



Parish of St Peter's Birstall

in the Diocese of Leeds

(Charity No. 1133854)

Annual Report

2017-2018

Treasurer's Report for the year ended 31 December 2017

Following the retirement of David Barker as Treasurer, I was appointed as his successor at the AGM on 23 April 2017. I am sure the whole congregation will join me in expressing a sincere thank you to David who has done a splendid job of steering the finances of the church over the last 10 years. At the PCC meeting held on the 13 November, Brook Carbutt was appointed as Independent Examiner and I wish to express my thanks to him for diligently fulfilling this time consuming role.

A set of Accounts examined by Brook and approved by the PCC follows, together with a copy of the Independent Examiner's Report. A full set has also been exhibited on the notice board [by the main door].

The Total receipts on unrestricted funds were £87,046, which included a grant of £5,984 towards the costs of tree felling and rebuilding part of the retaining wall to the graveyard. Gift Aid for 2017 was much lower when compared with 2016, as the 2016 figure also included a backlog from 2015. Gift Aid is now up to date and being claimed quarterly.

The actual total for 'giving/collections/donations' during 2017 was down by 8.97% on 2016, or £4,520. This is a cause for concern going forward as unfortunately the costs of running your church continue to increase. Whilst fund raising efforts were excellent, overall these produced less income in comparison with the previous year.

The PCC are most grateful that our Church was remembered in the Will of the late Fred Spurr who kindly left us a very generous pecuniary legacy of £1,000.

Since November, the Fellowship Area is now hired out Monday to Wednesdays between 3.30 p.m. and 7.15 p.m. during term times to enable children to be given extra tuition in the core subjects. The letting to the Oakwell Art Group, terminated in May, when they moved to the Birstall Community Centre.

We have managed once again to pay our parish share in full, however, looking forward to 2018 the share request has increased by almost 5%. We need to find £45,281 before we can even think about maintaining the building, paying the gas and electricity, insurance etc. etc..

Total outgoings on unrestricted funds during the year was £93,974. This means our expenses have exceeded our income by £6,928, not a sustainable position going forward.

Expenses, over and above the general running expenses of the church have included new Audio Visual equipment, additional costs for the graveyard wall not covered by the grant, tree pollarding in Church Wood, temporary repairs to the roof over the north porch, architect fees and a new kitchen boiler (half of which was paid for by the Bridge project).

Alan Graves

2 (PCC Treasurer)

**Independent Examiner's Report to the Trustees of St Peter's Parochial Church Council,
Birstall**

I report on the accounts of the church for the year ended 31 December 2017 which are set out on pages 1 to 5.

Respective responsibilities of Trustees and Examiner's

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

It is my responsibility to:

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

Basis of my Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with 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.

My statement:

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

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting 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.

Signed:



Date

5.3.18

Name:

Brook A. CARBUTT

Relevant professional qualification or body (if any):

Address

1. York Drive
Heckmondwike WF16 9BA.

THE PARISH CHURCH OF ST. PETER, BIRSTALL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

RECEIPTS AND PAYMENTS ACCOUNT

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2017	TOTAL 2016
RECEIPTS						
Voluntary Receipts:						
Giving	a)	37,536.29			37,536.29	39,317.55
Misc. Collections at Services	b)	1,691.90			1,691.90	2,198.37
All other Giving, grants and Voluntary Receipts	c)	9,499.78	190.00		9,689.78	3,820.83
Gift Aid Recovered		9,940.24	15.00		9,955.24	18,056.73
		<u>58,668.21</u>	<u>205.00</u>	<u>0.00</u>	<u>58,873.21</u>	<u>63,393.48</u>
Activities for Generating Funds	d)	9,096.63			9,096.63	14,100.96
Investment Income	e)	2,255.46	58.52		2,313.98	1,921.68
Church Activities	f)	17,025.59			17,025.59	20,202.92
VAT Refund		0.00			0.00	522.93
TOTAL RECEIPTS		<u>87,045.89</u>	<u>263.52</u>	<u>0.00</u>	<u>87,309.41</u>	<u>100,141.97</u>
PAYMENTS						
Church Activities:						
Diocesan parish Share		43,202.00			43,202.00	42,102.00
Clergy & Staffing costs		1,164.50			1,164.50	1,201.01
Church Running Expenses	g)	41,440.31			41,440.31	37,984.47
Mission Giving/Donations	h)	4,711.71			4,711.71	4,223.86
Costs of Generating Funds	l)	3,455.44			3,455.44	5,325.66
TOTAL PAYMENTS		<u>93,973.96</u>	<u>0.00</u>	<u>0.00</u>	<u>93,973.96</u>	<u>90,837.00</u>
Excess of Receipts over Payments		(6,928.07)	263.52		(6,664.55)	9,304.97
Transfers between funds		(500.00)	500.00		0.00	0.00
		<u>(7,428.07)</u>	<u>763.52</u>	<u>0.00</u>	<u>(6,664.55)</u>	<u>9,304.97</u>
Cash at Bank as at 1 January 2017		28,994.98	3,628.04		32,623.02	23,318.05
Cash at Bank as at 31 December 2017		<u>21,566.91</u>	<u>4,391.56</u>	<u>0.00</u>	<u>25,958.47</u>	<u>32,623.02</u>

