

# 2019 Report and Financial Review for the Parochial Church Council of St. Michael's Mytholmroyd

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## **Aim and purposes**

St. Michael's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Cathy Reardon, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church Hall.

## **Electoral Roll for St Michael's, Mytholmroyd 2019**

Being on the Electoral Roll means being able to vote at the Annual Parochial Church meeting, for instance deciding who should be on the PCC. It also enables members to play a full part in the life of the church. The number on the Electoral Roll showed an increase from 64 to 68 of which 19 live outside the Parish.

Alan Reardon Electoral Roll Officer

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St. Michael's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of St. Michael's and the Church Hall.

## **Achievements and Performance**

### **Worship and Prayer**

The PCC is keen to offer a range of services over the course of the year that our community find both beneficial and spiritually fulfilling. This year two new services were introduced, a weekly mid-week informal communion service and a monthly Lattice service. Both provide a quiet, intimate environment for worship. The Remembrance Sunday Service gives an opportunity for the whole of the community to come together as one to remember our war dead. The very youngest in our community also have an opportunity to worship through our Parent Toddler Group – Angels. As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

### **Drop in Centre Report**

This started as a desire to open the church for outreach to the community of Mytholmroyd and beyond. There were times when the Erringden room was available [Monday, Tuesday and Wednesday mornings] and we opened this up so that anyone could 'drop in', for a drink and a chat. Over the months that we opened, we had many 'regulars' with whom we were able to develop a relationship, but also many others who were passing by and were attracted by the big sign at the end of the building. There were quite a number of occasions when I was able to share the gospel message and free literature with visitors. Overall it was a successful outreach, sadly cut short by flooding and the subsequent lockdown.

Colin Price

### **The Choir Report 2019**

SATURDAY, 30th. MARCH. We sang Stainer's Crucifixion to a well attended congregation.

SATURDAY 6th. April. Some of us went to the Halifax Minster to hear Stainer's Crucifixion , to support David and one of his organ students, Zac.

SATURDAY 22nd. JUNE after weeks of intensive practising, we had a trip to Selby Abbey, as a treat and to sing Evensong. Our rehearsal was slightly delayed by an impressive Gipsy wedding which was taking place. Our own rather more subdued performance was, nevertheless beautifully rendered. We enjoyed some social time at a Carvery on the way home.

We had several weeks of holiday from choir practice from the 11th. July until 5th. September. Nevertheless, those choir members who were not on holiday continued to support the church by leading the musical items.

SATURDAY 9th. OCTOBER we had a trip to sing Evensong in Wakefield Cathedral. We were somewhat disconcerted to find the original time of starting had been put back, which meant rehearsing in rather a rush and not having time to relax properly before the actual service. However, all went well eventually.

SUNDAY 10th. NOVEMBER. We represented the church at the Service of Remembrance by taking part in the parade to the War Memorial and then singing the traditional hymns in church.

SUNDAY 1st. DECEMBER we took part in the Advent Carol Service which is a comparatively new innovation for us, but relevant as we entered the Christmas season again.

SUNDAY 22nd. DECEMBER we had the annual service of Carols by Candlelight. The church was packed as our own choir, augmented by the kind people who help out on special occasions, sang a large selection of Carols. Children from Burnley Road School, carefully trained by Geraldine also sang a selection and made the evening a very special one.

Our choir is determined to continue somehow, despite the present adversities. We are a loyal bunch of people and appreciate the great leadership we have . David Baker is a dynamic and inspiring organist and choirmaster and we thank him for all his work and commitment.

Christine Jackson

### **Pastoral Care**

Pastoral Support Group was set up to help support the Church membership in practical ways like visiting and caring. It also helps keep the Vicar aware of those who may need a visit. All information is kept strictly private.

There are three groups which offer friendship and companionship to the community as a whole. The Guild, Wives Group and Brew.

Brew is an informal weekly drop in for coffee and a chat. Whereas The Guild and Wives offer a program of speakers and activities.

### **Safeguarding Report for 2019**

Safeguarding (measures to protect the health, well-being and human rights of individuals) applies to all in our church and community as we can all be vulnerable and in need of help at some point. This could arise through bereavement, illness, loneliness, abuse or any change in circumstance and lead to any one of us needing a helping hand or a listening ear. We support people as and when they need it. We are all responsible for safeguarding matters in our church.

At Saint Michael's we have an active pastoral support team who meet regularly and can signpost members of our community to professional help if required.

As safeguarding officer I liaise with Julie Harris to facilitate DBS applications for those who need them within the Benefice for St John's or St Michael's and make sure any work with children or vulnerable people is carried out within church safeguarding guidelines.

I have worked with "Angels" leaders to produce a welcome document that covers safeguarding procedures. All groups who work with children and meet in our hall have safeguarding policies. Part of the safeguarding role is to make sure that we, as a church, comply with the data protection laws, we keep up to date with the latest regulations and apply them as best we can.

The PCC has, to the best of its ability, complied with its duty to have 'due regard' to the House of Bishops' guidance in relation to safeguarding.

