



**Baxenden St John and Accrington St Paul  
Parochial Church Council**

**Annual meeting of Parishioners and Annual Parochial Church Meeting**

Sunday 17<sup>th</sup> May 2026 11.30am

at St John's Baxenden

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Due to being in Vacancy there is no Vicar's report this year.

# Baxenden St John and Accrington St Paul Parochial Church Council

## Agenda: Annual Vestry Meeting

1. Apologies for absence.
2. To agree the minutes of the last Annual Vestry Meeting on 18<sup>th</sup> May 2025
3. To elect two Church Wardens for each church.

## Agenda: Annual Parochial Church Meeting

1. Apologies for absence.
2. To agree the minutes of the last Annual Parochial Church Meeting on 118<sup>th</sup> May 2025
3. To elect two Deanery Synod representatives (each for a two year term).
4. Decisions:
  - a. To elect 2 Parochial Church Council members from St Paul's for a 3 year term
  - b. To elect 2 Parochial Church Council members from St John's for a 3 year term
  - c. To elect 1 Parochial Church Council members from St John's for a 2 year term
  - d. To elect 3 Deanery Synod representatives
5. To appoint the Independent Financial Examiner or Auditor.
6. To consider:
  - a. the new Electoral Roll
  - b. the Annual Report of the proceedings of the Parochial Church Council
  - c. the Financial Statements of the Parochial Church Council for the year ending 31st December 2024, including Treasurer's report
  - d. the Annual Report of the fabric, goods and ornaments of each church
  - e. the Report of the proceedings of the Deanery Synod
  - f. the Report on the Safeguarding provision in both churches
  - g. other matters of Parochial or General Church interest.

## Minutes of the Annual Vestry Meeting held on 18<sup>th</sup> May 2025

**Present:** Rev Amanda Marshall (Chair), Maureen Birtwistle, Dorothy Brown, Paul Brown, Austin Cook, Wendy Crowe, Dorothy Dearden, Anna Grimes, Barry Grimes, Jill Lamont, Michael Ledwith, Roger Longworth, Elaine Lord, Brian Mercer, Lorraine Mercer, Heather Pitman, Ian Rushton, Pamela Stewart, Chris Tatum, Miriam Wardell, David Wilkinson, Marion Wilkinson, Patricia Wilkinson, Susan Worsh

**In Attendance:** Rev Stephen Brown, Rev Carolyn Woodcock

Amanda Marshall opened the meeting in prayer.

### **1. Apologies for absence**

## Baxenden St John and Accrington St Paul Parochial Church Council

Apologies had been received from Sarah Durber, Ann Hindle, Tony Hindle, Reece Hudson, Kath Jones, Terry Jones, Kath Pratt, Janet Robinson, Maureen Westwell

### 2. To agree the minutes of the last Annual Vestry Meeting

Proposal	That the minutes of the last vestry meeting held on 12 <sup>th</sup> May 2024 be accepted as a correct record				
Proposed by	Marion Wilkinson		Seconded by	Ian Rushton	
For	13	Against	0	Abstained	10
Carried					

### 3. Election of two Church Wardens for each church

#### Accrington St. Paul's

Two nominations had been received.

However, Terry Jones is unable to be appointed under the Churchwardens Measure 2001. This is because he has served for 6 consecutive years. Anyone who has done so must stand down for 2 years, unless in the 5<sup>th</sup> year of serving a resolution is passed by the Annual Vestry Meeting to allow an extension. The 6 years does not reset if parishes are merged, or there is a rearrangement of boundaries. Amanda has had several discussions with Terry about him having a break but not wanting to lose his skills or knowledge.

The reason behind the 6 year rule is to allow people to have a break. Concerns were expressed that Terry should have a proper break and not be doing the same job, without the title and status. His role needs to look and feel different.

It was noted that there is an option for Terry to become a Warden Emeritus. We would not want to lose his skills and expertise. He could act as a mentor and pass these skills on to the next generation.

Under the Churchwardens Measure Terry remains as a Churchwarden until someone else is appointed, or he submits his resignation to the Bishop, or 31<sup>st</sup> August 2025. He is not entitled to attend the Archdeacon's visitation.

One further nomination had been received

Proposal	That Heather Pitman be appointed as Churchwarden for St Paul's				
Proposed by	Deirdre Hill		Seconded by	Ann Hindle	

Heather was duly appointed.

#### Baxenden St. John's:

No nominations had been received.

Thanks were expressed to Austin, Barry, Marion and Paul for their work over the last year.

# Baxenden St John and Accrington St Paul Parochial Church Council

Churchwardens may be appointed at any point if they are proposed, seconded and an Extraordinary meeting of the Parishioners is held.

The Archdeacon's Visitation is on Wednesday 11<sup>th</sup> June, 7.30pm at All Saints Clayton-le-Moors.

## Minutes of the Annual Parochial Church Meeting held on 18<sup>th</sup> May 2025

**Present:** Rev Amanda Marshall (Chair), Maureen Birtwistle, Dorothy Brown, Paul Brown, Austin Cook, Wendy Crowe, Dorothy Dearden, Anna Grimes, Barry Grimes, Jill Lamont, Michael Ledwith, Roger Longworth, Elaine Lord, Brian Mercer, Lorraine Mercer, Heather Pitman, Ian Rushton, Pamela Stewart, Chris Tatum, Miriam Wardell, David Wilkinson, Marion Wilkinson, Patricia Wilkinson, Susan Worsh

**In Attendance:** Rev Stephen Brown, Rev Carolyn Woodcock

### 1. Apologies for absence

Apologies had been received from Sarah Durber, Ann Hindle, Tony Hindle, Reece Hudson, Kath Jones, Terry Jones, Kath Pratt, Janet Robinson, Maureen Westwell

### 2. To agree the minutes of the last Annual Parochial Church Meeting

The minutes were accepted as an accurate record (by those who attended) as follows:

Proposal	That the minutes of the last Annual Parochial Church meeting held on 12 <sup>th</sup> May 2024 be accepted as a correct record				
Proposed by	Marion Wilkinson		Seconded by	Austin Cook	
For	13	Against	0	Abstained	10
Carried					

### 3. Election of two Deanery Synod representatives.

Only one person out of three vacancies was elected last year (2024) therefore there were 2 vacancies. No nominations had been received.

