

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT AND FINANCIAL STATEMENTS

OF THE PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31 DECEMBER 2018

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

Incumbent: The Reverend Sarah Feaster
The Vicarage
Main Street
Great Ouseburn
York
YO26 9RQ

Bank: HSBC plc
7 Prospect Crescent
Harrogate
North Yorkshire
HG1 1RN

Independent examiner: Mr Ian Ballard
Former Chartered Accountant
(now retired)
Lambert House
Airton
Skipton
North Yorkshire
BD23 4AL

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

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THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

INTRODUCTION

Reverend Sarah Feaster

The church and village community continue to show care for one another and my sincere thanks go to all who continue to give of their time, money and talents to enhance our worship, to care for those in our community and to look after our building and churchyards.

Getting to grips with the new General Data Protection Regulation has been one of the priorities this year and together with a group of able volunteers we have ensured that we are compliant.

As a church we continue to develop our work with children and young people. This year, thanks to a group of volunteers, we have begun some exciting work within the school to enable the children to hear stories from the Bible in a fun and engaging way.

As previously, I have been encouraged to see the many ways in which God's love is shared as the church community prays, worships, works, learns and journeys together and in the way that people show love to the community through pastoral care and through giving to those in great need in our world. We are called to continue to be aware that the world wide church continues to suffer persecution in many places and to hold them before God in prayer.

As we look forward to another year we do so remembering that we are committed, with God's help and guidance, to **sharing God's love in our communities**, and those communities may be where we live, work and worship, where we take part in recreation and where we show our concern for the environment and for those people who find themselves on the margins.

I pray that God's will may continue to be done in us and through us.

God bless you all

Rev'd Sarah

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

The Trustees are pleased to present their annual report and accounts for the year ended 31 December 2018.

Background

The Parish Church of St Mary the Virgin is situated on Main Street, Great Ouseburn and is within the Church of England. It is in the Diocese of Leeds, the Archdeaconry of Richmond and Craven and the Deanery of Ripon.

The Parish is one of four Parishes in the United Benefice of Great Ouseburn, Little Ouseburn, Marton-cum-Grafton, and Whixley with Green Hammerton. The Vicar of the United Benefice lives at The Vicarage, Main Street, Great Ouseburn, which is situated next to the Church.

Each of the four Parishes in the Benefice has its own Parochial Church Council (PCC). Work in the Parish and throughout the Benefice is co-ordinated by regular meetings between the Vicar, the Wardens of each Parish and Members of the Ministry team. Great Ouseburn PCC has a Standing Committee of the Council Officers. Work, where appropriate, is delegated to ad hoc subcommittees.

The PCC is a charity excepted from registration with the Charity Commission.

Ministry Team

The Vicar is the only Stipendiary Priest resident within the Benefice.

The Vicar has been helped during the year by the Revd Joan Roper, an assistant priest, by the Revd Daniel Herth, an associate priest, and by two Readers, Miss Nancy Clark and Mr George Rowden.

Membership of the Council as at 31 December 2018

<i>Incumbent:</i>	The Revd Sarah Feaster	Chairman
<i>Ex-officio members:</i>	Miss N Clark	Reader
	Mrs S Hunter Smart	Churchwarden
	Mrs R Jamieson	Churchwarden
	Mrs J Prosser	Parish Representative on the Ripon Deanery Synod
<i>Elected members:</i>	Mr C Brown	Lay Chairman
	Ms S Chatterton	Electoral Roll Officer and Safeguarding Officer
	Mrs E Hunter	
	Dr A Jamieson	Secretary
	Mrs I Robinson	
	Mr A Thewlis	
	Mrs A Thewlis	Health & Safety Officer
	Mrs S Webster	
	Mrs L Wilson	Joint Treasurer
	Mr M Wilson	Joint Treasurer

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018 (continued)

Electoral Roll

It remains the policy of the PCC to encourage regular members of the congregation to join the electoral roll of the Church.

