

Baxenden St John the Baptist and Accrington St Paul



Vestry and Special Parochial Church Meetings 2022 Agenda and Reports

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Agenda

Annual Vestry Meeting

1. Apologies for absence.
2. To agree the minutes of the last Annual Vestry Meetings:
 - St. Paul's on 24th May 2021.
 - St. John's on 23rd May 2021.
3. To elect two Church Wardens for each church.

Special Parochial Church Meeting

1. Apologies for absence.
2. To agree the minutes of the last Annual Parochial Church Meetings:
 - St. Paul's on 24th May 2021.
 - St. John's on 23rd May 2021.
3. To elect 3 Deanery Synod representatives (one year only).
4. Decisions
 - a. Whether both LLM (Readers) are ex-officio, or one and the other may stand for election if they wish
 - b. Agree terms of office for elected PCC members
 - c To elect 6 Parochial Church Council members from each church.
5. To appoint the Independent Financial Examiner or Auditor.
6. To appoint Sides Persons
7. To consider:
 - a. Vicar's report;
 - b. Revised Electoral Roll;
 - c. Annual Report of the proceedings of the two Parochial Church Councils;
 - d. Financial Statements of the *two* Parochial Church Council for the year ending 31st December 2021;
 - e. Annual report of the Fabric, Goods and Ornaments of each church;
 - f. Report of the proceedings of the Deanery Synod;
 - g. Report of the proceedings of the Children's and Youth work of the two churches;
 - h. Report on Safeguarding provision in both churches;
 - i. Other matters of Parochial or general Church interest.

Annual Vestry Meetings

Minutes of the Annual Vestry Meeting for Accrington St Paul's held on Monday 24th May 2021

Present: Terry Jones and Andrew Crowe (Churchwardens), Kath Jones (Chair), Maureen Birtwistle, Heather Pitman, Jill Lamont, Ann and Tony Hindle, Lee Whalley, Joan and David Clark, Gladys Greenwood and Ann Wenter

Apologies for absence: Julie Nicol, Mandy Eynon and Dorothy Dearden

Kath thanked everyone for joining the meeting and explained that this meeting is required by law. Kath opened the meeting with a prayer.

St Paul's Vestry Meeting

Election of two church wardens for 2021/22: Terry Jones and Andrew Crowe had both received nominations and they were elected unopposed. Kath reported that this year the Archdeacon's visitation would take place at on Monday 7 June at St Johns Church, Baxenden and that due to Covid restrictions only the churchwardens from each church would attend.

Minutes of the Annual Vestry Meeting for Baxenden St John's held on 23rd May 2021

Present (a disappointing 16):

Patricia Wilkinson (Chair), Diane Clough (Church Warden), Barry Grimes, Roger Longworth, Chris Gascoigne, Dave Finch, Sheila Finch, Mark Brockbank, Val Eland, Pete Teasdale, Joyce Teasdale, John Massey, Pat Massey, Marion Wilkinson, Dorothy Brown, Ian Rushton (PCC Secretary).

The Chair opened the meeting in prayer and with a reading from Romans 12: 3 – 8.

1. Apologies for absence.

Apologies were received from: Janet Robinson, David Wilkinson, Pam Stewart, Sally Knott, Paul & Rebecca Pountain, Brian & Lorraine Mercer, Paul Brown, Maureen Westwell, Cath Quinn.

2. Accuracy of the minutes of the last Annual Vestry Meeting.

The minutes were accepted as an accurate record as follows:

Proposal	The minutes be accepted as an accurate record of the last Annual Vestry meeting on 24 th October 2020				
Proposed by	John Massey		Seconded by	Joyce Teasdale	
For	8	Against	1	Abstained	3
Carried					

3. Election of two Church Wardens.

Diane Clough offered to continue as Church Warden for one more year, was proposed by Marion Wilkinson, seconded by Barry Grimes and elected with no objections.

Both the Chair and the Warden reminded the meeting that it was untenable and unfair to expect Diane to continue for another year without the required second Church Warden and again appealed for all members of the church family to continue praying for, and seeking out, a second Warden.

Special Parochial Church Meeting for the new Parish of Baxenden St John the Baptist and Accrington St Paul

Minutes of the Annual Parochial Church Meeting for Accrington St Paul's held on 24th May 2021.

Minutes of St Paul's APCM held 12 October 2020 (previously circulated) The minutes were proposed by Joan Clark and seconded by Maureen Birtwistle and accepted as a true record.

Matters arising from the minutes –

- **Deanery Synod 2020/23**– Brenda Whelan and Ann Hindle have both agreed to be members of the deanery synod
- **Vision Champion** – currently vacant no one has come forward to fill this position
- **East Wall repairs** – these will be undertaken by contractor Bill Neil, at an approximate cost of £700

Church Wardens' report 2020/21

- Terry reported that Andrew and Carol Crowe had carried out the Covid risk assessment for the church and had ensured that all the signs were displayed to explain the restrictions. This work had helped in making the church accessible for services. Terry recorded his thanks to them for carrying out this work.
- Andrew thanked Terry for putting the church profile together and for keeping the church going throughout the pandemic.
- Terry reported that there had been five requests for baptisms and a wedding booked for October 2021.

Submission of annual accounts 2020 The accounts had previously been signed off by the independent examiner, Colin Blunstone, and approved by the PCC. Terry confirmed that the signed accounts had been submitted to the diocese on the required form. **Terry was thanked for his report.**

Parish Share – Terry reported that he was unsure how much would be required, going forward, to be paid towards the Parish Share.

Electoral Roll 2021/22- Kath reported that the electoral roll had been updated to consider people who had left the church or died. There are 116 on the roll for 2021. The required form will be submitted to the Diocese. **The updated electoral roll was accepted at the meeting.**

Elections for 2021/22

- **12 PCC members** Kath reported that there had been 12 nominations- Kath Jones, Tony Hindle, Joan Clark, Maureen Birtwistle, Jill Lamont, Dorothy Dearden, Julie Nicol, Heather Pitman, Lee Whalley, Mandy Eynon, Ann Wenter and Brenda Whelan all duly proposed, seconded and signed for the 12 places on the PCC. **The nominations were accepted at the meeting.**

- **Deanery Synod Representatives** - our representatives are Mandy Eynon, Ann Wenter and Ann Hindle, they will serve until 2023. **This action was noted.**
- **Appointment of Vision Champion** – Kath explained that the vacancy will be discussed at a future PCC meeting. **This was accepted by the meeting.**
- **Appointment of Independent Examiner 2021** – Terry proposed that Colin be approached to see if he was willing to be the Independent Examiner for a further year. **This was agreed.**
- **Safeguarding Officer** – Heather Pitman had been appointed as safeguarding officer for St Paul's and St James at the last meeting of the PCC. **This action was noted.**

Out of School report Kath presented the report of the Out of School Club, with an update of staffing and activities. The report was accepted.

Annual Safeguarding Report Heather reported that there had been no major change since Kath's report in October 2020. All risk assessments are up to date for the Church and Church Hall and there had been no accidents reported. There have been no safeguarding or child protection concerns, since the last meeting. Everyone is clear of the process to follow should there be any concerns.

- All members of the PCC and are required to undertake safeguarding training and there are a small number who cannot access the online training and we are awaiting guidance from the Diocese about this.
- Those working with children and vulnerable adults are required to undertake safeguarding training and to have the relevant DBS checks. This is all in order.
- Kerry Pickup remains as leader for Sunday school although children's groups have not met since March 2020.

Date of PCC meeting: The next meeting of the PCC will be held on Monday 14th June 2021. Everyone was thanked for their attendance and the meeting ended at 7.45 p.m. with the Grace.

Minutes of the Annual Parochial Church Meeting for Baxenden St John's held on 23rd May 2021.**Present**

Patricia Wilkinson (Chair), Diane Clough (Church Warden), Barry Grimes, Roger Longworth, Chris Gascoigne, Dave Finch, Sheila Finch, Mark Brockbank, Val Eland, Pete Teasdale, Joyce Teasdale, John Massey, Pat Massey, Marion Wilkinson, Dorothy Brown, Ian Rushton (PCC Secretary).

1. Apologies for absence.

Apologies were received from: Janet Robinson, David Wilkinson, Pam Stewart, Sally Knott, Paul & Rebecca Pountain, Brian & Lorraine Mercer, Paul Brown, Maureen Westwell, Cath Quinn.

2. Accuracy of the minutes of the last Annual Parochial Church Meeting.

The minutes were accepted as an accurate record (by those who attended) as follows:

Proposal	The minutes be accepted as an accurate record of the last Annual Parochial Church Meeting on 24 th October 2020				
Proposed by	John Massey		Seconded by	Dave Finch	
For	8	Against		Abstained	5
Carried					

3. Election of two Deanery Synod representatives.

The following two were proposed, seconded and elected unopposed as Deanery Synod representatives as follows:

Proposal	That Roger Longworth be elected as Deanery Synod representative				
Proposed by	Marion Wilkinson		Seconded by	Sheila Finch	

Proposal	That Marion Wilkinson be elected as Deanery Synod representative				
Proposed by	John Massey		Seconded by	Diane Clough	

4. Election of Parochial Church Council members.

Following some initial confusion regarding the number of PCC vacancies, the Chair confirmed that there were a total of six vacancies for elected members of the PCC and apologised that the agenda and "Form" stipulated four.

