

The Parish of
Kildwick, Cononley & Bradley



Annual Report and Accounts

2024

2024 Report and Accounts for the Parochial Church Council of Kildwick, Cononley & Bradley

Aims and purposes

Kildwick, Cononley and Bradley Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Mike Green, 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 St John The Evangelist Church Cononley, (and its churchyard), St Mary's Church Bradley, (and its grounds), and the church complex at St Andrew's Kildwick, including St Andrew's Church, the Parish rooms, the Hearse House, and the old and new churchyards.

In addition, St John's, Cononley is part of a Local Ecumenical Partnership with the Methodist Church, (The Airedale Methodist Circuit).

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community in Kildwick, Cononley and Bradley. The PCC, through the worship sub-group, 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.

To facilitate this work, it is important that we maintain the fabric of the churches of St John's, St Mary's, St Andrew's and the Church Complex in Kildwick.

Achievements, Performance, Worship and prayer

We are fortunate to have both Licensed Lay Ministers and retired clergy in the parish who are willing to play a part in our pattern of worship. Our grateful thanks go to the Revd John Lancaster, the Revd John Peet, LLMs Rod Tickner and Kevin Woods and to other local clergy. This has enabled each church to have a service at a regular time each week in 2024. St John's link with the Methodist circuit is maintained, as one service a month is taken by a Methodist minister. Each church has therefore been able to offer two/three Communion services every month, together with one service of Morning Worship which has been led by those authorised to do so.

On the second Sunday of each month the parish has joined together in a single act of worship to foster greater unity. In addition, a said service of Holy Communion is offered midweek at St Andrew's, a service of Morning Prayer is offered each Friday at St John's and a BCP service of Holy Communion is offered once a month at St Andrew's. The Worship subgroup, led by Janet Clifford and aided by representatives from each church congregation, has supported this work. In response to Diocesan requirements, lay members who lead services are now being trained for this work.

Alongside the regular rhythm of Sunday worship, the parish has observed other important dates in the calendar: Easter, Harvest, All Saints and All Souls and Remembrance. In particular, we noted with gratitude the large number of people who came to our churches over the Christmas period, whether for school celebrations, carol services or Christingles, and the increase in numbers on Easter Sunday.

The parish has continued to be there for our communities; our churches have been needed for weddings, baptisms and funerals. Indeed, there has been an increasing number of families who have chosen baptism for their children: a church full of young families is a joyous thing! In all these contacts, pastoral care from vicar and people goes on quietly and sensitively.

Deanery Synod

Three members of the PCC now sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church.

Our Church Buildings

Much work has gone into maintaining the fabric of our buildings and a more detailed account of this is found elsewhere in this Report. A major project has been

the work to repair the roof at St Andrew's continuing at a pace, with the nave completed this year.

Pastoral care

Some members of our parish are unable to attend church due to sickness or age. Reverend Mike Green has visited all church members who have requested it, to celebrate communion with them either at their homes or in hospital. The pastoral team has reformed and offer prayer loops visits those who require it. The team has continued to visit those in hospital this year which has been greatly appreciated.

Mission and evangelism

Existing links with Kildwick CofE School have been strengthened, with weekly visits by Rev'd Mike into school and monthly Collective worship in St Andrew's which includes parents.

Concerts have successfully continued in St Andrew's and we anticipate them starting to happen in St John's from 2025.

A Confirmation service in July with Bishop Toby Howarth presiding saw four under 25 year olds confirmed and an under 50 year old.

Other avenues of outreach continue in small but important ways; in Cononley, Tea and Toast welcomes people to the church building for refreshment, friendship and (latterly) into a warm space. Chuffs (**C**hildren **U**nder **F**ive), has rebranded this year under new leadership and is now known as St Andrew's Little Lambs. In each of our church communities, the work of caring for our neighbours, whether they be churchgoers or not, continues in an informal but steady, unassuming and prayerful way. Gardening days have again enabled the local community to get involved in caring for the environment, especially at St Andrew's, with its very large churchyards.