As at the Annual Meeting for 2018, there were 36 people on the roll. 5 were from other parishes within the Benefice and 1 from outside the Benefice.

Programme of Services

The programme of Sunday services has remained unchanged throughout the year. On each Sunday, apart from the fifth Sunday, a joint service for Great and Little Ouseburn was held in one of the villages at 10.30 a.m.

The regular Sunday programme for Great Ouseburn as at 31st December 2018 was:

First Sunday:	Holy Communion (Common Worship)	Great Ouseburn
Second Sunday:	Holy Communion (Common Worship)	Little Ouseburn
Third Sunday:	Parish Praise	Great or Little Ouseburn
Fourth Sunday:	Holy Communion (Common Worship)	Great or Little Ouseburn
Fifth Sunday:	United Benefice Service rotating between the Churches in the Benefice	

Additional services were held on Festival days and special occasions.

Adult Church Attendance

Average adult Sunday attendance	26
Easter Sunday	49
Christmas Day	Service at Little Ouseburn

Parochial Church Council Meetings

Five meetings of the Council were held in addition to the annual meeting. The Vicar attended all of these meetings.

Lay attendance was as follows:

8 February 2018	10	19 April 2018	11	21 June 2018	7
5 September 2018	11	6 December 2018	11		

Financial Report

The receipts and payments account for the year and supporting notes accompany this report. At 31 December 2018 unrestricted funds available amounted to £25,393 (2017: £26,437) and restricted funds were £28,678 (2017: £30,159). Total available funds were £54,071 (2017: £56,596).

In 2017, £5,967 was spent on repairing the East window, all of which had been financed through a variety of fundraising activities. In the absence of a comparable project, in 2018 both income and expenditure were correspondingly lower. Planned giving continued to fall as it has done for several years now but collections at services, including funerals, showed an increase over 2017.

As in previous years, the Diocesan parish share request was met in full.

We are very extremely grateful to Helier Hibbs who generously donated our splendid new noticeboard to be seen outside the main doors to the church.

During the year, £40,250 was switched from the DBF Deposit Fund to the DBF Investment Fund.

£1,182 was spent in the year on repairs to the clock and on a new five-year clock maintenance contract. Other than this, and the East window repairs mentioned above, expenses were broadly in line with last year.

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018 (continued)

Review of the Year

- 1) 2018 had hardly begun when Henry Prosser passed away. Henry served as a PCC member for more than 30 years, organising with his wife Jenny our bridge afternoon fundraisers, distributing parish magazines and much more besides. Henry had been lay chairman of the PCC since August 2005. He made an enormous contribution to the life of our village and our Church, and is sorely missed.
- 2) The PCC is pleased that Chris Brown has agreed to become our new lay chairman. We wish him every success; he has a hard act to follow.
- 3) 2018 was the first full year that the Reverend Sarah Feaster served as the benefice's vicar, having taken up her duties in July 2017. The PCC would like to express their delight to have her, her husband Graham and their three sons living and working among us.
- 4) The Council also wishes to place on record its great gratitude to all the other members of the Ministry team. The contribution of each of them to the Parish and the wider benefice is immense.
- 5) Throughout 2018 Liz Haw again served as the benefice administrator. She plays a vital role for the whole benefice and we are very grateful for Liz's support.
- 6) *A total of £811 (2017: £1,290)* was raised in the year for the benefit of other charities. During Lent simple lunches were again served each week in Great Ouseburn Village Hall. Donations of £600 were shared between the Yorkshire Air Ambulance and the Christian Aid Syria Crisis Appeal. The Council thanks Miss Clark for arranging these lunches. In addition, £81 was raised in the year to support the work of WaterAid and the collection at the Harvest Festival, amounting to £130, was donated to the Christian Aid Syrian Crisis Appeal. The PCC acted solely as a "collection agent" in respect of all these donations, and accordingly they are not included in either receipts or payments in the PCC accounts.
- 7) A varied programme of social events has been held during the year, and the Council is very grateful to all who have organised and supported these events. The Bridge afternoon, an annual event of more than twenty years standing, once again contributed a large sum to Parish funds. The Council is enormously grateful to Jenny Prosser who has been the driving force for all those years, and also to the many people who so generously prepare and pay for the afternoon tea that follows.
- 8) The Council wishes to thank Mr Keith Greenwood who retired in the year as independent examiner of the accounts and affairs of the Parish. We were very lucky to have had an examiner with his knowledge and expertise. We welcome Mr Ian Ballard as the incoming independent examiner. Mr Ballard qualified as a chartered accountant in 1979, and has recently retired after a successful career in the profession, and in banking and finance. He serves as PCC treasurer in the parish of St. Michael the Archangel, Kirkby Malham, and we are grateful to him for his efforts on behalf of St Mary's.
- 9) In December 2018 the Council became aware that water was entering the church via the roof to the east gable of the north aisle. Although we have yet to obtain the necessary faculty or detailed quotations for the repairs required, our understanding is that the cost will run to several thousand pounds.
- 10) Finally but not least the Council again thanks Mrs Hunter Smart and Mrs Jamieson, our Church wardens, for all they do for the Parish. Their expertise and workloads are enormous. The rest of us are lucky indeed to have so much done so well for us.