The following five were proposed, seconded and elected unopposed to serve on the PCC for one year:

Proposal	That John Massey be elected as Parochial Church Council member.		
Proposed by	Sheila Finch	Seconded by	Val Eland

Proposal	That Joyce Teasdale be elected as Parochial Church Council member.		
Proposed by	Marion Wilkinson	Seconded by	David Wilkinson

Proposal	That Sally Knott be elected as Parochial Church Council member.		
Proposed by	Marion Wilkinson	Seconded by	Diane Clough

Proposal	That Mark Brockbank be elected as Parochial Church Council member.		
Proposed by	Marion Wilkinson	Seconded by	David Wilkinson

Proposal	That Ian Rushton be elected as Parochial Church Council member.		
Proposed by	Patricia Wilkinson	Seconded by	Diane Clough

The first general meeting of the new PCC was noted as Thursday 10th June 2021 at 7.30pm on Zoom.

5. Appointment of the Independent Financial Examiner or Auditor.

Jacqui Creig was appointed as follows:

Proposal	That Jacqui Creig be appointed as the Independent Auditor.				
Proposed by	Barry Grimes		Seconded by	Roger Longworth	
For	16	Against		Abstained	
Carried unanimously					

6. Appointment of Sides Persons.

The meeting noted that there had been a low response to the annual call for parishioners to volunteer as sides persons (although this came as no surprise to PCC members and Service Leaders). Diane Clough

reminded the meeting that others, not considered here, can be co-opted at the next general PCC meeting and any interested parties should contact her beforehand.

The following were proposed, seconded and appointed to serve as sides persons until the next APCM:

Pat Massey	David Hayslop	David Wilkinson	Ian Rushton
Susan Hayslop	Val Eland	Marion Wilkinson	Lorraine Mercer
Brian Mercer	Jerard Knott	Mark Brockbank	Dorothy Brown

7. The meeting considered:

- a. the revised Electoral Roll. No questions were raised for the Electoral Roll Secretary.
- b. the Annual Report of the proceedings of the Parochial Church Council.

There were no comments or questions on the report and it was accepted by the meeting as follows:

Proposal	That the Annual Report of the proceedings of the Parochial Church Council be accepted				
Proposed by	John Massey		Seconded by	Barry Grimes	
For	16	Against		Abstained	
Carried unanimously					

- c. the Financial Statements of the Parochial Church Council for the year ending 31st December 2020.

The Treasurer gave an oral presentation, leading the meeting through the Treasurer's Report and the 2020 Accounts as enclosed in the APCM pack, and highlighting some key points of note for the next PCC as follows:

The church has not paid any tithes to individual beneficiaries this year (although the Parish Share is considered by the Diocese to be a tithe component).

The £5,000 bequest from the late Mrs. Hope's estate (re: Minutes from 13/8/2020) needs to be allocated to a tangible and appropriate project.

The Reserves Policy of maintaining a £14,000 balance of unrestricted funds (held to smooth fluctuations and meet emergencies, was currently £12,465.

There were no comments or questions regarding the report or accounts and the Treasurer thanked Mark Brockbank, John Massey and Roger Longworth for their support.

It should also be noted that the Treasurer will be stepping down from the role before the next APCM in 2022.

d. the annual report of the fabric, goods and ornaments of the church.

Roger Longworth asked if any areas of dry rot have been stripped of plaster but not treated. Pete Teasdale replied that there was, and that they would be treated in time when the building work is able to resume. Diane Clough commented that the dry rot appeared to have either vanished or not developed further in affected areas.

There were no other comments or questions regarding the report and the Church Warden thanked Pete Teasdale, David Gregory and the Wardens' Assistants for their support over the last year, one which has been difficult due to the Covid-19 pandemic.

e. the report of the proceedings of the Deanery Synod.

There were no comments or questions regarding the report.

f. a report of the proceedings of the Day School Governors.

John Massey, as Chair of Governors, expressed his thanks to the staff, parents and Governors of the school for their contributions over the last year.

There were no other comments or questions regarding the report.

g. a report of the proceedings of the Children's and Youth work of the church.

There were no comments or questions regarding the report.

h. a report on Safeguarding provision in the church.

A brief discussion arose concerning the difficulties of training the Pastoral Team via Zoom and updating their DBS records during the pandemic, all of which will be done as a priority once restrictions have been fully lifted.

There were no other comments or questions regarding the report.

i. other matters of Parochial or general Church interest.

With the exception of Pete Teasdale remarking that the glass in the vicarage vestibule door is in some way illegal (Diane Clough to check with the Diocese [one wonders how he would know such a thing]), the only topic of interest was that of the process of finding a new incumbent. Here, a healthy discussion ensued where the Chair worked hard (wearing her Parish Representative hat) to clarify progress towards a joint parish with St. Paul's in response to the following questions:

Pete Teasdale: "Why is there no information coming out of St. John's regarding finding a new incumbent? I have to go to the website of St Paul's to find anything out".

The Chair replied that a report to the PCC on this was an agenda item at each business meeting and that the PCC also meet fortnightly between business meetings to receive interim reports on progress. There was a suggestion that the Signal Church Information tool be used as a means of keeping parishioners

updated regularly and in a speedy manner. The Chair also gave an update on the progress of the Joint Parish Profile (JPP) which had gone to the Archdeacon for his comments and was currently with the Bishop awaiting his comments before being returned to both Parishes for editing into the final JPP when both PCCs can comment on it. There had been one early expression of interest, all five representatives had spoken with her informally and all agreed that her interest would not be "progressed" as a potential application since there was no appetite for a single applicant, as the previous two vicars had been.

John Massey: "Is there a timeline for the process of finding a new incumbent?"

The Chair replied that much depended on the speed of the Bishop's response to the draft JPP but, once it has been received and agreed, there would be a national advertisement (allow one month for responses) then shortlisting and interviews. The Archdeacon had told the PCC (see Minutes for 7/1/21) that a new incumbent could possibly be in place between September and December '21 although, currently, Advent was a more realistic target than September.

Chris Gascoigne: "Why are we waiting for the Joint Parish Profile?"

Because the Bishop needs to comment on the draft that we sent.

"Can anyone push him?"

No.

Roger Longworth: "Will the new PCC see the Joint Parish Profile?"

Yes, but the Archdeacon and Bishop have to comment on it (the Archdeacon having already done so) so the draft that we currently have is likely to change.

Dave Finch: "What can you tell us about the enquirer for the post?"

The Chair repeated her earlier comments that all the representatives who met her had reservations since she might be the only candidate.

Dorothy Brown: "Which Vicarage will the new vicar live in?"

The Diocese will be making that decision.

There being no other questions or comments, the Chair ended the meeting with prayers and a reading from Ephesians 3: 14 – 21.

The meeting closed at 2.50pm.

Vicar's Report

I am so grateful to God for the opportunity to serve the parishes of St John's and St Paul's. Richard and I have settled here well and enjoyed our new home, the beautiful scenery and the friendly people.

Highlights for me have been working with leaders in both churches, identifying future leaders, Accrington Christians Together, the Keep Fit group at St Paul's and the opportunities to do lots of baptisms and funerals.

During the first four months my focus has been on getting to know people and I have done this mainly through home visits to as many people as possible. I have heard your stories, shared your griefs, prayed with you and hoped for the future. It has been an immense privilege to meet so many committed and godly folk.

Church Oversight

I have worked hard with both PCCs to bring the two churches together and it is hoped that this initial phase will be complete by the time this report is read. I want to pay tribute to the members of the smaller joint groups that have put a lot of time and effort in to make this happen. Thank you!

I want to create a new structure to church oversight that devolves responsibility to smaller specialist sub-groups; for example, fabric, finance, pastoral care, prayer, worship, preaching, outreach, discipleship. They will meet on an ad hoc basis reporting into the PCC. The PCC will meet less frequently and will take more of a steering/advisory role. I have also created an advisory team for each church (with the hope that in time this will be one team for both churches), who will meet regularly with myself for prayer, discernment and direction for each church. This will again report into the PCC.

Fabric and Finance are critical areas for us and without proper attention will stop us from moving forward in mission. I intend to be teaching about 'giving' and am attending a seminar with our treasurer on how to introduce the Parish Giving Scheme. I hope by forming a fabric team across both churches and by being part of the new Parish Renewal scheme launched by +Philip that we will find ways to improve our situation.

Worship

Behind the scenes I have been reviewing our services, preachers, worship leaders and liturgy and this has led to a group forming to support preachers and another group forming to support worship and service preparation across both churches. We are about to finish our first sermon series called 'The Church – the hope of the world'. It has been a great pleasure to see others preach on the series at both churches and to introduce some new worship leaders. We return to the lectionary around the major festival of Easter but hope to have a new series either over summer or in the new school year. At St John's we hope to re-start the worship band and prayer ministry very soon and are exploring re-introducing more formal communion services once a month on a Sunday and once a month during the week. At St Paul's we hope to re-launch Café Church and are considering how to draw children and families back to the church.