Good use is made of social media and our website which allow the public to contact the parish in an easy way. The Vicar writes a weekly newsletter which goes to those who have asked to be kept in touch; it contains a prayer diary and a calendar of upcoming events.

Ecumenical relationships

We have continued to work closely with the Airedale Methodist circuit in

Cononley, and with the Skipton and Grassington Methodist Circuit in Bradley, celebrating a united covenant service and plans for united services at the beginning of every other month. We also continue to be part of the Cross Hills & District Fellowship of Churches.

Financial review

Thanks first to our new Parish Treasurer Marie Stinson for her work as Treasurer of the Parish during this year. It hasn't been an easy year with trying to get our accounts into one. We have had issues with the banks, including access to our accounts at one point! There is still much to do, which will include closing some bank accounts this year.

Planned giving is down quite significantly this year, but our fundraising and gift weeks have covered some of that deficit.

We have again increased our Parish Share payment, with agreement from the Diocesan Secretary and Chief Financial Officer, as we work towards paying our share request in full. This is very important as the parish share pays for the ministry given in the parish, (a vicar), and with money being very tight in the diocese more and more parishes are being placed together under a single priest as finances restrict full time replacements.

We have had some big expenses this year. The first being the repair to the nave roof at St Andrew's. This is the first phase of roof repairs to St Andrew's as we are working towards repairing the chancel in the next 12 months, followed by the north and south aisles.

We also found woodworm in the organ at St John's. This needed to be treated quickly, not only to save the organ, but because the dias is also made of wood and we needed to keep the woodworm away from there as that would have meant closing the building while thousands of pounds of repairs were made.

With regard to the Parish Rooms, our relationship with Coffee and Crumbs is working well, as can be seen from the Hire of Parish Rooms line in the accounts.

Our reserves are set at just over 3 months expenditure, as per current guidance. This equates to approximately £20,000.

The in year deficit of £62,000 can be seen in the work on the nave roof, the organ repairs to remove woodworm and the new nave altar. These are all one time costs, and so not looking at these you can see that our income just covers our expenditure year on year, but should anything unexpected happen that will quickly change.

Optional information Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular, we want to mention our churchwardens Mrs Joan McCartney, Mrs Sandie Walton, Mrs Janet Wade and Mr Robert Hall, who have worked so tirelessly on our behalf. We would also like to particularly thank those who have led our outreach groups, JAM, St Andrew's Little Lambs, Tea & Toasted and of course our Ringing team at St Andrew's.

Structure, governance and management

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

The method of appointment of PCC members is set out in the Church Representation Rules. Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting (the APCM) and holding office for up to three years, or co-opted by the PCC for one year. Members of the Deanery Synod are ex-officio members of the PCC, holding office for three years; they are also elected by the APCM. Members of the Diocesan Synod are also ex-officio members of 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 met six times in 2024, with meetings chaired by the Vicar, Revd Mike Green, or the Lay Chair, Sandie Walton in Mike's absence.

A wide variety of business has been discussed at PCC meetings, reflecting the needs of the different communities. On each Agenda has been consideration of Finance and Safeguarding. The Financial Statements of the parish are noted elsewhere in the Report.

The PCC appointed a Standing Committee, members of which have been the Incumbent, any three of the Churchwardens, Mrs Jill Wright, Mrs Jane Hall and Mr Rod Tickner. This Committee is required by law and has the power to transact the

business of the PCC between its meetings, subject to any directions that may be given from time to time by the PCC. In addition to these responsibilities, the PCC has complied with its duty (under Section 5 of the Safeguarding and Clergy Discipline Measure 2016) to have regard to the House of Bishops' Guidance on safeguarding children and vulnerable adults. Mrs Geraldine Sands is the Parish Safeguarding Officer. The PCC readopted the Diocesan Safeguarding Policy in October 2024. The Parish Safeguarding Officer has been diligent in ensuring PCC members undergo the required training and that other requirements of the Bishops' Policy are implemented as indicated by the Diocesan Parish Dashboards.

Administrative information

The parish of Kildwick, Cononley & Bradley is situated in the Bradford Episcopal Area of the Diocese of Leeds within the Church of England.

