

Baxenden St. John and Accrington St. Paul Parochial Church Council.

Annual Parochial Church Meeting 12th May 2024 at 12.00 noon

St. Paul's Church Hall

JohnPaul Parish



JohnPaul Church

**Vestry and Annual Parochial Church Meetings 2024
Agenda & Reports**

Contents

Contents	2
Agenda: Annual Vestry Meeting.....	3
Agenda: Annual Parochial Church Meeting.....	3
Minutes of the Annual Vestry Meeting held on 14th May, 2023.....	4
Minutes of the Parochial Church Meeting held on 14th May, 2023.....	5
Vicar’s Report 2024.....	13
Electoral Roll Report 2024.....	16
PCC Annual Report 2023.....	17
Treasurer's Report for 2023.....	22
Annual report of the Fabric Goods and Ornaments of each church.....	24
FABRIC REPORT: ST. PAUL’S CHURCH 2023.....	24
FABRIC REPORT: BAXENDEN St. JOHN’s CHURCH 2023.....	25
Deanery Synod Report.....	26
Safeguarding Report.....	26
Accounts.....	27

Agenda: Annual Vestry Meeting

1. Apologies for absence.
2. To agree the minutes of the last Annual Vestry Meeting on 14th May, 2023.
3. To elect two Church Wardens for each church.

Agenda: Annual Parochial Church Meeting

1. Apologies for absence.
2. To agree the minutes of the last Annual Parochial Church Meeting on 14th May, 2023.
3. To elect three Deanery Synod representatives (each for a three-year term).
4. Decisions:
To elect 12 Parochial Church Council members (six from each church, staggered terms to take effect from this APCM meeting. Two for one-year, two for two-years and two for three-years).
5. To appoint the Independent Financial Examiner or Auditor.
6. To consider:
 - a. the Vicar's report;
 - b. the revised Electoral Roll (previously published and displayed);
 - c. the Annual Report of the proceedings of the Parochial Church Council;
 - d. the Financial Statements of the Parochial Church Council for the year ending 31st December 2023;
 - e. the annual report of the fabric, goods and ornaments of each church;
 - f. the report of the proceedings of the Deanery Synod;
 - g. the report on the Safeguarding provision in both churches;
 - h. other matters of Parochial or general Church interest.

Minutes of the Annual Vestry Meeting held on 14th May, 2023

Present:

Rev Amanda Marshall (Chair), Heather Pitman, Miriam Wardell, Tony Hindle, Chris Tatum, Ann Hindle, Maureen Birtwistle, Jill Lamont, Dorothy Dearden, Elaine Lord, Hilary Murphy, Diane Clough, David Wilkinson, Marion Wilkinson, Patricia Wilkinson, Barry Grimes, Anna Grimes, Roger Longworth, Joyce Teasdale, John Massey, Pat Massey, Austin Cook, Dorothy Brown, Ian Rushton, Janet Robinson, Jerard Knott, Val Eland, Maureen Westwell, Richard Marshall.

The Chair opened the meeting in prayer.

1. Apologies for absence.

Apologies were received from:

Andrew Crowe, Kathleen Jones, Terry Jones and Paul Brown.

2. To agree the minutes of the last Annual Vestry Meetings.

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 at Accrington St. Paul's on 22 nd May 2022.				
Proposed by	Maureen Birtwistle		Seconded by	Heather Pitman	
For	28	Against		Abstained	1
Carried Unanimously					

3. Election of two Church Wardens for each church.

Accrington St. Paul's:

Proposal	That Terry Jones be elected as Church Warden for Accrington St. Paul's church				
Proposed by	Hilary Murphy		Seconded by	Jill Lamont	

Proposal	That Maureen Birtwistle be elected as Church Warden for Accrington St. Paul's church				
Proposed by	Dorothy Dearden		Seconded by	Ann Wenter	

Baxenden St. John and Accrington St. Paul Parochial Church Council.

Terry Jones and Maureen Birtwistle were both proposed, seconded and were duly appointed as Church Wardens for Accrington St. Paul's church.

Baxenden St. John's:

There were no nominations for either vacancy for Church Warden at Baxenden St. John's.

The Chair asked those present to continue praying that the Church Warden vacancies be filled in a speedy manner and expressed thanks to the outgoing Church Warden for his service, amid much murmuring of agreement from the meeting. John Massey asked that the new PCC consider why we are in this situation.

It was noted that the Archdeacon's Visitation will take place on the 14th June 2023 at 7.30pm at Oswaldtwistle Immanuel (only clergy and Church Wardens to attend and leave the sticks at home).

Minutes of the Annual Parochial Church Meeting
held on 14th May, 2023.