Discipleship

I am seeking to strengthen our discipleship – this has included organising a Lent course, setting up a group that will have responsibility for prayer in both churches (they will take a lead on 'Thy Kingdom Come' this year) and

seeking to re-launch some of our home groups. Paul Harcourt, Head of New Wine, said last year, 'The church of the future will not be churches that offer home groups, but churches that are made up of home groups'. I hope that every regular member of the church would be part of some sort of home group. This is the best place for discipleship, prayer, outreach, pastoral care and encouragement.

Outreach

We are seeking to find ways to share the love of God in our community in practical ways, like our excellent work in schools, the Jubilee celebrations and exploring introducing Kintsugi Hope – a Christian organisation that seeks to offer hope to those who are lonely, have mental health issues or bereaved. I hope to develop both a Wedding Prep' day and a Baptism Prep' day with a team from both churches that will enhance our outreach to non- church families. I want to build on our links with schools and am exploring re-starting the toddler group at St Paul's with a small team.

I have given support to 'Ave a Cuppa, Foodbank and hope that I can work with a team who have a heart to reach out to those who are not yet Christians. I was delighted to be part of the Hope for Hyndburn mission with five girls staying at our house for the mission and I was able to support their work in our churches, our schools, work with men and women and then being part of the evangelism on the streets, the youth event and the communications workshop and the final Comedy evening. I am organising the After Mission Enquirers course – Hope Explored.

Developing Leaders

I have come along side our present leaders and those with potential to encourage and support them. I am also identifying new leaders for PCC, to be church wardens and to lead sub-groups. I have always been involved in this role and hope to widen the base of those who are active in church. I have to pay tribute to those who have faithfully and valiantly kept the churches going through Covid and after the resignation of Tom Donaghue.

Children and Families

Our churches will only grow if we invest in attracting children and families. I am so grateful to the leaders at both churches who have given time and love to children over the last years. My priority is to find ways to disciple the parents and to ensure the services we offer meet the needs of those who may only attend church for the sake of their children.

What Next

My priority is to consolidate the work we have done to join our two churches into one parish, so that both churches can grow both numerically and in terms of their faith and discipleship. I will do this through supporting each one of you to enable you to use your gifts, grow in your love of God and share your faith through word and deed. This is my calling and my prayer.

Rev Amanda Marshall, March 2022.

Annual Report of the proceedings of the two Parish Church Councils

PCC Annual Report 2021 for Accrington St Paul

Name of Church:	Accrington St. Paul
Correspondence:	PCC Secretary, Heather Pitman, 23, Enfield Road, Huncoat BB5 6 NN
Bankers:	Lloyds Bank plc, Accrington Branch PO Box 99 BX1 1LT
Independent Examiner:	Colin Blunstone, 59, Sawley Drive Great Harwood

Background

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting the whole mission of the church, although there was no incumbent until November 2021.

Every Church of England Church has the same aim: "To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical".

St. Paul's Mission Statement is 'We worship Jesus, welcome everyone, care for one another as family and serve God with generosity in our community.'

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of our PCC consists of the incumbent (our vicar), churchwardens, three Deanery Synod representatives and twelve members elected by those members of the congregation who are on the Electoral Roll of the church.

All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC Membership 2021

Chairman (from 29 th November 2021)	Rev. Amanda Marshall	Ex-Officio
Chairman (to 29 th November 2021)	Kathleen Jones	
Church Wardens:	Andrew Crowe and Terry Jones	Ex-Officio

Elected Members: (All elected for one year)

Maureen Birtwistle, Joan Clark, Dorothy Dearden, Ann Hindle, Tony Hindle, Kathleen Jones, Jill Lamont, Julie Nicol, Heather Pitman, Gerald Tipling, Ann Wenter, Lee Whalley

Deanery Synod Representatives: Ex-officio (appointed June 2021)

Amanda Eynon, Ann Hindle, Brenda Whelan

PCC Secretary: Heather Pitman **PCC Treasurer:** Terry Jones

During the year Joan Clark stepped down from the PCC for health reasons and Gerald Tipling became too ill to attend and then sadly died. The two were not replaced.

Electoral Roll: At the APCM in May 2021 there were 116 names on the Electoral Roll.

PCC in 2021 Generally meetings were well attended.

There were 5 full meetings of the PCC in 2021 two of which were held using Zoom. There was also one meeting virtually in December 2021 of the two PCCs of St. Paul's and St. John's which was a planning meeting for the coming together of the two churches and the basic work which needed to be done even before permission had been given to set up the new united parish.

In March the PCC agreed unanimously to share a vicar and form a united parish with St. John's Baxenden, which would have two churches and each church two Church Wardens which had been the suggestion from Archdeacon Mark on behalf of the Diocese. From that point the main item for consideration at PCC meetings until the Summer, was the update of our Parish Profile and then the publication of the joint profile and the drawing up of the advertisement of the vacancy for a vicar of Baxenden St. John's and Accrington St. Paul.

As St. Paul's had been in vacancy since July 2020 the Church Wardens and the PCC made every effort to keep the church family informed and together during the long periods of lockdown and it was a great thrill when the church building reopened in late March 2021 just in time for Easter, However the decision was taken to continue to record and upload onto YouTube and later, stream live our Sunday services until September when we hoped people would feel more confident to return to public worship. Thanks were expressed to Lee Whalley for his support throughout the period of recording services.

For the eighteen months of vacancy we were supported by the Rev. Kevin Logan and his wife, Anne who took a sabbatical from their own church to take care of St. Paul's. This enabled us to celebrate our great church festivals despite restrictions and eventually conduct baptisms and funerals, in addition to weekly services. We are indebted to them both for their care and support over a long period.

From September 2020 to July 2021 the PCC agreed to Benjamin Hargreaves School hiring the Church Hall to enable them to teach discrete year groups and keep children socially distanced. This was a great help financially as no rent was available from other organisations during the period of lockdown as they were not

able to meet. Finance continued to be a real problem during 2021 despite an agreement reached with the Diocese to reduce the Parish Share provided the PCC committed to a monthly sum to the Diocese and tried to raise £20,000.

In September Tony Hindle was licensed as a Lay Minister in an inspiring service at the Cathedral and the following week Heather Pitman was licensed as one of the new Authorised Lay Ministers (ALM). In October Rev Amanda Marshall was appointed as future vicar of the Parish of Baxenden St. John and Accrington St. Paul with the initial title of Curate of Accrington St. Paul until the new parish was formally approved. In November Archdeacon Mark carried out a Visitation to St. Paul's and spent time talking with Terry and Tony and focussing, in particular, on mission, finance and the building.

The members of the PCC want to thank everyone who has played a part in the life of St. Paul's in the past twelve months and fulfilled the commitment made in our Mission Statement.

PCC Annual Report 2021 for Baxenden St John

Name of Church:	Baxenden Saint John,
Correspondence:	PCC Secretary, Baxenden Saint John Church, Church Avenue, Baxenden, Lancashire, BB5 2RQ.
Bankers:	HSBC, 12 Manchester Road, Burnley, BB11 1JH.
Independent Examiner:	Jacqui Creig, Principle Accounting Services Ltd, Suite 1A, Ribble Court, 1 Meadway, Padiham, BB12 7NG.

Background

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting the whole mission of the church, although there was no incumbent until November 2021.

Every Church of England church has the same aim: "To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical".

The church's mission statement is "St John's is a community church for all ages, moving in the power of the spirit."

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of our PCC consists of the incumbent (our vicar), churchwardens, the reader, two Deanery Synod representatives and members elected by those members of the congregation who are on the electoral roll of the church.

All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The following people served as members of the PCC in 2021:

Role	Name	Election date
Incumbent & Chair (appointed November 2021)	Rev. Amanda Marshall	Ex-officio
Churchwarden & Vice Chair (April 2018 to present)	Diane Clough	Ex-officio
Churchwarden & Vice Chair	Vacancy	Ex-officio
Reader	Patricia Wilkinson	Ex-officio
Deanery Synod Rep (April 2021 to present)	Roger Longworth	Ex-officio
Deanery Synod Rep (April 2021 to present)	Marion Wilkinson	Ex-officio
Member (April 2021 to present)	Mark Brockbank	Elected
Member (April 2021 to present)	Ian Rushton	Elected
Member (April 2021 to present)	Sally Knott	Elected
Member (April 2021 to present)	Joyce Teasdale	Elected
Member (April 2021 to present)	John Massey	Elected
Member (April 2019 to present)	Chris Gascoigne	Elected
Member (April 2019 to present)	Dave Finch	Elected
Member (April 2018 to present)	Barry Grimes	Elected

Kathleen Quinn stepped down from the PCC for health reasons and Naomi Taylor stepped down as non-elected PCC Secretary.

Electoral Roll

At the end of December 2021 there were 60 names on the electoral role, an increase of five on the previous year.

