



Parish of St Peter's Birstall

in the Diocese of Leeds

(Charity No. 1133854)

Annual Report

2016-2017

Treasurer's Report for the year to 31st December 2016

During the year under review the giving has been slightly down on last year, despite more people setting up standing orders and letting their Bank do the remembering for them. Gift Aid is slightly up thanks to the hard work of our Gift Aid officer. He has made an application to HMRC each quarter which has made it easier to make regular payments to the Leeds Board of Finance (Parish Share). There has been an increase in fund raising events. It has been evident that some of the people attending fund raising events are not regular worshipers at Church. The additional money has not come from the same source year after year.

During the past year your Church has been used for non Church activities. Due to the closing of the Oakwell Motel, the Church has been able to welcome the Oakwell Art Group and the monthly Coffee Morning hosted by High Ridings, the travel agents. In addition the Church has been used for regular meetings by the Birstall and Birkenshaw Councillors. Again this is revenue which does not come from regular worshippers.

On the expenditure side, there have been modest increases in Insurance and electricity has been put on direct debit. The Architect recommended that the central heating be kept on for longer periods to preserve the fabric of the building. The longer period has not increased the gas usage a great deal and the increase in cost is quite modest.

The Church has once again been able to pay its obligation to the Diocese in full. The final payment was made in November. In closing I would like to thank Alan Graves for auditing the Accounts and the way he has handled the Gift Aid.

I am sorry to be stepping down as Treasurer, but the state of my eyes has made the job a bind rather than a challenge. I wish my successor well, doing a most satisfying and useful job.

David S. Barker
(PCC Treasurer)

Independent Examiners Report to the PCC of Birstall Parish Church

This report on the Financial Statements of the PCC for the year ended 31st December, 2016, which are set out on the attached pages is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and section 43 of the Charities Act 1993 ("the Act").

Respective responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the Financial Statements. You consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those Financial Statements in accordance with the terms of the Regulations.

Basis of this Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the Financial Statements 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 I do not express an audit opinion on the view given by the accounts.

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 41 of the 1993 Act; and
 - to prepare Financial Statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations 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



Alan Graves ACIB
236 Woodlands Road,
Batley
WF17 0QW

27th March, 2017

THE PARISH CHURCH OF St PETER, BIRSTALL

FINANCIAL STATEMENT FOR THE YEAR TO 31st DECEMBER, 2016

RECEIPTS AND PAYMENTS ACCOUNT

NOTE A	Notes	2016	2015
RECEIPTS			
Income from Donors	A01	59,512.83	59,670.26
Investment Income	A02	1,921.68	2,260.23
Fees	A03	13,784.00	13,223.00
Bridge Project	A04	1,240.00	1,728.76
Gift Days and Sundry Donations	A05	3,697.13	2,593.65
Fund Raising Events	A06	12,724.03	8,538.13
Other Events	A07	1,140.82	194.23
Grants and Legacies	A08	150.00	-
Sundry Income	A09	5,971.46	1,230.50
Error	A10	0.02	-
		100,141.97	89,438.76
PAYMENTS			
Diocesan Expenses	A11	42,102.00	40,936.00
Church Running Expenses	A12	13,628.11	12,888.42
Church Maintenance and Repairs	A13	13,134.34	6,075.36
Upkeep of Services	A14	2,704.98	2,491.79
Clergy Expenses	A15	1,201.01	1,080.26
Office Expenses	A16	2,528.60	2,528.06
Church Groups and Outreach	A17	1,714.44	281.30
Fund Raising Events	A18	5,325.66	2,314.37
Miscellaneous	A19	8,497.86	7,333.18
SURPLUS		£ 9,304.97	£ 75,928.74
FUNDS BROUGHT FORWARD - 1st JANUARY 2016			
Barclays Current a/c		19,283.43	5,802.84
Barclays Deposit a/c		86.76	86.72
National Savings & Investments		3,947.86	3,918.47
Cash		-	-
		£ 32,623.02	£ 23,318.05
FUNDS CARRIED FORWARD - 31st DECEMBER 2016			
Barclays Current a/c		18,555.53	19,283.43
Barclays Deposit a/c		10,090.02	86.76
National Savings & Investments		3,977.47	3,947.86
Cash		-	-
		£ 32,623.02	£ 23,318.05

