



**Reports & Financial statements  
for the Annual Parochial Church Meeting  
to be held on Sunday, 29<sup>th</sup> March 2020**

**1 January 2019 – 31 December 2019**

**The Parochial Church Council  
of the Ecclesiastical Parish of Keighley**

**Registered Charity No. 1130301**

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## THE PARISH OF KEIGHLEY

Registered Charity Number 1130301

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**Accounts Examiner**        Hart Wright Accounting  
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  Keighley  
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**Bankers**                        CAF Bank  
  King's Hill  
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**Insurers**                        Ecclesiastical Insurance  
  Beaufort House  
  Brunswick Road  
  Gloucester  
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## Legal and administrative information

The Parish of Keighley is a United Parish made up of four parish churches:

All Saints, Keighley  
St Andrew's (Keighley Shared Church)  
St Barnabas, Thwaites Brow  
St Mark's, Utley

The Parish of Keighley is in the Aire and Worth Deanery and the Bradford Episcopal Area of the Diocese of Leeds.

## Structure, governance and management

The Parochial Church Council (hereafter referred to as the PCC) is a corporate body established by the Church of England. The PCC operates under the PCC Powers Measure. The Charity registration number is 1130301.

### Trustees

The Managing Trustees are the members of The Parochial Church Council

The composition of the election of members to The PCC is set out in SCHEME PURSUANT TO RULE 18, CHURCH REPRESENTATION RULES (2017) THE PARISH OF KEIGHLEY, which was passed at an Extraordinary Parochial Church Meeting on 16 February 2017 and subsequently approved by the Bishop's Council of the Diocese of Leeds ahead of the APCM. The Wardens and PCC members of the Parish became Trustees of the Charity.

The governance document defined the establishment of Local Church Councils (LCC's) for each church and the relative representation of each of the four churches on the PCC. It also defined the relevant powers and responsibilities held by the LCC's and PCC.

After the APCM on 22 April 2019 the membership of the Local Church Councils was as follows:

\*nominated to PCC or ex-Officio

### All Saints, Keighley

Ex-Officio Members:

Team Vicar:	Revd Dr Jonathan Pritchard *	Chair
Associate Priest:	Revd Malcolm Foy *	
Readers:	Anthea Foy *	(Reader Rep on PCC) Deanery Synod Rep

Churchwarden:

Elected Members:	Catherine Craven	Treasurer
	Victoria Whiteley*	From April 2019
	Jacqui Wilkinson	From April 2019
	Tony Hadi Heidari	
	Stephen Yasin Sabourinia	
	Lynne Hutchinson	
	Judith Brooksbank	Deanery Synod Rep and Secretary

## **St Barnabas, Thwaites Brow**

### **Ex-Officio Members:**

Team Vicar:	Revd Graham Potter *	Chair
Churchwardens:	Robert Mulcock*	From April 2019

Elected Members:	Jill Dodsworth	Secretary
	Brenda Astin *	
	Margaret Anstey	
	Doreen Godfrey	
	Doreen Tetley	
	Sue Blackwell	

## **St Andrew's (Keighley Shared Church)**

### **Ex-Officio Members:**

Team Rector	Revd Mike Cansdale *	Chair
Town Chaplain	Revd Dr Jonathan Pritchard *	
Estates Minister	Revd Graham Potter *	
Associate Priest	Revd Dr Tracey Raistrick *	
Curate	Revd Natasha Thomas*	

Churchwardens:	Howard Carter *	
	Andrew Parfitt	

Elected Members:	Jane Carter *	Treasurer and Deanery Synod
	Sheila Robinson	Reader
	Andrew Hardeman	
	Michael McNicoll	
	Lesley Parfitt*	
	Anji Thomson*	
	Chris Hudson *	Secretary and Deanery Synod Rep

## **St Mark's, Utley**

### **Ex-Officio Members:**

Team Rector	Revd Mike Cansdale *	Chair
Associate Priest	Revd John Ineson *	
Curate	Revd Natasha Thomas*	

Churchwardens:	Margaret Anthony *	Secretary and Reader
	Geoff Crabtree *	

Elected Members	Dorothy Long	Electoral Roll Officer
	Chris Young	

Colin Meredith  
Graham Helliwell  
Phil Whymark  
Philip Worthington

From April 2019  
From April 2019  
From April 2019

## **Objectives and activities**

Keighley Parish PCC and the local Church Councils have the responsibility of co-operating with the Clergy of Keighley Parish led by Team Rector, Revd Mike Cansdale in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical

## **Electoral Roll Report**

Every 6 years, the electoral roll is recreated from scratch and everyone has to reapply, and we completed this in time for the APCM and the Local Church Annual Meetings of 2019. The numbers on the new roll were as follows (with 2 additional members who applied to be added during the year when they became 16).

All Saints	47
Keighley Shared Church	110
St Barnabas	38
St Mark's	57
<b>TOTAL</b>	<b>252</b>

There was a significant reduction in numbers for all the churches except St Barnabas; across the parish as a whole the electoral roll fell by 20%. Out of the total of 252 members, 143 people were resident in the Parish of Keighley. 12 people from Keighley Shared Church were Joint members with the Methodist congregation.

Cherry Connolly – Electoral Roll Officer

## **Deanery Synod Meetings**

Main business of the meeting held on 11th February 2019 was a presentation by Rev. Simone Bennett, Deputy Director of Education for the Diocese of Leeds - "Opportunities, Challenges and Partnerships". There are 240 church schools in the Diocese and a much larger number of non church schools. In addition to OFSTED all church schools are subject to SIAMS inspections to see how effective a school's distinctive Christian vision is established and promoted. Simone gave encouragement via her own story to show the value of what may appear to be chance encounters in schools and communities in a child's future life plans. Both church and non church schools benefit from local church support. Simone described 7 strands of the SIAMS framework giving some detail regarding what inspectors are looking for in a school. She asked us to have the courage to approach our local schools to make them aware of our wish to support them

The Ven. Dr. Andy Jolley was welcomed to the meeting on the 24th June 2019. We were informed about the Parish Giving scheme which is already in use in more than 14 Dioceses. Baildon and St Peter's Shipley are pilot churches for the scheme which will be launched early 2020. We were also advised about various methods of giving including contactless giving. The main business of the meeting was a presentation about strategic planning by the Archdeacon. He outlined the document "Helping our churches to flourish" a strategic planning toolkit for parishes - based on a 5 year strategy for the Diocese of Leeds "Maturing in Christ". He outlined and elaborated on the 5 goals: Thriving as a distinctive diocese whose culture is shaped by a shared vision and values, Reimagining ministry to promote clergy and laity working confidently in fruitful relationships, Nurturing lay discipleship, Building leadership pathways to continuously develop lay and organised leaders and Growing young people as Christians. We divided into small groups to discuss. Members were encouraged to use and review the 5 step process provided in the toolkit : Pray - Take stock - Review the strategic goals - Work through your chosen goal(s) - Building your plan - Review regularly.

Sharon Bavington (lay training officer) was present at the meeting on the 28th October 2019 and explained her role of equipping, enabling and helping all church members to participate in training at an appropriate level to help parishes grow leaders. She explained the digital learning platform on the Diocesan website where there is information on and opportunity to reserve places on all courses.

Nurturing lay discipleship is one of the 5 priorities of the Diocesan Strategy. Synod members discussed how their parishes are working towards this priority and identified areas of training which would be helpful.

The meeting was also informed about 5 launch events in early 2020 regarding the Parish Giving Scheme.

Chris Hudson (on behalf of all Deanery Synod Reps.)

