7. Consideration of Supplementary Reports

a. Team Rector report – no questions

b. Deanery Synod report (Duncan Ross) – no questions

c. The Fabric report (Tony Littlewood) – no questions

d. Church warden report (John Stevenson / Lindsay Gledhill) – no questions

e. Church Hall report – no questions

f. Eco church report (Matt Carson) – no questions

g. Junior Church report (Sarah Ashworth) – no questions

h. Fundraising report including coffee shop, Children's Society and 100 Club (Lynda McCrea) – no questions

Sharon offered her thanks to all those who volunteer their time. Thanks also for the welcome offered to those attending CCF. Do welcome Sachin as Team Vicar as he will be a valuable resource.

8. Election of Assistant Church Wardens

Assistant Church Warden (current): Duncan Ross

Assistant Church Warden (2nd): vacant

Rosa Nixon offered help with faculty applications along with Paul Robinson

9. Election of PCC Representatives

Jill Barrett. Proposed: Duncan Ross; Seconded: John Stevenson

Deborah Thompson. Proposed: Sarah Ashworth; Seconded: Lindsey Gledhill

Ann Goddard. Proposed: Lindsey Gledhill; Seconded: Matt Carson

Yvonne Carson. Proposed: Matt Carson; Seconded: Sarah Ashworth

All nominations for PCC members were agreed by the meeting.

10. Election of Sides-People

Sides person nominee	Proposer	Second
Guy Betts	Lindsey Gledhill	Pauline Richardson
Yvonne Carson	Sheila Ross	Ann Goddard
Alan Collett	Sheila Ross	Duncan Ross

Lindsey Gledhill	Duncan Ross	Terry Flynn
Terry Flynn	Sarah Ashworth	Sheila Ross
David Richardson	Pauline Richardson	Lindsey Gledhill
Pauline Richardson	David Richardson	Lindsey Gledhill
Duncan Ross	Rachel Edmonson	Yvonne Carson
Sheila Ross	Rachel Edmonson	Yvonne Carson
Jean Warrall	John Stevenson	Sarah Ashworth

All nominations for sides people were agreed by the meeting.

11. Appointment of Independent Examiners

Jane Cooksey – agreed

Discussion points

Lay-led services to increase from October 2024 (Sharon Jones)

Sharon updated how from October CCF (and all churches in the benefice) will be having 2 clergy led and 2 lay-led services each month.

The plan is that lay-led services will be coordinated across the 9 churches of the benefice rather than necessarily covered by each individual church. Meaning lay members belonging to other Saddleworth churches may come and lead services at CCF (and visa versa).

Sharon invited anyone with experience of leading services to share their details with Sarah Ashworth (via Christchurch_friezland@hotmail.com) to be sent to the Team Office.

Focal Leaders (Sharon Jones)

Person who is first point of call and focus of unity across parish.

Fortunate in Saddleworth to have clergy as focal leaders, but with retirements this is no longer possible.

Duncan is volunteering to be Focal Leader at CCF.

If you are interested, then talk to Duncan Ross.

Three year term and details are online: <https://www.manchester.anglican.org/faithlife/nurturing/focal-leadership/>

Choir (Joan Whalley, Kate Lane)

Joan Whalley gave an update on the choir.

Numbers are somewhat depleted so if anyone would like to join the choir they are welcome.

Sharon feels it makes such a difference when the choir can lead.

Team services are lovely opportunity to sing with a larger group.

Duncan Ross gave an acknowledgement of Sharon's leadership and support of CCF, and offered her every good wish as she retires.

Close with prayer

Election of church wardens

Each nominee must be proposed and seconded.

CCF PCC would like to formal thank both John Stevenson and Carol Robinson for their service to CCF as church wardens.

Reports

ITEM 4: PCC annual report and Financial Review

Report and Accounts for the Parochial Church Council of Christ Church Friezland (Sarah Ashworth)

(Registered Charity No 1186595)

Financial year 1st January – 31st December 2024

Aim and purposes

Christ Church Friezland Parochial Church Council (PCC) has the responsibility of cooperating with the Team Vicar and all Assistant Clergy of the Saddleworth Team Ministry 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 Church Hall of Christ Church Friezland.

Objectives and Activities

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 Friezland. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the people 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 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; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of Christ Church Friezland and the Church Hall.

Worship and Prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. A Tuesday morning service is offered monthly, attended by a very small number of worshippers, whilst the Thursday evening service now has an average of 55 children and adults attending. Many of those attending Thursday evening services have ties to other Parishes within the Benefice.

