

Registered Charity Number: 1131532

THE PAROCHIAL CHURCH COUNCIL OF MONKSEATON ST MARY

ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31<sup>ST</sup> DECEMBER 2022

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\* 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 31<sup>st</sup> December 2022 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 7<sup>th</sup> September 2009. The registered charity number is 1131532.

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

#### **Ex Officio Members**

Vicar	Reverend Nigel Taylor (Appointed 16 <sup>th</sup> November 2022)
Priest	Reverend Clare Connors (Retired March 2022)
Assistant Curate	Reverend Benjamin Jarvis
Licensed Lay Minister (LLM)	Nicola Denyer
Training LLM	Margaret Evans
Warden	Carol Nesbitt
Warden and PSO	Susan Johnson

#### **Deanery Synod Representatives**

Nicola Denyer  
John Appleby  
Vacancy

#### **Elected PCC Members**

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

#### Numbers on electoral roll:

St Mary Monkseaton	2022	2021
	115	114

#### 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 Child Protection 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. Through the pandemic a COVID 19 risk assessment has been reviewed and updated on a regular basis.



## **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:**

Following a clergy vacancy, a new incumbent was appointed and inducted on 16<sup>th</sup> November 2022.

The Assistant Curate has supported the parish during the vacancy.

### **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 services are held where the Eucharist is celebrated and every Wednesday a morning celebration of the Eucharist is held. The PCC ensure all major festivals are celebrated.

### **Social Action**

The PCC are keen to encourage social action in the parish and are running a very successful Toddler group which supports parents and toddlers in maintaining social links and social development of the children. It also holds a monthly 'OWLS' group for the development of older people's spirituality and social interaction. These are both foundations for future social action developments.

In addition, the parish supports charities locally, nationally and internationally and has an active 'Eco plan' as a key element of its worship and work.

### **Achievements and Performance**

The Parish has made good progress despite the pandemic's second and third waves to maintain its worshipping communities both live and through 'live streaming'. Regular reviews of the COVID risk assessment in line with Government guidance have assured the safety of congregations. The parish has been in vacancy but was successful in appointing a new incumbent in July 2022 who was duly installed and inducted on 16<sup>th</sup> November 2022.

### **Financial Review**

Total receipts on unrestricted funds were £139,646 (2021: £137,273) and are detailed in the financial statements.

£197,927 (2021: £139,691) was spent to provide Christian Ministry including the contribution to the diocesan parish share of £75,000.

Total receipts on restricted funds were £48,890 and are detailed in the financial statements. £48,498 was spent out of restricted funds, on the 'church grounds project'.

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 2022 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).

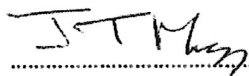
### **Basis of independent examiner's statement**

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.



10 May 2023

**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 2022

	Note	Restricted 2022	Unrestricted 2022	Total 2022	Total 2021
		£	£	£	£
<b>Incoming resources</b>					
Voluntary income	2	50,890	107,379	158,269	113,008
Activities for generating funds	3	-	12,401	12,401	9,798
Investment income	4	-	1,282	1,282	60
Incoming resources from church activities:	5	-	22,061	22,061	14,407
<b>Total incoming resources</b>		<b>50,890</b>	<b>143,123</b>	<b>194,013</b>	<b>137,273</b>
 <b>Resources expended</b>					
Costs of generating funds		-	4,030	4,030	4,011
Church Activities		50,890	186,820	237,710	125,735
Support Costs		-	11,881	11,881	9,945
<b>Total resources expended</b>		<b>50,890</b>	<b>202,731</b>	<b>253,621</b>	<b>139,691</b>
<b>Net income/(expenditure) for year</b>		<b>-</b>	<b>(59,608)</b>	<b>(59,608)</b>	<b>(2,418)</b>
 <b>Transfer between funds</b>	10	1,131	(1,131)	-	-
 <b>Total funds brought forward</b>		<b>4,272</b>	<b>136,615</b>	<b>140,887</b>	<b>143,305</b>
<b>Total funds carried forward</b>		<b>5,403</b>	<b>75,876</b>	<b>81,259</b>	<b>140,887</b>

