

St Peter's Church, Monkseaton

Annual Report

and

Financial Statements

of the

Parochial Church Council

for the year ended 31 December 2021

Incumbent:

Revd Dr Hannah F Cleugh

The Vicarage

6 Elmwood Road

Monkseaton

Bank:

Lloyds Bank plc

257 Whitley Road

Whitley Bay

Independent examiner:

Trevor Hogg ACA

38 Stanhope Road

South Shields

Registered Charity Number 1131294

St Peter's Church, Monkseaton

Annual Report

for the year ended 31 December 2021

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St Peter's Church - Annual Report for 2021

Administrative information

St Peter's Church is situated on the corner of Woodleigh Road and Elmwood Road, Monkseaton, Whitley Bay. The correspondence address is St Peter's Vicarage, 6 Elmwood Road, Monkseaton, Whitley Bay, NE25 8EX.

Membership

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC.

<i>Incumbent:</i>	Revd Dr H F Cleugh	Inducted 04 November 2021
<i>Wardens:</i>	Mrs H M Clark Mrs J Coulson Ms H McDermott	Resigned 25 April 2021 Appointed 25 April 2021
<i>Readers:</i>	Mrs J V Porter	Member of Deanery Synod
<i>Representative on the Diocesan Synod:</i>	Mrs E Doran	
<i>Representative on the Deanery Synod:</i>	Mrs P A Hood	
<i>Elected members:</i>	Mrs A Baglee Mrs J E Clarkson N J Coulson D J L Doran Mrs S Horn Mrs A McKeith Mrs A Matthews Mrs E Mitchell Miss A Smith A Sneddon S P Storey Mrs S L Storey M H Taylor Mrs M Wilcox	Left 25 April 2021 Appointed 25 April 2021 Secretary - Appointed 25 April 2021 Appointed 25 April 2021 Secretary - Retired 25 April 2021 Treasurer Resigned 25 April 2021 Resigned 25 April 2021

Committees and Groups

In 2021 the only committees and task groups to meet have been by zoom :-

Standing Committee

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Local Ministry Development Team

This team spend time reflecting on its particular role in enabling the mission of the parish and, more specifically, on our ministry of outreach and welcome, although it did not meet during 2021.

Social Task Group

Arranges many varied Parish and community events.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and activities

The PCC has the responsibility of co-operating with the Incumbent in promoting the ecclesiastical parish, the whole mission of the Church; pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for the Church and the Crosskeys Community Hall.

St Peter's Church - Annual Report for 2021 (Continued)

Safeguarding

As a church we are committed to caring for one another safely, being aware of the different levels of vulnerability that put each of us at risk at different times in our lives. Our Safeguarding Policy commits us all, as members of the church community: to prevent all forms of abuse; to promote the safe practice of those in positions of trust; to recruit safely; to seek the inclusion and empowerment of people who may be at risk; and to support, resource and provide training for all those working with children, young people and adults who are at risk. Our Safeguarding Policy is reviewed annually by the PCC and is re-affirmed at our Annual Parochial Church Meeting. The Church appoints a Parish Safeguarding Officer (who in this case acts as our DBS Administrator) and a Children and Vulnerable Adults Advocate annually (Elisabeth Mitchell and Barbara Packer, respectively)

Church attendance

There were 187 parishioners on the Church Electoral Roll in 2021 (194 in 2020), 75 (64 in 2020) of whom are not resident within the parish. Attendance has been materially affected during the year due to the coronavirus pandemic, the church either being closed or with restricted numbers. Therefore comparison with previous years is not appropriate.

During the year there was 1 marriage in Church (3 in 2020) and 22 funerals took place (12 in 2020) of which 9 were held in Church (3 in 2020). 5 baptisms took place in 2021 (none in 2020)

Review of the year

As a church, we continue to work to our vision of 'Gathering in Love, Growing in Faith' and 'Giving Hope to All', with our focus on 'Faith', 'Hope' and 'Community'. This has continued throughout 2021, notwithstanding the challenges posed by the pandemic and by the prolonged vacancy. The leadership of the churchwardens must be recognised in this. My arrival as the new incumbent in early November 2021 means that we are now preparing to review our 'Mission Action Plan' and refresh our priorities in the light of the changed circumstances. I would like to thank everyone for the extremely warm welcome that I have received and I look forward to working with you all in the coming years.

