

REPORTS FOR 2024 APCM

	Page
Agenda	2
Minutes of the previous APCM	3-8
Vicar's Report	9
PCC Secretary's Report	10-11
Church Wardens' Report	12-13
Fabric Report	14-15
Buildings and Resources Group Report	16
Accounts – supplement	17

**THE PARISH CHURCH OF ST MARY THE VIRGIN, MONKSEATON
ANNUAL PAROCHIAL CHURCH MEETING AND MEETING OF
PARISHIONERS**

SUNDAY, 21st APRIL 2024 at 11.15 a.m. in Church

A G E N D A

Welcome.

Appointment of Secretary for the Meeting of Parishioners and for the Annual Parochial Meeting:

MEETING OF THE PARISHIONERS:

Appointment of Tellers.

Appointment of Legal Churchwardens

ANNUAL PAROCHIAL CHURCH MEETING.

1. Present:
2. Apologies for Absence:
3. Minutes of APCM, 21st May 2023
4. Matters Arising.
5. Electoral Roll Report.
6. Vicar's Report
7. Secretary's Report.
8. To receive Annual Report and Accounts.
9. Appointment of Independent Examiner for Accounts.
10. Annual Fabric Report
11. Deanery Synod Report.
12. Appointment of 3 members to Parochial Church Council.
13. Appointment of 1 member to Deanery Synod for three years.
14. Closing Remarks and Prayers – Lay Chair

MINUTES FROM MEETING OF PARISHIONERS AND ANNUAL PAROCHIAL MEETING 21st May 2023

The meeting commenced at 11.28 a.m. with a short prayer and a warm welcome by the Chair, Elizabeth Hayes, who outlined the format of the two meetings to be held.

No of parishioners present: 41

Appointment of Secretary for the Meeting of the Parishioners and the Annual Parochial Church Council Meeting.

Nomination

Grace Morgan
All in favour.

Proposer

Elizabeth Hayes

Secunder

Nicola Denyer

Appointment of Tellers for Meeting of Parishioners and APCM – Doreen and Martin Lunn.

MINUTES OF THE ANNUAL MEETING OF PARISHIONERS.

CHAIR: ELIZABETH HAYES.

Election of Legal Churchwardens:

Nomination:

Carol Nesbitt
John Appleby

Proposer:

Grace Morgan
Nigel Taylor

Secunder:

Nigel Taylor.
Grace Morgan.

As there were no other nominations, the above were duly elected. All in favour.

The Chair took the opportunity to thank the outgoing Legal Churchwarden, Sue Johnson, for her unfailing commitment over the past three years; attending Church every day as well as Sundays. Sue was also commended for her work during the vacancy, especially recruiting clergy to cover all the Church services during this protracted period. As a token of appreciation, Sue was presented with a small gift. In response, she said she had felt blessed to serve, thanking, Nigel Taylor, Staff, Readers, fellow wardens, Roland Tate, Jane Walker, David Tompkins and Carol Nesbitt for their support. Finally, Sue thanked everyone for being a wonderful, welcoming congregation and for their support and prayers.

ANNUAL PAROCHIAL CHURCH MEETING.

The Chair outlined the purpose of the meeting, to elect 8 new members to the PCC, 3 members to Deanery Synod and to receive reports from the Churchwardens and Officers of the PCC for the year 2022.

1. Present: 41 attendees.
2. Apologies for Absence: Cheryl and Tom Savage, Sue and Rick Channing, Avis Robinson, Imogen Potter, Rosie Tate.
3. Minutes of the APCM 24th April 2022.
4. Matters Arising:

Independent Examiner of Accounts –covered later in the meeting,

Minutes accepted as a true and accurate record.

Proposer: Kate Stobart
All in favour.

Secunder: Nicola Denyer.

Signed by Chair (Elizabeth Hayes) and Secretary (Grace Morgan).

5. Electoral Roll Report.

In absence of Rosie Tate, the Secretary, Grace Morgan, read out the Electoral Roll Report:

“Any lay person who is 16 years or older and resident in the parish, or if not resident has worshipped at St Mary’s regularly over 6 months, may apply to be entered on to the Electoral Roll. Members of the Roll are entitled to vote at the Annual Parochial Church Meeting (APCM) and to become members of the Parochial Church Council (PCC).

The Church Representation Rules requires an Electoral Roll to be compiled every six years and revised annually – the current Roll was prepared in April 2019, when 117 applications were received. Over the last four years there has been considerable movement – 18 members were removed from the Roll (12 deceased) and 19 new members added, giving a total of **118** members at the date of this APCM.

75 roll members are resident in the parish, 43 are non-resident. This represents 96 households.”

Appreciation expressed to Rosie Tate for her invaluable work with the Electoral Roll and the Finance Team.

Proposer: Jane Walker

Secunder: Carole Lax.

All in favour.

