

St Paul's Parish Church, Shipley

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Shipley
Registered charity no 1169596

Annual Trustees Report for the year ended 31st December 2021



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The PCC is jointly responsible for writing and producing this report.

AIM AND PURPOSES

St Paul's Parochial Church Council (PCC) has the responsibility of cooperating with the priest in charge, the Reverend Brian Greenfield, to promote in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC has a specific duty to maintain our historic grade 2 listed church building. In addition it has a responsibility to support the Church of England Primary Schools located within the parish boundaries. Shipley Primary School (aided) and Wycliffe Primary School (controlled) are our local church schools. Both of these schools are BDAT (Bradford Diocesan Academies Trust) Primary Academies.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at St Paul's and to be part of the church community. Our services and worship, through prayer and scripture, music and sacrament, encourage and foster faith in practice. When planning our activities and services for the year, the PCC is mindful of the Charity Commission's guidance on public benefit and in particular, the supplementary guidance on charities for the advancement of religion.

St Paul's church vision statement is:

We are a welcoming and inclusive Christian community who

- Worship the living God
- Love our neighbours and our world
- Share the good news

All our activities and services are guided and inspired by our faith in Jesus who we believe calls us to put our faith into practice in our daily lives. As a church community we offer prayer and worship, pastoral care, mission and outreach, hospitality and a variety of activities which help people of all ages in our parish to flourish. To facilitate this work it is important that the church grounds and the fabric of the church building are continually maintained and developed.

ACHIEVEMENTS AND PERFORMANCE

In 2021 the worship and activities of St Paul's have continued to be seriously affected by the Covid pandemic. We have maintained our commitment to online services and have embraced the extra opportunities which these have brought. We have been able to introduce livestreaming allowing those worshipping at home to do so at the same time as those in church. Once we felt able to resume worship in church we also gradually opened up other face-to-face activities. New activities included a Christmas Tree Festival which was a very successful event involving the wider community.

MINISTRY TEAM

For the first half of 2021 the ministry team was led by our vicar Henriette Howarth who continued her work in guiding St Paul's through difficult times and in particular developing our online presence. She was ably assisted by associate priest John Butler and churchwardens Anne Luxton and Matt Stoney. In March Henriette announced that she would be stepping aside from her ministry at St Paul's at the beginning of June. We are deeply grateful for all that she has done in her time with us to deepen and grow our fellowship and to lead us through the challenges of the pandemic.

Matt Stoney also stood down as warden. During his period in office he worked tirelessly to improve and maintain the building and grounds. He also often contributed to online reflections during lockdown.

John Butler aided by Anne Luxton, new churchwarden Moira Wragg and assistant warden Mike Wragg lead the church through a short period of vacancy which ended in November with the appointment of Brian Greenfield as priest in charge. He is also priest in charge at Christ Church Windhill and minister at the Eldwick church. We welcome Brian who was able to lead us in our Advent and Christmas services and events.

The Reverend Colin Judd (retired), Licensed Lay Minister (reader) Chris Clough and Sue Lawrence who has moved to the parish and is due to be confirmed as a Licensed Lay Minister at St Paul's are valuable members of the ministry team. Susan Wood continues to serve as Lay Pastoral Minister working with the Pastoral Team. Mark Allison who has been undertaking lay worship leader training has worked to maintain and revive Sunday Xtra services.

At the end of July Thomas Dixon, St Paul's director of music took a sabbatical and has since resigned from his post. He has served for a number of years, first as organist then taking on responsibility for leading the choir. He has contributed significantly not only to the music but also in leading worship in many Sunday Together services. We are grateful to Rachel Hesselwood, Director of Music for children and young people who has stepped in to guide the adult choir until the post of Director of Music can be filled.

Jenny Titchmarsh is our excellent church administrator who enables the church to communicate effectively with the congregation and wider community.

Thanks go too to members of PCC for all their hard work during the year and especially during the period of the vacancy.

VOLUNTEERS

Before we list our activities which express our vision and strategy and show what church life looks like in Shipley and how it benefits the community, we publicly thank all the church members who work very hard to support St Paul's mission and ministry. Many people contribute hugely to the life of the church in seen and unseen ways. However since the periods of lockdown some people have reassessed their commitments and we now have a shortage of helpers for some of our activities.

We give thanks for the life of Sue Stevens who passed away during 2021. She contributed so much to the life of the church, most recently serving on the Pastoral Team and assisting with Thursday Lunch Club.

WORSHIP

Services in church

When the government introduced another lockdown at the beginning of 2021 PCC decided to once again close the building and move all services online. Onsite services began again on Palm Sunday, 28 March with restricted numbers and a booking system was introduced. The numbers allowed to attend were gradually increased until all restrictions on the size of the congregation were lifted in June. Wednesday Holy Communion services restarted on 14 April but as the congregation at this service is fairly small it was not thought necessary to set a limit on attendance. Face coverings for all those able to wear them were mandatory and initially singing was not permitted. Pre-recorded hymns and worship songs were played instead. However at the end of services a final hymn would be sung outdoors. By July the choir returned to singing in services.

When the church building initially re-opened for services in 2020 the pattern of a 9.45am service followed by an 11.30 Sunday Xtra service was changed to there being a single Sunday service at 10.30am which was Holy Communion or once a month Sunday Xtra. This remained the pattern in 2021 when onsite worship was possible. However in November the time of the main service of Holy Communion was moved to 10am which was followed twice a month with Sunday Xtra at 11.30am.

At communion the practice begun in late 2020 of offering a wafer dipped in wine as well as just a wafer continued throughout 2021 as it was still thought to be unsafe to offer the shared chalice.

It was a great blessing to be able to celebrate Easter and Christmas in church again, albeit with some restrictions. The main Easter Sunday service could only be attended by 30 people in addition to those running the service but many others watched online. There was also an early morning "sunrise" service held in the grounds of the church which provided an alternative for the early risers in the congregation. 2021 saw the return of the carol service in December, although numbers attending sadly had to be kept at a much reduced level. As has become the custom the service was shared with Shipley Baptist Church and some members of Christ Church Windhill also attended.

Services in church were held on 6 June to say goodbye to Revd Henriette Howarth, to thank her for her committed service to St Paul's and to wish her well. The wardens and other helpers organised Covid-safe outdoor refreshments for all those attending.

Online services

Online services continued to be available throughout the year. Equipment to allow for livestreaming of services was bought and installed and from June onwards this equipment was used to bring services directly to those watching at home. Thanks go to Mark Allison and all those whose knowledge and hard work made this possible.

During 2021 John Butler introduced online Compline services three times a week at 9.00pm.

Messy Church

This alternative or fresh expression church service is an important way to connect with local families with young children who might not feel comfortable or confident to come to more traditional church on Sunday. The craft and food take place in the Narthex (the room at the back of church) and the teaching and songs in the church. This year due to all the restrictions

caused by the pandemic it was only possible to hold one service, a Messy Christmas. This was a small but fun and friendly occasion.