Standing Committee

The Standing Committee is required by law and has the power to transact the business of the PCC between meetings. The Standing committee consisted of: The Vicar; The warden, Diane Clough; the Treasurer, Barry Grimes (then John Massey); and Reader, Patricia Wilkinson; the Secretary, Ian Rushton; and Dave Finch. The Standing Committee met once during 2021 to agree emergency repairs to the tower.

Annual Review – Highlights

The full PCC met for 12 business meetings and three extraordinary meetings (relating to the Parish Profile and the Parish Representatives) during 2021. Due to Covid-19 restrictions, meetings were held via Zoom in the first half of the year.

Topics covered at the meetings tended to focus on the delights of: recruiting a new incumbent (against the Diocesan embargo on information, useful or otherwise); preparations for joining with Accrington St. Paul's as a joint Benefice; the tensions and balances of maintaining a programme of worship to cater for all dietary requirements (and thanks are expressed to Rev. Steve Brown and the Haslingden Team and others for their support); falling income; and maintaining a deteriorating church building that we were, for much of the year, unable to enter.

Many events and activities that were planned or were in the process of being planned continued to be cancelled or postponed due to the corona virus pandemic. During the national lockdown services were held via zoom for the main congregation as well as a separate service at 9.00 am for the younger members of the church family (the only apparent area of church growth in 2021).

There have been a number of costly issues for the PCC to continue addressing including birds in the bell tower, the bell tower "shifting", dry rot and water ingress into both the cellar and the South entrance.

Following a 12-month interregnum, Rev. Amanda Marshall was appointed as Priest in Charge of Baxenden St. John's.

We would finally like to thank all the volunteers who work so hard to make our church a friendly, lively and well-run community.

On behalf of the PCC

Ian Rushton, February 2022

Financial Statements of the two Parochial Church Councils for the year ending 31st December 2021

Treasurer's report 2021 for Accrington St Paul's

The attached Balance Sheet for 2021 shows that:

Income has increased in 2021, due to the church reopening but is still below the last normal year of 2019 (see below) Expenses have risen considerably – the main concern being the increase in gas prices. Our supplier CNG ceased trading in November 2021 and we were transferred to Pozitive Energy: charges 10p/day and 10p/KWH. Our previous contract was 0p/day and 4.50p/KWH An increase of 250% for church and hall. The new charges if applied for 12 months would have been (£1750) and (£5120)

	2019 INCOME	2021 INCOME	2019 EXP	2021 EXP
CHURCH HALL	£8087	£2886	£7479	£5489
GAS CHARGES			£701	£930 (£1750)
CHURCH				
Donations	£5360	£2447		
Gift Aid	£5324	£4174		
Loose cash	£2557	£2224		
Planned Gg	£17687	£15694		
Events	£4029	£1747		
Parish Share			£18000	£18000
Gas			£2048	£3284 (£5120)

Parish Share: as agreed with The Archdeacon we have been paying this by standing order of £1000/month. We reached the agreed total of £18,000 which would trigger a reduction of £6014 from the full 2022 Share of £29,336.

The 2021 we were in deficit by £3990 which was covered by our bank balances.

LLOYDS Balance at year end was £6970

HSBC account now closed – they no longer run Community Accounts

Planned Giving has held up well and those who used the envelope scheme still handed in regular donations.

Annual Statement of Accounts 2021 for Accrington St Paul's



Charity Name		No (if any)	
ST. PAUL'S CHURCHACCRINGTON		Excepted	
Receipts and payments accounts			
For the period from	Period start date	TO	Period end date
	01 January 2021		31 December 2021



Section A Receipts and payments

	Note	Finance Return	Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	2020 to nearest £
A1 Receipts								
Voluntary Receipts								
Planned Giving								
Planned giving (tax efficient)		1	9,955				9,955	8,670
Planned giving (other)		2	5,864				5,864	5,994
Collections at services		3	2,223				2,223	993
Other giving/ voluntary receipts	5a		2,664	1,107			3,771	5,360
Gift Aid Recovered		6	4,174				4,174	4,469
Activities for generating funds	5b	9	969	661			1,630	252
Investment income	5c	10					-	5,785
Church Activities	5d		5,426				5,426	
Sub total			31,275	1,768	-	-	33,043	31,523
A2 Asset and investment sales, etc.							-	-
Total receipts		A,B,C	31,275	1,768	-	-	33,043	31,523
A3 Payments								
Church Activities							-	
Diocesan Parish Share		19	18,000				18,000	9,000
Other Payments	5e		18,678				18,678	9,459
Mission giving and charitable donations	5f	18	90	140			230	1,046
		25						5,161
Governance Costs		26	-					
Sub total			36,768	140	-	-	36,908	24,666
A4 Asset and investment purchases, etc.							-	
Total payments		D,E,F	36,768	140	-	-	36,908	24,666
Net of receipts/(payments)					-	-		-
A5 Transfers between funds							-	-
A6 Cash funds last year end							-	10,836
Cash funds this year end			-	-	-	-	-	

Section B Statement of assets and liabilities at the end of the period

Categories	Finance Return	Details	Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		HSBC COMMUNITY a/c	-			-
		LLOYDS COMMUNITY a/c	6,970			-
	31	Total cash funds	6,970	-	-	-
		(agree balances with receipts and payments accounts))	Agreement Error	OK	OK	OK
			Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		Details				
		none				
B3 Investment assets		Details		Fund to which asset belongs	Cost (optional)	Current value (optional)
		none				
	32					
B4 Assets retained for the charity's own use		Details		Fund to which asset belongs	Cost (optional)	Current value (optional)
		none				
B5 Liabilities		Details		Fund to which liability relates	Amount due (optional)	When due (optional)
		none				
					-	
					-	
					-	
The notes attached on page 3 form part of these financial statements						
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name			Date of approval

Section C Notes continued

5. Receipts and Payments analysis			Unrestricted funds to nearest £	Designated funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	2020 to nearest £
Payments								
Church Activities								
Other Payments	5e							
Salaries, wages and honoraria		20					-	
Clergy and staff expenses		21	932				932	2,115
Autumn Fair/magazine/refund			458				458	
							-	
Sub total (if required)			1,390	-	-	-	1,390	2,115
Church expenses: Mission and evangelism costs		22					-	
Church running expenses		23	5,135				5,135	5,506
Church utility bills		24	3,668				3,668	
Major repairs to the church building		27	-				-	
Major repairs to church hall or other PCC property, including redecoration		28					-	
New building work to the church, church hall, clergy housing or other PCC property		29	-				-	
Worship costs			382				382	4,868
Administration costs			1,684				1,684	1,838
Church Hall running costs			6,419				6,419	
							-	
			18,678	-	-	-	18,678	14,327
Mission giving and donations	5f						-	
Charity Donations				140			140	646
Gifts from Church			90				90	400
							-	
							-	
			90	140	-	-	230	1,046

Treasurer's Report 2021 for Baxenden St John's

1. Total receipts on Unrestricted Funds were £55,258 of which £43,378 was Unrestricted Voluntary Donations, and a further £7,589 was from Gift Aid. No Restricted Donations were received this year
2. Planned Giving through banker's orders was £9,349 down on last year
3. Total income, including tax recovered was £24,600 down on last year
4. £58,350 was spent from Unrestricted Funds to provide the Christian ministry from St. John's Church, including the contribution to the Diocesan Parish Share that largely provides the stipends and housing for the clergy
5. The sum that the churches in the Deanery have to find is shared between the churches according to a formula that is based mainly on a head count of the congregations. We have to find more of the sum at St. John's as our socio-economic factor is considerably higher than most churches in our Diocese
6. The PCC decided to only pay £37,500 [68.7%] of the requested £54,652 Voluntary Contribution towards our Parish Share
7. Our Giving this year was £3,075 (5.6%) of our Unrestricted Income of £55,258
8. The net result for the year was an excess of payments over receipts of £3,092 on Unrestricted Funds. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December on Unrestricted Funds totalled £45,932 of which £25,269 has been set aside to meet the costs of building maintenance, IT equipment, mission & outreach, churchyard trees and cellar refurbishment as Designated Funds

Reserves Policy

It is PCC policy to try to maintain a balance on Unrestricted Funds which equates to at least two months Unrestricted Payments. It is not easy to assess this figure due to undulations caused by the Covid-19 pandemic. However, a reasonable figure to work to would be approximately £10,000. This money is held to smooth out fluctuations in cash flow and to meet emergencies

The balance of £1,087 in the Restricted Fund account is retained towards meeting the cost of office refurbishment at future dates

Summary of Accounts (last year's figures in brackets)

St. John's holds three bank accounts and one Diocesan deposit account:

1. **General Account** - balance £17,917 (£28,029) - general day to day running of the church finances
2. **Designated Funds Account** - balance £13,750 (£7,550) - building maintenance, IT equipment, mission & outreach, churchyard trees, cellar refurbishment. Designated Funds represent sums set aside by the PCC, out of

ordinary Unrestricted Funds, for specific designated purposes, but they can be transferred back into General Funds at any time

3. **Restricted Funds Account** - balance £1,087 (£1,087) - churchyard, office refurbishment. Restricted Funds may only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund and cannot be absorbed into General Funds
4. **Diocesan Deposit Account** - balance £14,065 (£13,245) - partly Designated
5. **Petty Cash Float** – balance £200 (£200)

Account Movements (last year's figures in brackets) [movement in square brackets]

General Account

Receipts: £54,469 (£79,007) [-31%]

- Voluntary receipts £43,378 (£54,974) [-21%]
- Gift Aid recovered £7,589 (£12,656) [-40%]
- Other income £3,501 (£11,377) [-69%] - room hire, church ministries, investment income

Payments: £58,350 (£73,354) [-20%]

- Mission, Giving and Donations £3,075 (£0)
- Diocesan Parish Share £37,500 (£54,000) [-31%]
- Salaries, wages and honoraria £300 (£0)
- Clergy & Staff expenses £499 (£4,517) [-89%]
- Church running expenses £10,726 (£9,118) [+18%]
- Church utility bills £6,043 (£5,443) [+11%]
- Cost of trading £0 (£276)
- Major Repairs to Church Building £0 (£0)
- All other payments £208 (£0)

Designated Funds Account

- Building Maintenance Fund increased by £1,200
- Cellar Refurbishment Fund increased by £5,000

Restricted Funds Account

- No change

Diocesan Deposit Account

- Increased by £820

Summary

- a. The church ended the year with £47,019 (£50,110) [-6%] - in cash funds

Sunday 22nd May 2022.