Present

Rev Amanda Marshall (Chair), Heather Pitman, Miriam Wardell, Tony Hindle, Chris Tatum, Ann Hindle, Maureen Birtwistle, Jill Lamont, Dorothy Dearden, Elaine Lord, Hilary Murphy, Diane Clough, David Wilkinson, Marion Wilkinson, Patricia Wilkinson, Barry Grimes, Anna Grimes, Roger Longworth, Joyce Teasdale, John Massey, Pat Massey, Austin Cook, Dorothy Brown, Ian Rushton, Janet Robinson, Jerard Knott, Val Eland, Maureen Westwell, Richard Marshall.

1. Apologies for absence.

Apologies were received from:

Andrew Crowe, Kathleen Jones, Terry Jones and Paul Brown.

2. To agree the minutes of the last Annual (Special) 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 Special Parochial Church Meeting at Accrington St. Paul's on 22 nd May 2022.				
Proposed by	Heather Pitman		Seconded by	Tony Hindle	
For	27	Against	0	Abstained	2
Carried					

3. Election of three Deanery Synod representatives.

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

Proposal	That Ann Hindle be elected as Deanery Synod representative				
Proposed by	Kathleen Jones		Seconded by	Terry Jones	

Proposal	That Roger Longworth be elected as Deanery Synod representative				
Proposed by	Diane Clough		Seconded by	Lorraine Mercer	

There were no nominations for the third vacancy.

Baxenden St. John and Accrington St. Paul Parochial Church Council.

4. a) Election of Parochial Church Council members.

The following from Accrington St. Paul's were proposed, seconded and elected unopposed to serve on the PCC for one year:

Proposal	That Kathleen Jones be elected as Parochial Church Council member.		
Proposed by	B. Ann Wenter	Seconded by	Dorothy Dearden

Proposal	That Andrew Crowe be elected as Parochial Church Council member.		
Proposed by	Kathleen Jones	Seconded by	Terry Jones

Proposal	That Jill Lamont be elected as Parochial Church Council member.		
Proposed by	Maureen Birtwistle	Seconded by	Dorothy Dearden

Proposal	That Heather Pitman be elected as Parochial Church Council member.		
Proposed by	Antony Hindle	Seconded by	Ann Hindle

There were no nominations for the other two vacancies.

The following from Baxenden St. John's were proposed, seconded and elected unopposed to serve on the PCC for one year:

Proposal	That Diane Clough be elected as Parochial Church Council member.		
Proposed by	Sue Hayslop	Seconded by	David Hayslop

Proposal	That Austin Cook be elected as Parochial Church Council member.		
Proposed by	Ian Rushton	Seconded by	Marion Wilkinson

Proposal	That Richard Marshall be elected as Parochial Church Council member.		
Proposed by	Roger Longworth	Seconded by	Ian Rushton

Baxenden St. John and Accrington St. Paul Parochial Church Council.

Proposal	That Janet Robinson be elected as Parochial Church Council member.		
Proposed by	Ian Rushton	Seconded by	Marion Wilkinson

Proposal	That Barry Grimes be elected as Parochial Church Council member.		
Proposed by	Marion Wilkinson	Seconded by	Ian Rushton

There were no nominations for the other vacancy.

4. b) To agree terms of office for Parochial Church Council members (to take effect at the 2024 APCM).

In contrast to last year, the meeting had little appetite for a one-year term of office for PCC members, as the voting shows:

Proposal	That PCC members be elected on a rolling programme of 1-, 2- and 3-year durations.				
Proposed by	John Massey		Seconded by	Jerard Knott	
For	26	Against	0	Abstained	1
Carried					

4. c) To decide whether LLM (Readers) are ex-officio or should stand for election as Parochial Church Council members (to take effect at the 2024 APCM).

After hardly any discussion, the following proposal was tabled.

Proposal	That LLMs (Readers) should be ex-officio on the PCC, to take effect at the 2024 APCM.				
Proposed by	Marion Wilkinson		Seconded by	Heather Pitman	
For	24	Against	0	Abstained	5
Carried					

Thanks were expressed to those who had served on the PCC and had stood down.

The first general meeting of the new PCC was noted as Monday 12th June 2023 at 7.00pm at St. John's.

5. Appointment of the Independent Financial Examiner or Auditor.

Principle Accounting was appointed as follows:

Proposal	That Principle Accounting be appointed as the Independent Auditor.				
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Baxenden St. John and Accrington St. Paul Parochial Church Council.

Proposed by	Richard Marshall		Seconded by	Barry Grimes	
For	29	Against	0	Abstained	0
Carried unanimously					

6. Appointment of Sides Persons.

The meeting noted that, in accordance with the latest version of the Church Representation Rules (2022), Sides Persons will be appointed at the first PCC meeting.

7. The meeting considered:

a. the Vicar's report.

John Massey asked what the relationship was between the two advisory groups, the ministry team, the leadership team and the PCC.