6. VICAR’S REPORT:

“I have been in post just 6 months now and in terms of the APCM for only 6 weeks. On that basis I can only comment on my initial findings and the welcome Kate and I have received. This has been wholeheartedly positive, and I would like to thank you for your kindness in support as we have settled into the parish.

What I have found is a parish eager to develop and move forward and to try new things to bring the Good News of Christ to the people of Whitley Bay. I am looking forward to working with you in building sustainable activities and services in the forthcoming months and years.”

Excerpt from Sermon prior to APCM 21/05/2023

7. SECRETARY’S REPORT: Taken as read.

The Chair personally, and on behalf of the PCC, thanked Grace for her hard work.

SOME REPORTS ‘TAKEN AS READ’ as indicated.

8. ANNUAL ACCOUNTS AND REPORT:

The Treasurer reported that at the end of 2022, we had managed to achieve position with which we had started the year. This was largely due to one-off items during the year, Church Fair, consolidation of some accounts, eg.Traidcraft, Parish Breakfast monies. The Concert Series provided healthy revenue for the Church, which helped offset the Planned Giving going down year on year and the ever-increasing energy and maintenance costs. Whilst 2022 had been challenging, 2023 will need to see an increase in revenue, as the one-offs will no longer be available. Questions were invited – none.

One or two changes made to Accounts to ensure fully compliant with Church of England requirements.

Page 4 amended to reflect changes.

Electoral Roll Officer – should read “Rosie Tate”.

Annual Accounts agreed by PCC and received at APCM.

Questions invited: Increase in Clergy Expenses questioned. Cost of some Visiting Clergy expenses and advertising of Vacancy highlighted.

Proposer: Kate Stobart **Seconder:** Sue Johnson. **Agreed unanimously.**

The Chair thanked the Treasurer for all his work during the year, especially in view of his big workload, often having to join meetings remotely. Gratitude also expressed to the whole Finance Team.

9. APPOINTMENT OF INDEPENDENT EXAMINER FOR ACCOUNTS:

Nominee: Trevor Hogg of TPA Accountancy Services, South Shields.

In 2022, looking for a new Examiner of Accounts was discussed, to represent good governance policy. This was no reflection on the tremendous service given by Trevor Hogg to St Mary's over many years. The subject was postponed during Vacancy, but search will be reactivated in 2023.

Proposer: Andrew Potter **Seconder: Roger Windass** **Agreed by majority vote.**

10. ANNUAL FABRIC REPORT Taken as read.

Fabric Report presented to and approved by PCC. Questions invited – none.

Appreciation expressed to the whole BaRG for the excellent work they continue to undertake to maintain the building. The grounds redevelopment was the main item in 2022.

11. CHURCHWARDEN'S REPORT Taken as read.

A very busy year, Inventory and Terrier updated.
Questions invited: None.

Appreciated expressed to Sue Johnson and Carol Nesbitt.

12. Group Reports.

Group Reports reflect the vast amount of work being carried out at St Mary's, outlining the wide diverse range of activities.

Questions invited – Traidcraft – Gratitude of sterling work by Sue and Rick Channing over many years, to be recorded. Thank you letter already sent.

13. Deanery Synod Report Taken as read.

Questions invited – none

14. APPOINTMENT OF MEMBERS OF THE PAROCHIAL CHURCH COUNCIL.

The Chair thanked all those who had served on PCC in 2022.

NOMINEE:
David Tompkins
Sue Johnson
Pat Bottrill
Cheryl Savage
Andrew Potter

PROPOSER:
Clare Connors
Vicky Scurfield
Grace Morgan
David Lax
Nigel Taylor

SECONDER:
Carole Lax
Roger Windass
Carol Nesbitt
Carole Lax
Carol Nesbitt

**Carole Lax
Kate Stobart**

**Roger Windass
Elizabeth Hayes**

**Vicky Scurfield
Grace Morgan**

Any further nominations? None.

As there were no further nominations, the above were elected to serve for next 3 years.

NB. ELECTED PCC MEMBERS CAN ONLY SERVE FOR A MAXIMUM OF TWO TERMS, i.e. 6 YEARS WITHOUT A BREAK.

15, APPOINTMENT OF 3 MEMBERS OF DEANERY SYNOD FOR 3 YEARS:

NOMINEE

**Nicola Denyer
Elizabeth Hayes
John Appleby**

PROPOSER

**Sue Channing
Carole Lax
Nigel Taylor**

SECONDER.

**J Rosemay Dunlop
Nicola Denyer
Grace Morgan**

As there were no further nominations, the above were elected to serve for three years.

Chair's Closing Comments:

"This meeting has focussed upon 2022 and all that happened to our community during that time. When we met in April last year for our APCM I reported on progress around the recruitment process for our new Vicar. Well, obviously that concluded as we have Nigel and Kate in our midst and that is a real blessing. Although they have only been here for around six months, so much has already been achieved but more of that next year when we report on 2023.