The Church of England has been committed to ensuring all safeguarding practices are in place and has endeavoured to ensure all previous cases have been resolved in an appropriate manner. Our Safeguarding policy is reviewed and readopted annually. I have attended training for safeguarding officer and it is always an agenda item at our monthly PCC meetings.

If you do have any safeguarding concerns or worries, please speak to a member of the clergy, a Church Warden or myself.

Geraldine Wrathall. Safeguarding Officer

## **Churchwarden's report May 2019 – November 2020**

In May 2019 your newly elected wardens, Roy and Eric could have been forgiven for assuming that the year ahead would be a fairly straightforward one. There would be the usual spate of leaks in the roof especially over the organ chamber and the choir vestry, the usual discussions with our architect, Richard Storah, to apply for various maintenance grants, the ongoing saga of negotiating a new lease with the bowling club and working closely with VBA to ensure that they completed all the works around the church and its lands in a satisfactory way. Nothing much to worry about, what could possibly go wrong?

For a start the weather once more in February invaded the church and the hall. Not a major flood like in 2015 but several inches of water can do as much damage to carpets and floorboards as 5 feet and any items which were stood in water had to be replaced including St Michael's Angels toys, the bar and kitchen fridges and all the items stored under the stage. All the carpets in church and the Erringden room had to go and the hall floor had to be removed and replaced. Our insurers, Ecclesiastical Group, once again appointed David Ballingall as our loss adjuster and he together with our architect, Cathy and Daniel and the wardens formed the nucleus of a team to make good the flood damage.

We started by appointing various tradespeople to come in and put things back together, right? No, wrong, the coronavirus pandemic was upon us and the lockdown meant that lots of plumbers, joiners and electricians were working shorter hours if at all and building contractors were unable to tender for work.

PCC meetings were cancelled and church services went on line and Cathy and Daniel are to be congratulated on managing to achieve this so quickly. The annual parish meeting was postponed and the PCC members and officers and the wardens all had their terms of office extended. Eric had already indicated to Cathy his wish to stand down as warden in April 2020 but is still in post as we write.

Eventually we engaged Rosslee Construction as main contractors for both church and hall and work is going well and should be complete later this month. As you might expect there have been some problems, notably the regulations with respect to kitchen extraction have changed and unless we made major investment our gas oven no longer complied. It was cheaper to buy a new

electric oven with an induction hob and this will be installed shortly.

After several socially distanced meetings we have finally concluded a 10 year lease with bowling club and this is now awaiting approval and confirmation by the diocese.

VBA have now replaced the tennis courts and we needed to find someone to manage them, Mytholmroyd tennis club having disbanded. Todmorden tennis club, one of the largest and most successful in the area, expressed interest in taking them over and we have agreed a 2 year lease with them. Non-members will be able to book a court on a pay and play basis.

Roy has been investigating how we might make our church and hall more flood resistant. This is not simply a case of installing barriers as water gets in through air bricks and up the drains. There are some grants available and we have made preliminary application to Calderdale Council.

Health and safety is a major concern these days and we are applying for a faculty to install a handrail up the pulpit steps and also one up the chapel steps particularly for the benefit of readers at the lectern. Also included will be an application to install two fan assisted radiators at the back of church to eliminate those chilly winter mornings.

Although this has been a very traumatic year we have been encouraged by the support we have had from Cathy and Daniel, from the PCC and its officers and the whole congregation. We were sad at the death of Graham and pleased to join Daphne and her family at the service of celebration of a life well lived.

We are looking forward to being able to resume our church services soon and also church events like our monthly quiz nights, our guild coffee mornings, Brew and all our church organisation meetings.

Roy and Eric November 2020

### ***P S from Eric***

As many of you already know I am standing down as churchwarden. I have had two stints in the job totalling more than 20 years and feel it is now time to hand over my stave. It has been my privilege and pleasure to serve as your warden, I won't say it has always been easy but has always been rewarding.

I would like to thank Roy for all his work this year. He has borne the brunt of the flood repairs and has put in many hours on the various projects to restore our church and hall.

I would also like to thank Cathy and Daniel, Margaret our treasurer and Lesley our secretary for their support.

I wish my successor well, whoever he or she may be, and I trust that St Michael's will soon be back in full swing as the centre of the community in Mytholmroyd.

With my very best wishes  
Kind regards

Eric

## Deanery Synod Report 2019

The Deanery Synod is made up of representatives from the churches in a given area. It meets three or four times a year to discuss issues and ideas coming from the parishes and from the General and Diocesan Synods. At the end of 2018 it was reported that the Diocese was investigating how the Deanery Synods could work together more effectively. To that end, some meetings were being held jointly with Brighouse and Elland Deanery and Halifax Deanery. Discussions were held as to the efficacy of joining these three deaneries together to form one which would cover the same area as Calderdale Council. Eventually, with much discussion and work in between synods, it was decided that Brighouse and Elland would remain separate but Halifax and Calder Valley deaneries would join together to become the Deanery of Halifax and Calder Valley. Part of the preparation for the potential joining together was a meeting in June which considered what were synods for and how do they link into our parishes and how do we use our available resources fulfill the commandment to love one another and the great commission to tell others the good news of Jesus Christ. In another meeting, held in Lightcliffe C of E Primary, we had presentations from groups who are working in schools and with young people outside schoolssuch as CICS (Christians in Calder Schools) and Open the Book and the diocese Children, Young People and Families Support Team..