- b. We have one outstanding debt of £41,381. This is the Voluntary Parish Share that we give to the Diocese
- c. Our 2021 Quinquennial Report on the state of our church building, recommends that we need to undertake repairs to the value of approximately £65,000

Finally

Thank you to Barry Grimes who was our treasurer for the first half of 2021 and to Mark Brockbank who helped bank our money in 2021

John Massey (Treasurer)

Annual Statement of Accounts 2021 for Baxenden St John's

PCC of BAXENDEN ST JOHN - Charity Number 1137246

RECEIPTS AND PAYMENTS ACCOUNT Year Ended

Friday, 31 December 2021

Receipts and Payments

Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021	Total 2020
RECEIPTS						
Voluntary Receipts						
Tax efficient planned giving (standing orders)	35,790	-	-	-	35,790	40,804
Other planned giving (standing orders)	4,050	-	-	-	4,050	5,500
Collections at services	1,867	-	-	-	1,867	3,750
All other giving and voluntary receipts	1,671	-	-	-	1,671	2,000
Gift Aid recovered	7,589	-	-	-	7,589	10,000
Legacies received	-	-	-	-	-	1,000
Grants	-	-	-	-	-	-
Activities for generating funds	-	-	-	-	-	500
Investment income	470	790	0	-	1,259	1,500
Church activities						
Stipendiary fees retained by the PCC	2,625	-	-	-	2,625	4,100
Gross receipts from trading (poom line etc.)	199	-	-	-	199	1,000
Other receipts	208	-	-	-	208	100
Total receipts	54,669	790	0	-	55,258	71,000
PAYMENTS						
Church Activities						
Mission, giving and donations	3,075	-	-	-	3,075	-
Diocesan Parish Share contribution	37,500	-	-	-	37,500	54,000
Salaries, wages and honoraria	900	-	-	-	900	-
Clergy and staff expenses	499	-	-	-	499	8,000
Church Expenses						
Church running expenses (incl. governance)	10,726	-	-	-	10,726	8,000
Church utility bills	6,043	-	-	-	6,043	7,000
Cost of trading	-	-	-	-	-	200
Major Repairs to Church Building	-	-	-	-	-	-
All Other Payments	208	-	-	-	208	-
Total payments	58,350	-	-	-	58,350	71,000
NET RECEIPTS / (PAYMENTS)	(3,681)	790	0	-	(3,091)	4,000
Transfers between funds	(6,200)	6,200	-	-	-	-
Cash at bank and in hand at 1 Jan	30,744	38,100	1,087	-	69,931	60,000
Cash at bank and in hand at 31 Dec	20,662	35,269	1,087	-	56,999	64,000

PCC of BAXENDEN ST JOHN - Charity Number 1137246

RECEIPTS AND PAYMENTS ACCOUNT Year Ended

Friday, 31 December 2021

Statement of Assets and Liabilities

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021	Total 2020
Cash funds							
Cash at Bank	2.1	17,917	13,750	1,087		32,754	35,665
Church Deposit Funds (with Diocese)		2,546	11,520			14,065	13,245
Petty Cash		200				200	200
Total cash funds		20,662	25,269	1,087	-	47,019	50,110
(agree balances with receipts and payments accounts)		OK	OK	OK	OK		
Other monetary assets							
						-	-
Total other monetary assets		-	-	-	-	-	-
Investment assets							
Fixed Interest Investments - with Diocese	7.1				6,607	6,607	7,074
Shares - Church Investment Fund with Diocese	7.2			41,914		41,914	36,645
Total investment assets		-	-	41,914	6,607	48,521	43,719
Debtors							
Income Tax recoverable (Gift Aid)						-	-
Total debtors		-	-	-	-	-	-
Liabilities							
Parish Share						-	-
Total liabilities		-	-	-	-	-	-

The notes attached form part of these financial statements

Signed by one or two trustees on behalf of all the trustees		
Name	Date	Signature
MARION WILKINSON	7/2/2022	M. Wilkinsa
MARKUSTON	7/2/2022	Markuston

PCC of BAXENDEN ST JOHN - Charity Number 1137246

RECEIPTS AND PAYMENTS ACCOUNT Year Ended

Friday, 31 December 2021

Notes

- 1 The Financial Statements have been prepared in accordance with the Charities Act 2011, on the Receipts and Payments basis. (The Receipts and Payments Basis may be used providing the total income is below £250,000)

2 Fund Movement Analysis

- 2.1 Reconciliation of funds to cash at bank. During the year funds get distributed over several bank accounts. After year end, any funds that have not been redistributed during the year, are reconciled and transferred to the correct bank accounts as shown below

Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £
Cash in funds at bank (incl. Diocese)	17,917	13,750	1,087
Funds to be transferred in following year	-	-	-
Cash in bank accounts	17,917	13,750	1,087

OK

- 2.2 UNRESTRICTED FUNDS may be used by the PCC for any of its ordinary purposes. The movements in the fund are shown in the Receipts and Payments Account

- 2.3 DESIGNATED FUNDS represent sums set aside, out of ordinary unrestricted funds, for specific designated purposes, but they can be transferred back into general funds at any time

Notes	Bal b/f	Receipts	Payments	Transfer	Bal c/f
Building Maintenance	2.3.1	3,400	1,200	-	4,600
IT Equipment	2.3.2	2,955	-	-	2,955
Mission & Outreach	2.3.3	895	-	-	895
Churchyard Trees	2.3.4	300	-	-	300
Cellar Refurbishment	2.3.5	-	5,000	-	5,000
Total designated funds		7,550	6,200	-	13,750

- 2.3.1 Designated Building Maintenance Fund - money kept in Designated Funds Bank Account

- 2.3.2 Designated Equipment Fund - for purpose of providing sound, video and computers; money kept in Designated Funds Bank Account

- 2.3.3 Designated Mission & Outreach Fund - money kept in Designated Funds Bank Account

- 2.3.4 Designated Churchyard Tree Fund - for new trees

- 2.3.5 Designated Cellar Refurbishment Fund - money kept in Designated Funds Bank Account

- 2.4 RESTRICTED FUNDS represent either income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, or donations or grants received or invited for a specific purpose. The funds may only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund and cannot be absorbed into general funds

Notes	Bal b/f	Receipts	Payments	Transfer	Bal c/f
Churchyard	2.4.1	4	5,000	5,000	4
Office Refurbishment	2.4.2	1,083	-	-	1,083
Total restricted funds		1,087	5,000	5,000	1,087

- 2.4.1 Restricted Churchyard Fund (previously Church & School) - for purpose of churchyard upkeep; money kept in Restricted Funds Bank Account. The interest/dividends from restricted churchyard funds held by the Diocese is transferred into the General Account and used each year on churchyard maintenance, mowers and mowing etc.