## **Fabric Reports**

### **All Saints**

A number of much needed jobs were carried out to the exterior of the church. They were - unblocking the fall pipes; clearing the guttering; replacing some roof tiles; refurbishing lead flashings (which necessitated putting up scaffolding thus increasing the cost) and the fitting of pigeon spikes. The work was done by Mr. Duffy, our new builder.

Towards the end of the year the downstairs boiler completely failed in spite of attempts to keep it going. This resulted in a new one being installed with the work carried out by Norman Atkins, plumbers at a cost of £1,700 which was met from the proceeds of the Gift Day.

Work to complete the downstairs painting was done and we are grateful to those who contributed their time and expertise. Other work done was - fitting a new metal grille to the boiler house ventilation window; replacing a light in the ceiling of the Cullingworth Room; starting repairs to the kitchen bar and fitting a new carpet behind the church altar.

Other work is planned for 2020  
Nigel Moore

## **St Andrews/KSC Church, Churchyard and Grounds:**

The quinquennial inspection was carried out in January (2019) but the report was not received until May, prior to which urgent work to provide an up to date and a valid certificate of worthiness for the lightning conductors on the Church tower was carried out. Clappers from 4 of the Church bells were sent for rebushing and renovating. A list 'B' faculty application was applied for and granted, to replace the broken and missing ceiling tiles in the Church entrance. The work was duly put in hand and completed. A list 'A' faculty for cutting down 12 trees in the Churchyard plus crown lifting many others was applied for. This was granted in March; the work will be completed but not until February 2020, due to illness of the tree surgeon. The Churchyard was cleared of rubbish by teams of volunteers on two occasions throughout the year with help from the Town Council, however rubbish accumulates on a regular basis and further clean ups will need to be done regularly. Further to approval by the ECC a new kitchen area was designed and a list 'B' faculty was applied for and granted, to have an area of the carpet in the entrance replaced by hardwood flooring. On completion of the flooring, a new kitchen area was fitted with new and additional cupboard and drawer units, a cooker, microwave, movable hob units, a new water boiler, new sink unit along with various kitchen utensils. The entire new kitchen fixtures are free standing and are in place without any attachment, drilling or screwing to the existing Church fabric. Five new spotlight fittings were also installed in both the entrance and kitchen areas. Safety features to reduce the risk of trapped fingers and injury have been fitted to the doors to the Hamer room and also the sliding doors between the narthex and the nave

Further to receiving the Quinquennial report in May, the following works have been completed:-

- North roof and Parapet gutters cleared
- Parish office roof slipped slates attended to
- Fall pipe serving the West end of the Nave clerestory repaired
- Gullies serving the North aisle cleared
- All the external lighting on the South side of the Church has been repaired
- All the external floodlighting has been repaired and replaced with changing coloured lighting
- PAT testing completed and a certificate supplied
- A full inspection of all the fire extinguishers/blankets carried out. Correct signs and fittings installed .
- A large capitol on a stone memorial in the lower Churchyard has been reset
- External mesh ventilation grill serving the underground boiler room repaired
- Re-pointing of many open joints between the stone floor flags within the North aisle and nave of the Church
- A damaged stone flag on the steps down to the lower Churchyard repaired
- The wall on the South boundary of the Churchyard has been repaired/rebuilt, funded by and with thanks to BDCC
- New notice boards and welcome signs fitted, further to faculty approval
- Annual servicing of the organ, roof alarm and heating installations completed
- Correct external signage for the 'smartwater' protection fitted

The Quinquennial report stated that:- "The Church is generally in good condition following extensive remedial works over the last decade and the Ecumenical Church Council (ECC) continue to maintain and repair the Church to a good standard."

The fabric of the Church and all the property listed in the Church inventory appear to be in good condition. The inventory has been checked and the terrier will be amended and updated. We are grateful as ever to Andy Woof for keeping the Church clean and for all who volunteer and who help throughout the year with any number of jobs which keep the fabric and general condition of the Church in good and attractive order.

Howard Carter and Andrew Parfitt - Churchwardens



## **St Barnabas**

We have taken the strategic decision to not progress with the works to replace the fascias and improve the outside hard standing. It became obvious that the hall needs a major refresh where we replace the panels with insulated and double-glazed windows and doors.

This refresh will also include new toilets with heating, this will require a fair amount of work to the electrics. We will also need to replace the hard surface outside of the church. We will also investigate the possibility of a children's play area outside to add to the provision of Busy Bees.

We would like to have all the work completed in time for the 50<sup>th</sup> anniversary of the new church building. Work is progressing with the architect to produce plans and costings for the work.

This delay does mean that the paint work on the outside of the building is starting to look shabby, we will need to do some minor painting to address this, but without making good on the rotten woodwork.

We were pleased when the new notice boards were installed showing that St Barnabas is a lively and busy church.

Graham Potter

## **St Mark's Fabric and Goods Report 2019**

This year has been another busy one 'behind the scenes'. In addition to the usual maintenance tasks including fire safety and roof repairs, there has been a 5-yearly check of all electrical installations and appliances. New striplights were installed in the large storage cupboard in the hall. The dishwasher was replaced in the Hall kitchen and is in daily use for the Toddler's groups. The Quiet Room was redecorated and changed round to be used as an office for our Operations Manager.

Some income has been generated from the regular hire of the hall by the Keighley Air Cadets during a period of renovation work on their building and it is hoped that regular lettings from other groups will follow.

The church entrance toilet has been improved and fitted out to make it more disabled-friendly. In June there was a loop installed in the entrance area to improve the sound quality for those hard-of-hearing. Finally, two bright, welcoming, new signs were fitted at the Greenhead Road end of the building giving updated information about the church services and contacts.

Thanks are again due to the teams who have helped to clean the church, arrange the flowers, cut the grass, repair the chairs, cultivate the 'garden' area and to all who have in any way offered practical support in the running of the church. Thanks, too, to our part-time caretakers, Trevor and Bryan, for their hard work in cleaning and maintaining the building and to Rachel and her support team who help to run the Under 5's groups.

Margaret Anthony and Geoff Crabtree, Jan 2020

## Town Chaplain's Report

This year my Town Chaplain's role has been a bit unusual. Part way through the year, the Lord Mayor of Bradford, Cllr Doreen Lee, asked me to become her Chaplain. This is a great honour and privilege. Alongside my ministry in Keighley I found myself heading off into Bradford, praying in the District Council Chamber at the end of the Mayor Making, preaching at the Bradford Fire Commemoration Service, participating in Bradford District's Pals Week, and praying at the Remembrance Commemoration event - and unable to be at Keighley's for the first time in 7 years. I also initiated a Lord Mayoral Service of Welcome. It drew together the public representatives of Bradford main faith communities (Christian, Jewish, Muslim, Sikh, Buddhist, Hindu) in a Civic Service at KSC, each invited each to reflect upon what we each bring to our common life. (Rev Dr Tracey Raistrick spoke on behalf the Christian community). What a fantastic and moving service!

I continue to chair United Keighley, working with different agencies to address Child Sexual Exploitation (aka grooming). During CSE Awareness Week we encouraged organisations to explore ways they might do this. There were mosque visits and a service at KSC. We also ran a major conference at Keighley College resourcing schools in our area.

In April we held a Welcome Service for our Town Mayor, Cllr Peter Corkindale at KSC. (The first such service to be held at KSC for many years.) Working with Keighley TUC, we also marked Workers' Memorial Day with a powerful service in church usually held in Cliffe Castle and the Town Hall Square.) Remembrance Day planning started earlier - in July not September - which really helped.

I also continue to Chair Keighley Place of Sanctuary, co-ordinating how we might respond well to refugees and Asylum Seekers in Keighley.