Suffice it to say that so many members of our congregation helped to keep to St Mary's active during the whole of 2022. It is always fatal to thank individuals as someone is omitted but there are a few thank you's that I would like to make.

Firstly, as has already been mentioned, our grounds now match the wonderful interior of our church and Cheryl Savage and her team and Tony Garland are to be congratulated upon this achievement. We look forward to the visit of the new Bishop in June when these gardens will be officially blessed and opened. Carol and Sue our wardens worked tirelessly throughout the interregnum and Sarah in the office was so calm and capable in all the tasks she completed for us. The team led so well by Carole Lax continued to offer worship to the highest standard and we continue to be blessed by the ongoing work of Clare, Nicola, Margaret whom we welcome back after her placement, Eileen, Peter and Eric. And we must not forget Ben our last curate and all that he offered to us.

I am not going to name any others as we will be here until teatime but, as chair of this meeting I thank every person connected to our church who gives so unstintingly of their time, talents and money to this church. We have challenges and opportunities to face in this year, not least our adventure to St Mary's Island later this week, but pray that God will guide and sustain us all as we move forward and bear witness to the Good news of Jesus Christ in this place.

And just before I close, can I ask us all to join in a big round of applause to thank everyone at our church for all that goes on day in and day out at St Mary's."

The Chair thanked everyone for attending and closed the meeting at 12.06 with the saying of The Grace.

Accepted as a true and accurate record of the meeting.

VICAR'S REPORT

This has been my first full year at St Mary Monkseaton and what a year it has been! We have been very warmly welcomed and I am very grateful for all of the support I have received from the PCC, groups and congregation of St Mary's. The past 12 months have seen a number of developments:

- Ben Jarvis moved on to his own parish where he was licensed in February.
- Development of Dementia 'Memory Café' with Whitley Lodge Baptist Church and Whitley Lodge Community Spirit
- Beginning of review of Mission Action Plan using 'From the Ground Up'
- Continuation of bible study
- Extension of Toddlers to include an afternoon session
- Development of afternoon services:
 - Escape (contemplative service)
 - Choral Evensong (traditional sung evening prayer 1662 prayer book)
 - Family @ Four (family service with story, music, crafts and activities)
 - Café Church (an informal gathering for discussion about faith and life)
- Special services for mental health awareness/dementia action and pet service.
- Thy Kingdom Come event on St Mary's Island with Whitley Lodge Baptist Church
- Increased working with schools both in church and in school
- Review of PCC meetings with reduction to bi monthly.
- Community involvement through 'Big Play Out'
- Development of a youth club
- Revised liturgy and format of services with involvement of children where possible (e.g. Crucifer)

Objectives for 2024 include:

- Continue to provide a safe church for all people and to further develop the safeguarding culture.
- Welcome the new assistant curate and enable her to develop her ministry.
- Develop Lay Ministry within the parish
- Completion of Mission Action Plan Process with a clear vision of St Mary's Mission based on available resources.
- Review of Parish structure in terms of meetings and mission/ministry/resource groups
- Improved offer for families and children
- Improved community involvement building on events and opportunities with schools
- Church open for use during daylight hours

Nigel Taylor April 2024

PCC SECRETARY'S ANNUAL REPORT

During the year, PCC and Standing Committee continued to meet monthly until July, when a vote was taken to move to a trial arrangement of meeting alternate months for each respective committee, resulting in both PCC and Standing Committee meeting on 8 occasions. This trial will be reviewed at APCM 2024.

All meetings were well attended, with business being addressed under the three group headings of Acting, Believing and Connecting, together with standard items of Health and Safety, Safeguarding, Deanery, Diocesan and General Synod. Agenda items were fully discussed; debated and where required, approved by majority vote. The importance of adherence to regulations and working practices was always a major objective. In accordance with usual practice, copies of the ratified Minutes are filed in the Church Office, with hard or email copies being available upon request.

Following the appointment of Rev Nigel Taylor in November 2022, the PCC focus for 2023 was to support his observations and plans to move St Mary's forward, building and expanding opportunities to grow our Church in love, faith and hope. Some additional Sunday Services were introduced, Café Church, Escape, Family at Four and Choral Evening Song. PCC also endorsed plans to start a Youth Group (ages 7 – 11), each Sunday evening, an additional Toddler Group Monday afternoon session and a new weekly Craft Group. The success of all these ventures has resulted in an increase of new people entering our Church.

Bishop Helen Ann was invited to officially open our beautifully, refurbished grounds, on the 18th June.

An additional warm welcome was given to the community by offering a Children's Holiday Club in July, run by an amazing, energetic team of volunteers.

The tireless work undertaken by other Church Groups continued to be applauded and appreciated. Their dedication and commitment to sustaining and growing St Mary's as a place of worship at the centre of the community, will be celebrated separately at the earliest opportunity.

In accordance with our Mission, the PCC approved payment of donations to various charities, as listed in the Audited Accounts.

