

**ALL SAINTS CHURCH, SHERBURN IN ELMET
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Administrative information

All Saints Church is situated in Sherburn in Elmet, near Leeds. It is part of the Diocese of York within the Church of England. The correspondence address is The Vicarage, 2 Sir John Lane, Sherburn in Elmet, Leeds LS25 6BJ.

In 2022, the Parochial Church Council (PCC) voted to apply for registration as a Charity with the Charity Commission, with all 18 current members (listed below) becoming founding trustees. The application was approved on 7 June 2023 and 2023 is therefore the first year of its operation as a Charity, number 1203459. It is now a Charitable Incorporated Organisation (CIO).

CIO trustees (formerly PCC members) who have served from 1st January 2023 until the date this report was approved are:

<i>Incumbent:</i>	The Revd Chris Wilton	Chairman
<i>Curates:</i>	The Revd Philip Grayson (until 21 July)	
	The Revd Peter Townley (from 25 September)	
	The Revd Caroline Comer-Stone	
<i>Churchwardens:</i>	Jonathan Sharp	Electoral Roll Officer, Deanery Synod rep
	Richard Allen	
<i>Elected members:</i>	Donna Carter	
	Avril Evans	Secretary, Deputy Warden, Deanery Synod rep
	Mark Fletcher	Treasurer
	Llew Guest	
	Margaret Jones	Deputy Warden
	George Mackin	Health & Safety Officer
	Craig Mason	
	David Morgan-Cox	Deputy Warden
	Ken Stott	
	Janet Burgis	
<i>Ex-officio:</i>	Elizabeth Wilton	Deanery Synod rep
<i>Barkston Ash Deputy Wardens (ex-officio):</i>	Gwyneth Stephenson	
	Peter Burgis	Lay Vice Chair
<i>Officers not members of the PCC:</i>	Hayley Sharp	Safeguarding Officer
	Angie Wilton	Benefice Administrator

Structure, governance and management

The CIO adopted its current Constitution on 22 March 2023, which governs all aspects of the structure, governance and management of the CIO.

Objectives and Activities

The object of the CIO is the promotion in the ecclesiastical parish of the whole mission of the Church of England, pastoral, evangelistic, social and ecumenical. The CIO also has maintenance responsibilities for All Saints Church, Sherburn in Elmet, and its Church Hall.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community in Sherburn in Elmet. The PCC maintains an overview of worship throughout the parish and strives to assist in putting our faith into practice through prayer, scripture, music and sacrament.

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

Achievements and Performance

There are 142 parishioners on the Church Electoral Roll, 124 in Sherburn (an increase of 14 on 2022) and 18 at Barkston Ash. The next new edition of the electoral roll is due in 2025.

Attendances show a welcome upward trend. The average weekly attendance, counted during October, was 219, up from 163 in 2022. Christmas attendees numbered 443, compared to 393 in 2022. The 'Worshipping Community' for the church has risen from 159 in 2022 to 170 in 2023, with the largest increase being in the age group 0-17.

PCC meetings

The full PCC met six times during the year, with an average attendance of 14 out of a possible 18. The Annual Parochial Church Meeting was held in person on XX. It was agreed that we would have two joint PCC meetings a year, that is, with all the churches in the Benefices.

Chloe Giordano, a member of the congregation, has done a comprehensive report on the churchyard flora and fauna, and she is to be invited to a PCC meeting in 2024 to discuss it, as part of the "Caring for God's Acre" project.

It was agreed that we would support the charity "Toilet Twinning", the aim of which is to provide safe and hygienic sanitation in countries where this is not available.

Financial Review

It was pleasing that in 2023, for the eighth year in succession, the free will offer (of £37,000) was paid in full, with the valuable assistance of Barkston Ash to the tune of £3,000. The CIO voted to increase the free will offer to £41,000 for 2024.

The 2023 budget proved generally accurate in predicting performance, although some income that was expected as donations were received as planned, tax-efficient giving, which is positive in the longer term. Fees received were ahead of budget, which reflects a better than expected year in terms of occasional offices. The church hall income also performed ahead of budget. Payments were generally well controlled and in keeping with budget.

Total receipts on ordinary unrestricted funds were £86,119 and are detailed in the Financial Statements. Payments totalled £96,136.

Reserves policy

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately six months unrestricted payments, to cover emergency situations that may arise from time to time. With our positive financial performance of recent years, we are close to achieving this target with the equivalent of approximately 40% of annual expenditure held in reserves.