Investments with the Church Board of Finance

Value at 31st December, 2016

Value per share	O/Bal 9.7698	Movement 5.2672	C/Bal 15.0370
-----------------	-----------------	--------------------	------------------

Note S

Held directly by PCC - Restricted Funds

	Ref	Shares			Dividend	
Longbottom Bequest	2001S	298	2,911.40	1,569.63	4,481.03	130.53
Birstall Schools Building Fund*	2002S	276	2,696.46	1,453.75	4,150.21	-
Curacy Fund	2003S	128	1,250.53	674.20	1,924.74	56.07
Altar Linen Fund	2004S	62	605.73	326.57	932.29	27.15
		<u>764</u>	<u>7,464.13</u>	<u>4,024.14</u>	<u>11,468.27</u>	<u>143.67</u>

*Dividend paid directly to School a/cs

Note T

Held by Leeds Diocesan Board of Finance - Restricted Funds

Curate	P0027/01	328	3,204.49	1,727.64	4,932.14	143.67
Chancel Fabric	P0876/02	834	8,148.01	4,392.84	12,540.86	365.29
Fabric (Mrs Fell's Bequest)	P0909/01	602	5,881.42	3,170.85	9,052.27	263.67
Choir	P0976/01	134	1,309.15	705.80	2,014.96	58.69
Sunday School Prizes	P1405/01	110	1,074.68	579.39	1,654.07	48.19
		<u>2008</u>	<u>19,617.76</u>	<u>10,576.54</u>	<u>30,194.30</u>	<u>879.51</u>

Note U

Held by Leeds Diocesan Board of Finance - Unrestricted Funds

General (Church Cottages)	P0016/02	1787	17,458.63	9,412.49	26,871.12	782.71
---------------------------	----------	------	-----------	----------	-----------	--------

Note V

Held by Leeds Diocesan Board of Finance - Deposit Accounts

General (Church Cottages)	O016/01	3,035.24	-	3,035.24	12.45
Chancel Fabric	P0876/01	93.48	-	93.48	0.39
		<u>3,128.72</u>	<u>-</u>	<u>3,128.72</u>	<u>12.84</u>

Grand Total

	4559	£ 47,669.24	£ 24,013.16	£ 71,682.40	£ 1,818.73
--	------	-------------	-------------	-------------	------------

FUNDS STATEMENT AS AT 31st DECEMBER, 2016

	Note	Type	Open Bal	Receipts	Payments	Movement	Close Bal	Barclays Cur a/c	Barclays Dep a/c	NS & I	TOTAL
Receipts & Payments Account			23,318.05	100,141.97	90,837.00	9,304.97	32,623.02	18,555.53	10,090.02	3,977.47	32,623.02
			<u>23,318.05</u>	<u>100,141.97</u>	<u>90,837.00</u>	<u>9,304.97</u>	<u>32,623.02</u>	<u>18,555.53</u>	<u>10,090.02</u>	<u>3,977.47</u>	<u>32,623.02</u>

STATEMENT OF ASSETS AND LIABILITIES

ASSETS

	Open Bal	Movement	Close Bal
Bank Accounts			
Barclays Current a/c	19,283.43	-	18,555.53
Barclays Deposit a/c	86.76	10,003.26	10,090.02
NS & I a/c	3,947.86	29.61	3,977.47
TOTAL	<u>23,318.05</u>	<u>9,304.97</u>	<u>32,623.02</u>

Share Investments with the Central Board of Finance

Held by:-	S	R	T	U	V
The PCC		7,464.13			
LDBF - Restricted Funds		19,617.76			
LDBF - Unrestricted Funds		17,458.63			
LDBF - Deposit Accounts		3,128.72			
TOTAL		<u>47,668.24</u>			
TOTAL ASSETS		<u>70,987.29</u>			

LIABILITIES

Parish Share - 2016	41,652.00				
Paid	41,652.00				
TOTAL NET ASSETS					<u>£ 104,305.43</u>

VICAR'S REPORT

Paul began his report by saying that it seemed amazing that a whole year since he presented the concept drawings for the renewal of the kitchen, toilet and entrance at the West end of the church as a project for our 2020 celebrations. During the year the PCC has agreed to pursue this.