This is the first year our Advent Service of Light, Civic Carol Services and KWVR Carol Train were without Canon Bruce Grainger leading his gathered choir. Bruce had a very significant ministry in our area and is sorely missed. Katy Grainger conducted the choir in his memory at both Church services, and did so beautifully. These services were also successfully reshaped with the choir in the Gallery and congregation facing each other across the central aisle, chapel style.<sup>1</sup> Canon Bruce was remembered and honoured at a packed Eucharistic Memorial Service at KSC in September - with one Dean and three bishops<sup>2</sup> in attendance (two of whom had been his curates).

I hope this gives you a taste of what I do. Town Chaplain is one distinctively Keighleian expression of our glorious and peculiarly Anglican responsibility for the spiritual wellbeing of life beyond the church. I aim to bring Christian confidence into the public and civic life of Keighley, engaging with faith and hope in the light of the Kingdom of God. It's a hugely varied and creative ministry - and reading back through what I have written there are lots of 'firsts' this year. May God bless you all in this coming year.

Revd Dr Jonathan Pritchard

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<sup>1</sup> Rev Dr Tracey Raistrick and I worked together for the Advent Service of Light.

<sup>2</sup> With apologies from a fourth.

## **Estates Pioneer Report**

This year has seen the parish integrate CAP ministries into the parish. The debt centre is starting to work more closely with the Life Skills courses. There is much crossover between the two ministries. Eric Yaffey, our estates pioneer mission apprentice started in September and has continued the work started by Anthony Bennett as Life Skills manager. And he ran a very successful course in the autumn.

There is still a need for more CAP befrienders and Visitors to assist Duncan Green the Debt Centre manager. Please speak with him if you need more information.

The work in Merlin Top is continuing with a program of assemblies, school visits, prayer week, and the opportunity to give a short talk on the meaning of Christmas at the annual carol service. It might seem like a small thing but it is an opportunity to speak of Jesus to people who may never have heard the gospel story, I am very grateful to the Head for the opportunity.

Tuesday group is still running as we offer the opportunity for people to explore faith and discipleship, this is often the first step into faith for those who we have contact with from the CAP socials.

Revd Graham Potter

### **Resourcing Keighley Parish: BSL Friends Group**

As part of my role with Keighley Parish, I lead the BSL Friends Group which continued to meet fortnightly throughout 2019. There is a pool of some 22 people who come as and when they are able and a strong sense of community has developed amongst us – Deaf and non-Deaf together. Our 2019 Christmas meal was a real moment of ‘church in the community’ as over a dozen of us sang and signed Christmas carols and gave thanks for Jesus in and amongst the other diners at Beale’s Café. Thanks go to Julie Jackson (KSC 10.45 service) for being the lynch pin of this diverse but committed group. We are exploring where we might meet in 2020 if Beale’s Café closes and planning how we develop the way in which we mark Christian festivals with worship and prayers in this coming year.

Revd Dr Tracey Raistrick

### **Resourcing Ingrow.**

2019 has been an amazing year as we have moved across town and begun to pick up the threads of potential for ministry at St John’s, Ingrow. Our commission ‘to revitalise mission and ministry’ there has largely focussed on three areas: encouraging the congregation; re-connecting with the community; and refreshing the buildings and grounds to make them fit for the needs of both. The congregation has a real gift of welcome and have been faithful in carrying a vision for serving the people of Ingrow, Hainworth and Bracken Bank through some difficult times. As we begin 2020, that faithfulness in prayer and devotion is bearing fruit with regular visitors to church services, enriched relationships with local schools and uniformed organisations, and with a new building project commencing mid-January to provide hospitality facilities where a whole host of small groups can be run, such as toddler groups, community lunches, and bible study groups. A friendship is developing between Keighley Parish and St John’s through your prayer support, visits on Sundays, joining with us for mid-week JSP groups, and as you have rolled up your sleeves to help with clearing the churchyard and preparing the church for the arrival of the builders. Thank you.

Please pray for Tracey as she spearheads much of this, and for John and the rest of the congregation as we look to equip and encourage people to explore their callings and raise up leaders for the various new initiatives that are emerging; toddler group, mixed-age choir, potential CAP Lifeskills, and so on. Pray that the whole team 'can find their feet' in this new season and take their place alongside Keighley Parish in being and bringing the good news of Jesus to our town.

Revd Dr Tracey Raistrick and Revd John Ineson

## **Statistics for Mission**

The Church of England asks us to report each year on key statistics and here is a snapshot for the whole Parish:

21 Baptisms  
7 Weddings  
46 Funerals  
3 Confirmations

A new question for 2019 related to the way each church interacts with and supports the local community with various types of outreach. The report to the Church Commissioners shows that our Parish is involved with a vast array of activities and support mechanisms across the area.

Whilst statistics are to be held lightly it is good to note that new worshippers numbered 25 more than leavers across the Parish during 2019.

## **Parish of Keighley safeguarding report 2019**

Hazel Mosby continues to be the Parish safeguarding officer with individual officers in each Church: Andrew Makin at St Marks, Malcolm Foy at All Saints, Judith Harding at St Barnabas and Hazel Mosby at KSC.

The latest Church of England safeguarding policies were accepted by the PCC at their first meeting following the APCM.

Both adult and children's safeguarding training for those working with vulnerable adults and children across the Parish has been undertaken during the year by those new to posts or needing to attend their 3 yearly update as required by the Diocese.

Policies and procedures have been updated in the course of the year as have most role descriptions. These are available in all churches and on request from the church office on North Street. Policies and procedures have been sent to the safeguarding officers and clergy in each Church and to Methodist ministers at KSC.

DBS checks are applied for individuals as necessary and people are encouraged to register with the update service for longer term ease.

Diocesan requests for information and actions are followed through as necessary and posters provided to Churches for display as required.

Individual safeguarding concerns are addressed, and processes put in place (with the advice of the Diocesan safeguarding officer when necessary) in an endeavour to ensure the safety and well-being of all. Confidentiality, clarity and sensitivity is viewed to be especially important in all situations.

My hope is that congregations will continue to feel able to contact myself, safe guarding officers or clergy should they feel that any child or vulnerable adult is being placed at risk of harm either as a result of their own behaviours or those of others regardless of the position they hold in the church.

Hazel Mosby

## **PCC Secretary Report 2019**

The PCC met six times in 2019 and made significant progress on several important areas:

Appointment of Operations Manager to look at strategic ways of ensuring the parish is sustainable and offering value for money as a resourcing parish. Paul was appointed to start in April 2019.

Appointment of Mission Apprentices. Key areas of ministry were identified as part of the SDF bid, and we have 3 Apprentices working across the estates, town centre and for children and families in the parish. This is going to have considerable impact on the lives of many in Keighley as God uses us and our resources to transform lives.

Recent appointments of a new Admin Assistant and business apprentice. In a bid to make our parish more effective and efficient Ros Clarke and Chloe Wareham are helping to ensure the smooth running of the new office space and general administration across the parishes, including the support of St John's Church in Ingrow.

Office Move- In January 2020 we will have a presence in the town centre as a parish and a 'neutral' space for people to meet and work. The plans are to have several hot desking computers and other facilities for both parish and community use. We are currently securing commercial and charitable partnerships to use some of the extra space we have.

Prayer in Keighley. Part of the vision for the town centre parish offices is to have a community used prayer space in the 'heart' of the building and the town. The vision is that this is an ecumenical resource used for all our parish churches.

Introduction of an environmental Policy showing the parish commitment to Ecological matters. As we move into the 2020s, we need to be so much more aware of the impact we have on our environment. The parish has committed to becoming 'green' within the next 2 years.

Updating of all essential policies including safeguarding policies and financial practice policies. Working with admin, clergy and appointed officers, the parish now have up to date and useful policies to cover all aspects of safeguarding from home visiting to lone working.

