Registered Charity No. 1133806

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MATTHEW, CHAPEL ALLERTON

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 2025

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, CHAPEL ALLERTON
TRUSTEE'S REPORT FOR YEAR ENDED 31 DECEMBER 2025

ADMINISTRATIVE INFORMATION

St. Matthew's is situated in Chapel Allerton in north Leeds. It is in the Deanery of East Leeds, part of the Diocese of Leeds within the Church of England. The correspondence address is;

The Vicarage, Wood Lane, Chapel Allerton, Leeds LS7 3QF.

The Parochial Church Council (PCC) was first registered as a charity, number 1133806, on 27 January 2010 under the name of The Parochial Church Council of the Ecclesiastical Parish of St Matthew, Chapel Allerton.

The PCC members are:

Vicar:	Revd. Simon Jones
Readers Representative:	Mrs Sue Sanderson (stood down during 2025)
Churchwardens:	Mr Fred Rowland Mr Colin Powell
Deanery Synod Representatives	Mrs Gill Deighton Mrs Bronwen Fisher

Elected Members (each is elected for a three-year term, until the year shown):

Ms Anne Cuthbertson (2028)
Mrs Ellie Chapman-Jestico (2028)
Mr Aljosha Skorja (2028)
Mr John Greenwood (2027)
Mr Tim Chappell (2027)
Mr Doug Pollock (2026)
Mrs Clare Seddon (2026)
Ms Liz Hawthorn (2026)
Mr Nick Flood (2026)
Mr Simon Carter (2026)
Ms Lynda Robinson (2026)

Hon. Secretary:	Mr Tim Chappell
Hon. Treasurer:	Mr John Greenwood

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules.

Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Meeting (APM) in accordance with the Church Representation Rules

Objectives and Activities

St. Matthew's PCC has the responsibility of co-operating with the Incumbent in

promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC has maintenance responsibilities for the Church building of St. Matthew's with its adjoining Meeting Room and other grounds, and for Stainbeck Community Hall and grounds on Stainbeck Lane.

There were 111 parishioners on the Electoral Roll. The average attendance for our Sunday service was about 80 adults and 12 children. Attendance for our monthly Family Service was higher with more younger people attending.

Organisational Management

The PCC meets bi-monthly to oversee the business of the parish and has delegated day-to-day governance to the Standing Committee which meets monthly and a number of Ministry Teams are being created that will meet quarterly throughout the year. All activity undertaken by the Standing Committee and the Ministry Teams is reported at each PCC meeting. These sub-Committees are as follows:

Standing Committee: Operates under Terms of Reference agreed July 2022. The Standing Committee (SC) is a committee legally set up to conduct the business of the PCC between meetings of the PCC. Its workings at a practical level are not set out in the Church Representation Rules and vary from Church to Church. The PCC shall have a SC of not less than five persons: Vicar, Churchwardens, PCC Treasurer (voting only if a member of the PCC) and PCC Secretary (voting only if a member of the PCC). The SC is there to support the work and responsibilities of the PCC and to be fully accountable for all its decisions directly to the PCC. The SC has the power to transact the business of the PCC between meetings. However, wherever reasonable and possible to do so, ratification of its decisions will be made by the PCC at its next meeting.

Building & Estates: The Building & Estates Ministry Team is responsible for all aspects of the church grounds and its associated buildings primarily incorporating; the church, the Meeting Room, the Community Room, and Stainbeck Hall. Terms of Reference for this ministry team are still being finalized but it is anticipated that this team will be responsible for all maintenance (including cleaning and gardening) and all room lettings across the estate.

Worship Development: Operates under Terms of Reference agreed November 2022. It oversees the development of our gathered worshiping life at St Matthew's. The team is responsible for establishing our weekly patterns of