STATEMENT OF ASSETS

Assets	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2017	TOTAL 2016
Cash Funds						
Bank current account		7,473.75	4,391.56		11,865.31	18,555.53
Bank deposit account		10,091.79			10,091.79	10,090.02
National Savings & Invest. A/c		4,001.37			4,001.37	3,977.47
		<u>21,566.91</u>	<u>4,391.56</u>	<u>0.00</u>	<u>25,958.47</u>	<u>32,623.02</u>
Investment Assets						
CBF – C. of E. Deposit Fund		3,035.24			3,035.24	3,035.24
Diocese – Chancel Fund Deposit			93.48		93.48	93.48
CBF – C. of E. Investment Fund						
Shares – market value		29,296.79	45,445.53		74,742.32	68,553.69
		<u>32,332.03</u>	<u>45,539.01</u>	<u>0.00</u>	<u>77,871.04</u>	<u>71,682.41</u>
TOTAL ASSETS – see Fund Analysis						
		21,566.91	4,391.56		25,958.47	32,623.02
		32,332.03	45,539.01		77,871.04	71,682.41
		<u>53,898.94</u>	<u>49,930.57</u>	<u>0.00</u>	<u>103,829.51</u>	<u>104,305.43</u>

THE PARISH CHURCH OF ST. PETER, BIRSTALL

FUND ANALYSIS

	Reference	No. of Shares	2017 Valuations	2017 Dividends	2016 Valuations
Restricted Funds held by the PCC					
Cash Assets:					
Kitchen Renovation Fund			1,957.35		1,827.35
Sunday School Prize Fund			729.53		171.05
Tower Room/Bells Fund			<u>1,704.68</u>		<u>1,629.68</u>
Total of Restricted Funds – cash assets			<u>4,391.56</u>		
Investment Assets held by the PCC:					
Longbottom Bequest	640002001S	298	4,885.53	158.54	4,481.03
Birstall Schools Building Fund*	640002002S	276	4,524.85	*	4,150.21
Curacy Fund	640002003S	128	2,098.48	68.09	1,924.74
Altar Lien Fund	640002004S	62	1,016.45	32.98	932.29
Restricted Funds held by the Diocese					
Cash Assets being CBF – C. of E. Deposit Fund:					
Chancel Fabric	140002207D		93.48	0.29	93.48
Investment Assets being CBF C. of E. Investment Fund shares:					
Curate	140002047S	328	5,377.63	174.49	4,932.14
Chancel Fabric	140002048S	834	13,672.93	443.69	12,540.86
Fabric – Mrs Fell Bequest	140002049S	602	9,869.43	320.26	9,052.27
Choir	140002051S	134	2,196.85	71.29	2,014.96
Sunday School Prizes	140002222S	110	<u>1,803.38</u>	<u>58.52</u>	<u>1,654.07</u>
Total Restricted Funds			<u>49,930.57</u>	<u>1,328.15</u>	<u>45,404.13</u>
Designated Funds held by the PCC					
Cash Assets:					
Altar, Linen, carafe & organ refurbishment Fund			(2,155.82)		-2,188.80
Flower Festival Fund			339.69		339.69
Graveyard Fund			4,263.75		7,362.61
Parish Training Fund			1,687.06		1,304.57
Reordering Fund			4,033.48		4,033.48
St Peter's Playtime Fund			752.12		988.90
Tithe Fund			<u>421.53</u>		<u>303.61</u>
Total of Designated Funds - cash assets			<u>9,341.81</u>		
Designated Funds held by the Diocese					
Cash Assets being CBF – C. of E. Deposit Fund:					
General – Church Cottages	140002628D		3,035.24	9.47	3,035.24
Investment Assets being CBF C. of E. Investment Fund shares:					
General – Church Cottages	140002236S		<u>29,296.79</u>	<u>950.69</u>	<u>26,871.12</u>
Total Designated Funds			<u>41,673.84</u>	<u>960.16</u>	<u>42,050.42</u>
Total Assets					
Restricted Funds			49,930.57	1,328.15	45,404.13
Designated Funds			41,673.84	960.16	42,050.42
General Church Fund			<u>12,225.10</u>	<u>25.67</u>	<u>16,850.88</u>
			<u>103,829.51</u>	<u>2,313.98</u>	<u>104,305.43</u>

Notes:

1* Dividends on the Birstall School's Building Fund is paid directly to the School

2 The value of each share as at 1 January 2017 was 15.037 pence and their value as at 31 December 2017 16.3944 pence per share.

