

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley**

Registered Charity number 1153498



**Annual Report and Financial Statements  
for the year ended 31 December 2024**

**The Parochial Church Council of the  
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# **The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley**

## **Trustees' report for the year ended 31 December 2024**

### **Aims and Purposes**

All Saints Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of All Saints Church, Kirkgate.

### **Objectives and Activities**

The mission statement of the church is 'Otley Parish Church – a Place for Everyone, with Christ at the Centre.' The variety of worship services held throughout each month as well as during the festival seasons aim to minister across the age spectrum of the parish. Our services and worship seek to assist people to put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

Worship and prayer, learning about the gospel; and developing their knowledge and trust in Jesus;

Provision of pastoral care for people living in the parish;

Missionary and outreach work.

To facilitate this work it is important to maintain the fabric of the Church Centre complex of All Saints.

### **Achievements and Performance**

#### *Incumbent*

Reverend Aaron Kennedy completed his second year as the Vicar of Otley during 2024. There continues to be an emphasis on the expansion of provision for young people. Aaron led the PCC through the Leading Your Church into Growth initiative and is now looking to help develop an in-house initiative to determine our priorities for mission.

Aaron continues to be supported by several retired priests in the Parish in both leading services and pastoral care. In addition, Martin Hird completed his training in 2024 and became our second Licensed Lay Minister.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Achievements and Performance (continued)**

*Worship and Prayer*

The PCC is keen to offer a range of services during the week and throughout the year that our community find both beneficial and spiritually uplifting.

The regular pattern of worship services through the year has involved our main service at 10.30am each Sunday, which is livestreamed and available online afterwards. If baptism services are excluded from the calculation, the average regular attendances at the 10.30am service has grown from 102 adults in 2023 to 112 adults in 2024.

Once a month on Sundays we have a quiet communion service at 8.30am and a lively Activate service at 4pm (followed by pizza). Midweek we offer a quiet communion service at 11am every Tuesday and a service of Evening Prayer is held each Monday to Thursday during school term time. In addition to the regular services 23 funerals were held during the year (2023: 18).

Following the adoption of a new Baptism policy in 2023, 3 baptisms were held during the year (2023: 8). There were also 3 services of Holy Matrimony in 2024 (2023: 2).

Mary Pike continued her leadership of Sunday Club and the PCC thanks Mary and all the volunteers for this important ministry. New helpers are needed and welcomed.

The Christmas Tree Festival was again popular and well received, raising significant funds for local charities and the church. The PCC express their thanks to Allan Boddy, Margaret Parkin, Barbara Nicholls, Esther Drewett and Beryl and Stephen Hey for their organisation and hard work.

Links with local schools continued. We hosted the leavers' service, Harvest service and Christmas service for All Saints Primary School. Monkey Puzzle Nursery also used the church for their nativity. Prince Henry's Grammar School choir joined our church choir for the Christmas carol service.

Christingle services continue to provide the largest congregation of the year with very high attendances at both noon and 4pm on Christmas Eve. Thanks to Simon and Becky's greengrocers for the donation of the 500 oranges.

*Deanery Synod*

Norman Barr and Barry Milner continued as our representatives on the Deanery Synod. A new Area Dean has been appointed and he is working to improve the way Deanery functions and to encourage more co-operation between churches in the Deanery. The meetings made us aware of the financial difficulties of the Diocese.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Achievements and Performance (continued)**

*The Church Centre Complex*

The main Church building is the oldest building in Otley and is a Grade 1 listed building; it is open during the day for private prayer. We have reviewed the security of the building in 2024. We have started to reorganise the vestries to provide more room for meetings. Remedial work is being carried out in the Bell Tower. A Faculty was approved for carrying out necessary work on the trees in the churchyard.

The church owns and uses a semi-detached property, "The Chestnuts", adjacent to the main building, as its parish office. Part of The Chestnuts is used by Otley Christian Resources Hub as a base for its work. There is also a regular booking for weekly use by the Wharfedale Talking News for making their recordings.

The Parish Room is used throughout the week - the craft group meet on alternate Mondays and Newall Ladies Fellowship hold their meetings there on Monday afternoon.

