

The Annual Report of the PCC of the Parish of Oakworth 2020

Administrative Information

The parish is situated within the Bradford Episcopal Area of the Diocese of Leeds 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, Newholme.

Correspondence to the PCC can be made via the secretary:

Lynn Stow
37 Harewood Crescent
Oakworth
Keighley
BD22 7NH

Membership of the PCC who have served from 1 January 2019 until the date this report was approved are:

<i>Incumbent:</i>	Revd John Rogers	Chair	Until Aug 2019
<i>Associate Ministers:</i>	Revd Bryony Partridge Revd Anne Pickard		
<i>Readers:</i>	Philip Cullingworth Sharon Quinn		
<i>Wardens:</i>	Colin Stow Roy Aston		
<i>Deputy Warden:</i>	Carole Howorth		
<i>Deputy Warden for St John's</i>	Ralph Brunskill		
<i>Representatives on the Deanery Synod:</i>	Lynn Stow Sharon Quinn	Secretary	Term of Office
<i>Elected Members:</i>	Judith Bland Chris Godwin Claire Ketteman David Powis Nick Robinson Louise Spicer Melanie Tanner Jan Thompson Dawn Whitaker	Treasurer	Until 2021 Until 2020 Until 2021 Until 2022 Until 2020 Until 2022 Until 2021 Until 2022 Until 2021 Until 2020 Until 2020

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) and a **Deputy Churchwarden for Christ Church** who would be ex-officio members of the PCC and Standing Committee and who would exercise such functions as delegated by the Churchwardens. These posts to be elected by the laity at the APM.

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.

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 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 currently 74 parishioners on the electoral roll.

The average Sunday attendance at Christ Church was 44 adults and 6 young people and at St John's 7 adults.

In the past year there have been 3 weddings, 1 marriage blessings, 5 baptisms and 7 funerals.

Meetings During the Year

Throughout the year there have been 7 full PCC meetings (one incorporating a pre vacancy meeting and one incorporating a section 11 meeting) and a section 12 meeting. The pre-vacancy, section 11 and section 12 meetings relating to the process of selecting and appointing a new incumbent following the resignation of Revd John Rogers.

The Sub-Groups have met regularly and reported their discussion and decisions back to the full PCC. The Spirituality and Stewardship groups have been suspended for the duration of the interregnum.

Significant Areas of Discussion and Decision

Much of the work undertaken this year has been concerning the interregnum following Revd John Rogers leaving to take on his new post at Holy Trinity Church, Meanwood in Leeds. Meetings have taken place with the Bishop, Archdeacon, Rural Dean and Lay Deanery Chair at which the needs of the parish and the way forward took place and following this much work was done to compile a Parish Profile and Parish Brochure prior to the vacancy being advertised. Roy Aston and Carole Howorth were elected to serve on the selection team along with the Bishop and Archdeacon.

With John leaving, a vacancy arose on the Board of Governors at Oakworth School and Chris Godwin volunteered to take on the role.

Anita's leaving left a Deanery Synod rep vacancy and Lynn Stow volunteered to take on this role.

The PCC feel that the terms and conditions for use of the building needs updating, this is ongoing.

The reordering of the worship space was completed and a reopening service was held on the 14th of April followed a few weeks later by a service of rededication attended by Bishop Toby Howorth.

Discussions have also focused on the next phases of the reordering...toilets, kitchen, improved access through gate and parking.

Safeguarding

The Church of England, Diocese of Leeds parish safeguarding checklist has been used in preparation of this report. There has been significant work over the last year to ensure requirements are met including responding to directives and requests from the diocese.

There has been a focus on completion of training and DBS (Disclosure & Barring Service) checks for PCC members as well as ensuring all leaders and helpers in Sunday Club are up to date. In addition, risk assessment processes have been embedded and it is expected that all activities we undertake have a completed risk assessment.

The annual review and update of the safeguarding policy was completed in November 2019 in line with national guidance adopting the House of Bishops 'Promoting a Safer Church: safeguarding policy statement'. Required safeguarding information is displayed in both churches and is available on the parish website. The PCC have this year agreed to the delegation of the reporting of Safeguarding Serious Incidents to the Diocesan Secretary and Diocesan Safeguarding Advisor, which is in line with national guidance.

Safeguarding remains a standing item on all PCC agendas. Outstanding work includes review of the church hire agreement to reflect safeguarding requirements and this work is currently underway as part of a wider review of the hire agreement.