VICAR'S REPORT

Paul began his report by saying that the past year had been a difficult one for him personally. He had a fall in July and had been stressed by the situation regarding his daughter's pregnancy and the birth of her twins, one of which has Spina Bifida. He said that, as he approached his 65th birthday he is more and more aware that he can't run around as much as he used to when he arrived in Birstall twenty years ago.

Nevertheless, the cycle of events and seasonal services have kept going. He reminded the meeting that the week after last's year's AGM we had been involved in the celebrations as the *Tour de Yorkshire* passed through Birstall. In June we hosted the *Great Get Together* for our community. In September the Archdeacon had come to help celebrate his 20th anniversary in Birstall, and in early October we had joined in with the dementia charity concert at the Princess Ballroom.

He was delighted to report that an excellent new thing begun this year: Deeper - the bimonthly informal evening Praise and Worship Service led by Chris Taylor.

Sadly, our congregation lost Marjorie Langley and Allan Gill who died.

He expressed his gratitude for those who support his, particularly his wife, Annette; the churchwardens, Miles and Denise; the readers, Leif and Wendy; and all the Pastoral Ministers; and also to all the church members who fulfil a wide variety of ministry roles. It was, he said, their love, encouragement and support that keep him going.

In looking forward to another year, Paul said it would be one which would be challenging in many ways, not least of all financially, as the leadership and congregation sought to push forward with ministry, mission and maintenance which, without God's presence would be impossible and pointless.

Finally he asked for God's blessing on the people of the church, and through them, on the Birstall community.

ELECTORAL ROLL

On the 27th March 2017 there were 115 names on the roll. Sadly two people have died and their names have been removed.

On the 19th March 2018 the new roll stands at 113 names.

Dorothy E. Gallagher
(Electoral Roll Officer)

REPORT OF THE PROCEEDINGS OF THE PCC

We have had six meeting this year with the attendance being 81%. There have also been one Standing Committee meeting. We have had one guest speaker who is Jo Beacroft Mitchell from Leeds Diocese Resourcing Parishes Department.

Denise Gosling
(PCC Secretary)

St Peter's School Governors

We continue to serve our school on behalf of this church and you. We work hard behind the scenes and are involved in all aspects of school life. School continues to need your help and we are really grateful to those who continue to support us with 5p's - they really do make a difference. In the last year we have made payments of £2,000 to school as part of our obligation to pay 10% towards repairs and building works. School paid another £4,000 on our behalf because we did not have the funds available.

Please consider supporting the school as we work to provide a place that is safe, secure and fit for purpose for children, staff and parents for now and the future.

Alison Sowden

CHURCHWARDENS' REPORT 2017/18

FABRIC

- 1 Fire Extinguishers have been serviced. The compressor unit in the main boiler has been replaced.
- 2 Dead leaves removed for paths and drains. Also the Upper gutters were cleared and some small saplings removed.
- 3 Heaters in the Fellowship Area have been cleaned and repaired by Fred Lister.
- 4 Weeds poisoned on paths around church and manually cleared by the steps on Kirkgate.

5 A PAT test meter has been purchased and all electrical items have been PAT tested by Fred Lister.

6 Faculty received: - for Window in Vestry for conservation repairs. Funding offer received for £5000 balance has been applied for via the Hon Glaziers Trust and in case of that not happening a further application to the All Churches Trust is being made.

7 Temporary repairs have been made to the roof where lead had previously been removed. This was because damage to the parapet walls and replacement flashing materials had failed. Water had seeped behind and was causing the underlying boards to deteriorate.

On going works

- a The reordering of the West End to include- new kitchen, new entrance and two new toilets .One being easy access for disabled. Now looking into funding opportunities.
- b Plans have been drawn for Access for All into church.
- c The rebuilding of the boundary wall with Longbottom wall is on hold.
- d New carpet has been laid down in the ringing chamber.

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

All works completed and wall rebuilt – Tress felled and Awards for All notified of completion.

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 sidespeople and all the others for the efficient way in which they carry out their duties. A big thank you too to all the people who help with refreshments after the services.

