

# Holy Trinity Church Hepworth

**Annual Report and Financial Statements  
of the Parochial Church Council  
for the year ended 31 December 2019**

# **2019 Report and Accounts for the Parochial Church Council (PCC) of Holy Trinity Church, Hepworth**

## **Aims and Purposes**

Holy Trinity Church is situated in the village of Hepworth in the Diocese of Leeds and is a member of the Upper Holme Valley Team. Hepworth PCC has the responsibility of working with the team vicar, the Reverend Keith Griffin, in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church building.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to be part of the parish community. The PCC maintains an overview of worship, with an intention that the services put faith into practice through prayer and scripture, music and sacrament. In particular, the hope is to enable ordinary people to live out their faith as part of the parish community through:

- Worship and prayer; enquiry into matters of faith; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Activities, which take the life of the church into the local parish and community.

## **Achievements and Performance in 2019**

### **Looking Back on the Year**

2019 was another busy twelve months in the life of Hepworth Church.

Once the year was over, I sat down with the PCC to review a number of services, events and activities. In fact, the focus was only on what had taken place during the seasons of Advent and Christmas. However, we soon identified a long list, covering not just Christmas services, but the school's service, A Christmas Gift: the Christmas exhibition, the Advent Book Club, the project to raise funds for Just One Tree, and more.

The purpose of this exercise was not to make us feel big-headed – or simply tired! – concerning what we had devoted our time to. Rather, I was interested to look under the bonnet at what we really spend our time on. What we believe we are doing in church and hoping to achieve. This led on to another list where we highlighted words which could go some way to describing those events: words like hospitality, creativity, community, partnership, learning, innovation, charity, collaboration, justice, and so on. So, for example, the Just One Tree project reflected: innovation, partnership, community, creativity and charity.

I hope this proved useful in helping us to see some of the true benefits behind all our efforts. Where is the Kingdom of God at work in what we do? Working on the exercise together helped people see that an event which may look like it exists solely to raise money for church funds can be something else if it brings people together. Even more so if it offers opportunities for people to engage with church when they would rarely do so through the traditional route of attending a service.

The final part of the puzzle involved thinking about where we are going as a church and what our priorities might be. How can we build on the successes of the past? What is the best use of our gifts as a small church in a rural setting? Should we try to think in new ways?

In many ways, this is the sort of thinking which has gone on for years at Hepworth Church. It is a community of creativity and innovation and that was seen in 2019. We saw the church move ahead with developments in the area of community recycling as part of a stronger relationship with Hepworth School. The church worked with a group of parishioners to help initiate Hepworth Community Singers. Some ideas which were tried didn't come off, but that's fine too.

Looking back on a year, we shouldn't take satisfaction from simply keeping busy. Rather, we should be pleased that our efforts were worthwhile, that we enjoyed working together for God's glory and the benefit of our community, and that hopefully we learnt something along the way. I would like to thank everyone who made a contribution to the life of Hepworth Church in 2019.

*Reverend Keith Griffin*

## **Worship at Holy Trinity**

Hepworth PCC oversees worship and activities at different times in the week, month and calendar year. This includes opportunities for discussion, Bible study, conversation and reflection together in groups. Weekly Sunday worship is usually the Parish Eucharist at 9.15am, which serves as the focal point of the liturgical life of the church community. Around once a month, the Hepworth Get-together takes place, attracting a number of families with young children to an afternoon of activities, refreshments and fun. Having been launched in 2018, this had its first full year of sessions during 2019, and attendance of children, parents and helpers ran at an average of 32 for each meeting.

On the second Wednesday of the month at 10.00am, a shorter service of Holy Communion takes place, without hymns. Staff and children from Hepworth Junior and Infant School hold services at Holy Trinity on a couple of occasions during the year.

The Reverend Keith Griffin officiates at most services, but clergy from other parts of the Team play their part, according to the Team rota of services and especially when Keith takes annual leave. The Reverend Canon Christine Bullimore and John Bullimore (Reader) take the service on the first Sunday of each month, and continue

to offer other valued assistance and support. Information about services and other church activities is published in the church magazine and is kept up to date on the website: [www.hepworthchurch.org.uk](http://www.hepworthchurch.org.uk).

Holy Trinity provides a space where people celebrate the various milestones of life, at services of baptism, marriage and funerals. The church building is also kept open on every day of the year during daylight hours for passing visitors, of whom some will take the opportunity to spend a moment before God in peace and quiet. Over the years, the grounds of the church have been maintained to a high standard, providing a welcome area for individuals visiting graves and for passing walkers, with or without their dogs.