The correspondence address is Thorn Hill, 2 Wheatlands Lane, Cross Hills, BD20 8SH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2022) and a charity registered with the Charity Commission under number 1203110.

PCC members who have served at any time from 23rd May April 2024 until the date this report was approved are:

Ex officio members:

Incumbent: The Reverend Mike Green (chair)

Licensed Lay Minister: Rod Tickner

Churchwardens: (They will serve until the Bishop's Visitation in 2025)

- Robert Hall
- Joan E McCartney
- Sandie Walton
- Janet Wade

Deanery Synod Representatives: (They will serve until Deanery Synod elections in 2026)

- Andrew Symonds
- Sandie Walton
- Eileen Boothman

Elected members:

- Jane Hall to serve until APCM in 2026
- Anne Hunt to serve until APCM in 2026
- Andrea Baxter resigned this post in February 2025
- *Vacancy from February 2025 until APCM in 2027*

- Eileen Boothman resigned this post in February 2025
- *Vacancy from February 2025 until APCM in 2026*
- Janet Clifford to serve until APCM in 2026
- Elsie Clarke to serve until APCM in 2027

- Tim Chapman to serve until APCM in 2026
- Geraldine Sands to serve until APCM in 2026
- Jill Wright to serve until APCM in 2027

Closing Statement

2024 has seen a great amount of effort reach fulfilment as we repaired the nave roof at St Andrew's. We still have many challenges, not least the repair of the rest of the roof at St Andrew's and issues around heating our buildings, but we should be encouraged at the community relationships that are being built as we tell of the Good News of Jesus Christ to those who do not yet know him.

Approved by the PCC on 2nd May 2025 and signed on their behalf by the Reverend Mike Green (PCC chairman).

Independent Examiner's Report to the members of the Parish of Kildwick, Cononley & Bradley, Parochial Church Council.

I report on the accounts for the year ended 31st December 2024 which are set out on pages 10 to 12.

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners

section 145(5)(b) of the 2011 Act; and

- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention

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

Tom Relton MBA, FCMA. Chartered Management Accountant.

10th April 2025

Financial Statements for the Year Ended 31 December 2024

Receipts and Payments Accounts

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL. 2024 £	TOTAL. 2023 £
RECEIPTS					
Voluntary receipts:					
Planned giving		27,042	-	27,042	34,632
Collection at services		9,272	-	9,272	9,894
Bequests		-	-	-	-
All other giving/voluntary receipts	3a	10,421	153	10,574	6,311
Gift Aid recovered		2,918	-	2,918	19,743
		<u>49,653</u>	<u>153</u>	<u>49,806</u>	<u>70,580</u>
Activities for generating funds	3b	18,049	-	18,049	8,624
Grants for Works		14,969	-	14,969	-
Investment income		2,957	-	2,957	170
Bank Error Refund		1,621	-	1,621	-
Church activities		2,263	-	2,263	-
		<u>89,512</u>	<u>153</u>	<u>89,665</u>	<u>79,374</u>
Total receipts					
PAYMENTS					
Church Activities:					
Diocesan Parish Share		22,000	-	22,000	18,000
Methodist Share		-	-	-	600
Clergy Expenses		400	-	400	-
Church Running Expenses	3c	64,062	-	64,062	57,034
Salaries & Honoraria		1,260	-	1,260	1,755
Mission giving and donations	3d	1,786	-	1,786	2,895
Mission & Evangelism Costs		997	-	997	897
Bank Charges		166	-	166	239
Repairs to Parish Buildings	3e	39,066	14,872	53,938	23,467
New Altar at St Andrew's		5,010	-	5,010	-
		<u>134,747</u>	<u>14,872</u>	<u>149,619</u>	<u>104,887</u>
Costs of generating funds		608	-	608	252
Banking Error		1,621	-	1,621	-
		<u>136,976</u>	<u>14,872</u>	<u>151,848</u>	<u>105,139</u>
Total Payments					
Excess of receipts over payments		-47,464	-14,719	-62,183	-25,765
Transfer between funds	2	-	-	-	-
		-47,464	-14,719	-62,183	-25,765
Cash at bank and in hand at 1 January		133,800	17,357	151,157	176,922
Cash at bank and in hand at 31 December		<u>86,336</u>	<u>2,638</u>	<u>88,974</u>	<u>151,157</u>