Miles Lawson and Denise Gosling

18th March 2018

DEANERY SYNOD

There have been three Deanery Synod meetings during the last twelve months. All of them were held jointly with the Dewsbury Deanery.

The June meeting was held at St Saviour's Brownhill. Liz Morton, a member of the Diocesan Children, Young People and Families Team, spoke about the need for inclusion and that all churches should aim to build a culture of intergenerational relationships.

The October meeting was held at Thornhill Parish Church. The speaker was Richard Noakes, the Director of the Diocesan Board of Education. He spoke about the wonderful work that is being done by the 242 church schools in the Diocese where some 65,000 children are taught to the best standard and engaged in acts of worship. 'The challenge,' he said, 'is for parishes and schools to work together to deliver life in all its fullness.'

The February meeting was held in our own church when we welcomed Bishop Nick Baines. He spoke passionately about the diocese and its challenges, after which he responded to questions concerning mission, ministry, money and minors with supplementary questions from the floor. He emphasized the importance of encouraging and empowering the laity. At the end of the meeting our vicar, Paul, announced that he would be resigning as Rural Dean as of June 1st.

pp Kath O'Shea, Raymond Gallaher, Solly Wilson and David Barker

SAFEGUARDING - CHILDREN AND VULNERABLE ADULTS

At St Peter's we want to provide a safe, caring environment and respectful pastoral ministry with all children and all adults.

We have a Safeguarding Policy in place, reviewed annually by the PCC, which adheres to the Church of England and Diocesan policies and guidance relating to children and vulnerable adults.

As Safeguarding Officer I advise which roles require full DBS checks and when a Confidential Self Declaration Form is sufficient and I keep a record of of checks due for renewal.

I have provided information and support when concerns have been raised, working with Paul, our Vicar, the Churchwardens and the Diocesan Safeguarding Team so that any potential risks can be assessed and managed.

Whilst the PCC has the legal responsibility for ensuring that these policies are rigorously adhered to, it is the responsibility of each and every one of us here at St Peter's to be alert to the safeguarding of our children and young people and vulnerable adults.

Sue Lawson (Safeguarding Officer for Children and Vulnerable Adults)

CHILDREN'S GROUPS

Three groups have been running since September 2017: **Little Fishes** catering for children from rising 2 year olds (accompanied by their adult) to age 6 (end of year One) and **Explorers** for children aged 6 plus (Year 2 to and including Year 5 of Primary School). Then **Rock Solid** which caters for children and young people in Year 6 upwards.

We appreciate your continued prayers for the youngest members of our church and their families. Over the last few months attendance has been variable, making it difficult to plan for continuity and to get to know the children and families.

We are trying out new resources borrowed from Wakefield Resource Centre to help the children in their Christian faith and to provide variety and interest.

In May 2107 the children raised money by planting seeds in pots as 'mystery pots' for Christian Aid. If you had one please can you let us know of any successes? Watch this space for this year's effort...

At Christmas, all children who wanted to, took part in the Nativity Play, where Alexander, Bethany and Reuben narrated the story brilliantly and the younger children acted out the main roles. Alexander also read a lesson at the Carols by Candlelight Service.

The Rock Solid group is led by Diana who is supported by a volunteer for Safeguarding and they meet in the Tower Room or in the Fellowship Area. Linda usually plans for the Little Fishes Group. Janice, Susan, Liz and Solly have been involved in sharing the Explorer group. Please speak to Linda or Diana if you would like to help with any of the groups on a regular or occasional basis.

Linda and Diana would like to thank Liz, Susan, Solly, Sue, Janice, Katharine, Penny and Margaret for their time, encouragement and valued assistance on the rota over the last 12 months.

Linda Rhodes

ST PETER'S PLAYTIME

Playtime continues every Thursday afternoon in term time with lots of activities including sand, water, playdough, crafts and singing. Many children left in September for Nursery or school; since then our numbers have been depleted as well as due to the wintry weather.

We continue to advertise the playgroup – on the church's website as well as on facebook.

In July we had a teddy bears' picnic and bouncy castle to close for summer.

In November we enjoyed a Children in Need special with cake stall and sponsored song-and-dance which raised £142.50.

In December we held our Christmas party; over 20 excited youngsters welcomed Santa who gave out presents to everyone. Thanks to Linda Maddocks and Claire Jackson who shopped for the gifts and wrapped them all for us.

We say a special thank you to Eva for all her help and support over the years. Not only did she make drinks and help wash up, but with her own Christian family background she was an example to everybody. We hope she will pop in to see us for a cuppa whenever she can.

