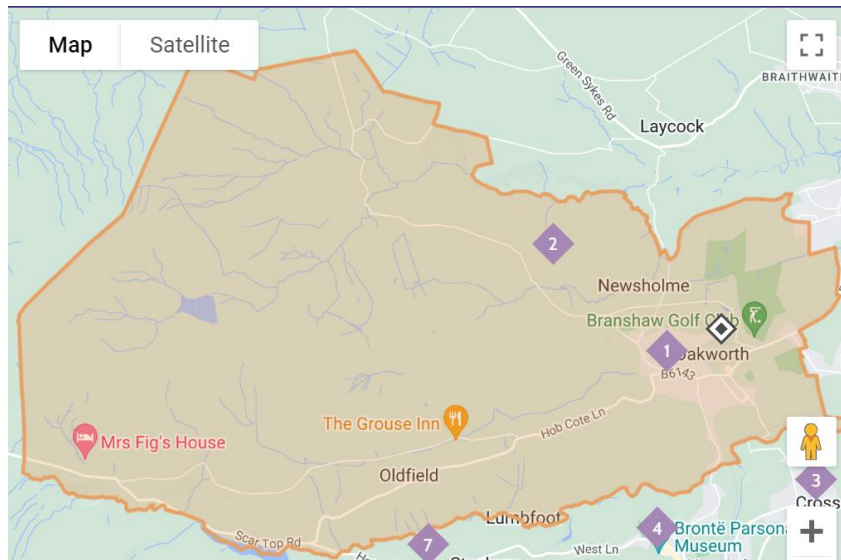




# Parish of Oakworth St John's Newsholme and Christ Church Oakworth

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## Annual Meetings and Reports



Parish of Oakworth: Church of England, Diocese of Leeds

St John's Newsholme & Christ Church Oakworth

## **Annual Meeting of Parishioners 2025**

**Sunday 11<sup>th</sup> May**

*at which the Churchwardens of the parish are elected.*

- Agenda:**
1. Declaration of the Meeting
  2. Minutes of 2024 Meeting
  3. Election of 2 Churchwardens  
(Appointment of Deputy Wardens will be deferred to first PCC meeting).
  5. Closure of Meeting.
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## **Annual Parochial Church Meeting 2025**

**Sunday 11<sup>th</sup> May**

*at which all members on the electoral roll of the parish and all ministers licensed to the parish may attend.*

- Agenda:**
1. Declaration of the Meeting
  2. Minutes of 2024 Meeting
  3. Elections and Appointments
    - a) Election of representatives of the laity to the PCC
    - b) Appointment of an independent Examiner until the next APCM.

*\*Please note that if the number of candidates does not exceed the number of seats to be filled, each candidate is declared elected. [M9(3)]*

4. Report on the Electoral Roll [M5 1a]] page 6.
  5. Report on the activity of the PCC and Parish [M5 1b]] page 7.
  6. Report on the Financial Statements for the year [M5 1c]] pages 13 and 14 & appendix.
  7. Annual Fabric Report [M5 1d]] page 15.
  8. Report on the Proceedings of the Deanery Synod [M5 1e]] page 16.
  9. Closure of the Meeting
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## **Parish of Oakworth Christ Church with St John's Newsholme**

### **Minutes of the Annual Meeting of Parishioners, held on Sunday April 21<sup>st</sup> 2024 at which the Churchwardens of the parish are elected.**

**Attendance list:** Revd. Jemma Sander-Heys, Lynn Stow, Nick Robinson, Carole Howorth, Connie Laycock, Dawn Whitaker, Wendy Minnock, Debbie Shillito, Sharon Quinn, Melanie Tanner, Kara Thornton, Zoe Arnold, Claire Kettelman, Claire Miriam Harris, Karen Lobley, Jan Thompson, Joel Heys, Judith Tiplady, Sheila Tilson, Helen Smith, Revd. Anne Pickard, Colin Stow, Keith Johnson, Roy Aston, Pam Aston, Mavis Jessop, Philip Cullingworth.

**Apologies** from Chris Godwin.

**1. Declaration of the meeting:** Revd Jemma Sander-Heys declared the meeting open at 11.58am and began with prayer.

**2. Minutes of 2023 meeting: were accepted unanimously.**

**3. Election of 2 Churchwardens:** Dawn Whitaker and Jan Thompson had been nominated and agreed to stand, there were no other nominations so they were both appointed.