The Deanery has two acting Area Deans – Revd. Kathia Shoesmith and The Revd Marion Russell.

## Ecumenical Relationships - Churches Together

St. Michael's is a member of Hebden Churches Together and ecumenical group which encourages the separate churches to work together to show a united co-ordinated face to out communities. It organises various services and events throughout the year including the Good Friday March of Witness and Carol Singing in Hebden Bridge on Christmas Eve. We are grateful to Mrs Christine Jackson for her regular attendance of these meetings and her reporting back to the PCC.

## Volunteers

Without the many people who give up their time and effort St. Michael's would cease to function. So, we are extremely grateful to all the volunteers who work so hard, often quietly in the background, who make our church such a wonderful, welcoming community. In particular, we would like to thank our Churchwardens Eric Alston and Roy Wrathall for all that they do week in and week out and our Treasurer Margaret Tettey for her hard work particularly as we move on to a new way of accounting.

## The Church Hall

St. Michael's Church Hall with its licensed bar and excellent kitchen is a wonderful resource for both the church and the community. The Hall Booking Secretary is Geraldine Wrathall and we are grateful to her for all the effort that she puts into ensuring that those individuals and groups who hire the facilities have a positive experience. At present the rooms are used by groups as diverse as Brownies, Tea Dances and Bereavement support, St. Michael's Amateurs and their youth wing Smajic

**Total £2702.34**

## Financial Review

### Treasurer's report for 2019

2019 was the first year since the Boxing Day flood that our income and expenditure was not inflated by insurance costs and payments. Our income for the year was almost £70,000 but our expenditure exceeded this by over £22,000.

Our expenditure was about £5000 more than it should have been. This occurred because our electricity supplier overcharged us by about £3000, (which would be repaid in 2020) and we made payments for churchyard maintenance for both 2018 and 2019. However the improvements we made to the Church fabric whilst the flood repairs were taking place have now been paid for from our own funds and we have continued to raise money for the tower repairs and that fund stands at almost £18,500.

We paid our parish share of £38,106 in full and we benefit from the ministries of both our Vicar and our curate.

I would urge all church members to reflect on their giving to the work of the church and to perhaps consider making a gift to St Michael's in their wills so that we may continue our witness in Mytholmroyd and beyond in these difficult times.

Margaret Tetley November 2019



**St Michael; Mytholmroyd**  
**Balance sheet (Church of England)**  
**As at: 31 December 2019**

	As at 31/12/2019 £	As at 31/12/2018 £
<b>Current assets</b>		
Debtors	1,814	2,274
Cash at bank and in hand	74,851	98,668
	<u>76,665</u>	<u>100,942</u>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	(87)	438
<b>Net current assets less current liabilities</b>	<u>76,753</u>	<u>100,504</u>
<b>Total assets less current liabilities</b>	<u>76,753</u>	<u>100,504</u>
<b>Liabilities</b>		
Creditors: Amounts falling due after more than one year	—	858
<b>Total net assets less liabilities</b>	<u>76,753</u>	<u>99,646</u>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General fund	55,216	85,509
<b>Designated</b>		
Designated - CRUNCH Club (PCC Designated)	151	27
Designated - Flowers Fund (PCC Designated)	987	(148)
Designated - Footsteps	—	—
Designated - Legacy Fund	1,042	1,042
<b>Restricted</b>		
Restricted - Angels Fund	(168)	420
Restricted - CRUNCH Club (Restricted donations)	—	48
Restricted - Fabric Fund	621	621
Restricted - Flowers Fund (Restricted Donations)	—	626
Restricted - Flood Insurance Claim	—	(5,338)
Restricted - Organ Fund	339	39
Restricted - Special Purchase Fund	70	70
Restricted - Tower Fund	18,493	16,728
<b>Funds of the church</b>	<u>76,753</u>	<u>99,646</u>