A question was raised about the function of Deanery Synods. They act as part of the liaison between parishes and the diocese. They are a legal requirement. The last 2 meetings of the Accrington Deanery Synod have been very interesting. However there are infrequent meetings.

### 4. Election of Parochial Church Council members

The following from Accrington St. Paul's were proposed, seconded and elected unopposed to serve on the PCC: for a period of 3 years

Proposal	That Andrew Crowe be elected to the PCC for a period of 3 years				
Proposed by	Kath Jones		Seconded by	Maureen Birtwistle	

## Baxenden St John and Accrington St Paul Parochial Church Council

Proposal	That Jill Lamont be elected to the PCC for a period of 3 years		
Proposed by	Dorothy Dearden	Seconded by	Elaine Lord

The following from Baxenden St. John's were proposed, seconded and elected unopposed to serve on the PCC: for 3 years

Proposal	That Catriona Jones be elected to the PCC for 3 years		
Proposed by	Austin Cook	Seconded by	Roger Longworth

Proposal	That Richard Marshall be elected to the PCC for 3 years		
Proposed by	Austin Cook	Seconded by	Patricia Wilkinson

For 1 year: due to resignation

Proposal	That Michael Ledwith be elected to the PCC for 1 year		
Proposed by	Austin Cook	Seconded by	Roger Longworth

Thanks were expressed to those who had served on the PCC and had stood down.

### 5. Appointment of the Independent Financial Examiner

It was noted that the person appointed at the last APCM was unable to fulfil this role. Another person had been appointed by the PCC who had done a good job

Proposal	That Peter Collinge be appointed as the Independent Examiner for 2025			
Proposed by	Richard Marshall	Seconded by	Lorraine Mercer	
For		Against		Abstained
Carried unanimously				

The PCC Secretary reminded the meeting that, in accordance with the latest version of the Church Representation Rules (2022), Sides Persons will be appointed at the first PCC meeting.

Nomination forms are available for both churches.

### 6. The meeting considered:

#### a. the Vicar's report

This had been given as part of the sermon during the Joint Service. No questions were raised.

## Baxenden St John and Accrington St Paul Parochial Church Council

### b. The new Electoral Roll

A completely new Electoral Roll has been formed. There are 106 names on the Roll; 69 are resident in the Parish and 37 non-resident.

Thanks were expressed to Kath Jones and Patricia Wilkinson for their work on the new roll.

### c. the Annual Report of the proceedings of the Parochial Church Council

The report had been circulated before the meeting. There were no comments or questions.

Proposal	That the Annual Report of the proceedings of the Parochial Church Council be accepted				
Proposed by	Heather Pitman		Seconded by	Maureen Birtwistle	
For	Unanimous	Against		Abstained	
Carried					

### d. The Financial Statements of the Parochial Church Council for the year ending 31<sup>st</sup> December 2024

Copies of the Report and Accounts had been circulated before the meeting.

The Treasurer highlighted that expenditure was greater than income and our reserves were being used.

A grant from the Benefact trust has been received so work at St John's could begin.

Proposal	That the financial report and accounts be accepted				
Proposed by	Marion Wilkinson		Seconded by	Chris Tatum	
For	22	Against	0	Abstained	1
Carried					

### e. The Annual Report of the Fabric, Goods and Ornaments of both churches

Both reports had been circulated before the meeting. Thanks were expressed to everyone who contributed to the life and work of the Parish, including those who arrange the flowers, cut the grass, and tend the garden.

### f. the Report of the Proceedings of the Deanery Synod

The report had been circulated before the meeting. It was noted that the Deanery Synod had met once in 2024 as meetings kept getting cancelled. It varies between Dioceses as to how the bishops use the Synods.

It was suggested that this be fed back to the Diocese. Initially comments should be sent to the Area Dean and Archdeacon. Amanda has already done so. She has personally found the Area Dean and Archdeacon have been supportive of her questions and have given advice.

## Baxenden St John and Accrington St Paul Parochial Church Council

There is money available to hopefully increase collaboration and mission across the deanery.

### **g. A Report on Safeguarding provision in both churches**

The report had been circulated before the meeting. The current safeguarding officer is standing down. It was noted that there has been issues with the tech and the portal, especially for people accessing training. However heather has offered face to face training and the Diocese do also.

### **h. other matters of Parochial or General Church Interest**

A question was raised about the new handrails at the chancel at St Paul's. It was noted that these had been erected without PCC approval or a Faculty, both of which were required. Jen Read from the Diocese is going to come and look, and then advise accordingly.

The meeting closed with prayer at 12.57pm.

## The Revision of the Electoral Roll

The Electoral Roll has been revised. There are currently 111 names on the Roll; 69 resident and 42 non-resident.

## Annual Report on the proceedings of the Parochial Church Council 2025

*Name of Church:* Baxenden St. John and Accrington St. Paul Parochial Church Council

*Correspondence:* PCC Secretary, Baxenden St John Church, Church Avenue, Baxenden, Lancashire, BB5 2RQ.