New signage. All churches now have new signage which is clear and parish branded sending a message out to the community that we are now a fully formed and integrated parish that is working hard for the community.

The PCC away-day saw the finalising of the Parish vision and mission statement. This is going to be used in all the churches to promote our work for the Kingdom of God.

Presentation of the Children and Young People strategy for the parish - Mike presented a Parish approach to this exciting initiative, the appointment of a mission apprentice to work with children is the start of the process and there are plans to appoint a new youth worker and to extend the work of the under 5 provision within the parish.

The PCC agreeing to the feasibility of a building project to enhance not only the worship space and facilities at KSC, but in providing a facility for the benefit of Keighley Town. This is an exciting opportunity for us to be involved with.

As a parish we've collaborated with other churches through Keighley Churches Together with monthly prayer meetings and outreach events in the Airedale Centre at Christmas and Easter and our summer Festival of Life on Church Green. At Pentecost we held a united Pentecost outdoor service and procession to KSC.

## Team Rector's Report

One of the most important things I get to do at an annual meeting is to say 'thank you'. We don't always remember this in the midst of everyday life but this is an opportunity to celebrate the many good things and to demonstrate thankfulness to God and to all of you. We are richly blessed in Keighley to have so many amazing people in our churches, congregations and communities. Thank you for all that each of you brings!

## Resourcing Parish & SDF

In 2019 Keighley became part of a successful bid for Strategic Development Funding (SDF) from the National Church and is now one of five 'Resourcing Parishes' in the Bradford Episcopal Area. This is a really significant source of additional funding that started in July. The headline figure is nearly £500,000 over a six year period but this comes with a clear focus on new and missional work both within and beyond the parish. The funding has this year enabled:

- the appointment of our Operations Manager Paul Fleming to spearhead our strategic development and release clergy to mission and ministry.
- the 'full-time' appointment of Tracey Raistrick as Interim Priest in Charge at Ingrow and Associate Priest in Keighley.
- the appointment of our first three Mission Apprentices, Eric, Sarah and Adam.
- the refurbishment of 8-10 North Street as our office base and outreach hub.

Please pray for all involved that God might bring a blessing to this new work.

**Vision Statement** – updated this year in line with all that is happening and reflecting the character of the whole Parish



### Seeking

#### *Seeking the Kingdom of God for Keighley*

In the sermon on the mount Jesus tells his followers to 'seek first the Kingdom of God.'

We believe that God is already at work in our town, our churches, our communities and in individual lives. The Holy Spirit invites us to discern this work of God and to get involved.

Through our worship and prayer; in our everyday living; in our serving and giving we seek to know God, to make God known and in the seeking to find that we are found by God.



### Sharing

#### *Sharing the Good News of Jesus*

The heart of the Christian faith is not a symbol or a philosophy but a person, Jesus Christ.

As Christians our lives have been transformed by the love of God in Jesus and we aim to share this good news in our words and our actions.

We all have a story to tell of what God has done for us and we each have gifts to be used in serving God, one another and our communities - a response to the free gift that we've received that we choose to give ourselves to God.



### Growing

#### *Growing as disciples together*

We want to see new Christians in our town and see those who are Christians being renewed and becoming more like Jesus.

Whatever our age or background we want to be growing together through a deepening sense of God, a wider experience of faith and a fuller understanding of who we are in Christ.

We aim to grow in spiritual maturity, in number, in our sense of community and in the impact we can have for good.



four churches   many gatherings   one parish

## People

*Sending* - Part of our resourcing is to the wider church and this year we currently have three members of Keighley Parish who are training for ordination. Sam Healey and Elspeth Cansdale will be starting Curacies in the summer of 2020 and Sam Fletcher is currently in his first year at Mirfield. We also sent Pete Clark to become Mission Apprentice at Fountains Church in Bradford from September. 2019 also marked the sending of Revd Tracey Raistrick to become Interim Priest in Charge at Ingrow – and Revd John Ineson also dual licensed in Ingrow. Please pray for these people of our parish in their being sent.

*Welcoming* - Within our parish there have been additional members of staff to welcome this year; Rachel Gornall has been taken on as leader of Under 5s at St Mark's; Ros Clarke has been appointed as part-time Administrative Assistant for the Parish, and Chloe Wareham is placed with us as part of her Admin Apprenticeship until Summer 2020; and as mentioned previously we now have Paul Fleming as Operations Manager and Eric Yaffey, Sarah Hulbert and Adam Robinson in post as our Mission Apprentices. And in all of our churches we've had the opportunity to welcome new people into our worshipping communities.

*Thanking* – I began with thanking you all but there are a few individuals I'd like to mention who are changing or ending a particular role in the parish. Firstly I'd like to offer special thanks to Jane Carter who has been our treasurer throughout this period of transition and who is stepping down at the annual meeting. She has, through dedication, hard work and skill, brought together our finances and established a firm foundation for moving forward. I'd also like to mention Joanne Meehan who is finishing in her role as Youth Worker for Keighley. We've been really blessed by her ministry and have seen the youth work in our churches flourish with many young people coming to faith and growing in their knowledge and experience of God.

## Jesus Shaped People

I've really enjoyed our JSP adventure through the autumn of 2019 and especially loved hearing the stories of how people's lives have been affected by this learning, discussing and growing together. Becoming more like Jesus is a life-long journey and I pray that we continue to reflect on and remind each other about these JSP priorities.

*"Now may the God of hope fill you with all joy and peace in believing, that you may abound in hope by the power of the Holy Spirit." Romans 15:13.*

Many blessings

Mike

Revd Canon Mike Cansdale  
Team Rector

**Approved by the Parochial Church Council and signed on their behalf**

Revd Canon Mike Cansdale

Chairperson of the Parochial Church Council



Date: 13<sup>th</sup> February 2020





CHARITY COMMISSION  
FOR ENGLAND AND WALES

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
The Parish of Keighley

On accounts for the year  
ended

31st December 2019

Charity no  
(if any)

1130301

Set out on pages

1-28

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 December 2019**.

Responsibilities and  
basis of report

As the charity's 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 Trust'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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date: [10/3/20.]

Name:

SIMON HARB

Relevant professional  
qualification(s) or body



(if any):

Address:	7 Henry Street
	Keighley
	BD21 3DR

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

--

## THE PARISH OF KEIGHLEY – TREASURER’S REPORT 2019

The Balance Sheet for the Parish as at 31<sup>st</sup> December 2019 shows an increase in Fixed Assets of £15332 after all depreciation and re-valuation. Current Assets decreased by £11087 and Liabilities have increased by £8922 as we are holding funds in the Agency accounts for Changing Communities. Louise Rouse maintains up to date records so that each church receives the correct Gift Aid Tax Rebate from HMRC. The majority of the sum recorded against Accounts Receivable is Gift Aid claimable at 31<sup>st</sup> December 2019. There is a deficit for the year of £21842.44. Regular monthly giving continues to fall short of regular monthly expenditure. St. Mark’s had a fantastic response to the Gift Day appeal in October. This helped to substantially reduce their deficit. The Youth fund desperately needs more substantial resourcing if this work is to develop. The CAP fund received some wonderful one off gifts and benefitted from fundraising and awareness raising by John Fletcher and Duncan Green

Keighley Parish has paid the full amount of Diocesan Share requested for 2019. We still hope that the Diocese will recognise our unique position and the need we have for more clergy time as currently our Rector is trying to run both St. Marks and St. Andrews as well as maintain his role as co-ordinator of the clergy team across the Parish. In various ways the Parish has given considerable time, resources and support to St. John’s Ingrow.