*Reverend Keith Griffin*

## **Activities in 2019**

The phrase “If something works, don’t change it” applied to events in 2019. Such is the popularity of events like Books & Butties, Quiz Night, Summer Garden Party, Coffee Morning and the Christmas Market that the Events Group were happy to repeat these from the previous year. The fourth Hepworth Art Fest drew in a large number of visitors, as did the Afternoon with the Yorkshire Shepherdess. The two-day Christmas Exhibition doesn’t always draw in large crowds but is very popular with participating groups. Just repeating the same events year after year isn’t ideal and every year we try and have one new event. In 2019, a Fashion Show with Chain Reaction in church was well supported, so much so that it will be held again in 2020 and that means the group need another new event. The Events Group is always open to suggestions and to new people joining them.

The monthly Mothers’ Union meetings throughout the year were well attended and members enjoyed a variety of speakers and activities. The branch took part in a ‘Books for Schools’ project whereby a pack of four books, dealing with bereavement, cancer, divorce and the death of a pet, are donated to primary schools. Three packs were donated to Hepworth, Scholes and Hade Edge primary schools. Our fundraiser for the church was the visit of Amanda Owen, The Yorkshire Shepherdess, which was a huge success. Sadly in August, Doreen Chapman, our Indoor Member died.

During the year we have donated refuge bags to the Refuge Centre, taken car loads of baby items and a knitted cot blanket to Mothershare in Halifax, taken 30 men’s coats to the Welcome Centre and a cot bed to Oxfam. We have raised funds for two MU Appeals with a Home Produce Table in church and a coffee morning in the Village Hall.

*Sheena Blunden and Gloria Styring*

## **The Building & Churchyard**

In February 2018 we received the five-yearly quinquennial report from the church architect, detailing work which he regarded as necessary either now or at some point during the coming five-year period. Early in 2019 we redecorated the vestibule, toilet, kitchen, and meeting room. We also began to tackle the need to repair certain external parts of the building to ensure that the building is as watertight as we can make it. The ridging tiles will have to be removed from four of the six roof ridges and be re-bedded. Much of the water-tabling (the large stone blocks which run up the edge of each section of the roof) will have to be repointed. We have consulted the church architect about the detail of this work and approached several builders for estimates. The PCC recently decided to ask a local builder, with considerable experience of old buildings and lime-mortar work, to carry out the repairs, and he is expecting to start work in late March or early April 2020, weather permitting, and once diocesan permission has been received.

One other quinquennial recommendation has recently become quite urgent. A leaded-glass window in the bell-tower was damaged some years ago, and in the 2019-20 winter was almost completely blown out following gale-force winds. We boarded it up temporarily and have now received estimates for its replacement. We hope to get this work done in 2020.

During the year, we have been looking at ways we can use and manage the churchyard at Hepworth and in September we attended a conference held by the Diocese of Leeds called Caring for your Churchyard. As well as general maintenance, we were encouraged to use our churchyards as valuable environmental resources. This is in the planning stage along with the transfer of our burial records in to electronic format, which includes having the churchyard mapped digitally, creating something that is more secure for the future.

This summer, the weather always seemed to be against us but with the help of Greenworks+ and volunteers from the community each month, we managed to keep the churchyard looking its best.

*Hilary Fletcher and Richard Southam*

## **Structure, Governance and Management**

The Parochial Church Council is a corporate body established by the Church of England and operates under the Parochial Church Councils (Powers) Measure 1956 as amended. As a charity, with annual income of less than £100,000, it is currently exempted from registration with the Charity Commission.

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity, the membership of the PCC consists of the team vicar, churchwardens, and members elected by those members of the congregation who are on the Electoral Roll of the church. All those who are in the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive initial induction into the workings of the PCC.

From April 2019, the following were members of the PCC:

**Team Vicar:** Reverend Keith Griffin (Chair)  
**Churchwarden:** Hilary Fletcher  
**Elected Members:** Jenny Ashby, John Bullimore, Gail Dooley, Richard Southam, Anne Swain  
Gloria Styring (Secretary), Samantha Wilson, Ian Woodward (Treasurer).

## Treasurer's Report

In 2019, Hepworth Church produced a very healthy surplus of £12,079. Receipts were up by £10,673 (26%) and payments were down by £420 (1%). However, before celebrations begin, it should be noted that this surplus is likely to be spent in 2020 on forthcoming planned / known expenditure. In addition, Hepworth still isn't paying the full amount of parish share requested by the diocese.