*Bankers:* Lloyds Bank plc; 25 Gresham Street, London EC2V 7HN

*Independent Examiner:* Peter Collinge; 22 Straits Lane, Read, BB12 7PQ

### *Background*

The Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting the whole mission of the church.

Every Church of England church has the same aim: "To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical".

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of our PCC consists of the incumbent (our vicar), churchwardens, both LLMs (Readers), Deanery Synod representatives and members either elected by those members of the congregation who are on the electoral roll of the church or co-opted after the APCM if vacancies do not exist.

All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The following people served as members of the PCC during 2025:

## Baxenden St John and Accrington St Paul Parochial Church Council

ROLE	NAME	DATE (if applicable)	
Incumbent and Chair	Amanda Marshall		Ex-officio
Churchwarden St Paul's Vice Chair of PCC	Heather Pitman		Ex-officio
Churchwarden St Paul's	Terry Jones	Till APCM 2025	Ex-officio
Churchwarden St Paul's	Kath Jones	From 29 <sup>th</sup> June 2025	Ex-Officio
Churchwarden St John's	Barry Grimes	Till APCM 2025	Ex-officio
LLM St Paul's	Tony Hindle		Ex-officio
LLM St John's PCC Secretary	Patricia Wilkinson		Ex-officio
Deanery Synod Rep	Pam Stewart	From APCM 2024	Ex-officio
PCC	Maureen Birtwistle		
PCC	Paul Brown	Till APCM 2025	
PCC	Austin Cook		
PCC	Andrew Crowe		
PCC	Ann Hindle		
PCC	Reece Hudson		
PCC	Catriona Jones		
PCC	Kath Jones	Till 29 <sup>th</sup> June 2025	
PCC	Terry Jones	From 13 <sup>th</sup> October 2025	
PCC	Flo Kapenda		
PCC	Jill Lamont		

## Baxenden St John and Accrington St Paul Parochial Church Council

PCC Parish Safeguarding Officer	Michael Ledwith	From APCM 2025	
PCC	Roger Longworth		
PCC Treasurer	Richard Marshall		

There were vacancies for two Churchwardens at St John's and for 2 Deanery Synod Representatives from the APCM 2025

### ***Electoral Roll***

At the end of December 2025 there were 110 names on the electoral roll.

### ***Standing Committee***

The Standing Committee is required by law and has the power to transact the business of the PCC between meetings.

The Standing Committee till June 2025 was Amanda Marshall (Vicar), Terry Jones (Churchwarden), Barry Grimes (Churchwarden), Secretary (Patricia Wilkinson), Treasurer (Richard Marshall), Paul Brown, Austin Cook and Jill Lamont.

The current Standing Committee is Amanda Marshall (Vicar), Terry Jones (Churchwarden), Secretary (Patricia Wilkinson), Treasurer (Richard Marshall), Austin Cook, Andrew Crowe and Jill Lamont.

The Standing Committee has not been required to meet in 2025.

### ***Annual Review – Highlights.***

The PCC met six times, bimonthly, during 2025. Each PCC meeting receives a report from the subgroups, where relevant, and other bodies: Fabric, Finance, Deanery Synod, Communications, Ministry team and Safeguarding. There are also updates on the Electoral Roll and special agenda items.

January 2025

The Ministry Team held an Away Day to pray and discuss the vision.

February 2025

Gary Lingard (Health and Safety Officer) attended the meeting to introduce himself and his background. His remit is to make sure everyone is as safe as possible, to mitigate risk and keep the church open. There was an update on finances. New room hire fees were agreed. These are now equivalent across both church buildings. The person who had been appointed as Independent Examiner at the APCM 2024 was unable to continue. A

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replacement was appointed.

April 2025

Alongside the regular reports the reports and accounts for the APCM were approved. The PCC agreed to support Rev Amanda Marshall to enable her to take a 3 month Sabbatical from January to March 2026.

April to July 2025

An Alpha course was held. Various church members cooked a meal every week. About 20 people plus leaders and helpers attended regularly.

May 2025 APCM

Wardens, PCC members and were elected. There were vacancies for one Warden at St Paul's and two Wardens at St John's and 2 Deanery Synod Reps.

June 2025

The PCC appointed the officers for the coming year and received the regular reports. Sidespeople were ratified for both churches. The new AV system at St Paul's was installed. Due to falling plaster an area of the chancel at St John's was cordoned off. A new email address was created for Safeguarding. The times of joint services were agreed.

An extraordinary Vestry meeting was held to appoint another Churchwarden for St Paul's.

June/ July 2025

Following a tragic incident in a nearby graveyard an urgent inspection of the gravestones at St John's Baxenden was carried out. This resulted in multiples stones being laid flat. Notices were erected reminding people to take care when visiting the graveyard.

August 2025

An update on the Electoral Roll was given clarifying number and whether they were resident in the Parish or not. The PCC was notified that we had been successful with the funding bid to the Benefact Trust. The Diocese had agreed that we should pay 62.5% of the Parish Share for the coming year and confirmed that the outstanding amounts from the previous 3 years had been written off. A new Letting Agreement for the Hire of Church buildings was approved.

Rev Sam Nicol attended the meeting to introduce herself. Her official title is Strategic Mission and Planning Enabler. Hope4 Accrington is a consultation with the churches in Accrington and other parties to discuss what the Church of England may look like in this place. There is a Steering group, and the initial consultation will report in September 2026.

October 2025

A replacement PCC member was appointed. A proposal to employ an Ignite Youth Worker was discussed. It was decided that more information was required before making a decision. It was agreed to remove the pews from St Paul's and replace them with chairs, refurbished from St John's and storage. Bishop Philip encouraged churches to be open most of the time. The PCC decided that this wasn't an option at present.