Finance was discussed at all meetings, with the Treasurer qualifying his report and answering any questions raised. The pressure on finances continued to be major consideration and tight controls applied to all income and expenditure, to ensure viability. All budget holders were delegated a maximum spending limit of £500, with any expenditure above this figure to be approved by PCC. In September, the PCC sanctioned an additional payment of £1,000 to Parish Share, taking the total for the year to £71,000. Essential

maintenance work continued to be assessed and approved, with gratitude expressed to BaRG for their prudent approach and monthly reporting. The Quinquennial Report and large projects, e.g. replacement of Church windows, roof repairs etc. received full consideration, together with the financial implications and will continue to be an ongoing focus in the months ahead. The Concert Series and Autumn Fayre provided opportunities to again open our Church to visitors, providing entertainment, hospitality and the raising of valuable funds for our ongoing work.

Lay Licences to administer Holy Communion in Church were renewed, following approval by PCC. Volunteers were thanked for their commitment to this important Ministry.

The PCC also reviewed and renewed all Church Policies during the year, together with hiring charges for Church and Church Hall.

In November 2023, the budget for 2024 was fully discussed and approved.

The PCC wishes to acknowledge the work of all those who so generously give of their time and energy, to ensure that St Mary's continues to grow, offering a place of worship and friendship, providing an opportunity to come together for the benefit of all. There is a great deal to be achieved and we continue to pray for God's guidance as we move forward.

This will be my last report as PCC Secretary. As I am in my 15th year, I have decided it is time to step aside but wish to thank all those who have supported and worked with me over this time. As a team, we have dealt with a variety of issues, Consistory Court, 3 Interregnums, the total clearance and refurbishment of our Church building, Ground Redevelopment Project, the pandemic and reopening for worship after Lockdown, to name but a few.

It has been my pleasure and privilege to serve St Mary's during this period.

Grace Morgan
PCC SECRETARY

April 2024.

CHURCH WARDENS REPORT JANUARY – DECEMBER 2023

Since Nigel has settled into his new role he has introduced many new services. Some of which require warden attention and thankfully some that do not. But they make sure that our church is visited by many people who would otherwise never see the inside of it. So, no pressure in making sure that everything is running smoothly.

Along with our new vicar, 2023 brought one or two other changes. Sue Johnson stepped down as warden after numerous occasions of being in the role. Thanks to her for her expertise and wonderful training which I hope will be passed on to others. Well done Sue and thanks for all your hard work. John Appleby joined the warden team in April and is making good progress with our Health & Safety policies and Safeguarding policies.

We said a sad farewell to Ben following his appointment as Vicar of St Bartholomew Longbenton with our grateful thanks as our curate for 3 ½ years. Many of our congregation joined him for his installation at St Bartholomew's and to wish him well in his new post.

We had the grand opening of our redeveloped grounds in June when the newly installed Bishop Helen-Ann came to do the honours. Refreshments were served in the new gardens accompanied by live music and a good time was had by all.

Nigel and Sarah introduced us to Holiday Club during the first week of the school summer holidays. This went on for 5 days and was enjoyed by many children aged 5 – 9 years. It was such a success that it is being built in to 2024's schedule and we believe there have already been enquiries. Parents were a bit disappointed that it only lasted for 1 week.

During the summer months Whitley Lodge Baptist Church made use our church to hold their services while their usual accommodation was having a heating upgrade. They were with us for about 8 weeks and the meeting of the two congregations between the services was a joy to behold.

Margaret Evans, having returned from her training at Killingworth, has been a great help with the running of our usual services and in overseeing some of our new ones. We celebrated her Licensing in October with a feast in the church hall after our 10am service.

Once again Grace led our Autumn Fair which was a huge success. We are indebted to Grace for her dedication to this task and the help of all the volunteers. It again made a substantial amount of money.

Our Christmas services again excelled themselves. People are becoming more familiar with St Mary's and hopefully we'll see more of them again. The sound system has finally been replaced but there is still an ongoing problem with the 'loop' system. We look forward to this being completed in

the new year. Thanks to Mike Green for the great effort he has put into getting this sorted.

Although we continue to livestream our 10am service on a Sunday we are pleased to report that numbers on a Sunday have also seen an increase. We have seen many new faces to St Mary's this year and we welcome every one of them.

Let's hope that 2024 proves to be as interesting as 2023.

Carol Nesbitt and John Appleby

FABRIC REPORT

Our gardens continue to mature and look beautiful. Cheryl Savage and her team of volunteer gardeners are still doing a great job keeping everything shipshape.

We continue to work our way through the small jobs from the quinquennial report while looking into the larger ones such as the windows. The BaRG team have been talking to window companies with the prospect of replacing the church windows with something less draughty. We are restricted by DAC as to what we can replace them with, guidelines must be followed and so this is likely to be a long and expensive process. The PCC are being consulted each step of the way and of course there is the question of how do we raise the funds?

In general, however, the church building remains in good order.