**4. Appointment of Deputy Churchwardens:** This was deferred until the first meeting of the new PCC

**5. Closure of meeting:** Meeting closed at 11.59am

## Minutes of the Annual Parochial Church Meeting 2024

At which all members of the electoral roll of the parish and all ministers licensed to the parish may attend

**Attendance list:** as at meeting of parishioners.

- 1. Declaration of the meeting:** Revd. Jemma Sander-Heys declared the meeting open at 12.00pm.
- 2. Minutes of 2023 meeting:** Those present were asked if there was anything to raise from these minutes and as there were no issues they were proposed as a true record by Colin Stow, seconded by Carole Howorth and all were in favour so they were duly signed by Revd. Jemma Sander-Heys.
- 3. Elections and Appointments:**

### **3a) Election of representatives of the laity to the Deanery Synod:**

Sharon Quinn and Lynn Stow agreed to stay on as reps, Dawn Whitaker wished to stand down. Judith Bland was the only nominee for this casual vacancy so having been duly nominated she was appointed for the remaining 2 years of Dawn's term. NB: All three representatives will be up for election in 2026.

**3b) Election of representatives of the laity to the PCC:** Colin Stow, Melanie Tanner and Judith Bland had reached the end of a three year term and their seats were up for election, whilst Jan Thompson left a casual vacancy in becoming churchwarden and Carole Howorth left a casual vacancy as she moved away from the parish. So there were 5 vacancies on PCC, three regular and two casual.

Roy Aston, Zoe Arnold and Kara Thornton were nominated and appointed to the three regular vacancies whilst Melanie Tanner and Colin Stow were nominated and appointed for the remaining years of the casual vacancies.

#### **The new PCC membership is as follows:**

**Incumbent:** Rev. Jemma Sander-Heys

**Readers:** Philip Cullingworth (also Electoral Roll Officer) & Sharon Quinn

**Churchwardens:** Dawn Whitaker and Jan Thompson (also representing St John's)

**Deanery Synod Representatives:** Sharon Quinn, Lynn Stow (also PCC secretary) and Judith Bland

**Elected members** Zoe Arnold (elected 2024)

Kara Thornton (elected 2024)

Roy Aston (elected 2024)

Judith Tiplady (elected 2023) (also representing St. John's)

Keith Johnson (elected 2023)

Connie Laycock (elected 2023) (also PCC treasurer)

Melanie Tanner (elected to casual vacancy from 2022) (also Parish Safeguarding Officer)

Colin Stow (elected to casual vacancy from 2022)

Chris Godwin (elected 2022)

**Co-opted PCC member** - Wendy Minnock (Co-opted 2023 as Environment Officer)

### **3c) Appointment of an independent examiner until the next APCM:**

Connie Laycock (PCC Treasurer) proposed that **Michael Procter** of **Walker and Co Accountants** be asked to continue as independent examiner, Roy Aston seconded the proposal and all voted in favour.

**4. Report on the Electoral roll:** Philip Cullingworth reported that this year the number on the roll is down by three to 67, this being due to the deaths of 3 parishioners.

**Philip highlighted that in 2025 the Electoral Roll is due to be updated in full.**

**5. Report on the activity of the PCC and the Parish:** Revd. Jemma Sander-Heys reported that there have been joyous events over the past year such as the Coronation of King Charles, the Carol Service with the Sea Cadets, Harvest when we welcomed the Mutanges from Great Mercy Education Centre in Kenya, who this year have become our overseas mission focus. We also support Good Food Keighley and we have a Recycling corner. We have welcomed some new faces while sadly saying goodbye to some dear friends.

We welcomed Carole Howorth into her new role of Occasional Preacher having finished her training.

At the start of lent our Explorers took over the Sunday morning Eucharist service which was a great success and we now have a drop in ABC group for adults and babies on their way home after the school run. We have taken part in village events and put on events such as Burns night and Craft Days.

It had been hoped that PCC could look at employing an organist but due to all rising outgoings a rethink was needed. Thanks were given to Joel Heys and Philip Cullingworth for preparing music electronically that comes through the midi player, the worship group play regularly twice a month and we have welcomed Paul Harris who still plays the organ once a month at Christ Church for free.

Revd Jemma also thanked Connie Laycock for all her hard work and input since taking over the role of treasurer from Roy Aston and said that despite cost cutting measures we need to continue to work on saving where possible.

All were encouraged to read the report in full and thanks were given to everyone for their support.

**6. Report on the financial statements for the year:** Opportunity was given prior to the meeting for parishioners to look at the financial statement –either online or printed paper copies which were available, and an opportunity was given to raise any questions and none were tendered at this meeting.

Our new treasurer confirmed that we are doing our utmost to cut costs.

**7. Annual fabric report:** Details of all the work carried out over the year are included in the Annual Report and Dawn Whitaker in her verbal report said that one of our next big projects must be the safe renovation of the roadside wall of the graveyard. Dawn also thanked everyone for their donations toward the replacement of the lighting in the back room with LED lights.

