

The Parish of St James the Great  
Albert Hill, Darlington  
Parochial Church Council



**ANNUAL REPORT  
AND FINANCIAL STATEMENTS  
31ST DECEMBER 2024**



# **The Parish of St. James the Great, Albert Hill, Darlington**

## **Annual Report and Financial Statements 31<sup>st</sup> December 2024**

### **Administrative information**

St. James's Church is situated at Allan Street, Darlington. It is part of the Diocese of Durham within the Church of England.

The correspondence address is Allan Street, Darlington DL1 2LU

The Parochial Church Council (PCC) is a charity registered with the Charity Commission—Registered Number 1127841

PCC members who have served from 1st January 2024 until the date this report was approved are:

#### **Incumbent:**

The Reverend Michael Way

#### **Wardens:**

Mr David Warren; Mrs Judith Wilson

#### **Secretary:**

Mr David Warren (Acting)

#### **Treasurer:**

Mr David Warren

#### **Representatives on the Deanery Synod (2):**

Mrs Judith Wilson; Mr David Warren

#### **Elected Members:**

Mrs Andrea Burton; Mrs Cynthia Dyer; Mr Ray Flowers; Mr Alistair Gill (from 19 May 2024); Mr Alfred Hannaford; Mrs Mary Sweeten

#### **Bankers:**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

#### **Independent Examiner**

Adam James MAAT  
Eric Southwick & Co  
Charity Accountants  
51 The Avenue  
Seaham  
Co Durham  
SR7 8NS

## **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 of St James' has the responsibility of co-operating with the incumbent, the Reverend Michael Way, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church Hall, at Grey Street, Darlington.

## **Achievements and Performance**

### **Church attendance**

The Church of England requires a statistical return of attendance based on the month of October. For 2024 the average weekly attendance was 35. (The average weekly attendance figure is based on the number of individuals who have attended at least one service during the week). The usual Sunday figure was 24.

Communicants:	
Easter Day	31
Christmas	21
Baptisms:	
Child	18
Adult	0
Occasional Services:	
Funerals	3
Weddings	0
Confirmation	1

### **Electoral Roll**

The Church Representation Rules required that the Electoral Roll be revised in 2022. This was carried out by Raymond Flowers, Electoral Roll Officer, prior to the Annual Meeting of 2022, the numbers registered are:

Resident: 16	Non-Resident: 11	Total: 27
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### **Review of the year**

The full PCC met 4 times during the year with an average level of attendance of over 95% and at various times during the year considered

- Liturgical programme
- Hall floor and potential refurbishment of the hall
- Hall lettings
- Safeguarding including training requirements
- Church finances

## **Review of the year (Continued)**

### **Church Facilities and Maintenance**

One of the most significant achievements of 2024 was the renewal of the main hall floor—a vital improvement for our church community. The project, undertaken by Blackwell Construction Ltd of Norton, Stockton-on-Tees, commenced on January 3<sup>rd</sup> and was successfully completed by the end of the month.

This much-needed refurbishment, costing over £19,000, was entirely funded through our reserves and the extraordinary generosity of our congregation. We are deeply grateful for the unwavering support that made this possible.

Following completion of the work, hall hires resumed in February, and we were delighted to welcome back our main user in April. The renewed floor ensures that our facilities remain safe, welcoming, and fit for purpose for both our church family and the wider community for years to come.

During the renovation, it was discovered that the floors in the lounge, kitchen, and song room areas were also failing and require replacement. Although our initial grant application to the National Lottery Community Fund was unsuccessful, we were invited to reapply in May 2024 for funding towards further hall refurbishment costs. A new application was submitted and has successfully progressed to the next stage. We expect to receive an outcome in early 2025.

### **Worship and Parish Life**

The full liturgical calendar was upheld throughout the year, including Holy Week, the Easter Triduum, the May Festival, and the Patronal Festival. Evensong, following the Book of Common Prayer and concluding with Benediction, continued to be held on the first Sunday of each month.

In May, a successful pilgrimage to Walsingham took place, with twelve participants, including one member of St Mark's congregation. Plans are already in place for a pilgrimage in May 2025, with an anticipated group of thirteen pilgrims.