At Christmas, Ruth retired from the Playtime team after 25 years of continual organisation and support; we say a big thank you for her leadership through her gentle humility and love of children. We look forward to her coming back to Playtime sometime to show the children her rescue hedgehogs.

Many thanks to all who help on the Playtime team. If anyone feels they can come along and help it would be greatly appreciated.

Please remember in your prayers everyone at Playtime and all the hard working helpers.

Margaret, Jean and all the Playtime team.

BIRSTALL PARISH BRIDGE PROJECT

Bridge has continued to serve an average of forty meals each Wednesday and provides activities and a trip (this year to Chester where we enjoyed a superb lunch on a canal barge restaurant). 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 2017 has been Independently Examined by Mr Alan Graves.

BIRSTALL PARISH BRIDGE PROJECT

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Paul J Knight (Chair)

The following Statement of Accounts up to 31st December 2017 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, 2017

INCOME

Income from Donors		
Admission charges		3,876.00
Sale of Beverages		313.15
Easter Special Prepaid		246.00
Summer Special Prepaid		218.00
Christmas Special Prepaid		252.00
Grants		

Sundry Donations

Donations		150.49
Events		
September Trip		2,126.50
Sundry Income		2,126.50
Takeaways		
Raffle		116.32
Funeral		422.23
IOU		4.00
Maundy Supper		56.00
Fake £20 note genuine		20.00
Float		80.63
		<u>£ 7,898.25</u>

EXPENDITURE

Venue Hire		
Paid to PCC of Birstall PC	<u>1,320.00</u>	1,320.00
Equipment		
Equipment	<u>12.77</u>	12.77
Running Cost and Overheads		
Postage		
Telephone/Internet	279.55	
Towards Music Licence	66.13	
Cash in lieu of voucher & Prize Draw	40.00	
Raffle Vouchers	<u>100.00</u>	485.68
Sessional Workers		
	-	-
Publicity and Promotion		
	-	-
Events		
Refund	33.50	
Deposit for Lunch & Boat Trip - Trip	<u>1,982.00</u>	2,015.50
Training Costs		
Hygiene Course	<u>72.00</u>	72.00
Food		
Food	<u>2,677.05</u>	2,677.05
Non Food		
Bingo Tickets	8.26	8.26
Kitchen Equipment		
Kitchen Equipment	1,110.91	
Cleaning Materials	<u>153.14</u>	1,264.05
Furniture		
	-	-
Miscellaneous		
Coffee - D Gallagher	31.00	
Fake £20.00 note	20.00	
Gift - Ann	7.99	
Christmas Gifts	73.11	
Float	<u>79.93</u>	212.03
Surplus on the year		8,067.34
		-£ 169.09

Funds brought forward - 1st January, 2017

Cash at Bank		4,641.86
Cash in hand		30.00
		<u>£ 4,502.77</u>

Funds carried forward - 31st December 2017

Cash at Bank		4,472.77
Cash in hand		30.00
		<u>£ 4,502.77</u>

BELLRINGERS

The band has rung for several wedding with our own ringers including the wedding for Rick and Katy on New Years Eve.

A new carpet has been laid in the ringing chamber – thanks to Andy Kennedy, Stephen Lister.

Bell Ringing Training is ongoing and a special achievement by Alexander Lister in ringing unaided for a whole practice is a major milestone and we will now be having a celebration party one practice night. However we have progressed slowly through the year.

In order to move forward with building our ringing band at St Peters, we have joined bands with St Mary's Mirfield and Miles is the tower captain at both churches. This has meant we normally have enough ringers to ring at both churches, on alternate Sunday's, for services. We also alternate practices weekly between both churches. This merger is supported by both Vicars as it means the bells are rung as a call to worship in two Sundays each month as opposed to nothing.

We will be looking to complete the bearings replacement over the summer 2018.

We are also looking to use some of our remaining funds to procure our own muffles for the bells for funerals where the bells are rung.

We are in the planning of Centenary Celebrations, in October 2019, for the re-hanging of St Peter's bells . This will include a Peal of Birstall Surprise Major and several Quarter Peals by our own bands and other local ringers.

Miles Lawson

**The preceding reports were accepted and received at the
Annual General Meeting
held at 12 noon on Sunday 15th April 2018
in St Peters Church, Birstall**

Parochial Church Council Members for 2018-2019

Paul J Knight (Vicar)

Denise Gosling (Churchwarden)

Leif Wilks (Reader)

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

Alan Graves; Adrian Ellwood; Margaret Bell, Susan Charlton, Alison
Sowden, Andy Kennedy, Liz Mason, Andrew Rhodes, Chris Taylor and
Solly Wilson. (Lay Representatives)