	worship and ensuring everything is in place to enable their smooth running.
Pastoral:	Operates under Terms of Reference agreed January 2023 and exists to enable the St Matthew's community to live out their discipleship through the care of others. The team will have responsibility for; the pastoral care of those facing significant life events (in particular those associated with the CoE's Occaisional Offices), those needing home visits, prayer ministry, transportation, and our Community Café.
Discipleship:	Responsible for the running of specific courses to do with; introductions to the Christian Life, growing in faith, baptism and confirmation and also responsible for the life of our House Groups. Terms of Reference agreed and adopted by the PCC January 2024
Children & Young People:	Responsible for the delivery of all aspects of our ministry to children and young people including but not limited to; our engagement with St Matthew's School, our provision on Sundays (Family Service, Scramblers, Junior Church), Teddy Praise, and SMASH. Terms of Reference are still to be finalised.
Connections:	Responsible for all things to do with internal and external communication and publicity. Including; Website, Social Media, Notice Boards, Weekly Bulletins, Electronic mailing lists, and banner and poster advertising. The Connections Team is also responsible for all aspects of the provision of our key social events; planning, promotion, catering, production (set-up and clear down) and hospitality/welcome. Terms of Reference agreed and adopted by the PCC March 2024
Mission:	Responsible for all activity linked to our key mission partners. Currently; Leeds N&W Foodbank, InterAct, WYDAN, PAFRAS, Churches Together in Chapel Allerton and our Methodist Covenant Agreement. Terms of Reference are still to be finalised.
EcoChurch:	Responsible for promoting the Climate Crisis agenda at St Matthews driving all initiatives around both action and teaching utilising the A Rocha EcoChurch initiative as a framework. Terms of Reference are still to be finalised.

PUBLIC BENEFIT

The PCC achieved registered charity status in January 2010. The PCC, in common with the Diocese of Leeds and the Church of England generally, is aware of the issues surrpunding public benefit and the advancement of religion and has had regard to the guidance on public benefit provided by the Charity Commission. In addition to the £66,393 paid to the Diocese for the parochial and wider work of the Church of England the following donations to charitable causes were made either directly by the PCC or collected through Church and paid over direct:

	2025			2024		
	Unrestricted Funds	Restricted Funds	**Total**	Unrestricted Funds	Restricted Funds	**Total**
Thrive Leeds (Chapel Allerton Youth Project)	4,000	0	4,000	4,000	0	4,000
InterAct	3,000	0	3,000	3,000	0	3,000
Yorkshire Historic Churches Trust	50	0	50	50	0	50
Leeds North & West Food Bank (Carol Smith)	0	0	0	20	167	187
Leeds North & West Food Bank (Harvest)	373	0	373	0	0	0
Asthma & Lung UK (Maisie Thompson)	0	0	0	0	196	196
Children's Society (Collection boxes)	0	0	0	166	0	166
Children's Society (Christingle Service)	0	0	0	375	0	375
Martin House Hospice (Kathleen Slater)	0	0	0	0	120	120
YAMSEN (David & Cathy West)	0	0	0	0	674	674
Parkinsons UK (Peter Ward)	309	0	309	0	0	0
Christian Aid (Peter Ward)	309	0	309	0	0	0
	8,041	0	8,041	7,611	1,157	8,768

ACHIEVEMENTS AND PERFORMANCE

The PCC's charitable objectives and activities were as described above and as detailed in the review of the year below.

REVIEW OF THE YEAR

Parochial Church Council

There were 17 members of the PCC in 2025 (6 ex officio members and 11 elected members) with this reducing to 16 during the year due to one ex officio member stepping down. Based on the size of St Matthew's Electoral Roll our PCC should have a minimum of 6 and a maximum of 12 elected members. Therefore, the PCC in 2025 had 1 potential vacancy for elected members. Our

intention is to adopt the policy of one third of the elected members of the PCC standing down each year. They can stand for reelection at the APCM if they wish. However, due to current terms served there will actually be 6 members standing down at the APCM in 2026

The PCC met 6 times in 2025 in the Community Room, and once for an emergency meeting in the vestry to discuss banking arrangements and approve changes necessitated by having a new treasurer.

Standing Committee

The committee met on either the first or second Wednesday of the month, meeting 11 times in total. The committee continues to oversee the day-to-day running of the church, reporting significant aspects to the PCC. The committee continues to closely monitor the church finances where we are currently breaking even, and we continue to meet fully our Parish Share commitments.

Buildings and Estates

Whilst the Buildings and Estates team has not been formally established with clear terms of reference, maintenance of our church and the letting of our associated buildings continues to be operated as before.

Worship

Our Worship Ministry team did not meet during 2025, and we are looking to reinstate this at an appropriate time. Matters to do with worship are currently being dealt with by our PCC. We continue to maintain our regular pattern of 10am Sunday services and our additional festival services throughout the year. In 2025 we reintroduced Evensong services and are planning to have 4-5 a year.