- 2.4.2 Restricted Office Refurbishment Fund - for purpose of refurbishing office; money kept in Restricted Funds Bank Account

- 2.5 ENDOWMENT FUNDS are funds whose capital must be maintained; only income arising from the investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

3 Reserves Policy

- 3.1 It is the policy of this PCC to hold in reserves the equivalent of two months income, that is approximately £14,000

PCC of BAXENDEN ST JOHN - Charity Number 1137246

RECEIPTS AND PAYMENTS ACCOUNT Year Ended

Friday, 31 December 2021

4 Receipts Analysis

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021	Total 2020
Voluntary Receipts							
Tax efficient planned giving (standing orders)		35,790				35,790	43,854
Other planned giving (standing orders)		4,050				4,050	5,335
Collections at services		1,867				1,867	3,773
All other giving and voluntary receipts		1,671				1,671	2,007
Gift Aid recovered		7,589				7,589	12,656
Legacies received (capital value)		-				-	5,000
Grants (recurring and one-offs)		-				-	-
		50,967	-	-	-	50,967	72,625
Activities for Generating Funds							
Church lounge stalls		-				-	-
Social events		-				-	149
		-	-	-	-	-	149
Investment Income							
Interest & Dividends	7.3	470	790			1,259	1,317
Bank interest				0		0	1
		470	790	0	-	1,259	1,318
Church Activities							
Statutory fees (weddings & funerals etc.)		2,625				2,625	4,311
Gross receipts from trading (room lettings etc.)		199				199	1,217
		2,824	-	-	-	2,824	5,528
Other Receipts							
Bank - cancelled cheques		208				208	-
Insurance claims		-				-	238
Sale of assets		-				-	-
Other		-				-	-
		208	-	-	-	208	238

5 Payments Analysis

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021	Total 2020
Church Activities							
Mission, Giving & Donations							
Mission		-				-	-
Giving (Tithes)		3,075				3,075	-
Donations		-				-	-
		3,075	-	-	-	3,075	-
Diocesan Parish Share contribution							
Parish Share		37,500				37,500	54,000
		37,500	-	-	-	37,500	54,000
Salaries, Wages and Honoraria							
Wages and honoraria		300				300	-
		300	-	-	-	300	-
Clergy and Staff Expenses							
Working expenses of clergy		-				-	712
Vicarage council tax		(604)				(604)	3,211
Vicarage water rates		589				589	598
Vicarage energy bills (during interregnum)!!!		441				441	-
Clergy telephone/mobile/internet		-				-	-

Baxenden St. John the Baptist and Accrington St. Paul's - Special Parochial Church Meeting

Sunday 22nd May 2022.

PCC of BAXENDEN ST JOHN - Charity Number 1137246

RECEIPTS AND PAYMENTS ACCOUNT Year Ended

Friday, 31 December 2021

Visiting clergy fees		72				72	
		499	-	-	-	499	4,517

Church Running Expenses

Building maintenance		3,195				3,195	3,990
Education		362				362	
Insurance		3,929				3,929	3,682
Church telephone & internet		309				309	210
Church CCTV		-				-	
Cleaning		625				625	514
Upkeep of services		530				530	366
Upkeep of churchyard		469				469	165
Printing, postage & stationery		201				201	
Other church running expenses		776				776	281
Governance Costs (checking accounts)		330				330	330
		10,726	-	-	-	10,726	9,118

Church Utility Bills

Electricity		2,361				2,361	2,694
Gas		3,384				3,384	2,182
Water		298				298	268
		6,043	-	-	-	6,043	5,144

Cost of Trading

Magazine expenses		-				-	276
		-	-	-	-	-	276

Major Repairs to Church Building

Not covered by insurance		-				-	
Covered by insurance		-				-	
		-	-	-	-	-	

All Other Payments		208				208	
		208	-	-	-	208	

Baxenden St. John the Baptist and Accrington St. Paul's - Special Parochial Church Meeting

Sunday 22nd May 2022.

PCC of BAXENDEN ST JOHN - Charity Number 1137246

RECEIPTS AND PAYMENTS ACCOUNT Year Ended

Friday, 31 December 2021

6 Cash Funds

Year End Cash Funds - taken from bank statements etc.

		2021	2020
Bank	General Account	18,201	28,029
	Unpresented Cheques	(284)	-
	Designated Funds Account	13,750	7,550
	Restricted Funds Account	1,087	1,087
		32,754	36,666
Deposit	Treasury Stock	2,108	2,108
	AM Walker	38	38
	J Walker	11,520	10,730
	Churchyard	340	310
	Reserve	59	59
		14,065	13,245
Cash	Petty Cash	200	200
		200	200
		47,019	50,111

7 Investments

- 7.1 Fixed Interest Investments - held with Diocese; Joseph Walker
- 7.2 Shares, Church Investment Fund - held with Diocese; Cucknell, Joseph Walker, Kavanagh, McDonald
- 7.3 Investment income earned as interest or dividends on investment funds

Investments held by Blackburn Diocese

Purpose	Acct. Nr.	Account Name	Type	Income	Cost	Shares	Price	Dividends	Payments	Value at 31 Dec 2021
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Fixed Interest Investments

Building & Repair	028F	Baxenden J Walker (Joseph Walker Trust)	Endowment	Transferred to account 756D	5,000	4,182	1.5799	186	186	6,607
					5,000					6,607

Shares - Church Investment Fund

Churchyard	030S	Baxenden Cucknell (Cucknell Legacy)	Restricted	Transferred to bank account	509	716	23.3867	426	426	16,750
Building & Repair	719S	Joseph Walker Trust	Endowment	Transferred to account 756D	5,000	1,006	23.3867	598	598	23,527
Churchyard	720S	Baxenden Kavanagh	Restricted	Transferred to bank account	101	19	23.3867	11	11	444
General	790S	Baxenden Legacy (Cucknell £200 + McDonald £200)	Restricted	Transferred to account 836D	400	51	23.3867	30	30	1,193
					6,010					41,914

Deposits held by Blackburn Diocese

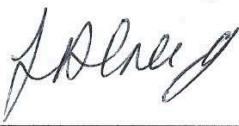
Purpose	Acct. Nr.	Account Name	Type	Income	Balance at 1 Jan 2021	Transfer	Receipts	Payments	Balance at 31 Dec 2021
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Church Deposit Fund

General	1189D	Baxenden Treasury Stock Redemption	Unrestricted	Transferred to bank account	2,108		2	2	2,108
General	470D	Baxenden AM Walker (Miss A M Walker Legacy)	Unrestricted	Retained	38		0	-	38
Building & Repair	756D	Baxenden J Walker (John Walker)	Designated	Retained	10,730		790	-	11,520
Churchyard	836D	Baxenden CY (Churchyard Account)	Unrestricted	Retained	310		30	-	340
General	837D	Baxenden Reserve (Reserve Account)	Unrestricted	Retained	59		0	-	59
					13,245				14,065

PCC of BAXENDEN ST JOHN - Charity Number 1137246
 RECEIPTS AND PAYMENTS ACCOUNT Year Ended

Friday, 31 December 2021

Independent Examiner's Report on the Accounts	
Independent Examiner's Report to the members/trustees of	PCC of St John the Baptist Church Baxenden Charity number: 1137246
On the accounts for the year ended which are set out on pages	Friday, 31 December 2021 1 to 7
Respective responsibilities of the Trustees and Independent Examiner	<p>The charity's 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 an independent examination is needed</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none"> • examine the accounts under section 145 of the 2011 Act; • follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and • state whether particular matters have come to my attention.
Basis of Independent Examiner's Statement	<p>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 the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.</p>
Independent Examiner's Statement	<p>In connection with my examination, no matters have come to my attention</p> <p>1. which give me reasonable cause to believe that in any material respect the requirements</p> <ul style="list-style-type: none"> • to keep accounting records in accordance with s.130 of the 2011 Act; or • to prepare accounts which accord with these accounting records <p>have not been met; or</p> <p>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>
Signed:	
Date:	2/02/2022
Name:	JACQUELINE ANN CREIG
Relevant professional qualification(s) or body (if any):	
Address:	<p>PRINCIPLE ACCOUNTING LTD RIBBLE COURT 1 MEAD WAY PADHAM BB12 7NG</p>

Annual report of the Fabric, Goods and Ornaments of each church

Fabric Report - Accrington St Paul's

Church building: Remedial work pending on East wall. Water ingress is causing damp patches on the wall above the chancel. Scaffolding partially erected but not completed. A contractor has been chosen who is available to carry out an examination of the outside wall. He will report back and all being well carry out the necessary work. Cost including scaffolding @ £3000.

Replacement church heating boiler: the current boiler has now reached the end of its life and replacement parts are no longer available. It is less than 50% efficient. The PCC have agreed to replace it with a modern self-condensing boiler which will be >95% efficient. This will be wall mounted and heat will be transferred to the existing pipes and radiators via a heat exchanger. We need a diocesan faculty before doing the work.

Break-in: the church was broken into in July through one of the main doors. There was very little damage and nothing was stolen. A group of young people have regularly been congregating outside this door. On this occasion they pulled and pushed until the door opened. A number of gas canisters were strewn around inside. Police informed and the PSO now make regular checks.

Church cleaning: cleaned thoroughly every week

Church grounds lighting: All the lighting is dusk to dawn. Two of the lights were replaced this year.

Electrical Survey: January – all the electrical circuit boards and wiring in the church and hall have been tested and passed. (Insurance cover)

Church Gutters: a section of the roof rain water channel was replaced

Church Hall: Three heat/smoke alarms replaced in October. We have a cleaner on a regular contract to clean the hall every week during term time. Hall repainted inside during August. Hall used by Benjamin Hargreaves School as a classroom during the spring and summer terms.

Fabric Report - Baxenden St John's

2021 was once again an eventful year regarding the fabric of the Church building. The year yet again began with wind causing damage to the roof tiles. This was duly repaired in one day to try and prevent a repeat of the numerous lead thefts of previous years.