On Tuesday afternoons the room is used for 'Open House'. We offer a warm space in winter, free refreshments, companionship, and signposting to potential help for a wide range of guests. We cater for 20 - 30 guests each week. We are grateful to Bondgate Bakery for providing a selection of bread and pastries each week (the "Bun Run"! ). The sessions are registered with Leeds City Council as a 'Welcome Space' during the winter, for which we have received grants towards our heating and other additional costs.

On Wednesday the Parish Room is used by Baby Rascals and Little Rascals, providing a welcoming space for babies and their carers and for pre-school children and their carers. On Friday we hold a café offering hot drinks and cakes, with proceeds going towards church costs. When available, the room is used by families for refreshments after funeral services and other meetings and events.

The PCC is very grateful to all the volunteers who combine to allow us to offer all these activities.

*Pastoral Care*

Following the reorganisation of Pastoral Care in 2023 we continued to develop the way Pastoral Care provision is delivered in the Parish.

*Mission and Evangelism*

PCC has continued to strengthen how we deliver children and youth work. Missional Generation provide our Youth Worker, Maria O'Hagan, and presented to the PCC meeting in September 2024 on how she is helping to progress our youth and children's ministry. Maria continues to develop links with Prince Henry's Grammar School through Leeds Faith in Schools.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Achievements and Performance (continued)**

*Mission and Evangelism (continued)*

Eric and Alison Cairns again offered the Pre-Marriage course. Many members of the congregation are following the SACRED bible study course (Simply a Chapter Read Each Day) written by Reverend Phil Moon. A group meet regularly with Phil to review the studies.

A Parish Weekend Away took place in June 2024 at the The Hayes Conference Centre, Swanwick. Teaching sessions were led by representatives of the London Institute for Contemporary Christianity. This proved a wonderful opportunity to improve our sense of community and brought together our growing church family.

Our charity focus is led by the Local to Global group. Kisiizi Hospital in Uganda is the global charity supported. In 2024 Leeds Faith in Schools became the local charity supported. This was timely, as Leeds Faith in Schools has a funding issue with continuing work within Prince Henry's Grammar School. Various Local to Global fund-raising events were held during 2024

*Ecumenical Relationships*

The Church is a member of Churches Together in Otley (CTO). Prayer Breakfasts are held on the first Saturday of the month, on rota between churches. John Simkin remains our prime contact with the CTO and continues his work with the Otley Prayer Network.

Otley Youth and Community Centre (OYCC) sessions are held on Tuesday afternoons during school terms at Bridge URC Church, supported by Leeds Faith in Schools and now assisted by Maria, our youth worker, and other volunteers from our church.

The Easter Cross on the Chevin went up for the traditional four weeks, with large community support and media coverage.

**Financial Review**

Apart from the income and costs associated with the Church Weekend Away, 2024 was a normal year in the financial life of the Church. This demonstrated that with the high level of energy costs, increased parish share and fees for a youth worker, the underlying level of income is not currently sufficient to meet the costs of the Church's mission commitments. The PCC has addressed this by committing to use cash reserves to finance deficit spending for up to a further two years, while publicising the issues to the congregation and seeking additional offerings and other income. Increased offering levels indicate a positive response to this "Stewardship" campaign, while not yet adequate to cover the full deficit.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Achievements and Performance (continued)**

**Financial Review (continued)**

Activities during the year included the Friday cafe, Little and Baby Rascals and the Christmas Tree Festival. These activities, together with letting of Church premises, contributed income of £8,877 (2023: £8,481). Fees from weddings and funerals amounted to £9,314 (2023: £6,710), with a large number of funerals early in the year. Lettings of the Church centre for charitable purposes gave income of £1,800, which was for the regular use of The Chestnuts by the Otley Christian Resources Hub (OCRH).

The Church Weekend in June 2024 incurred total costs of £21,370, comprising the conference centre fees, costs of the guest speakers and musician and sundry other expenses of the event. £6,586 of this cost was met from donations to the Bursary Fund to subsidise costs, in particular for those unable to afford the full fees. Fees paid amounted to £12,480. In order to fund the deficit, the PCC agreed to de-designate the English Fund of £3,000. This designated fund was created out of a legacy from Jeff English, who was an enthusiast for events of the nature of the weekend away.

Deposit interest of £5,304 was received, with interest rates now at more normal levels.

Total receipts on unrestricted funds were £184,603. Unrestricted voluntary donations amounted to £120,752 with a further £26,785 recovered through Gift Aid. Grants of £591 were also received, making total voluntary income of £148,228. This represented a gratifying increase of 7% on income in 2023.