Normal church life continued with a few special things thrown in: a Royal Tea Party on June 12th to celebrate the Queen's ninetieth birthday; the events of June 16th with the attack on, and death of, our MP, Jo Cox.; the inception of Community Carol Singing in the Market Place; a commemorative pageant and service to mark one hundred years since the Battle of the Somme; a Ringers Association Carol Service pioneered by Revd Cindy Sheard, who has since transferred to Heckmondwike and Liversedge.

Adrian Ellwood and Elaine Jackson enabled us to become a Dementia Friendly Church.

Paul attended the Leading Your Church into Growth Conference in November with Leif Wilks and Elaine Jackson.

Chris and Katharine Taylor led a START Course in the autumn and Paul prepared Adrian and Jayne Ellwood for their Confirmation in February.

We held another Murder Mystery Dinner and continued with other food-based services and events.

The closure of Oakwell Motel led to the Fellowship Area being used by High Riding Travel for their monthly promotional mornings, and the Oakwell Art Group for their weekly sessions.

After months of preparation the presentation visuals were upgraded which was only possible because of the dedicated work of Fred Lister.

Ann has continued as sacristan and Solly has been an effective verger for our funerals and burials.

During the year we said a sad and final farewell to Betty Naylor, to Fred Spurr and to Margaret Johnson.

Paul thanked Miles and Denise; Leif and Wendy and all the Pastoral Ministers; church members who fulfil a wide variety of ministry roles; and his wife Annette for her love and support.

He looked forward to the coming year, to growth in faith and in numbers and in facilities as the church seeks to be effective in ministry and mission, and for God's blessing in it.

ELECTORAL ROLL

On the 10th April 2016 there were 114 names on the roll. Sadly two people have died and their names have been removed. There have been three names added to the roll.

On the 27th March 2017 the new roll stands at 115 names.

Dorothy E. Gallagher

REPORT OF THE PROCEEDINGS OF THE PCC

We have had six meetings this year with an attendance of 82%. There have also been two Standing Committee meetings.

Denise Gosling
(PCC Secretary)

CHURCHWARDENS' REPORT 2016/17

FABRIC

- 1 Fire Extinguishers had been serviced with the resultant that the extinguisher near the north entrance had been replaced.
- 2 The compressor unit in the main boiler had been replaced.
- 3 External CCTV camera has been fitted on Tower Room roof.
- 4 Repairs had been carried out to the Merlin stones on the Chancel roof.
- 5 The existing bracket for the Womens' British Legion Standard had been modified to allow the display of the Mens' British Legion flag.
- 6 Replacement of the visual system in church. LED screen and five new monitors had been fitted.
- 7 Dead leaves removed for paths and drains.
- 8 Weeds poisoned on paths around church and manually cleared by the steps on Kirkgate.
- 9 Faculties received:- for LED Screen, felling of lime tree and Sycamore adjacent to Kirkgate, felling of two Horse Chestnut within the graveyard, partial demolition and rebuilding of the damaged cartilage wall to Kirkgate, repair of boundary wall next to dam, installation of an external CCTV camera and the modification of the bracket to allow display of second standard.
- 10 Bell bearings on the second and seventh bells were replaced
- 11 New ropes were installed for the bells
- 12 Access to the church CCTV in the ringing chamber means that the ringers can see Brides arriving and departing or services starting so we can stop and start the ringing accordingly.

On going works

The reordering of the West End to include- new kitchen, new entrance and two new toilets .One being easy access for disabled.

Plans are being drawn for Access for All into church.

Working towards the rebuilding of the boundary wall with Longbottom wall to be rebuilt.