Occasional services

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. This year we had eight baptisms. We celebrated three weddings. We conducted six funerals in church and six at the crematorium. There was one interment of ashes. In November we held both our annual Memorial Service and our Remembrance Service which was attended by civic representatives and uniformed organisations.

Choir

2021 has been a year of many changes for St Paul's Choir, but we've kept singing at both services and in fellowship together nonetheless. Between January and May, Junior Choir met weekly on zoom and adult choir met fortnightly. Junior Choir enjoyed themed weeks, focussing around old favourites and various musicals, and enjoyed playing various games together. Adult choir tended to sing through seasonal anthems and members of all ages continued to contribute to the virtual music for services. We now have a library of over 70 hymns and songs recorded by our choir.

From May 2021, Junior Choir started meeting outdoors in the churchyard. This was really lovely and allowed the children and young people much needed time to socialise. Singing outside was great - we got lots of positive comments from passers-by! Junior choir's first 'performance' of the year was at Henriette's leaving celebration, where they enjoyed singing a range of music with an audience again. Around 12 members of Junior Choir met each week, with a couple of new recruits too!

Following the announcement of Thomas' sabbatical, Rachel Hesselwood took over running adult choir from June. Adults met a few times over June/July outdoors - singing together again in four part harmony was great and it was lovely to see all members of adult choir back in the flesh! After the summer break, choir resumed meeting indoors on a regular basis. Churpies and Junior Choir were amalgamated (as all the Churpies had grown into junior choir age children!) following a pattern of the first half of rehearsals being music by ear, boomwhackers and games and the second half being music involving the need to read and follow music. For the autumn term the numbers of junior choir were around 20. Adults also returned en masse and began leading the music at services again (children stayed away from services for most of the autumn term due to the rising rates of Covid in schools). Particular highlights of the term were the Christingle service, where Junior Choir returned to sing in the service and the Carol service where we had a choir of around 40 members. We also held a Christmas concert which raised around £200 for Bradford North Food Bank and The Cellar Project.

PASTORAL CARE

Pastoral care in church is extended in various ways. Church members look out for one another and pray for one another. When church members are in hospital, house bound or in nursing homes, we aim to make sure they are supported by someone from the pastoral team. Visiting people in hospitals and nursing homes still presents problems and therefore didn't take place this year. Visits to take communion into homes has also not restarted.

Pastoral Team

Susan Wood is our Lay Pastoral Minister and Sheila Cudmore is in the process of training towards taking on the same role. They are joined by the pastoral team. The Pastoral Team will be meeting to undertake in-house training in 2022.

PRAYER

Prayer is at the heart of the life of St Paul's church. An online prayer group started in 2020 but when membership changed due to unforeseen circumstances and the Covid rules for face-to-face meetings were starting to be relaxed, the decision was made to disband the Zoom prayer group. It was replaced by a weekly meeting in church starting on Tuesday 28 September 2021 at 7.30pm. Following this, meetings have been taking place on Tuesday mornings from 10 - 11am 'An Hour of Prayer'. To make this more accessible for those who can't attend during the day, 'An Evening of Prayer' there is a meeting on the last Tuesday of the month 7.30 - 9pm, as an alternative. Prayer meetings have taken place on a weekly basis since last September and most weeks there have been at least 4 people present. The group continues to meet to pray for the needs of the world, our community, and our church.

A prayer chain is run on WhatsApp by Marion Cummings.

GROUPS

Meditation group

The meditation group meets virtually on a Monday night from 8pm- 9pm. Each meeting more or less follows the same format: a chat, sharing of a piece of scripture, a brief discussion, then going into meditation for 20 minutes, concluding with a prayer. There's a team of five who take it in turns to run the sessions, which means that it never becomes too onerous for any one person. It's a great way to have fellowship, and has a powerful impact on one's practice of meditation. Some people attend just for the meditation itself. And new attendees are always welcome!

St Paul's Younger Adults

This group has been meeting fortnightly for Friday night bible study and social evenings. Sessions are designed to be stand-alone so people can join as often or as little as they are able. We also had our Christmas curry social. The meetings are usually posted on Facebook, if you're not in the Facebook group or would prefer e-mail please speak to Rowan Reily.

Book Group

We met 9 times in 2021, sharing 7 fiction books and 2 non-fiction books. There are currently 13 members and we have around 8 at each meeting, where we enjoy discussions about the set book but also general chat about books we have been reading over the past month. Currently, the meetings are on the last Thursday of the month at Alison and Ron's house in Wilsden and include refreshments.

WORK WITH CHILDREN

Schools

We have responsibility for two church schools in our parish, Shipley Primary School and Wycliffe School. Both schools became academies in 2018 and joined the Bradford Diocesan Academy Trust. The Open the Book Team have continued to meet and create assemblies for the children at Wycliffe School during the year. The team managed to work round the Covid lockdowns and restrictions, and despite not being able to do live assemblies in school, they still ensured that assemblies were available to the children by video.

Initially the team met in gardens and the church grounds to rehearse and then to record the assembly. This proved interesting at times with the wind, traffic and background noise.

Recently they have met in church to rehearse and record the assemblies. The assemblies have been well received in school with both children and staff sending their thanks to the team for their work. Assembly themes have included Creation, Abraham, Noah, Joseph, Feeding the 5000, The Lost Sheep and Unexpected Visitors for Christmas. Other assemblies have been co-ordinated by our partners in the Zephaniah Trust.

Faithbuilders

Faithbuilders is the children's group which usually runs during the 9.45am Sunday service (except Sunday Together) during term time. Since the start of the pandemic this group hasn't met.

Toddler Group

Toddler Group usually meets every Monday morning in term time to provide play facilities for local pre-school children and a meeting place for their (grand) parents and carers. The group closed in March 2020 due to Covid and has been unable to meet since.

Uniformed Groups

St Paul's offers hospitality and leadership to the First Shipley Rainbows, Brownies and Guides.

1st Shipley Rainbows

Rainbows started 2021 like 2020, meeting online via Zoom weekly. We held joint meetings with the other two Rainbows groups in the Shipley area as their leaders were not confident with zoom. Zoom Rainbows was a lot of fun, with the added bonus of siblings, parents and often pets joining in too! Girls worked on lots of badges and enjoyed games - favourites being hide and seek (we even managed someone hiding in a washing machine) and pass the pen (it gets confusing when the pen is passed between zoom squares!).

In May 2021, Rainbows started meeting outside again in the St Paul's Churchyard. This was a real joy - 2nd Shipley Rainbows (St Peter's) also joined us as they did not have appropriate outdoor space. We had around 12 Rainbows from the units meeting weekly outside. We met in all weathers (including torrential rain) and enjoyed doing lots of activities in nature and playing socially distanced games. Many of the Rainbows had turned 7 over the pandemic so were ready to move to Brownies over the summer, so we said goodbye to them too.

