

# The Annual Report of the PCC of the Parish of Oakworth 2014

## *Administrative Information*

The parish is situated in the Diocese of Bradford within the Church of England.  
There are two churches within the Parish of Oakworth administered by the PCC:  
Christ Church Oakworth, Colne Road, Oakworth.  
St John's Church, Newsholme.

Correspondence to the PCC can be made via the incumbent

Revd John Rogers  
18 Sunhurst Drive  
Oakworth  
Keighley  
BD22 7RG

Membership of the PCC who have served from 1 January 2013 until the date this report was approved are:

|                                              |                                                                                                                                      |                                                               |                                                                                                                            |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <i>Incumbent:</i>                            | Revd John Rogers                                                                                                                     | Chair                                                         |                                                                                                                            |
| <i>Curate:</i>                               | Revd Bryony Partridge                                                                                                                |                                                               |                                                                                                                            |
| <i>Wardens:</i>                              | Colin Stow<br>Michael Wilkinson                                                                                                      |                                                               |                                                                                                                            |
| <i>Deputy Warden for St John's</i>           | Ralph Brunskill                                                                                                                      |                                                               |                                                                                                                            |
| <i>Representatives on the Deanery Synod:</i> | Laura Cawood<br>Gerald Partridge                                                                                                     |                                                               | Term of Office<br>Until 2014<br>Until 2014                                                                                 |
| <i>Elected Members:</i>                      | Pam Aston<br>Roy Aston<br>Judith Bland<br>Karen Lobley<br>Sharon Quinn<br>Helen Smith<br>Lynn Stow<br>Jan Thompson<br>Ursula Thurlby | Treasurer<br><br><br><br><br><br>Secretary<br>From April 2013 | Until 2014<br>Until 2016<br>Until 2016<br>Until 2015<br>Until 2016<br>Until 2015<br>Until 2014<br>Until 2014<br>Until 2015 |

## *Structure, Governance and Management*

The appointment of the PCC is set out in the Church Representation Rules. However, there is a local scheme approved for the Parish by the PCC to accommodate the fact that there are two churches with separate congregations within the parish.

**That there are 9, 12 or 15 elected lay members of the PCC according to the size of the Electoral Roll:**

That a ratio between elected members of Christ Church and St John's be 8:1, 10:2, 12:3 respectively.

If Christ Church vacancies are not filled then St John's would have the opportunity to increase their representation up to 2, 3 and 4 respectively.

Everyone on the electoral roll would be able to vote for any nominated person.

**That there should be a deputy Churchwarden for St John's** (nominations from the St John's congregation) who would ex-officio be a member of the PCC and Standing Committee and who would exercise such functions as delegated by the Churchwardens.

**That a maximum of two Readers be ex-officio members of the PCC.** In the event of there being more than two Readers, the two representatives should be elected by the Readers.

**In 2011**, at the first meeting of the new PCC, members were assigned a term of 1, 2 or 3 years (indicated above).

**From 2012**, a third of the PCC will be elected each year for a three year term.

All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## ***Objectives and Activities***

Oakworth PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

We are committed to enable people to grow in knowledge and understanding of the Christian Faith.

We aim to work within our community to offer a range of activities and opportunities for them to get to know us and to share in God's Love.

We are mindful of the need to maintain the fabric and facilities at our churches to facilitate this.

## ***Achievements and Performance***

### **Church attendance and Occasional Offices**

There are 84 parishioners currently on the Electoral Roll.

The average attendance at Christ Church was 44 adults and 4 young people. At St John's 11 adults.

In the past year there were 7 Weddings, 9 Baptisms, 1 Thanksgiving, 24 Funerals (8 in church, 16 at the crematorium).

### **Meetings during the year**

There have been 6 PCC meetings (1 was cancelled), with Standing Committee Meetings as necessary, PCC sub Groups meet fairly regularly and report back to PCC meetings.

### **Significant areas of Discussion and Decision**

The Core Leadership Team has met regularly.

We continue to support Hilary Murphy in her work in the township of Bloemfontein South Africa and on May 8<sup>th</sup> we were able to meet her when she came to the Sunday service and during the lunch which followed.

We continue to support Philip in his readership training.

The statue of Christ the King was restored using a donation from the family of Yvonne Minnock.

Pam Aston was appointed Generosity Officer.

Susan Wilkinson has retired as Parish Administrator, but has volunteered to continue with the weekly notice sheet.

It was decided to cease printing the monthly magazine and to have a weekly notice sheet instead.

A group of PCC members have created a Church website subscribing to Church Edit.

We have adopted a Baptismal Policy.

