

ANNUAL REPORT 2022

St Leonard's Church, Chapel-le-Dale



**PAROCHIAL CHURCH COUNCIL OF ST. LEONARD'S CHURCH,
CHAPEL-LE-DALE
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

Structure, Governance and Aims

St Leonard's Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity currently excepted from registration with the Charity Commission.

The PCC of St Leonard's consists of the team rector, team vicar; church wardens and other elected members. The PCC is responsible for making decisions on all matters of general concern and importance to the parish, including how the funds of the PCC should be spent. The PCC met six times during the year, with 85% attendance.

The PCC has the responsibility of working with Rev. Nick Trenholme (Team Vicar) to promote within the parish the mission of the church – pastoral, evangelistic, social and ecumenical. St Leonard's church is part of the Ingleborough Team Ministry, together with the parishes of Ingleton, Bentham, Burton in Lonsdale and Thornton in Lonsdale.

The PCC also has the responsibility for the maintenance of the church building and the churchyard.

A member of the church is elected as representative at the Deanery Synod, and is also an *ex-officio* member of the PCC. This enables communication between other parishes in the deanery and to the wider church in the Diocese. There were three meetings of the deanery synod in 2022.

Objectives and Activities

The PCC continues to give consideration, and make plans, to take forward the mission of the church. We strive to be a faithful Christian witness and to welcome all people to services and into fellowship in other ways. The church is an integral part of the local community and well valued by local people.

The PCC considers together how to make worship relevant and accessible to the local community and visitors alike. We seek to welcome everyone to our services. The services and worship show faith in practice through prayer, preaching of God's word, music and sacrament. People are encouraged to live out their faith in the local, national and worldwide community through considering the Christian faith, pastoral care, charitable work and involvement in community events.

In 2022 there were 6 people on the Electoral Roll; 1 not living in the parish,. At major festivals – Easter and Christmas – and special services e.g. Remembrance Sunday, Christingle – more people attend church services.

The church receives a large number of visitors in a typical year, partly encouraged by historical links associated with the workers who built the Settle/Carlisle railway line and Ribbleshead Viaduct in the parish. Plaques to their memory erected by the railway company and more recently by the church council are in the church and churchyard respectively. This has generated national publicity as the church has been featured in televised documentaries. We seek to provide a positive visitor experience and we pray that while people come as visitors they may leave as pilgrims with a renewed sense of God. We have a book for prayers requests in which any may write. We bring these requests to God in prayer during Sunday services.

The PCC seeks to provide opportunities for the local community to gather together for mutual benefit and to hear the good news of Jesus Christ. The PCC is also committed to giving a portion of its income to charity work. This tends to be considered shortly before Christmas. Letters of thanks are received from charities with updates of the work, and often, prayer requests.

Many planned events, regular ministries and services had to be cancelled because of the pandemic. However, the church, enabled by partnerships across the Ingleborough Team Ministry, was able to reimagine its ministry. We expanded online work including weekly services online. Printed newsletters were sent to those not on email, and regular phone calls were made for pastoral care. The clergy maintained a ministry of visiting among the community (where possible under Covid-regulations) and conducted occasional offices for the community. In 2020 there were 2 funerals (one churchyard only, one service in church) and no baptisms or weddings.

Administrative Information

St Leonard's Church is situated in Chapel-le-Dale in the county of North Yorkshire. It is part of the Diocese of Leeds, within the Church of England. The correspondence address is St Mary's Vicarage, Main Street, Ingleton, Carnforth, LA6 3HF. PCC members who have served from 1 January 2022 until the date of this report are:

Rev. Nick Trenholme	Team Vicar (Chairman)
Elizabeth Mason	Churchwarden
Sallie Bassham	Deanery Synod Representative and Secretary (until 15/02/2022)
<i>Elected Members</i>	
Alice Bargh	
Joan Harrison	Vice-chair
George Mason	
Irene Sharp	Treasurer

STATEMENT OF TRUSTEES RESPONSIBILITIES

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year. The charity is entitled to prepare these statements on a receipts and payments accounts basis, together with a statement of assets and liabilities at the year end. The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Parochial Church Council by



Rev. Nick Trenholme (Chairman)

St. Leonard's Chapel le Dale P.C.C.

