**ANNUAL PARISH AND CHURCH MEETING 2025**

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**ANNUAL PARISH AND CHURCH MEETING, SUNDAY 6th April 2025**

**AGENDA**

**1. PARISH MEETING**

1. **Opening prayer**
2. **Appointment of Clerk**
3. **Apologies**
4. **Minutes of the last meeting**
5. **Election of Churchwardens**
6. **Closure of meeting**

**2. CHURCH MEETING**

1. **Apologies**
2. **Minutes of the last meeting – 21st April 2024**
3. **Report on the Electoral Roll**
4. **Annual Report of the Parochial Church Council for 2024**
5. **Financial Statements for the year to 31 December 2024**
6. **Report on the fabric, goods and ornaments of the Church 2024**
7. **Deanery Synod report 2024**
8. **Safeguarding Report 2024**
9. **GDPR Report 2024**
10. **Election of lay representatives to the PCC**
11. **Appointment of an Independent Examiner**
12. **Closing Prayer**

**MINUTES OF ANNUAL PARISH AND CHURCH MEETING**

held on Sunday 21st April 2024

**1. PARISH MEETING**

**1.1 Opening Prayer**

The chairperson, Rev. Alison Battye, opened the meeting with prayer.

**1.2 Appointment of clerk**

The meeting agreed Andy Neal be appointed as clerk for the meeting.

**1.3 Apologies**

Apologies were received from: Jenny Jones, Mike Gledhill, Chris Madeley, Keith Madeley, John Hobson, Sian Moxon and Mary Larner

**1.4 Minutes of the last meeting**

Minutes of the last Parish Meeting held on 23rd April 2023 had been made available in advance.

Their adoption was proposed by Beryl Stoker, seconded by Lucy Best-Shaw and agreed unanimously.

**1.5 Election of churchwardens**

Alison Howarth and Anne Andrews have agreed to stand for another year as Churchwarden.

Alison was proposed by Lucy Best-Shaw and seconded by Bruce Buchan to be re-elected as Churchwarden. Anne Andrews was proposed by Lucy Best-Shaw and seconded by Bruce Buchan to be elected as Churchwarden. They were elected unanimously.

**1.6 Closure of meeting**

The meeting closed, having completed its business.

**2. CHURCH MEETING**

**2.1** **Apologies**

See 1.3 above.

**2.2 Minutes of the last meeting**

Minutes of the last Church Meeting held on 23rd April 2023 had been made available in advance.

Their adoption was proposed by Carole Smithies, seconded by Bruce Buchan and agreed unanimously.

**2.3 Annual Report of the Parochial Church Council for 2023**

The Annual Report for 2023 had been made available to the congregation in advance of the meeting. The Rector gave some highlights.

2023Was the first of recent years not have restrictions due to the COVID-19 pandemic and this meant we were able to enjoy many social events.

Our regular services seem to have gone through something of an evolution and our congregations are now above pre-COVID levels, sadly this isn’t true for all churches.

Our children’s groups, JJ’s and Ace, are going from strength to strength and we must thank our wonderful teams for leading and supporting these. Our church is lucky to have so many people working to support it’s ministry, and many are unseen volunteers. Our JJ’s leader, Jill Holloway, is a great example of this.

Fundraising for the maintenance of the churchyard continues to be a challenge. Mike Tunstall has made a huge effort and has had some success with a phased approach to fundraising and seeking match-funding. Our thanks to him for this.

We see the major challenges in 2024 as being retaining the involvement of our teenagers, church finances, maintenance and management of the churchyard and the global climate crisis.

Mark Seeward stood and asked that the thanks of the parish to Rev. Alison be recorded.

**2.5 Financial Statements for the year to 31 December 2022**

The Financial Report had been made available in advance of the meeting. Commenting on the reports, the Treasurer, Bob Holloway thanked John Hobson, the Independent Examiner for his work inspecting the books and noted that John was happy to sign off the accounts. He also offered thanks to Helen Hallett for her continued hard work with our planned giving and gift aid admin. Finally, he offered thanks to Marjorie and Trevor Cole for their hard work in running the Old Stables, which continues to be a very valuable source of income.