The service of Morning Prayer on the 3rd Sunday of each month are led by Lay people and continues to be well supported, using a variety of authorised themes for these services.

All are welcome to attend our regular services. The average weekly attendance, counted during October, was 55. Over Christmas Eve and Christmas Day 88 people attended our services. On Easter Eve and Easter Day we welcomed 64 people to our services.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

We have celebrated 4 baptisms, 5 weddings and 9 funerals in our church during 2024.

Church and Community

The PCC has reviewed our Mission Action Plan to ensure it continues to reflect the 5 Marks of Mission.

Work has been completed on the roof of the organ loft to prevent water ingress. Whilst work is progressing to manage dry rot identified at the base of the bell tower. New bell ropes have been purchased and work to reduce moisture in the ringing chamber is underway.

As a Silver status Eco Church we are setting ourselves and the Community some challenging targets with the aim of 'going for Gold'. We are grateful to the Carson family for all the hard work that goes into these successful awards and enabling us to care for God's earth.

The weekly Thursday afternoon Coffee Shop continues to offer hospitality to our community and raise funds for charities. We are grateful to both our volunteers and those who visit.

Friezland Little Lights baby and toddler group continues to attract new families to join our Worshipping family. We acknowledge the huge amount of time and effort, from our volunteers that goes in to making this venture the community success that it is, also generating a significant income for Church.

The Whit Friday Brass Band Contest continues to build on its reputation for being a family friendly venue, much appreciated and supported by the community. PCC would like to recognise the leadership of Jill and John Barrett, who stepped back from coordinating the contest in 2024, and to Simon Clark who has taken on the mantle.

Our historic building continues to attract a variety of musical concerts and events, as fund raisers both for Church and for charities, as well as being enjoyable community events.

The Christmas Fair was once again held in Church and was very successful as a community outreach event.

Our Church Hall continues to be a great asset to both the Church and the local community and we acknowledge the work of all those volunteers who make it succeed, in particular for the leadership of Guy Betts.

Our Junior Church carries out weekly Sunday morning meetings in the church hall, followed by a short presentation after the Sunday service in church. We are grateful for all the hard work that goes into these weekly sessions.

Pastoral Care

Our Pastoral Care Team is led by Gill Stott, assisted by a small team.

Mission and Evangelism

Helping those in need is a demonstration of our faith. During the year we have supported several charities. Our after service refreshment donations raising a significant amount for our chosen charities which in 2024 included Action for Pulmonary Fibrosis, Motor Neurone Disease Association and United Churches Healing Ministry.

The Oldham Food Bank and the Booth Centre continue to receive regular donations.

In 2024 we delivered over 400 Christmas cards around the parish. In September we held our annual Heritage Open Weekend and Art Exhibition.

We continue to support the Children's Society through Christmas card purchases and the Christingle service, which was combined with our Crib service on Christmas Eve.

Ecumenical Relationships

The church is a member of Churches Together in Saddleworth and supports all events organised by them, including joint services during the week of prayer for Christian Unity and the Whit Friday Procession of Witness.

Volunteers

We thank all the volunteers who work so hard to make our church the lively and vibrant community that it is, as detailed in the reports from groups and committees that supplement this report.

Structure, governance and management

The PCC is registered as a Charity with the Charity Commissioners and has the Registered Charity number of 1186595.

The method of appointment of PCC members is set out in the Church Representation Rules. At Christ Church the membership of the PCC consists of the Team Rector/Vicar, Churchwardens 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 full PCC met seven times during the year. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees include Worship, Church Hall management, Maintenance, Fund Raising and Little Lights baby

and toddler group are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

The Safe Church Policy has been reviewed and reaffirmed at the PCC held on 18 March 2025.

The Child Protection Officer has reported no incidents of concern during 2024.

Financial Review (Deborah Thompson)

Financial Review

The PCC has a Legacy Policy, to provide a process for accepting and acknowledging gifts made to the Church in Wills. The PCC supports in principle the General Synod motion challenging church members to assess annually their financial giving as a proportion of income and asks our church members to aspire to a target of giving 5% of their income (subject to personal interpretation) to and through the Church and a similar amount to other work that helps to build God's kingdom.

Total receipts on unrestricted funds were £116,570 of which £34,088 were unrestricted voluntary donations through regular giving, collections at services and one-off donations.