The annual report and accounts were approved by the Parochial Church Council on 7 February 2019 and signed on their behalf by the Reverend Sarah Feaster (PCC chairman) and Linda Wilson (Joint Treasurer).

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

Receipts and Payments Accounts

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
RECEIPTS					
Voluntary Receipts:					
Planned giving		8,029	-	8,029	9,797
Collections at services		3,554	-	3,554	2,216
All other giving/voluntary receipts	5a	2,905	1,148	4,053	6,370
Gift Aid recovered		3,134	103	3,237	3,176
		17,622	1,251	18,873	21,559
Activities for generating funds	5b	3,365	905	4,270	9,356
Investment income	5c	1,788	81	1,869	1,513
Church activities	5d	2,412	120	2,532	2,774
Total receipts		25,187	2,357	27,544	35,202
PAYMENTS					
Church Activities					
Diocesan parish contribution		14,628	-	14,628	14,680
Clergy and staffing costs		1,410	-	1,410	1,786
Church running expenses	5e	8,825	2,498	11,323	15,353
		24,863	2,498	27,361	31,819
Costs of generating funds		85	-	85	471
Purchase of Investments	2	17,500	22,750	40,250	-
Total payments		42,448	25,248	67,696	32,290
Excess of (payments)/receipts		(17,261)	(22,891)	(40,152)	2,912
Bank accounts at 1 January		26,437	30,159	56,596	53,684
Bank accounts at 31 December		9,176	7,268	16,444	56,596

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

Statement of Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	TOTAL 2018 £	TOTAL 2017 £
Cash funds				
Bank current accounts	4,651	7,268	11,919	9,959
Deposit funds	4,525	-	4,525	46,637
Total assets	9,176	7,268	16,444	56,596
Investment assets				
CBF C of E Investment Fund				
Income shares	16,217	-	16,217	-
Accumulation shares	-	21,410	21,410	-
	16,217	21,410	37,627	-
Assets retained for church use	25,393	28,678	54,071	56,596

At 31 December 2018 the PCC had no liabilities (2017: nil).