A big thank you to Bishops John Packer and Mark Bryant and the Reverends Brian & Susan Johnson for enabling services to continue live and by zoom throughout the vacancy. This was made possible due to the technical skill provided by Daniel Doran. Thanks also to Ruth Stradling and Jan Porter for the Sunday Evensong being on zoom each week.

We are grateful to Pamela Hood for creating the "hub" to enable parishioners to keep in touch with one another and to be informed of local issues during the continuing coronavirus pandemic.

Marjorie Wilcox has continued her efforts to fundraise, and through the above hub, funds amounting to £4,573 have been generated during the year (£2,777 in 2020).

Thank you to Janice Clarkson for maintaining the administration requirements during the year.

None of the various Church groups operated through the year, however, the Mothers' Union remained in close touch throughout the periods of lockdown with its members through its branch leader, Sheila Horn.

It was with great sadness that we learned of the sudden death of David Morrison, our independent examiner for many years and a longstanding member of St Peter's. He will be a big miss.

The responsibility for our financial wellbeing as a church falls upon the PCC and later in these reports you will find details of our financial statements for the last financial year. Grateful thanks to our treasurer, Alex Sneddon, for maintaining the financial records during the year and for producing these statements.

Planned Giving continues to be the main source of income for the day to day needs of the parish and it was pleasing to see so many parishioners switch from envelope giving to direct bank payments.

Membership of the Planned Giving Scheme was maintained although pledged giving reduced to £57,244, (2020 - £60,409). Donations amounting to £51,619 had been able to Gift-Aid (£53,552 in 2020) which has enabled the Church to claim from the Inland Revenue £12,905 (£13,388 in 2020).

Further claims have been made to the Inland Revenue under the Small Donations Scheme. £775 was receivable over the course of 2021 (£415 in 2020).

The total income amounted to £92,898 (2020 - £100,897) with expenditure totalling £98,702 (2020 - £100,590). This reduction in income was largely due to lack of events income, e.g. Autumn Fayre and loss of hall lettings income.

On behalf of the PCC

Rev Dr Hannah F Cleugh

5th February 2022

Independent examiner's report to the PCC of St Peter's, Monkseaton

This report on the financial statements of the PCC for the year ended 31 December 2021, which are set out on pages 4 to 10, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and the Charities Act 2011 (the Charities Act)

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

(signed)

Trevor Hogg ACA

15th March 2022

Parochial Church Council of St Peter's, Monkseaton

Statement of Financial Activities

For the year ending 31 December 2021

		Unrestricted	Restricted	TOTAL FUNDS	
		Funds	Funds	2021	2020
Note		£	£	£	£
INCOMING RESOURCES					
<i>Incoming resources from donors</i>	2(a)	74,884	323	75,207	83,002
<i>Other voluntary incoming resources</i>	2(b)	2,310	0	2,310	7,528
<i>Incoming resources from operating activities</i>					
- to further the Council's objects	2(c)	7,745	0	7,745	4,833
- to generate funds	2(d)	6,586	0	6,586	4,613
<i>Income from investment</i>	2(e)	0	0	0	0
<i>Other incoming resources</i>	2(f)	324	726	1,050	921
TOTAL INCOMING RESOURCES		91,849	1,049	92,898	100,897
RESOURCES EXPENDED					
<i>Grants</i>	3(a)	287	323	610	1,278
<i>Activities directly relating to the work of the church</i>	3(b)	96,193	572	96,765	97,924
<i>Church management and administration</i>	3(c)	467	0	467	514
<i>Cost of generating funds</i>	3(d)	860	0	860	874
TOTAL RESOURCES EXPENDED		97,807	895	98,702	100,590
NET INCOMING/(OUTGOING) RESOURCES		(5,958)	154	(5,804)	307
BALANCES BROUGHT FORWARD					
AT 1 JANUARY 2021		144,654	8,176	152,830	152,523
BALANCES CARRIED FORWARD					
AT 31 DECEMBER 2021		138,696	8,330	147,026	152,830