Statement of Assets and Liabilities

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL. 2024 £	TOTAL. 2023 £
Cash Funds					
Bank Current Accounts		30,409	-	30,409	69,461
CCLA Funds		55,927	2,638	58,565	81,696
		<u>86,336</u>	<u>2,638</u>	<u>88,974</u>	<u>151,157</u>

Notes

1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2 The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Bal c/fwd
Restricted				
Slate Fund	8,848	-	8,848	-
Headley Trust	6,024	-	6,024	-
Binns Grave	2,485	-	-	2,485
St John's Churchyard	-	153	-	153
	<u>17,357</u>	<u>153</u>	<u>14,872</u>	<u>2,638</u>

3 Further Analysis of Receipts and Payments Accounts

	Notes	Unrestricted Funds	Restricted Funds	TOTAL. 2024	TOTAL. 2023
Receipts					
a) All other giving/voluntary Receipts:					
Donations		2,278	153	2,431	4,756
Gift Week		1,630	-	1,630	-
Parish Visit		560	-	560	
DBF Income		4,953	-	4,953	1,554
John Swire Charity		1,000	-	1,000	-
		<u>10,421</u>	<u>-</u>	<u>10,574</u>	<u>6,311</u>
b) Activities for generating funds:					
Hire of Parish Rooms		12,488	-	12,488	4,603
Misc Income		1,069	-	1,069	96
Wedding Fees		4,492	-	4,492	3,925
		<u>18,049</u>	<u>-</u>	<u>18,049</u>	<u>8,624</u>

	Notes	Unrestricted Funds	Restricted Funds	TOTAL. 2024	TOTAL. 2023
Payments					
c)	Church Running Expenses:				
		201	-	201	201
	Music License				
	Wedding/Funeral Expenses	3,345	-	3,345	3,021
	Insurance	7,854	-	7,854	7,198
	RSCM	127	-	127	127
	Gas & Power	16,331	-	16,331	19,486
	Water	1,655	-	1,655	525
	Churchyard/Garden Maintenance	8,148	-	8,148	10,541
	Upkeep of Organs	12,351	-	12,351	-
	Leeds DBF	1,434	-	1,434	5,371
	Upkeep of Bells	4,501	-	4,501	588
	Church Goods	3,482	-	3,482	9,976
	Quinquennials	1,800	-	1,800	-
	Building Maintenance	2,833	-	2,833	-
		<u>64,062</u>	<u>-</u>	<u>64,062</u>	<u>57,034</u>
d)	Mission giving and donations:				
	Water Aid	-	-	-	193
	Christian Aid	-	-	-	584
	Jigsaw (CMS)	687	-	687	590
	Children Society	-	-	-	120
	St Georges Crypt	-	-	-	104
	Rotary	-	-	-	100
	Peggy Wilson Playing Field	-	-	-	52
	Bradford Cathedral	-	-	-	280
	Leodis Consort	-	-	-	152
	Leeds Baroque	-	-	-	176
	Skipton Food Bank	-	-	-	100
	Abigail Housing	125	-	125	-
	Embrace the Middle East	350	-	350	-
	Yorkshire Cancer Research	175	-	175	-
	McCabe Education Trust	449	-	449	444
		<u>1,786</u>	<u>-</u>	<u>1,786</u>	<u>2,895</u>
e)	Repairs to Parish Buildings:				
	Architect Fees	-	-	0	12,463
	Inspection Fees	-	-	0	2,160
	Furniture Repairs	-	-	0	300
	St Andrew's Nave Roof Repairs	35,812	14,872	50,684	-
	Parish Rooms Repairs (inc toilet replacement)	3,254	-	3,254	8,544
		<u>39,066</u>	<u>14,872</u>	<u>53,938</u>	<u>23,467</u>