The PCC will continue to work to guidance during the interregnum with support available from the diocesan safeguarding office and advisors where required.

Buildings and Fabric

The kitchen has been thoroughly cleaned and painted as a temporary measure. A meeting was held with the architect Stuart Beaumont to look at the damp causing problems in both the toilets and kitchen prior to their updating and also the lack of parking and possibility of widening the gate, this is ongoing.

The collapsed wall in the graveyard has been repaired.

Patterns of Worship

Our 4 home groups continue to meet on a regular basis.

The Wednesday morning Eucharist held after coffee morning continues.

Numbers are steady at the children's group who meet during Sunday during morning service.

The monthly Heartbeat Service has not restarted as yet.

The Service of Thanksgiving and Remembrance was well supported.

Services for Harvest and Rogation were held.

The Christmas Services were well attended.

Children's Work

The focus of Children's work has remained on providing a Sunday Club during morning service known as Explorers prior to the period of the pandemic. Attendance has averaged about 4 to 6 children weekly and but on occasions more.

A committed group of leaders and helpers work hard to prepare for and run the group with our Explorers continuing to inspire us all with their knowledge, learning and engagement. We will need to continue to recruit new leaders and helpers to sustain the group in the future.

In February, several leaders and helpers attended the Deanery Synod Meeting focused on Children's Work at Keighley Shared Church. This enabled us to have a brief opportunity to review what children's work, worship and involvement we identified some opportunities to take some small steps of growth in this area. This includes promoting the X-cite groups that meet in Keighley.

Social Events

The Maundy Thursday meal was again very well attended.

There has been another Wine Tasting evening and a Beer Festival.

Craft Days were held prior to both Easter and Christmas.

We were able to provide refreshments for spectators watching as the "Tour de Yorkshire" rode past.

A Dog Show was held on the 1st of June.

On the 23rd June we joined with Oakworth Community Trust to hold a "Great Get Together" and barbecue.

On 25th January we held a Burns Night Supper.

In September a group of parishioners had a very enjoyable weekend at Grange over Sands.

Mission

Links with both Oakworth and Oldfield Schools continue and a small group of parishioners continue to volunteer to help with reading on a regular basis.

We, along with members of the Methodist Church continue to provide an act of worship at Oakworth Manor Residential Home.

A group sang Christmas Carols at the Manor and then at the Social Club.

Our Mother's Union branch meets twice monthly and as well as supporting M.U. causes when able, have joined with the Community sub group to run fund raising stalls at the Village Gala and Christmas Fair.

Holden Art Club have continued to meet.

Living with Loss - our group who meet monthly to offer bereavement support continues to meet.

Friday Film Night has been restarted.

Rainbows and Brownies continue to meet on Monday evening.

Financial Review

Please Note: CCO = Christ Church Oakworth, SJN = St John's Newholme. 2017 figures in brackets.

The total funds held in the Parish accounts at the end of 2019 were helped by anonymous donations to CCO of over £33,000. This was restricted to paying for aspects of the development programme. The General Parish funds showed a balance of £62,888. Restricted funds show a balance of £9,744. The money held at the end of the financial year by CCO was £58,283 (£74,938) and that held at SJN was £24,273 (£21,921). **Planned** giving (standing orders and envelopes) in the Parish was £41,754 (£42,409). Cash via the collection plate was £5,116 (£4,978).

Parish Breakdown	SJN	CCO
SO and Envelopes	£3717	£38,037
Collections	£2,309	£2,807
	SJN	CCO
Share	£7,515	£45,721

Main items of expenditure in 2019 were:

Share	£53,236 (£51,341)
Light, Heat, Water	£3,715 (£4,676)
Maintenance	£845 (£2,435)
Development project + Chairs- CCO	£79,178 (£17,729)
Adding just these up	£136,974 (£76181)

General Comments: The lockdown and temporary closure of the church has been a source of sadness for us all, that for the moment we cannot meet, either at church or in our respective home groups. However, financially, the picture is not that bad. We've reduced the share payment by just over £1000 a month, to £3010 a month, from the normal payment of £4152, having informed the diocese, who understands our position, given the nation's circumstances. In general, there has been an increase in planned giving which compensates somewhat for the reduction in cash giving which is zero at both churches at the moment.

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 of 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 has terms which only allow us to spend the interest on the capital. This is specified as for churchyard maintenance.