£212,293 was spent from unrestricted funds to provide the ministry of All Saints - an increase of £28,245 from 2023. A large proportion of the increase was attributable to the cost of the Church Weekend Away. Other factors contributing to the increase were a further rise in our parish share, the first full year of fees for our part-time youth worker and and general inflationary cost increases, partly offset by lower energy costs.

No repairs were funded from either the designated funds held for the upkeep of the fabric of the church building or from the Restricted Fabric Fund during 2024.

Donations of £329 in memory of Dorothy Mainprize were received following her funeral service, restricted to spending on the Church roof. Consequently a restricted fund (the "Roof Fund") was created to hold these gifts. Further gifts and associated gift aid tax refunds were received subsequently and this money was partially utilised to cover costs of a feasibility study for roof replacement.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Financial Review (continued)**

Donations totalling £1,543, designated for charitable causes supported by the Church, were received and distributed during the year. These causes included one charity operating outside the UK, Kisiizi Hospital in Uganda, and two local charities, Otley Food Bank and Caring for Life. Donations of £216, received in 2023 in memory of Stephen Turner, were spent on planting in the church grounds.

**Reserves Policy**

Following the sale of the Newall Church Hall in 2020, the PCC carried out a review of this policy. The first part of the policy is to maintain a balance on unrestricted together with designated funds that equates to at least six weeks unrestricted payments. This is currently amounts to approximately £23,000. Unrestricted reserves totalled £119,533 at the end of 2024.

The PCC also targets to hold at least £50,000 in the restricted Fabric Fund to take account of its responsibility in maintaining a Grade 1 listed building and the oldest building in Otley. The current balance on the Fabric Fund is well in excess of this at £95,256. There are plans for substantial further building maintenance and repair during the next few years, in particular to address the thermal efficiency of the building.

Prevailing advice is that a lower and upper threshold for reserves should be in place. It was decided in 2020 to adopt a lower and upper thresholds of £30,000 and £100,000 respectively, but taking account of any planned capital expenditure. The PCC is aware that the church roof is in a poor state of repair and that the energy efficiency of the church building requires significant improvement to meet the Church of England's "net zero" carbon target. The costs of projects to address these issues would well exceed the current level of reserves. In the circumstances, the PCC deems it appropriate to retain a high level of financial reserves.

**Volunteers**

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. We particularly want to mention our church warden Tom Raper who worked tirelessly on our behalf. We also express our gratitude to Kevin Keefe, who stood down as warden in July 2024 after six years in that role. We continue the search for a second person to act as church warden and support Tom.

Our Safeguarding Officer, Jenny Liston, seeks to ensure that the church complies with all safeguarding legislation with access to the necessary help, advice and training provided by the Diocese. In November 2024 we highlighted Safeguarding Sunday with a special service focussing on safeguarding in the Parish.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Structure, Governance and Management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules 2020. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At All Saints the membership of the PCC comprises the incumbent (our vicar), Church Wardens and other members elected by those members of the congregation who are on the electoral roll of the church. All those who regularly attend church are encouraged to register on the Electoral Roll and stand for election to the PCC.

The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley was granted registered charity status in 2013 by the Charity Commission (Registered charity number 1153498).

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

The full PCC met nine times during the year with an average attendance of 77%. The Annual Meeting was held on 5th May 2024. The number of PCC members has reduced from 17 to 15 with the resignations of Kevin Keefe and Amie Smith.

The committees include pastoral, prayer, sustainability group, local to global group, bell ringers and communications. All committees are responsible to the PCC and report back to it regularly, informing the full PCC of decisions reached and discussed as necessary. A regular report is also received from the Foundation Governors of All Saints Primary School.

The Carbon Net Zero Group, formed in 2023, continued to look at how to meet our environmental commitments. After some quick wins to reduce energy consumption the focus has been on the major project to insulate the roof and to study the possible installation of solar panels and some form of heat pump. The group has commissioned a Feasibility Study from our architect which has been shared with the Diocese. A Statement of Significance and Statement of Need have been drawn up, shared with our architect and submitted to the Diocese for comment. A full faculty application will be submitted in 2025.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Administrative Information (continued)**

**Administrative Information**

Otley Parish Church is situated in Kirkgate, Otley, West Yorkshire LS21 3HW and is part of the Diocese of Leeds within the Church of England. The correspondence address is: The Chestnuts, Burras Lane, Otley LS21 3HS

The Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and a registered charity (number 1153498).