The vicar replied that there had been a need for the PCC to form subgroups for the division of much of its work. The two advisory groups ceased to exist at the end of 2022 and were replaced by the ministry team (a.k.a. the leadership team) which report directly to the PCC.

Joyce Teasdale asked why there was nobody from the children's work team on either the ministry team or leadership team.

The vicar replied that, in addition to Heather Pitman having experience of leading children's work, one person from the children's had been invited but was unavailable.

John Massey was pleased that young people had been confirmed this year, but asked how they could access communion at Baxenden when it is held only once a month at St. John's.

The vicar replied that they were hoping to develop a midweek communion service that Hilary Murphy would lead, now that she has got her licence back, a development that the Archdeacon is in favour of.

John Massey asked what repair work had been carried out to St. John's and whether it was represented by the £16,000 expenditure. Barry Grimes replied with an update on the tower work and that jobs identified in the Quinquennial survey were being addressed in the order recommended by the DAC.

b. the revised Electoral Roll.

There were no comments or questions on the revised Electoral Roll, containing 183 names (comprising 113 residing in the Parish and 70 resident outside the Parish).

Baxenden St. John and Accrington St. Paul Parochial Church Council.

c. the Annual Report of the proceedings of the Parochial Church Council.

There were no comments or questions on the report.

d. The Financial Statements of the Parochial Church Council for the year ending 31st December 2022.

Richard Marshall summarised the report and explained the capital items expenditure, that the joint account was now running and that bills were being paid much quicker.

John Massey asked how long the reduction in Parish Share (PS) would last. Richard replied that it was only for one year, that he is waiting for another meeting with the Diocese concerning this but budgeting for a 10% increase in PS.

John then asked if there was any legacy debt from the Parish Share that needed sorting. Richard confirmed that there is an outstanding balance that is carried over each year and that he would seek clarification from the Diocesan Board of Finance.

John questioned why the tithing was based on the previous year's income rather than the Biblical principle of the first 10%. Richard explained that this does not materially affect the amount given, simply the timing of it and makes for better budgeting. The Secretary added that it had been a PCC decision, although not unanimous.

John asked why the investments assets had reduced from £48k to £42k. Richard assured the meeting that the investments had not been touched, could not readily see the reason for the reduction but would investigate and get back to John.

John asked what the £16.5k expenditure on major repairs were, specifically. Richard replied that there were many small items detailed in the PCC minutes throughout the year.

In conclusion, the Financial report was unanimously accepted.

Proposal	That Finance Report be accepted.				
Proposed by	Marion Wilkinson		Seconded by	John Massey	
For	29	Against	0	Abstained	0
Carried unanimously					

e. the Annual Report of the Fabric, Goods and Ornaments of both churches.

There were no comments or questions regarding the report from either church.

f. The Report of the Proceedings of the Deanery Synod.

There were no comments or questions on the report. The next meeting of the Deanery Synod will take place on the 7th June 2023 at 7.30pm at Altham St. James.

Baxenden St. John and Accrington St. Paul Parochial Church Council.

g. A Report on Safeguarding provision in both churches.

There were no other comments or questions regarding the report. Heather Pitman informed the meeting that joint “Basic” Safeguarding training is continuing and two courses have been completed to date.

h. Report of the Children’s and Youth Work in the Parish.

There were no comments or questions regarding the report. John Massey noted the work of Joyce Teasdale in the school, a point echoed by Austin Cook.

i. other matters of Parochial or general Church interest.

Jerard Knott expressed dissatisfaction that there was no Governor report from St. John’s Primary in the APCM pack, a point echoed by Joyce Teasdale. The Secretary replied that the contents of the pack, beyond the compulsory reports (Electoral Roll, Deanery Synod, Finance, Fabric and PCC Proceedings) were decided by the PCC. Here, since St. Paul’s traditionally did not include a report for Benjamin Hargreaves, the equitable decision was that neither schools’ Governors should be reported on. Jerard urged that the Governor report for St. John’s should be reinstated in future.

Jerard then asked why there was a “shorthand” name for the church (JP Church). The Vicar replied that it was more convenient and came off the tongue easier than “Accrington St. Paul’s and Baxenden St. John’s Parochial Church Council”. The Secretary reminded the meeting that minutes of PCC meetings, once approved, are displayed on the notice board in church.

Jerard asked why APCM packs were unavailable one morning this week when he visited church, and how folk were supposed to be informed of its contents. The Secretary replied that the packs were available at the back of church until last Sunday (for those who attend Sunday services) then gathered and brought to St. Paul’s for the third Sunday (today) since St. John’s is closed today. For those not attending church, the APCM pack had been available on the church website for longer than the Sunday availability. Jerard confessed that he was not in church the previous Sunday and did not like the church website, for undisclosed reasons.

Jerard wanted to inform the meeting that the church was breaking the Charities Commission Regulations by not listing the Charity Number on the website. The Vicar asked why he had not simply informed Roger Longworth the moment he noticed it.