We have continued to try and allocate income and expenses more realistically to St. Mark’s and St. Andrew/KSC and will continue to do so. St. Mark’s still bears the main cost of the Parish Office heating and lighting but this will change in 2020 as the office moves to North Street. The Operations Manager Role has actually been funded entirely by KSC and the SDF resources but will need to be funded from across the Parish into the future as all churches are benefitting from Paul Fleming’s appointment.

Each church has incurred a deficit in their day to day running expenses. All Saints £4569, St. Barnabas £3590, St. Mark’s £3303 and St. Andrew/KSC £10380. The Parish shows a decrease in funds of £13817 on the SOFA mitigated by revaluation of investments which brings the total Parish deficit down to £4786. Fixed Assets show an increase as most funds have increased in value this year and the kitchen has been added to KSC as well as a new dishwasher at St. Mark’s. Income decreased by over £42500. Expenditure increased by around £27600. The Share reduced a little in 2019 and has again been reduced a little for 2020. This is reflected in the Budget attached to these accounts. The Budget for 2020 has been set as a deficit budget with the decision having been made to use reserves in order to fund the Mission and running of the Parish. We are grateful for these reserves but if we are to continue our outreach, our services and our support network the day to day giving of those of us in the churches will need to increase. The new Parish Giving Scheme has been launched by the Diocese and if folk sign up to this it will increase our giving year on year which would be excellent. This will be explained and launched in the Parish during 2020. We continue to try and refine the accounts detail to give as much information as possible and to build up useful historical comparisons. The PCC has agreed to increase salary for all those on the real living wage to the new rate of £9.30 from 1<sup>st</sup> April 2020. As the first submission of the SDF bid was rejected The Operations Manager salary has had a significant effect on funds. In the coming year we have budgeted for the contribution from the SDF income for both this and the Mission Apprentice Roles but there is quite a substantial amount for the Parish to find to fund all these positions in the coming year. The Parish Pension scheme will run at the same rates as last year but the Diocese have imposed a different structure for the MA roles which makes a significant impact on the cost of staff salaries and pensions across the Parish.

On behalf of the Parish I extend grateful thanks to Louise Rouse, Anne Crabtree and Jody Webster and also to all Wardens, Vergers and others who continue to count the church receipts so faithfully and so well. There will be changes over this year as tasks transfer to the North Street Office but hopefully all the accounts will continue to be run efficiently and accurately in our new environment. Our thanks also go to Hart Wright Accounting for continuing as our Accounts Examiners for 2019.

And so we can continue to pray that our Clergy Team led by Mike and supported by Paul our Operations Manager with a new Administration Team will grow our Parish Vision to reach out to Keighley and the surrounding area with the amazing story of God’s grace and the saving power of Christ crucified and risen. We continue to pray that our churches will be full to overflowing with worshipping Christians, brought to wholeness and healing through the amazing story of salvation through our Lord Jesus Christ. So once more can I pray that each of us allows ourselves to be convicted by God’s Holy Spirit to bring our whole tithe into His storehouse so that we see His promise of the riches of heaven being poured out on this town, this area, this country and this world.

Jane Carter  
Treasurer – Keighley Parish  
31<sup>st</sup> December 2019

# PAROCHIAL CHURCH COUNCIL OF THE PARISH OF KEIGHLEY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING

31<sup>ST</sup> DECEMBER 2019

### 1. ACCOUNTING POLICY

The PCC is a Public Benefit Entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations' "true and fair" provisions. It is the third year that they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)). The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the P.C.C. is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members. The Parochial Church Council (hereafter referred to as the P.C.C.) is a corporate body established by the Church of England. The P.C.C. operates under the P.C.C. Powers Measure. The registered charity name of the PCC is "The Parochial Church Council of the Ecclesiastical Parish of Keighley" and our charity number is 1130301.

### FUNDS

Restricted funds represent income received as donations or grants for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund and details are given in the Funds Reports. The PCC does not usually invest separately for each fund. All Saints benefit from the income from the McNish fund held and run by the Leeds Diocesan Board of Finance. This year this accounted for £10,000 of their Share Payment.

Unrestricted funds are general funds which can be used for PCC ordinary purposes. Certain unrestricted funds have been designated by the Church Council for specific purposes but remain unrestricted. Unused balances of these funds are available for general purposes.

Every five years a Quinquennial inspection of the Church buildings is undertaken by an appropriately qualified Architect and a recommendation of works required is provided to the PCC. The PCC includes funding to undertake these works in its' annual budget.

Deposit fund values as at the 31<sup>st</sup> December have mainly risen since last year and the alteration in value is shown in the accounts. The PCC continues to deliberate carefully about potential uses of any unrestricted funds.

### INCOMING RESOURCES

Planned giving, collections and donations are recognised when received by, or on behalf of, the Church Council.

Income tax recoverable under Gift Aid is recognised when the income from offerings relating to Gift Aid is recognised, on an accruals basis. The Youth Fund hasn't supported the Youth Worker salary this year and if this ministry is to be maintained donations will need to increase quite substantially. Grants have been found to fund the Drop In on a Monday night but need to be continued. The CAP fund also still needs to receive increases to the regular giving if it is to fully support this ministry although the deficit has been reduced this year thanks to some very generous one off donations and committed fundraising visits to local churches. The Mission and Development fund income rose slightly above expenditure and so has a larger balance to start the financial year.

Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable. Gift Aid Tax recoverable is accounted for on an accrual basis. All other income is recognized when it is receivable.

### OUTGOING RESOURCES

Donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the Church Council. The Parish has fully paid the amount requested by the Diocese for Share payment this year. The Share amount was a decrease on the amount requested in 2018. PCC/LCCs continue to keep expenditure down to the absolute minimum and to seek good value contracts for all our ongoing maintenance and repairs.

All other expenditure is accounted for on an accruals basis. The balance sheet shows a decrease on the previous year. For KSC this is mainly due to the Kitchen installation which was agreed in 2018 and paid for in 2019. The decrease has been mitigated by the increase in the fixed asset investments but each church has incurred a deficit in day to day running expenses.

### FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Movable church furnishings held by the Rector and Church Wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in each church's inventory. These can be inspected at any reasonable time.

All other assets acquired since 6<sup>th</sup> April 2000 have been capitalised at cost and depreciated in the accounts over their anticipated useful economic life on a straight line basis. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired. Investments are valued at mid-market value at 31<sup>st</sup> December 2019.



# KEIGHLEY PARISH

## Balance sheet (Church of England)

As at: 31 December 2019

	As at 31/12/2019 £	As at 31/12/2018 £
<b>Fixed assets</b>		
Tangible assets	95,357	88,215
Investments	90,819	82,629
	<u>186,176</u>	<u>170,844</u>
<b>Current assets</b>		
Stocks and work in progress	517	581
Debtors	32,618	17,067
Cash at bank and in hand	115,490	142,065
	<u>148,626</u>	<u>159,714</u>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	11,560	2,638
<b>Net current assets less current liabilities</b>	<u>137,066</u>	<u>157,075</u>
<b>Total assets less current liabilities</b>	<u>323,243</u>	<u>327,920</u>
<b>Total net assets less liabilities</b>	<u>323,243</u>	<u>327,920</u>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General fund	196,734	184,338
<b>Designated</b>		
Designated - Community Choir	252	—
Designated - Traidcraft	1,231	1,130
Designated - Worship Improvements	190	190
Designated - Busy Bees	1,425	1,147
Designated - choir	8	8
Designated - church and hall fabric endowment	284	111
Designated - Garden	8	8
Designated - Youth	30	30
Designated - Flower Fund	28	28
Designated - GIFT DAY	22,571	24,885
Designated - Annual Gift Day	36,805	43,188
Designated - Legacy	8,408	10,000
Designated - Mission and Development Refugees	2,846	2,001
Designated - Missionary Collections	0	222
Designated - ORGAN FUND	8,989	9,224
Designated - SDF BID	(10,860)	—
<b>Restricted</b>		
Restricted - BELLS FUND	380	247
Restricted - Fabric Fund	233	233
Restricted - Gift Day	—	3,858
Restricted - Garden Fund	396	1,386
Restricted - HOTS	—	—
Restricted - RESTRICTED MISSION	508	508