**8. Report on the proceedings of the Deanery Synod:** Sharon Quinn reported that the main topics discussed at Synod were: Bradford City of Culture and how churches could become involved and Dementia Friendly Churches and various available training opportunities.

**9. Closure of the meeting:** meeting closed at 12.21pm.

## The Annual Report of the PCC of the Parish of Oakworth 2025

The parish is situated within the Bradford Episcopal Area of the Diocese of Leeds within the Church of England. There are two churches\* within the Parish of Oakworth administered by the PCC. Christ Church, Colne Road, Oakworth; and St. John's Church, Newsholme. (*St John's Church building being a chapel-of-ease, leased by ancient custom from Church House Farm of which it is part, for the rent of one shilling (five pence) per annum.*)

### Correspondence to the PCC can be made via the incumbent:

The Reverend Jemma Sander-Heys, 18 Sunhurst Drive, Oakworth, Keighley. BD22 7RG

Membership of the PCC who have served since the past APCM until this report are:

<i>Incumbent:</i>	Jemma Sander-Heys	
<i>Readers:</i>	Philip Cullingworth (also Electoral Roll Officer) Sharon Quinn	
<i>Churchwardens:</i>	Dawn Whitaker Jan Thompson (also representing St. John's)	
<i>Deputy Wardens:</i>	Kara Thornton & Zoe Arnold	
<i>Deanery Synod Reps</i>	Lynn (Eluned) Stow (also PCC Secretary)	(elected April 2023)
	Sharon Quinn	(elected April 2023)
	Judith Bland	(elected 2024 until 2026)
<i>Co-Opted Members</i>	Wendy Minnock (Parish Environmental Officer (co-opted annually 23/24)	
<i>Elected Members</i>	Melanie Tanner (elected to casual vacancy from 2022) (also Parish Safeguarding Officer)	
	Colin Stow	(elected to casual vacancy from 2022)
	Chris Godwin	(elected 2022)
	Judith Tiplady (also representing St. John's)	(elected 2023)
	Keith Johnson	(elected 2023)
	Connie Laycock (also PCC treasurer)	(elected 2023)
	Zoe Arnold	(elected 2024)
	Kara Thornton	(elected 2024)
	Roy Aston	(elected 2024)

### **Independent Examiner**

The Independent Examiner for this term has been Mr. Mike Procter of Walkers Chartered Accountants, Keighley.

### **Structure, Governance and Management**

The appointment of the PCC is set out in the Church Representation Rules. There is a local scheme in place to accommodate the fact that there are two churches in the parish and to ensure representation. If possible that a ratio between PCC members of Christ Church and St. Johns be 8:1, 10:2, 12:3 respectively and if Christ Church vacancies are not filled then St John's may increase their representation to 2,3, and 4 respectively.

That there be at least 2 elected lay representatives from St John's Church and that there may be two deputy wardens appointed for St John's from the PCC (unless one of the main Churchwardens be from St John's in which case St John's and Christ Church may appoint one deputy warden each).

A third of the PCC will be elected each year for a three year term. There should be a maximum of two licensed Readers on PCC both of whom are members *ex officio*. Three lay members shall be elected to the Deanery Synod for a period of three years and as per Church Representation Rules will be *ex officio* members of the PCC.

## M5 1a) Changes to the Electoral Roll

Electoral Roll Officer Philip Cullingworth.

The electoral roll for the parish was fully revised in 2025 and now stands at 62.

## 1b) Vicar's Report, followed by PCC and Parish Reports

This year has seen a range of lovely community activities and special church services, an improvement to the management of our finances under pressure, and a wide range of activity from all groups in many spheres of interest. The PCC have been active in supporting the work of the churches and attending worship and a positive atmosphere prevails in that group. Congregations in both churches are buoyant and new services are being trialed for this year to see what is most helpful for growing our community and disciples. Development of services with a 'healing' focus has been well received, whilst continued thought and preparation goes into the 'all-age' offering; a Lenten 'Holy Hour' on a Sunday evening looks like it may be filling a need for more contemplative informal prayer.

Worship continues to be supported at Christ Church by both pre-prepared midi-files and our committed regular live worship band, and at Newsholme by organist Esther Brunskill. We have also welcomed our old friend organist Paul Harris on special occasions when available, as well as a charming 'scratch band' for midnight mass using new and varied gifts of congregation members from cello and mandolin to vocal and violin!

Community connections continue strongly with both Oakworth Primary and Oldfield School using us for Christmas and receiving regular church assemblies. Oakworth Manor Care Home has communion once a month and we try to offer special music to celebrate the seasons. I have also been called in to offer pray and anointing to those who are near to dying on several occasions, both here and at Manorlands Hospice in Oxenhope. That they are confident to call *repeatedly* is a good sign and staff in both places are always pleased to see us when we visit. The connection with the Keighley sea-cadets remains and we enjoyed the presence and support of cadets and local families (many of whom live in the parish) at the Christmas 'civic-style' service for the second year in 2024.