Rev Amanda Marshall announced that she would be leaving the Parish. Although officially on

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Sabbatical till the end of March 2026 her last service would be the 28<sup>th</sup> December 2025.

November 2025

The external glass doors at Baxenden were damaged during a storm. Temporary boarding was put in place with alternative entry arrangements being made. The decision was taken to leave the main entrance unboarded with extra security being put in place on the internal doors.

December 2025

The new website went live. This is still a work in progress so please inform a PCC member of any areas that need amending.

The PCC approved the budget for 2026. A new Treasurer and bank signatories were appointed. There was update of the building works and fundraising at St John's. New heating controls are in place for St Paul's

A joint service was held to say farewell to Amanda and Richard. They were presented with a voucher, flowers and wine.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Thank you to everyone who has contributed to the life and work of JohnPaul Parish over the last 12 months.

On behalf of the PCC,

Patricia Wilkinson  
PCC Secretary.

### Treasurer's report

#### FINANCIAL REVIEW

1. **Total income for the year was £133,521**
2. **The adjusted income after grants, legacies and specific gifts was £89,521.** This shows a slight increase from last year's adjusted income of £89,348
3. Our regular, committed giving, at £43,172, shows an increase of 6.9% on last year's total (£40,395). This is based on the generous monthly giving from 38 accounts (representing 48 church members). Our income was boosted by an Autumn fair raising £2,025 and a fashion show raising £660
4. However, ad hoc giving, (collections in services, and other one-off gifts) was down by £4,600. The rest of the shortfall is explained mainly by fewer statutory events
5. **Total expenditure for the year was £116,985**
6. Last year's expenditure of £105,901 shows that our expenditure this year increased by 10.5%. mainly due to preparation work for major building work starting at St John's in 2026

## Baxenden St John and Accrington St Paul Parochial Church Council

7. This expenditure includes a Diocesan Parish Share Contribution of £46,249 (compared to £43,023 in 2024). This largely provides the stipends and housing for clergy, in our own Parish and in support of other Parishes.
8. The Diocese allowed us to pay only 62.5% (60% in 2024) of the requested share as income is still below sustainable levels. We are gradually increasing our Parish Share proportion but our income is at best flat.
9. Our Mission Giving in 2025 was £6,547 and represents approximately 5% of income received in the previous year. We intend to keep increasing our giving towards a 10% target as our income increases.
10. We have spent much of the year scoping out and applying for grants for major renovation building projects at St John's. The likely costs for the whole project (which might take 3 years) stands at over £400,000. We have approximately £98,000 in savings and would rely on grants to fund the rest of the work.

### RESERVES POLICY

It is our PCC policy to maintain a balance on Unrestricted Funds equating to at least 2 months Unrestricted Payments. We try to keep this figure, available at short notice, to at least £15,000. This is held to smooth fluctuations in cash flow and to meet emergencies.

### SUMMARY OF ACCOUNTS (last year's figures in brackets)

**JohnPaul Parish holds a joint bank account** with Lloyds Bank and Diocesan deposit and investment accounts:

**Lloyds Accounts:** balance **£89,062** (£64,321) - Current Account **£47,945**, Deposit Account **£41,117**. Of this £11,877 is Designated by the PCC and £68,870 is Restricted

**Diocese Accounts:** balance **£50,980** (£60,535) - Deposit Fund **£12,045** (£12,858), Investments **£38,935** (£47,677)

**St John's Petty Cash Float (£221) and St Paul's Petty Cash Float (£234)**

### OVERALL SUMMARY

- a. Regular giving was up by 7% in 2025 and our adhoc giving was down by over 30%.
- b. We raise and spend c.£100,000 a year to run our churches. Parish share is currently subsidised by £27,700.
- c. The church ended the year with £47,945 in available cash, (with a further £41,117 moved to savings in 2025)
- d. We have £50,980 in 'savings' (with the Diocese). We will spend all our reserves on the major building projects.
- e. St Paul's Hall's income was £4,604 and expenditure was £2,623
- f. We need to increase our income. Essentially more people need to give more or find new sources of income.

# Baxenden St John and Accrington St Paul Parochial Church Council

## Finally

A big thank you to Richard Marshall, Terry Jones, Ann Hindle, and Marion Wilkinson for their significant help with our finances in 2025.

Roger Longworth (Treasurer) 6 February 2026

## Baxenden St. John Fabric Report for 2025

St Johns is generally in need of significant maintenance throughout the building. The 2021 Quinquennial Report captured a range of urgent repairs many requiring large amounts of funding. Through 2023 and 2024 a fund raising initiative was launched. During this period we also secured the support of formal bid writers. Through 2025 this service was primarily provided by Jill Gentle who continues to support fundraising and bid submissions today.

In 2025 the PCC confirmed that it was prepared to commit the bulk of its financial reserves toward repairing St Johns. These funds are used to match grants from a range of UK charities. To date we have bid into seven charities, with the majority of this completed through 2025. Community Ownership Fund

- Benefact Trust
- National churches Trust
- Albert Gubay Charitable Foundation
- Hobson Charity
- Laing Family Trusts
- Garfield Weston

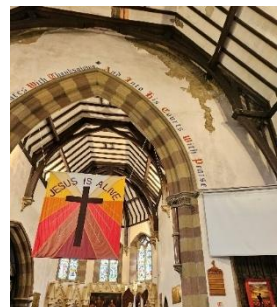
As many of these charities only provide small amounts of grant funding, we have had to split the scope of repair work across the building up into sections. This phasing is how we have engaged with our Architect, how we have specified the work and how we have processed formal faculties into the Dioceses, the phases are:

- East end repairs
- West End repair
- Main Roof Repairs
- Tower Repairs

During 2025 we made a decision to change Architects switching from John Pickup to Steve Fish. Steve was responsible for the 2021 Quinquennial Report and has a deep understanding of the St Johns building. This change was made due to concerns over the pace of response and activity from John Pickup.