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

**St Michael; Mytholmroyd**  
**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>						
<b>Donations and legacies</b>						
1321 - Donations - Charitable Funds	—	—	—	—	—	2,000
1322 - Donations - Businesses	100	—	—	—	100	350
1331 - Legacy - Un-Restricted	1,000	—	—	—	1,000	—
<b>Donations and legacies Totals</b>	<b>1,100</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,100</b>	<b>2,350</b>
<b>Income from charitable activities</b>						
1111 - Gift Aided - Bank Receipts	11,412	—	240	—	11,652	11,957
1112 - Gift Aided - Envelopes	6,405	10	115	—	6,530	7,108
1121 - Non-Gift Aided - Bank Receipts	2,465	—	—	—	2,465	—
1122 - Non-Gift Aided - Envelopes	3,410	—	—	—	3,410	3,245
1211 - Collections - Cash / Loose Plate	5,374	—	—	—	5,374	4,743
1222 - Collections - Funerals	170	—	—	—	170	176
1311 - Donations - Events/Gift Days	2,040	255	—	—	2,295	1,523
1313 - Donations - Trips/Activities	—	—	—	—	—	75
1314 - Donations - Appeals	—	—	1,685	—	1,685	1,581
1315 - Donations - Other	1,218	248	25	—	1,492	2,638
1411 - Gift Aid - Main Scheme	6,551	—	—	—	6,551	4,130
1514 - Fundraising - Comps/Raffles/Quizzes	1,800	—	—	—	1,800	1,266
1515 - Fundraising - Other	1,150	586	—	—	1,736	2,674
1532 - Income - PCC Club Contributions	1,029	—	—	—	1,029	50
1812 - Fees - Weddings, Banns	—	—	—	—	—	119
1813 - Fees - Weddings, Marriage Cert	10	—	—	—	10	14
<b>Income from charitable activities Totals</b>	<b>43,037</b>	<b>1,100</b>	<b>2,065</b>	<b>—</b>	<b>46,202</b>	<b>41,303</b>
<b>Other trading activities</b>						
1521 - Sales Income - Canteen/Coffee Club	1,757	1,125	—	—	2,882	1,051
1522 - Sales Income - Magazine Sales	—	—	—	—	—	49
1523 - Sales Income - Club Subscriptions	155	—	278	—	433	—
1528 - Sales Income - Other Church Trading, Bar takings	7,433	—	—	—	7,433	5,936
1529 - Sales Income - Other Trading Activities	—	—	—	—	—	407
1811 - Fees - Weddings, Parish Element	1,389	—	—	—	1,389	250
1821 - Fees - Funerals, Parish Element	1,457	—	—	—	1,457	1,369
1826 - Fees - Monuments in Churchyard	41	—	—	—	41	252
<b>Other trading activities Totals</b>	<b>12,233</b>	<b>1,125</b>	<b>278</b>	<b>—</b>	<b>13,636</b>	<b>9,315</b>
<b>Other income</b>						
1347 - Grants - LPOW	—	—	—	—	—	22,577
1531 - Income - Use of Church/Hall	6,317	—	—	—	6,317	6,483
1612 - Interest - Current Account	85	—	—	—	85	—
1613 - Interest - Deposit Account	162	—	—	—	162	107
1911 - Receipts - Insurance Claims	—	—	—	—	—	111,791

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

### Independent Examiner's Report

Report to the trustees of the Ecclesiastical Parish of St Michael, Mytholmroyd (Registered Charity No 1182152) on the accounts of the church for the year ended 31 December 2019

#### Respective responsibilities of Trustees and Examiner

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

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Basis of the Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

#### Independent Examiner's Statement

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

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

*Sarah Hardacre.*

*2nd June 2020.*

Sarah Hardacre, FCA  
38 Hallroyd Road  
Todmorden  
W. Yorks., OL14 5LX

## Structure, governance and management.

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Michael's the membership of the PCC consists of the incumbent (our vicar), Licensed clergy, Churchwardens, the reader and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The full PCC meets monthly. This past year has seen a good attendance at PCC meetings. The PCC has complied with their duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 in appointing a Parish Safeguarding Officer. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which include Worship, Fabric, Social Events, the Bar and Pastoral Care are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

The PCC has complied with their duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 in appointing a Parish Safeguarding Officer.

## Administrative information

St. Michael's Church is situated in Mytholmroyd, Hebden Bridge. It is part of the Anglican Diocese of Leeds within the Church of England. The correspondence address is The Vicarage, Brier Hey Lane, Mytholmroyd. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity currently excepted from registration with the Charity Commission but will be applying for said registration in the forthcoming year.

## Secretary's Report

We had eleven PCC meetings from 9<sup>th</sup>. April 1919 (inc) to the 3<sup>rd</sup> of March 2020. with an average attendance of 15.

A letter was sent to Richard McDougal after he stepped down as bar licensee thanking him for his work. Also a letter to Steven Alderson thanking him for the model soldier now on display in the memorial area.

There are 14 elected members of the PCC and the ex-officio members include :

Incumbent, the Rev. Cathy Reardon (Chair)

NSM : Rev Martin Macdonald

Curate : Rev. Marcus Bull

Reader : Jane Hoyle

Wardens : Mr. Eric Alston (vice-chair) Mr. Roy Wrathall

Lesley Alston PCC secretary

Approved by the PCC on .....and signed on their behalf by the Reverend Cathy Reardon (PCC chair)

## Appendix

- A. Minutes of the Vestry Meeting 24<sup>th</sup> April 2018
- B. Minutes of the APCM 24<sup>th</sup> April 2018
- C. Agenda 9th April 2019 - VESTRY MEETING FOLLOWED BY APCM

## ST MICHAEL'S CHURCH, MYTHOLMROYD

### A. Vestry Meeting 9<sup>th</sup> APRIL 2019

Cathy opened the meeting with a prayer.