The dry rot discovered in early 2020 was, and is, still an ongoing problem but we were unable to address this to due lockdowns. When lockdown ended both the Builder (Tony Carr (TC) of Tope Construction) and surveyor (Steve Fish (SF) of Fish Associates who inspected the dry rot only days before lockdown in early 2020. SF said there appeared to be water ingress probably coming from around the Bell Tower and a scaffolding would be needed in order to inspect it. The inspection was done and the outcome was that an area of leadwork had loosened over time and the cement render had been eroded leaving a large gap which would need repairing as a matter of urgency and would hopefully over time dry the rear wall out. It was also noted at the time that there was some loose stones where the render had been eroded but SF was hopeful that it would not be a factor in the immediate future and that if it became one a Faculty may be needed. The leadwork was repaired as advised and the render renewed to close the gap and seal the lead in place.

The Quinquennial Report, being due in 2020, was commissioned as this would also allow us to prioritise much needed repair and maintenance work. The Quinquennial survey was out carried out in late September by Sf. The report has not yet been received despite numerous phone calls chasing it up. John Massey has recently spoken to SF and asked for it to be with him by the 18th of January 2021.

The day after the Quinquennial inspection was carried out a large piece of plaster was found fallen from the top of the archway at the front of the Chancel. After contacting the Archdeacon and Area Dean the Church was shut down as a matter of safety. TC performed an emergency inspection of the front of the Chancel Arch, removed all loose plaster from the affected area, and checked for any other possible areas of concern. With safety being assured the Church was reopened in a matter of days. As a further safety measure plaster had to be removed from the Vestry wall.

The Archdeacons Visitation was done at the beginning of November by the Area Dean. When the Dean arrived, on a very wet and windy day rain was as heavy in the foyer as outside. The gaps due to missing cement had now become urgent. A list B Faculty was quickly applied for and we are awaiting the results of the DAC as to whether or not we can go ahead and get the repair done. At the time of the Quinquennial a further area of dry rot was identified and reported.

When the results of the survey are received we can hopefully begin work to address all latent works in order of importance, though much of the indoor work is dependent on the dry rot being treated.

Diane Clough, January 2022

Deanery Synod Report

The Deanery Synod did not meet during 2021

Report of the proceedings of the Children's Youth work of the two churches

St Paul's Accrington report for Junior Church 2020-2021 – lockdown

Prior to March 2020, St Paul's had a well-established Junior Church and Little Angels Creche. Although not necessarily seeing huge numbers of children, we did see regular attendance by many families with children ranging from toddlers to early high school age. The children were divided into age groups of under 5's (Little Angels), 5-7 years, 8-11 years and then age 11 + and led by Karen Brotherton, Kerry Pickup, Karen Fazakerley and Fiona Enticott. These ran 3 times a month.

When the pandemic hit, and the country was put into a National lockdown we were initially unsure about how to still reach our children and families. We decided, as Junior Church leaders, to use our established Facebook page to engage with them as this is how the church services were being made available too -on the Church Facebook page. We began this on March 28th 2020.

We used the @weekly resources downloaded from Blackburn Diocese, which we had been using before the pandemic, so the leaders and families were already familiar with the structure of the sessions. We shared a Bible story link and craft ideas along side the sessions and encouraged families to share photos of their children completing these on a Sunday morning. We uploaded the @weekly sessions on the 2nd, 3rd and 4th Sunday of each month until the end of July, when the summer holidays began.

During the summer holidays, Little Angels and Junior Church do not normally run so we decided there would be a break as usual during this time for the online sessions too. We did, however, want to offer some interaction for our families so we uploaded a summer holiday programme which contained 6 summer activities to be completed 1 a week for the 6 weeks. Alongside this there was also an 'Indoor' and 'Outdoor' challenge sheet that children could complete over the 6 weeks.

In September 2020, Little Angels and Junior Church were still not able to return face to face even though communal worship was now allowed. We started again to upload the @weekly sessions for the Autumn term. Another National lockdown began in the November but by December we were able to offer some do-able Christmas Outdoor activities for families including a Nativity Trail which had been shared by Ernest Street Baptist Church. We were sad we weren't able to have our annual crib service but shared photos of past ones during Christmas Week.

Unfortunately, by 9th January 2021, we were thrown back into a third National lockdown which saw St Paul's close its doors once again. As such, Junior Church sessions remained online for another 6 months, stopping again at the end of July for the school summer holidays.

It was apparent in September 2021, when St Paul's had been re-opened a while and we looked around our church, that having had no face-to-face sessions for over 12 months, we had lost several of our families and children during the pandemic. Families with children were not attending often at all and the engagement on the Facebook page had become less and less. We knew that we needed to re-launch our Sunday School as soon as we were in a position to be able to. The leaders soon met and agreed we still wanted to be involved in providing something for our younger children and that in order to entice new families, which we felt was key as many of the children that attended pre 2020 were now at high school, we needed to introduce welcoming and relaxed sessions which mums and children felt comfortable coming to.

On 10th October 2021, we relaunched our new St Paul's Sunday School. We agreed to keep the Little Angels' name for the under 5's but change Junior Church to 'Sunday School' and agreed on 2 sessions a month. Little Angels would be led by Karen Brotherton and St Paul's Sunday School by Kerry Pickup and Karen Fazakerley on a rota basis. The sessions would take place in the Church Hall on the 2nd and 4th week of each month for children up to the age of 11. We decided that at this time, due to there only being 2 leaders available to run the sessions, any child who was at high school (age 11 +) would stay in church for the service. We have said however should any of these young people want to help with leading a session they are more than welcome to.

So far, the sessions have overall been well attended by the regular families that we now have. Again, not huge in numbers but the families that attend, do so on most sessions and the children have said they enjoy coming. We saw a dip in attendance over December and January due to the Omicron variant causing concerns again and transmission being so high with the children and so many isolating, but we expect numbers to increase again as we move into Spring.

We were delighted to be able to hold our crib service on Christmas Eve this year which was a great success. We had many families attend and many children take part which was wonderful to see.

Karen Fazakerley

Children and Youth Report - Baxenden St John's

As a church we are blessed by the number of children and young families we see in our church each week, and to have a dedicated team of volunteers to lead them.

As a group of Children's leaders, our aim is to see young people changing the world, through the love of Jesus, in the power of the Holy Spirit.

Our mission is to help build our children into prayerful, worshipping disciples who love Jesus and want to follow Him. And who live out their faith in their communities, through their friendships and in their families. We do in this in several different ways.

Children's Church

We started the year, as we left 2020, meeting weekly on Zoom. We were pleased to welcome two families from Trinity Church who live locally, and even though they returned to Trinity when churches re-opened have kept links with St Johns by coming to Tots Praise.

We had a wonderful Zoom Easter, giving out around 25 Easter eggs.

During our time on Zoom we held Family Quiz nights which were very enjoyable. The children set some of the rounds which we adults found very difficult to answer. Well done children.

As summer approached, and churches started to open again, we felt it important to move towards meeting face to face and coming back to church. We had our first face to face meeting in Oakhill Park at the beginning of June when we met for games and a picnic lunch and a session about being part of the family of God. It was wonderful to see each other face to face again and to see how much the children had grown.

Following this the wonderful Julie, head of St Johns School offered us the use of "Gods Garden" the outdoor worship area at school. We were very blessed to be able to use this facility and remained there until the weather started to change. By this time, parents had more confidence in meeting together and we moved back into church.

The wonderful Rebecca led a Light Party at Halloween after which several members of the congregation joined us for hotdogs.

Unfortunately, due to a rise in covid cases locally, we felt we had no option but to cancel the Christmas party, but Rebecca led a Christingle and games in the lounge and "Santa" Amanda, with her trusty elves, Joyce and Rebecca, gave out 22 gifts to the children.

Tots Praise

Following lockdowns, Tots Praise started again in September, but unfortunately, we were forced to close again at Christmas, due to the rise in covid cases.

Messy Church

Due to the pandemic, we have only been able to hold one Messy Church this year, in October, to celebrate Jesus, The Light of the World.

School

Excellent links are developing with our school. In the absence of a vicar, Joyce has led weekly assemblies and has been meeting with the God Squad, a group of year six pupils who want to develop their faith.

We also welcomed the school into church to help lead the Harvest Service and the Carol Service

Training

Training from the diocese has been on hold, again due to the pandemic, but Joyce did attend the annual children's leaders conference, this year held on Zoom, the focus of which was reaching children and young people in a digital age.

A great big thank you to Rebecca, Sally, Tirzah and Sarah for their tireless enthusiasm in reaching the needs of our children every week

Joyce Teasdale, January 2022

Report on Safeguarding provision in both churches

Safeguarding report - Accrington St Paul's

The PCC has complied with the duty under section 5 of the Safeguarding and clergy discipline measure 2016 (duty to have due regard to House of Bishops guidance on safeguarding children and vulnerable adults).

The PCC are aware of their duty of care to ensure the well-being of the vulnerable in the church community and follow the House of Bishops' guidance and policies and safeguarding is a standing item on the PCC agenda.

There is a named Parish Safeguarding Officer (Heather Pitman) who has undertaken the necessary training in relation to safeguarding and who works with the PCC to implement policy and procedures.