Bob talked through the accounts, highlighting the following:

* We have many people working on many different fundraising streams to support our finances. We are lucky to have them, and they deserve our thanks.
* We paid our full parish share in 2023.
* Our end of year deficit was half the planned deficit, which was a fantastic result.
* We have a fund for Churchyard maintenance, that will be moved to the Central Board of Finance.
* Bob has been closely supported by Bruce Buchan, ev. Alison and the Churchwardens in managing the finances and he offered them his thanks.

A proposal was also made to re-appointment John Hobson as Independent Examiner – this was proposed by Bob Holloway and seconded by Anne Dixon and unanimously agreed by those in attendance.

James Moxon proposed, and Geoff Steele seconded that we approve the treasurer’s report. All agreed.

Geoff Steele then stood and offered thanks on behalf of the parish to Bob and his team for such diligent management of church finances.

**2.6 Churchwardens’ Report 2023**

The Churchwardens’ Report had been made available in advance of the meeting. This shows that lots of work has been done to the church and churchyard in 2023. The churchwardens thank all who volunteer in helping to maintain the churchyard as it is such a large, and ongoing, task.

One particular challenge is the management of our trees. This is taking a lot of effort, but have the support of a team of professionals. This challenge will be ongoing in 2024.

The Rector thanked the Wardens for their cheerful work, this year

Alison also thanked Bruce Buchan and the rest of the Fabric Committee and Sarah John and the rest of the churchyard working group.

**2.7 Safeguarding Report**

The Rector gave an update on Safeguarding on behalf of James Moxon, the Safeguarding Officer. His role is of vital importance, but is complicated and detailed. James is supported by Kate Clarke who takes care of DBS checks.

Rev. Alison offered thanks to both James and Kate.

Alison reminded everyone that safeguarding is a responsibility that we all share and asked that all do what is asked regarding training and passed on James’s request for everyone to remain vigilant, report concerns to AdelPCCsafeguarding@gmail.com.

**2.8 GDPR**

The GDPR report was written by Carole Smithies and was made available to all ahead of the meeting.

Rev. Alison offered thanks to Carole for her work on this detailed task.

**2.\* Deanery Synod Report**

The synod report was available and circulated ahead of the meeting.

We have four people from our church that regularly attend and feedback the Synod meetings.

We have a new Area Dean who is working very hard to improve communications in the Deanery.

Our Deanery Synod representatives for 2024 were duly proposed, seconded and all were unanimously approved. They are –

* Mark Seaward (proposed by Beryl Thompson and seconded by Tine Gledhill)
* Leanne Winfield (proposed by Sarah Johnson and seconded by Betty

**2.9 Election of lay representatives to the PCC**

Mary Larner has been an active member of the PCC for over twenty years and has decided that this is the year for her to stand down. Mary has made a huge effort to support the church and to assist it’s progress and her impact cannot be underestimated. She deserves our thanks.

Thang Tang and Ruth Hutton-Searle also step down from the PCC with our thanks.

The following people were proposed and seconded to become members of the PCC. All were agreed unanimously.

|  |
| --- |
| **PCC member** |
| Sue Lawson |
| Sandra Lavery |
| Andy Neal |
| Marisa Clayton |
| Marjorie Cole |
| Bruce Buchan |

**2.10 Appointment of an Independent Examiner**

See earlier.

**2.11 Other business**

The Rector thanked all who give time and effort to supporting the ministry of our church, and specifically offered thanks to Andy Neal for his efforts as secretary of the PCC and for acting as Clerk for the APCM.

Geoff Steele stood and offered thanks to Rev. Alison for all that she does for our church and for our wider community. She has helped so many people through some incredibly difficult passages and is making a real difference.

**2.12. Closing Prayer**

After prayer, the Rector closed the meeting with the Grace.