I enjoyed the challenge of being 'splatted' for fun at the village fete but found the Sue Ryder charity fundraising 'Zip the Cow' challenge utterly terrifying - and the whole congregation were really supportive of that!

This year is more challenging year for me in my 0.5 parish role, as I am also in my final year of PhD studies which puts extra pressure on me, and when things are going well in the parish, as they are, more people want to see you: so pastoral care and occasional offices, discipleship support and general commitments are increasing somewhat but I am glad of all the growing relationships we are seeing. It was also very exciting to teach at a 'Bishop's Study Day' at the end of January 2025 and to share some of the theology I am working on as a tool for mission with over a hundred local colleagues.

As we approach Easter 2025 when this report is being written – we also welcome several newcomers – individuals and families- into both regular church congregations – of ages from 5 to 65, both those who have started attending church and are coming for baptism or returned after a long absence this year. With the six-yearly renewal of the electoral roll, there was an expectation of a possible post-covid 'dip' but numbers on that remain positive with a good number of new members even since last year – I am always reluctant to 'number the people' like King David did... but very glad to learn new names and share new gifts!



Your vicar, Jemma.

## M5 1b Summary of the proceedings of the PCC for 2024-25

There have been 6 full PCC meetings in the year 2024-25 plus sub-group meetings and standing committee meetings throughout the year.

At the first meeting of the full PCC in May 2024, after a Eucharist, the following appointments were made: **Lay chair** - Dawn Whitaker; **PCC Secretary** - Lynn Stow; **Treasurer** - Connie Laycock; **Safeguarding Officer** - Melanie Tanner; **Deputy Churchwardens** - Zoe Arnold and Kara Thornton (role shared) with **Ralph Brunskill** in an 'emeritus' capacity for St. John's; **Environmental Officer** - Wendy Minnock; **Electoral Role Officer** - Philip Cullingworth.

At this meeting the continued diocesan Safeguarding Policy was formally adopted by the new PCC.

- Over the course of the year the PCC have overseen and agreed **planned maintenance and repairs and some urgent improvements** to the fabric and equipment both at Christ Church and St. John's Church - see Fabric Report. They have also overseen the deep-cleaning, repair and improvements to damp-management of the existing kitchen as a shorter-term answer in line with immediate needs and budgetary control.

- They have agreed mission support and planning - initially a Saturday morning mission 'away day' was planned for August, but this was later changed to a mission drop in with prayer stations for the whole congregation.

- They have reviewed and supported management of the **budget challenges** under the careful advice of the treasurer Connie, and the parish finance management system has been upgraded to assist this, and as a result have got back onto a more stable footing after the energy costs dramatically increased - sadly some of this was at the cost of reducing the payments of parish share - but the PCC remain committed to attempting to pay the full amount requested in future years.

- They have supported several **fundraising community events** and the launch of a 'parish talent challenge' to encourage congregations to use their gifts for the church.

- They have continued to **proactively address safeguarding** and engaged with the updated training to seek to create a supportive environment for all in the parish. They have also (led by Melanie) sought to update voluntary roles with a full description and planned recruitment process through the safeguarding 'hub'.



- They have approved and supported a range of **church services and activities, marking the Church year and also connecting with environmental concerns, and connecting with the local parish communities in mission.**





## Safeguarding Report and Compliance Statement - 2025

Report by Melanie Tanner (PSO)

We are committed to the safeguarding, care and nurture of everyone within our community. This means protecting people from abuse and providing a safe place for survivors where people's voices are heard. **The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance including adoption of the Safeguarding Policy Statement 'Promoting a Safer Church, House of Bishops, 2017'.**

As per diocesan guidance the Parish Dashboard is maintained for safeguarding to ensure we are working on and meeting national policy requirements and guidance. Alongside this electronic recording system, the Safeguarding Hub is used to ensure Safer Recruitment guidance is followed for voluntary roles. There are ongoing pieces of work to consider voluntary roles to ensure safer recruitment guidance is followed including training and support and new role descriptions have recently been created through the safeguarding dashboard.

Safeguarding is discussed at all PCC meetings, as well as preached on in Safeguarding Sunday, and in addition this year the PCC have considered how 'healthy and safe' our culture is with a good discussion looking at the strengths and weaknesses in our churches' community, with some actions identified and acted on. It is hoped this will enable the congregations to have a better understanding of Safeguarding and ensure we have good communication, genuine dialogue and that people feel heard and listened to.

Thank you to everyone for their ongoing support.