## Receipts

Hepworth's planned giving (*Tax Efficient Planned Giving plus Other Planned Giving*) increased by £346 (2%) - a fraction ahead of inflation. On the other hand, *Collections at Services* was down by £87 (4%). Fortunately, *All Other Giving and Voluntary Receipts* increased dramatically by £3,650 (335%). This included a legacy of £2,000 and seven personal donations of between £100 and £1,000. *Gift Aid Recovered* was down by £226 (4%) but is likely to increase to around £5,850 in 2020.

*Gross Receipts from Fundraising* also saw another massive increase of £4,154 (47%). Although *Fundraising Activities (Costs and Payments)* increased by £1,007 (63%), the net surplus from fundraising activities still improved by £3,147. Almost all of 2019's fundraising events generated a bigger surplus, compared with 2018. On top of this, two one-off events, the Yorkshire Shepherdess and the Fashion Show, generated a combined net surplus of £2,295.

*Statutory Fees Retained by PCC* (the fees set by the *Church of England* that we receive for weddings and funerals) increased by £1,037 (50%). Although only two weddings took place in 2019, compared with three in 2018, there were almost twice as many funerals.

*Gross Receipts from Trading* increased by £1,726 (159%). This figure includes the church magazine, where receipts were up by £65 (10%) and heating charges for weddings and funerals, where receipts improved by £200 (133%). The other figure under this heading is the income from *Hepworth Community Singers*.

During 2019, the church was delighted to support the formation of the *Singers*. By helping the *Singers* to set itself up as a church organisation, the *Singers* was able to benefit from the church's insurance cover, which drastically reduced the initial set up costs. Of the money, which individual members paid each week when rehearsing in church (£2 per head), 25% came to the church, towards the church's operating costs and the remaining 75% was put into a designated fund. The PCC ring fenced this fund so that if the *Singers* decided to set itself up as a separately constituted organisation, the PCC would then pass this money over. This fund was also used to pay the *Singers'* expenses (£547), which is accounted for under *Church Running Expenses*. At the time of writing this report, the *Singers* is in the process of setting up as a separate organisation.

## Payments

*Mission Giving and Donations* returned to its normal level of £1,030. In keeping with many other churches, Hepworth donates part of its receipts to worthwhile causes. In 2019, the following donations were made: *DEC Cyclone Idai Appeal* (£250); *Holme Valley Mountain Rescue* (£150); *Café 100* (£110); *The Salvation Army* (£110); *Water Aid* (£110); *Just One Tree* (£110); *The Welcome Centre* (£100); *Toilet Twinning* (£60) and *The Royal British Legion* (£30). In addition, at the Christmas Exhibition, the church further supported *Just One Tree* and secured donations for the organisation of £218. Finally, at the Christingle service, the church secured donations for *The Children's Society* of £283. (Please see the *Notes to the Accounts* for details of how these donations are recorded.)

The PCC increased payments in *Diocesan Parish Share Contribution* by £720 (3%) to £24,720. Hepworth no longer receives a specific share request from the diocese. However, apportioning the team's share request across all the team's churches, in the way in which it has been done in recent years, means that Hepworth's request for 2019 was £32,767. In 2020, the requested figure has increased to £36,044, which is a gain of over 53% in just four years. We are still taking every opportunity to raise the injustice of this situation with representatives from the diocese. In reply, we continue to be told to, 'pay what you can.'

After its decline in 2018, predominantly due to a refund that we received from the Upper Holme Valley Team of Churches, *Clergy and Staff Expenses* increased in 2019 by £104 (12%). Spending on *Mission and Evangelism* also saw a slight increase of £32 (13%).

*Church Running Expenses* declined by £1,171 (17%). Removing the *Singers'* expenses (£547) means that the reduction in normal *Church Running Expenses* was actually £1,718 (25%). The reduction was mainly due to the absence of professional fees. In 2018, Hepworth paid £1,332 in fees for inspecting the church building and the condition of the trees in the churchyard. In addition, in 2019 very little was spent on maintaining the church building and the churchyard equipment. The decorating costs, early in 2019, were generously covered by an anonymous donation.

*Church Utility Bills* increased by £334 (16%). This is slightly less than we expected and is due to our last quarter's bill being an estimated one.