APOLOGIES:- D Baker. J Bispham, J Jackson, M Ring, G Wrathall

#### MINUTES OF THE VESTRY MEETING 2018

The Minutes of the Vestry Meeting 2018 were read out and approved (D Cansdale/J Robinson)

#### ELECTION OF CHURCHWARDENS

Eric Alston and Roy Wrathall were proposed and seconded and unanimously elected (J Horsford/M Tettey) & (C Jackson/J Howarth)

The Vicar thanked the Churchwardens for all the work they do.

#### ELECTION OF ASSISTANT CHURCHWARDEN

Stephen Wrathall was proposed seconded and unanimously elected. (C Price/B Milroy)

EA proposed that Ruth Crossley be asked to be an Assistant Churchwarden.

Subject to her agreement it would be on the agenda of the first PCC after the APCM. This was agreed by the meeting.

It was proposed and seconded (R McDougall/C Price)) that this Parish has revoked the Churchwardens Measure Act that limits the service of a Churchwarden.

### B. Annual Parochial Church Meeting 9<sup>th</sup> April 2019

#### Present:

E Alston	J Hoyle	C Reardon
L Alston	P Ingham	J Robinson
R Brown	C Jackson	M Tettey
D Cansdale	A McDougall	R Wrathall
G Cansdale	R McDougall	S Wrathall
W Franklin	B Milroy	
M Garbutt	M Mitchell	
J Horsford	C Price	
J Howarth	A Reardon	

	<b>The meeting started at 7.00pm with prayers</b>
	<b>Apologies for absence were received from:-</b> D Baker, J Bispham, J Jackson, M Ring, G Wrathall
<b>A</b>	<b>Minutes of the APCM held Tuesday 24<sup>TH</sup> April 2018</b> These were circulated and approved (RMcD/CJ)
<b>B</b>	<p><b>Reception of 2018 Reports &amp; Financial Review</b> Most of the Annual Reports were included in the above booklet which was circulated at the meeting. The Treasurer had produced a Financial Review as the Accounts had not yet been returned from the Diocese.</p> <p><b>Churchwardens Report (not included in booklet)</b> The last year has seen the life of our Church pretty much returned to normal after the completion of most of the elements of the refurbishing following the floods. Church organisations are now flourishing again and it was good to see the Church decorated with flowers at Easter and our thanks go to Betty Veevers and her team of flower arrangers for a marvellous display.</p> <p>Later this year, in August, we are hoping to stage a full Flower Festival based on the Canticle “Benedicite” the song of creation.</p> <p>The Christmas period was more hectic than usual with our first attempt at a Christmas Tree Festival. This was very successful and we hope it will become an annual event. Thanks are due to Auriol McDougall whose enthusiasm was infectious and some of the decorations themes were amazingly novel and interesting.</p> <p>The long awaited platform lift into the side chapel has now been installed and this provides wheelchair users with a path not only into the side chapel but all the way to the communion rails in the chancel.</p> <p>Our architect, Richard Storah, carried out our quinquennial inspection last Autumn and Roy has been working through the list of urgent repairs identified. I would like to thank Roy especially for working “solo” whilst I was recovering from my ankle operation last Summer.</p> <p>We are now in the process of applying for a grant from the Heritage Lottery Fund to re roof the choir vestry and organ chambers, both of which are prone to leaks. Our organ is now fully playable and must be protected from water ingress. We would like to thank the sides people, the PCC and the army of cleaners and polishers who do so much to care for our lovely Church. <i>Alan &amp; Roy</i></p> <p>The meeting thanked Alan Reardon for producing the above booklet.</p> <p>The Reports and Financial Review were proposed, seconded and unanimously accepted.</p>
<b>C</b>	<p><b>Appointment of Examiner</b> It was proposed seconded and Agreed (MT/RW) that the decision regarding the appointment of an Examiner should be left until the Accounts for 2018 had been received.</p>