Church:

- Our long-awaited sound system has now been installed by Blaydon Communications Ltd. Our thanks go to Mike Green for overseeing this well worthwhile job. A slight delay with the hearing loop but we have been assured this will be up and running early in 2024.
- The door of the new vestry has been re-hung due to it sticking.
- The lobby of the south door has been re-painted.
- The heating bills this year have been reduced by careful handling of the timings and also having online access to the gas and electricity portals. Hopefully this will continue but our Fixed Rate contract with the gas provider comes to an end in September 2024 when it is hoped we can sign up for another term which isn't too costly. We were very fortunate to have been signed up to a great deal (by David Tompkins) just before the energy prices rocketed.
- A new sump pump has been fitted in the cellar.

Hall:

- A new boiler has been installed in the church hall after the last one proved to be inefficient and expensive to run. There is now a room thermostat in the Ladies toilets which can be set to keep the chill off the toilet/vestibule area during the coldest months.
- A 'Flowsaver' has been installed in the urinals to save on water.
- The back rooms have been tidied up and the Scouts have now moved out of the small meeting room off the vestibule. This has now become a storage area for small items which may get lost or damaged on the stage.

Grounds and outside work:

- The large tree that was overhanging the back of the hall has now been removed. The cost of removal was split with the neighbour whose tree it was. The yew and plum trees have been pruned.
- A lot of work has been done on general maintenance ie, gutters cleaned on both church and hall, rainwater pipe repaired, blockages cleared.
- A wooden chair in memory of Tony and Tina Tompkins has been placed in the garden at the south side of the church. Thanks to the Tompkins family.
- Two new notice boards have been put up in the church grounds. This is to promote all the activities that St Mary's provides. Thanks to Kate Taylor for the upkeep of the notices.
- The lights in the car park have been renewed.

Work that needs attention:

- An inspection of the west end of the roof (above the Vestibule) has found that the felting on the roof now has an extremely limited lifespan, possible as little as twelve months. The roof also needs to be retiled. Estimated cost is £16,800 inc VAT.
- The crack on the tiles in front of the altar is worsening. The piano is occasionally being placed in this area and is doubtless the cause. This will be monitored.

As ever the wardens would like to record their gratitude to the Building and Resources Group - Roger Windass, David Tompkins, Cheryl Savage, Richard Hart and John Charlton for all their work in the maintenance of our buildings and grounds. Further thanks to John Charlton who continues to carry out various duties without a murmur and to Ian Guthrie who works his way through the ever-growing works list.

The Inventory continues to be kept up to date.

Church Wardens:

Carol Nesbitt and John Appleby

BUILDING AND RESOURCES GROUP ANNUAL REPORT 2023

Role of Group

Stewardship of the buildings and grounds of St Mary's.

Arranging maintenance and repairs either by the group or outside contractors.

Make recommendations to the PCC regarding significant work projects.

Working with the Finance team to ensure we use our resources responsibly and – as far as possible – within budget.

Be environmentally aware and work towards Net Zero by 2030 (as required by the Church of England)

Key results 2023

New hall boiler installed

Notice boards and seats in place in the grounds

Improvement to lighting over the main entrance and car park to improve safety

Ongoing maintenance and Quinquennial report work

Key plans for 2024

There are two major and expensive building projects planned for 2024 and subsequent years.

The roof at the west end of church (the 'extension' above the entrance and vestibule) is in poor condition and requires replacement in the fairly near future. We hope to get this done later this year. Estimated cost £17,000.

The windows in church require replacement. Many are in a perilous condition, and they are the major source of heat loss in church. Initial discussions with the DAC (Diocesan Advisory Committee) have taken place. We will need to use aluminium frames, and these are not widely available, unlike UPVC. In view of the cost, work will almost certainly be undertaken in stages, commencing with the Office and Gathering Space. We have met with the church architect and a representative of a local architectural glazing firm. Initial recommendations have been made to the PCC. The total cost of all windows work could be in the region of £100,000. The church will need to consider how to fund this work.

Members of the Group

Roger Windass (Chair), Rev Nigel Taylor, Carol Nesbitt, Cheryl Savage, Richard Hart, John Charlton, David Tompkins

Registered Charity Number: 1131532

THE PAROCHIAL CHURCH COUNCIL OF MONKSEATON ST MARY

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST DECEMBER 2023

Contents	Page
Annual Report	i - iv
Independent Examiners Report	1
Statement of Financial Activities	2
Balance Sheet	3
Notes to the Financial Statements	4-6
Detailed Statements of Financial Activities*	7

* Page 7 does not form part of the statutory accounts as required by the Charities Regulations

The PCC members (the Trustees) present their annual report and accounts for the year ended 31st December 2023 which complies with the Church Accounting Regulations 2006 and the Charity Commission's Statement of Recommended Practice.

Administrative Information.