Jerard reminded the meeting that at last year’s APCM he had made a clear and strong recommendation that the Parish Insurance Policy must cover the church for a minimum of £20m and seemed annoyed that he had to raise this point yet again. The Secretary replied that his comments were recorded in the minutes of the last APCM, which had just been approved and which Jerard had not read. Heather Pitman reassured him that the parish was

Baxenden St. John and Accrington St. Paul Parochial Church Council.

covered for £10m for Safeguarding purposes and promised to check with the Diocese what the minimum cover should be.

Dorothy Brown asked the meeting why we are being picky with each other when we are supposed to be Christlike.

The Vicar noted that communication was something the Parish could improve on and Barry Grimes suggested that maybe one way to improve it might be to have an "Information slot" at the end of each service tagged onto the notices.

Pat Massey expressed satisfaction at seeing the collection plate at today's service and said that it should be used at all services. The Secretary reminded Pat that there is a collection at all services, although an odd service leader will occasionally remind visitors that they are not expected to provide towards the upkeep of the church.

Val Eland, in conclusion, commented that Baxenden folk seem to have lots to say, in comparison to St. Paul's.

There being no other questions or comments, Hilary Murphy ended the meeting with prayers.

The meeting closed at 1.00 pm.

Vicar's Report 2024

As our Ministry team continues to lead the church with me for a second year, I want to share with you our proposed Vision Statement for JohnPaul Church. This came out of our Vision day in February at Whalley.

Like last year, however, I thought it would be good to review our progress as a church against the Diocese of Blackburn's Vision 26: 'Healthy Churches Transforming Communities'.

Making disciples of Jesus Christ

- We now have five weekly Connect groups meeting Monday, Tuesday, Wednesday, Thursday and now a new Men's group on Saturday. Our Connect group leaders are growing in confidence.
- After some changes in leadership, we now have a monthly prayer meeting. And we plan to do Thy Kingdom Come again in May (ten days of prayer). We identified a need for more teaching on prayer so are running a prayer course in Connect groups with sermons on Sundays.
- The use of iSing has helped to give us greater continuity in worship at St John's. The new Families@5 service has greatly benefited from more contemporary worship.
- We had three START courses last year with over 20 people making re-commitments or new commitments.

Being witnesses to Jesus Christ

- Toast Time (toddler group) re-launched in March last year (St P) and Busy Bees (St J) in September. They are both well attended by the wider community. They are really well run by two great teams.
- We have now finished LYCiG (Leading your church into growth) and cascaded the teaching to the PCC. The results are the launch of Families@5, a new congregation that meets monthly at St John's and the licensing of a Church Army Evangelist in June in the Parish.
- Communications – we are soon to have two new notice boards with our new name and logo – JohnPaul Parish. We now have a monthly email, a joint Facebook page and WhatsApp groups.
- We launched Kintsugi Hope and have had two great courses, the first was a trial and the second offered to the wider community at St Paul's. The courses have been great, but attendance patchy.
- We had a super parish mission with Bishop Jill called 'Coming Home' with a pamper afternoon, a cricket match with tea and a Men's breakfast. We have seen real fruit with several coming to faith and others receiving prayer and being commissioned to new areas of ministry.
- We have had a rolling programme of Baptism workshops using the Hope Explored material. Attendance has been patchy, and it has affected the numbers applying for baptism. However, those who have come have really engaged and we have loved sharing our faith with them.

Baxenden St. John and Accrington St. Paul Parochial Church Council.

Growing leaders for Jesus Christ

- We are fully using our LLMs who have done so much this year and continue to be a great support.
- We are developing those with leadership potential in terms of Deputy church wardens, preachers, toddler group leaders and a raft of new leaders for children at St John's and at Families@5.
- We are encouraging existing leaders to mentor younger folk i.e. tech, children's work, Fabric, etc.
- We have one young Dad who is applying to M-Power.

Inspiring Children and Young People to raise up a new generation for Christ

- We had to re-create our children's team at St John's this year and were delighted when a group of young Mums agreed to take it on over the summer. They have brought new life and vitality.
- At St Paul's the launch of Families@5 has really brought new life and we now have three new families and one family that used to come, have returned. We have a great team.
- I lead at Collective worship each week in both church schools. We have a good partnership with St John's. But after a difficult OFSTED I have had to work hard to stay connected at BH.
- Families@5 and our two toddler groups have great potential for the future. We now have four or five young families in both churches who are starting to take on responsibility and grow in faith.
- We continue to hope to launch a Youth Group from St Paul's in September.

What Else?