Weddings and baptisms

Much like last year, most weddings this year are again during the late spring and summer months so most were able to be accommodated at another successful Marriage Preparation session in February. We had just one extra wedding arranged at short notice at the very beginning of January this year. We shall be holding another Marriage Preparation day in June as there are just a very few weddings in early autumn 2024 – though most of the weddings are not in fact at Sherburn. Once again, there is then currently a large gap before the first wedding booking of 2025, in June 2025.

There have been 35 baptisms at Sherburn over the past year, eleven of which were of adults, and there are currently twelve bookings over the next few months. There continue to be frequent requests for changes of dates, or sometimes non-confirmation of dates, etc which can be very time-consuming when juggling times and dates at all the churches.

Vicar's report

In my sermon on Sunday I mentioned two things which I thought affected the whole of society. The first, that none of us have time to do anything. The second, that time flies. It seems no time at all since our last APCM and in that time it seems that in the main we fail to notice it.

As usual, I have the dilemma that I run the risk of not mentioning everyone who works so hard to ensure that the church buildings, the church yard and the activities of the church are maintained. I am indebted to them all.

However, I particularly want to thank Angie for the work she does as Benefices Administrator, the Church Wardens for all the work they do and also George Mackin for everything he has done with his Health and Safety role. Once again I am indebted.

I am delighted to report that the Sunday School, First Sunday Service and Chat-a-Cake have continued to flourish. Our Christmas services, and particularly the Carol Service, together with all the other services which took place in the year have, I think, been very successful. We also had an enjoyable Benefices picnic in the grounds of Ledston Hall following the Benefices Eucharist at the end of July.

We have continued our work with the local schools and with Hill Top Manor Residential Home, and this year we have seen the Kids Planet Nursery at Barkston Ash have their Harvest and Nativity Services in the Church.

We have also seen a change in personnel in that Philip Grayson left us in the summer to continue his curacy at St. Wilfred's, Brayton, and to provide cover during Peter Watson's long term absence. In September we were finally able to welcome Peter Townley as an Assistant Curate living in the Vicarage at Ledston. Peter brings with him a wealth of experience and good humour. Caroline completed her curacy and we look forward to her upcoming Licensing.

As I said, it would be inappropriate for me to select any particular person with the immense work each of them carries out but I think I should mention Flag Master Geoff Harrop and Clock Winder Bernard Glendinning who go about their business unobtrusively and without complaint, ensuring that the clock is always chiming and the flags are flown on the appropriate days. Their contribution could be so easily overlooked.

Fabric Report (Churchwardens)

The physical building is in good condition considering its age. Recent and planned improvements include:-

- Replacement flagpole and weathervane. The new flagpole and weathervane are now in place. The final piece of this Faculty will be completed in 2024 with a replacement trapdoor onto the tower roof and a small set of horizontal steps on the roof for safer access to flagpole when raising the flag.
- One of the two gas boilers heating the church has been replaced as its predecessor was beyond repair.

A major concern is the deteriorating condition of a section of the graveyard boundary wall. Several meetings have been held with interested parties including the architect, stonemason and church officers. Local political leaders are also being involved in an attempt to secure financial and logistical assistance.

It is intended to replace two plain glass windows with stained glass. The designer has already been engaged and given direction and a volunteer identified who will assist financially with the smaller of the two windows. The Faculty application has not yet been submitted as we have to agree the final design layout.

Two new areas have been identified for cremation plaques and we await approval from the Diocesan Office.

It is an increasing concern that there is little space left for new grave spaces and this situation has been identified to the relevant agencies.

We continue to engage with the 1st All Saints Sherburn in Elmet Scout Group in relation to regularising their occupation of the Scout Hut with a new lease.

All items on the inventory of goods and ornaments are present and correct.

Health & Safety

Remedial Works (electrical):

- Further checks on recent work carried to church required
- Lightning Conductor repair – completion certificate awaited

Protection to Cellar Steps

- Update awaited from the architects on progress with proposals.

Remedial Works to East Boundary Wall - Section of unstable wall at post box on Church Hill

- Initial proposals for remedial works have been prepared and issued by the architects, including plans and an Outline Schedule of Works. A decision is required on the appointment of a Structural Engineer.

Priest's Stone: Proposals & Advice

- Proposals are being prepared for the re-positioning of the stone slab in such a way that it no longer presents a trip hazard at the west end of the nave, whilst still being visible to view.
- Prior to submission to the PCC, advice will be sought from specialist stonemasons on the practicality of the proposals (e.g. Skillingtons Workshop Ltd, Lincolnshire); together with an indication of likely order of costs.