## Annual Report from the Children & Young People's Group

Report by Claire Kettelman - April 2024

Christ Church Oakworth Explorers – *where the word of God is taught with affection so that the children may seek and find Him in their lives.*

Christ Church continues to offer Explore Together, our monthly worship group for children and young people which is held at the same time as the regular 10:30 service. We have 9 young people on our register with an average attendance of 4 per session. Although the numbers are slightly less than previous years as young people grow up and have more weekend commitments, we have attracted new families who are starting to attend on a regular basis.



ABC continues to go from strength to strength with new mums and carers enjoying the welcoming space we provide for adults, babies and children every Wednesday morning from 8.45am to around 10am during term time. Over 20 adults have attended one or more sessions. We have a team of 9 volunteer hosts.

We have been able to offer Godly Play story-telling sessions at our Christmas Crafts morning and this has been made possible thanks to staff from the Parish Church.



## **Environmental Report** - Report by Wendy Minnock (Parish Environment Officer) - March 2025

We have continued to focus on initiatives and activities aiming at promoting an appreciation and desire to care for God's creation. The Recycling Corner has been widely supported particularly the collection of soft plastics which instead of going to landfill are now being recycled via the Co-op recycling scheme. Our Walking Programme continues, and we have enjoyed short walks in the local area, with further walks being planned again for this year.

One of our key aims this year has been to raise awareness of our carbon footprint and consider the changes each one of us can make to protect God's creation. We have been very fortunate in being able to borrow a Pledge Station and Environmental Display created by the team at the Holy Trinity Church in Leeds which is now situated in our church for the congregation and visitors to consider and make individual pledges. We also hosted a successful film evening in early 2025 showing 'Before the Flood' a documentary film about climate change and have plans to host future similar events.

This year the church has had to look at upgrading its heating system due to various faults with the old boilers, as Environmental Officer I examined diverse options for the building and brought them to the PCC fabric committee. Whilst air-source heat pumps seem unsuitable for our building, and a biomass plant would be hard to justify or manage in our location, a new heat and lighting combination offered a better prospect, but as our lighting was recently changed (in 2019) this idea has been put on file for future consideration. An energy audit was also completed this year by Green Journey, and we are continuing to look at ways in which we can improve energy efficiency within the church.

Our plans for 2025 include the creation of an Environmental Awareness Folder to enable all members of the congregation to share any interesting environmental articles and news. As part of this, we will also be collaborating with other churches in our local area as part of a Climate Change Library scheme. We also intend to undertake a number of projects within the grounds of the church.



## **Oakworth Mothers' Union (MU)** - Report by Branch Leader Sharon Quinn – March 2025

The branch has 11 members. Sharon Quinn: Branch leader. Lynn Stow: Treasurer. MU have met throughout the year, every first Tuesday, each month at 1.30pm, at Christ Church Oakworth, for themed and seasonal services and activities, including:

- '16 DAYS ACTIVISM AGAINST GENDER-BASED VIOLENCE' CAMPAIGN: Attended alongside other Bradford area members in Shipley for the 'Rise Up' PRAYER SERVICE and 'PROTEST', led by the area president, holding banners outside, and shared a photo across social media and websites. Oakworth MU continue to lobby parliamentary representatives regarding issues concerning the well-being of family life.

- 'WAVE OF PRAYER' service was recorded and put online this year (due to the icy weather), taking our turn in the global 'wave' of continuous prayer for women and children and MU projects worldwide.

- VILLAGE SUMMER GALA cake stall raised £65 for our chosen MU charity 'Away From It All Holidays' (AFIA) <https://www.mothersunion.org/projects/afia>



- AFTERNOON TEA to celebrate Mary Sumner Day (founder of MU) which raised £35 for 'AFIA'.
- HARVEST themed service with hymns and prayers.
- LENT DISPLAY CRAFT and pancakes lunch. Made individual displays in a large jar, with a wooden cross set in clay, pebbles, flowers, purple ribbon and crown of thorns.
- OUTREACH: Donated toiletries and baby clothes for Doulas <https://doula.org.uk/> who offer counselling and teaching help for expectant Mums, and the local women's refuge also received toiletries.