- We have strengthened the Fabric team at St John's, have recruited a new architect and are applying for grants to pay for significant repairs on the church. and now have a really motivated team there.
- As Families@5 grows, we will probably have to move back into the church which will mean improving our AV systems at St Paul's and installing chairs rather than the uncomfortable pews.
- After four or five months of reflection and prayer working through a book called 'Healing wounded history' we had two services of healing in Lent with great support from our two LLMs
- One of our LLMs celebrated 25 years as a leader/LLM.
- We had a lovely Vicarage tea party in the Summer with over 30 attending.

Setbacks

- We lost all our Children's leaders at St John's and another worship leader.
- We have had to put the All-Age service on hold at St John's due to lack of leaders.
- We continue to struggle with prayer and have still no leader this year for Thy Kingdom Come

Baxenden St. John and Accrington St. Paul Parochial Church Council.

- We really need funds to do the work needed at St John's. The Fabric work has been hampered by not having any church wardens at St John's. Although the deputy church wardens have really stepped up, overseeing them has impacted my own ministry.

What Next

- We need comfortable chairs and better AV at St Paul's, so Families@5 can expand.
- I believe this is a year of consolidation as we develop leaders, improve our planning and communication and have a rolling programme of START courses with lay leaders.
- We need a new Church Warden at St John's.
- We are planning a Missional Ceilidh in September for Harvest with an evangelistic speaker.
- We will use Thy Kingdom Come to encourage prayer and invitations to the September event.

On a personal note

My husband, Richard, continues to work closely with the Finance team to oversee our Finances. He has helped re-launch the men's group and we co-lead the Connect group leaders.

My father died last year which was tough. I continue to maintain a clear focus on outreach and mission while seeking to find ways to identify and grow new leaders across both churches. I have a great mentor and a spiritual director.

I have been so grateful for amazing support from the diocese through the Parish Renewal Programme. I have wonderful church wardens, a supportive PCC and new people getting involved in running the church.

Amanda Marshall, Vicar of JohnPaul Parish, 2024

Electoral Roll Report for 2024

Currently, there are 182 names on the Electoral Roll comprising:

115 residing in the Parish.

67 resident outside the Parish.

Kath Jones Electoral Roll Officer

New Admissions since May 2023: 14 in total

Names removed since May 2023: 13

New admissions to Electoral Roll since May 2023 are:

Ashley Brierley	Jennifer Cook	Paul Fender	Susan Fender
Collette Hudson	Reece Hudson	Catriona Jones	Francesca Ledwith
Michael Ledwith	Heather Lingard	Ann Morgan	Christine Oldham
Claire Powell	Kathleen Pratt		

PCC Annual Report 2023

PCC Annual Report from January 2023 – December 2023

Name of Church: Baxenden St. John and Accrington St. Paul Parochial Church Council

Correspondence: PCC Secretary, Baxenden Saint John Church, Church Avenue, Baxenden, Lancashire, BB5 2RQ.

Bankers: Lloyds Bank, 16 Market Place, Oldham, OL1 1JG.

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.

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

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of our “joint” PCC consists of the incumbent (our vicar), churchwardens, both LLMs (Readers), Deanery Synod representatives and members either elected by those members of the congregation who are on the electoral roll of the church or co-opted after the APCM. If vacancies exist after the APCM and a person is willing to join the PCC, they may do so with the agreement of the PCC.

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 during 2023:

ROLE	NAME	DATE	
Incumbent and Chair	Amanda Marshall	May 2022-23 May 2023	Ex-officio
Churchwarden, Vice-chair (St Paul's)	Maureen Birtwistle	May 2022-2023 May 2023	Ex-officio

Baxenden St. John and Accrington St. Paul Parochial Church Council.

Churchwarden, Vice-chair (St Paul's)	Terry Jones	May 2022-2023 May 2023	Ex-officio
Churchwarden, Vice-chair (St John's)	Barry Grimes	May 2022-2023 Stepped down 2023	Ex-officio
LLM St Paul's	Tony Hindle	May 2022-2023 May 2023	Ex-officio
LLM St John's	Patricia Wilkinson	May 2022-2023 May 2023	Ex-officio
Deanery Synod Rep	Ann Hindle	May 2022-2023 May 2023	Ex-officio
Deanery Synod Rep	Roger Longworth	May 2022-2023 May 2023	Ex-officio
Deanery Synod Rep Secretary to May 2023	Ian Rushton	May 2022-2023 Stepped down 2023	Ex-officio
PCC	Diane Clough	May 2022-2023 May 2023	Elected Elected
PCC	Austin Cook	May 2023	Elected
PCC	Andrew Crowe	May 2022-2023 May 2023	Elected Elected
PCC	Barry Grimes	May 2023	Elected
PCC	Reece Hudson	From Aug 2023	PCC agreed
PCC Electoral Roll Officer	Kath Jones	May 2022-2023 May 2023	Elected Elected
PCC	Sally Knott	May 2022-2023 Stepped down 2023	Elected
PCC	Jill Lamont	May 2022-2023 May 2023	Elected Elected
PCC	Richard Marshall	Oct 2022-May 2023	Co-opted

Baxenden St. John and Accrington St. Paul Parochial Church Council.