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts and Payments basis.
- In August 2018 £17,500 of the unrestricted general fund previously held in the CBF Church of England Deposit Fund was applied to the purchase of income shares in the CBF Church of England Investment Fund. At the same time, £22,750 of the restricted fabric fund was applied to the purchase of accumulation shares in the CBF Church of England Investment Fund. These investments are included in the Statement of Assets and Liabilities at bid market value as at 31 December 2018.
- The movements in the PCC's bank accounts during the year ended 31 December 2018 were:

	Bal b/fwd	Receipts	Payments	Bal c/fwd
Restricted:				
Fabric fund	24,677	1,466	(23,623)	2,520
Flower and Kneeler fund	1,042	-	(113)	929
Clock Tower fund	1,598	250	(1,182)	666
Choir fund	2,842	641	(330)	3,153
	30,159	2,357	(25,248)	7,268
Unrestricted: General fund	26,437	25,187	(42,448)	9,176
Total bank accounts	56,596	27,544	(67,696)	16,444

The Fabric fund is controlled by three Trustees who are also members of the Great Ouseburn Parochial Church Council, and its use is restricted to the payments of grants for specific Parish projects approved by the Trustees. Grants cannot be made from this fund towards the costs of general Parish expenses or of Parish share.

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

Notes

3. (continued)

The Flower and Kneeler fund is used principally to purchase wool and other materials used in the embroidery of kneelers.

The Clock Tower fund's income arises from the annual clock tower coffee morning, and is used to pay for the maintenance of St. Mary's 14th century tower and the clock within it. During 2018 the five-year maintenance plan was renewed at a substantial discount to the cost of five annual services.

The income of the Choir fund comprises fees for participation in weddings and funerals and proceeds from an annual coffee morning, and is used principally for the purchase of sheet music and the payment of the fees of visiting organists.

4. The expenses paid to clergy may include a small, immaterial proportion that relates to the function of PCC member. No other payments were made to PCC members.

5. **Further Analysis of Receipts and Payments Accounts**

Receipts	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
5a) All other giving/voluntary receipts:				
Donation from Village Beer Festival	500	-	500	500
Donation from Village Spring Festival	1,350	-	1,350	2,000
Legacy	1,000	-	1,000	3,000
Donation to cost of new noticeboard	-	873	873	-
Other donations	55	275	330	80
Donations to East Window Appeal	-	-	-	455
Donation from Village Golf Tournament	-	-	-	335
	2,905	1,148	4,053	6,370
5b) Activities for generating funds:				
Bridge afternoon	2,185	-	2,185	1,937
Harvest lunch	188	-	188	189
Sponsored walk	215	-	215	341
Pre-royal wedding breakfast	434	-	434	-
Summer breakfast	343	-	343	-
Coffee mornings	-	495	495	1,361
Concerts	-	410	410	1,287
Italian evening	-	-	-	932
Auction of promises for East window	-	-	-	3,309
	3,365	905	4,270	9,356
5c) Investment income:				
Dividends received	131	-	131	-
Interest received and similar	95	81	176	263
Broadband rentals	1,562	-	1,562	1,250
	1,788	81	1,869	1,513

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

5. Further Analysis of Receipts and Payments Accounts (continued)

Receipts	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
5d) Church activities:				
Fees for weddings and funerals	1,319	120	1,439	1,478
Parish magazine sales income	1,093	-	1,093	1,296
	2,412	120	2,532	2,774

Payments	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
5e) Church running expenses				
Insurance	2,221	-	2,221	2,118
Repairs to East window and wall	-	-	-	5,967
Other buildings maintenance	967	873	1,840	1,716
Printing the parish magazine	1,500	-	1,500	1,500
Churchyard mowing & maintenance	1,347	-	1,347	783
Heating oil	762	-	762	667
Cost of Church services	587	310	897	911
Electricity	423	-	423	315
Printing, stationery & photocopier	414	-	414	318
Organ repair & maintenance	163	-	163	163
Subscriptions	89	-	89	87
Clock repair, & 5-year service contract	-	1,182	1,182	-
Vicarage: redecoration and gardening	-	-	-	511
Sundry expenses	352	133	485	297
	8,825	2,498	11,323	15,353

The Financial Statements were approved by the Parochial Church Council on 7 February 2019 and signed on its behalf by:

Rev'd Sarah

.....
Revd Sarah Feaster – Chairman

Linda Wilson

.....
Mrs M Linda Wilson – Joint Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN,
PAROCHIAL CHURCH COUNCIL**

I report on the accounts of the church for the year ended 31 December 2018 which are set out on pages 5 to 8.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the Accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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 under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's report

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 you as trustees 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 set out 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; and
 - 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.