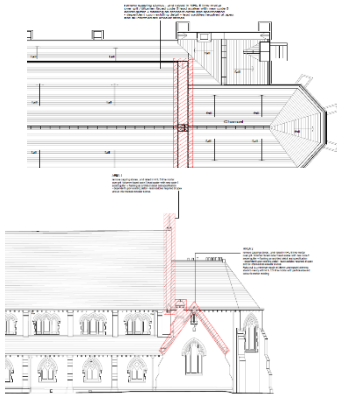
Of the seven bids process so far we have won four, awaiting a response from 2 and had one declined. The administration of these successful grants is now being actively worked by the Church Wardens team who meet approximately twice per month. The eighth bid specifically for the tower is in work, targeting the National Lottery Heritage fund.

Through 2025 east end repairs became more urgent. The East Gable is allowing water into the building affecting the internal masonry and plasterwork over the chancel arch. There were many occasions were



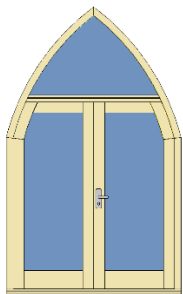
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debris fell from height in this area. A safety decision was made to cordon off this area preventing people walking directly under this section of the chancel arch.



Working with the architect Steve Fish we defined a detailed specification of work for the repair of this area, filed and secured a List B faculty and issued the contract out for tender. We received two replies to our tender and selected Bullens as the primary contract or to carry out this work. This repair work is now underway using the grant funding received from the Benefact Trust. During 2025 concern was raised about the safety of gravestones in the church graveyard. The Deputy Church Wardens put a plan in place to review the stability of all gravestones in the yard and laid down flat any that had the potential to fall and hurt the public. This came off the back of recent news report of a fatality in a local graveyard.

In November 2025 during a significant storm the front doors to St John Church were blown open and one glass door shattered.



A repair plan was launched including a focus on fund raising. A full faculty was required for the replacement of these doors. The PCC decided to replace with a more traditional wood frame and glass panel door rather than like for like full plate glass door. A suggestion, agreed with the architect, to move the doors inward (to the second archway) making the church more heat efficient, was also made to the Dioceses. This was refused and therefore new door will be fit in their current location using the grant funding received from the Hobson Charity.

Gothic Arched Door Sets - Open Out, RH Master. Accoya Frame, Doors & Glazing Bead. Toughened / Laminated DG Units (Clear). Satin Chrome 1200mm T-Bar Handle, Hinges, Closers, Restrictors & Threshold. Fully Finished Stain Light Oak

### Accrington St Paul Fabric Report for 2025

#### ELECTRIC and GAS

1. PAT TESTING – has been completed for all portable electrical appliances in the church and hall including plugs, extension leads, kettles, vacuum cleaners, Dutch ovens and toasters - one lead failed and has been removed – all other items have been passed; with a dated tag.

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2. MICROPHONE– the wiring on the lectern microphone has been replaced by Andrew Crowe because the sound was distorting. Problem solved!
3. The AV system is now working and there is a very clear image and good feedback from the users. The choir has recently requested a monitor facing the choir stalls because they can't easily see the readings, hymns and prayers project ed onto the East wall. We had a site visit from Paul Jones Chrystal AV to assess and price up a monitor. A 72"monitor + wiring + arm + time +VAT @ £1950. Unanimous decision: This plan is too expensive.
4. Electrical Circuits: national regulations state a 5 yearly annual inspection. '**Focus on Testing**' the Globe Centre, Accrington did all our PAT and circuits testing in 2025. Church Hall failed the circuits test because the exterior wiring didn't meet current requirements and one of the circuit boards was out of date. Steve of Uttley Electrics inspected the hall and found all was in good working and Uttley's could replace the circuit board for @ £400. Action required.
5. Church boiler has been serviced J&T Livesey
6. The heating control for church and hall boilers is the Hive system which requires a WiFi signal. Heather Pitman and Andrew Crowe can set the heating by mobile.

### CHURCH, HALL and GROUNDS

7. Jen Read, the senior buildings officer for the diocese, visited St. Paul's, looked at our handrails and said we should have had a faculty – we can apply for a post installation faculty.
8. Replacing the pews with chairs. PCC decision: take 50 surplus chairs from St. John's, have them refurbished and selling or removing 10 pews which are currently on e-bay at £400 – no takers yet. Faculty approved. Agreed they should be stored with Care Home Furniture Victoria St. Accrington.
9. A length of buttressing bordering the church hall steps is rotten and needs replacing. Dennis Brady, who has previously repaired the steps from Barnfield is available to do the work. Action required.
10. Health & Safety inspection – by Gary Lingard 1<sup>st</sup> Oct. 2025. No concerns- all procedures are up to date well monitored and documented.
11. Paths and steps have been regularly inspected, cleaned and salted in the frosty weather.
12. Pennine Fire & Safety have carried out their annual inspections: fire extinguishers and blankets.
13. We have closed our contract with PHS who emptied the waste bins and provided the hand driers for the church hall. They took the bins but not the hand driers which we bought for £50 + VAT each.