The Ecclesiastical Parish of Monkseaton St Mary the Virgin is a benefice consisting of the St. Mary the Virgin, Monkseaton in the Archdeaconry of Northumberland in the Diocese of Newcastle within the Church of England. The correspondence address is: The Parish Office, St Mary's Church, Claremont Road, Whitley Bay, NE26 3SF.

Tel No: 0191 6767798. email:office@stmarysmonkseaton.org.uk

The Parochial Church Council (PCC) registered as a charity on 7th September 2009. The registered charity number is 1131532.

PCC members who have served from 1st January 2022 to the date this report was approved are:

Ex Officio Members

Vicar	Reverend Nigel Taylor (Appointed 16 th November 2022)
Assistant Curate	Reverend Benjamin Jarvis (Retired January 2023)
Licensed Lay Minister (LLM)	Nicola Denyer
Licensed Lay Minister	Margaret Evans (licensed 28 th October 2023)
Warden	Carol Nesbitt
Warden	John Appleby
PSO	Susan Johnson

Deanery Synod Representatives

Nicola Denyer
John Appleby
Elizabeth Hayes

Elected PCC Members

Vice Chair	Elizabeth Hayes
Secretary and Electoral Roll officer	Grace Morgan
Treasurer	Andrew Potter
	Marion Oakes
	David Tompkins
	Carole Lax
	Pam Miller
	Cheryl Savage
	Imogen Potter

Numbers on electoral roll:

St Mary Monkseaton	2023	2022
	118	115

Structure Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. 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 PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC is supported by a Standing Committee and six committees focusing on key areas:

Finance

Service Planning Group

Welcome and integration and Caring Group

Building and Resource Group

Justice and Peace

Safeguarding

The PCC is aware of its duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. From 2017 the PCC has used the "Safeguarding Toolkit" provided by the diocese as a way of self-assessment, to seek to ensure it fulfils that duty. The PCC continues to comply with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding.

Volunteers

The running of St Mary Monkseaton is reliant on our volunteers. We would like to thank all the volunteers, clergy with 'permission to officiate' and Licensed Lay Ministers who support the parish vision to take the Good News of Jesus Christ to those who choose to hear it and work so hard to make our church the lively and vibrant community it is.

Risk Assessment

The PCC regularly review the risks to which the Council might be exposed and recommend action to mitigate these or to manage the risk appropriately. The PCC reviews its Safeguarding and Health and Safety policies on an annual basis. Financial risks are regularly reviewed, and a risk register is in the process of being developed.

Objectives and Activities

The PCC is committed to being inclusive and enabling as many people as possible to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can be inclusive and involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Accessible worship and prayer; learning about the gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for congregation members and people living in the parish.
- Missionary and outreach work within the parish.
- Working ecumenically
- Supporting local schools
- Supporting social justice campaigns.

To facilitate this work, it is important that we maintain the fabric of the church buildings within the parish for community use.

Staff Establishment

Clergy:

The current incumbent is Rev'd Nigel Taylor who is Vicar of St Mary Monkseaton.

Administration:

The PCC employs a paid Parish Administrator for 15 hours per week.

St Mary the Virgin Monkseaton PCC has the responsibility of co-operating with the Clergy in promoting ministry and mission in the Parish. It also has maintenance responsibilities for the church buildings.

Each Sunday, two morning services are held at least one of which will be a Eucharistic service. The Eucharist is celebrated every Wednesday morning and on all major festivals.

Social Action

Social action and community engagement have grown considerably in 2023. The 'toddler's' group has expanded to 2 sessions per week supporting over 30 parents and their children. In addition, we now run regular 'Big Play Out' events where up to 40 families have engaged in playing on the church grounds building links between people and the church and community.

Social action with older people continues with 'OWLS' which continues to flourish. We have also developed in partnership with the local community group 'Whitley Lodge Community Spirit' and Whitley Lodge Baptist Church, a 'Memory Lane' dementia café to support people with cognitive impairment and their carers. This is now well established with a regular monthly meeting in Whitley Bay Golf Club.

The church's Justice and Peace group have been active in its 'eco campaign' and has lobbied MPs over government decisions on combustion engine vehicles and is continually striving to develop an action plan to move the church closer to Net Zero. This includes an audit of the buildings and a plan to improve the carbon footprint.

Achievements and Performance

The Parish is continuing to develop and has developed a new 'Shape for Sunday' including a variety of services both Eucharistic and non Eucharistic. This is aimed at people questioning faith, seeking tranquility and a break from life the business of life and also families. In addition we have restarted a traditional 'Choral Evensong' using the strength of our choir. This has resulted in some areas of growth in the church although occasional offices (funerals and weddings) have not increased in number.

	2022	2023
Average Sunday Attendance	57	66
Baptisms	5	11
Funerals	13	10
Weddings	2	2
Worship Community	138	149

Financial Review

Total receipts on unrestricted funds were £155,628 and are detailed in the financial statements.

£142,956 was spent to provide Christian Ministry including the contribution to the diocesan parish share of £71,000.