Boiler Room

- The boiler room cellar has been cleared of general debris: however loose bricks and stone rubble remain: it is desirable that these items should be stored elsewhere – for removal or possible re-use in the future.

Deanery Synod

We had three meetings of the Deanery Synod in 2023, with talks about the Parish Giving Scheme by Phil McBride; a talk by Jonny Hedges who is the Digital Information lead for the Diocese of York; and a talk from Andrew Smith (Diocesan Director of Education) and Carolyn Edwards (Diocesan Children and Youth Advisor) on ministry with schools and young people.

Music

Since the last APCM, it has been another fine year in the musical life of All Saints. The organ concerts last summer, during which we welcomed several brilliant players, raised a grand total of £1,130 for church funds - a truly superb result

The choir, augmented by friends, has continued to flourish and led a very fine and widely acclaimed Candlelight Service of Nine Lessons and Carols, as well as the welcome service for Fr Peter in September and many other liturgies besides. The introduction of the choir to one service of Evensong each month has been especially successful, enhancing the beauty of that service throughout the year.

As of spring 2024, we are looking ahead to an innovative series of informal organ 'coffee concerts' and there is an enthusiastic recruitment drive underway for the choir, towards which enquiries are very welcome! Alistair, Jonathan and Brenda will be approaching schools again this summer term with a view towards an educational youth aspect to the choir and there is general optimism about the future, in the context of all that has been learned and achieved in recent times. The church organ remains in good condition and is well maintained, capably leading music week by week with all of the colour, sensitivity and command that is asked of it.

'First Sunday' Service

'First Sunday' is a family-orientated service that has been running in its current form for a few years. To begin with, numbers were quite small but as time has progressed, this service has become very popular with all age groups.

A rota is published at the beginning of the year listing all those required to help with the service each month. We have an increasing number of adult members of the congregation who are volunteering to participate in the service and children also.

It is so encouraging to get great support from the congregation and we sincerely hope that we will continue to grow from strength to strength.

Sunday School

Sunday school at our church has similarly been up and running for a few years now. To begin with we had two little girls who were aged three and four. Neither could read so our stories were kept very simple, with lots of colouring, cutting and crafting whilst teaching them about God, Jesus, and stories from the Bible.

After Covid, thankfully, our numbers began to increase and as the children were a little bit older our lessons were extended to Key Stage 1 level.

This month we have seen our biggest number of children: we have two children under three; two children aged four; one aged five; and one aged six. We have three children aged between seven and nine; one boy aged 11; and one boy aged 12. Hopefully, another little boy aged five will be joining soon.

Recently we have had three more adults DBS checked and now a team of six run Sunday school. We meet at the beginning of September each year to plan the Sunday school year. A rota is completed and everyone takes turns preparing the relevant worksheets, crafting etc. as required. This has worked really well, and the very high level of input ensures the lessons are all different and age-related.

We have had grants from trust funds and money was raised from a sponsored parachute jump to help pay for equipment for Sunday school.

Last September, we were given a projector which allows us to play animated videos of the bible stories we are teaching. This has made our lessons more appealing and even the very young children enjoy watching and learning.

Each Sunday the activities are tailored for children at KS1 and KS2 levels. The children learn through visual activities and further discussions at the table, when working through things such as sequencing stories, help to cement the learning.

Our Sunday school curriculum has included:

- Creation
- The Ten Commandments
- The Lord's Prayer
- The life and death of Jesus
- The twelve disciples
- The miracles of Jesus

This term we have been learning about characters from the Old Testament. We have covered Noah, Moses, Daniel and Joseph.

'Open the book'

'Open the Book' consists of a team of eight members and our aim is to visit each of the four church schools in our Benefice at least once a term.

We are currently preparing for our first performance of an Old Testament bible story and we hope to present it to the children later this summer term.

'Chat-a-cake'

Shortly after joining All Saints Church, Cora Allen was asked to help look after families who had been bereaved, who lived alone or just wanted a friendly chat. She decided that the best way to do this was to have a monthly get-together in the Church Hall. At the first meeting we had a total of eight people.

The aim of Chat-a-cake is for people to come along, have a chat, eat some cake and make friends with people in similar circumstances. At the same time, Cora can talk to individuals and if they have a concern she is there to listen and maybe give advice or pass on the information to Father Chris.

To begin with, speakers came along and gave advice on things such as fire prevention, foot care etc, or to entertain, but the members were just happy to have the company of each other and do their own entertainment. There is bingo, beetle drives, table quizzes and talks from the members themselves.