### Report on the proceedings of the Deanery Synod 2025

The first meeting of the Deanery Synod in 2025 was at All Saints Church on the 23 January where a presentation was given by speakers Bishop Joe and Carolyn Barton. A discussion took place on refreshing the new Vision Statement which will be launched in November 2026.

## Baxenden St John and Accrington St Paul Parochial Church Council

The second meeting was on the 29 May at St Andrews Church where a lovely Ascension Day Service was held before the Deanery Synod AGM. Elections took place for the Deanery Lay Chair, Treasurer and Secretary. Samantha Nichol attended this meeting, and she explained her role is to support parishes on how to obtain some of the national funding the diocese has been granted. This is the Hope4 Accrington consultation.

The third meeting was at St Peter's Church, Haslingden on the 11 September where a discussion took place on the 2026 Diocesan Centenary.

### Report on the Safeguarding provision in both churches

#### **Introduction**

There is a named Parish Safeguarding Officer (PSO), Michael Ledwith who reports to the Vicar and the PCC, on a regular basis and Safeguarding continues to be a standing item on the agenda for the PCC.

There have been two safeguarding concerns during the year, which were dealt with following the reporting procedures in place. There haven't been any child protection concerns since the last APCM.

The PCC has complied with the duty under section 5 of the Safeguarding and clergy discipline measure to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

The statement on the website has been reviewed and updated and there is a noticeboard in both churches which displays the parish safeguarding handbook and the details of names and telephone numbers to contact regarding safeguarding. New posters to display the changes for 2026 are ready to be displayed following the APCM.

#### **Training**

Members of the PCC, Churchwardens and volunteers are made aware of the required safeguarding training that they need to complete, through the Diocese, and progress continues to ensure that training is completed and that refresher training is undertaken. Procedures are in place for those who do not have access to the online training.

#### **Risk Assessments**

Risk assessments are required for all activities that take place and these are reviewed and noted on the Safeguarding Dashboard.

#### **DBS checks**

All those who require a DBS, for the work they do in church, are being reviewed and new checks processed. Whilst volunteers are awaiting their DBS they are always accompanied by another trained volunteer and children are usually accompanied by their parents. Members of the PCC, as Trustees, require a DBS and these are being reviewed to ensure they are all in date.

#### **Safer Recruiting**

Some members of the church and the vicar have completed the training regarding safer recruitment and new activities requiring volunteers follow the recommendations from the training.

**Receipts and Payments**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2025	Total 2024
<b>RECEIPTS</b>							
Voluntary Receipts							
Tax efficient planned giving (standing orders)		35,204	-	-	-	35,204	10,801
Other planned giving (standing orders)		7,968	-	-	-	7,968	7,294
Collections at services		8,577	-	-	-	8,577	9,817
All other giving and voluntary receipts		1,315	5,000	10,187	-	16,502	7,248
Gift Aid recovered		13,504	-	-	-	13,504	14,006
Legacies received		-	-	5,000	-	5,000	18,249
Grants		-	-	24,000	-	24,000	-
Church activities for generating funds		2,998	-	-	-	2,998	666
Hall activities for generating funds		509	-	-	-	509	772
Investment Income		3,014	-	-	-	3,014	2,015
Church activities		10,113	-	-	-	10,113	9,703
Hall activities		4,095	-	-	-	4,095	3,716
Other church receipts		2,037	-	-	-	2,037	3,644
Other hall receipts		-	-	-	-	-	271
<b>Total receipts</b>		<b>89,334</b>	<b>5,000</b>	<b>39,187</b>	<b>-</b>	<b>133,521</b>	<b>129,216</b>

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2025	Total 2024
<b>PAYMENTS</b>							
Church activities							
Parish Share		47,437	-	-	-	47,437	43,019
Energy and Staffing		6,658	-	-	-	6,658	5,300
Church Running Expenses		23,704	899	4,766	-	29,369	12,227
Hall Running Costs		981	-	-	-	981	1,861
Church Utility Bills		12,173	-	-	-	12,173	8,665
Hall Utility Bills		1,643	-	-	-	1,643	2,254
Church Major Capital Expenditure		-	-	11,330	-	11,330	4,989
Hall Major Capital Expenditure		-	-	-	-	-	-
Mission, giving and donations		6,743	-	258	-	7,001	12,410
Governance Costs		-	-	-	-	-	480
All Other Payments		395	-	-	-	395	1,167
<b>Total payments</b>		<b>99,732</b>	<b>899</b>	<b>16,354</b>	<b>-</b>	<b>116,985</b>	<b>106,501</b>

<b>NET RECEIPTS / (PAYMENTS)</b>							
Transfers between funds		56	-	7,384	-	7,440	-
Cash at bank and in hand at 1 Jan		31,157	7,776	38,654	-	77,587	54,114
Cash at bank and in hand at 31 Dec		20,815	11,877	68,871	-	101,563	77,579

**Statement of Assets and Liabilities**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2025	Total 2024
<b>Cash funds</b>							
Cash at Bank		8,315	11,877	68,871	-	89,063	64,112
Church Deposit Funds with Diocese		12,045	-	-	-	12,045	12,208
Petty Cash		456	-	-	-	456	480
<b>Total cash funds</b>		<b>20,815</b>	<b>11,877</b>	<b>68,871</b>	<b>-</b>	<b>101,563</b>	<b>77,249</b>
<i>(Agree balances with receipts and payments account)</i>							
<b>Other monetary assets</b>							
<b>Total other monetary assets</b>							
<b>Investment assets</b>							
Fixed Interest Investments with Diocese	71	6,399	-	-	-	6,399	6,438
Shares - Church Investment Fund with Diocese	77	22,331	-	10,215	-	32,547	8,143
<b>Total Investment assets</b>		<b>28,730</b>	<b>-</b>	<b>10,215</b>	<b>-</b>	<b>38,945</b>	<b>14,581</b>