**Electoral Roll report to the APCM 6th April 2025**

The Church Electoral Roll is required to be renewed every six years. This year a total renewal has taken place and will be revised for the next five years. The next renewal will take place in 2031.

At last year’s APCM it was reported that there were 214 people on the Roll with 71 people living outside the parish.

After the renewal we now have 180 people on the roll. This number will be reported to the Diocese.

The number living outside the parish is now 62.

Beryl Stoker

Electoral Roll Officer

6th April 2025

**PARISH CHURCH OF ST. JOHN THE BAPTIST, ADEL, LEEDS**

**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL, 2025**

**AIM AND PURPOSES**

The Parochial Church Council (PCC) of the Parish Church of St John the Baptist, Adel cooperates with the Rector of the Parish and its elected Churchwardens in promoting, in the ecclesiastical Parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. To do this, it aims to make the most appropriate use of the resources available to it: a beautiful 12th Century Parish Church; The Old Stables (used as a meeting place for activities in the Parish); the funds donated to the Church by regular giving, legacies and bequests; and, most importantly, the lay members of our Church, both those who wish to be formally identified by inclusion on our Electoral Roll - 179 at the renewal in 2025 - and those who, though not formal members, regard our Church as their spiritual home.

**OBJECTIVES AND ACTIVITIES**

The mission of the Parish Church of St John the Baptist, Adel is:

***Adel Parish Church: part of Christ’s family, welcoming everyone, sharing God’s love and being a voice of hope.***

Our Vision Statement:

*We offer a warm and sincere welcome to everyone, old friends and new.*

*We share the love of God with our Church community and neighbours near and far.*

*We provide care and compassion by loving service for those in need.*

*We respect and nurture God's environment.*

The PCC carries forward its mission and seeks to achieve its vision by maintaining oversight of our regular worship to ensure that it meets the spiritual needs of as many of our parishioners as possible; by making specific provision for young people to grow up in our Christian family; by encouraging and enabling all parishioners to take advantage of the occasional offices (baptism, marriage, funerals) and welcoming as many as possible to festival and special Services; by facilitating, promoting and organising social events open to all; by making The Old Stables available for the use of groups which benefit the community; and by providing spiritual and practical support for Adel St. John the Baptist Church of England Primary School. To achieve all this, we make prudent use of the financial resources available to us to maintain and enhance our beautiful church, The Old Stables (both Listed Buildings) and the churchyard.

**ACHIEVEMENTS**

**Our Church**

Our main services, and some select services such as funerals, continue to be live streamed each week and this is a valuable asset for those unable to get to church. We are grateful to our rota of technicians who make our church much more inclusive.

We continue to work hard to provide worship opportunities for as many people as possible. Over the year most of our services maintained a similar number of worshippers compared to 2023, with our midweek Eucharist growing in numbers. It is good to see our young people growing in faith and confidence, in large part due to our dedicated Junior church team. Our Ace group for older children continues to be very popular and we have a good number of children at each session. This year also saw the introduction of an Ace+ group aimed at our young people from school year 7 and above. Once a month, they are joined in church by parents for a short Eucharist; their leaders report:

*Our bi-monthly youth group, ACE, continues to go from strength to strength with 25 - 30 young people from years 4 to 6 regularly meeting to develop faith and friendship in a Christian community. Supported by a team of adult leaders, Isobel Sheer and Henry Swinson our young leaders and a rota of parent helpers, each lively session includes a discussion based on a bible passage or topic, plus silly games, providing lots of laughter and some fantastic ideas shared. On each 2nd Sunday we end our meeting joined by parents in Church to share the Eucharist, with our young people taking an active role to help lead the service.*

*Ace + meetings follow on from Ace, sharing the Eucharist on the 2nd Sunday of the month. With smaller numbers than Ace, between 6 and 12, we are able to try different activities. We have made (and eaten) hot chocolate, gingerbread houses and pizzas; played games inside and outside; and shared discussions on aspects of the Christian faith.*

For our youngest members we also have JJs; their leaders report:

