



# Annual Reports AGM 2022

Report of the activities of St Thomas Osbaldwick with St James Murton from April 2021 to April 2022. Annual Financial Statement 2021 & Budget 2022.

## Clergy Report

I would like to start with expressing sincere thanks to our excellent churchwardens, secretary, treasurer, and lay readers, who are invaluable – much more so than the clergy – for the life of our church. Vicars come and vicars go, but the people of God remain forever!

I am quickly reaching the half-way point of my Interim Priest-in-Charge appointment at Osbaldwick and Murton. Also, after Easter I will start a three-month Extended Study Leave (sabbatical), which was postponed in 2020 due to the pandemic. I shall be studying the topic of 'low-carbon church heating' – which I hope will come in useful for my parttime role as Green Ambassador for the Diocese of York. Over the past year, this role has taken up more and more of my time: I visit other churches and deaneries to give talks and practical advice, and I deal with an ever-growing number of (online) meetings and e-mails, as the Church of England seeks to become carbon-neutral by 2030. Thankfully I enjoy this work! However, it makes me feel guilty about not spending enough time 'on the ground' in the parish. Unfortunately, this seems to be the unfortunate reality of modern ministry; Most other vicars are dividing their attention and energy between many more parishes, so I am not complaining. As the deanery explores its possibilities for future ministry provisions, we may need to prepare ourselves for adjusting our expectations of ordained and lay ministry...

It has been a delight to re-start regular worship at St James' Murton. We are very fortunate to have such a holy space within our parish boundaries. We continue to recognise the efforts of the Murton Centenary Committee in raising funds to improve the building, and we continue to look forward to working together with the Murton community to maintain and develop St James as place of worship, friendship, and service.

In last year's report, I wrote about the desire to return to 'normal', *without* masks, and *with* communal hymn

singing, *with* a choir, and *with* refreshments to share after the service. Thankfully, slowly but surely, all these elements were (re)introduced during the past year. Let's not forget to be grateful for small blessings.

In last year's report I also wrote about the hope that our church finances would return to 'normal'. Again, there has been some slow and steady progress, but there is still a way to go. This year, with the help of Sammi Tooze from the Diocese, we hope to explore ways to increase our income and sustainable giving. One of the things Sammi shared with us recently stuck with me: Our giving is not a 'collection', but an 'offering'. It is our worship. Let's try to grow together in gratitude.

As 'normal' life resumes, I am keen to make sure we all share in the life and ministry of the church. Lay ministry is as valuable as ordained ministry. Sadly, we expect to have to say goodbye to our lay reader Jack, who will be leaving us for pastures Scottish. We will miss him, but we wish him every blessing in this new chapter of his life. Furthermore, as you can read below, Julie has decided to step down from her role as Parish Link editor. We thank her for over 17 years of faithful service! But who will take over this important ministry? Could it be you? Training is available!

*Finally, my brothers and sisters, be strong in the Lord and in the strength of his power.* (Ephesians 6.10)

As ever, please pray for me, the readers, the churchwardens, and the PCC, as we pray for you.

Revd Johannes (Jan) Nobel

## Churchwardens' Report

We are most grateful to everyone who helps to keep our churches vibrant and in good order. This covers every aspect of church life, services, events, flowers, upkeep of the church in so many ways, in particular over the past twelve months, with the problems caused by the pandemic, making it a safe environment for all our parishioners.

Glenn Booth and Allan Dobson

## Electoral Roll

Since the last revision in April 2021, 6 names have been added and 1 name has been removed. Total number on the Roll is 66.

Anne Gray

## Treasurer's Report

*Please note: This report covers the financial year which ended 31st December 2021.*

The report is found below, together with the financial statements and budget.

Julian Gray

## Safeguarding & Data Protection Compliance

I confirm that this last year to the best of my knowledge, awareness, and effort in the Parish of St Thomas Osbaldwick with St James Murton we have complied with the House of Bishops' Safer Recruitment practice guidance.

There have been no reportable incidents since last report (AGM May 2021).

All Parish Church Council members are DBS verified.

### *Data Protection Compliance*

The data protection officer is responsible for ensuring our digital estate is secure. We are governed by the GDPR (UK) law, and follow industry best practice for our data management. In 2022 it is planned to complete a set of controls to manage the digital footprint and to provide reporting of those controls.

No incidents have been reported in 2021.