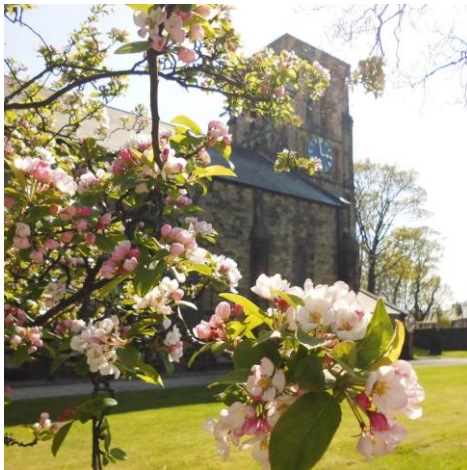
Oakworth MU continue to look forward to their full calendar of services, events and speakers, and outreach campaigning during the year. For more information speak to Sharon Quinn 07521 318983. [www.oakworthchurch.org.uk/mothers-union](http://www.oakworthchurch.org.uk/mothers-union). Facebook 'Oakworth Mothers' Union' [www.mothersunion.org](http://www.mothersunion.org)



## **Discipling and Teaching Activities**

**Cell Groups** continue to meet fortnightly (weekly throughout Lent) and are running well with numbers steady or increasing. Mondays 2pm led by the Revd Anne Pickard at Christ Church, Tuesdays 7.30pm at Christ Church led by Sharon Quinn and Roy Aston and on Thursdays, at 7.30pm, at The Vicarage, hosted by Revd Jemma. This year the vicarage group completed our journey through the Psalms and followed the discussions set out in the Church of England's Lent book and also had a social outing to 'The Grouse' after the winter thaw.

**Discipling** - This year has seen a small influx of new families and independent young people seeking to explore discipleship, and Revd Jemma has run a couple of group baptism prep meetings, leading to a large Easter Day baptism service. The groups are continuing on as confirmation meetings after Easter.



**Lent groups** - Homegroups have continued to meet as Lent Book Groups with additional members from the congregation and have followed the 'Living Hope' 2025 Lent booklet through Lent. They are well attended and create some great reflection and discussion as well as attracting newcomers to 'dip in'. They continued weekly throughout Lent. Mondays 2pm, Wednesdays 7.30pm at Pam and Roy Aston's house and on Thursdays at 7.30pm at The Vicarage.

**Environmental Focus** – see **Environmental Report for teaching and discipling in that area.**

**Other:** Outside the parish, Revd Jemma also helped lead the main teaching input at an Area Bishop's Study Day for clergy and licensed lay ministers in Shipley, January 2025.



## Community Group

There were several community group events since the last APCM and many group activities in the community. In May the group organised a Christian Aid Coffee Morning. Once again the church was present at the Oakworth Summer Village Fair along with a Mothers Union cake stall and 'Splat the Vicar' activity. Most of the splatters were children from the local community who knew Revd Jemma from school.

We have been taking regular monthly communion to our near neighbours at Oakworth Manor Care Home, where we receive a warm welcome and enjoy a sing song together too, picking up on the seasonal changes.



Another summer event in July 2024 was a Sixties style disco night with live music (band organized by Carole Howorth and Nick Robinson) sixties throw-back raffle and tuck shop which was very well received. In the autumn a Harvest Ceilidh with crocheted decorations and a pie and pea supper meant that along with the January Burns' Night we hosted THREE dances at Christ Church in the last year.

Less well attended was a mission prayer-station event at Christ Church in September 2024 - but the information and support from those who managed to attend has been helpful in thinking about how to engage more of the church community in mission and has helped many people to think about how they can welcome others into church.

In addition to these the regular Christmas and Easter Crafts events for families took place in Christ Church, as well as the regular charity Harvest Auction at St John's Church, following the harvest service there.

We've also continued to support Good Food Keighley with regular collections (managed by Kara Thornton) and Harvest Collections and supported the Salvation Army with its Christmas Toy appeal – taking 12 full bags of gifts down to them in December 2024.

Reflection this year on the work of the group, which was falling to a small cluster of organisers, and which had sometimes lost its planned focus of *mission* in favour of *fundraising*, has meant the PCC are trying a new shared approach to events in 2025 with a focus on mission and on more congregational inclusion for sharing the workload.



## Newsholme Community - update by Churchwarden Jan Thompson

The Newsholme community has organised 3 successful events in the village during the year: a Coffee, Cake and Chat hour in May; Harvest Supper and quiz night in October; and a New Years Eve faith supper and games night. Any funds raised were earmarked for the maintenance and refurbishment of St. John's Newsholme and the adjoining Sunday School room.

## **The Art Club\*** - report by Roy Aston March 2025

The Art Club is overseen by Roy Aston and Jeanette House. The Art Club has met 14 times over the course of the last year - 12 monthly sessions in church and two workshop visits.

As well as our regular First Thursday of the Month workshops or demonstrations we have been on two visits. Firstly, a water colour workshop on painting flowers and a fox. Secondly a stone carving workshop where we all carved a flower.

Attendance is between 5 and 12 people each session.

The art club has had a fruitful year of activities. Those attending have been set a wide variety of challenges – including a session sketching the vicar (robed) in a number of poses.