*JJs is our group for parents/carers and their pre-schoolers. We continue to meet monthly in the Stables throughout the year; generally, on the first Friday of the month, during term time. We sing rhymes, have a story and a prayer, free play, craft and refreshments, all based on themes that follow the church year and help us know more about our faith. We occasionally go into church such as at harvest time. We also like to use the outdoor space when we can. It is always lovely to see friendships being formed, and folk enjoying a chance to chat.*

*We said goodbye to four of our children as they left last July for school. We continue to give a warm welcome to new families, including some when only a few weeks old! We recruited another helper and have five adults who regularly help and often have around 12 to 16 parents/ carers and children.*

*In the summer holidays Karen and Jill had a major turn out of the Junior Church storeroom, creating more storage space for both groups. The equipment used by the adult groups, such as yoga and Pilates, was also moved to the general, and much larger storeroom which has helped enormously.*

For our younger children, we have our Junior Church section. Their leader’s report:

*We are fortunate to have a dedicated team of volunteer Leaders and a growing number of children in our church. Many thanks to all the Leaders who give so freely of their time and talents to help in the youth ministry of the church.*

*We are also fortunate to have the considerable support of Rector Alison who helps to bring out the best in our children and in our Leaders.*

*There continues to be an active Junior Church which meets every Sunday in term time except on the third Sunday of the month, as this is an All-age service.*

*In September 2024 there were a total of 81 children from 47 families on the Junior Church register.*

*An average of 25 children attend each Junior Church session and the numbers across the age ranges are fairly evenly split.*

*The age ranges have been Nursery to year1 and Years 2-6 in the church year of 2024 although this has recently changed. In the younger group, a parent often stays with their child. In the older group, the children attend without parents, with an occasional exception.*

*We currently have 11 leaders involved with providing Junior Church – Karen Baylis, Elizabeth Scott, Carole Smithies, Marisa Clayton, Jo Amos, Heather Hawkins, Emma Hill, Linda Adamson and Ruth Cunliffe. We are happy to welcome our newest leaders, Kate Clarke and Helen Hallett. Alison Howarth may be able to help occasionally and Javad also helps on an informal basis with setting up and clearing away. We meet approximately every 2-3 months to decide on the rota and other aspects of Junior Church provision. Each week there are 3 leaders present – once again this has recently changed.*

*We use the Searchlights Materials which rotates through the church years A, B and C. The teaching is therefore in line with the lectionary.*

*Crafts related to the gospel reading are often undertaken in the session and we begin and end the session with a prayer. The first prayer is suitable for the theme of the day and the last prayer is the Lords Prayer which we all say together before walking back up to church.*

*All the leaders have a regular DBS check and undertake safeguarding training.*

*One of the high points of 2024 was the confirmation of 11 young people at a Deanery service in Otley, and 3 adults at a deanery service at St Paul’s Ireland Wood.*

For those who struggle to get into our church building we continued the monthly Stables Eucharist which is followed by a drink and chance to chat. This is small in numbers, but much loved by those who attend. Our Home Communion team continue to visit members of our parish in the community. These volunteers take communion out to people who would otherwise not be able to share in this vital aspect of our shared faith. It is much valued both by those who are visited, and the team, giving chance for a chat and maintaining links with the church. The Rector or lay minister Paul also takes a monthly communion service in the care home Adel Manor.

Learning about our faith is an important part of church life. Outside of services, there were again opportunities to join a Lent discussion group looking at the creeds. In Advent we again held a Quiet Day. Those who came to all or part of the day found it valuable.

Holy Week was a very special time with a different service each evening: Monday eucharist, Tuesday Compline, Wednesday a musical setting of the seven last words sung by the Heritage singers. On Maundy Thursday the service included foot washing, stripping of the altar and a watch. On Good Friday morning we again had a successful family event of activities, worship and refreshments. On Easter Sunday we had a very joyful dawn service, and the 10am communion was once again followed by the children’s Easter egg hunt.