The principal funding sources are voluntary contributions from those attending church in the parish.

Reserves Policy

The PCC reserves policy is reviewed on an annual basis and is based on maintaining 6 months running costs plus a contingency for emergencies. The total free reserves for these purposes should not fall below £30,000.

Independent examiner's report to the PCC on the unaudited financial statements of Parish of St Mary The Virgin, Monkseaton.

I report on the accounts of Parish of St Mary The Virgin, Monkseaton for the year ended 31. December 2023 set out on pages 2 to 6.

Respective responsibilities of trustees and independent examiner

As members of the PCC you are responsible for the preparation of the accounts, you consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Act, and under the Church Accounting Regulations 2006 (the Regulations).

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission, under section 145(5)(b) of the Act and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. An examination includes a review of the accounting records kept by the PCC 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep proper accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



..... 20th March 2024

Trevor Hogg
Chartered Accountant
Independent Examiner
38 Stanhope Road
South Shields
NE33 4BT

Parish of St Mary The Virgin Monkseaton

Statement of financial activities

For the year ended 31 December 2023

	Note	Restricted 2023 £	Unrestricted 2023 £	Total 2023 £	Total 2022 £
Incoming resources					
Voluntary income	2	-	111,747	111,747	158,269
Activities for generating funds	3	-	20,276	20,276	12,401
Investment income	4	-	2,596	2,596	1,282
Incoming resources from church activities:	5	-	21,009	21,009	22,061
Total incoming resources		-	155,628	155,628	194,013
Resources expended					
Costs of generating funds		-	8,553	8,553	4,030
Church Activities		1,100	122,793	123,893	237,710
Support Costs		-	11,610	11,610	11,881
Total resources expended		1,100	142,956	144,056	253,621
Net income/(expenditure) for year		-1,100	12,672	11,572	(59,608)
Transfer between funds	10	-	-	-	-
Total funds brought forward		5,403	75,876	81,279	140,887
Total funds carried forward		4,303	88,548	92,851	81,279

Parish of St Mary The Virgin Monkseaton

BALANCE SHEET

as at 31st December 2023

	Note	£	2023 £	£	2022 £
CURRENT ASSETS					
Short term deposits	6	72,569		51,485	
Concert current account		100		4,539	
Planned Giving account		1,031		1,416	
Cash at bank		19,323		24,984	
Debtors		1,400		982	
		<u>94,423</u>		<u>83,406</u>	
CREDITORS: Amounts falling due within one year					
	7	<u>1,572</u>		<u>2,127</u>	
NET CURRENT ASSETS/(LIABILITIES)			<u>92,851</u>	<u>81,279</u>	
TOTAL NET ASSETS			<u>92,851</u>	<u>81,279</u>	
FUNDS					
Restricted	10		4,303		5,403
Unrestricted	9		<u>88,548</u>		<u>75,876</u>
			<u>92,851</u>		<u>81,279</u>

The financial statements were approved by the trustees on 20th March 2024 and signed on their behalf by:

Nigel Taylor

Andrew Potter



1. ACCOUNTING POLICIES

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and the Church Accounting Regulations 2006, in accordance with applicable standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102). The financial statements have been prepared under the historical cost convention and include all transactions, assets and liabilities for which the PCC is responsible in law.

Funds accounting

Funds held by the PCC are:

Restricted funds which can only be used for the purposes specified by the donor(s).

Unrestricted funds - General funds which can be used for PCC ordinary purposes.

Designated funds - part of the unrestricted funds that the PCC has designated for a particular purpose.

Incoming resources

All incoming resources are included in the statement of financial activities when the church is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Collections are recognised when received by, or on behalf of, the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the tax refund is received. Funds raised by the Autumn Fair and similar events and by sales are recognised gross.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt by the PCC is reasonably certain.

Income from investments is included in the year in which it is receivable.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred.

Grants and donations are accounted for when paid over or when awarded, if that award becomes a binding obligation on the PCC.

Tangible Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2)a of the Charities Act 2011. Moveable Church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property listed in the Church's Inventory that can be inspected by arrangement. All expenditure incurred in the year on consecrated or beneficed buildings is written off in the year of expenditure. The cost of all fixtures, fittings or office equipment is written off in the year of acquisition.