## Looking Ahead

In 2020, Hepworth Church is facing some significant items of expenditure, which as previously mentioned, will effectively wipe out the surplus achieved in 2019. Work is required on the roof to keep it watertight, a plain leaded window in the tower needs to be replaced and, due to an instruction from the diocese, the sofa in the vestibule needs to be changed. In addition, it is extremely likely the remaining money in the Hepworth Community Singers Designated Fund (£725 at year-end) will be passed to the *Singers*. This will appear in the church's 2020 accounts as a payment.

Financially, 2019 was a very successful year for Hepworth. However, we must not be complacent. Although ongoing fundraising efforts increased the church's income, the church benefited from a significant number of one-off donations, two one-off fundraising events and a large increase in *Statutory Fees*. We can't expect that 2020 will provide a similar level of receipts, particularly as our planned giving, which makes up almost 40% of our income, is only just keeping pace with inflation.

On behalf of the PCC, I would like to thank everyone who has contributed towards the running and upkeep of Hepworth Church throughout 2019. The church just can't function without those who donate their time, their expertise and their energy. Hepworth is very fortunate to be so well supported. Long may it continue.

*Ian Woodward*

## Notes to the Accounts

1. For simplicity, the above figures have been rounded to the nearest whole number.
2. Following the rules of *The Charity Commission*, some transactions do not appear in the accounts. This is where money is collected by Hepworth Church on behalf of a third party and the money is passed directly to that third party, without it ever becoming the church's property. It is therefore neither a receipt for the church nor a payment. These transactions are called Agency Transactions because the church acts as an agent for someone else. In 2019, the following amounts were collected and passed on as Agency Transactions:

▪ Hepworth Band - 50% of the donations at the Carol Service	£	156.15
▪ Just One Tree CIC (Including £300 from Hepworth J&I School)	£	518.31
▪ Leeds Diocesan Board of Finance for wedding fees	£	414.00
▪ Officiant's expenses at funerals	£	27.00
▪ The Children's Society - Christingle Service	£	283.19
▪ Organists and vergers for wedding and funeral services	£	1,000.00
<b>Total</b>	£	<b>2,398.65</b>
3. Some Church of England Accounts show Endowment Funds on the Receipts and Payments Accounts. These do not appear on the 2019 accounts for Hepworth Church because the church did not have any receipts or payments in 2019 against this heading.

## **Reserves Policy**

It is good practice for any church to have a Reserves Policy. This provides clear reasons why the PCC keeps some money in the bank at the end of each year. In 2017, the PCC adopted the following policy:

It is the policy of this church to hold in reserves in unrestricted funds, the equivalent of three months' general running costs, currently just under £10,000. It is also our policy to hold a further £30,000 in unrestricted funds to cover any likely repair / maintenance / improvement work, which may well exceed that which is identified at the next quinquennial inspection. The PCC will review this amount annually.

# Holy Trinity Church, Hepworth

## Receipts & Payments Account for Year Ending 31 December 2019

Receipts	2019			2018
	Unrestricted	Designated	Restricted	
Donations and Legacies				
Tax Efficient Planned Giving	17,742.20			17,577.00
Other Planned Giving	2,383.00			2,202.00
Collections at Services	1,859.11			1,946.17
All Other Giving & Voluntary Receipts	4,141.00		600.00	1,090.76
Gift Aid Recovered	5,373.78			5,600.26
<i>Total Donations and Legacies</i>	31,499.09	0.00	600.00	28,416.19
Receipts from Charitable activities				
Gross Receipts from Fundraising	12,962.11			8,808.25
<i>Total Receipts from Charitable Activities</i>	12,962.11	0.00	0.00	8,808.25
Investments				
Gross Receipts from Investments	215.45			141.73
<i>Total Investments</i>	215.45	0.00	0.00	141.73
Other Trading Activities				
Statutory Fees Retained by PCC	3,093.00			2,056.00
Gross Receipts from Trading	1,535.32	1,272.34		1,082.00
<i>Total Other Trading Activities</i>	4,628.32	1,272.34	0.00	3,138.00
Other Receipts				
Other	0.00			0.00
<i>Total Other Receipts</i>	0.00	0.00	0.00	0.00
<i>Totals</i>	49,304.97	1,272.34	600.00	40,504.17
<b>Total Receipts and Endowments</b>			51,177.31	40,504.17
<b>Payments</b>				
Raising Funds				
Fund Raising Activities (Costs & Payments)	2,598.59			1,591.76
<i>Total Raising Funds</i>	2,598.59	0.00	0.00	1,591.76
Payments on Charitable Activities				
Mission Giving & Donations	1,030.00			1,060.00
Diocesan Parish Share Contribution	24,720.00			24,000.00
Salaries, Wages & Honoraria	1,350.00			1,325.00
Clergy & Staff Expenses	973.13			869.29
Mission and Evangelism	270.55			238.96
Church Running Expenses	4,976.53	547.23	236.82	6,931.44
Church Utility Bills	2,395.31			2,061.77
Cost of Trading	0.00			0.00
Major Repairs to Church Building	0.00			1,440.00
New Building Work	0.00			0.00
Other Outgoing Resources / Payments	0.00			0.00
<i>Total Payments on Charitable Activities</i>	35,715.52	547.23	236.82	37,926.46
<i>Totals</i>	38,314.11	547.23	236.82	39,518.22
<b>Total Payments</b>			39,098.16	39,518.22
<b>Surplus / Deficit</b>			<b>12,079.15</b>	<b>985.95</b>