Father Michael Way has provided chaplaincy at Gurney Pease School and Victoria House, a secure treatment centre operated by Cygnet Health Care. We have been delighted to welcome children from Gurney Pease School into the church on various occasions, including Passiontide, Harvest Festival, and Christmas Carol services, as well as an end-of-term service. Similarly, students from St Aidan's Academy attended end-of-school-year services in July and Christmas Carol services in December.

Father Michael has also taken the Blessed Sacrament to the homes of sick parishioners, offering them Holy Communion on a regular basis.



# **The Parish of St. James the Great, Albert Hill, Darlington**

## **Annual Report and Financial Statements 31<sup>st</sup> December 2024**

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### **Review of the year (Continued)**

Roger Ohr has continued his invaluable service as our organist throughout 2024, providing music for Sunday Mass and other occasions, including funerals where music was requested.

The parish remained actively engaged in the life of the Deanery Synod, with our elected representatives attending meetings and events. Additionally, we continue to support the neighbouring parish of St Andrew's by making a monthly financial contribution towards the costs of its Christians Against Poverty group.

During the winter months, the Chapel of SS Hilda and Wilfrid in the hall was used for mid-week Masses, providing a warm and reflective space for worship.

### **Gratitude and Acknowledgment**

Much dedication and effort go on behind the scenes to maintain the beauty of our church. Though our congregation is not large, a committed group of volunteers ensures the church remains a welcoming and reverent space – arranging flowers, cleaning, and undertaking general maintenance both inside and out.

We extend our heartfelt gratitude to all who contribute to upholding the liturgy and preserving our church to such a high standard.

### **Financial Review**

Total receipts on ordinary unrestricted funds were £38,044, as detailed in the Financial Statements. Income of restricted funds totalled £2,703, primarily made up of payments by pilgrims taking part in the Walsingham Pilgrimage.

Giving through the weekly envelope scheme increased to £12,155, compared with £10,199 the previous year. During the year, 23 donors participated in the scheme, plus five others who contributed via bank transfer. As noted in the 2023 report, while the generosity of our congregation is deeply appreciated, weekly giving alone is not sufficient to cover all church and hall expenses.

Due to our main hall user not resuming use until April 2024 following the floor replacement, hall hire income fell to £9,852 from £13,185 in 2023 (£16,137 in 2022)

Outgoings totalled £49,227, resulting in a deficit of £11,183. Excluding the spending on hall floor replacement of £18,534, the net result for the year would have been a surplus of £7,351. The reduction in outgoing was largely due to paying only £4,535 of our pledged £9,000 Parish Share. Energy costs also declined, thanks to mid-week services being held in the Ss Wilfrid and Hilda chapel within the hall, reducing usage of the church's gas-fired boiler.

# **The Parish of St. James the Great, Albert Hill, Darlington**

## **Annual Report and Financial Statements 31<sup>st</sup> December 2024**

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### **Review of the year (Continued)**

#### **Reserves Policy**

The PCC maintains a balance on unrestricted funds to cover three to six months of payments for emergency situations. With an average monthly expenditure of £2,730 in 2022, the unrestricted funds balance of £1,923 at year-end fell short of the target. However, the forecast income from confirmed bookings of the hall will ensure increasing balances throughout the year and meeting our target by July 2025.

#### **Fabric**

Overall, the church building remains in good condition. High-level maintenance was performed, including cleaning of eaves guttering and testing of lightning conductors.

Benching and pointing works were undertaken, and additional realignment of guttering on the hall roof was identified. This will be incorporated into the lounge floor replacement project, for which we are seeking funding. The hall boiler performed well, though two significant leaks occurred in radiator pipework.

A fresh grant application has been submitted to the National Lottery Fund for hall refurbishment. We successfully passed the initial stage and expect a final decision in early 2025.

#### **Flower Fund**

The Flower Fund is a restricted account, meaning all donations are used exclusively for floral decorations in the church. At the end of 2024, the account had a credit balance of £750. We remain grateful for the generosity of individuals who purchase flowers directly or make donations, whether in memory of loved ones or for specific occasions.