Income and Expenditure Account as at 31st December 2022

<u>Income</u>	<u>2022</u>	<u>2021</u>	<u>Expenditure</u>	<u>2022</u>	<u>2021</u>
Collections	1526.77	789.25	Diosesan Share	6096.00	5542.00
Wall Box	947.66	715.68	Clergy Expenses	544.17	619.70
Fund Raising	2085.20	1284.30	Organist	280.00	230.00
Donations	934.87	420.00	Insurance	603.60	529.71
Treasury Stock Redemption		1219.24	Heat & Lighting	940.31	293.31
Covenants	1747.00	1630.00	Altar Expenses		42.99
Wedding/Interment Fees	650.00	1170.00	Jumble Sale Room Hire	126.50	120.00
Funeral Donations		695.90	Charitable Giving	120.00	120.00
United Utilities		9.47	" "	100.00	
Charitable Collection		120.00	Leeds BDF Wedding/Funeral fees	218.00	422.00
DBF fees	200.94	969.00	Stationery	24.82	
Book sale		4.00	St Mary's Expenses	15.20	
Church Comm. Energy grant	500.00		Plaque	13.00	
Electricity Compensation	620.00		Retirement Gift	70.00	
HMRC Gift Aid refund	962.30		Repayment to "The Friends"	500.00	
		1.97		<u>9651.60</u>	<u>7919.71</u>
<u>Interest Received</u>		<u>48.76</u>	<u>Maintenance</u>		
Investment Bond	94.75	9077.57	Organ Tuning	100.00	200.00
Treasury Stock 8% 2021				<u>9751.60</u>	<u>8119.71</u>
	<u>10269.49</u>				

Bank Balances as at 31.12.21

Current Account	1776.08
Savings Account	4.19
	<u>12049.76</u>

Bank Balances as at 31.12.22

Current Account	2293.97
Savings Account	4.19
	<u>2298.16</u>
	<u>12049.76</u>

The Friends of St Leonards Income Expenditure

as at 31.12.22

<u>Income</u>		<u>Expenses</u>	
Covenantants	60.00	Fire Ext. service	60.00
Book Sales	308.00	Repairs & renewals	3297.50
Donations	200.00	Grasscutting	500.00
Funeral donation	500.00	St Leonards Energy	620.00
St Leonards Loan repayment	500.00	St Leonards PCC	60.00
	<u>1568.00</u>	Organ repair	420.00
		Bank Charges	71.91
			<u>5029.41</u>
Bank Balance as at 31.12.21	<u>15266.64</u>	Bank Balance as at 31.12.22	<u>11805.23</u>
	<u>16834.64</u>		<u>16834.64</u>

Additional Information re P.C.C. accounts

<u>Fundraising</u>	
Jumble sale	1007.00
Harvest supper/sale	Less room hire 126.50 Profit £880.50
Bank Hol teas	479.20
Jubilee teas	220.00
Domino Drive	200.00
	<u>179.00</u>
	<u>2085.20</u>

Statement of Assets

<u>Value</u>
£12000 National Savings Income Bonds
12000.00

Scrutinised and found correct in accordance with books and vouchers produced.



18.2.2023



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

ST. LEONARD'S CHURCH CHAPEL LE-DARE

On accounts for the year
ended

31st DECEMBER 2022

Charity no
(if any)

Set out on pages

4-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31.12.22.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

M. Charles Fitzsimmons

Date:

25.2.23

Name:

MICHAEL CHARLES FITZSIMMONS

Relevant professional
qualification(s) or body
(if any):

ACIA

Address:

8 GREENFOOT LANE

LOW BENTHAM, LANCASTER, LA2 7HB

Team Vicar's Report 2022

Thank you for taking the time to read this annual report looking back on 2022. During the year we continued our recovery from the lockdowns of Covid-19, and slowly but surely we began to feel that we were living in a post-Covid world. Life began returning to normality with masks, distancing and remote meetings becoming less prevalent, though it should be noted that Covid has not gone away even now and there are many things which have changed in the light of it. This is not an easy time for the church, both locally and nationally. In our area I believe our churches have done well overall in building back up again after lockdown.

Every parish in the Church of England is looking to its future and how to sustain the ministry and mission of the church in these times. With declining national attendance and ageing congregations in some places the future looks difficult. But if we keep our eyes fixed on Jesus, keep loving others in his name and keep on praying God will see us through.