2024 Beating the Bounds Walk took place in May, on the Saturday of Rogation weekend. This is a very popular event and it was well supported not only by church members but also by friends from Adel and elsewhere. We meet at the Old Stables early in the morning and spend the day walking the 15-mile boundary of the parish. We enjoyed good weather, wonderful views and plenty of stops for refreshments. The walk is open to all and it is taken at a pace that is comfortable for everybody. Then on our return to the Stables, we enjoy a wonderful tea provided by members of the Social Committee.

At Christmas we enjoyed some very notable services. We hosted a carol service for the volunteers at York Gate. Our augmented choir, including 7 children, led a wonderful service of lessons and carols for a packed church. The readers came from around the community, and there were The 3pm crib service was in church and packed out with small children and their families. We reinstated our new tradition of holding the 5pm candle lit carols round the outdoor crib, the service in 2023 being brought indoors due to high winds. It was very well attended, with 250 worshippers present, and enjoyed by all. Both crib services were ably lead by our yr6 church members. Once again, the nature of that service provides an opportunity for a Christmas service for those who have perhaps outgrown our woolly crib.

Outside of church it has been another difficult year, with the ongoing war in Ukraine, troubles in the middle east and the rising cost of living. We have tried to be a resource for the community through all of this. We continue to support Leeds North and West foodbank, and also held a collection for relief work in Sudan which raised £1,100 from church and community.

We continue to enjoy close links with our church school. The Rector or another member of church leads Collective Worship in school weekly. It was a joy to welcome the whole school to church for Easter, the Patronal Festival and Advent. The school choir again joined us for our Harvest Festival service and Mothering Sunday, singing for us during communion and as we left church. The Rector and Karen Baylis also led assemblies at Adel Primary for some of the major Christian festivals.

In October Paul Barker was licensed as a Lay Minister at a very joyful service in Leeds Minster attended by a large number form our church family. He provides pastoral ministry alongside the Rector, and in December took his first funerals.

Thanks to our dedicated band of voluntary “church sitters” we were able to open the church for visitors every Monday and Saturday afternoon in 2024.

Our Social committee continued to provide monthly events in 2024. Through these events, the social committee raised in the region of £5,000 for church funds. The big earners in terms of money for church were the quiz in May, the stall we held at the memorial hall fair in June, the Harvest Lunch, the Christmas Coffee Morning and the concert by the Leeds Guild of Singers.  It is clear, however, that it is a huge burden of work for a small number of people. More help is needed.

Adel Bells is a valuable asset to our community, informing readers of church and community  events and helping to spread the message of God’s love for us all. For a large part of 2024 we had printer troubles which had a knock-on effect on our ability to deliver the magazines to readers on time. A decision to find a new printer was made and we have not regretted that decision. There has been considerable improvement to the quality of the printing which our readers have noticed and appreciated. We were also able to have a colour picture on the cover every month. There is the additional bonus that the new printer completes the work in record time, provided we get the copy to him before the middle of the previous month.

Leeds hosted the Rob Burrow marathon in May, the route bringing the runners along Church Lane. Due to road closures, and the marathon being such a great community event, we elected to cancel our 10am service, but placed a banner in the churchyard (made by our school holiday club), gathered to cheer runners on their way, opened the Old Stables with drinks and toilets for those watching the marathon. The feedback from the runners and their supporters was so positive about our engagement with the event, that the organisers are planning to site a formal “Cheer Station” outside of the church for the 2025 event.

**The Old Stables**

This listed building provides an excellent resource to support our Church’s outreach into the community. The main room is used every Sunday - during the 10am Service for our Junior Church and after it to provide refreshments and the opportunity for fellowship for the whole congregation. And both downstairs rooms are regularly used throughout the week by up to a dozen different community groups.

The PCC and some of its committees also meet in The Old Stables. It has a fully equipped kitchen and our Social Committee arranges and runs a series of events throughout the year. Some associated with the church’s Festivals and others, such as regular coffee mornings on Saturdays, talks, quiz nights etc., which are aimed at - and attract - people from the wider community. These events always include refreshment, which acts as a lubricant both for fellowship and for outreach. During 2024, the PCC felt that the kitchen facilities in the Old Stables are worn and outdated. It was felt that this may be an off putting factor when people look to hire the space for private events. The PCC then undertook a feasibility study to understand the possibility of replacing the kitchen. This project is ongoing.