# Holy Trinity Church, Hepworth

## Statement of Funds, Fund Movements, Assets and Liabilities as at 31 December 2019

	2019	2018
<b>Current Funds</b>		
General Fund	48,123.89	37,133.03
Clock Fund (Restricted)	2,199.61	2,199.61
Organ Fund (Restricted)	301.02	301.02
Gutter Fund (Restricted)	0.00	0.00
Churchyard Fund (Restricted)	363.18	0.00
Community Singers Fund (Designated)	725.11	0.00
	<u>51,712.81</u>	<u>39,633.66</u>
Represented by:		
<b>Current Assets</b>		
Cash On Hand	1,757.20	2,000.00
HSBC Bank	10,283.33	7,068.83
Yorkshire Bank	10,796.00	1,904.00
CCLA Deposit	28,876.28	28,660.83
	<u>51,712.81</u>	<u>39,633.66</u>
<b>Current Liabilities</b>	0.00	0.00
<b>Total Assets less Total Liabilities:</b>	<u>51,712.81</u>	<u>39,633.66</u>
Opening Balance - 1st January	39,633.66	38,647.71
Closing Balance - 31st December	51,712.81	39,633.66
<b>Current Liabilities</b>	0.00	0.00
<b>Surplus / Deficit for the Year</b>	<u>12,079.15</u>	<u>985.95</u>

<b>Fund Movement by Type</b>	<b>Opening</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>Transfers</b>	<b>Gains/Losses</b>	<b>Closing</b>
General Fund	37,133.03	49,304.97	38,314.11			48,123.89
Clock Fund (Restricted)	2,199.61	0.00	0.00			2,199.61
Organ Fund (Restricted)	301.02	0.00	0.00			301.02
Gutter Fund (Restricted)	0.00	0.00	0.00			0.00
Churchyard Fund (Restricted)	0.00	600.00	236.82			363.18
Hepworth Community Singers (Designated)	0.00	1,272.34	547.23			725.11
<b>Grand Total</b>	<u>39,633.66</u>	<u>51,177.31</u>	<u>39,098.16</u>	<u>0.00</u>	<u>0.00</u>	<u>51,712.81</u>

# **Independent Examiner's Report to the Members / Trustees of Holy Trinity Church, Hepworth Parochial Church Council.**

I report on the accounts for the year ended 31st December 2019.

## **Respective responsibilities of the Trustees and Independent Examiner.**

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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.

It is my responsibility to

- 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**

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 an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters in the statement below.

## **Independent Examiner's Statement**

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs M Biggins  
27 Uppergate  
Hepworth  
Holmfirth  
HD9 1TG

Date: 10 February 2020

# **Minutes of the Annual Meeting of Parishioners for the Election of Churchwardens**

**10 April 2019**

Present: Rev Keith Griffin (chair), Jenny Ashby, John Blunden, Sheena Blunden, John Bullimore, Gail Dooley, Hilary Fletcher, Lorraine Pollitt, Cheryl Roberts, Richard Southam, Stella Southam, Gloria Styring, Anne Swain, Louise Vigor, Ian Woodward and Shanette Woodward.