We have gained experience using different media – pencil, pastel, watercolour, acrylic, lino cut etc. All of us have improved our techniques. Do come along to one of our sessions. You will be encouraged, you will improve and you will enjoy being creative.

[\*NB over the course of 2024 when reviewing safeguarding and insurance at PCC it was established that the ‘Holden Art Club’ had been set up by church members and would therefore officially come under church activities. The group does not work with children or vulnerable adults].



## **Healing Ministry** - report by Jemma Sander-Heys March 2025

In Advent 2024 a new healing service was introduced to the worship diary, offering prayer and anointing, led by Revd. Jemma and supported by Revd. Anne – there was an overwhelmingly positive response to the first one, including from newcomers, so the service has been introduced in a pattern throughout the year, with a service focused on healing planned for around every 6- 8 weeks. Prayer continues to be offered on a pastoral level at every service, and this regular healing service seems to have given more people the confidence to come forward at other times for prayer.



## **Welcome Task Group**

Melanie Tanner worked with Roy Aston and the churchwardens to develop an official ‘role specification’ for volunteer welcomers through the safeguarding dashboard. The small welcome team provide enthusiastic support to newcomers and visitors as well as regulars, as they greet people coming to worship.

There has been a focus on improved safeguarding signposting in the welcome area in both Christ Church and St. John’s Church buildings.



## M5.1c) Financial Report

By Connie Laycock [Full accounts appended]

### **Financial Review – Annual Report 2025**

Please Note: CCO = Christ Church Oakworth, SJN = St John’s Newsholme. Please note brackets here indicate 2023 figures.

At the end of 2024, the General Parish funds showed a balance of **£91,878 (£86,065)**. Restricted funds show a balance of **£21,132 (£17,455)**. Endowment fund is still **£10,000**. The money held at the end of the financial year by CCO was **£73,678 (£66,779)** and that held at SJN was **£18,200 (£19,285)**. Planned giving (standing orders and envelopes) in the Parish was **£42,784 (£40,180)**. Cash via the collection plate was **£3,747 (£3,446)**.

Parish Breakdown	SJN	CCO
SO and Envelopes	<b>£6,370</b>	<b>£36,414</b>
Plate Collections	<b>£1,158</b>	<b>£2,589</b>

	SJN	CCO
Share	<b>£5,047</b>	<b>£35,325</b>

Main items of expenditure in 2024 were:

Share	<b>£40,372 (£52,372)</b>
Light, Heat, Water	<b>£8,325 (£3,996)</b>
Maintenance	<b>£9,271 (£9,235)</b>
Adding just these up	<b>£57,968 (£66,820)</b>

**General Comments:** In 2024, we have seen encouraging progress with increased fundraising efforts aimed at supporting upcoming maintenance projects, along with modest increases in planned giving. It's important to note, however, that a significant one-off donation was generously received, which is reflected in the envelope figures.

Despite the increase in income, the PCC made the difficult decision to reduce the share payment for 2024 by £12,000. This decision was driven by the substantial maintenance projects on the horizon for both CCO and SJN, along with rising utility costs. While the overall balance in the bank has increased, the current fundraising efforts and planned income are not sufficient to fully cover the upcoming maintenance costs, and the remaining balance will need to be drawn from reserve funds. Although reducing the share was a tough decision, it was essential to ensure the parish remains financially stable to handle the significant expenditure expected in 2025.

Unrestricted cash at the bank stands at approximately £43,198 at CCO and £17,549 at SJN.

I am confident that we can build on the progress made in 2024 to maintain the parish’s financial strength, support necessary improvements, and focus on our goal to increase share payments as soon as possible.

### **Funds/Reserves Policy**

It is the policy of Christ Church Oakworth that the Church’s monetary assets are divided into:

- a) Ordinary Funds – some of which could be designated or restricted.
- b) Reserve Funds.

The amount kept in reserve to be reviewed annually by the PCC but as a norm, to be set at an amount equivalent to three month’s share - approx. £13,000 at present. The aim of the PCC has

been to increase this fund by £2,000 per year but after spending on projects recently, the fund has, of necessity reverted back to £13,000.

c) Endowments

**Ordinary:** Used for the day-to-day running costs of the Church and, where funds allow, items of capital equipment. PCC members must be mindful, when approving expenditure on capital items, of the current state of Church finances and whether there are likely to be deficits or surpluses in future.

The aim should be to produce balanced budgets so that the ordinary funds can be built up to provide enough funds for expenditure on capital items as and when the need arises.

**Reserve:** Used for urgent and necessary items e.g. payment of share, services (gas, electricity, water, insurance), urgent repairs, when ordinary funds have been depleted.

Reserve funds may be used to purchase capital items when the fund can be guaranteed to be made up within six months.