From September 2021, we returned indoors and started back to 'normal'. We quickly built back to our pre-pandemic numbers of around 18 girls. Rainbows have changed the entry age so we

were excited to have four year old Rainbows. Hannah Wilman (a member of our congregation) made history as Shipley's first ever four year old Rainbow! We continue to have Sarah Haigh and Marian Mawson helping and were really pleased that Tilda Stoney and Martha Bayliss have come back as young leaders. We've completed lots of badges already and are looking forward to a busy 2022!

Rachel Hesselwood
Rainbows Leader

First Shipley (St Paul's) Brownies

We returned to face-to face meetings after half term in June 2021. We spent quite some time doing risk assessments to try to mitigate the risk of Covid, and decided that we would begin our meetings out of doors whilst the weather was good. We enjoyed parachute games, decorated pots for planting sunflower seeds, and made Promise Jars, which involved hammers and nails. We also tried bark and gravestone rubbing with wax crayons. The Brownies have been following the new programme and working towards their Express myself, Communicate theme award. We did the Painter badge, including a Jackson Pollock inspired evening which was very messy (outside) and had a real artist who came to show us a new technique. The parents came to see the girls complete their Performer Interest badge. This was a great success and the girls really loved it. They worked in sixes and did mini-plays and sang a current Disney song, "We don't talk about Bruno".

In September, we moved back inside for our meetings and tried to keep the Brownies socially distanced, which was difficult, and we did have a few weeks where parents rang up to say their Brownie had tested positive for Covid so we had firebreak weeks off on 2 occasions. We had weeks where girls were missing due to Covid, so it was hard to plan, not knowing what numbers would be. It was also difficult getting badges finished as quite a few girls had missing weeks so didn't get a badge awarded on some occasions. They will have chance to get these badges later in their Brownie time. We have 3 leaders, 2 leader-in-training, a unit helper and a young leader who has come from Guides. We also have a new pack helper from Guides, who comes at 6pm for Brownies and stays until the end of Guides at 9pm. We have improved our numbers since moving back to face-to-face meetings and now have 21 girls on our books. Rainbows continue to move up and the Brownies are moving up to Guides when they reach 10. We are lucky in our area to continue to meet, as in other areas units have closed down during the pandemic.

Elaine Griffiths, Brownie Guider.

First Shipley (St. Paul's) Guides

June 2021 saw us returning to face-to-face meetings and, after doing risk assessments, we decided to have our meetings out of doors up until summer. We continued to plan and meet with the guides of 2nd Shipley (St Peter's) as we have a much better outdoor space than they have. Since moving back indoors we have continued to plan together with Karen, the St Peter's guider. It has been good to work together and offer support to each other as leaders.

In September, we moved back inside for our meetings. The Guides were very good at keeping distant from each other as they worked in small groups on large tables. The girls worked hard on various new skills and interest badges and have been awarded lots of badges on various themes. They have been awarded badges such as “Fixing”, “Conscious consumer” and “Aspirations” Their latest badge was “Confectionery” for part of which they made hot cross buns. They are currently working on the “Express Myself-Innovate” theme badge. We have done other non-programme activities including making remembrance wreaths from felt, which were on show at the Remembrance Service in Church, and having the usual Christmas party, Mother’s Day craft, Easter egg hunt.

We have missed having residential events and trips to the local area throughout the pandemic, but hopefully, this will begin again soon. Some of our Guides have booked to go to county outdoor events, along with Sarah who is on the outdoor team. Our numbers have continued to grow and we now have 18 girls on our register and hope to welcome quite a few from Brownies during the rest of 2022 as they continue to move up. Our leaders have remained the same, with 4 qualified leaders, and a unit helper.

Elaine Griffiths, Guide Guider.

MISSION AND OUTREACH

Mission and outreach are high on the agenda of St Paul’s Church and we try to be a blessing to the local community and the world.

Foodbank

During 2021, the work of local foodbanks has continued to be vital for the families in Shipley. Covid has remained a significant difficulty for much of the year. Despite some closures of the church, during the early part of the year, our congregation has continued to be generous in providing food items for our local Foodbank. We have also responded to specific requests for non-food items at both Easter and Christmas.

We have made a number of referrals to the Shipley Foodbank during 2021, and we have also distributed more than 50 food parcels from the church building this year. We anticipate that there will continue to be significant need for this service as we move in 2022. Members of the congregation have continued to support the work of foodbanks by volunteering during this year, as Covid restrictions allowed. The Shipley Foodbank remained open throughout 2021, even though activities had to be restricted due to the ongoing effect of the panic.

We encourage members of the congregation to continue to be generous in donating whatever food items they can, in the New Year, as the need for this support is growing rapidly, as many vital items are increasing rapidly in cost.

Saturday Café/ Place of Welcome

Covid 19 Government regulations eased somewhat in 2021 so it was decided to hold two Saturday outdoor cafés in the summer where people could enjoy beverages and wrapped biscuits sat socially distanced around tables erected in the church gardens. This proved to be a

great success and it was agreed that from September onwards to Christmas we should re-open the café indoors.

Covid had affected people in many ways one of which was that a good number of our café team felt they didn't wish to continue working and numbers dropped considerably. Due to this it was decided to hold the café just twice a month as there were now insufficient helpers to run it on a weekly basis and so it was agreed to hold the café on the first and third Saturdays of each month. The number of tables were reduced from seven to five with only six seats at each table. It was decided that disposable crockery and cutlery be used together with individual sealed butters, jam, milk etc., and homemade cakes, scones etc., to be sliced and wrapped in clingfilm.

A decision was made that not more than two helpers work in the kitchen with two servers and one person to meet and greet customers. A further meeting of the café team was held to see how to continue in 2022 and it was unanimously agreed that the format of the café was working so well it should continue to be run in the same way.

The café has continued to attract new and old customers with approximately thirty/thirty five attending on a regular basis and the café team are more content and less tired working on a rota whereby each team works just once a month.

All beverages are free of charge with a suggested donation of £1 per baked item.

Unless a good number of volunteers come forward to join the team the café will continue to run this way in the foreseeable future.

TLC (Thursday Lunch Club)

TLC started up again in October and is run on a monthly basis. Procedures were changed to ensure social distancing in the kitchen and the possible number of people attending was reduced. These arrangements were made to minimise risks from Covid. Things are working well and we will continue with the changes for the foreseeable future.

Active Seniors

The first meeting of the Active Seniors group was held in September 2021 with a few attendees. Since then we have met on the first Thursday afternoon of every month. It has been good to watch the numbers attending steadily grow.

During the afternoon sessions we generally have a quiz as people are arriving and then a craft, a game, entertainment or sometimes just a chat. There is always, of course, tea, coffee, cakes and scones at some point in the afternoon. All seniors are welcome and we hope to see the numbers continue to grow.

Use of the building

There has been a gradual return of use of the building by outside groups. The uniformed organisations began meeting in the church grounds in May and resumed indoor meetings in September. School services also restarted with Wycliffe holding their harvest services in church in October and both Wycliffe and Shipley having Christmas services in December. Also in December the church hosted a one man performance of *A Christmas Carol*. This was well attended.