Julian Gray

## Fabric

We are still waiting to hear about our application to replace the guttering on the north side of St Thomas's, until this is completed, we cannot proceed with the redecoration work that needs doing within the building. St James's has not been used much over the past year but is in good condition, we have a new architect (Ian Hayton) at Ferry & Menim, whose interest lies in historical buildings. We are looking forward to working with him on our projects.

Glenn Booth, Allan Dobson

## Deanery Synod

2021 saw a process of consultations beginning with Deanery Leadership Teams and then moved on to Parochial Church Councils. It focused on the question of how we will share and use our God-given resources as a diocesan family to enable every community to "Live Christ's Story" in its own context. The Deanery has begun to consider how we can do this and how to revitalise growth in our churches. Going forward Derwent Deanery is resolved to work with the Five Marks of Mission as we re-imagine Mission and Ministry in our area. We will consider our resources, where we have successes, failings, and areas of development.

Julie Wainwright and Jack Booth

## Worship Group

Following last year's AGM the 8am Communion at St Thomas (1<sup>st</sup> Sunday of the month) and the 4pm Evening Prayer at Murton (2<sup>nd</sup> Sunday of the month) were reinstated. After a AGM vote, the start time of the main service was moved to 10am.

The Worship Group met quarterly, to discuss the worship arrangements for the next liturgical season. We continued to provide online worship once a month for most of the year.

The new liturgies were compiled into two Worship Books, which have been well received.

The Mary Ward service was a particular highlight this year – very well attended in person and online.

Jan Nobel

## Pastoral Group

The Pastoral group have continued to be busy keeping in touch not just with church members but with those in the community who have been alone, and especially those who have been bereaved.

We were able to resume meeting in person and have increased these meetings to every other month now as we have been in the happy position of having more congregation members in addition to new coffee drop in members.

It has been difficult still not being able to visit people, but we continued to keep in touch by phone, email, post and even Facebook! We welcomed two new members Jenny Jenkins and Marie Brown to the group in 2020 and if numbers continue to increase in the

congregation, I anticipate that we may need to add one or two new members to the group in the future.

Julie Wainwright

### **Social and Fundraising**

We had a more active social calendar over the past twelve months starting with a Coffee Morning in May, a splendid Summer Fayre on the village green in July, afternoon Strawberry Teas at Dr David Letham's garden, a Fish 'n Chip Supper with Quiz, a Christmas Coffee Morning with raffle and a Pancake evening on Shrove Tuesday, all of which raised money for our Church funds.

Glenn Booth

### **Fellowship**

Fellowship was cancelled in February 2020 and didn't resume until September 2021.

We then successfully changed to afternoon meetings which brought our numbers up to just over 20 on a regular basis. We also increased our charge to £3.00 which meant we are able to attract more speakers of interest to our members, and also enables us to give a donation to church funds.

Joyce Taylor

### **Parish Link**

Parish Link now has 35 regular advertising spaces, and there are 33 spaces occupied.

All the delivery routes are covered, and we were delighted to have a few new people added to our volunteer list recently. Due to lockdown, the Parish Link had been collated at Julie's house, but it is now back into church. This has not been without its problems, and it is hoped that this will be resolved shortly and that new teams can be put together to help collating the magazines ready for delivery.

After 17 years (come May 2022) I have decided to step down from being Editor and would like to thank everyone who has supported, contributed, advertised, folded, stapled, counted, delivered, and encouraged the Parish Link to be what it is today. It is a large part of the mission of our churches, and I hope that it carries on this important role in our churches and community. Thank you.