*There may be minor discrepancies in the totals if the pence are not being shown*

	As at 31/12/2019	As at 31/12/2018
	£	£
Restricted - MW Church and Hall fabric	21,833	20,733
Restricted - Mission Development	907	1,581
Restricted - Missionary Collections	1,000	1,000
Restricted - Restricted Missions	445	403
Restricted - NORTH STREET	2,156	—
Restricted - Restricted Buildings Repair	5,408	—
Restricted - Agency collection	320	320
Restricted - OHP and Sound System	500	500
Restricted - Organ Fund	2,042	2,042
Restricted - RESTRICTED FUNDS CCLA	16,431	16,076
Restricted - Beechcliffe and fun Days	898	1,015
Restricted - Under 5's	(27)	105
Restricted - Memorial Window	726	726
Restricted - YOUTH FUND	(1,852)	622
Restricted - YOUTH GRANT	—	—
Restricted - Youth Fund	26	26
Restricted - Building Fund	36	1,146
Restricted - church and hall fabric endowment	—	3
Restricted - Flower Fund	77	77
Restricted - CAP	(768)	(2,476)
Restricted - CAP Debt Centre Fund	1,200	—
Restricted - SUNDAY GROUPS CHILDRENS WORK	329	329
Restricted - Chapel Fund	121	121
Restricted - Choir Fund	263	263
Restricted - YOUTH DROP IN	693	556
<b>Funds of the church</b>	<b>323,243</b>	<b>327,920</b>

*There may be minor discrepancies in the totals if the pence are not being shown*

**KEIGHLEY PARISH**  
**Statement of Financial Activities**  
**For the period from 01 January 2019 to 31 December 2019**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<i>Income and endowments from:</i>					
Donations and legacies	258,792.33	28,396.00	—	287,188.33	326,352.84
Income from charitable activities	12,706.85	1,450.01	—	14,156.86	12,522.51
Other trading activities	14,775.07	5,008.45	—	19,783.52	12,895.92
Investments	3,756.18	1,307.96	—	5,064.14	17,254.08
Other income	5.00	1,180.00	—	1,185.00	900.07
<b>Total income</b>	<b>290,035.43</b>	<b>37,342.42</b>	<b>—</b>	<b>327,377.85</b>	<b>369,925.42</b>
<i>Expenditure on:</i>					
Raising funds	2,590.27	—	—	2,590.27	3,445.28
Expenditure on charitable activities	306,761.77	39,868.25	—	346,630.02	318,221.70
<b>Total expenditure</b>	<b>309,352.04</b>	<b>39,868.25</b>	<b>—</b>	<b>349,220.29</b>	<b>321,666.98</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(19,316.61)</b>	<b>(2,525.83)</b>	<b>—</b>	<b>(21,842.44)</b>	<b>48,258.44</b>
<i>Transfers</i>					
Gross transfers between funds - in	15,000.00	11,965.03	—	26,965.03	28,227.83
Gross transfers between funds - out	(20,263.50)	(6,701.53)	—	(26,965.03)	(28,227.83)
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	7,990.03	143.62	—	8,133.65	(1,932.59)
Gains on revaluation, fixed assets, charity's own use	9,030.96	—	—	9,030.96	—
<b>Net movement in funds</b>	<b>(7,559.12)</b>	<b>2,881.29</b>	<b>—</b>	<b>(4,677.83)</b>	<b>46,325.85</b>
<i>Reconciliation of funds</i>					
<b>Total funds brought forward</b>	<b>276,514.73</b>	<b>51,406.12</b>	<b>—</b>	<b>327,920.85</b>	<b>281,595.00</b>
<b>Total funds carried forward</b>	<b>268,955.61</b>	<b>54,287.41</b>	<b>—</b>	<b>323,243.02</b>	<b>327,920.85</b>

# KEIGHLEY PARISH

## Analysis of income and expenditure Selected period: 01 January 2019 to 31 December 2019

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
<b>Income and endowments</b>						
<i>Donations and legacies</i>						
0101 - Gift Aid - Bank	95,152	—	140	—	95,292	115,838
0102 - Gift Aid - Cheques	13,502	—	—	—	13,502	16,114
0103 - Gift Aid - CAP	—	—	11,450	—	11,450	6,861
0104 - Gift Aid - Youth Fund	—	—	5,281	—	5,281	5,684
0110 - Gift Aid - Envelopes	14,118	—	—	—	14,118	14,209
0201 - Other planned giving	2,104	—	—	—	2,104	3,129
0201 - Other planned giving - env cheque or ban	28,128	—	—	—	28,128	20,576
0301 - Loose plate collections	14,510	—	—	—	14,510	12,858
0401 - Regular gift days	2,960	23,407	—	—	26,367	33,960
0410 - Giving through church boxes and wall saf	210	—	—	—	210	73
0411 - One-off Gift Aid gifts	378	—	300	—	678	382
0412 - One off Gifts - not GA	305	450	100	—	855	20,600
0413 - Donations to CAP not Gift Aided	—	—	3,553	—	3,553	4,828
0415 - Donations appeals etc	97	312	22	—	431	1,347
0416 - Donations - General Mission	99	5,104	—	—	5,203	4,406
0601 - Tax recoverable on Gift Aid	30,983	9,086	(36)	—	40,033	50,306
0701 - Legacies	500	—	—	—	500	11,050
0801 - Recurring grants	—	—	3,300	—	3,300	2,496
0802 - Operations Manager SDF Income	—	10,000	—	—	10,000	—
0803 - Mission Apprentices SDF Income	—	5,743	—	—	5,743	—
08A1 - Non-recurring one-off grants	—	83	4,286	—	4,369	300
0901 - Other funds generated	212	—	—	—	212	301
1233 - Busy Bees Toddler Group donations	—	1,299	—	—	1,299	1,001
1234 - Fun church donations	43	—	—	—	43	25
<i>Donations and legacies Totals</i>	203,307	55,484	28,396	—	287,188	326,352
<i>Income from charitable activities</i>						
0417 - Youth Donations not Gift Aided	—	—	1,316	—	1,316	468
1101 - Fees for weddings and funerals	3,889	—	—	—	3,889	2,886
1210 - Bookstall sales to promote objectives	65	—	—	—	65	61
1212 - Youth Activities Income	40	—	—	—	40	288
1230 - Church hall lettings - objectives	50	—	—	—	50	160
1231 - Under Fives Fees	8,608	—	—	—	8,608	7,993
1232 - Under Fives Fund Raising	54	—	—	—	54	97
1335 - Activity by the church for charity	—	—	134	—	134	567
<i>Income from charitable activities Totals</i>	12,706	—	1,450	—	14,156	12,522
<i>Other trading activities</i>						
0901 - Other funds generated	2,439	647	5,008	—	8,095	301
0902 - Coffee and Tea on Sunday	142	—	—	—	142	250
0902 - Tea/Coffee donations	979	—	—	—	979	944
0903 - Traidcraft - Fair Trade Sales	—	2,304	—	—	2,304	2,621
0904 - Alpha Meals or Lunch Club	—	—	—	—	—	81
0904 - Lunch Club	—	—	—	—	—	69