Social media and other communications

Websites

- St Paul's Parish Church – Main website
- St Paul's History website
- St Paul's Virtual Tour website

Social Media Platforms

- Facebook page (public) – 539 followers
- Facebook group (private) – 34 members
- Twitter – 196 followers
- Instagram – 294 followers
- YouTube – 139 subscribers (for weekly live streaming of Sunday 10am Holy Communion services)

Other Communication

- Monthly 'What's On' blogposts (located on main website and shared to Facebook & Twitter)
- Fortnightly editions of Church News (less regular during key holiday periods)
- Weekly email to congregation/mailling list
- Noticeboards advertising key services and events

Enquiries

The majority of our enquiries (for church hire and life events) come through our main website. We also receive messages through Facebook for similar enquiries, as well as day-to-day needs such as enquiries regarding groups (particularly Toddler Group), the Foodbank, and School Uniform Bank.

Global Mission

We continue to support the Diocese of Khartoum, Christian Aid, and Tear Fund. We also support Andy and Kati Walsh from CMS who have now started working in Brazil.

Mothers' Union

January 2021 saw the sad death of Vira Stott. Owing to the vulnerable health of members we only met 4 times in the autumn. After a very happy get together the theme was a 'non-diet weight loss plan' with members encouraging each other to serve slightly smaller portions at meal times, to think carefully about what they put in their shopping baskets and to eat 30 different plants, seeds or nuts a week. We made 21 Twiddle muffs, 13 tiny cardigans and 25 babies' hats in 2021 for the BRI. We gave a box of tea, coffee and treats to a Women's Refuge; arranged flowers for Mary Sumner's Day in August and decorated Christmas trees for the festival as part of our contribution to the work of the church.

Fairtrade

We continue to be a Fairtrade church and seek ways to encourage people to be Fairtrade in their spending and consumption

ECUMENICAL RELATIONSHIPS: SHIPLEY CHRISTIANS TOGETHER

SCT is a charity supported by a dozen member churches, working together in Shipley for the benefit of all, to share the love of Jesus and bring about positive change.

It seeks to:

- provide opportunities for Christians from different backgrounds to work and grow together
- put our Christian values into practice and share them with others
- address poverty, loneliness and other social needs

This is done through:

- outreach projects and community involvement
- friendship and sharing
- partnership with other voluntary or statutory groups.

Work continued to be shaped by the pandemic. Projects such as the Shipley Debt Centre and the Foodbank responded to greater demand. Thankfully, Cuppacare was able to resume, offering low-cost light lunches, cakes, drinks and company on Fridays from 10am to 1.15 pm at Shipley Baptist Church and the Shipley Market Bible Stall dispensed bibles and offering prayer on alternate Mondays in all weathers. To meet an important need, the Shipley Holiday Food project was initiated, funded by Bradford Council and providing meals during school holidays to vulnerable families.

Online and in-person celebration services were held throughout the year and were well attended. An online newsletter was launched to share the good news (available from info@shipleychristianstogether.org.uk). With the easing of restrictions, Carols@Costa was held in December, raising funds for Christian Aid, and a small group sang carols around Saltaire. As usual, the year was rounded off with the Christmas meal for homeless, vulnerable and lonely people, hosted by Shipley Baptist Church but with meals also delivered to homes. The work of SCT is reliant on the support and funding from the member churches, including St Paul's, and the work of the many volunteers.

Hugh Firman, Trustee

DEANERY SYNOD

The Deanery Synod provides an important link between the parish and the wider structures and governance of the Church of England.

The Aire and Worth Deanery Synod, continued to meet during 2021; two meetings were held remotely via Teams, but as the restrictions imposed during the pandemic were lifted the final meeting of the year was an in-person meeting.

The meeting in February saw elections to key posts including the standing committee, and then for the remainder of the meeting Synod members were put into breakout rooms where they were asked to discuss the questions:

- a. What experience/expertise can you contribute to Synod that your parishes already know about in an attempt to identify unknown skills and talents of synod members, and then
- b. What would you like to see happening at Synod and what training or help can Synod provide to help where you are with the aim of understanding what Synod members were hoping to learn during their time as Synod members? The responses are being considered as a source of ideas for future meetings.

In June Synod heard from the acting warden of lay worship leaders for the diocese who outlined her role in creating and developing a community of lay worship leaders and then described the training opportunities available for lay worship leaders. Synod also heard from two members who had undertaken the training and how they were using the skills they had gained in leading worship at their own and other churches. Lay pastoral ministry courses were also outlined and then Synod members discussed the opportunities for encouraging lay leadership in their own parishes

The meeting in October was the first face to face meeting in over 18 months and was well attended as Synod members took the opportunity to meet together. Synod was given an update from the recent Diocesan Synod meeting, and then members listened to the Diocesan Stewardship Adviser talk about the changes that individuals and parishes can make to have a positive impact in looking after God's creation and how we can steward our time, talents and possessions as a response to God's generosity.

Synod meetings are open to all; if you would like to attend a meeting to find out a little more about how Synod works please speak to any one of our representatives.

CHURCH BUILDING

The calendar year 2021 was a challenging year for our church, due to the continuing COVID pandemic, and this also led to further delays in works to the building. Having said that, several issues were able to move forward in relation to the building. These changes have helped us to carry out our ministry to the local community, more effectively.

In 2019, as previously reported, we obtained a faculty to make improvements to both the west and east ends of the building. This year we have begun works authorised by the 2019 faculty.

West End

At the west end of church the existing entrance doors have been replaced with new doors consisting of a mixture of timber and glass. The new doors have significantly improved the look of the west façade of the building, and have also made a major contribution to natural lighting levels in the west porch. In addition, the lighting has been replaced in this area, which improves the general look of the area, but also provides better visibility to both the notice boards and the war memorial located within the porch. Health and safety has been a priority for us. With this in mind, a non-slip treatment has been applied to the marble floor in the west porch. This treatment is invisible, but nevertheless it significantly improves the safety of this flooring,

especially when it gets wet. We have also replaced the lower wooden panels in the doors on the east and west sides of the narthex. The new panels are of safety glass, and this change improves safety especially for our youngest building users, who can be seen before the doors are opened. Together these changes have completed the authorised works at the west end of the building.

East End

Turning our attention to the authorised works at the east end of the building, the Parochial Church Council has undertaken a procurement exercise for the following works:

Uncovering the lower portion of the east window:

Making good the panels of the wooden reredos;

Relocating the central portion of the reredos to the west end of the building at first floor level;

Extending the plinth on which the High Altar stands, so that it can be brought back into use;

Improving lighting for the relocated reredos.

A contract was placed with the successful tenderer, in late 2021, and the works are scheduled to begin in January 2022, with a provisional completion date of Easter of that year.