Treasurer		May 2023	Elected
PCC ALM Safeguarding Officer	Heather Pitman	May 2022-2023 May 2023	Elected Elected
PCC Secretary June 2023	Janet Robinson	Oct 2022-May 2023 May 2023	Co-opted Elected
PCC	Joyce Teasdale	May 2022-2023 Stepped down 2023	Elected
PCC	Allison Worrall	May 2022-2023 Stepped down 2023	Elected
PCC	Marion Wilkinson	May 2022-2023 Stepped down 2023	Elected

From June 2023, in the absence of Churchwardens at St John's, four deputy wardens were proposed and approved by the PCC:

Diane Clough, Austin Cook, Barry Grimes and Marion Wilkinson.

Electoral Roll

At the end of December 2023 there were 188 names on the electoral roll.

Standing Committee

The Standing Committee is required by law and has the power to transact the business of the PCC between meetings.

Standing Committee appointed June 2022- APCM 2023:

Amanda Marshall, Terry Jones, Barry Grimes, Richard Marshall, Roger Longworth; and Ian Rushton.

The Standing Committee met once in March 2023 to discuss the removal of bird waste from the bell tower at St John's.

Standing Committee appointed June 2023:

Amanda Marshall, Terry Jones, Maureen Birtwistle, Richard Marshall, Janet Robinson, Austin Cook and Roger Longworth (A minimum of five members being necessary for the meeting to

take place).

The Standing Committee did not meet between June and December 2023.

Annual Review – Highlights.

The PCC met six times during 2023.

February 2023

The PCC discussed matters relating to grave spaces and use of the churchyard, sub-groups to streamline the work of the PCC, room hire rates, updates on the repairs to St Paul's Church Hall following the fire and of on-going repairs needed at both churches, safeguarding training and a new baptism policy and information was given to the PCC about the formation of a new Ministry Team.

April 2023

The PCC were given further input on LYCiG (Leading your Church into Growth sessions 2 and 3) which the Diocese had requested be followed as a condition of reduction in the Parish Share. (A separate meeting to which Connect Group leaders and PCC members had been invited to introduce LYCiG had already taken place on 13th March, 2023).

A progress report on transition to one bank account was given, a decision to join the Parish Giving Scheme was made, more information about the cost of repair work, approval of the updated Safeguarding Policy, Code of Safer Working Practices and Website Information, and updates from various sub-groups and the Ministry Team.

May 2023 APCM

June 2023

The PCC appointed the officers for the coming year, discussed the use of an action log to be included in the minutes, were given an update on the Parish Giving Scheme, approved an architect, received updates on fabric, communications, safeguarding and the Ministry Team and discussed why no Churchwardens had stepped forward for St John's and how the deputy wardens would be "managed." The list of sidespeople was ratified. The PCC agreed to employ a paid cleaner for St John's church. A brief LYCiG taster (of session 4) was also given.

August 2023

Another session on LYCiG was delivered (4). Fabric reports were received – a new boiler to be fitted at St Paul's, awaiting reports on St John's. Finance reported the need to keep a close eye on running costs; Safeguarding covered DBS and Diocesan Dashboard requirements; Ministry discussed children's work at St John's.

October 2023

Another LYCiG session (5). Finance covered the new bank account signatories, Parish Share and Charity Commission; Communication covered a start on the development of a new

Baxenden St. John and Accrington St. Paul Parochial Church Council.

website and need for the magazine and notice sheets to work for both churches; Fabric informed the PCC that a new boiler had been installed at St Paul's and a detailed report received about work needed at St. John's; Safeguarding included new posters at both churches, amalgamation of both church policies and extra training needed for some people; Ministry included information about Healing Wounded History (healing the past and visioning the future), a Vision Away Day in 2024, growth with the Families at 5 service.

Discussion took place about fundraising and stewardship.

A proposal was carried to support the start-up of Busy Bees.

December 2023

Another session on LYCiG (6). The Vision Away Day will be used to draw it all together. Finance reported on Parish Share and the budget was approved after discussion; Communications discussed the use of the short name of the parish (JohnPaul), agreed a proposal to use WhatsApp rather than Signal, agreed a proposal to stop St John's Facebook page and rename St Paul's as JohnPaul, reported on progress of the website and noticeboards for each church; Fabric reported that the Quinquennial Report had been carried out at St Paul's, update on fundraising and issues about heating at St John's; Safeguarding reported that work was on-going on policies and the Dashboard; Ministry Team had approached Rev Rebecca Roberts to lead the Vision Planning Day in February 2024 and gave an update on children's work at St John's.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