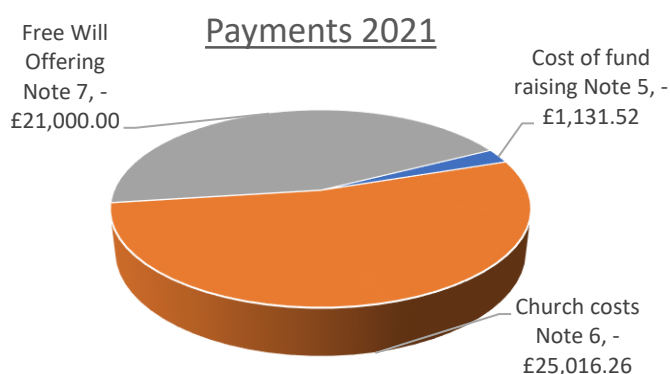
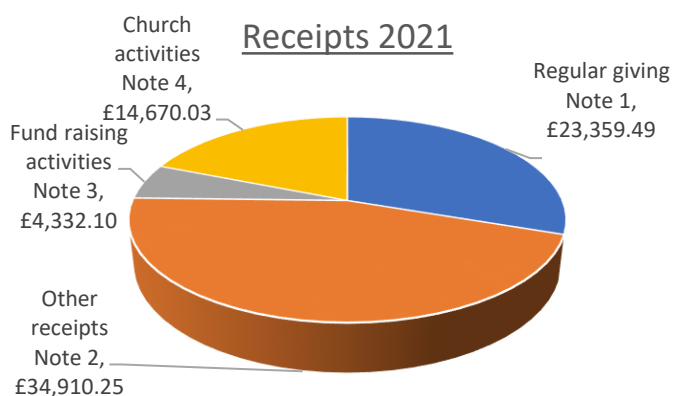
Julie Wainwright



## Treasurer's report for the financial year which ended 31<sup>st</sup> December 2021 for the Parochial Church Council of Osballdwick and Murton (HMRC registration XN10858).

The accounts are maintained on a receipts and payments basis. In 2021 there were 828 transactions.

The general picture is healthy with total receipts exceeding total payments by £30,124 which is a significant improvement over 2020 - which had been badly affected by lockdown. However closer examination shows that the regular giving does not match the regular outgoing. This represents a concern and is not sustainable in the long run. The good health of the account is primarily the result of a number of extremely generous legacies and one-off gifts.



The restrictions from lockdown have continued to impact both fund-raising events and the pattern of services with normal service attendance resuming in St Thomas at Easter in week 13, and at St James in the Autumn. This has naturally affected receipts. Regular receipts comprise 34 bank standing orders and the offering plate (which includes a small number of covenant envelope users).

Apart from Covid two key factors influence the sustainability of the finances – the membership numbers, and inflation. One measure of membership is attendance at the main service which shows a small but steady rise across the year 2021 from 32 at Easter to 36 at Christmas.

Inflation over the last few years has been low, artificially so during lockdown, but a sharp rise at the end of 2021 (and since) is reflected in the CPIH chart (source ONS). This affects churches and households equally.

In other words - if you had put £5 put in the offering in 2015 the equivalent today should be £5.91.

Consumer Prices Index including House prices



I have taken the standards already set by my predecessor and developed them in a number of ways:

- All accounting documents are now scanned and held electronically. Notably this reduces the amount of paper in my office (but we're a long way from being paperless).
- All transactions are now recorded electronically and tagged according to their purpose. An immediate benefit of this is that the status can be viewed at a glance and the report easily produced for the PCC monthly meeting.

- The spreadsheet-based transaction record is directly updated with details from the Santander online bank account which has greatly simplified the book keeping and eliminated reliance on the postal statements which were regularly a week out of date. This also reduces errors.
- Restricted fund categories have been set up to enable the accounts to reflect the wishes of the donor. An example is a donation we received for the Summer Fair that enabled us to purchase two new gazebos – rather necessary given the weather conditions!
- Delivering the Church Warden led programme to change the photocopier contract from BNP Paribas to Managed Technology. This has reduced costs.
- Switching energy suppliers (just before the price hike in September) for both St James and St Thomas to Octopus. This has reduced costs.
- Taking in hand the challenges related to occasional services such as funerals and burials. A formally costed invoice is now issued for each event which has improved the record keeping.
- In 2020 & early 2021 we had reduced the Free Will Offering (FWO) to £1000 per month. The FWO is our contribution to the Diocesan funds out of which we receive a number of benefits including a vicar! By the end of 2021 we had raised this to £2000 per month.
- All the gift aid declarations have been refreshed where appropriate.