Any item of expenditure from reserve funds must be with the approval of Standing Committee except for capital items which must be approved by the PCC.

Reserves must be made up as soon as possible by fund-raising or, if necessary, by making cuts and savings in the ordinary funds.

**Endowment:** The £10,000 left by Michael Wright has terms which only allow us to spend the interest on the capital. This is specified as for churchyard maintenance.

## M5.1d) 2024 Fabric Report

by the Churchwardens & Deputy Wardens

### Christ Church Fabric Update: Previous APCM to End March 2025

#### Work Carried Out

- Boiler Service- April 2024
- Leaking Kitchen Taps- replaced July 2024
- Broken downstairs boiler fixed - September 2024
- Electrical classification C2 codes fixed plus faulty oven & toilet water heater isolated and removed -September 2024
- External inspection of kitchen roof, kneeler and pointing - September 2024
- External inspection of stonework & pointing (from ground level) based on areas identified in the quinquennial report -September 2024
- Belfry & Clock Chamber timber inspected -November 2024
- Narthex timber frame window inspected -November 2024
- North & East Boundary wall inspection and email report by Bradford Council Conservation officer -November 2024
- Thorough Clean down and repainting of Kitchen Ceiling and walls- December 2024
- Lightning Conductor Service January 2025
- Broken upstairs boiler fixed (using parts from other broken boiler)- January 2025  
*[NB: The repeated boiler issues highlight the urgency with which replacement of the heating system must be considered – see also Environmental Report.]*
- Fire Extinguishers Serviced- February 2025
- Clock Serviced- February 2025
- Loose Kitchen kneeler pinned and repointed, repair to coping stones and cracked pointing on west kitchen wall-March 2025

### St Johns Newsholme Fabric Update

- Cracked ceiling plasterboard repaired by Andrew Pickles – Sept/Oct 2024
- All church interior walls have been washed down and repainted with appropriate paint by Richard Metcalf – Oct 2024
- During redecoration another part of the ceiling plasterboard broke- this was repaired late March 2025.



[Moving forward SJN may have to give consideration as to how to improve access for those congregation members less able to walk and or with prams or wheelchairs.]



## M5.1e) Bradford Episcopal Area Aire and Worth Deanery Synod

Report 2024-25 - by Sharon Quinn

Elected PCC Deanery Synod representatives: Judith Bland, Lynn Stow, and Sharon Quinn.

Synod met three times:

**Tuesday 16th July 2024** at St Michael's, Cottingley. Revd R Burge spoke about the 'Personal Growth and Leadership' Course that he led over the previous academic year. A group of 10 people from the benefice met 6 times over the year, for 3 hours on a Saturday morning. Richard said he had found this course valuable in identifying the skills of those attending and a good way of building people up and encouraging them. In this way the benefice has grown.

**Movements:** Revd. Natasha Thomas was licensed as Priest in Charge at St Peter's Shipley, and assistant priest to St Paul's Shipley and Christ Church June 2024. Revd Tony Walker is retiring from his post at Riddlesden and Morton.

**Elections to Casual Vacancies:** Mr Stuart Eteson elected to the lay vacancy. Revd Canon Sandra Benham and Revd Lindsay Pearson elected to the clergy vacancies.

### Finance update from the Diocese

Jane Adams, Finance manager with the Diocese about the current financial state of the diocese and the associated challenges. Jane commended to parishes the Parish Giving Scheme (only 33% of parishes in the deanery currently use the scheme).

**23rd October 2024** at St. Peter's, Moorhead Lane, Shipley BD18 4JH.

Simone Bennett (Diocesan Director of Education) and Paul Bowles (adviser to church schools) spoke to the meeting about the opportunities and challenges of working with schools, how partnerships can be mutually beneficial, how collective worship can be supported and identifying how gifts and talents can be shared with schools.

**4th February 2025** via Zoom

Elections to the Area Mission and Pastoral Committee: 1 clergy and 1 lay representative were held. Rev Natasha Thomas elected unanimously by the members of the house of clergy. Mr Stuart Eteson elected unanimously by the members of the house of laity.

Diocesan Digital Learning Platform:

Revd Helen Collings, Diocesan Lay Training Team leader gave an overview of the digital learning platform ([www.learning.leeds.anglican.org](http://www.learning.leeds.anglican.org)) the first of its type in the UK. Helen encouraged synod members to explore the platform and to make members of their congregation aware of the platform and the various learning pathways available. The platform will be familiar to some of the congregation at Oakworth Parish Churches who accessed their Safeguarding training there.

**Movements:** Rev Anna Lumb has been appointed Priest in Charge of Honley with Brockholes in the Huddersfield episcopal area. Licensing will be in May.

Dates for next Deanery Synod meetings: 24th June 2025 and 24th September 2025.