Audio Visual

2021 has also seen an extension to our Audio Visual system, with the addition of two cameras and control mechanisms. These additions have enabled us to live-stream Sunday morning services, which has been very popular, not only with church members who are unable to attend services, but also enabling new contacts to sample services online. We have also been able to make extensive use of this facility to make weddings and funerals available to friends and family members, who were unable to attend the services in person.

Noticeboards

During 2021 the existing main notice board, near to the main gate was replaced. Plans are now under way for replacing the board affixed to the west wall of the church. We have continued to carry out repairs to the building as necessary. In 2021 these minor works included clearing of guttering, and repairs to the roof of the tower, and repairs to kitchen equipment. In this year we received a copy of the Quinquennial Inspection Report, for an inspection carried out in 2019. Much of the identified work has already been carried out. Our Buildings Group is currently examining the report to produce a schedule of works to be undertaken in 2022.

In 2021 we were awarded the Bronze Eco Award. In 2022 we intend to begin work on obtaining the Silver Award.

Roof Project

The second phase of the roof project (north side) was completed in 2019. It was anticipated that Phase 3 would be undertaken in 2020-22. A major issue that arose was the closing in 2019 by the National Lottery of the Heritage Lottery Fund which had provided the bulk of the funding for the roof project phases 1 and 2. This was replaced by the more general National Lottery Heritage Fund (NLHF). The initial stage in any heritage project involving lottery funding is the

submission of a project enquiry, setting out the objectives and estimated costing of the project. An enquiry was submitted for phase 3 in March 2020. This coincided with the national Covid lockdown and the Lottery Fund suspended the giving of grants for heritage projects.

A request for clarification on progress in April 2021 suggested that a new project enquiry should be submitted. This was done in June 2021, with a cost of about £295,000. The NLHF response in July 2021 rejected the project with a comment that the NLHF does not *“fund projects that are prominently focused for repairs or alterations and therefore your project, as presented, would not meet our outcomes and be suitable for National Lottery Heritage Funding 21/22.”* Furthermore NLHF *“would expect activity to engage this wider range of people to be set out in your activity plan and with associated costs in your project budget. Your project could include some capital works to the historic fabric of the building, but this would need to be part of a wider project that met our mandatory outcome.”* The response did provide an example of a successful project including repairs and also some suggestions as to bodies that might fund repairs. The work that still needs doing includes re-roofing chancel, vestries and tower; replacing gutters and fallpipes; attending to some stonework; repairs to East window; internal redecorations; west end disabled access and creating a safe fire exit from the clergy vestry. Options are to expand community involvement and re-apply to NLHF or split the phase 3 into smaller projects with separate funding schemes – or a combination. These options, and others, will be examined by the Buildings Group in 2022.

Church Grounds

As for the grounds, they are in good order. Bradford Council have been cutting the grass, although volunteers for a little bit of gardening would be very welcome.

The community chest grant we received has been spent and there are 2 bird boxes now sited in trees by the boundary wall. The original benches are to be varnished / painted as soon as the weather improves and the two new benches purchased as part of the grant will be built and installed soon.

HIRSTWOOD BURIAL GROUND

There were 4 burials of ashes during 2021 (2020 2) in the Garden of Remembrance. The Garden of Remembrance is maintained by a part-time gardener, Matt Stoney. The garden of remembrance is well used as is evidenced from floral tributes left, particularly around Christmas and Mothering Sunday.

Small acts of vandalism still occur and food and drink containers are frequently left in the Garden of Remembrance.

The Small Business Grant paid in 2020 was reclaimed by Bradford Council, but they were satisfied with an informal “appeal” pointing out that all the Government criteria for such grants was met. The preparation of a scale plan, showing the position of trees and condition where at risk was commissioned and took place in 2022. This will now enable a planning application to be made to vary the Tree Preservation Order in line with our policy for maintenance of the Graveyard.

I continue to have a steady flow of enquiries from folk searching for the graves of ancestors.

The board's duty in law is to maintain the burial ground in a safe state; the board confirms that it will continue to do its best to maintain the area in a reasonable standard and condition. The cost of third-party liability insurance is included in the PCC's premium. This year income has been £28 more than expenditure (2020 £9,770).
Tony Hesselwood

FINANCIAL REVIEW

The impact of the Covid pandemic has continued to affect our income during 2021. Apart from the Telecoms mast rental, our income from fees, social events and use of church buildings remained at just over £3,300, down from £11,000 in 2019, pre-pandemic. Our voluntary income has fallen further in the year by £3,500, due to the loss of several regular contributors, although it has been very encouraging that most of our regular congregation continued to give by one means or another. We also received a legacy of £5,000 from the late Alison Cockburn (a former long-serving Churchwarden), which the PCC determined should be designated for improvement projects, to add to the Briggs legacies (see below). We were unable to pay the full amount requested for our diocesan share, although we did manage to increase our contribution to £43,000, which is 79% of that requested, and £21,000 more than the Diocese's calculated base figure.

As reported last year the PCC had decided to transfer £10,000 from the designated funds back to General Funds, which is reflected in the accounts, and we also completed the West end improvements at a cost of £9,000 and invested in live-streaming equipment to facilitate on-line access to our services whilst people were reluctant or unable to attend in person. The net result is that there remains £20,000 uncommitted and available for future projects.

The accounts show a deficit in the year of about £9,000 on Unrestricted Funds, but as explained above, we have used a total of £15,000 from the Designated fund and received a further Legacy of £5,000 during 2021, so the "undesignated" funds showed a net surplus in the year of £1,200 in addition to the transfer agreed in 2020.

Our Free Reserves (Unrestricted funds less Fixed Assets) stood at about £35,500 at 31 December (including the remainder of the Legacy).

RESERVES POLICY

The PCC has determined that, in addition to Restricted Funds raised for specific purposes, we should aim to limit unrestricted reserves to about three months regular expenditure, currently £25,000. Any excess will be designated for future major property repairs and renovation.

SAFEGUARDING

The PCC continues in its commitment to the safeguarding of all vulnerable or potentially vulnerable people. Safeguarding is a standing item on the PCC agenda, and PCC has complied with its duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice guidance.

This compliance means that we have a suitably appointed Parish Safeguarding Officer, we follow the guidelines for Safer Recruitment, and we display all the required information and contact numbers as detailed in the policy and have copies of the policy available in church. Training for PCC members and other leaders in church is mandatory and PCC has an agreed policy for dealing with allegations or suspicions of abuse.

To assist in monitoring compliance with both statutory requirements and Church of England policies we are using 'Parish Dashboards'; an online system that explains what actions need to be taken to meet the required standards and which generates action plans and action summaries to highlight areas that need updating.

No safeguarding concerns have been raised during the year

RISKS MANAGEMENT

During 2021 the trustees have ensured that despite all of the demands made upon the charity, by the ongoing Covid pandemic, they have continued to review our systems, policies and procedures, to ensure that they are 'fit for purpose' and that detected risks are being actively managed.