PCC members who have served at any time from 1st January 2023 until the date of this report:

Clergy:	Rev. Aaron Kennedy	Vicar and Chairperson
Church Wardens:	Mr. Kevin Keefe Mr. Thomas Raper	Until July 2024
Elected members:	Mr. Allan Boddy Mr. Norman Barr Mr. Eric Cairns Mr. Kenneth Dale Mrs. Rosemary Ellen Rev. Stewart Hartley Mrs. Jacqueline Hird Mr. Martin Hird Mrs. Maguerita Lolashvili Mr. Barry Milner Mrs. Glynis Milner Mr. Anthony Pike Dr. John Simkins Ms. Amie Smith	Lay Chairperson       Secretary  Treasurer  Until February 2024

The Vicar, Church Wardens and elected members of the PCC are all trustees of the charity.

**The Parochial Church Council of the  
Ecclesiastical Parish of All Saints, Otley  
Trustees' report (continued) for the year ended 31 December 2024**

**Administrative Information (continued)**

*Other Officers:*

Licensed Lay Ministers: Mrs. Jacqueline Hird  
Mr. Martin Hird From September 2024

Assistant Church Wardens: Mrs. Barbara Nicholls  
Mr. Martin Hird  
Mr. Kevin Keefe  
Mr. Barry Milner

Church Administrator: Ms. Sarah McCormack  
Deanery Synod  
Representatives: Mr. Barry Milner  
Mr. Norman Barr

Safeguarding Officer: Ms. Jennifer Liston

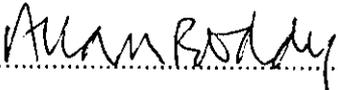
**Advisers**

**Independent Examiner:** Simon Bostrom  
West Yorkshire Community Accounting Service  
Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Bankers:** Barclays Bank UK PLC  
Leicester  
LE87 2BB

**Investment Manager:** Epworth Investment Management Ltd.  
Methodist Church House  
25 Tavistock Place  
London  
WC1H 9SF

The Trustees' Annual Report and Financial Statements were approved by the PCC on 24th March 2025 and signed on their behalf by Mr. Allan Boddy (Lay Chairperson).

Signed ..... 

# **The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley**

## **Independent examiner's report to the trustees of the Parochial Church Council of the Ecclesiastical Parish of All Saints Otley**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024, which are set out on pages 13 to 23.

### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:  .....

Name: Simon Bostrom FCIE

Date: .....31/03/2025....

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Statement of Financial Activities for the year ended 31 December 2024

	Notes	2024 Unrestricted funds £	2024 Designated funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
<b>Income</b>						
Voluntary income	2(a)	148,228	-	7,633	155,861	148,278
Activities for generating funds	2(b)	8,877	-	-	8,877	8,481
Income from investments	2(c)	5,304	381	5,070	10,755	9,451
Church activities	2(d)	22,194	-	-	22,194	10,760
<b>Total income</b>		<b>184,603</b>	<b>381</b>	<b>12,703</b>	<b>197,687</b>	<b>176,970</b>
<b>Expenditure</b>						
Church activities	3(a)	211,378	-	12,035	223,413	187,490
Raising funds	3(b)	915	-	-	915	946
<b>Total expenditure</b>		<b>212,293</b>	<b>-</b>	<b>12,035</b>	<b>224,328</b>	<b>188,436</b>
<b>Net income / (expenditure)</b>		<b>(27,691)</b>	<b>381</b>	<b>668</b>	<b>(26,641)</b>	<b>(11,466)</b>
<b>Transfers between funds</b>	6	3,000	(3,000)	-	-	-
<b>Net movement in funds</b>		<b>(24,691)</b>	<b>(2,619)</b>	<b>668</b>	<b>(26,641)</b>	<b>(11,466)</b>
<b>Fund balances brought forward</b>		<b>334,321</b>	<b>28,334</b>	<b>106,424</b>	<b>469,079</b>	<b>480,545</b>
<b>Fund balances carried forward</b>	11-13	<b>309,630</b>	<b>25,715</b>	<b>107,092</b>	<b>442,437</b>	<b>469,079</b>

All incoming resources and resources expended derive from continuing activities.