New carpet has been donated to the ringers and is in the process of being laid down.

A faculty is being prepared for repairs to our stained glass including the very fragile one in the vestry where we have identified some small holes. The church architect has called for previous reports on the stained glass which have recently been identified and we are looking to complete the faculty in the coming weeks.

General

A big thank you to Ian Cromack and others who continue their efforts in the graveyard. Special thanks also to the people who maintain the gardens around church.

Awards for All

We applied to the Awards for All Lottery funds for the work on 9 above. We have just received confirmation that they have awarded us £5984 conditionally and we have met those conditions. Once the money is in our accounts, we will get the works started. We will need some volunteers to help bagging up logs to be sold to help cover costs.

PLATE

The church plate is correct. Thank you to the Sanctuary Guild for their constant care in cleaning the silver and brasses.

FURNITURE AND FURNISHINGS

These are in good state with the exception of chairs in the fellowship area which sometimes need repair.

We are grateful for all the help given to us by the Duty Wardens- Margaret Bell, Sue Charlton, Eva Lockett, Dave Chapman, Jonathan Keer and Raymond Gallagher who is Warden Emeritus.

A big thank you also to all the side people and all the others for the efficient way in which they carry out their duties.

Miles Lawson and Denise Gosling

DEANERY SYNOD

We have always received a warm welcome at the churches where the meetings are held. At the start of the meeting we join with Dewsbury Deanery Synod. This allows us to have more speakers.

We have had various speakers who spoke on different topics. Revd Robin Gamble spoke on "Leading your Church into Growth", Jemima Parker spoke on environmental issues and Adrian Ellwood gave an interesting talk on Dementia

The meeting divides into our own groups after the speaker has finished and the Birstall Deanery speak about issues which concern the.

Tragically Carole Pearson the Deanery Secretary died and she will be sadly missed.

Denise Gosling

CHILDREN'S GROUPS

Two groups have been running this year; **Little Fishes** catering for children from rising 2 year olds (accompanied by their adult) to age 6 (end of year One/ Year 2) and **Junior Church** for children aged 6 plus (Year 2 to Year 6 of Primary School). We appreciate your continued prayers for the youngest members of our church and their families. In May 2016 the children raised money for Christian Aid by placing copper coins onto a giant worm and by having a cake stall. Thank you for supporting this.

At Christmas all children who wanted to take part in a Play called Who is Welcome at the Crib. All regular attendees were presented with a book. The Junior Church group is led by Diana who is supported by a volunteer for Safeguarding and also to help with the wide spread of abilities and ages. Linda and Diana would like to thank the helpers for their time and valued assistance. Many thanks go to Margaret for her help when we are short of leaders.

Several children have completed the Admission to Communion Course coached by Cindy and Alison and will be specially welcomed at the Easter Sunday Communion Service.

Diana Margaret Linda and Susan recently attended a Leeds Diocesan event funded by the PCC focusing on the 9 plus age groups which gave us an opportunity to 'think outside of the box' and consider proposals to make links with young people at nearby churches- which may prove fruitful for our children at St Peters.

From September there will be a need for **3 groups** to run (probably 2-6,

6-10 and 10 plus) so there will need to be a further group leader and volunteer support to cater for the children in our church family. Please speak to Linda or Diana if you would like to help occasionally or regularly.

Linda Rhodes

ST PETER'S PLAYTIME

Playtime continues to be popular on Thursday afternoons in term time. On average 20-25 babies and pre-school children are brought by their parents/carers. We provide an openness for parents to chat and share together as an outreach in the community. There is a great variety of craft activities plus sand/water/painting etc. Each session ends with a time of coming together, sharing birthdays and singing.

Some of the children and parents come to Messy Church; we always remind them the Thursday before.

This year the children sent birthday cards to the Queen for her special birthday and we received a lovely letter of thanks.

Our last session before the summer holidays took the form of a teddy bear picnic and bouncy castle - greatly enjoyed by all!

A cake stall and fancy dress sponsorship raised money for Children in Need and we all had a fun Thursday.