As word of Chat-a-Cake spread, the numbers steadily increased to over twenty. After Covid, the numbers have continued to increase and last month, 36 attended. Chat-a-Cake now includes both men and women, both from our congregation, and others from Sherburn, South Milford and Tadcaster. The club is a great success.

There is a small team of ladies who help with catering, setting up etc. and are happy to stand in when necessary to run the meeting, which bodes well for the future.

Safeguarding

Our Safeguarding Lead, Hayley Sharp is delighted to report that there have not been any safeguarding issues reported in 2023. We do have a number of children and some vulnerable adults within the congregations, a popular family service and Sunday school and it is important to ensure that our procedures are up to date.

The Diocese carried out an audit of all parishes in May and June 2023 and it is pleasing to report that we reached level 3 – safer practices. The new dashboard system allows for this to be continually updated and as of April 2024 we remain level 3 with 83% of actions complete. Hayley continues to monitor and update the dashboard at regular intervals.

Barkston Ash

The church at Barkston Ash is currently enjoying something of a revival.

This may seem a little overstated, but we have increased a regular congregation of four to a regular congregation of between ten and fourteen. Although this may not seem many in the realms of larger churches such as Sherburn it has made a big difference in Barkston.

The congregation are very friendly and enjoy the society of others.

Unfortunately, we no longer have a 'Family Service' on the first Sunday as there are no young children in the village who attend church. This has been replaced by a lay-led service of Morning Prayer, and refreshments are offered after this service.

We struggle to hold any fundraising events in the church as there is no water supply or toilets. There is a village hall next to the church where we held coffee mornings but these failed to attract people and they had to be stopped as the cost of hall hire became prohibitive.

The fabric of the church shows signs of damp and there is peeling plaster in places. Despite electric overhead heating the church is cold and in the winter months it is not welcoming.

The church gardens are well kept thanks to the work of Peter Burgis.

There is an area for the burial of ashes but this is now in need of enlargement as it is nearly full.

We await the Quinquennial inspection with trepidation as there are problems with the roof which will need attention. The organ also requires attention but this will cost over £5000 and for the limited use it gets this has been put on hold for the moment.

We are optimistic that the church congregation will increase and are grateful that we have a service every Sunday which is not the case in many Benefices.

Sherburn Church Hall

We continue to be fairly full with regular. The breastfeeding support group on alternate Thursdays has now found a venue at better times for them so finished using the Hall at Easter. The Zumba class is extremely successful, and now meets four times a week, having added an early Thursday evening session last August, and continue to be very accommodating if necessary for parties and church events usually on Friday evenings or Saturday mornings. There have been the usual annual meetings of the Boghoppers and the Yorkshire Association of Church Ringers General Committee, and a one-off Boys Dance Group Workshop day during the February half term. There have been ten party bookings, mostly for small children, two funeral teas, and four baptism parties.

Other regular or one-off events have taken place as usual, with two enjoyable Quiz evenings (one with Ken Stott, and a Film Quiz with Warwick and Caroline Comer-Stone), Ascension Day breakfast, the summer fair, a reception following the licensing of The Ven Peter Townley as Assistant Curate in September, harvest lunch, making Christingles, a very busy Marriage Preparation Day in February, Messy Church on Good Friday etc. The monthly Chat-a-Cake meetings continue to thrive. We have also hosted one meeting of Selby Deanery Synod, and one meeting of the Selby Deanery Chapter and, in a change of format, the usual Lent lunches. However, this year they consisted of a more in-depth discussion in the Church Hall, followed by lunch, rather than having a Eucharist in church and proved very well-attended. In general, as last year, things seem to be ticking over nicely, due in no small part to Peter Burgis's excellent, conscientious and unflappable care of the Hall.

Approved by the CIO on 25th January 2023 and signed on their behalf by Revd Chris Wilton (PCC chairman) and Mark Fletcher (Hon Treasurer)