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Balance sheet as at 31 December 2024

	Notes	2024 Total £	2023 Total £
<b>Fixed assets</b>			
Tangible assets	7	217,300	216,350
Investments		-	-
<b>Total fixed assets</b>		<u>217,300</u>	<u>216,350</u>
<b>Current assets</b>			
Debtors and prepayments	8	2,257	8,939
Short term deposits	9	218,252	248,998
Cash at bank and in hand	9	10,754	5,408
<b>Total current assets</b>		<u>231,263</u>	<u>263,345</u>
<b>Current liabilities:</b>			
<b>amounts falling due within one year</b>			
Creditors and accruals	10	6,126	10,616
<b>Total current liabilities</b>		<u>6,126</u>	<u>10,616</u>
<b>Net current assets / (liabilities)</b>		<u>225,137</u>	<u>252,729</u>
<b>Total assets less current liabilities</b>		<u>442,437</u>	<u>469,079</u>
<b>Net assets</b>		<u>442,437</u>	<u>469,079</u>
<b>Funds</b>			
Unrestricted funds		309,630	334,321
Designated funds		25,715	28,334
Restricted funds		107,092	106,424
<b>Total funds</b>		<u>442,437</u>	<u>469,079</u>

The financial statements were approved by the Parochial Church Council on

Date: 24 March 2025

Signed:           Allan Boddy          

Name Mr. Allan Boddy (Lay Chairperson)

# **The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley**

## **Notes to the accounts for the year ended 31 December 2024**

### **1 Accounting policies**

#### **Basis of accounting**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **Going concern**

The Church has since March 2020 been impacted by the global Covid-19 pandemic and, more recently by the global energy crisis. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern. Thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **Incoming resources**

Income in the Statement of Financial Activities is recognised when the Church has entitlement to the funds, any performance conditions attaching to the item(s) have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations, grants, gifts and lettings income are recognised when receivable.

Income from legacies is recognised once probate has been granted, provided that sufficient information has been received to enable valuation of the Church's entitlement.

#### **Expenditure and liabilities**

Expenditure is included in the Statement of Financial Activities on an accruals basis and includes irrecoverable VAT.

#### **Staff costs**

The costs of short term employee benefits are recognised as expense where settlement of obligations does not fall within the same period.

#### **Pension costs**

The church participates in the Pension Builder Scheme section of CWPF for lay staff, which is a multi employer defined benefit pension scheme. The charity is unable to identify its share of the assets and liabilities and there is no requirement for deficit payments at the current time. In accordance with FRS 102, amounts paid to the scheme are accounted for as if they were those of a defined contribution scheme.

# **The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley**

## **Notes to the accounts for the year ended 31 December 2024**

### **1 Accounting policies continued**

#### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

#### **Tangible fixed assets**

##### *Consecrated and benefice property*

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

##### *Moveable church furnishings*

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

##### *Tangible fixed assets for use by the charity*

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalised cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

Freehold land and property:	nil
Equipment and furnishings:	lower of 4 years of estimate of useful life

Most of the equipment and furnishings were purchased in 2015 and are fully depreciated. The trustees estimate that the residual value of this equipment and furnishings is not less than £5,000 and this value is reflected in the balance sheet.

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the PCC for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

The charity has no endowment funds.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Notes to the accounts continued for the year ended 31 December 2024

### 2 Income

2(a) Voluntary income	2024 Unrestricted funds £	2024 Designated funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Planned Giving				-	
Gift Aid Donations	84,943	-	-	84,943	72,017
Tax recoverable	21,236	-	-	21,236	18,004
Other donations	10,721	-	-	10,721	13,347
Collections at services	-	-	-	-	-
Other donations	25,088	-	-	25,088	29,153
Tax recoverable	5,549	-	-	5,549	5,942
Restricted donations	-	-	6,387	6,387	7,277
Tax recoverable	-	-	596	596	-
Grants	591	-	650	1,241	2,538
Legacies	100	-	-	100	-
	<u>148,228</u>	<u>-</u>	<u>7,633</u>	<u>155,861</u>	<u>148,278</u>

Grants represent monies received under The Listed Places of Worship (LPW) Grant Scheme, which gives grants that cover the VAT incurred in making repairs to listed buildings in use as places of worship and monies received from West Yorkshire Mayor's Cost of Living Fund to help meet the Church's additional costs in providing a weekly "Warm Space".