D	<p><b>Election of PCC</b></p> <p>The following were elected to the PCC</p> <table><tr><td><b>2017-20</b></td><td><b>2018-21</b></td><td><b>2019-22</b></td></tr><tr><td>W Franklin</td><td>G Wrathall</td><td>M Tettey</td></tr><tr><td>J Bispham</td><td>L Alston</td><td>J Horsford</td></tr><tr><td>J Howarth</td><td></td><td></td></tr><tr><td>J Robinson</td><td></td><td></td></tr><tr><td>D Baker</td><td></td><td></td></tr></table>	<b>2017-20</b>	<b>2018-21</b>	<b>2019-22</b>	W Franklin	G Wrathall	M Tettey	J Bispham	L Alston	J Horsford	J Howarth			J Robinson			D Baker		
<b>2017-20</b>	<b>2018-21</b>	<b>2019-22</b>																	
W Franklin	G Wrathall	M Tettey																	
J Bispham	L Alston	J Horsford																	
J Howarth																			
J Robinson																			
D Baker																			
E	<p><b>To appoint and approve Sidespersons</b></p> <p>The following were appointed: Chris Darke,Linda Kendal, Beryl Chatburn, Madeline Garbutt, Daphne Cansdale, Maureen Mitchell, Wilf Franklin, Robert Huck, Jenny Horsford, Vivienne Rhodes, Mary Kershaw,Richard McDougall Alan Reardon &amp; Pam Ingham. The meeting approved the sidespersons (LA/BM))</p>																		
G	<p><b>Vicar's Address</b> – It is tradition at these times for the Vicar to thank folk for their dedicated service to God and the Church. I personally would like to thank Jane Hoyle for her support during the past year and welcome back Martin and Marcus as they re-join us after their time away.</p> <p>We have already put on record our thanks to some people.</p> <p>There are others who assist in our worship: David Baker and the choir, those who do the intercessions and readings, the Churchwardens and Richard who set up the Communion table each week, the servers, the sides people and those who take care of the linen and Madeline without whom I would struggle to take funerals and weddings.</p> <p>Then there are all those who work in the background doing the jobs which get little thanks but without which we couldn't function. There are so many of you, I don't know where to start and I am afraid I will miss someone out. So, you know who are – the doers – the cleaners, the coffee makers, the dish washers and the flower arrangers. The bar group and the Events Committee who are constantly looking for ideas for both fund raising and bringing the Church and the community closer together. The listeners, the laughter makers and the tear wipers. Thank you all very much.</p> <p>This coming year will be exciting as we welcome our Curate, Daniel Miles who will be with us for about 3 years, I know you will make him very welcome.</p> <p>Last year I reminded you of the declaration we made as part of our re-dedication service. I remind you of them again;</p> <p>As children of the light, we desire to create a fellowship Where the burdened and suffering will find support and comfort, Where the alienated will be accepted, Where those seeking God will be shown the way And where those who have ministries will be affirmed</p> <p>These, together with our worship, are our priorities and everything we do should be with these aims in mind. To this end, in the Autumn, I will be calling a Church meeting to start looking at a 5 year plan for St Michael's.</p> <p>To give us time and space to ask ourselves;</p> <ul style="list-style-type: none"><li>• What do we want the Church to be like in 5 years time?</li><li>• How do we ensure that our declaration would still be being fulfilled?</li></ul> <p>This will be looking at both the practical – finance and people who can be involved. But also allowing God to inspire us and our thinking.</p> <p>I am reminded of a verse in Jeremiah 29 : 11.</p> <p><i>For surely I know the plans I have for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope.</i></p> <p>God does indeed have a plan for us, a plan which he is already beginning to unfold. I hope that you will make it a priority to come to the Autumn meeting to take time out to listen to God and one another.</p>																		

<b>H</b>	<p><b>Any Other Relevant Business –</b>  RMCD mentioned a problem that had occurred the previous week regarding one of the parking spaces.  It was agreed to put the item on the next PCC meeting.  G Cansdale apologised about a report that he had not been able to write.  CR said once complete it could go in the Eagle.</p>
	The meeting closed with a prayer.

**ST MICHAEL'S CHURCH MYTHOLMROYD  
VESTRY MEETING FOLLOWED BY APCM**

**Sunday 29<sup>th</sup> November 2020 12pm (held online due to govt. restrictions)**

**C. AGENDAS**

1. Apologies
2. Minutes of the Annual Meeting of Parishioners 2018
3. **Annual Meeting of Parishioners 2019**
  - a) Election of Churchwardens
  - b) Election of Assistant Churchwardens
4. **Annual Parochial Church Meeting 2019**
  - a) Minutes of the APCM held on Tuesday 24<sup>th</sup> April 2018
  - b) Reception of 2018 Reports & Accounts
  - c) Appointment of Independent Examiner
  - d) Election of PCC
  - e) To approve Sidespersons
  - f) Vicar's address
5. **Any Other Relevant Business**
6. **Meeting of PCC to elect Officers for 2019 - 20**



**St Michael; Mytholmroyd**  
**Balance sheet (Church of England)**  
**As at: 31 December 2019**

	As at 31/12/2019	As at 31/12/2018
	£	£
<b>Current assets</b>		
Debtors	1,814	2,274
Cash at bank and in hand	74,851	98,668
	<u>76,665</u>	<u>100,942</u>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	(87)	438
<b>Net current assets less current liabilities</b>	<u>76,753</u>	<u>100,504</u>
<b>Total assets less current liabilities</b>	<u>76,753</u>	<u>100,504</u>
<b>Liabilities</b>		
Creditors: Amounts falling due after more than one year	—	858
<b>Total net assets less liabilities</b>	<u>76,753</u>	<u>99,646</u>
<b>Represented by</b>		
<b>Unrestricted</b>		
Unrestricted - General fund	55,216	85,509
<b>Designated</b>		
Designated - CRUNCH Club (PCC Designated)	151	27
Designated - Flowers Fund (PCC Designated)	987	(148)
Designated - Footsteps	—	—
Designated - Legacy Fund	1,042	1,042
<b>Restricted</b>		
Restricted - Angels Fund	(168)	420
Restricted - CRUNCH Club (Restricted donations)	—	48
Restricted - Fabric Fund	621	621
Restricted - Flowers Fund (Restricted Donations)	—	626
Restricted - Flood Insurance Claim	—	(5,338)
Restricted - Organ Fund	339	39
Restricted - Special Purchase Fund	70	70
Restricted - Tower Fund	18,493	16,728
<b>Funds of the church</b>	<u>76,753</u>	<u>99,646</u>