Santa visited Playtime at Christmas and each child was given a present. A very exciting time for all.

None of this could be done without the wonderful team of helpers. A big THANK YOU to you all.

Ruth Yates and Margaret Carbutt

SAFEGUARDING - CHILDREN AND VULNERABLE ADULTS

Much of the focus of the past year has been about embedding the changes to National and Safeguarding policies and guidance as well as a more pro-active approach to raising awareness.

I have continued to work closely with Paul, our Vicar, the Churchwardens, and our Diocesan Safeguarding Advisor, to address and manage any concerns raised.

A number of confidential Self Declaration Forms have been completed by new volunteers in the Church. DBS checks have continued to be updated, with some new DBS checks processed for new "helpers". We have made use of the DBS Update Service so that individuals with an existing check can "transfer" it instead of having to complete a second application. This has saved a lot of time!

On 1st April, the Leeds Diocese switched to a new "umbrella"

organisation, CCPAS (the Churches' Child Protection Advisory Service) for processing DBS checks. CCPAS will also provide additional support, training and resources as well as a 24 hour helpline.

However, DBS checks are only part of the picture! In September 2016, following approval by the PCC, the first meeting of St Peter's Safeguarding Forum took place. The Forum brought together nominated individuals who represented different activities across our Church, including Youth Church, Bridge Project, Messy Church, Bell-ringing, Playgroup, as well as both Sunday services, and pastoral ministry. The goal was to share different perspectives and any specialist interests and knowledge and to act as "champions" to promote safeguarding awareness.

The Forum has resulted in a lot of discussion and activities, including the design of a family friendly St Peter's Safeguarding Logo and plaque (yet to be unveiled), raising dementia awareness and developing role descriptions and application forms for new volunteers with Youth Church. This is in line with Safer Recruitment Policy. The pictures and details of the "champions" are on display in the Fellowship Area. Thanks to all of them for having given their time and energy! It is appreciated! My details are also displayed in the Fellowship Area, alongside contact details of our Diocesan Safeguarding Advisors. Please feel free to get in touch if you have any questions or concerns.

Sue Lawson (Safeguarding Officer)

MARA

It remains frustrating that communication and information is poor due to changes in personal and language problems, however Bishop George hopes to improve this by setting up a web site or blog so those interested can log on for information.

St Peters responded generously to the Maize appeal caused by lack of rain for two years. The church in Mara plan to invest in agriculture to promote independence.

94 girls have taken refuge in the safe house, many cannot return home and need to be looked after and educated.

Continue to pray for Mara and Bishop George who says, "pray for me that God will be seen in all I do and say."

Solly Wilson

VERGER

This past year we have had 18 funerals, 12 burial of ashes.

We continue to support people at a difficult time of their life, also with follow up phone calls and visits if requested also cards on the first anniversary of the death.

We have dealt with approx 17 enquiries from people looking for family graves to those wanting to erect headstones or reserve grave plots.

Thanks to David Gill, Fred and Paul For their support.

Solly Wilson

BELLRINGERS

Work continues on the bells and this will continue into this year we managed to on the bell bearings. Last year we managed to complete the 2nd and 7th bearings. This year the plan is to progress the 5th and 6th bells bearing replacements. Alongside this we are looking to replace the sliders with nylon centres which should make the life of the slider rollers much longer.

This year we have lost Denise but gained Jonathan Gibbs as a new ringer. Nicola Keer also joined us and she is doing a really well and enjoying it so much. However we have lost Jonathan Rhodes as he is under great pressure from teacher training and school placements. Alexander Lister is coming on really well and are hopeful for Jake Kennedy going forward. So we are as ever on the lookout for new recruits.

We have received donations from visiting ringers of £54.55 which is in the donations box. We are looking at using this to buy paint for the ring room walls and ceiling and to put towards the Yorkshire Association of Change Ringers membership subscriptions. We have received a new carpet via the generosity of Stephen Lister that is half laid and we will share photos for folks to see what it all looks like up there now.

We had 2 peal bands visit, one of which was the 1000 peal for one of the ringers. This is quite an achievement for each peal averages 3 hours of ringing for each peal.