### 2(b) Activities for generating funds

Café	1,905	-	-	1,905	1,606
Little Rascals	800	-	-	800	800
Other events	1,983	-	-	1,983	2,485
Church centre lettings	4,189	-	-	4,189	3,590
	<u>8,877</u>	<u>-</u>	<u>-</u>	<u>8,877</u>	<u>8,481</u>

### 2(c) Investment income

Deposit interest	5,304	381	5,070	10,755	9,451
	<u>5,304</u>	<u>381</u>	<u>5,070</u>	<u>10,755</u>	<u>9,451</u>

### 2(d) Church activities

Fees for wedding and funerals	9,314	-	-	9,314	6,710
Church centre and hall lettings	1,800	-	-	1,800	2,640
Church Weekend Fees	11,080	-	-	11,080	1,410
	<u>22,194</u>	<u>-</u>	<u>-</u>	<u>22,194</u>	<u>10,760</u>

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Notes to the accounts continued for the year ended 31 December 2024

### 3 Expenditure

#### 3(a) Church activities

	2024 Unrestricted funds £	2024 Designated funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Missionary and charitable giving					
Overseas: Kisiizi Hospital	-	-	807	807	1,238
Christian Aid	-	-	-	-	387
Red Cross	-	-	-	-	339
Armenian Ministires	-	-	-	-	100
Home: OCRH	1,620	-	-	1,620	1,500
Leeds Faith in Schools	-	-	702	702	-
Otley Food Bank	-	-	-	-	100
Caring for Life	-	-	35	35	833
Children's Society	-	-	-	-	191
Sundry	753	-	216	969	835
Diocesan parish share	100,711	-	-	100,711	93,958
Missional Generation fees	20,320	-	-	20,320	8,000
Clergy and staffing costs	16,097	-	-	16,097	15,061
Costs of services	6,822	-	-	6,822	8,795
Parish training & mission	14,784	-	6,586	21,370	-
Fees & costs for weddings and funerals	3,732	-	-	3,732	3,211
Administration expenses	6,083	-	-	6,083	7,238
Church centre running expenses	28,030	-	545	28,575	36,799
Church centre repairs and maintenance	12,427	-	-	12,427	8,905
Church roof project costs	-	-	3,144	3,144	-
Newall Hall running costs	-	-	-	-	-
Salvation Army development fee	-	-	-	-	-
	<u>211,378</u>	<u>-</u>	<u>12,035</u>	<u>223,413</u>	<u>187,490</u>

#### 3(b) Raising funds

Costs of enabling donations	135	-	-	135	56
Fund raising events	780	-	-	780	890
	<u>915</u>	<u>-</u>	<u>-</u>	<u>915</u>	<u>946</u>

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Notes to the accounts continued for the year ended 31 December 2024

### 4 Analysis of expenditure including allocation of support costs

	Direct costs £	Support costs £	Total £
Church activities	220,940	2,473	223,413
Raising funds	780	135	915
	<u>221,720</u>	<u>2,608</u>	<u>224,328</u>

	2024 Unrestricted funds £	2024 Designated funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Support costs					
IT costs, software and copyright licences	1,813	-	-	1,813	2,064
Independent examination fee	660	-	-	660	792
Raising funds	135	-	-	135	319
	<u>2,608</u>	<u>-</u>	<u>-</u>	<u>2,608</u>	<u>3,175</u>

### 5 Staff costs and Trustee expenses

	2024 £	2023 £
Gross salaries	11,101	10,473
Pensions	611	577
	<u>11,712</u>	<u>11,050</u>

The average number employees during the year was 1, being an average of 0.4 full time equivalent (2023: 1, 0.4 FTE).

Defined benefit pension scheme	2024 £	2023 £
Costs of the scheme to the charity for the year	611	577

There were outstanding contributions of £164 (2023: £252) due at the year end.

The Church relies on the services of volunteers to assist with the management of the Church. This intangible cost is not included in the Statement of Financial Activities, since there is no measurable cost to the volunteers of their service.