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

# St Michael; Mytholmroyd

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

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
<b>Income and endowments</b>						
<b><i>Donations and legacies</i></b>						
1321 - Donations - Charitable Funds	—	—	—	—	—	2,000
1322 - Donations - Businesses	100	—	—	—	100	350
1331 - Legacy - Un-Restricted	1,000	—	—	—	1,000	—
<b><i>Donations and legacies Totals</i></b>	<b>1,100</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,100</b>	<b>2,350</b>
<b><i>Income from charitable activities</i></b>						
1111 - Gift Aided - Bank Receipts	11,412	—	240	—	11,652	11,957
1112 - Gift Aided - Envelopes	6,405	10	115	—	6,530	7,108
1121 - Non-Gift Aided - Bank Receipts	2,465	—	—	—	2,465	—
1122 - Non-Gift Aided - Envelopes	3,410	—	—	—	3,410	3,245
1211 - Collections - Cash / Loose Plate	5,374	—	—	—	5,374	4,743
1222 - Collections - Funerals	170	—	—	—	170	176
1311 - Donations - Events/Gift Days	2,040	255	—	—	2,295	1,523
1313 - Donations - Trips/Activities	—	—	—	—	—	75
1314 - Donations - Appeals	—	—	1,685	—	1,685	1,581
1315 - Donations - Other	1,218	248	25	—	1,492	2,638
1411 - Gift Aid - Main Scheme	6,551	—	—	—	6,551	4,130
1514 - Fundraising - Comps/Raffles/Quizzes	1,800	—	—	—	1,800	1,266
1515 - Fundraising - Other	1,150	586	—	—	1,736	2,674
1532 - Income - PCC Club Contributions	1,029	—	—	—	1,029	50
1812 - Fees - Weddings, Banns	—	—	—	—	—	119
1813 - Fees - Weddings, Marriage Cert	10	—	—	—	10	14
<b><i>Income from charitable activities Totals</i></b>	<b>43,037</b>	<b>1,100</b>	<b>2,065</b>	<b>—</b>	<b>46,202</b>	<b>41,303</b>
<b><i>Other trading activities</i></b>						
1521 - Sales Income - Canteen/Coffee Club	1,757	1,125	—	—	2,882	1,051
1522 - Sales Income - Magazine Sales	—	—	—	—	—	49
1523 - Sales Income - Club Subscriptions	155	—	278	—	433	—
1528 - Sales Income - Other Church Trading, Bar takings	7,433	—	—	—	7,433	5,936
1529 - Sales Income - Other Trading Activities	—	—	—	—	—	407
1811 - Fees - Weddings, Parish Element	1,389	—	—	—	1,389	250
1821 - Fees - Funerals, Parish Element	1,457	—	—	—	1,457	1,369
1828 - Fees - Monuments in Churchyard	41	—	—	—	41	252
<b><i>Other trading activities Totals</i></b>	<b>12,233</b>	<b>1,125</b>	<b>278</b>	<b>—</b>	<b>13,636</b>	<b>9,315</b>
<b><i>Other income</i></b>						
1347 - Grants - LPOW	—	—	—	—	—	22,577
1531 - Income - Use of Church/Hall	6,317	—	—	—	6,317	6,483
1612 - Interest - Current Account	85	—	—	—	85	—
1613 - Interest - Deposit Account	162	—	—	—	162	107
1911 - Receipts - Insurance Claims	—	—	—	—	—	111,791

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

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
1999 - EXTRAORDINARY INCOME	2,170	—	—	—	2,170	—
<b>Other income Totals</b>	<b>8,735</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>8,735</b>	<b>140,959</b>
<b>Income and endowments</b>	<b>65,106</b>	<b>2,225</b>	<b>2,343</b>	<b>—</b>	<b>69,674</b>	<b>193,928</b>
<b>Grand totals</b>						

## Expenditure

### Raising funds

3432 - Church - Music Licences & Subscriptions	464	—	—	—	464	447
3552 - Church - Subscriptions Ecclesiastical Bo	—	—	—	—	—	30
5231 - Canteen/Club - Consumables	26	—	—	—	26	—
5232 - Canteen/Club - Food & Drink	385	—	—	—	385	342
5247 - COGS - Other	—	1,131	—	—	1,131	99
<b>Raising funds Totals</b>	<b>877</b>	<b>1,131</b>	<b>—</b>	<b>—</b>	<b>2,008</b>	<b>919</b>