We maintained a pattern of weekly worship, with one service every Sunday alternating between Evening Prayer (*Book of Common Prayer*) and Holy Communion (*Common Worship* modern language). The average attendance across the year was 7. In 2021 this was 4. Before lockdown the average attendance was 8. We celebrated Holy Communion on Easter Day, Pentecost and Christmas Day, together with a Jubilee service for HM Queen Elizabeth II, a service in her memory following her death, a Harvest Festival service, a service In Loving Memory of the departed and Carol Service. Of the pastoral offices, we held services in church of one wedding and one funeral. We also held a team service on 19th June. For special services attendance increased, though not as much as pre-Covid numbers (average 30 for 2017-19, 13 in 2022).

I continued to prepare a weekly newsletter which was sent out to around 12 people, though for some this became less necessary as they were able to attend worship regularly. I was able to recommence pastoral visiting in the dale on a more regular basis. We continued to publish online services on our YouTube channel throughout the year. I am very grateful for the support of volunteers from around the Ingleborough Team who have contributed. I believe that it is important to continue, and in the world of today I am beginning to feel that it should be part of the life of the team for the foreseeable future. With at least 30 views per week this service represents possibly the most significant growth in numbers worshipping since I have been part of the team, with many of these not attending other services.

I would like to conclude this page with some thanks. As ever, I am very grateful to everyone who has given of themselves, their time, resources and energy into sustaining the life and worship of the church. I appreciate all that has been done. Thank you. As ever my particular thanks go to Mrs Betty Mason for her service as churchwarden. The appointment process for Revd Anne Russell's replacement as Team Rector in Bentham took its course through the year and in July we also said goodbye to Revd Denis Tate and Pauline, as they moved to Ilkley for a well-earned retirement from the role of Team Vicar in Burton and Thornton in Lonsdale. Denis has been a great support to me in his time here and a valued colleague. We wish him and Pauline all the best.

Revd Nick Trenholme

Churchwarden's Report on the Fabric 2022

Repointing and repairs to the external walls of the church were undertaken by G N plastering in October. The felling of a tree in the churchyard near the boundary wall next to the road was discussed. The architect advised that we repair the wall using a lintel to limit damage from tree roots. Other sections of fallen wall were repaired. The light above the porch was repaired as was the catch on the Lychgate. Some ash trees in the churchyard have developed dieback. Advice was sought and suggested that trees be left in place to see if they regrow. There was some damage to pew cushions by mice, which has been repaired. Mr Winchester continues to assist other PCC members with opening and closing the church on a regular basis, as well as running dehumidifiers in damper months. The organ has been tuned and the fire extinguishers serviced

Proceedings of the PCC and Parish Activities 2022

The PCC discussed and planned various events across the year. An Easter Egg hunt was held following the service on Easter Day which attracted local children to the service. The church was opened for refreshments on two bank holiday weekends. We welcomed Revd Denis Tate for a last service at St Leonard's as our Team Service on 19th June and offered him a leaving gift when he retired in July. Our charitable giving was discussed in February and then paid to the Diocesan Sudan Link. We held a harvest supper in church welcoming local people and visitors from outside the parish. Harvest was postponed until October due to the death of HM the Queen. We held a jumble sale at the Ingleborough Community Centre, Ingleton and a Domino Drive at the Station Inn, Chapel-le-Dale, raising funds for church.

Revd Nick Trenholme

Safeguarding Statement 2022

The Parochial Church Council of St Leonard's, Chapel-le-Dale complied with its duty to have due regard to the House of Bishop's policy and practice guidance in regard to safeguarding children and vulnerable adults. More information can be obtained from the PCC minutes. Key changes have included steps to implement safer recruitment of volunteers, though there is more work to be done. Nick, as clergy in post, Simon as Parish Safeguarding Officer, and the PCC have sought have kept safeguarding under constant review.

Revd Nick Trenholme

Bowland and Ewecross Deanery, Deanery Synod report for the year 2022 for APCM's

As the COVID pandemic eased Deanery Synod was able to meet more frequently during 2022.

On 19th January Synod met at Settle Parish Church, preceded by a brief House of Laity meeting in order to co-opt Richard Pattinson (Deanery Treasurer) to Deanery Synod and to Standing Committee, and to elect two lay reps to Diocesan Synod. Mark Luby (Burton in Lonsdale) and Richard Pattinson were elected. The main theme of the evening was a presentation by Revd John Davies on the 'Living in Love and Faith' report, and the Deanery Lent course based on LLF planned for Tuesdays in Settle during Lent. This turned out to be a successful series of evenings enabling people with a variety of views and experiences from all around the Deanery to come together, to listen, discuss, and learn from each other with the aid of videos and discussion questions.

In February the **Deanery Open the Book resources** were moved from Kirkby Malham to Settle Christian Fellowship to enable easier access for those wishing to borrow them for use in schools.