We had the Yorkshire Association of Change Ringers hold their Christmas Event at St Peter's for the first time with ringing before a service of Carols and Readings for Christmas.

Local ringers have attempted a Quarter Peal of Stedman Triples on our bells – a complex method which unfortunately defeated us on this occasion. But we will try again!

Miles Lawson

DEMENTIA FRIENDLY CHURCH

St Peter's has recently become a member of Kirklees Dementia Action Alliance. This means we are officially recognised as an organisation

"Working Towards Being Dementia Friendly".

As part of this membership we have submitted an action plan. The nominated contact person for this will be Elaine Jackson. Elaine will oversee the general management of the plan with the support of others. St Peter's is committed to being dementia friendly and dementia aware in its outlook and approaches.

Our ongoing actions include raising and promoting awareness around dementia both within our church family and the wider community.

Our aim will be to provide and create an environment where those affected by dementia, their carers, families and friends feel valued,

BIRSTALL PARISH BRIDGE PROJECT

Bridge has continued to serve an average of 40 meals each Wednesday and provides activities and speakers and trips (this year to Hartlepool. We had our usual special meals at the end of each term.

All this would be impossible without the dedicated work of the volunteer staff to whom we give our thanks.

Paul J Knight (Chair)

The following Statement of Accounts up to 31st December 2016 has been Independently Examined by Mr Alan Graves.

THE PARISH CHURCH OF St PETER, BIRSTALL - Bridge Project

Annual Income and Expenditure Account - Year to 31st December, 2016

INCOME

Income from Donors		
Admission charges		4,016.00
Sale of Beverages		288.11
Beer		8.80
Christmas Special Prepaid		294.00
Easter Special Prepaid		186.00
Summer Special/BBQ - Prepaid		168.00
Grants		
Sundry Donations		
Donations		64.95
Events		
Trip to Hartlepool		850.00
Sundry Income		
Takeaways		122.10
Raffle		478.80
Maundy Thursday Food		60.00
Harvest Lunch		106.00
Vicar's & Church Wardens' Thank You Evening		184.80
Paul Prepaid		30.00
Float		299.00
		£ 7,156.56

EXPENDITURE

Venue Hire			
Paid to PCC of Birstall PC	1,240.00	1,240.00	
Equipment			
Equipment	52.31	52.31	
Running Cost and Overheads			
Postage			
Telephone/Internet	245.22		
Stationery	6.36		
Cash in lieu of voucher & Prize Draw	67.50		
Raffle Vouchers	90.00	409.08	
Sessional Workers			
Publicity and Promotion			
Events			
Trip to Hartlepool	904.10	904.10	
Training Costs			
Food			
Food	2,932.27	2,932.27	
Kitchen Equipment			
Kitchen Equipment	188.20		
Cleaning Materials	13.96	202.16	
Furniture			
Miscellaneous			
Coffee - D Gallagher	34.00		
Christmas Gifts	31.17		
Float	300.70	365.87	6,105.79
Surplus on the year			£ 1,050.77
Funds brought forward - 1st January, 2016			
Cash at Bank			3,591.09
Cash in hand			30.00
			£ 4,671.86
Funds carried forward - 31st December, 2016			
Cash at Bank			4,641.86
Cash in hand			30.00
			£ 4,671.86

**The preceding reports were accepted and received at the
Annual General Meeting
held at 12 noon on Sunday 23rd April 2017
in St Peters Church, Birstall**

Parochial Church Council Members for 2017-2018

Paul J Knight (Vicar)

Miles Lawson and Denise Gosling (Churchwardens)

Leif Wilks and Wendy Harper (Readers)

David Barker, Kathleen O'Shea, Solly Wilson & Raymond Gallagher
(Deanery Synod Representatives)

Alan Graves; Adrian Ellwood; Margaret Bell, Susan Charlton, David
Chapman, Alison Sowden, Andy Kennedy, Susan Lawson and Solly
Wilson. (Lay Representatives) Andrew Rhodes (Co-opted)