The members of the PCC are considered to be the key management personnel of the Church. No trustee is remunerated by the Church. Eight trustees (2023: nine) received expenses totalling £4,649 (2023: £6,154) in respect of travel, training and payments for resources made on behalf of the Church.

### 6 Analysis of transfers between funds

	Unrestricted £	Designated £	Total £
English Fund removal of designation	3,000	(3,000)	-

The PCC authorised the transfer of £3,000 from the English Fund to the General Fund during the year (2023: none).

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Notes to the accounts continued for the year ended 31 December 2024

7 Tangible assets	Property	Church equipment	Total
<u>Cost</u>		£	£
At 1 January 2024	210,000	6,799	216,799
Additions	-	2,348	2,348
Disposals	-	-	-
At 31 December 2024	<u>210,000</u>	<u>9,147</u>	<u>219,147</u>
 <u>Depreciation</u>			
At 1 January 2024	-	449	449
Charge for year	-	1,398	1,398
At 31 December 2024	<u>-</u>	<u>1,847</u>	<u>1,847</u>
 <u>Net book value</u>			
At 31 December 2024	<u>210,000</u>	<u>7,300</u>	<u>217,300</u>
At 31 December 2023	<u>210,000</u>	<u>6,350</u>	<u>216,350</u>

The premises at The Chestnuts, Burras Lane are included in the balance sheet at open market value as at 1 January 2014, the date of transition to FRS102, which has been adopted as original cost in accordance with the provisions of the reporting standard.

8 Debtors and prepayments	2024	2023
	£	£
Debtors		
Tax recoverable under gift aid	2,257	2,132
Other	-	1,687
Prepayments	-	5,120
	<u>2,257</u>	<u>8,939</u>
 9 Cash at bank and in hand	2024	2023
	£	£
Barclays Bank Business Current Account	10,754	5,408
Barclays Bank Business Premium Account	11,089	37,262
Epworth Cash Plus Fund	207,163	211,736
	<u>229,006</u>	<u>254,406</u>
 10 Creditors and accruals	2024	2023
	£	£
Creditors - utility costs	2,631	4,125
Independent examiner's fee	660	792
Other accruals	2,835	5,699
	<u>6,126</u>	<u>10,616</u>

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Notes to the accounts continued for the year ended 31 December 2024

11 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Fabric Fund (designated)	24,147	381	-	-	24,528
Covid Fund	375	-	-	-	375
English Fund	3,000	-	-	(3,000)	-
Gill Fund	132	-	-	-	132
Hindle Fund	680	-	-	-	680
	<u>28,334</u>	<u>381</u>	<u>-</u>	<u>(3,000)</u>	<u>25,715</u>

Fund name	Purpose of designation
Fabric Fund (designated)	Legacies and other funds designated for funding maintenance and improvement of the Church building.
Covid Fund	Donation designated to help those suffering financially from the effects of the pandemic.
English Fund	Donations in memory of Jeff English designated to fund outreach events.
Gill Fund	Donations in memory of Bernard Gill designated to fund outreach events.
Hindle Fund	Legacy designated to meet non-recurring expenditure.

12 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Church Weekend Bursary Fund	4,812	1,774	6,586	-	-
Welcome Space Fund	420	775	545	-	650
Charitable Donations Fund	216	1,543	1,759	-	-
Fabric Fund (restricted)	90,663	4,593	-	-	95,256
Roof Fund	-	3,517	3,144	-	373
Bells Fund	9,401	476	-	-	9,877
Altar, Flower and Bible Fund	912	24	-	-	936
	<u>106,424</u>	<u>12,702</u>	<u>12,034</u>	<u>-</u>	<u>107,092</u>

Fund name	Purpose of restriction
Church Weekend Bursary Fund	Gifts to subsidise the costs for attendees unable to afford the full fee of the Church Weekend conference in June 2024.
Welcome Space Fund	Grant from West Yorkshire Mayor's Cost of Living Fund to help meet costs in providing a weekly "Warm Space" on church premises.
Charitable Donations Fund	Gifts restricted to charitable causes supported by the Church.
Fabric Fund (restricted)	Legacies and other funds restricted to funding maintenance and improvement of the Church building.
Roof Fund	Gifts, grants and other income restricted to funding the project for replacing the Church roof.
Bells Fund	Funds raised by the team of bellringers restricted to be used for works to the bells or equipment used in the bell tower
Altar, Flower and Bible Fund	Donations restricted for use to maintain the altar table equipment, the purchase of flowers and the provision of Bibles to children being baptised.