Pastoral

The Pastoral Ministry Team met four times during 2025. The St Matthew's Community Café continues to remain at the heart of our pastoral ministry and continues to grow in regular attendees and is registered as a Leeds Welcome Space. New friendships continue to be formed and people who are not part of our regular worshipping community continue to experience a sense of 'belonging' at St Matthew's. Our program of bi-monthly Communion Services continues at two of our local care homes with each care home being visited on alternate months.

There were 12 baptisms and 3 weddings, and 13 funerals in 2025

Discipleship

Four House Groups met during 2025 with a total membership of 40. The Discipleship Ministry Team did not meet during 2025, and we are looking to reinstate this team with a wider membership in 2026.

Children & Young People

Scramblers continues to be part of our monthly pattern of worship, meeting on the third Sunday of the month. Numbers have plateaued slightly and attendance by families is not consistent and whilst we connect throughout the year with upwards of 50 children, monthly attendance averages around 8-15.

Teddy Praise continues to operate on a Wednesday morning with families attending also coming along to our Community Café.

Work with St Matthew's School has continued, and the vicar is now supported by a member of Thrive (Helen Greenwood). The school come into church at least once every half-term and Revd. Simon and Helen Greenwood led collective worship at school two to three times every half-term. In 2025 the school's KS2 pupils came into church for a special Easter Journey Experience which was received very well by the school and as in previous years the New Year year kicked off with a Christingle Service on the first day of the January Term. We continue to develop the two-year program for Collective Worship introducing a memory verse and song relating to each of the term's themes.

Social Events

The Christmas Tree festival was again the flagship social event of the year, run over two days this year it was again a huge success. In September we had our late Summer Fayre which ran inside the church and was very well received and attended and there was also another successful 'Pie and Peas' evening to celebrate our St Matthew's Day Festival.

Mission

The Joint Forum with Chapel Allerton Methodists was again active this year with our churches coming together for fifth Sunday services and the Holy Week Services. There was also a shared Lent Book Group which took place in 2025 exploring the theme of evangelism using Hannah Steele's book Living His Story.

St Matthew's continued to support its key charities providing regular food donations to Pafras and Leeds North and West Foodbank, who received all the proceeds of a very successful Harvest Family Service. We continue to take a targeted approach to our food collection for the food bank requesting a different specific item for each month. This has seen contributions go up. Volunteers have also been helping out at the WYDAN night shelter in Gipton.

A hugely successful Christingle service again raised money for the Children's Society and the combined Toy Service again saw a very large number of donations of brand-new toys being delivered to the Ukrainian Centre.

St Matthew's PCC also continues to support financially the work of both InterAct and Thrive.

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF ST. MATTHEW, CHAPEL ALLERTON

I report on my examination of the accounts of the PCC for the year ended 31 December 2025.

Responsibilities and basis of report

As members of the PCC you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect,:

- The accounting records were not kept in accordance with section 130 of the Act; or
- The accounts did not accord with the accounting records.

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

Geoff Daniel ACA
27 Plantation Gardens
Leeds
LS17 8SX



10 May 2026

St Matthew's, Chapel Allerton
Financial Statement for the Year Ended 31st December 2025
Receipts and Payments Accounts

	Note	Unrestricted Funds	Restricted Funds	**Total 2025**	**Total 2024**
Planned Giving		78,662	0	78,662	71,495
Collections at Services		14,600	0	14,600	11,308
All other giving/voluntary receipts	2a	5,771	57	5,828	8,518
Gift Aid recovered	2b	19,535	0	19,535	8,882
Activities for Generating Funds					
Various Fundraising events	2c	8,136	0	8,136	39,220
Church, Meeting Room and Community Room hire	2d	17,410	0	17,410	
Stainbeck Hall	2e	3,155	0	3,155	2,501
Community Cafe	2f	4,859	0	4,859	3,843
Investment Income	2g	6,884	107	6,991	5,884
Church Activities					
Fees for weddings and funerals	2h	3,169	0	3,169	2,446
Total Income		162,182	164	162,346	154,097
Church Activities					
Diocesan Parish Contribution		66,393	0	66,393	65,046
Mission Giving and Donations	2i	7,423	0	7,423	7,050
Church running costs	2j	51,464	476	51,940	74,301
Church major repairs		29,959	0	29,959	8,062
Total Expenditure		155,239	476	155,715	154,459
Excess / (Deficit) of Receipts over Payments		6,943	(312)	**6,631**	**(362)**
Cash at bank at 1 January 2025		217,091	(6,469)	210,622	210,984
Agency collections paid		(563)	0	(563)	
Transfers between bank accounts		(13,812)	13,812	0	
Cash at bank at 31 December 2025		209,660	7,032	**216,692**	**210,622**