We would 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,

Janet Robinson. PCC Secretary. April 2024

Treasurer's Report for 2023

Financial Review

1. Total income for the year was £100,520.
2. Last year's figure of £128,096 was inflated by £23,070 (special items for boiler and insurance claim) and by at least £5000 due to the timing of gift aid recovered. This means our net income is broadly in line with last year but it should be noted that voluntary income has dropped by 10%. (We had aimed for a 10% increase).
3. Total expenditure for the year was £118,470
4. Last year's figure of £109,294 did not include the purchase of the boiler at £16,500 (funds had been raised for this in 2022) which mostly explains the deficit in this year's numbers (between income and expenditure)
5. This expenditure includes a Diocesan Parish Share Contribution of £38,810 (compared to £36,490 in 2022). This largely provides the stipends and housing for clergy, in our own Parish and in support of other Parishes.
6. The PCC asked the Diocese for a reduction of 45% (50% in 2022) to the requested parish share as income is still below sustainable levels. We also need to bear in mind the need to fund significant repairs at St John's. This was approved, although most of the anticipated repairs have again been postponed to 2024.
7. Our Giving in 2023 was £6,769 (£4,785 in 2022) and represents approximately 6% of income received in the previous year. We intend to keep increasing our giving towards a 10% target as our income increases.
8. The net result for 2023 was a deficit of income over expenditure of £17,951 (almost exactly the same amount of excess achieved last year and almost entirely explained by the timing of the new boiler purchase).
9. A new bank account (Lloyds) was opened during 2023 and has enabled on-line management of our finances.

Reserves Policy

It is PCC policy to maintain a balance on Unrestricted Funds equating to at least 2 months Unrestricted Payments. It is not easy to assess this figure due to a slow recovery following the Covid-19 pandemic. However, a reasonable figure would be at least £15,000. This is held to smooth fluctuations in cash flow and to meet emergencies.

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

JohnPaul Parish holds a joint bank account with Lloyds and a Diocesan deposit account:

10. **Lloyds Accounts** – balance **£37,394** (£61,363) - day to day running of the church
 11. Of this £8,378 is designated by the PCC (for Cellar, IT, Mission) and £1,083 is restricted (for office)
12. **Diocesan 'Church Deposit' Account** - balance **16,251** (£15,044) –
 13. Of this £13,621 is designated by J Walker for 'building and repair'
14. **St John's Petty Cash Float and St Paul's Petty Cash Float** – balance £200 (£200) each

Blackburn Diocese holds Investments on our behalf

15. **Fixed Interest investments (unrestricted) £6,053** (£5,000)
16. **Church Investment fund held by Diocese £40,514** (£42,764).
 17. Of this, £17,774 is restricted by Cucknell mostly for 'the churchyard'.

Summary

- a. Income was broadly flat in 2023 (if we take out insurance claim, special boiler income and gift aid).
- b. We raise and spend c. £100,000 a year to run our churches. Parish share is currently subsidised by £30,000.
- c. The church ended the year with £37,394 in available cash, (3 months running costs is £24,000)
- d. We have £62,817 in 'savings' (with the Diocese) of which £17,774 is restricted
- e. We are carrying a negative Parish Share liability of approximately £100,000 across both churches.
- f. Our surveys and investigations reveal the need to spend £300,00 on St John's church building

Finally

A big thank you to Roger Longworth, Terry Jones, Ann Hindle, and Marion Wilkinson for their significant help with counting, banking and recording our accounts in 2023.

Richard Marshall (Treasurer) 16/4/24.

Annual report of the Fabric Goods and Ornaments of each church

FABRIC REPORT: ST. PAUL'S CHURCH 2023

August 2023

1. The new church boiler has been ordered.
2. Scaffolding put up and the East wall repainted. It was last done 20+ years ago.
3. D Taylor Scaffolding put the rig up free of charge and Dave Ramsden did the painting. Dave has done a lot of work for Benjamin Hargreaves and some outside painting for the church.
4. There is an earthing problem with the electrical circuits in church.

September 2023

5. The mound of rubbish at the top of the church grounds has been cleared. This took two whole days from 10am to 7pm. There were 8 tired and leaner volunteers. A deputy warden persuaded person unknown to lend us a skip. This was emptied several times.
6. The notice board on Plantation St. has been cleaned up. Magnets not pins now

November 2023

7. A new boiler has been installed in the store room on the ground floor. Old boiler disconnected and the boiler room closed. No more wellies or wet feet