On 27th April Synod met at St James's Clapham, the main content being a presentation on Stewardship by Janet Edmonds, diocesan stewardship officer. She outlined the resources available on the diocesan website, and the benefits of the Parish Giving Scheme. The Environment Matters session with Jemima Parker arranged at Settle Parish Church for 7th May was promoted.

At Bishop Helen-Ann's request we had an extra Synod meeting on 12th May at St Andrew's Gargrave so that she could meet Deanery reps and share her reflections on rural ministry. She recommended the book 'How Village Churches Thrive' which will be the basis of our 2023 Lent course, and she emphasised the crucial role that rural churches have in gathering, enabling, and fostering conversations about rural sustainability. She also said that prayer, discipleship, and being at the heart of the community are vital.

The highlight of the year was the **Deanery Afternoon in Giggleswick on 16th July**, open to everyone, which began with afternoon tea in St Alkelda's surrounded by displays from each of our churches about life in their parishes, what encouragements they have to share, and what items they would like prayer for. We then moved on to a special service at Giggleswick School Chapel with Bishop Nick preaching and musical accompaniment by Voices of Craven and Giggleswick and Settle Brass Band.

On 14th September Synod met at St Andrew's Gargrave, preceded by a House of Laity meeting in which Kate Croll (Langcliffe) was elected to Diocesan Synod (to replace Mark Luby who had had to step down), and to elect two lay reps to Deanery Standing Committee. James Atkinson (Hellifield) and Simon Robinson (Thornton in Lonsdale) were elected. The main theme was a presentation by Revd Jude Smith, diocesan church revitalisation officer, on the Barnabus Project, designed to help support and grow our churches. In an environment where there are fewer clergy, finances are tight, and the diocese needs to look at new ways of resourcing ministry, she wanted to hear our feedback on what help we need.

Throughout the year we have been encouraged to support parishes in vacancy, and to look for ways of sharing resources and working together as a Deanery. We are thankful for the hard work of our Area Dean (Canon Ian Greenhalgh), Lay Chair (Paul Gibbons), and other members of the Deanery Standing Committee who have organised events, courses, and Synod meetings, together with members of the churches hosting meetings, not least the I.T. team at Settle parish Church who have enabled meetings to be accessible online as well as in person.

Revd Sue McWhinney (Deanery Secretary)

Minutes of St Leonard's, Chapel-le-Dale, Meeting of Parishioners
held on Sunday 15th May 2022 at St Leonard's Church at 3:30pm

- 1 Present Nick Trenholme (Chair), Alice Bargh, Sallie Bassham, Joan Harrison, Betty Mason, Irene Sharp, Angus Winchester, Val Winchester.
- 2 There were no apologies for absence.
- 3 NT opened in prayer and agreed to take minutes of the meeting.
- 4 Minutes of Meeting 23/05/2021
Nick read the minutes of last year's Meeting of Parishioners of 23rd May 2021. No corrections were found. Proposed as an accurate record by Alice, seconded by Irene. 5 in favour, 2 abstentions.
- 5 Election of Churchwardens
Nick reported that he had received one nomination for Churchwarden. It was for Betty Mason (proposed by Irene, seconded by Joan). Nick invited a show of hands to accept Betty's nomination. Unanimously approved. There being no other candidates, Nick declared Betty duly elected by the meeting to serve as Churchwarden.
- 6 AOB
Nick proposed that the limitation for a churchwarden to serve for greater than 6 terms of office be waived in the case of the Ecclesiastical parish of Chapel-le-Dale. No objections were raised. The proposal was seconded by Joan. 6 in favour, 1 abstention.
Sallie raised a question about the length of time this motion would stand for. Nick said his understanding was that it would remain in force without limit until a subsequent Meeting of Parishioners decided to reapply the limitation.

At 3:39pm, the meeting closed.