Parish of St Mary The Virgin Monkseaton
Notes to financial statements
For the year ended 31 December 2023

2. Voluntary Income

	Restricted £	Unrestricted £	Total 2023 £	Total 2022 £
Planned giving	-	72,654	72,654	74,966
Planned giving - Income Tax recoverable	-	14,606	14,606	16,650
Legacies	-	12,000	12,000	1,000
Donations, appeals etc	-	12,487	12,487	65,653
	-	<u>111,747</u>	<u>111,747</u>	<u>158,269</u>

3. Activities for generating funds

Autumn Fair	-	6,558	6,558	5,259
Concert Series and fundraising events	-	13,718	13,718	7,142
	-	<u>20,276</u>	<u>20,276</u>	<u>12,401</u>

4. Investment Income

Bank interest received	-	2,442	2,442	1,282
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5. Incoming resources from church activities

Church hall revenue	-	16,140	16,140	16,120
Fees from pastoral services	-	5,746	5,746	5,746
Votive candles	-	195	195	195
	-	<u>22,081</u>	<u>22,081</u>	<u>22,061</u>

6. Current asset investments

	2023	2022
CBFC Mission Opportunities Account	49,556	32,784
CBFC Quinquennial Fund	18,008	13,696
Shared Interest Share Account	5,005	5,005
	<u>72,569</u>	<u>51,485</u>

7. CREDITORS: Amounts falling due within one year

	2023 £	2022 £
Accruals:		
Light, heat and water	-	800
Donations Payable	996	847
Independent Examiner	576	480
	<u>1,572</u>	<u>2,127</u>

Parish of St Mary The Virgin Monkseaton
Notes to financial statements
For the year ended 31 December 2023

8. Analysis of net assets between funds	Unrestricted	Restricted	Total
Fund balances at 31 December 2023 as represented by:			
Net current assets:	88,548	4,303	92,851

9. Unrestricted funds	At 1 Jan 2023	Incoming resources	Outgoing resources	Transfers	At 31 Dec 2023
General fund	29,794	155,628	(142,956)	-	42,466
Designated Funds:					
Mission Opportunities fund	27,381	-	-	-	27,381
Quinquennial Fund	13,696	-	-	-	13,696
Shared Interest	5,005	-	-	-	5,005
Total unrestricted funds	75,876	155,628	(142,956)	-	88,548

10. Restricted funds	At 1 Jan 2,023	Incoming resources	Outgoing resources	Transfers	At 31 Dec 2,023
Sound system improvements	1,100	-	(1,100)	-	-
Servers robes	131	-	-	-	131
Paschal candles	310	-	-	-	310
YES booklets	239	-	-	-	239
Organ appeal	2,592	-	-	-	2,592
Godly Play	1,031	-	-	-	1,031
Total restricted	5,403	-	(1,100)	-	4,303

11. Charitable Giving

	£
Pakistan Floods	666
Alzheimers Society	667
The Bay Foodbank	667
Transfer Trade	1,020
Ecochurch	75
Total	3,095

From time to time the Parish collects money for a specific purpose or charity and these funds are passed direct to the relevant charity.

Parish of St Mary The Virgin Monkseaton

Detailed statement of financial activities
For the year ended 31 December 2023

	2023	2023	2023	2022
	Restricted	Unrestricted	Total	Total
	£	£	£	£
Incoming resources				
Incoming resources from generating funds:				
<i>Voluntary income</i>				
Planned giving	-	72,654	72,654	74,966
Income Tax recoverable	-	14,606	14,606	16,650
Legacies	-	12,000	12,000	1,000
Donations, appeals and collections	-	12,487	12,487	65,653
	-	111,747	111,747	158,269
<i>Activities for generating funds</i>				
Autumn Fair	-	6,558	6,558	5,259
Concert Series and fundraising events	-	13,718	13,718	7,142
	-	20,276	20,276	12,401
<i>Investment income</i>				
Bank interest receivable	-	2,596	2,596	1,282
Total resources from generating funds	-	134,619	134,619	171,952
Incoming resources from church activities				
Church hall revenue	-	15,565	15,565	16,120
Fees from pastoral services	-	5,359	5,359	5,746
Votive candles	-	85	85	195
	-	21,009	21,009	22,061
Total incoming resources	-	155,628	155,628	194,013
Resources expenses				
Costs of generating funds:				
Licences	-	857	857	900
Costs of concert series and fundraising events	-	7,603	7,603	3,061
Autumn Fair expenses	-	93	93	69
	-	8,553	8,553	4,030
Church Activities				
Donations given Note 11	-	3,095	3,095	3,441
Contribution to diocese for ministry and other costs (parish share)	-	71,000	71,000	75,000
Ministry- Clergy costs	-	4,551	4,551	9,345
Church and church hall running costs	-	25,790	25,790	19,152
Sound system	1,100	5,495	6,595	-
Grounds Project	-	2,453	2,453	120,301
Organ	-	-	-	-
Quinquennial Repairs	-	2,370	2,370	895
Cost of pastoral services	-	3,689	3,689	4,604
Music provision	-	3,774	3,774	4,012
Professional fees - Independent examiner	-	576	576	960
Total church activities expenditure	1,100	122,793	123,893	237,710
Support Costs				
Office expenses	-	11,610	11,610	11,881
Total support costs	-	11,610	11,610	11,881
Total expenditure	1,100	142,956	144,056	253,621
Net incoming (outgoing) resources for the year	(1,100)	12,672	11,572	(59,608)
Transfers between funds	-	-	-	-
Net movement for the year	(1,100)	12,672	11,572	(59,608)