We have agreed a Mission Statement - *Knowing, Showing, Sharing God's Love*.

After a few very frustrating months thanks to the patient negotiation skills of our treasurer we were able to reach a conclusion of difficulties we were having with our Gas provider at Christ Church.

### **Building and Fabric**

Following the burglary the tower and meeting room doors have been replaced. There are one or two issues but otherwise they are an improvement.

The pipes around the organ speakers are in situ.

Work on the church yard continues - weather permitting. We have invested in a new projector.

### **Patterns of worship**

Due to Keith and Kathy Hughes moving from the village, sadly Fish Club closed this year.

We did not have a Parish weekend this year, but hope to return to Scarborough in 2014.

We held a service of Thanksgiving and Remembrance which was well attended.

We have started an Explorers group on a Sunday morning. Numbers vary but it is early days yet.

A number of our church members attended Diocesan Day.

Our fortnightly Home Groups continue and a new one started at the vicarage.

Heartbeat continues with a number from other churches attending.

### **Social events**

There have been social events throughout the year including walks, craft days and wine tasting.

### **Mission**

We continue our commitment to provide worship at Oakworth Manor with our friends from Oakworth Methodist Church.

Holiday Club in the summer holiday was again a great success- the theme being "Space".

Small Steps continue to meet on a Friday afternoon. Holden Art Club has been established at Christ Church.

John and Bryony continue to foster links with Oakworth and Oldfield Primary Schools.

We have run Friday film nights again through the winter months and they continue to be popular.

We sponsored two of our young members on a Scripture Union Holiday.

## ***Financial Review***

The Parish has seen a slight drop in its overall total funds this year – saved again somewhat by an increase in tax refunds from Gift Aid. As a Parish we can now claim for small (up to £20) anonymous donations e.g. via the collection plate, or breakfasts, or coffee mornings where no charge is made. We can claim up to £5000 for each building so potentially, bringing in an extra £2000 to the Parish finances.

Planned giving (standing orders and envelopes) was about the same as last year at £39,693. This came near to our share of £40,967. So, our planned giving is just about matching our share.

Gift Aid refunds, cash collections, money raising etc. have meant that the Parish Churches have been able to just about break even.

So, well done to all – keep up and regularly review your giving as there will be lots of demands on our finances in the near future.

The overall picture shown in the accounts is that, though the books roughly balance, there has been no increase in the pot of money held for developing the churches – particularly Christ Church. Indeed, demands are constantly being made on this – e.g. a £20,000 set-aside to repair and maintain the North Side of the church (window repairs, re-pointing, renewing gutters). Substantial sums will be needed shortly if we are to make progress with the interior development.

On a brighter note though, very recently, we have received £10,000 - partly as a donation and partly as a loan to be used to aid our development work (not for repairs!).

Finally, members are again encouraged to leave a bequest to the work of God's church in Oakworth – either to St John's or Christ Church. Advice is available to help you with this – just ask one of the church officers but Pam Aston in particular as she now holds the brief of "Generosity Officer" for the Parish.

## ***Funds/Reserves Policy***

It is the policy of Christ Church Oakworth that the Church's monetary assets are divided into:

a) Ordinary Funds – some of which could be designated or restricted.

b) Reserve Funds.

The amount kept in reserve to be reviewed annually by the PCC but as a norm, to be set at an amount equivalent to three month's share - £10,000 at present. The aim of the PCC has been to increase this fund by £2,000 per year but after spending on projects recently, the fund has, of necessity reverted back to £10,000.

c) Endowments

**Ordinary:** Used for the day-to-day running costs of the Church and, where funds allow, items of capital equipment. PCC members must be mindful, when approving expenditure on capital items, of the current state Church finances and whether there are likely to be deficits or surpluses in future.

The aim should be to produce balanced budgets so that the ordinary funds can be built up to provide enough funds for expenditure on capital items as and when the need arises.

**Reserve:** Used for urgent and necessary items e.g. payment of share, services (gas, electricity, water, insurance), urgent repairs, when ordinary funds have been depleted.

Reserve funds may be used to purchase capital items when the fund can be guaranteed to be made up within six months.

Any item of expenditure from reserve funds must be with the approval of Standing Committee except for capital items which must be approved by the PCC.

Reserves must be made up as soon as possible by fund-raising or, if necessary, by making cuts and savings in the ordinary funds.

**Endowment:** The £10,000 left by Michael Wright should have been noted as an **endowment** since its terms only allow us to spend the interest on the capital. This is now shown in the Statements.

Approved by the PCC on 30<sup>th</sup> March 2014 and signed on their behalf by :