A further £9,380 was from Gift Aid and was allocated directly to the Diocese towards our Parish Share. Fundraising events raised £4,796, the Thursday Coffee Shop generated £3,480 and Little Lights £3,919

A total of £118,635 was spent from unrestricted funds to provide the Christian Ministry from Christ Church Friezland. Routine building repairs and maintenance during the year were higher than last year at £14,320. The sum of £2,370 was spent on churchyard maintenance. The contribution we made to the running costs of the Team Ministry was £6,962

We were able to pay £46,000 towards Parish Share which included £14,000 for 2023 parish share and £9,380 in gift aid, amounting to 100% of the £32,000 requested.

The net result for the year was a deficit of receipts over payments of £2,065 on unrestricted funds. There is a balance of £3,322 in the Graveyard bequest.

Reserves Policy

In line with Charity Commissioner requirements, it is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £24,541. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance held on unrestricted (including designated) funds at the year-end was £27,882.

Cash Funds	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
-------------------	--------------------	--------------------	--------------------	--------------------

Current account	8456.81	14397	4517	7670.15
Savings account	1150.69	2739	1512	309.03
HLF account	0	0	10082	1281.95
Church hall account	14952.16	11489	5667	5856.55
Graveyard Bequest	3322.20	3275	3236	881.31
Total	27881.86	31900	25014	15999.49

Table: CCF Assets and Liabilities

Investment Assets	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
Investment - market value	3861.49	3775	3447.87	3905.58
Investment – cost	500.18	500.18	500.18	760.59
Current Liabilities				
Loans	6000	8000	8000	12000
Net Reserves	22382.04	24400.18	15514.18	4760.08

Full, audited financial accounts

Christ Church Friezland Receipts and Payments Account Year Ended 31 December 2024

Receipts	2024		2023	
	General	Restricted		Restricted
Envelopes	2940.30		4338.38	
Direct Giving	24892.00		25095.00	
Collections	3829.99		4083.04	
Book Stall	95.47		93.72	
Sundry Donations	2425.99		1424.57	
PCC Fees	9653.00		6970.00	
Sunday Coffee Money	1290.35		1901.89	
Church Cards & Crafts	0.00		15.95	
Fund Raising	4796.59		3919.10	
Band Contest card payments	452.84		1686.50	
CBF Deposit Fund	104.81		103.17	
Bank Interest	12.03	47.5	65.91	
Thursday Coffee shop	3479.67		3124.52	
Little Lights	3919.45		4258.44	
Charity Collections	781.62		130.00	
Just Giving	4297.65		3612.10	
Diocese Grant (energy)	5850.00		2519.15	
100 Club	1194.00		778.00	
Hire of Church	2300.00		1485.00	
Insurance claim	1938.80		7210.90	
Trans.from Band Contest (tarmac)	2000.00		12000.00	
Gift Aid Tax Claim	9380.19		5324.91	
Receipts from Church hall	30935.50		24,402.75	
TOTAL	£116,570.25	£47.50	£114,543.00	

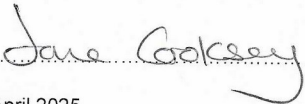
**Christ Church Friezland
Receipts and Payments Account
Year Ended 31 December 2024**

Payments	2024	2023	
	General		
Gas	3513.38	6150.07	
Electricity	1596.43	2019.59	
Maintenance - Church	14319.76	7897.66	
Churchyard Maintenance	2370.00	3790.00	
Salaries & Wages	2020.00	1750.00	
Assigned Fees	5975.00	2822.00	
Junior Church	227.20	302.73	
Parish Share	46000.00	17824.91	
Charity Payment	3247.42	1179.00	
Choir music	221.63	141.78	
Extra Ordinary Expenses	867.43	67.00	
Ecclesiastical Insurance	4434.59	4347.60	
Parish expense - team	6962.44	5705.43	
Water Rates	487.53	447.94	
Licenses	536.37	508.28	
Printing/stationery	270.97	376.10	
Heating maintenance	0.00	1613.86	
Tarmac drive/Hall car park	0.00	15975.00	
Candles/Altar bread/wine	430.32	692.14	
Cash	1091.00	526.00	
Coffee/tea/paper towels	564.45	429.56	
Organ tuning and repairs	804.00	234.00	
Fund raising expenses	658.29	0.00	
Whit Friday expenses	814.16	700.00	
Little Lights	182.04	479.71	
Accountant	115.50	114.00	
Band contest card payments	452.84	1686.50	
National Lottery Heritage fund		7046.00	
Disconnect & redirect rainwater pipe		1080.00	
Decoration to west gable		1170.00	
Church Hall expenditure	20,472.49	18580.53	
	<hr/>	<hr/>	
TOTAL	£118,635.24	£105,657.39	
Nett of Receipts (- Payments)	-£2,064.99	£47.50	£8,885.61