This year a review of the Fire Risk Assessment was undertaken, and the revised assessment was approved by the Church Council in August. Security was improved by the provision of new west doors to the building, and by the replacement of the lower wooden panels of the doors on the east and west sides of the narthex, with panels of safety glass. Trustees have now begun a review of the Pastoral Team working practices, which will be completed in 2022. The Lone Working Policy, approved in 2020 will be updated in 2022, to ensure that current guidance is reflected in the Policy. It is also intended that the overall Health and Safety Policy will be reviewed and updated in 2022.

As in 2020, much effort has been given to continue with the regular reviewing of risk assessments for the operation of the church. Relaxation of Covid restrictions has required us to update the assessments to reflect latest HMG guidance, and Diocesan advice in respect of weddings, funerals, baptisms, services of Holy Communion, the use of face coverings, singing in church and the use of outdoor spaces.

2021 has seen a period of preparation for inspection reports at both the east and west ends of the building. The east window has now been uncovered, and work has been undertaken in the tower at the west end of the building. We expect that during 2022 an inspection report on the condition of the stained glass windows within the building will be undertaken by a competent inspection, approved by the Diocese, under the direction of the church architect. We have already commissioned a report by a qualified structural engineer into the structural integrity of the tower, and the effect upon it of bringing the bells back into regular use. This report will be undertaken in 2022, as will a report into the safety of the bells themselves, and other supporting equipment.

STRUCTURE, GOVERNMENT AND MANAGEMENT

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Shipley is a corporate body established by the Church of England, operating under the Parochial Church Council Powers Measure. The PCC is a registered charity and members of the PCC are Trustees of the Charity. The method of appointment of PCC members is set out in the Church Representation Rules. All members of the congregation are given the opportunity 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.

PCC MEMBERSHIP

Ex Officio

Vicar: Reverend Henriette Howarth (Chair) until 6 June 2021

Priest in charge: Reverend Brian Greenfield (Chair) from 20 November 2021

Associate Priest: Reverend John Butler

Churchwarden: Anne Luxton (Vice chair)

Churchwarden: Matt Stoney until 16 May 2021

Churchwarden: Moira Wragg from 16 May 2021

Deputy churchwarden: Mike Wragg from 16 May 2021

Deanery Synod:

Alison Haigh (elected 2020)

Sheila Cudmore (elected 2020)

Susan Wood (elected 2020)

Elected members (Trustees) at 31st December 2021

Julia Marema	Elected 24.03.19	
Jean Titchmarsh	Elected 24.03.19	Secretary
Mark Allison	Elected 24.03.19	
Jackie Butler	Elected 24.03.19	
Ian Stevens	Elected 24.03.19	
Michelle Rogers	Elected 22.11.20	
Jonathan Hall	Elected 22.11.20	
Chris Clough	Elected 16.05.21	
Ron Hamer	Elected 16.05.21	
Deborah Penfold	Elected 16.05.21	
Chris Wontner-Smith	Co-opted 15.06.21	Treasurer

Elected members serving at 1st January 2021 who have since left:

Rowan Reily (left 16.05.21)

Given its wide responsibilities the PCC has a number of sub groups or committees:

Standing Committee:	Clergy, churchwardens, treasurer, secretary and PCC nomination Mark Allison
Hirstwood Burial Ground Board	Vicar, Churchwardens, Secretary Tony Hesselwood, Hugh Firman
Worship planning group:	Clergy, Anne Luxton, Moira Wragg, Mike Wragg (all from 6.6.21) John Butler, Thomas Dixon (until 31.7.21), Rachel Hesselwood, Chris Clough and Mark Allison.
Building group:	Clergy, Churchwardens, Meredith Woode, Chris Clough.
Finance group:	Clergy, Chris Wontner-Smith, Anne Luxton, Mark Allison, Chris Clough.
Parish Safeguarding Group:	Clergy, Deborah Penfold and Alison Haigh.
Pastoral Team	Clergy, Susan Wood, Sheila Cudmore, Ian Stevens, Anne Luxton.

Other roles of responsibility:

Church Administrator	Jenny Titchmarsh
Gift Aid Secretary	Meredith Woode
Safeguarding Officer	Alison Haigh, assisted by Deborah Penfold
Health & Safety Officer	John Butler
GDPR Officer	John Butler
Electoral Roll Officer	Mike Wragg
Children & Youth Diocesan Representative	Michelle Rogers
Pastoral Lay Minister	Susan Wood
Diocesan Synod member	John Butler
SCT Trustees	Henriette Howarth and Hugh Firman

PCC met nine times during 2021. Of these meetings seven were held on Zoom and two in the Narthex. PCC spent a considerable amount of time looking at problems connected with Covid but also dealt with such issues as building work, new noticeboards, safeguarding procedures, the vacancy and becoming a dementia friendly church. Standing Committee met twice but made a number of decisions by email.

ELECTORAL ROLL

The total number on the electoral roll at May 2022 is 116, two fewer than last year. There are 35 men and 81 women on the roll. Currently 43 are resident in the parish and 73 are non-resident.

CHURCH ATTENDANCE

Attendance at Regular Church Services during 2021

	TOTAL	Adults	Children & Young People
Average weekly attendance at church services in a typical week	52	50	2
Average weekly Sunday 10am Holy Communion attendance in a typical week	41	39	2
Average weekly Wednesday Holy Communion attendance in a typical week	12	12	0
Average Sunday Xtra attendance during a typical service (Figures based on 3/6 services held during 2021 on weeks when a 10am Holy Communion service wasn't held)	33	30	3
Average Sunday Together attendance in a typical month	-	-	-
Average care home communicants in a typical month	-	-	-
Average private home communicants in a typical month	-	-	-

According to service book:

- No Sunday Together services held during 2021, so no figures included.
- Only one Holy Communion service held in a care home during 2021, so no figures included.
- No private home Holy Communion services held during 2021, so no figures included.

Attendance at Special Church Services during 2021

	TOTAL	Adults	Children & Young People
Easter Day Service	45	43	2
Remembrance Sunday Service	120	92	28
Advent Service of Light	39	39	0
Christingle Service (10am)	54	42	12
Christingle Extra Service (11.30am)	25	20	5
Carol Service	116	106	10
Crib Service - CANCELLED	-	-	-
Christmas Eve Service	33	33	0
Christmas Day Service	56	48	8

Occasional Services during 2021

Baptisms - 8

Weddings - 3

Funeral services in church – 6

Funeral services at crematorium – 6

Internment of ashes - 1

ADMINISTRATIVE INFORMATION

St Paul's Church, Shipley is part of the Church of England Diocese of Leeds in the Episcopal Area of Bradford and the Deanery of Aire and Worth. The address is:

St Paul's Church, Kirkgate, Shipley, BD18 3EH.



ST PAUL'S CHURCH

SHIPLEY

Registered Charity No. 1169596

FINANCIAL STATEMENTS **for the year ended 31 December 2021**

ST PAUL'S CHURCH SHIPLEY

Independent examiner's report to the members of St Paul's Church, Shipley Parochial Church Council (PCC)

I report on the accounts for the year ended 31 December 2021 which are set out on pages 23 to 31.