St Matthew's, Chapel Allerton
Financial Statement for the Year Ended 31st December 2025 *continued*
Statement of Assets and Liabilities

	Note	**Total 2025**	**Total 2024**
FIXED ASSETS			
Stainbeck Hall		185,000	185,000
CASH AT BANK			
Coop deposit		285	695
Virgin Money current		43,093	44,353
Virgin Money BFF		768	9,371
Virgin Money deposit		7,032	5,544
Church of England BFF		139,539	133,497
Church of England deposit		8	7
HSBC Stainbeck Hall current		25,967	17,155
		216,692	210,622
FUND BALANCES			
Unrestricted funds		209,660	217,091
Restricted funds		7,032	(6,469)
		216,692	210,622
DEBTORS			
Unrestricted Funds	2k	19,177	
Restricted Funds		187	
		19,364	
CREDITORS due with one year			
Unrestricted Funds	2l	6,478	
		6,478	

These accounts were approved by the Trustees on 14th May 2026 and signed on their behalf by:

Chair: Revd Simon Jones

Notes:

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments Basis.

2. Further analysis of Receipts and Payments:

a. All other giving/voluntary receipts:

	Unrestricted Funds	Restricted Funds	**Total 2025**
Tea and coffee	649	0	649
Candle / Votive stand	52	0	52
Other donations	5,070	58	5,128
	5,771	58	5,828

b. Tax recoverable on Gift Aided donations has been recovered up to 31st March 2025.

c. Fundraising events:

	Unrestricted Funds	Restricted Funds	**Total 2025**
Late Summer Fayre	2,404	0	2,404
Pie & Peas	374	0	374
Christmas Tree Festival	5,358	0	5,358
	8,136	0	8,136

d. Church, Meeting Room and Community Room hire:

	Unrestricted Funds	Restricted Funds	**Total 2025**
Church hire	2,100	0	2,100
Meeting Room hire	14,185	0	14,185
Community Room hire	1,125	0	1,125
	17,410	0	17,410

e. Stainbeck Hall:

	Total 2025
Income from bookings	18,051
Direct running costs	9,238
Maintenance and repairs	5,658
Net income	3,155

f. From 1st January 2026, Community Café moneys will be treated as Restricted Funds.

g. Investment Income:

	Unrestricted Funds	Restricted Funds	**Total 2025**
CBF Church of England Deposit Fund	6,041	0	6,041
Virgin Money accounts	843	107	950
	6,884	107	6,991

h. Income from Weddings and Funerals:

	Total 2025
Weddings	1,170
Funerals	1,999
	3,169

i. Mission Giving and Donations

	Total 2025
InterAct	3,000
Thrive	4,000
N&W Leed Food Bank (Harvest)	373
Yorkshire Historic Churches Trust	50
	7,423

j. Church running costs

	Unrestricted Funds	Restricted Funds	**Total 2025**
Salaries and reader expenses	9,018	0	9,018
Educational resources	1,233	0	1,233
Music costs inc. organ tuning	1,043	288	1,331
Upkeep of services	1,073	115	1,188
Administration inc. bank charges, website etc.	6,413	73	6,486
Church utilities	19,794	0	19,794
Church maintenance inc. insurance, alarm, clock etc.	8,289	0	8,289
Meeting room maintenance	3,526	0	3,526
Maintenance of church grounds	1,075	0	1,075
	51,464	476	51,940

3. Further analysis of Debtors and Creditors:

a. Debtors:

	Unrestricted Funds	Restricted Funds	**Total 2025**
CCLA interest	1,413	0	1,413
Katashu Martial Arts (room hire)	555	0	555
Gift Aid Apr-Sep 25	11,518	147	11,665
Gift Aid Oct-Dec 25	5,691	40	5,731
	19,177	187	19,364

b. Creditors:

	Unrestricted Funds	Restricted Funds	**Total 2025**
Lockwood Boiler Service	180	0	180
Total – church gas	477	0	477
Corona – church gas	3,984	0	3,984
A Skorja 2025 backpay	710	0	710
Byfield Heating	377	0	377
K Atkinson Fire inspection (2024)	750	0	750
	6,478	0	6,478