## The Parish of St. James the Great, Albert Hill, Darlington Annual Report and Financial Statements 31st December 2024

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### Parish Priest's Report 2024

In addition to leading worship and pastoral care, Fr Michael has promoted the parish's mission through:

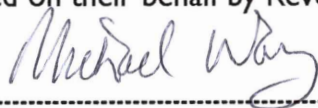
- Attending Society Clergy Chapter and Darlington Deanery Clergy Chapter
- Participating in Darlington Deanery Synod and Society events
- Parish Priest's Report 2024 continued Serving as a Governor at Gurney Pease Academy and hosting school services
- Coordinating with St Aidan's Academy for Christmas Carol and Leavers' services
- Providing chaplaincy at Victoria House, a mental health secure unit
- Acting as an End of Curacy Assessor at the invitation of the Bishop of Jarrow
- Assisting with the delivery of Diocesan Safeguarding Training for clergy and lay leaders

Fr Michael also completed two years of training at St Antony's Priory in Durham in Spiritual Accompaniment (Spiritual Direction) and is now part of the Durham Diocese's network offering this ministry.

It has been a joy to welcome new attendees at St James', including adult confirmands, and to see the return of familiar faces. I extend my sincere gratitude to our Churchwardens, Sacristan, musicians, flower arrangers, and every volunteer who contributes to our vibrant faith community. Thank you all for your love and support.

Fr Michael

Approved by the PCC on 18<sup>th</sup> May 2025  
and signed on their behalf by Revd Michael Way (PCC Chairman)



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## The Parish of St. James the Great, Albert Hill, Darlington Annual Report and Financial Statements 31<sup>st</sup> December 2024

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Independent examiner's Report to the PCC of St James the Great, Albert Hill,  
Darlington

This report on the financial statements of the PCC for the year ended 31<sup>st</sup> December 2024, which are set out on pages 7 to 10 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the regulations") and section 145 of the Charities Act 2011 (the 2011 Act).

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (2) of the 2011 Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of independent examiner's report

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 Archbishop's Council. That 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 considering any unusual items or disclosures in the financial statements and the seeking of 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:

- (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 2011 Act; and
  - ☐ to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Act and the Regulationshave 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.



Adam James MAAT  
Eric Southwick & Co  
Accountants  
51 The Avenue  
Seaham  
Co Durham  
SR7 8NS

Date: 2 April 2025



**Eric  
Southwick & Co**  
Accountants & Charity Experts

A dns Company



# The Parish of St. James the Great, Albert Hill, Darlington

## Annual Report and Financial Statements 31<sup>st</sup> December 2024

Receipts and Payments Accounts  
For the Year Ended 31<sup>st</sup> December 2024

	General fund £	Designated funds £	Restricted funds £	Total Funds 2024 £	Total Funds 2023 £
<b>Receipts</b>					
Planned giving					
Bank	1,710	-	-	1,710	1,786
Envelopes	8,570	-	-	8,570	6,559
Other planned giving	1,875	-	-	1,875	1,854
Income tax recovered - Gift Aid					
Collections and other giving					
Loose plate collections	2,320	-	-	2,320	2,092
One-of Gift Aid gifts	250	-	-	250	150
Other voluntary receipts					
Giving through church boxes	-	-	-	-	3
Donations, appeals etc	3,512	-	395	3,907	7,401
Non-reurring one-off grants	500	-	-	500	429
Gift Aid recovered					
Tax recovered on Gift Aid	4,418	-	-	4,418	4,371
Other receipts					
Other funds generated	585	-	-	585	257
Payments towards pilgrimage	-	-	2,308	2,308	1,125
Activities for generating funds					
Parish breakfast	1,109	-	-	1,109	741
Social tickets	477	-	-	477	-
Bank interest	14	-	-	14	60
Receipts from church activities					
Fees for weddings and funerals	2,854	-	-	2,854	2,893
Church hall lettings - objectives	9,852	-	-	9,852	13,185
	38,044	-	2,703	40,747	42,907

# The Parish of St. James the Great, Albert Hill, Darlington

## Annual Report and Financial Statements 31<sup>st</sup> December 2024

Receipts and Payments Account (Continued)  
For the Year Ended 31<sup>st</sup> December 2024