<b>Debtors</b>							
Income Tax recoverable (Gift Aid)		-	-	-	-	-	-
<b>Total debtors</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>							
Parish Share		-	-	-	-	-	-
<b>Total liabilities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The notes attached form part of these financial statements

Name	Date	Signature
Signed by one or two trustees on behalf of all the trustees:		

**Notes**

- The Financial Statements have been prepared in accordance with the Charities Act 2011, on the Receipts and Payments basis. (The Receipts and Payments Basis may be used providing the total income is below £250,000)
- Fund Movement Analysis**

UNRESTRICTED FUNDS may be used by the PCC for any of its ordinary purposes. The movements in the fund are shown in the Receipts and Payments Account
- DESIGNATED FUNDS** represent sums set aside, out of ordinary unrestricted funds, for specific designated purposes, but they can be transferred back into general funds at any time by the PCC

	Notes	Bal b/f	Receipts	Payments	Transfer	Bal c/f
St John's AV & IT	2.1	2,476	5,000	899	-	6,577
St John's Tree Planting	2.2	300	-	-	-	300
St John's Cellar Refurbishment	2.3	5,000	-	-	-	5,000
<b>Total designated funds</b>		<b>7,776</b>	<b>5,000</b>	<b>899</b>	<b>-</b>	<b>11,877</b>

- Designated Audio, Visual & IT Fund; for purpose of providing sound, video and computers for St John's - money kept in General Bank Account
- Designated Tree Planting Fund; for new trees for St John's - money kept in General Bank Account
- Designated Cellar Refurbishment Fund; for refurbishing St John's Cellar - money kept in General Bank Account

2.4 **RESTRICTED FUNDS** represent either income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, or donations or grants received or invited for a specific purpose. The Funds may only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund and cannot be absorbed into general funds

	Notes	Bal b/f	Receipts	Payments	Transfer	Bal c/f
St John's Office Refurbishment	2.4.1	1,083	-	-	-	1,083
St John's Building & Repairs	2.4.2	37,500	33,224	13,540	-	57,284
St John's Churchyard	2.4.3	-	6,159	456	-	5,703
St Paul's Children's Society	2.4.4	71	187	258	-	-
St Paul's Chairs	2.4.5	-	5,000	-	-	5,000
St Paul's AV	2.4.6	-	2,000	2,000	-	-
<b>Total restricted funds</b>		<b>38,654</b>	<b>46,571</b>	<b>16,354</b>	<b>-</b>	<b>68,871</b>

- 2.4.1 Restricted Office Refurbishment Fund for St John's; for purpose of refurbishing office - money kept in General Bank Account

2.4.2 Restricted Building & Repairs fund for St John's - money kept in General Bank Account

2.4.3 Restricted Churchyard Fund for St John's for purpose of upkeep of churchyard - money kept in General Bank Account

2.4.4 Restricted Children's Society Fund for St Paul's - money kept in General Bank Account

2.4.5 Restricted Chairs Fund for St Paul's - money kept in General Bank Account

2.4.6 Restricted Audio, Visual & IT Fund; for purpose of providing sound and video for St Paul's - money kept in General Bank Account

**Reserves Policy**

It is the policy of this PCC to hold in reserves the equivalent of two months income, that is approximately £15,000

**Receipts Analysis**

St John & St Paul Churches

Notes	Unrestricted Funds	£	Designated Funds	£	Restricted Funds	£	Endowment Funds	£	Total 2025	Total 2024
<b>Voluntary Receipts</b>										
<i>Tax efficient planned giving (standing orders)</i>		35,204							35,204	32,801
<i>Other planned giving (standing orders)</i>		7,868							7,968	7,968
<i>Collections of services</i>		8,577							8,577	9,437
<i>All other giving / voluntary receipts</i>		1,315							16,502	7,291
<i>Gift Aid recovered</i>		13,504							13,504	14,026
<i>Legacies received (capital value)</i>		-							5,000	38,290
<i>Grants (recurring and one-offs)</i>		-							24,000	24,000
		65,568							5,000	110,756
									39,187	109,867

**Church Activities for Generating Funds**

Social events	2,298	-	-	-	-	2,298	628
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**Investment Income**

Interest & Dividends	73	3,014	-	-	-	3,014	2,011
		3,014	-	-	-	3,014	2,011

**Church Activities**

Statutory fees (weddings & funerals etc)	4,290	-	-	-	-	4,290	1,800
Church stalls	243	-	-	-	-	243	2,212
Parish Magazine	5,580	-	-	-	-	5,580	842
Gross receipts from trading	10,113	-	-	-	-	10,113	3,296

**Other Receipts**

Insurance claims	-	-	-	-	-	-	-
Sale of fixed assets	2,037	-	-	-	-	2,037	3,440
Other	2,037	-	-	-	-	2,037	3,444

**St Paul Church Hall**

Hall Activities for Generating Funds	2025	2024
Social events	509	509
	509	722

**Hall Activities**

Gross receipts from trading	4,095	4,095
	4,095	2,716

**Other Hall Receipts**

Insurance claims	-	-
Other Receipts	-	271
	-	271

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**Payments Analysis**

St John & St Paul Churches

Note:

Unrestricted Funds £    Designated Funds £    Restricted Funds £    Endowment Funds £    Total 2025    Total 2024