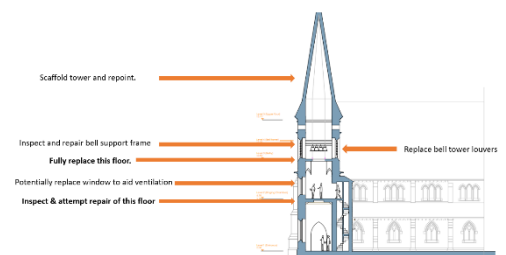
December 2023

8. Inspection by the Area Dean. There were no concerns about the building or the church yard. The registers and paper work were up-to-date.
9. Quinquennial Inspection was carried out in November by John Pickup - Intelligent Design.
10. Wi-Fi has been installed by 6G in the church and church hall.
11. The new control boxes for the Church boiler and Hall boiler are now working. They couldn't be linked to Wi-Fi. [even after three visits by 6G technicians]
12. The church gutters have been cleaned out and a new length of guttering and some slates replaced on the store room roof
13. Pennine Fire and Safety have carried out their annual inspection. There is a CO 2 extinguisher in the Choir Vestry to guard the new boiler.
14. Victoria Glazing replaced the fascia board on the church hall and repaired guttering
15. The steps from Barnfield St. have been re-laid and the path up to the hall has been re-surfaced.

Terry Jones, Churchwarden, April 2024

FABRIC REPORT: BAXENDEN St. JOHN's CHURCH 2023

- Currently no formal full time church warden in place for St John's. A team of deputy wardens are supporting key activities. The main focus for the latter half of 2023 was addressing the building fabric and the actions outlined in the 2021 QQ report.
- Water ingress through the tower was assessed and believed to in part be caused by an excessive build-up of debris inside the Belfry. A contractor called FHLM was commissioned to remove this debris from the tower, allowing the structure to air and dry out naturally.
 - After debris removal a temporary waterproofing solution was added in the tower.
 - Temporary bird netting installed in the tower to prevent nesting.
 - Access to tower first floor restricted, but the entrance way and the church is open as usual.
- An architect (John Pickup) was engaged and initial drawings of the building were created to support structural assessment of the tower.
- A structural report of the tower was created, confirming the need for urgent repairs, this report made recommendations on the appropriate approach to repairs.
- An outline schedule of works and approx. cost was created by the architect John Pickup.
- The fabric team along with Amanda engaged the Diocesan Advisory Committee (DAC) to provide an overview of repair plans and the approach to funding raising. DAC are supportive and helped explain the faculty process (type of planning permission) for these repairs.
- Fund raising was then initiated and the Community Ownership Funding was identified as a large suitable fund.
 - An expression of interest was submitted November 2023 with a full bid made January 2024.
 - Further fund raising and bids are planned for 2024.
- Flagstones from the front of church were stolen, repairs have since been made to the front path.
- Electrics in the entrance updated and improved due to lighting issues at night.
- Loose plaster removed from the chancel arch and made safe, see image right.
- New PAYAZ card machine installed in the church to support giving.



Deputy Church Warden - April 2024

Support our church and fundraising efforts. Please visit our Go Fund Me site

<https://gofund.me/044ec8de>

Deanery Synod Report

The PCC Minutes show that the Deanery Synod met three times in 2023: February, June and November. At the meeting in June, a Vision Director had been appointed for the Diocese. It was noted that over the next ten years there would be a large amount of funding poured into the Accrington area. In November the Bishop of Blackburn, the Right Rev. Philip North held a Eucharist and a question and answer session.

Ann Hindle and Roger Longworth, Deanery Synod

Safeguarding

Safeguarding Report for APCM 2024

For the period January to December 2023

Introduction

There is a named Parish Safeguarding Officer (Heather Pitman) who reports to the Vicar and the PCC and Safeguarding continues to be a standing item on the agenda for the PCC.

There have been no safeguarding or child protection concerns since the last APCM.

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

The statement on the website has been reviewed and updated and there is a noticeboard in both churches which displays the parish safeguarding handbook and the details of names and telephone numbers to contact regarding safeguarding.

All policies are under review and progress has been made with updating the Safeguarding Dashboard for the Diocese.

Training

Members of the PCC, Churchwardens and volunteers have been advised of the required safeguarding training that they need to complete and progress is being made to ensure that all the training has been completed. The Parish Safeguarding Officer (PSO) has facilitated Basic Awareness Online training for those who are unable to access the online training.

Risk Assessments

As part of the work on the Safeguarding Dashboard all the risk assessments for church activities are under review to ensure that they meet the requirements.

DBS checks

The previous DBS recruiter left the church during 2023 and the safeguarding officer signed up to be the main DBS recruiter. All those who require a DBS are being processed, together

Baxenden St. John and Accrington St. Paul Parochial Church Council.

with a review of those who need an update. Whilst volunteers are awaiting their DBS they are always accompanied by another trained volunteer and children are also usually accompanied by their parents.

Members of the PCC are aware that as Trustees they require a current DBS and a check is carried out as required.

Safer Recruiting

The safeguarding officer and the vicar have completed the training regarding safer recruitment and new activities requiring volunteers follow the recommendations from the training.

Heather Pitman, Parish Safeguarding Officer, 21 April 2024