

# **Annual Report 2024**

## **Aims and purposes**

Cayton Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Paul Harford, 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 the five church buildings and churchyards of All Saints' (Ripley), St. Andrew's (Burnt Yates), St. John the Evangelist (Bishop Thornton), St. Michael the Archangel (Markington), and St. Wilfrid (South Stainley).

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship 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.

In particular, 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; developing their knowledge of, and deepening their trust in, God the Father, Son, and Holy Spirit.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of our five churches and their churchyards.

## **Achievements and performance**

### **Worship and prayer**

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, smaller services such as morning and evening prayer, and midweek Eucharists provide a quiet, intimate and reflective environment for worship, while opportunities are provided for people to engage in more outgoing worship at our larger Sunday gatherings.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life; in marriage, public vows are exchanged with God's blessing; through funeral services friends and family express their grief and give thanks for the life that is now complete in this world, and commend the person into God's keeping.

Study and Home Groups have met throughout the year.

We are grateful to a number of community spaces who have helped in hosting us this year, including Burnt Yates Community Centre, The Yorkshire Hussars Inn in Markington, and Markington CE Primary and Nursery School.

## **Deanery Synod**

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church.

Deanery Synod Representatives for the Parish: Margaret Davis, Richard Davis, Ian Gant, Judy Matthews.

The Minutes of the Deanery Synod meetings through the year and other documents distributed are available to view on request to the Synod's Secretary.

## **The Church Buildings**

Four out of five of our churches are usually open regularly to members of the public for private prayer, and reflection outside of service and event times. It is important, therefore, to keep our churches in the best repair possible. Our churchwardens continue to monitor the state of the fabric, and alongside the PCC, undertake to commission such works as are necessary and affordable.

This year the Quinquennial Inspection was undertaken for St. Andrew's Church, Burnt Yates, by Alexa Stephens, Pearce Bottomley Architects.

Sadly this year the majority of St. Michael's church has remained closed to public access, as well as a perimeter around it, due to concerns with the safety of the historic lath and plaster roof internally, and the slating externally.

Other major projects we are currently exploring include re-ordering projects at St. Andrew's, and All Saints', as well as the requirements for restoring St. Michael's Roof, and the organ at All Saints' Church.

## **Pastoral care, and Mission and Evangelism**

Some members of our parish are unable to attend church due to sickness or age. Reverends Paul Harford and Linda Boon, alongside Reader Janet Newell have visited all church members who have requested it, to celebrate communion with them either at their homes or in hospital.

Cayton Cares (one of our PCC's Passion Led Groups) have been instrumental in arranging and leading a number of community lunches and events, which have been received well and brought people from within and beyond the regular congregations together to reduce social isolation and loneliness, and develop links with other community groups and activities.

Our second PLG, known as the 'eco group' has been engaging our communities in looking at how best to model sustainability, and cherish God's creation. This has provided good opportunities to work with neighbours and others, and our open spaces have continued to flourish to the benefit of both human and wild visitors.

The strengthening connection with local institutions, particularly around Christmas interactions with the Yorkshire Hussars (who invited our choir to sing in the bar one night, and also hosted our Christmas Eve Crib Service (in the stable behind the Inn); and Markington School hosting a service a month for us, continue as exciting opportunities to further grow community engagement and mission.

## **Ecumenical relationships**

There is little opportunity for formal ecumenical relationships within our parish, but we remain on good terms with the local Roman Catholic Church.

## **Safeguarding**

The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

We have established a new quarterly Safeguarding Team Meeting, and undertaken a Safeguarding Risk Assessment through the year.

We have been in consultation with the Diocesan Safeguarding Advisors a few times this year, but not with anything that has required any formal or legal action.

## **Financial review**

Total receipts on unrestricted funds were £92,991, of which £57,395 was unrestricted voluntary donations, including a portion of Gift Aid received through PGS, and directly. Restricted donations of £3,040 were also received. Full details of these and other receipts are detailed in the financial statements.

The net result for the year was an excess of receipts over payments of £17,993 on unrestricted funds. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31 December on unrestricted funds totalled £57,995.

We are deeply grateful to our treasurer Karen Hyde for all her work through the year.

### **Reserves policy**

It is PCC policy to try to maintain a balance on unrestricted funds that equates to at least three months' unrestricted payments. This is equivalent to £26,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £57,995 held on unrestricted (including designated) funds at the year end, together with the amounts payable to and by the PCC, exceeds this amount. Some of the large fabric expenses expected this year have been deferred to next, and this excess will likely be needed towards seeding funding, or meeting these costs.

## **Optional information**

### **Volunteers**

We would like to thank all the volunteers who work so hard to make our parish the lively and vibrant community it is. In particular, we want to mention our Associate Priest Linda Boon, our Readers Karen, Tina, and Janet, and our Licensed Lay Worship Leaders who work alongside David, our choir, and other voluntary musicians to provide our worship through the year. We also wish to acknowledge our churchwardens Diane Carter, Margaret Davis, Charles Hutchinson, Sylvia Loxley, Julia Roe, and Standing Committee member Ian Gant who have worked so tirelessly on our behalf; and Karen Hyde and Graham Jones who have done an enormous amount of work of bringing our accounts and accounting together, and Bill Humphreys our independent examiner.

## **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.

The method of appointment of PCC members is set out in the Church Representation Rules, modified by a Bishop's Instrument. The membership of the PCC consists of the incumbent (our vicar), associate vicar, readers, deanery synod reps, churchwardens, and members elected by those who are on the electoral roll of the church.

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

The full PCC met six times during the year.

The 'Ecology and the Environment', and 'Cayton Cares' Passion Led Groups met throughout the year. The 'Fundraising and Events PLG' did not meet, but its terms of reference were redrawn.

The Standing Committee met regularly through the year to resolve day-to-day and smaller fabric issues.

## **Electoral Roll**

The Electoral Roll was renewed prior to the 2025 Annual Meeting, at which point it contained 97 names.

## **Administrative information**

Cayton parish encompasses the villages and hamlets, in full or in part, of Bedlam, Bishop Thornton, Burnt Yates, Cayton, Clint, Fountains, Hardgate, Ingerthorpe, Markington, Monkton Moor, Ripley, Shaw Mills, South Stainley, Warsill, and Wormald Green. It is part of the Diocese of Leeds within the Church of England. The correspondence address is The Vicarage, Westerns Lane, Markington, HG3 3PB. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2025).

Cayton Parish is registered with the Charity Commission as 'THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CAYTON', charity number 1206882.

PCC members who have served at any time from 1<sup>st</sup> January 2024 until the date this report was approved are:

### **Ex officio members:**

- Incumbent: The Reverend Paul Harford (chair)
- Associate Vicar: The Reverend Linda Boon
- Readers: Karen Evans, Janet Newell, Tina McGrath
- Wardens: Diane Carter, Margaret Davis, Charles Hutchinson, Sylvia Loxley, Julia Roe

### **Elected members:**

- Deanery Synod Representatives: Margaret Davis, Richard Davis, Ian Gant, Judy Matthews
- Lay Representatives: Helen Cryer, Kathryn McKendrick-Smith, Alan Manship, Nicola Gifford, Catherine Lewis.

### **Appointed Secretary and Treasurer**

- Secretary: Caroline Smith
- Treasurer: Karen Hyde

**Independent Examiner:** Bill Humphreys

Approved by the PCC on 2<sup>nd</sup> May 2025

and signed on their behalf by

the Reverend Paul Harford (PCC chairman)

A handwritten signature in black ink, appearing to be 'Paul Harford', written in a cursive style.