We ensure that hirers of The Old Stables have adequate public liability insurance, so that the PCC would not itself be liable if there were a claim against the church.

**Churchyard**

The whole Adel community quickly got behind our fundraising efforts for the churchyard which was aimed at meeting the cost of tree works in the next few years and replacing old equipment.  Mike Tunstall, sadly no longer with us, led the project which successfully obtained matched funding so that we raised £20k in total, we are very grateful to him for his hard work.

The regular mowing team has benefited from a new ride-on mower for the larger grassed areas, and training has been given. Also a suitable second-hand lighter more manoeuvrable petrol driven mower, and a strimmer’ have been purchased - this latter equipment has made mowing around the church easier, and able to be used around graves and the church building.  A lift has now also been purchased that enables easier maintenance of the mower blades. All the mowers have been serviced.

Andrew B continues to ably lead the weekly team, now with sustained support and regular help from Andy McG, who has been trained to use the ride on mower. Andy has volunteered to mow the churchyard with support from Andrew, and to repair machinery. Eusebio our former gardener now comes to the churchyard as a volunteer, his experience and advice is very useful to the team.

Our enthusiastic and hardworking group of volunteers continue to meet regularly, helping to care for the churchyard.  Several have done sterling work outside our monthly group meetings as and when able and have also made a valuable contribution.  A lot of hard work has seen areas cleared of scrub and bramble, as well as some replanting.   A number of graves have been newly cleared, and access improved.  Memorial slabs have been tidied too.  The area near ‘Sylvia’s bench’ has been spruced up and tree trunk rounds added to the children’s area.  Five new bird boxes have recently been put up, further improving the environment for wildlife.  We continue to feed the birds each winter.

There is an annual survey of the Churchyard trees, which revealed 5 dead trees. Permission was obtained to fell the trees in the conservation area subject to some replanting; the trees were felled and the new trees planted. The diocese required further trees to be planted which has been achieved in an arrangement with neighbouring York Gate Garden.

**Safeguarding**

Safeguarding is everyone’s business. We are all conscious of our responsibility in the safeguarding of children and vulnerable adults. Safeguarding meetings are held biannually with the Rector, the parish Safeguarding Officer and the Child Advocate.

All appropriate DBS checks have been carried out for those involved in the provision of services to young children. In addition, Confidential Declaration Forms are completed annually. All those involved are actively encouraged to undertake Safeguarding training, a process which is ongoing.

The Diocese continue to use the booklet “Promoting a Safer Church” setting out the Safeguarding Policy Statement of the Church of England. This is an abridged version of their more detailed document. This is now displayed next to the Church’s Safeguarding policy for all to read.

There have been no Safeguarding incidents to report during the year.

We are conscious of our responsibility in safeguarding children and vulnerable adults, and those involved have attended Diocesan trainings and adhere to our Safeguarding Policy

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Parochial Church Council (PCC) of the ecclesiastical Parish of St. John the Baptist, Adel is a Registered Charity which administers the activities of our Church in the Parish. So its policies and procedures are controlled not only by Church law - in particular the *Church Representation Rules 2011,* the *Churchwarden’s Measure 2001*, and the *Parochial Church Council (Powers) Measure 1956 (as amended)* - but also by the criminal and civil law of England and Wales and in particular the *Charities Act 2006*.

The policies and procedures of the PCC are formalised in our Governing Document (last updated in January 2015) which, in accordance with the legislation listed above, defines the mission, structure and organisation of the PCC. It commits the PCC to providing a safe environment for all church members and visitors to our premises by implementing all relevant Health and Safety legislation and by adopting and implementing Diocesan and national Church policies and guidelines for the safeguarding of children and vulnerable adults*.* The Governing Document includes annexes which lay down the rules for the conduct of the Annual Parochial Church Meeting and PCC meetings and gives details of the purpose and procedures of the permanent committees of the PCC.