**Christ Church Friezland
Receipts and Payments Account
Year Ended 31 December 2024**

Bank Balance at 31st December 2024	8456.81		14396.84	
<i>HLF account at 31st December</i>	0		0	
<i>Church hall balance</i>	14952.16		11489.15	
<i>Saver account balance at 31st December</i>	1150.69		2738.66	
<i>Graveyard bequest</i>		3322.2		3274.7
<i>Investments at cost</i>	500.18		500.18	
	25059.84	3322.2	29124.83	3274.7

I confirm that the income and expenditure account concurs with the accounting records.

 Jane Cooksey FCCA

01 April 2025

Cash Funds	2024	2023	2022	2021
Current Account	8456.81	14397	4517	7670.15
Savings Account	1150.69	2739	1512	309.03
HLF account	0	0	10082	1282
Church Hall account	14952.16	11489	5667	5857
Graveyard Bequest	3322.2	3275	3236	881.31
Total	27881.86	31900	25014	15999.49
Investment Assets				
Investment - market value	3861.49	3775	3447.87	3905.58
Investment - cost	500.18	500.18	500.18	760.59
Current Liabilities				
Loans	6000	8000	10000	12000
Net Reserves	22382.04	24400.18	15514.18	4760.08

Due to significant illness, I was unable to perform my duties as Parish Safeguarding Officer for a period of almost 6 months from September 2024. During this period, my role was covered by the PCC, including delivery of a safeguarding themed service on Safeguarding Sunday, 17th November. I would like to thank all those involved for the work that they put into this and for keeping a watch on safeguarding in my absence.

On behalf of Christ Church Friezland, I have fully engaged with the recently introduced Parish Safeguarding Dashboard system, and I have also repeated the annual safeguarding audit (attached to this report), both indicating satisfactory implementation of the Diocesan Safeguarding Policy.

Those with specific, eligible roles within church, including the PCC members, Churchwardens, Junior Church and Little Light Leaders all have up to date DBS checks and are fully engaged in the process of ongoing safeguarding training.

I have performed a full review of our Health and Safety Assessments for the Church and Hall buildings and grounds, along with a review of Risk Assessments for all PCC authorized activities and I have taken appropriate actions as required. These assessments have been reviewed by the PCC and are available to view on request.

The intention of the parish to follow the Manchester Diocese's safeguarding policy was re-affirmed at the PCC meeting of 18th March 2025. A copy of the policy statement is attached to this report and a signed copy is posted on the noticeboard within the church. A copy of the complete policy is kept at the rear of the church and is also available online through the Diocesan website.

Simon Clark

Parish Safeguarding Officer

19th March 2025

The Parish of Christ Church Friezland Safeguarding Policy

Promoting a Safer Church

The following policy was agreed at the Parochial Church Council (PCC) meeting held on 18th March 2025

In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.

- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

This church appoints Simon Clark as the Parish Safeguarding Officer

Conclusions of the SAFEGUARDING AUDIT 2024 (available as separate document from PCC Secretary, Sarah Ashworth)

All areas are satisfactory. The dates of the last Health and Safety Inspections have been ascertained and full review assessments of the Church Building, Church Hall and the grounds of

both buildings have been performed and recorded. First Aid Boxes have been checked and re-supplied and will be reviewed on a rolling 3 monthly cycle, or sooner as required.

Simon Clark, Parish Safeguarding Co-Ordinator, 27th January 2025

Item 6: Electoral Roll Officer's Report (Matt Carson)

Many thanks to Terry Flynn for his years of service in this role and to those who have supported the creation of a new roll this year.

In February 2025, the PCC appointed Matthew Carson as the new Electoral Roll Officer.

Every 6 years a new roll needs to be created – 2025 is that year.

The roll number reported in the 2022 APCM was 60

The roll number reported in the 2023 APCM was 69

The roll number reported in the 2024 APCM was 63

The new roll number for 2025 APCM is 72

The members on the roll are comprised of:

34 who reside within Friezland parish

31 who reside in a parish abutting Friezland parish

7 who reside in a more distant parish