Parochial Church Council of St Peter's, Monkseaton
Balance Sheet at 31 December 2021

	Note	2021	2020
		£	£
FIXED ASSETS			
Tangible fixed assets	4	89,696	92,484
CURRENT ASSETS			
Stock	5	105	105
Debtors	6	5,763	5,224
Short term deposits		0	0
Cash at bank and in hand		<u>57,794</u>	<u>58,808</u>
		<u>63,662</u>	<u>64,137</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	7	(6,332)	(3,791)
NET CURRENT ASSETS			
		57,330	60,346
LIABILITIES: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR			
		0	0
		<u>147,026</u>	<u>152,830</u>
FUNDS			
Unrestricted	8	138,696	144,654
Restricted	8	8,330	8,176
		<u>147,026</u>	<u>152,830</u>

Approved by the Parochial Church Council on 1st March 2022 and signed on its behalf by:

Revd Dr H F Cleugh

Ms H McDermott

The notes on pages 7 to 9 form part of these accounts

Parochial Church Council of St Peter's, Monkseaton

Notes to the Financial Statements

For the year ended 31 December 2021

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005.

The financial statements have been prepared under the historical cost convention applying the accruals basis of accounting.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Restricted funds are those funds which can only be expended on the purpose designated by the grantor or donor.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups which are regarded as informal gatherings of church members.

Incoming resources

Voluntary income and capital resources

Collections are recognized when received by or on behalf of the PCC.

Planned giving receivable, Gift Aided or otherwise, is recognized only when received.

Income tax recoverable on Gift Aid donations is recognized when the income is recognized.

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 ultimate receipt by the PCC is reasonably certain.

Funds raised by the Autumn fayre and similar events are accounted for gross.

Other income

Income arising from the use of the Crosskeys Community Hall is recognized when the income is due.

Income from investments

Interest entitlements are accounted for as they accrue.

Resources used

Grants

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

Activities directly relating to the work of the Church

The diocesan parish share is accounted for as it accrues.

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 1993, although the expenditure thereon is included in resources expended.

Movable church furnishings held by the Vicar and Churchwardens on special trust of the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the Church ledger, which can be inspected (at any reasonable time).

Freehold property

The cost of the extension to the Crosskeys Community hall is depreciated on a straight line basis over 50 years.

Parochial Church Council of St Peter's, Monkseaton

Notes to the Financial Statements

For the year ended 31 December 2021

1 ACCOUNTING POLICIES (continued)

Fixed assets

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 5 years.

Individual items of equipment with a purchase price of £300 or less are written off when the asset is acquired.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove irrecoverable.

Short term deposits include cash held on deposit with the CBF Church of England Funds or at the bank.

2 INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	£	£	2021	2020
	£	£	£	£
2 (a) <i>Incoming resources from donors</i>				
Planned giving:				
Gift Aid donations	51,619		51,619	53,552
Income tax recoverable	12,905		12,905	13,388
Other planned giving	5,625		5,625	6,857
Collections	1,780		1,780	1,068
Donations & Collection boxes	2,200	323	2,523	7,722
Small donations tax reclaimed	755		755	415
	74,884	323	75,207	83,002
2 (b) <i>Other voluntary incoming resources</i>				
Grants	2,200	0	2,200	0
Donations, appeals, etc	110		110	3,778
Legacies	0	0	0	3,750
	2,310	0	2,310	7,528
2 (c) <i>Incoming from operating activities to further the Council's objects</i>				
Bookshop	1,271		1,271	706
Toddler Group	0		0	560
Crosskeys Community hall lettings etc	5,165		5,165	2,942
Fees for weddings etc	1,309		1,309	625
	7,745	0	7,745	4,833
2 (d) <i>Incoming from operating activities to generate funds</i>				
Magazine advertising	2,316		2,316	773
Autumn fayre	1,222		1,222	986
Other fund raising events	3,048	0	3,048	2,854
	6,586	0	6,586	4,613
2 (e) <i>Income from investment</i>				
Interest received	0	0	0	0
	0	0	0	0