**Church Activities**  
 Diocesan Parish Share Contribution

Parish Share	47,437	-	-	-	47,437	48,001
	47,437	-	-	-	47,437	48,001

**Clergy & Staffing**

Wages and honoraria	960				960	886
Working expenses of clergy	460				460	355
Vicarage council tax	3,947				3,947	3,962
Vicarage water rates	871				871	701
Clergy telephones/mobile/internet	420				420	209
Visiting clergy fees	6,658				6,658	5,988
	12,276				12,276	11,300

**Church Running Expenses**

Education	111				111	18
Insurance	8,911				8,911	8,268
Church telephone & internet	1,062				1,062	903
Church CCTV	-				-	41
Church maintenance	6,827	899	4,310		12,036	10,428
Cleaning	3,157				3,157	2,247
upkeep of services	1,015				1,015	1,281
Upkeep of churchyard	347		456		803	5,581
Printing, postage & stationery	690				690	1,228
Magazine expenses	397				397	195
Other church running expenses	1,187				1,187	987
	23,704	899	4,766		29,369	31,227

**Utility Bills**

Electricity	2,835				2,835	1,568
Gas	8,591				8,591	6,508
Water	746				746	417
	12,173				12,173	8,593

**Church Major Capital Expenditure**

Major Repairs not covered by insurance	-		11,330		11,330	4,000
Major Repairs covered by insurance	-		11,330		11,330	6,080

**Mission, Giving & Donations**

Mission	454				454	1,614
Giving (Tithes)	6,289		258		6,547	5,762
Donations	-		258		258	56
	6,743		258		7,001	7,441

**Governance Costs**

Independent Examination Costs	-				-	460
	-				-	460

**All Other Payments**

	395				395	1,047
	395				395	1,047

**St Paul Church Hall**

**Hall Running Costs:**

Building maintenance	-				-	129
Cleaning	801				801	1,260
Other running expenses	180				180	12
	981				981	1,401

**Hall Utility Bills**

Electricity	987				987	686
Gas	163				163	813
Water	492				492	571
	1,643				1,643	2,070

**Hall Major Capital Expenditure**

Major Repairs covered by insurance	-				-	-
	-				-	-

**Cash Funds**

Year End Cash Funds - taken from bank statements etc.

	2025	2024	
Bank	Bank Account	69,062	64,131
	Unpresented Cheques	89,062	64,131
Deposit	Treasury Stock	12,029	12,886
	J Walker	271	208
Cash	St John Peiry Cash	234	308
	St Paul Peiry Cash	456	400
		101,546	77,291

**Investments**

- 7.1 Fried Interest Investments - held with Diocese, Joseph Walker
- 7.2 Shares, Church Investment Fund - held with Diocese, Cucknell, Joseph Walker
- 7.3 Investment Income earned as interest or dividends on investment funds

Purpose	Act. No.	Account Name	Type	Income	Value at 1 Jan 2025	Shares	Price	Value at 31 Dec 2025
General	(C3300207-001)	The CBF Church of England Short Duration Bond Fund Inc	Unrestricted	Transferred to account (C33001862-001)	6,236.20	4,182.00	1.5277	6,388.84

Purpose	Act. No.	Account Name	Type	Income	Value at 1 Jan 2025	Shares	Price	Value at 31 Dec 2025
Churchyard	(C3300011-001)	Shares - The CBF Church of England Investment Fund Inc	Restricted	Transferred to bank account	16,541.17	460.37	27,198.3	10,215.04
General	(C3300293-001)	Barendsen Cucknell (Cucknell legacy)	Unrestricted	Transferred to account (C33001862-001)	23,243.44	1,006.00	22,198.3	22,331.49
Churchyard	(C3300294-001)	Joseph Walker Trust	Restricted	Account Closed Feb 2025	439.33	0.00	22,198.3	0.00
General	(C3300369-001)	Investment Income	Restricted	Account Closed Feb 2025	1,179.36	0.00	22,198.3	0.00
					41,461.20			32,546.53

**Deposits held by Barendsen Diocese**

Purpose	Act. No.	Account Name	Type	Income	Balance at 1 Jan 2025	Receipts	Payments	Balance at 31 Dec 2025
General	(C3300153-001)	The CBF Church of England Deposit Fund	Unrestricted	Account Closed Feb 2025	2,217.89		2,217.89	0.00
General	(C33001862-001)	Barendsen Treasury Stock Redemption	Unrestricted	Rehanded	10,639.99	1,388.61		12,028.60
General	(C33001886-001)	Barendsen J Walker (John Walker)	Unrestricted	Rehanded	8.10	8.11		16.21
					12,866			12,044.81

Purpose	Act. No.	Account Name	Type	Income	Balance at 1 Jan 2025	Receipts	Payments	Balance at 31 Dec 2025
General	(C3300153-001)	The CBF Church of England Deposit Fund	Unrestricted	Account Closed Feb 2025	2,217.89		2,217.89	0.00
General	(C33001862-001)	Barendsen Treasury Stock Redemption	Unrestricted	Rehanded	10,639.99	1,388.61		12,028.60
General	(C33001886-001)	Barendsen J Walker (John Walker)	Unrestricted	Rehanded	8.10	8.11		16.21
					12,866			12,044.81

**Independent Examiner's Report on the Accounts**

Independent Examiner's Report to the members/trustees of  
 On the accounts for the year ended  
 which are set out on pages  
 Respective responsibilities of the Trustees and Independent Examiner

PCC of St John Barendsen and St Paul Accrington  
 Charity number: 1137246  
 31 December 2025  
 1 to 8

The charity'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 not required.

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

Basis of Independent Examiner's Statement

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 the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

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 s.130 of the 2011 Act; or
  - to prepare accounts which accord with these accounting records 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.

Signed:	
Date:	
Name:	
Address:	
Relevant professional qualification(s) or body (if any):	