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Notes to the accounts continued for the year ended 31 December 2024

### 12 Restricted funds continued

Agency Collections As agent the Church collected funds of £2,946 (2023: £1,516) in respect of charitable donations for the support of other charities and weddings fees of £723 (2023: £458) collected on behalf of the Leeds Diocese. At the year end a sum of £1,459 (2023: nil) remained to be passed on to the Children's Society.

13 Unrestricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
General Fund	334,321	184,603	212,293	3,000	309,630

14 Summary of Assets by Fund	2024 Unrestricted funds £	2024 Designated funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Assets:					
Tangible fixed assets	217,300	-	-	217,300	216,350
Short term deposit accounts	86,491	25,715	106,046	218,252	248,998
Cash at bank	9,737	-	1,017	10,754	5,408
Debtors	2,228	-	29	2,257	8,939
Liabilities:					
Creditors and accruals	(6,126)	-	-	(6,126)	(10,616)
	<u>309,630</u>	<u>25,715</u>	<u>107,092</u>	<u>442,437</u>	<u>469,079</u>

### 15 Related party transactions

Three related parties (2023: three) received amounts totalling £532 (2023: £532) as reimbursement of expenses or payments for work done on behalf of the Church.

Mrs. J Boddy	£28	Reimbursement for purchase of flowers for Mothering Sunday
Mrs. M Pike	£344	Reimbursement for purchase of sundry resources for Sunday Club
Webshare Solutions Ltd.	£150	Fee for hosting Church website

Mrs J Boddy, Mrs. M Pike and Mrs A Simkins are married to PCC members. Webshare Solutions is a company controlled by the son of a former PCC member.

Known donations of £33,414 (2022: £27,253) were received from trustees during the year.

### 16 Contingent liability

There were no contingent liabilities at the year end. (2023: maximum liability of £25,600 in respect of the Church Weekend Conference).

# The Parochial Church Council of the Ecclesiastical Parish of All Saints, Otley

## Notes to the accounts continued for the year ended 31 December 2024

### 17 Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 December 2024

	2024	2024	2024	2024	2023	2023	2023	2023
	Unrestricted funds	Designated funds	Restricted funds	Total funds	Unrestricted funds	Designated funds	Restricted funds	Total funds
	£	£	£	£	£	£	£	£
<b>Income</b>								
Voluntary income	148,228	-	7,633	155,861	138,442	-	9,836	148,278
Activities for generating funds	8,877	-	-	8,877	8,481	-	-	8,481
Income from investments	5,304	381	5,070	10,755	5,195	-	4,256	9,451
Church activities	22,194	-	-	22,194	10,760	-	-	10,760
<b>Total income</b>	<b>184,603</b>	<b>381</b>	<b>12,703</b>	<b>197,687</b>	<b>162,878</b>	<b>-</b>	<b>14,092</b>	<b>176,970</b>
<b>Expenditure</b>								
Church activities	211,378	-	12,035	223,413	183,102	-	4,388	187,490
Raising funds	915	-	-	915	946	-	-	946
<b>Total expenditure</b>	<b>212,293</b>	<b>-</b>	<b>12,035</b>	<b>224,328</b>	<b>184,048</b>	<b>-</b>	<b>4,388</b>	<b>188,436</b>
<b>Net income / (expenditure)</b>	<b>(27,691)</b>	<b>381</b>	<b>668</b>	<b>(26,641)</b>	<b>(21,170)</b>	<b>-</b>	<b>9,704</b>	<b>(11,466)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(27,691)</b>	<b>381</b>	<b>668</b>	<b>(26,641)</b>	<b>(21,170)</b>	<b>-</b>	<b>9,704</b>	<b>(11,466)</b>
<b>Fund balances brought forward</b>	<b>334,321</b>	<b>28,334</b>	<b>106,424</b>	<b>469,079</b>	<b>355,491</b>	<b>28,334</b>	<b>96,720</b>	<b>480,545</b>
<b>Fund balances carried forward</b>	<b>306,630</b>	<b>28,715</b>	<b>107,092</b>	<b>442,437</b>	<b>334,321</b>	<b>28,334</b>	<b>106,424</b>	<b>469,079</b>