There may be minor discrepancies in the totals if the pence are not being shown

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
0910 - Autumn and Spring fair etc	787	—	—	—	787	804
1221 - Fund raising Events	—	—	—	—	—	1,941
1240 - Church hall lettings - fund raising	7,474	—	—	—	7,474	4,684
1260 - Parish magazine sales	—	—	—	—	—	14
<b>Other trading activities Totals</b>	<b>11,822</b>	<b>2,952</b>	<b>5,008</b>	<b>—</b>	<b>19,783</b>	<b>11,712</b>
<b>Investments</b>						
1001 - Dividends	—	—	1,096	—	1,096	11,526
1020 - Bank and building society interest	985	172	6	—	1,164	836
1021 - Deposit Funds Interest	1,737	—	205	—	1,943	2,146
1030 - Rent from lands or buildings	860	—	—	—	860	2,745
<b>Investments Totals</b>	<b>3,583</b>	<b>172</b>	<b>1,307</b>	<b>—</b>	<b>5,064</b>	<b>17,254</b>
<b>Other income</b>						
0905 - Bells Fund Receipts	—	—	180	—	180	215
0906 - Organ Fund Receipts	—	5	—	—	5	5
1321 - Youth Project Fund	—	—	1,000	—	1,000	505
1330 - gifts to be passed to charities	—	—	—	—	—	175
<b>Other income Totals</b>	<b>—</b>	<b>5</b>	<b>1,180</b>	<b>—</b>	<b>1,185</b>	<b>900</b>
<b>Income and endowments Grand totals</b>	<b>231,421</b>	<b>58,614</b>	<b>37,342</b>	<b>—</b>	<b>327,377</b>	<b>368,742</b>

## Expenditure

### Raising funds

1730 - Costs of fetes & other events	33	—	—	—	33	700
1731 - Traidcraft Purchases For Selling	—	2,203	—	—	2,203	2,414
1732 - Purchase Tea and Coffee etc	27	—	—	—	27	81
1732 - Purchase Tea and Coffee	325	—	—	—	325	248
<b>Raising funds Totals</b>	<b>386</b>	<b>2,203</b>	<b>—</b>	<b>—</b>	<b>2,590</b>	<b>3,445</b>

### Expenditure on charitable activities

1801 - Giving to missionary societies	952	—	134	—	1,086	800
1830 - Giving - relief and development agencies	8,955	1,800	—	—	10,755	14,241
1850 - Home mission	7,095	7,159	—	—	14,254	14,827
1870 - Secular charities	20	236	—	—	256	347
1910 - Ministry parish share etc	132,850	—	—	—	132,850	150,369
2001 - Assistant staff costs	787	—	—	—	787	722
2003 - Assistant Staff Costs - Caretaker	—	3,132	—	—	3,132	5,149
2004 - Caretaker NI/Tax	—	783	—	—	783	800
2005 - Caretaker Pension Contributions	—	—	—	—	—	38
2006 - Caretaker - EERS NI/Pension Contribution	—	—	—	—	—	72
2040 - Honoraria - Organist	900	—	—	—	900	750
2050 - Salary of parish administrator	—	—	—	—	—	65
2050 - Salary of parish administrator Keighley	3,925	4,547	—	—	8,473	14,243
2051 - Salary of Administrator All Saints	2,888	525	—	—	3,413	3,413
2052 - Administrator NI/Tax	369	364	—	—	734	2,068
2053 - Administrator - Pension Contribution	—	—	—	—	—	186
2054 - Administrator - EERS NI/Pension Cont	—	—	—	—	—	252
2055 - Operations Manager - Salary	—	14,525	—	—	14,525	—

*There may be minor discrepancies in the totals if the pence are not being shown*



	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
2056 - Operations Manager - NI and Tax	—	5,820	—	—	5,820	—
2059 - Mission Apprentices - Salary	—	5,394	—	—	5,394	—
2060 - Mission Apprentices - Pension Contributi	—	228	—	—	228	—
2061 - Apprentices - NI and Tax	—	82	—	—	82	—
2062 - Mission Apprentices - Eers NI and Pensio	—	456	—	—	456	—
2101 - Working expenses of Rector	2,062	—	—	—	2,062	1,555
2102 - Working Expenses Vicar All Saints	1,560	—	—	—	1,560	794
2103 - Operations Manager - Expenses	38	—	—	—	38	—
2152 - Working Expenses Curates and Clergy	931	—	—	—	931	899
2152 - Working Expenses Curates & Clergy	956	—	—	—	956	2,896
2153 - Operations Manager - Expenses	12	—	—	—	12	—
2154 - Mission Apprentice - Expenses	337	—	—	—	337	—
2155 - Mission Apprentice - Expenses SDF	—	95	—	—	95	—
2170 - Education - Teaching and Preaching matte	—	—	—	—	—	880
2170 - Education - Teaching and Preaching mater	155	—	—	—	155	20
2201 - Parish training and mission	311	—	25	—	336	178
2202 - Children's work and groups	160	—	—	—	160	406
2203 - Youth Work and Groups	74	—	2,843	—	2,917	1,146
2204 - Beechcliffe and Funday Expenditure	204	—	116	—	320	—
2205 - CAP Centre Expenses	—	—	7,149	—	7,149	6,841
2206 - CAP Manager Salary	—	—	5,924	—	5,924	6,125
2207 - CAP Manager NI/Tax	—	—	1,480	—	1,480	1,092
2209 - Fun Church	233	15	—	—	248	114
2210 - Parish Mission to Keighley	779	395	201	—	1,375	1,021
2211 - Parish Mission to Estates	1,199	—	361	—	1,560	1,232
2250 - Youthworker Salary	—	—	9,802	—	9,802	11,618
2251 - Youth Worker Admin and Training	—	—	187	—	187	385
2252 - Youth Worker Pension Contributions	—	—	120	—	120	117
2253 - Youth Worker NI/Tax	—	—	733	—	733	483
2254 - Youth Worker EERS NI/Pension Contributio	—	—	93	—	93	154
2301 - Church running - insurance	8,233	—	—	—	8,233	8,207
2302 - Music Copyright	618	—	—	—	618	927
2310 - Church office - telephone	—	—	—	—	—	74
2310 - Office - telephone and computers	1,988	—	20	—	2,008	2,732
2311 - Office - other costs	2,729	450	—	—	3,179	2,683
2312 - Office - Postage and Stationery	721	—	—	—	721	607
2313 - Advertising and Subscriptions	276	—	—	—	276	98
2313 - Office - Advertising & Subscriptions	1,280	—	66	—	1,346	579
2314 - Office - DBS checks	—	—	—	—	—	73
2315 - Office Expenses - Operations Manager	87	—	—	—	87	—
2315 - Operations Manager - Office Expenses	1,034	—	—	—	1,034	—
2316 - Office - Parish Communication Systems	1,320	—	—	—	1,320	—
2320 - Organ / piano tuning	—	240	—	—	240	1,795
2321 - Bells Repair and Maintenabce	—	—	47	—	47	537
2330 - Church maintenance	8	—	—	—	8	223
2330 - Church maintenance Minor Repairs	4,121	—	860	—	4,981	2,686

*There may be minor discrepancies in the totals if the pence are not being shown*