Forthcoming actions include the following:

- The reserve is held in a “Central Board of Finance Church of England Deposit Fund” account with Church, Charities and Local Authorities Investment Management Limited. The reserve is designed to cover emergencies and for a normal charity the expectation is that sufficient should be held to cover 6 months outgoings. Our reserve of £11,000 is not quite 3 months outgoing. It is proposed over a 2-year period to raise this to nearer 4½ months which on today’s spend would be £18,000. Note that the reserve account holds no restricted funds.
- Ways of giving are under review by the PCC looking at options for a tap ‘n’ go box, a web page for Just Giving, and reworking of the offering covenant envelopes.
- A review of the eco-credentials of the church starting with a subsidised Energy audit by ESOS Energy. This will likely trigger a review of heating and lighting technologies in both churches.
- Expanding the budget to enable giving from the church based upon giving away 5% of our regular offerings to support local and national good causes.
- With Quinquennial around the corner we expect repairs to the fabric to make a much bigger dent in the funds in 2022.

My huge thanks to my predecessor Allan Dobson for his extensive support – especially in the early months of 2021 as I fumbled my way through the procedures, and also my thanks to the PCC for coping with my errors and omissions and enthusiasm.

And finally, my grateful thanks to the Independent Auditor Brian Hopper who has had to put up with a stream of procedural questions from me. I look forward to extending this relationship for 2022.

Julian Gray, February 2022

## Budget for 2022

Freewill Offering to Diocese	£24,000	Given our regular income is fairly static £2000 per month is realistic
Utilities	£1,800	Usage may climb as we will be open more on 2022 but unit rates are down
Clergy Expenses	£1,200	No reason to change this from 2021
Choir Music and related music expenses	£200	Music and piano maintenance
Fabric	£15,000	Fabric in 2022 will rise due to quinquennial bills (£700 / church) and planned maintenance.
Insurance and safety checks	£2,500	Planned to include an electric inspection
Worship Service consumables	£500	No additional spend planned for 2022
Photo copier	£1,000	New contract should save £100/qtr
Vicarage Costs (water etc)	£750	Only spent £657 in 2021
Churchyard maintenance (Murton)	£1,900	To include the tidying of the soil pile under the tree in the south west corner.
Payment of staffing fees (Cleaner, Organist)	£2,320	More organist fees in 2022 as we come out of lockdown
Data management	£600	Fees for professional cloud storage
General expenses	£1,000	Covering a range of extraneous costs
Compassion	£500	Discretionary gifts to congregation members (as approved by the staff group)
Charitable giving	£1,250	5% of Expected regular income in 2022
Accountant fee	£150	Fee for independent auditor
Regular giving (BSO, Env, Loose)	£25,000	Expect a slight rise over 2021
Fund raising (net of cost of fund raising)	£15,000	This figure is for all fund raising including restoration appeal
Church letting fees	£1,000	As we come out of lockdown we expect the buildings to be used more
Parish Link (net of printing and other costs)	£3,000	Based on the current costs model
Service fees (Net of DBF fees)	£4,500	Based on a repeat of the last 12 months
Tax recovered & Bank interest	£5,000	Based on previous years
<b>Totals</b>	<b>£54,670</b>	<b>£53,500</b>

## Receipts and Payments annual financial statement

### Parish of St Thomas Osbaldwick with St James Murton

Year ending 31st December 2021

#### Receipts

		<u>General Fund</u>	<u>Restricted Funds</u>	<u>Total 2021</u>
Regular giving	Note 1	£23,359.49		£23,359.49
Other receipts	Note 2	£12,805.25	£22,105.00	£34,910.25
Fund raising activities	Note 3	£2,408.53	£1,923.57	£4,332.10
Church activities	Note 4	£14,670.03		£14,670.03
 Total Receipts		<u>£53,243.30</u>	<u>£24,028.57</u>	<u>£77,271.87</u>

#### Payments

Cost of fund raising	Note 5		-£1,131.52	-£1,131.52
Church costs	Note 6	-£18,874.21	-£6,142.05	-£25,016.26
Free Will Offering	Note 7	-£21,000.00		-£21,000.00
 Total payments		<u>-£39,874.21</u>	<u>-£7,273.57</u>	<u>-£47,147.78</u>
 Excess of receipts over payments		<u>£13,369.09</u>	<u>£16,755.00</u>	<u>£30,124.09</u>

#### Balance

Opening current account		£19,026.04	£10,000.00	£29,026.04
Opening reserve account		£10,997.75	£0.00	£10,997.75
Opening Balance 1st January 2021 totals		<u>£30,023.79</u>	<u>£10,000.00</u>	<u>£40,023.79</u>
 Closing current account	Note 8	£32,883.40	£26,755.00	£59,638.40
Closing reserve account		£11,003.48	£0.00	£11,003.48
Closing Balance 31st December 2021 totals		<u>£43,886.88</u>	<u>£26,755.00</u>	<u>£70,641.88</u>