Parochial Church Council of St Peter's, Monkseaton

Notes to the Financial Statements

For the year ended 31 December 2021

2 INCOMING RESOURCES (continued)

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2021 £	2020 £
2 (f) <i>Other ordinary incoming resources</i>				
Miscellaneous	324	726	1,050	921
	<u>324</u>	<u>726</u>	<u>1,050</u>	<u>921</u>
TOTAL INCOMING RESOURCES	<u>91,849</u>	<u>1,049</u>	<u>92,898</u>	<u>100,897</u>

3 RESOURCES EXPENDED

3 (a) *Grants*

Charitable donations	287	323	610	1,278
	<u>287</u>	<u>323</u>	<u>610</u>	<u>1,278</u>

3 (b) *Activities directly relating to the work of the Church*

Ministry:

diocesan parish share	70,250		70,250	75,000
clergy expenses	57		57	0
vicarage expenses	530		530	0

Church:

running expenses	5,612		5,612	5,653
maintenance	2,530		2,530	1,657

Music

Parish magazine	0		0	808
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Bookshop	0		0	0
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Crosskeys Community hall running costs	10,711		10,711	10,146
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Toddler Group	0		0	166
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Organists' honoraria	2,784		2,784	2,079
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Flowers		572	572	560
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Education and training	30		30	0
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Technical Support	1,920		1,920	650
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Miscellaneous expenditure	1,204		1,204	746
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	<u>96,193</u>	<u>572</u>	<u>96,765</u>	<u>97,924</u>
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3 (c) *Church management and administration*

Printing and stationery	258		258	279
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Photocopying	209		209	235
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	<u>467</u>	<u>0</u>	<u>467</u>	<u>514</u>
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3 (d) *Costs of generating funds*

Autumn fayre	140		140	154
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Other fund raising costs	720	0	720	720
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	<u>860</u>	<u>0</u>	<u>860</u>	<u>874</u>
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TOTAL RESOURCES EXPENDED	<u>97,807</u>	<u>895</u>	<u>98,702</u>	<u>100,590</u>
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Parochial Church Council of St Peter's, Monkseaton

Notes to the Financial Statements

For the year ended 31 December 2021

4 FIXED ASSETS FOR USE BY THE PCC

	Freehold land and buildings £	Plant & equipment £	Total £
Tangible fixed assets			
COST			
At 1 January 2021	125,601	43,438	169,039
Additions		0	0
At 31 December 2021	<u>125,601</u>	<u>43,438</u>	<u>169,039</u>
DEPRECIATION			
At 1 January 2021	35,421	41,134	76,555
Charge for the year	2,518	270	
At 31 December 2021	<u>37,939</u>	<u>41,404</u>	<u>76,555</u>
NET BOOK VALUE			
At 31 December 2021	<u>87,662</u>	<u>2,034</u>	<u>89,696</u>
At 1 January 2021	<u>90,180</u>	<u>2,304</u>	<u>92,484</u>

	2021	2020
5 STOCK		
Bookstall stock at cost	<u>105</u>	<u>105</u>
6 DEBTORS		
Income tax recoverable	2,001	912
Prepayments	3,683	3,675
Other debtors	79	637
	<u>5,763</u>	<u>5,224</u>
7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Creditors and accruals	<u>6,332</u>	<u>3,791</u>
	<u>6,332</u>	<u>3,791</u>

8 SUMMARY OF FUNDS HELD

	Unrestricted Funds £	Restricted Funds £	Total funds 2021 £	2020 £
General fund	25,518		25,518	28,833
Flower fund		791	791	637
Legacies and gifts fund	13,674	3,750	17,424	17,424
Crosskeys Community Hall fund	99,264		99,264	100,024
200 club	240		240	2,123
Crosskeys Project fund		3,789	3,789	3,789
	<u>138,696</u>	<u>8,330</u>	<u>147,026</u>	<u>152,830</u>

9 No legacies were received during the year.(2020 - £3,750)

10 It is the PCC's current policy to retain all reserves with a view to meeting the continued costs of the further proposed restructuring within the Church and the Crosskeys Community Hall.