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
2331 - Cleaning	536	—	—	—	536	263
2331 - Church Maintenance - Cleaning	1,516	—	—	—	1,516	1,536
2332 - Church Maintenance - Flowers	260	—	—	—	260	322
2333 - Church Maintenance - Sound System	192	—	887	—	1,079	1,002
2340 - Upkeep of services	1,649	466	—	—	2,116	2,707
2341 - Sundry/PCC Expenses	1,887	—	—	—	1,887	50
2350 - Upkeep of churchyard	4,579	—	—	—	4,579	718
2351 - Church Maintenance - Notice Boards	39	1,002	990	—	2,031	79
2360 - Administration	17	674	—	—	692	—
2401 - Church running - electric	2,243	—	—	—	2,243	1,958
2410 - Church running - gas	5,063	—	—	—	5,063	5,131
2420 - Church running - water	881	—	—	—	881	858
2440 - Church running - heating and lighting	10,306	—	—	—	10,306	8,665
2510 - Bookstall costs	156	—	—	—	156	161
2511 - Under 5's expenses	1,254	533	132	—	1,920	943
2512 - Under 5's Caretaker Salary	—	1,818	3,835	—	5,654	6,219
2513 - Under 5's Leader Salary	—	4,503	—	—	4,503	7,551
2514 - Under 5's HMRC NI/Tax	—	783	—	—	783	800
2515 - Under 5's Staff Pension Contributions	—	4	—	—	4	70
2516 - Under 5s EERS NI/Pension Contributions	—	3	—	—	3	99
2517 - Busy Bees Toddler Group	—	1,006	—	—	1,006	500
2530 - North Street running - electricity	156	—	—	—	156	—
2530 - Hall running - electricity	1,042	—	—	—	1,042	1,121
2540 - Hall running - gas	2,431	—	—	—	2,431	1,861
2560 - Hall running - maintenance	480	—	—	—	480	1,040
2560 - Hall running - maintenance minor repairs	1,073	—	—	—	1,073	726
2561 - Hall Running - Safety and Security	1,590	—	—	—	1,590	801
2562 - North Street Running - Cleaning and Sund	14	—	—	—	14	58
2562 - Hall Running - Cleaning and Sundry	857	—	—	—	857	2,078
2570 - North Street running - telephone	15	—	—	—	15	—
2580 - Hall running - water	—	—	—	—	—	52
2601 - Governance costs examination/audit fee	1,200	—	—	—	1,200	1,200
2701 - Church major repairs - structure	730	—	250	—	980	—
2710 - Church major repairs - installation	5,583	9,939	670	—	16,193	—
2820 - Hall + major repairs - installation	—	717	—	—	717	—
2830 - Hall + interior and exterior decorating	380	—	—	—	380	—
2840 - Other PCC property upkeep	2,731	—	—	—	2,731	1,825
2841 - North Street SDF Costs	—	—	2,934	—	2,934	—
2945 - moneys passed to charities from fundrais	—	—	—	—	—	274
<i>Expenditure on charitable activities Totals</i>	239,054	67,706	39,868	—	346,630	318,221
<b>Expenditure Grand totals</b>	239,441	69,910	39,868	—	349,220	321,666

*There may be minor discrepancies in the totals if the pence are not being shown*

KEIGHLEY PARISH  
NOTES TO THE BALANCE SHEET  
AS AT 31 DECEMBER 2019

Tangible Fixed Assets

	Buildings	Equipment	Total
	£	£	£
Cost at 1 January 2018	87000.00	1215.00	88215.00
Additions In the year	0.00	10062.94	10062.94
Depreciation and Write Off	0.00	-2920.74	-2920.74
at 31 December 2018	<u>87000.00</u>	<u>8357.20</u>	<u>95357.20</u>

Investments

	Total	
	£	
Current Market Value	82629.87	
at 1 January 2018		
Revaluations	8189.72	
(less interest retained)		
At 31 December 2018	<u>90819.59</u>	Total Fixed Assets as at 31.12.2019 £186,176.79

As at 31.12.2019	As at 31.12.2018	As at 31.12.2017
£	£	£

Debtors

Gift Aid Recoverable	31266.60	16509.51	19836.00
Other Debtors **	1351.73	557.51	283.75
	<u>32618.33</u>	<u>17067.02</u>	<u>20119.75</u>

\*\* Rent Due £1060 + £65

\*\* Youth Worker Float £200

\*\* Due for Fair Trade Stock £26.73

Creditors Amounts falling due within One Year

Collection for other charity	0.00	0.00	1691.79
Pension Creditor KSC	1623.00	1623.00	1623.00
Fees - Wedding/Funerals	0.00	333.00	649.00
Trade Creditors	1938.08	2030.37	677.89
Owed/owing by Agencies	7999.37	-1341.79	0.00
	<u>11560.45</u>	<u>2644.58</u>	<u>4641.68</u>

\*\* Insurance -£357.71

\*\* Christmas Tree £70

\*\* North Street Repairs £156.47 + £1437.84 + £283.04

\*\* Repairs & Maint £240 + £108.44

## PARISH BUDGET 2020

<b>Church Income</b>	<b>All Saints 2020 Bud</b>	<b>SA/KSC 2020 Bud</b>	<b>St Barnabas 2020 Bud</b>	<b>St Marks 2020 Bud</b>	<b>Parish 2020 Bud</b>
General Giving	18000	86000	15600	51200	170800
One Off				100	100
Gift Aid	3500	17000	2500	15292	38292
Gift Days and Special Appeals	1500	15000	1200	17000	34700
Fees	880	1750	475	500	3605
Rental Income from Property	3800	100	2500	1690	8090
All other income	485	3100	1300	2000	6885
McNish Income	10000				10000
Mission/Vision	3450		600	50	4100
Youth		7500			7500
CAP		11000			11000
Under 5s/Busy Beez			800	9500	10300
Organ and Bells Funds		180			180
Diocesan Bid Ops Manager		20000			20000
Diocesan Bid Mission Apprentice		27000			27000
Grants Youth		2500			2500
Traidcraft Sales	1850				1850
Restricted Funds Interest	94				94
Grants Outreach					0
From Reserves		13325		4050	17375
From Investments Funds		20000			20000
<b>Total</b>	<b>43559</b>	<b>224455</b>	<b>24975</b>	<b>101382</b>	<b>394371</b>
<b>Building Fund Donations</b>					
<b>Expense</b>					
Running Church Util/Reps	6500	13500	1600	4950	26550
Running Hall Util/Reps	1000		1100	6200	8300
Capital Projects					0
Other Property costs		2500	750		3250
Administration/sundry	2200	5500	1000	3800	12500
Organ/Bells		300			300
Insurance	2000	3350	790	2485	8625
Quinquennial		1500		1000	2500
Staff Cleaners etc	1500				1500
Staff Caretaker		1500		4445	5945
Staff Admin/finance	2500	13000	1000	6240	22740
Staff Ops Manager per Bid		32000			32000
Share	22120	58328	12865	42395	135708
Cost of Service etc	1250	2500	1150	750	5650
Clergy Expenses	1300	2750	1000	750	5800
Worship Area Renewal/entrance					0
Notice Boards re Diocese/Parish		500		0	500
Mission out Inc Vision:-					0
Under 5s/Busy Bees			1000	15500	16500
Youth		17555			17555
CAP		13850	200		14050
Town Chaplain	300	300	200	300	1100
Estates Ministry	500	500	400	500	1900
Refugees	4000		100	0	4100
CAP lifeskills/DROPin		1500			1500
Missions Budget		7500	250	7500	15250
Gift Day Tithe to Mission		1950		2210	4160
Fundraisers (SB)			600		600
Reserve yet to allocate					0
Mission Apprentice Roles		33500			33500
Families Worker		7500			7500
Traidcraft Purchases	1850				1850
<b>Vision PDP:-</b>					0
Communication	300	1500	200	100	2100
Hospitality	100	700			800
mission and development		350		100	450
outreach/families		200		350	550
volunteers/training		250			250
publicity			100		100
<b>TOTALS</b>	<b>47420</b>	<b>224383</b>	<b>24305</b>	<b>99575</b>	<b>395683</b>