The PCC has a Standing Committee and 4 other permanent committees:

* Fabric Committee
* Finance Committee
* Social Committee
* Health and Safety Committee

The Governing Document defines the purpose of all committees, their membership, the minimum number of meetings they should hold and the arrangements for reporting back to the PCC. Most of the committees also have oversight of Teams, under the leadership of a coordinator, to carry out particular functions – e.g. Eucharistic ministers; Junior Church leaders; churchyard conservation.

**PCC ADMINISTRATIVE INFORMATION**

The Parish Church of St. John the Baptist is situated at the junction of Church Lane and Back Church Lane in Adel, north Leeds. The Parochial Church Council is a Registered Charity no: 1133876; during 2024, its members (i.e., trustees) were:

Rev’d Alison Battye *Chairperson and Rector*

Anne Andrews ) *Churchwardens*

Alison Howarth )

Mark Seaward ) *Deanery Synod Representatives*

Leanne Whinfield )

**PCC members 2024**

Marjorie Cole Bob Holloway Jenny Jones Sarah Johnson Andy Neal Marisa Clayton Tina Gledhill Carole Smithies Loveday Loveridge Paul Barker Bruce Buchan Sandra Lavery Sue Lawson Mike Tunstall

Andy Neal,

PCC Secretary

468 Otley Road, Adel, Leeds, LS16 8AE

**Churchwarden’s Report 2024**

We have a small fabric committee to assist with the upkeep of the church, churchyard and The Old Stables which meets every two months. Ongoing maintenance has been carried out during the year. The committee is chaired by Bruce Buchan. Many thanks to him for his continued dedication and hard work.

**Work undertaken 2024**

* The lightning conductor has been upgraded and the test passed.
* Jonathan Lavery was contracted to replace Eusebio but had to leave due to other work commitments. Andrew McGeorge has agreed to take over the grass mowing as well as many other jobs in the churchyard.
* A list B was applied for and approved to enable the removal of five dead trees. Fifteen trees have been planted as required by the Diocese, some in the churchyard, including a hawthorn hedge on the land opposite York Gate and some in the orchard at York Gate.
* Michael and Anne Andrews attended a Heritage Lottery fund information meeting to explore the possibility of funding projects for the church.
* The boiler was serviced.
* Quotes were received for the repair of the west wall of the church and the boundary wall in the churchyard. Unfortunately, due to the death of Bob Barker we now waiting for the architects to prepare a schedule of works to put out to tender.
* The large tree which is surrounded by Sylvia’s bench has been cut down to a safe height and the bench is to be replaced with a new one as soon as the weather permits.
* A new ride on mower was purchased along with a lifting ramp and battery charger.
* Research into a better ramp for the church proved unsuccessful.

**The Old Stables 2024**

* Pat testing carried out.
* New escape signs in the stables.
* New LED lights in the garage.
* Path light repaired.
* Some lights in the Stables repaired.

Once again, thank you to Bruce Buchan for his commitment and hard work. Thanks also go to Andrew Briggs and Andy McGeorge for working tirelessly to keep our churchyard looking so beautiful and maintaining the churchyard machinery.

Thanks also go to Sarah Johnson, who leads the churchyard working parties and to Open Country for the work they do in the Churchyard regarding wildlife and conservation.

We would also like to thank the chairs and members of our church committees and to all our volunteers. Their enthusiasm and hard work contribute to the smooth running of the church, its social life and our church mission and outreach work.

Their support is greatly valued by the church and the churchwardens.

Alison Howarth and Anne Andrews - Churchwardens

**North West Leeds Deanery Synod APCM Report**

**April 2024-March 2025**

North West Leeds Deanery Synod met 3 times over the last year:

1. June 2024 Meeting

The Deanery Synod vision for 2024-2026 was agreed at the meeting. The overarching vision is to enhance and empower what is going on at parish and chaplaincy level rather than take away from it. It is also to increase co-operation and collaboration across the deanery. Everything we do as a deanery should be to support and facilitate the mission and growth of every parish and chaplaincy, and to enable an agenda that unashamedly focuses on growth that is spiritual, numerical, missional and financial.