## **Notes to the financial Statement: Year ending 31st December 2021**

### **Note 1: Regular giving**

	<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
Faster payments regular giving	£17,176.00		£17,176.00
Cheque regular payments	£1,025.00		£1,025.00
Payroll Giving	£1,495.00		£1,495.00
Open plate collections	£2,217.67		£2,217.67
Adhoc envelope giving	£698.50		£698.50
Regular Envelope giving	£747.32		£747.32
	<u>£23,359.49</u>	<u>£0.00</u>	<u>£23,359.49</u>

### **Note 2: Other receipts**

	<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
Gifts that do not attract Gift Aid	£5,815.00	£9,260.00	£15,075.00
Coffee money and related	£330.79		£330.79
Gifts that may attract Gift Aid	£2,317.00	£12,845.00	£15,162.00
Tax recovery	£4,173.58		£4,173.58
Shopping Channel	£163.15		£163.15
Interest	£5.73		£5.73
	<u>£12,805.25</u>	<u>£22,105.00</u>	<u>£34,910.25</u>

### **Note 3: Fund Raising**

	<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
Event based fund raising income	£2,323.51	£1,923.57	£4,247.08
Sales of Tea Towels and Notelets	£27.50		£27.50
	<u>£2,351.01</u>	<u>£1,923.57</u>	<u>£4,274.58</u>

### **Note 4: Church Activities**

	<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
Building rental	£912.00		£912.00
Parish Link Advertising	£6,520.00		£6,520.00
Fees from Services	£6,350.00		£6,350.00
Money specifically collected for charity	£888.03		£888.03
	<u>£14,670.03</u>	<u>£0.00</u>	<u>£14,670.03</u>



**Note 5: Cost of fund raising**

General fund raising
Summer fair expenses
Raffle Prizes
Costs of raffles

<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
	-£57.52	-£57.52
	-£500.00	-£500.00
	-£500.00	-£500.00
	-£74.00	-£74.00
£0.00	-£1,131.52	-£1,131.52

**Note 6: Church costs**

Gas, Electricity, Water
General Expenses
Clergy expenses
Service Fees paid to DBF
Insurance, Lightning and fire extinguisher
Service costs
Stationery and covenant envelopes
Photocopier
Paid to charities from special collections
Vicarage costs
Compassion fund
Cleaner, Organist, Verger
Parish link costs
Cost of sales
Fabric
Churchyard maintenance

<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
-£1,904.94		-£1,904.94
-£665.97		-£665.97
-£1,017.48		-£1,017.48
-£2,473.00		-£2,473.00
-£2,003.14		-£2,003.14
-£1,490.34		-£1,490.34
-£174.09		-£174.09
-£1,354.44		-£1,354.44
-£1,321.23		-£1,321.23
-£657.23		-£657.23
-£70.00		-£70.00
-£2,119.00		-£2,119.00
-£3,623.35		-£3,623.35
£0.00		£0.00
	-£4,690.05	-£4,690.05
	-£1,452.00	-£1,452.00
-£18,874.21	-£6,142.05	-£25,016.26

**Note 7: Free Will Offering to DBF**

Roll over from 2020
2021

<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
-£1,000.00		-£1,000.00
-£20,000.00		-£20,000.00
-£21,000.00	£0.00	-£21,000.00

**Note 8: Restricted funds closing balance**

Restoration Appeal
Summer Fair
St James building repairs and grounds management
Gravestone repairs

<b><u>General Fund</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total 2021</u></b>
	£17,809.52	£17,809.52
	£0.00	£0.00
	£8,503.00	£8,503.00
	£500.00	£500.00
	£26,812.52	£26,812.52

# **Osballdwick Parochial Church Council**

## **Independent Examiner's Report to the Members of the Council**

I report to the members on my examination of the accounts of Osballdwick PCC for the year ended 31 December 2021

### **Responsibilities and basis of report**

As members of the P.C.C. you are responsible for the preparation of the accounts in accordance with the requirements of Charity Act 2011 ("the Act")

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

### **Independent examiner's report**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Brian Hopper  
Foxville, Garthends Lane  
Hemingbrough  
SELBY YO8 6QW

Dated: 28<sup>th</sup> February 2022