	General fund	Designated funds	Restricted funds	Total Funds 2024	Total Funds 2023
<b>Payments</b>					
Cost of generating funds					
Costs of stewardship	113	-	-	113	194
Cost of fetes and other events	152	-	-	152	203
Refreshments	168	-	-	168	-
Missionary and Charitable Giving					
Relief and development agencies	120	-	-	120	120
Home Mission	366	-	290	656	2,459
Secular charities	165	-	-	165	75
Parish share					
Ministry parish share	5,498	-	-	5,498	4,535
Clergy and staffing costs					
Assistant staff costs	3,385	-	-	3,385	2,775
Working expenses of incumbent	3,090	-	-	3,090	3,091
Visiting speakers	612	-	-	612	321
Church running expenses					
Parish training and Mission	120	-	1,846	1,966	-
Insurance	2,447	-	-	2,447	2,287
Organ / piano tuning	-	-	-	-	-
Maintenance	1,638	-	-	1,638	2,673
Upkeep of services	1,812	-	140	1,952	968
Administration	1,232	-	-	1,232	2,297
Electric	447	-	-	447	385
Gas	1,364	-	-	1,364	1,823
Water	150	-	-	150	120
Hall running expenses					
Electric	1,027	-	-	1,027	1,152
Gas	2,725	-	-	2,725	2,174
Insurance	838	-	-	838	783
Maintenance	1,157	-	-	1,157	905
Telephone	863	-	-	863	729
Water	629	-	-	629	3,508
Hall repairs and maintenance					
Hall + Major Repairs - Structure	18,534	-	-	18,534	506
Independent Examiner's Fee	576	-	-	576	495
	49,227	-	2,276	51,503	34,578
Net (Payments) / Receipts	(11,183)	-	427	(10,756)	8,329
Transfers between funds	-	-	-	-	-
Net movement in funds					
Total funds brought forward	13,106	492	797	14,395	6,066
Total funds carried forward	1,923	492	1,224	3,639	14,395



# The Parish of St. James the Great, Albert Hill, Darlington

## Annual Report and Financial Statements 31<sup>st</sup> December 2024

### Statement of Assets and Liabilities As at 31<sup>st</sup> December 2024

	General fund £	Designated funds £	Restricted funds £	Total Funds 2024 £	Total Funds 2023 £
Monetary assets					
Bank current account	1,908	492	1,224	3,624	11,657
Bank deposit account	15	-	-	15	2,738
	<u>1,923</u>	<u>492</u>	<u>1,224</u>	<u>3,639</u>	<u>14,395</u>

	General fund £	Designated funds £	Restricted funds £	Total Funds 2024 £	Total Funds 2023 £
Liabilities					
Accruals	576	-	-	576	576

### Analysis of Funds

	General fund £	Designated funds £	Restricted funds £	Total Funds 2024 £	Total Funds 2023 £
General Fund	1,923	-	-	1,923	13,106
Hall renovations / repairs fund	-	392	-	392	392
Sale of calendars	-	39	-	39	39
Memorials fund	-	61	-	61	61
Church flowers and requisites	-	-	750	750	495
Curacy	-	-	3	3	3
Funeral offerings	-	-	259	259	259
Walsingham pilgrimage	-	-	212	212	40
	<u>1,923</u>	<u>492</u>	<u>1,224</u>	<u>3,639</u>	<u>14,395</u>

Fixed assets not valued:  
Land and buildings  
Fixtures and fittings

**The Parish of St. James the Great, Albert Hill, Darlington**  
**Annual Report and Financial Statements 31<sup>st</sup> December 2024**

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The financial statements on page 7 to 10 were approved by the PCC and signed on their behalf by:

  
..... Date: 18 May 2025  
D Warren  
PCC Treasurer



# The Parish of St. James the Great, Albert Hill, Darlington Annual Report and Financial Statements 31<sup>st</sup> December 2024 ---

## Notes to the financial statements

### 1 **Accounting policies**

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the receipts and payments basis.

### 2 **Additional assets**

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: Movable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal.

### 3 **PCC member' remuneration**

The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.