The Diocesan Finance team delivered a presentation explaining the Diocese’s financial situation, how its budget is spent (71% is spent on clergy) and how the parish share is calculated.

1. October 2024 Meeting

The election of lay and clergy deanery synod members to represent the Deanery at Diocesan Synod was completed. The Lay representatives are Nathan Booker, Kay Brown, Bob Graham, Christian Jones, Roger Lazenby and James Meredith. The clergy representatives are Matt Broughton; Dave Ho Young; Eve Ridgeway and Lizzy Woolf.

The Area Dean (Dave Ho Young) and Deanery Synod Lay Chair (Roger Lazenby) were elected to represent the Deanery on the Episcopal Area Mission and Pastoral Committee.

The Children, Young People and Family’s team delivered a presentation about their work offering support and training to churches to develop their children, young people and family’s work and church schools to engage with children and young people. Their work is part of Growing in Faith, a national initiative aimed at placing children, young people and families at the heart of the mission and ministry of the Church of England. The team stressed their willingness to offer support and pointed out the extensive resources available on the Leeds Diocese website.

1. February 2025 Meeting

Bishop Arun was the main speaker at the February meeting. He shared the vision for the Leeds Diocese to have confident Christians, growing churches and transforming communities. He talked about the challenges facing the church and his confidence that as people grow in faith, they will grow in service and the church will grow in numbers. He also talked about the opportunities to undertake strategic mission and church planting. He was supportive of the Deanery vision to increase cooperation and collaboration to facilitate mission and growth.

Bishop Arun has invited each Deanery in the Leeds Episcopal Area to hold a mission in 2025 to bring people together to step out in faith. There is some financial support available for this. Assistant Area Dean, Hannah Lievesley, is leading on this in collaboration with other parishes in the Deanery.

There were Leeds Episcopal Area Forums meetings in March and November 2024 to which all members of Deanery Synod are invited. The first focused on Church Growth with a presentation by Jude Smith, Leeds Diocese Director of Church Revitalisation, on how Barnabas can support parishes. The second focused on Encouraging Lay Ministry with presentations from the Diocesan Lay Training team and someone who had recently completed lay ministry training.

Di Riley

Secretary North West Leeds Deanery Synod

March 2025

**Safeguarding Report for Adel, St.John the Baptist APCM 2024-25**

Safeguarding issues

There have been no significant new issues since last year’s report. An isolated email contact was received a few weeks ago from the person at the heart of the previous issue in 2022-3 (which was reported to the PCC at the time). After discussions the PSO provided a strongly worded response and also reported the matter to the Diocesan Team for their records. No further contact has been made and plans are in place for what should happen in the unlikely event that there is any further escalation of this situation.

The Parish Dashboard and Safeguarding Hub

These have proved useful tools for establishing a digital database that should in time make it easier to manage our many volunteers and their requirements for DBS checks and/or Safeguarding Training.

The Training is ongoing and although we now have a higher percentage of volunteers who have completed all their required training there is still a lot of work to do to get everyone’s training fully compliant.

DBS checks

Kate Clarke continues to manage these as and when they are needed. There has been some discussion recently about the particular requirements for all of our different volunteer roles.

The PSO will seek clarification from the Diocese.

Many thanks again to Kate for her ongoing work with this.

Please continue to be vigilant and report any safeguarding concerns (particularly regarding suspected abuse of children, young adults or vulnerable adults) as soon as you become aware of them.

James Moxon

Parish Safeguarding Officer

24/03/25

**GDPR report for the APCM 2025**

We continue to be careful how we handle and store personal data. GDPR, [The General Data Protection Regulation] is a permanent item on the PCC agenda. To date there have been no issues or complaints regarding GDPR. PCC member Carole Smithies assists with GDPR compliance in parish life. New guidance has been issued by the Church of England and we are working to implement these new recommendations.