### Expenditure on charitable activities

2111 - Parish Share	38,106	—	—	—	38,106	38,245
2332 - Staff - Sanitary Issues	—	—	—	—	—	415
2351 - Training - Courses	—	—	200	—	200	—
2411 - Clergy Exps - Mileage	237	—	—	—	237	—
3187 - Giving - Outreach; Other Support	112	—	284	—	396	103
3211 - Upkeep of Services - Organist/Pianist	2,855	—	—	—	2,855	2,215
3311 - Upkeep of Services - Altar	—	50	—	—	50	—
3312 - Upkeep of Services - Wine & Wafers	360	—	—	—	360	7
3313 - Upkeep of Services - Consumables	48	—	—	—	48	39
3314 - Upkeep of Services - Printing	102	—	—	—	102	53
3316 - Upkeep of Services - Church Decorations	—	108	—	—	108	157
3318 - Upkeep of Services - Other Celebration C	—	—	—	—	—	60
3319 - Upkeep of Services - Other Books & Stati	—	—	42	—	42	82
3411 - Church - Instrument Purchases	—	—	—	—	—	129
3431 - Church - Purchases of Service Music	—	—	—	—	—	930
3511 - Church - General Insurances	3,500	—	—	—	3,500	3,359
3521 - Church - Printing & P'copier (Inc. Magaz	55	—	—	—	55	183
3523 - Church - Stationary	69	—	—	—	69	79
3531 - Church - Office Equipment	46	—	—	—	46	94
3544 - Church - Software Subscriptions	290	—	—	—	290	438
3563 - Church - TV Licence	—	—	—	—	—	135
3582 - Church - Literature/Books	291	—	—	—	291	—
3611 - Church - Furniture	36	—	—	—	36	—
3612 - Church - Fixtures & Fittings	3,956	—	—	—	3,956	541
3621 - Church - Fabric (Minor Maint)	1,106	—	—	—	1,106	4,445
3624 - Church - Signage	—	—	—	—	—	193
3625 - Church - Equipment Testing	110	—	—	—	110	192
3626 - Church - Fire & Burglar Precautions	—	—	—	—	—	243
3632 - Church - Cleaning Contractors	—	—	—	—	—	170
3633 - Church - Cleaning Materials	—	—	—	—	—	399
3642 - Church - Grounds Routine Works	4,560	—	—	—	4,560	—

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	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
3812 - Church - Fabric Major Repairs	7,203	—	—	—	7,203	10,511
3822 - Church - Organ Major Repairs	—	—	—	—	—	75,489
3841 - Church - Major Decoration Work (Interior)	—	—	—	—	—	12,279
3852 - Church - Faculty permissions	—	—	—	—	—	250
3854 - Church - Administrative Costs of Works	—	—	—	—	—	322
3911 - Church - Utilities; Electricity	981	—	—	—	981	933
3912 - Church - Utilities; Gas	1,888	—	—	—	1,888	1,702
3914 - Church - Utilities; Water	213	—	—	—	213	183
4111 - Hall - General Insurances	3,500	—	—	—	3,500	3,359
4151 - Hall - Telephone, Internet/Broadband	280	—	—	—	280	303
4221 - Hall - Fabric (Minor Maint)	2,250	—	—	—	2,250	876
4222 - Hall - Boiler Maint & Repair	542	—	—	—	542	172
4231 - Hall - Pest Control Measures	466	—	—	—	466	342
4232 - Hall - Cleaning Contractors	1,965	—	—	—	1,965	1,897
4511 - Hall - Utilities; Electricity	3,684	—	—	—	3,684	3,149
4512 - Hall - Utilities; Gas	3,777	—	—	—	3,777	3,462
4514 - Hall - Utilities; Water	1,081	—	—	—	1,081	362
4911 - Giving - Missionary Societies	—	—	320	—	320	120
4921 - Giving - Relief and Development Agencies	—	—	20	—	20	260
5212 - Events - Food, Edibles, etc.	171	351	—	—	522	770
5371 - Trading COGS - Bar Expenses	3,455	—	—	—	3,455	5,431
<b>Expenditure on charitable activities Totals</b>	<b>87,308</b>	<b>509</b>	<b>866</b>	<b>—</b>	<b>88,685</b>	<b>175,096</b>
<b>Other expenditure</b>						
4199 - Hall - Other Running Costs	1,368	—	—	—	1,368	70
6111 - Independent Examiners Fees	—	—	—	—	—	100
6411 - BANK CHARGES	505	—	—	—	505	—
<b>Other expenditure Totals</b>	<b>1,874</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,874</b>	<b>170</b>
<b>Expenditure Grand totals</b>	<b>90,060</b>	<b>1,640</b>	<b>866</b>	<b>—</b>	<b>92,567</b>	<b>176,186</b>

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

## **Independent Examiner's Report**

Report to the trustees of the Ecclesiastical Parish of St Michael, Mytholmroyd (Registered Charity No 1182152) on the accounts of the church for the year ended 31 December 2019

### **Respective responsibilities of Trustees and Examiner**

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

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of the Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**

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

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

*Sarah Hardacre.*

*2nd June 2020.*

Sarah Hardacre, FCA  
38 Hallroyd Road  
Todmorden  
W. Yorks., OL14 5LX

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