Respective responsibilities of the PCC and Independent Examiner

The PCC consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

It is my responsibility to

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

Basis of Independent Examiner's Statement

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

An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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, your attention is drawn to the fact that, as stated in note 1, the figures relating to Hirst Wood Burial Board are set out in note 13 of the Accounts and have not been consolidated.

Other than this no other matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act ; or
 - to prepare accounts which accord with the accounting records and comply 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 to be reached.

Ian J Fletcher FCA
Chartered Accountant

Bradford
May 2022

ST PAUL'S CHURCH SHIPLEY

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	2020 £
INCOME AND ENDOWMENTS					
Voluntary income	2(a)	76,450	3,244	79,693	76,371
Activities for generating funds	2(b)	10,908	0	10,908	10,846
Income from investments	2(c)	2	0	2	10
Church activities	2(d)	2,386	0	2,386	2,579
Grants in support of mission	2(e)	730	500	1,230	4,407
TOTAL INCOME		90,475	3,744	94,219	94,213
EXPENDITURE					
Mission and charitable giving	3(a)	8,492	2,007	10,499	8,210
Church activities	3(b)	81,800	1,140	82,940	83,175
Exceptional renovation costs	3(c)	9,000	0	9,000	11,035
Raising funds	3(d)	132	0	132	139
TOTAL EXPENDITURE		99,423	3,148	102,571	102,559
NET INCOME		(8,948)	596	(8,352)	(8,346)
Transfers of Funds		0	0	0	0
NET MOVEMENT IN FUNDS		(8,948)	596	(8,352)	(8,346)
BALANCES AT 1 JANUARY 2021		53,661	11,119	64,780	73,126
BALANCES CARRIED FORWARD AT 31 DECEMBER 2021		44,713	11,715	56,428	64,780

The notes on pages 25 to 31 form part of these financial statements

ST PAUL'S CHURCH SHIPLEY

BALANCE SHEET AT 31 DECEMBER 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	6	9,174	10,286
CURRENT ASSETS			
Debtors	8	15,632	8,868
Short term deposits		2,097	2,097
Cash at bank and in hand		36,729	48,617
		54,458	59,582
LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR	9	(7,204)	(5,088)
NET CURRENT ASSETS		47,254	54,494
NET ASSETS		56,428	64,780
FUNDS			
	10 & 11		
Unrestricted			
Undesignated		16,182	4,980
Designated - future projects		28,531	48,681
		44,713	53,661
Restricted		11,715	11,119
		56,428	64,780

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Approved by the Parochial Church Council on 10th May 2022 and signed on its behalf by :

Reverend Brian Greenfield (Chairman)

Chris Wontner-Smith (Treasurer)

The notes on pages 25 to 31 form part of these financial statements

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

1 ACCOUNTING POLICIES

The Church 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 view" provisions; it is also the first 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 PCC 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.

Funds

Restricted funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund.

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted in that the PCC is free to redesignate them.

Income

- Planned giving, collections and donations are recognised when received by or on behalf of the PCC.
- Income tax recoverable on gift aid is recognised when the income is recognised.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement.
- Funds raised at garden parties and similar events are accounted for gross.
- Revenues from the magazine or any other sales are accounted for gross.
- Rental income from the letting of church premises is recognised when the rental is due.
- Dividends and interest are accounted for when receivable and are received gross of tax.

Expenditure

- Grants and donations are accounted for when paid over, or when committed by the PCC.
- The diocesan share is accounted for when payable, subject to the PCC's assessment of ability to pay in future.

Gains and losses on investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Fixed assets

- Consecrated land and buildings are excluded from the accounts in accordance with the Charities Act 2011
- No value is placed on movable church furnishings which require a faculty for disposal.
- Expenditure incurred on repair, replacement and maintenance of the above assets is written off in the year.
- Other items of equipment are capitalised if over £1,000 individually, and depreciated over four years in equal instalments.
- Investments are stated at market values at 31 December.

Hirst Wood Burial Ground

The Board of Management of Hirst Wood Burial Ground is a sub-committee of the PCC, which has responsibility for any liability that may arise. The accounts of the Burial Ground are attached (note 13) of the financial statements instead of consolidation, on the grounds that its objectives are significantly different from those of the PCC.

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

2 INCOME AND ENDOWMENTS

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2021 £	2020 £
2(a) <i>Voluntary income</i>				
Planned giving :				
Gift aid donations	51,609	1,082	52,691	54,376
Income tax recoverable	14,152	271	14,423	14,844
Other planned giving	4,809		4,809	6,564
Collections at all services	880	1,891	2,771	547
Donations, appeals, etc.				40
Legacies	5,000		5,000	
	76,450	3,244	79,693	76,371
2(b) <i>Activities for generating funds</i>				
Social and fund raising events	953		953	890
Telecoms Mast rental income	9,956		9,956	9,956
	10,908	0	10,908	10,846
2(c) <i>Income from investments</i>				
Dividends and interest	2		2	10
	2	0	2	10
2(d) <i>Church activities</i>				
Income from use of church	805		805	1,575
Fees	1,581		1,581	1,004
	2,386	0	2,386	2,579
2(e) <i>Grants in support of mission</i>				
Grants receivable from				
- Listed Places of Worship Scheme	250		250	3,407
- Furlough Scheme for Covid	480		480	
- Diocese of Leeds		500	500	1,000
	730	500	1,230	4,407
TOTAL INCOME	90,475	3,744	94,219	94,213

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

3 EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	2020 £
3(a) <i>Missionary and charitable giving :</i>				
Church overseas :				
- Diocese of Khartoum	1,500		1,500	1,700
- Christian Aid	1,500		1,500	1,700
- CMS	1,500		1,500	1,700
- Tear Fund	1,500		1,500	1,500
Home missions and other church societies				
- Abigail Housing Trust			0	325
- Bradford North Foodbank	300		300	325
- Zephaniah Trust			0	325
- Martin House			0	325
- Court Chaplaincy	250		250	
- Inn Churches	300		300	
- Shipley Christians Together	1,500		1,500	500
- other	142	2,007	2,149	(190)
	8,492	2,007	10,499	8,210
3(b) <i>Church Activities</i>				
Ministry :				
diocesan share	43,000		43,000	36,000
clergy expenses	57		57	83
Church - running expenses	11,813		11,813	10,657
Church maintenance	5,897	890	6,787	15,170
Depreciation of fixed assets	6,436	250	6,686	5,850
Sunday school, evangelism & training	50		50	29
Costs of social and other events	505		505	681
Musician's Salaries	3,590		3,590	3,848
Telephone	500		500	305
Office expenses	9,766		9,766	10,177
Publicity	187		187	375
	81,800	1,140	82,940	83,175
3(c) <i>Exceptional renovation costs</i>				
West End Improvements	9,000		9,000	
New Water Supply				11,035
	9,000	0	9,000	11,035
3(d) <i>Raising funds</i>				
Gift envelopes	132		132	139
Other fund-raising costs				
	132	0	132	139
TOTAL EXPENDITURE	£99,423	£3,148	£102,571	£102,559

* The Diocesan Share requested from St Paul's Church was £54,281. In view of the significant fall in income due to the Covid pandemic, the PCC determined to reduce the amount paid in Share to 79% of that requested - (2020 66%).