PAROCHIAL CHURCH COUNCIL OF SHERBURN IN ELMET

Financial statements for the year ended 31 December 2023

Receipts & Payments Account

	Note	Unrestricted funds £	Restricted funds £	TOTAL 2023 £	TOTAL 2022 £
RECEIPTS					
Voluntary receipts:					
Planned giving - standing orders		20,603	-	20,603	15,835
Planned giving - envelopes		1,796	-	1,796	1,986
Gift Aid at standard services		2,566	-	2,566	2,693
Plate at standard services		3,086	-	3,086	2,377
Funeral, Baptism & Wedding collections		4,023	-	4,023	4,144
Gift Aid at Funerals, Baptisms & Weddings		723	-	723	264
Tax recovered (Gift Aid & VAT)		14,789	-	14,789	14,757
Donations (Gift-Aided)		80	-	80	23,470
Donations (Legacies)		2,502	-	2,502	16,747
Donations (Other)	2	6,064	6,527	12,592	55,544
TOTAL		56,232	6,527	62,759	137,817
Receipts from activities generating funds:					
Fund raising events		3,978	-	3,978	3,638
Day by Day Scheme		-	-	-	100
Miscellaneous sales		836	-	836	842
Box, Candles etc		437	-	437	425
TOTAL		5,251	-	5,251	5,005
Receipts from Church activities					
Fees	2	14,691	5,393	20,084	16,891
Wedding fees for paying out	2	-	3,630	3,630	6,877
Grants		1,000	-	1,000	2,250
Insurance claims		-	-	-	-
Church Hall income		8,375	-	8,375	6,756
TOTAL		24,066	9,023	33,089	32,774
Receipts from Investments					
Bank & Deposit Account interest		571	-	571	38
Dividends		-	-	-	-
TOTAL		571	-	571	38
TOTAL RECEIPTS		86,119	15,550	101,669	175,634
PAYMENTS					
Church activities:					
Charitable, mission & relief agencies	2	1,212	4,289	5,501	53,544
Diocesan share (Free Will Offer)	3	37,000	-	37,000	35,000
Diocesan fees	2	-	4,783	4,783	4,830
Wedding fees paid out	2	-	1,203	1,203	2,284
Church Light, Heat, Water		5,357	-	5,357	6,257
Church Telephone		1,026	-	1,026	695
Building maintenance		10,835	-	10,835	5,511
Church Hall costs		4,821	-	4,821	11,742
Churchyard costs		741	-	741	703
Insurance		4,870	-	4,870	4,516
Cost of services		5,376	-	5,376	4,616
Pay	4	17,248	-	17,248	16,483
Administration		7,497	-	7,497	7,846
Travel expenses		154	-	154	354
Loan repayments		-	-	-	3,000
TOTAL PAYMENTS		96,136	10,275	106,410	157,381
EXCESS OF RECEIPTS OVER PAYMENTS	-	10,017	5,276	4,741	18,253
TRANSFER BETWEEN FUNDS					
		-	-	-	-
Cash at bank 1 January		51,285	-	45,355	27,102
Cash at bank 31 December		41,268	-	40,614	45,355

Statement of Assets & Liabilities

Cash Funds	Unrestricted Funds	Restricted Funds	TOTAL 2023	TOTAL 2022
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Bank current account	5,154 -	654	4,500	4,812
Bank deposit account	36,114	-	36,114	40,543
TOTAL CASH FUNDS	41,268 -	654	40,614	45,355
Other assets	-	-	-	-
TOTAL ASSETS	41,268 -	654	40,614	45,355
Liabilities	-	-	-	-
TOTAL ASSETS RETAINED FOR CHURCH USE	41,268 -	654	40,614	45,355

Notes to the accounts

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 All designated collections, wedding cash, and Diocesan fees owed to the Diocese are paid into the restricted "Fees and Designated Collections" account. Payments are then made from this account according to the purpose of the income received. Diocesan fees are paid to the Diocese, designated collections are paid to the charity or other body for which the collection was designated, and wedding cash is paid out for the services of the organist, choir, verger and bellringers as required.

3 Total Free Will Offer was £37,000, paid in full, with donations of £3,000 from Barkston Ash.

4 Payments are made to the organist and additional organists for baptisms etc, the Benefice secretary and the verger / hall caretaker.

5 There were the following related party transactions in the year:

Mr P Burgis is a member of the PCC and was paid £4,100 for services as verger and hall caretaker

Ms A Wilton is the wife of the Chair of the PCC and was paid £5142.50 in the year for her work as Benefice Administrator

Approved at the PCC on 24 January 2024

Signed by Rev Chris Wilton (PCC Chairman) and Mr Mark Fletcher (Hon Treasurer)

Independent examiner's report to the Parochial Church Council of the Ecclesiastical Parish of All Saints, Sherburn in Elmet (Registered Charity Number: 1203459)

I report to the members of the Parochial Church Council of the Ecclesiastical Parish of All Saints, Sherburn in Elmet (the trustees) on my examination of the accounts of the Parochial Church Council for the year ended 31 December 2023.

Responsibilities and basis of report

As the trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').
I report in respect of my examination of the Parochial Church Council's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Simon Dennis

Applicable listed body: Chartered Institute of Public Finance and Accountancy

Address: 10 Dunbar Croft,
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Date: 1 May 2024