Ian Ballard

.....
Mr Ian Ballard
Former Chartered Accountant (now retired)
Lambert House, Airton
Skipton, North Yorkshire
BD23 4AL
7 February 2019

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

**THE ANNUAL REPORT FOR 2018 OF THE CHURCHWARDENS ON
THE FABRIC OF THE CHURCH, PURSUANT TO THE CARE OF
CHURCHES AND ECCLESIASTICAL JURISDICTION**

This report has been prepared for presentation to the meeting of the Parochial Church Council on 14th March 2019, and the Annual Meeting on the same day.

1. The brick lights that line the ramped access to the church stopped working. They were found to be corroded and were replaced with, better, LED models.
2. The ceiling fan to the front of the nave broke down and was fitted with a new capacitor.
3. A new water heater was installed under the sink in the small kitchen.
4. The church clock was serviced and work carried out on the pulleys.
5. The boiler was serviced.
6. The fire extinguishers were serviced.
7. The gutters were cleaned out by a member of our congregation who is a surveyor. At the same time we asked him to look at what might be causing damp problems in an internal wall of the church. He found that the pointing on some coping stones was in poor condition and in some places had fallen out. Subsequently our architect came to look and confirmed that the coping stones needed repointing. He also said that a membrane should be put underneath them and any poor lead flashing renewed. This work will be carried out in 2019.
8. The lead on the church roof was smartwatered.
9. The internal satellite dishes for the broadband were removed.

Signed

Susie Hunter Smart

Susan Hunter Smart
Churchwarden

Rosy Jamieson

Rosemary Jamieson
Churchwarden

7th February 2019.

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

PARISH SAFEGUARDING REPORT

1. Parish Safeguarding Officers (PSO)

The Parish Safeguarding Officers for each parish are:

- Great and Little Ouseburn : Stella Chatterton
- Marton-Cum-Grafton : Gill Treharne
- Whixley with Green Hammerton : George Rowden

All the PSOs meet with Rev'd Sarah Feaster on a regular basis (quarterly or as required) to discuss safeguarding issues and agree any changes to the benefice's processes and procedures.

2. Parish Safeguarding Policy

Each parish within the benefice has an agreed safeguarding policy, which is displayed in the church and reviewed on an annual basis.

3. Disclosure and Barring Service

A number of DBS checks have been carried out as required. This has included the Open the Book volunteers.

All other PCC members are required to complete a confidential self-declaration form on an annual basis.

4. Safe Recruitment Process

All new recruitment within the benefice is carried out in accordance with the safe recruitment guidelines.

5. PSO team achievements

Ensuring compliance with GDPR formed the bulk of the PSO team's activity during the past year but the action plan is now complete.

No data breaches were reported during the year.

The team are now able to focus on ensuring that the safeguarding processes and procedures are fit for purpose by reviewing them in the light of any safeguarding issues experienced in the benefice.

THE PARISH CHURCH OF ST MARY THE VIRGIN, GREAT OUSEBURN

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

DEANERY SYNOD REPORT

There were 4 meetings during the year.

January Meeting

Canon Ian Black gave a talk based on themes taken from his book "Follow Me - Living the Sayings of Jesus".

June Meeting

Canon Ian Black gave a talk on the use and purpose of money. One thing you still lack: money, possessions and the purpose of business.

September Meeting

Canon Tony MacPherson, Canon Pastor of Wakefield Cathedral addressed the meeting on the subject of Forgiveness from the perspective of refugees in Wakefield. Take up your cross: sacrificial living and risk; power and conflict.

November Meeting

This was a social evening