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

4 STATEMENT OF FINANCIAL ACTIVITIES - Analysis of 2020 figures

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2020 £
INCOME AND ENDOWMENTS				
Voluntary income	2(a)	74,963	1,408	76,371
Activities for generating funds	2(b)	10,846		10,846
Income from investments	2(c)	10		10
Church activities	2(d)	2,579		2,579
Grants in support of mission	2(e)	2,233	2,174	4,407
TOTAL INCOME		90,631	3,582	94,213
EXPENDITURE				
Mission and charitable giving	3(a)	8,130	80	8,210
Church activities	3(b)	76,055	7,120	83,175
Exceptional renovation costs	3(c)	11,035		11,035
Raising funds	3(d)	139		139
TOTAL EXPENDITURE		95,359	7,200	102,559
NET INCOME		(4,728)	(3,619)	(8,347)
Transfers of Funds		0	0	0
NET MOVEMENT IN FUNDS		(4,728)	(3,619)	(8,347)
BALANCES AT 1 JANUARY 2020	1	58,389	14,737	73,126
BALANCES CARRIED FORWARD AT 31 DECEMBER 2020		53,661	11,118	64,779

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

5 STAFF COSTS

Wages and salaries costs in total amounted to £13,384 (2020 - £14,829) in respect of four employees; two clergy members received reimbursement of travel expenses totalling £50 (2020 - £83).

In addition, Matt Stoney, former Churchwarden and member of the PCC, received remuneration for work on the Hirst Wood Burial Ground of £1,380 (2020 - £1,170). No employee earned in excess of £60,000 in the year.

6 FIXED ASSETS FOR USE BY THE PCC

	2021	cumulative
Cost of Boilers replaced in 2015		16,202
Cost of kitchen boiler 2017		2,260
Cost of photocopier 2018		1,140
Cost of Audio/Visual system 2019		20,000
Cost of Live-Streaming equipment 2021		5,574
		<u>45,176</u>
less Depreciation charged in the year	<u>6,436</u>	36,002
Net book value at 31 December 2021		<u>9,174</u>

7 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS 2021
	£	£	£
Fixed assets	8,424	750	9,174
Current assets	43,493	10,965	54,458
Current liabilities	(7,204)	0	(7,204)
Fund balance	<u>44,713</u>	<u>11,715</u>	<u>56,428</u>

8 DEBTORS

	2021	2020
	£	£
Income tax recoverable	14,423	3,938
Prepayments	0	0
Grants receivable	250	4,501
Other debtors	959	429
	<u>15,632</u>	<u>8,868</u>

9 LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Accruals	1,470	695
Creditors for goods and services	2,416	25
Other creditors	3,318	4,368
	<u>7,204</u>	<u>5,088</u>

No provision has been made for future maintenance of the church buildings. The Quinquennial inspection carried out during 2019 identified a number of issues which it is planned to include in future phases of the roofing project when funds permit. Possible total costs are in excess of £250,000 for which sources of Grant funding are currently being explored.

10 CAPITAL COMMITMENTS

At 31st December 2021 the PCC had contracted for alterations to the East End of Church, including uncovering and restoring the East Window and moving the High Altar, at a cost of £11,300. This expenditure is to come from the Designated Legacy Fund.

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

11 DESIGNATED (LEGACY) FUND

In 2017 the PCC received a magnificent Legacy of £58,000 from the Estate of Miss Briggs, which, though not in any way restricted by her will, it determined to keep for future major projects.

In 2019 we installed a new Audio-Visual system using these funds, and in 2021 extended it to provide Live-Streaming of services during the pandemic restrictions on attendance. In 2021 we also used part of these monies to make significant improvements to the West End, including new outer doors.

At the end of 2020 the PCC had reluctantly agreed to release £10,000 of these Designated funds, in view of the challenging prospects for the Parish at that time, in order to pay a significantly higher proportion of our Diocesan Share.

However, during 2021 we received a further legacy, from the estate of former Churchwarden Alison Cockburn, in the sum of £5,000, again not restricted, which the PCC agreed to add to the Designated funds.

In Summary (movements in 2021):

	£
Balance of Funds at 1st January	48,681
Transfer to General funds	(10,000)
Legacy (Cockburn)	5,000
Depreciation on A/V and Live-Stream equipment	(6,150)
West End Improvements	(9,000)

Balance of Funds at 31st December 2021	28,531
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12 FUND DETAILS

The movement of restricted funds during 2021 and their purpose is:

	opening			Balance at
	Balance	receivable	payable	31 December
				2021
Special collections	317	2,018	2,007	328
Organ Fund	253			253
Refurbishment Fund	6,480	1,676	609	7,547
Audio/Visual System	1,569		250	1,319
Other	2,501	50	282	2,269
	11,119	3,744	3,148	0
				11,715

ST PAUL'S CHURCH SHIPLEY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

13 BOARD OF MANAGEMENT OF THE HIRST WOOD BURIAL GROUND

Receipts and Payments Account for the year ended 31 December 2021

Receipts	£	Payments	£
Bank balance brought forward	10,189	Maintenance	1,380
Investment income	542	Rates and water	30
Monument & Service fees	902	Bank charges	6
		Bank balance carried forward	10,217
	£11,633		£11,633

Statement of Assets at 31 December 2021

ASSETS	£
Investments - 912.08 shares in CBF Investment Fund at market value	21,457
Bank and cash balances	10,217
less: creditor for maintenance work	
NET ASSETS	£31,674
FUNDS	
Unrestricted	25,933
Restricted	0
Endowment	
- Higgins bequest	659
- Foy benefaction	5,082
	5,741
	£31,674

ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £
Fixed assets - investments	15,716		5,741	21,457
Net Current assets	10,217			10,217
Fund balance	£25,933	£0	£5,741	£31,674

Approved by the Board 10th May 2022

ST PAUL'S CHURCH SHIPLEY

Independent examiner's report to the members of St Paul's Church, Shipley Parochial Church Council (PCC)

I report on the accounts for the year ended 31 December 2021 which are set out on pages 23 to 31.

Respective responsibilities of the PCC and Independent Examiner

The PCC consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

It is my responsibility to

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

Basis of Independent Examiner's Statement

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

An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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, your attention is drawn to the fact that, as stated in note 1, the figures relating to Hirst Wood Burial Board are set out in note 13 of the Accounts and have not been consolidated.

Other than this no other matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act ; or
 - to prepare accounts which accord with the accounting records and comply 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 to be reached.

Ian J Fletcher FCA
Chartered Accountant

Bradford
May 2022