Minutes of St Leonard's, Chapel-le-Dale, Meeting of Parishioners
held on Sunday 15th May 2022 at St Leonard's Church at 3:40pm

- 1 Present Nick Trenholme (Chair), Alice Bargh, Sallie Bassham, Joan Harrison, Betty Mason, Irene Sharp.
Observers Angus Winchester, Val Winchester.
- 2 There were no apologies for absence.
- 3 NT opened in prayer and agreed to take minutes of the meeting.
- 4 Minutes of Meeting 23/05/2021
Nick read the minutes of the Annual Parochial Church Meeting of 23rd May 2021. No corrections were found. Proposed as an accurate record by Alice, seconded by Irene. All in favour.
Sallie asked about the letter Nick had volunteered to write concerning the appointment process and accompanying arrangements. Nick said he had been in communication with the Archdeacon and Area Dean concerning these questions and believed that steps had been taken to ensure fair representation of all parishes.
- 5 Electoral Roll Report
Betty Mason reported that there are six names on the electoral roll (five live in the parish, and one lives outside the parish). No change from last year.
- 6 PCC Report and Trustees' Report*
Nick read the PCC report and took the Trustees report as read. The reports were unanimously accepted (proposed Joan, seconded Alice).
- 7 Financial Statements 2021*
The financial statements and treasurer's report had been circulated in advance and were taken as read. These were unanimously accepted (proposed Alice, seconded Joan). Betty suggested we thank Mr Fitzsimons for examining the accounts. Nick thanked Irene for her work as treasurer of the general account, and Betty for her work as treasurer of the Friends of St Leonard's.
- 8 Churchwarden's report on Goods, Fabric and Ornaments*
Nick read the report and invited questions or comments. Nick added that there had also been some repairs to the roof in 2021. The report was unanimously accepted (proposed Joan, seconded Irene). Nick thanked Betty for her work as churchwarden.
- 9 Deanery Synod Report*
Nick read the report and invited questions or comments.
- 10 Team Vicar's Report*
Nick read the report and invited questions or comments.

- 11 Safeguarding Report*
Nick read the report and invited questions or comments. The report was unanimously accepted (proposed Irene, seconded Alice).
- 12 PCC Elections
Alice, Irene and Joan said that they were willing to serve on the PCC for another year. Nick asked if the meeting was willing to elect George Mason in his absence and without a confirmed note of his willingness to stand again. This was agreed. Thus it was unanimously agreed that Alice, Joan, George (if he is willing) and Irene be elected to the PCC (proposed Sallie, seconded Betty).
- 13 Deanery Synod Elections
Nick invited a person to serve as the representative for Chapel-le-Dale. There were no candidates. A casual vacancy will remain.
- 14 Appointment of Financial Examiner
Mike Fitzsimmons has signalled his willingness to examine the accounts again next year. It was proposed that he be appointed by Alice, seconded Irene. All in favour. Nick expressed his thanks to him for his help in previous years.
- 15 AOB
Mr Winchester asked if there is a mechanism to help interested individuals like himself to contribute to the discussions of the PCC even if not on the electoral roll. Nick suggested that he or others might be invited to join as an observer and to contribute to discussions. There was general acceptance of the idea. Sallie suggested that the meeting thanked Angus and Val for their assistance. The meeting wholeheartedly agreed.
There was no other business.

At 4:23pm, the meeting closed with The Grace.

*Copies of all the circulated reports are appended to the file copy of these minutes.

PARISH OF CHAPEL-LE-DALE

ANNUAL MEETING OF PARISHIONERS 14th May 2023

All persons,

(a) whose names are entered upon the church electoral roll of the parish, or

(b) are resident in the parish and whose names are entered on a register of local government electors by reason of such residence,

are entitled to vote at the election of churchwardens.

2. The churchwardens of every parish shall be chosen from persons who have been baptized and –

(a) whose names are entered on the church electoral roll of the parish;

(b) who are actual communicants;

(c) who are twenty-one years of age or upwards; and

(d) who are not disqualified (see notes on written notice).

AGENDA

1. Opening Prayer

2. Apologies

3. Minutes of 2022 Annual Meeting of Parishioners

4. Election of Church Wardens for the ecclesiastical parish (*nominations must be received before the meeting*)

5. AOB.

PARISH OF CHAPEL-LE-DALE

ANNUAL PAROCHIAL CHURCH MEETING 14th May 2023

To be held immediately following the Meeting of Parishioners. All those persons whose names are on the electoral roll of the parish are entitled to participate in the meeting. Others are welcome as observers.

AGENDA

1. Opening Prayer
2. Apologies
3. Minutes of meeting 15th May 2022
4. Electoral Roll Report
5. Financial Statements for 2022
6. Report on proceedings of PCC and activities of the parish
7. Church Warden's Report on Goods, Fabric and Ornaments
8. Deanery Synod Report
9. Team Vicar's Report
10. Safeguarding Statement
11. Election
 - a. Representatives to the Parochial Church Council
 - b. Representatives to the Deanery Synod
12. Appointment of Financial Examiner
13. AOB & Questions