There is a noticeboard in church which displays the Diocesan and parish safeguarding policy, the parish safeguarding handbook and the details of important names and telephone numbers to contact regarding safeguarding.

The majority of the PCC have undertaken the relevant safeguarding training although there remains a small number who cannot access the online training and we are awaiting guidance from the Diocese on how to address this.

There have been no safeguarding or child protection concerns during 2021 and everyone understands the process to follow should there be any concerns.

Those working with children and vulnerable adults are required to undertake safeguarding training and to have the relevant DBS checks. Kath Jones is the DBS administrator for church officers who work with children or vulnerable adults.

The PCC has the appropriate insurance to cover all activities undertaken within the Church and Church Hall which involve children and vulnerable adults.

Heather Pitman

Parish safeguarding officer for St Paul's Church

Safeguarding Report - Baxenden St John's

Parochial Church Council Duty

It is a formal legal obligation for the PCC in its report to the APCM to state whether or not the PCC *“has complied with the duty under section 5 of the Safeguarding and clergy discipline measure 2016 (duty to have due regard to House of Bishops guidance on safeguarding children and vulnerable adults)”*.

The statement made at the APCM is, effectively, a public statement and therefore PCC needs to be clear that in making this statement that in good conscience, they have complied with this legal duty.

To assist in this process an annual assurance report from the Parish Safeguarding Officers is attached which reviews current church practice against the national model parish safeguarding check list which aligns with the House of Bishops guidance. Members of the PCC are therefore asked to review the content of this report and either raise any concerns or confirm that they are confident that The PCC is abiding by its duty.

To aid the process an outline of PCC member duties has been included below:

Responsibilities of the Incumbent and PCC

The Incumbent and PCC have a duty of care to ensure the well-being of the vulnerable in the church community and within this are required to:

- Adopt and implement the House of Bishops' Policy on safeguarding children or the Joint Safeguarding Principles and a Parish Policy and procedure on safeguarding children and adults who may be vulnerable. A dated copy must be sent by email to the Diocesan Safeguarding Officer.
- Adopt a Parish Safeguarding Officer(s) (the 'Designated Person' with special responsibility for safeguarding children and adults), to work with the incumbent and the PCC to implement policy and procedures.
- Ensure that the Parish Safeguarding Officer(s) (PSO) and anyone having regular contact with children and vulnerable adults is appointed according to Diocesan Safer Recruitment Guidelines, is trained and supported, provided with a copy of the parish safeguarding policy and code of practice for church workers.
- Deal promptly with allegations or suspicions of abuse in accordance with the Disclosures and Allegations policy in consultation with the Diocesan Safeguarding Officer.
- Display the Diocesan and Parish Safeguarding Policy and Procedures, the contact details of the PSO(s) named person on church premises and wherever possible on the church website.
- Ensure that known offenders or others who may pose a threat to children and young people are effectively managed and monitored in consultation with the Diocesan Safeguarding Officer.
- During an interregnum ensure that information about all safeguarding matters is securely stored before passing on to the new incumbent. The departing incumbent

should give the information to the PSO(s) who will inform the new incumbent when they take up post.

- Ensure that there is appropriate insurance cover for all activities involving children undertaken in the name of the parish.
- Review the implementation of safeguarding children and adults' policy, procedures and good practice, at least annually.

Parish Safeguarding Checklist

At Baxenden St John, we recognise that the few who are determined to harm children or adults, deliberately seek out groups or organisations where they can meet children or other vulnerable people. The Church is particularly vulnerable to these people. Creating and maintaining a safeguarding culture will discourage them from becoming involved for the wrong reasons and make it difficult for them to harm or abuse children or adults if they do.

In order to assist with the creation of a safeguarding culture we have as a PCC:

Appointed:

- An appropriately experienced designated Parish Safeguarding Officers (PSO) to work with the incumbent and PCC. The PSO is a lay person and is supported, has undertaken the appropriate training and has a copy of the parish safeguarding policy and procedures
- A DBS administrator for church officers who work with children or vulnerable adults.

Safer Recruit, Support and Train:

- The PSO has been trained in Safer Recruitment. During 2021 no recruitment has taken place.
- Church officers have been offered access to safeguarding training and support. However, a small number of church officers do not have computer training available and alternative training is to be sourced.
- The PCC has appropriate insurance to cover all activities undertaken in the name of the PCC which involve children and vulnerable adults.
- No Domestic Violence training this period as we are awaiting the Diocesan training package to be made available.

Display:

- There are two noticeboards with Safeguarding information displayed. One is in the public area of the lounge and the second in the South Vestry.
- In addition there is a Safeguarding page on the church website, with a link prominently displayed on the home page.
- A formal statement of adoption of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement' is signed on behalf of the PCC and presented at the APCM.

- A copy of the Parish Safeguarding Handbook is available on both noticeboards together with aide-memoires "*Safeguarding a pocket guide*" and "*Safeguarding is everyone's responsibility*"
- The noticeboard and aide-memoires contain contact details of the PSOs the Diocesan Safeguarding Team – including out of hours contact details that information about where to get help with child and adult safeguarding issues, domestic abuse and key helplines
- Copies of our Safeguarding policies for children, vulnerable adults and domestic violence as well as whistle blowing can be found on the church website.

Responded:

- We promote an environment, which is welcoming and respectful and enables safeguarding concerns to be raised and responded to openly, promptly and consistently.
- The PCC have agreed policies and procedures to deal promptly with safeguarding allegations or suspicions of abuse in accordance with the relevant policy and practice guidance and in consultation with the Diocesan Safeguarding Adviser.

Review and report progress

- A Parish Safeguarding self-audit was completed in the summer of 2021 with the action log being part of the safeguarding report at the monthly PCC meetings.
- Copies of the Audit and subsequent action log were submitted to the DSA.
- Safeguarding is a standing agenda item for every PCC meeting.
- Progress has been reported on areas such as training, accident reports and risk assessments.
- The PSO has sought approval for various policies during the year. One outstanding policy is the Complaints policy, where the PCC requested some legal advice before approval. It is expected that this will be approved soon after the merger of the parishes of "Baxenden St John with Accrington St Paul".
- Room hire documentation has been updated to ensure it is aligned with Safeguarding policy and procedures.
- There has not been any safeguarding incident reported during 2021

It is expected that Baxenden St John merges with Accrington St Paul in 2022, the Parish Safeguarding audit and action logs will be revisited and reviewed, together with the roles of PSO.

John Massey

Governors' Report - Baxenden St John's CoE Primary School

"Our school helps us to walk with Jesus, to be the best that we can be. Through God's love and guidance, we create an ethos of shared behaviours, friendship, and co-operation to help us flourish academically, emotionally and spiritually"

"I can do all things through Christ, who strengthens me" Philippians 4:13

The statement and verse above provide a summary of the school's vision and ethos. This short Governors' report will give you an idea of just some of the things that have happened during 2021.

Your Foundation Governors

Ian Rushton; Kirsty Freeman; Tirzah Russell; John Massey; Sarah Barrett; Jerard Knott; Rev Amanda Marshall.

During the first part of the year John Massey was chair of Governors with Jerard Knott as vice-chair. At the Autumn Full Governing Board Jerard took over the role of chair with Kirsty Freeman as vice-chair.

COVID 19

The year started with continuing and ever-changing COVID 19 conditions. Remote learning was in place with all the complexities for pupils, parents and carers, and staff. Staff continued to develop new working practices and techniques to ensure the delivery of a good level of education. The Government continued to introduce new rules and reporting information needed from schools. This resulted in a heavy burden on the HT and senior management team, with the Business team in support. The overarching focus was to provide a balance of delivering good education alongside their wellbeing.

In the spring term school opened with staff vaccinations, followed by a testing regime. However, there were many cases of COVID 19 amongst both pupils and staff, resulting in challenging staffing issues.

Church and School

During the "vacancy" in 2021, Joyce Teasdale worked hard to maintain and increase a positive relationship and involvement between church and school, leading to school involvement in both the Harvest and Carol services. Her hard work is recognised by the governors and school, thank you Joyce.

The school looks forward to 2022 and working with Rev Amanda Marshall providing the spiritual lead alongside our headteacher.

School improvements

Recovered funds from the proceeds of crime have funded the following projects

- Technical equipment such as laptops and iPads
- Beehive/Nurture room created and equipped
- Libraries for both KS1 and KS2
- Storytelling area in the KS2 playground
- Staffroom refurbished
- New entrance doors and entrance area updated

- Musical instruments and curriculum items such as books and classroom resources

A successful funding bid to the Diocese resulted in new radiators being fitted throughout the school to match the new boilers fitted in 2020, to maximise energy savings.

A storeroom was converted into a changing facility for special needs children.

Lastly a defibrillator was donated through the Oliver King Trust, who trained staff in the use of this vital equipment.

Summary

The Governing Board acknowledge and applaud the ability of our staff who have adapted to ever-changing ways of working this year and worked far beyond what would have been expected in normal times. Mrs Green has provided the strong leadership needed, supported by her senior management team and all the staff, all together a great team, thank you.

Please continue to hold the staff, children, and governors in your prayers as we move into 2022.

John Massey

Foundation Governor