1. Welcome and Apologies: Keith welcomed everyone to the meeting. Apologies were received from Chris Bullimore, Sheila Scholefield, Jim Vigor, Dorothy Walker and Sam Wilson.
2. John Bullimore proposed and Ian Woodward seconded the proposal that the minutes of the previous meeting on 14 March 2018 be accepted. All were in favour.
3. Election of two Churchwardens for 2019-20. There was one nomination - Hilary Fletcher. Hilary has served more than a full term of office as churchwarden. In order that Hilary can serve a further year, it is necessary to revoke the Churchwarden Measure. John Bullimore proposed the motion to revoke and Sheena Blunden seconded the motion. All were in favour and Hilary was duly elected. There were no more nominations for churchwarden. There is still a vacancy for a second churchwarden.

The Meeting of Parishioners was then concluded.

## **Minutes of the Annual Parochial Church Meeting**

**10 April 2019**

Those present and apologies were as for the Annual Meeting of Parishioners for the Election of Churchwardens.

1. Ian Woodward proposed and Sheena Blunden seconded the proposal that the minutes of the previous meeting on 14 March 2018 be accepted. All were in favour.
2. Presentation of Electoral Roll: A new Electoral Roll of 66 people was presented by Louise Vigor. Thanks were conveyed to Louise for the work put into this.
3. Annual Report of Fabric, Goods and Ornaments of the Church, Proceedings of the PCC and Church Organisations: the reports have previously been circulated so were not read out. Keith thanked everyone for the part they played in church. The main focus of the year, was the start up of the Hepworth Get-together. This included families, met on Sunday afternoons about once a month and was a different approach to worship from the regular Sunday morning service. He thanked all who had offered support in this new venture.

4. Annual Report of Parish Finances and Presentation of Independently Examined Accounts for the year ending 31st December 2018: The accounts and treasurer's report had previously been circulated. Ian explained that there was a small surplus, but that was due to Hepworth not paying the Parish Share in full. As the Parish Share goes up each year, Ian stated that in the long term, this was not good. The PCC intended to pay £21,000 this year, but if finances were good, this could be increased. Sheena Blunden asked if any of the other churches in the Team paid the full amount - Ian said no. John Bullimore thanked Ian for his very clear accounts.
5. The motion to receive and adopt the accounts was proposed by Stella Southam and seconded by John Blunden. All were in favour.
6. Appointment of Independent Examiner: Mo Biggins was happy to continue and Ian said that she had looked at the accounts very thoroughly. Mo Biggins was proposed by Sheena Blunden and seconded by Jenny Ashby that she continue as Independent Examiner. All were in favour.
7. Election of PCC members: Anne Swaine was nominated and accepted on to the PCC. PCC members now are Rev Keith Griffin, Jenny Ashby, John Bullimore, Gail Dooley, Hilary Fletcher, Richard Southam, Gloria Styring, Anne Swaine, Sam Wilson and Ian Woodward. Nora Smith was thanked for her time on PCC and for her work with Gift Aid.
8. Appointment of Sidespersons: All previous sidespersons, except Sheila Scholefield, are willing to continue and were re-appointed en bloc.
9. Any other business: In closing Keith said that church is what we do together. We are all part of separate, individual families, but serve church together. We are all part of the wider church.

In closing, Keith reminded everyone that Hepworth Church makes regular charitable donations for a number of causes, and that there was a proposal that we make a donation to the East African Cyclone Appeal (£250) and Holme Valley Mountain Rescue (£150). The Mountain Rescue Team are raising funds for a new support vehicle. Sheena asked what our budget was for donations and was told by Ian that it was £1,030 (this included £30 for the Remembrance Wreath). PCC members present indicated their support for the proposal.

Finally, John Bullimore, on behalf of the PCC, thanked Keith for all his hard work. The meeting closed with the Grace.

**ANNUAL MEETING OF PARISHIONERS  
FOR THE ELECTION OF CHURCHWARDENS  
1st APRIL 2020**

**Agenda**

1. Welcome & Apologies (for both meetings)
2. Minutes of Previous Meeting – 10 April 2019
3. Election of two Churchwardens for 2020-21

**ANNUAL PAROCHIAL CHURCH MEETING  
1st APRIL 2020**

**Agenda**

1. Minutes of Previous Meeting – 10 April 2019
2. Presentation of Electoral Roll
3. Annual Report of Fabric, Goods, and Ornaments of the Church, Proceedings of the PCC and Church Organisations
4. Annual Report of Parish Finances and Presentation of Independently Examined Accounts for the year ended 31st December 2019
5. Motion to Receive and Adopt Accounts
6. Appointment of Independent Examiner
7. Election of PCC members
8. Any other business – please notify Keith before the meeting