Parish of St Mary The Virgin Monkseaton

**BALANCE SHEET**

as at 31st December 2022

	Note	£	2022 £	£	2021 £
<b>CURRENT ASSETS</b>					
Short term deposits	6	51,485		120,028	
Concert current account		4,539		2,783	
Planned Giving account		1,416		1,360	
Cash at bank		24,984		17,996	
Debtors		<u>982</u>		<u>-</u>	
		83,406		142,167	
<b>CREDITORS: Amounts falling due within one year</b>					
	7	<u>2,127</u>		<u>1,280</u>	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<u>81,279</u>	<u>140,887</u>	
<b>TOTAL NET ASSETS</b>			<u>81,279</u>	<u>140,887</u>	
<b>FUNDS</b>					
Restricted	10		5,403		4,272
Unrestricted	9		<u>75,876</u>		<u>136,615</u>
			<u>81,279</u>		<u>140,887</u>

The financial statements were approved by the trustees on the 14th April 2023 and signed on their behalf by:

Chair



Treasurer



## 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 2022

**2. Voluntary Income**

	Restricted £	Unrestricted £	Total 2022 £	Total 2021 £
Planned giving	-	74,966	74,966	78,663
Planned giving - Income Tax recoverable	-	16,650	16,650	17,749
Legacies	-	-	-	250
Donations, appeals etc	50,890	15,763	66,653	16,346
	<u>50,890</u>	<u>107,379</u>	<u>158,269</u>	<u>113,008</u>

**3. Activities for generating funds**

Autumn Fair	-	5,259	5,259	4,996
Concert Series and fundraising events	-	7,142	7,142	4,802
	<u>-</u>	<u>12,401</u>	<u>12,401</u>	<u>9,798</u>

**4. Investment income**

Bank interest received	-	1,282	1,282	60
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**5. Incoming resources from church activities**

Church hall revenue	-	16,120	16,120	8,095
Fees from pastoral services	-	5,746	5,746	6,122
Votive candles	-	195	195	190
	<u>-</u>	<u>22,061</u>	<u>22,061</u>	<u>14,407</u>

**6. Current asset investments**

	2022	2021
CBFC Mission Opportunities Account	32,784	100,647
CBFC Quinquennial Fund	13,696	14,381
Shared Interest Share Account	5,005	5,000
	<u>51,485</u>	<u>120,028</u>

**7. CREDITORS: Amounts falling due within one year**

	2022 £	2021 £
Accruals:		
Light, heat and water	800	800
Donations Payable	847	-
Independent Examiner	480	480
	<u>2,127</u>	<u>1,280</u>

Parish of St Mary The Virgin Monkseaton Notes to  
financial statements  
For the year ended 31 December 2022

8. Analysis of net assets between funds	Unrestricted	Restricted	Total
Fund balances at 31 December 2022 as represented by:			
Net current assets	76,356	5,403	81,759

9. Unrestricted funds	At 1 Jan 2022	Incoming resources	Outgoing resources	Transfers	At 31 Dec 2022
General fund	20,859	141,822	(202,251)	69,844	30,274
<b>Designated Funds:</b>					
Mission Opportunities fund	96,375	1,075	-	(70,069)	27,381
Quinquennial Fund	14,381	221	-	(906)	13,696
Shared Interest	5,000	5	-	-	5,010
<b>Total unrestricted funds</b>	<b>136,615</b>	<b>143,123</b>	<b>(202,251)</b>	<b>(1,131)</b>	<b>76,359</b>

10. Restricted funds	At 1 Jan 2022	Incoming resources	Outgoing resources	Transfers	At 31 Dec 2022
Sound system improvements	1,000	-	-	100	1,100
Grounds Project	-	50,890	(50,890)	-	-
Servers robes	131	-	-	-	131
Paschal candles	310	-	-	-	310
YES booklets	239	-	-	-	239
Organ appeal	2,592	-	-	-	2,592
Godly Play				1031	1,031
<b>Total restricted</b>	<b>4,272</b>	<b>50,890</b>	<b>(50,890)</b>	<b>1,131</b>	<b>5,403</b>

11. Charitable Giving

	£
North East Homeless	1,440
Walking With	667
Church Action on Poverty	667
Unicef	667
<b>Total</b>	<b>3,441</b>

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 2022

	2022 Restricted £	2022 Unrestricted £	2022 £	2021 Total £
<b>Incoming resources</b>				
<b>Incoming resources from generating funds:</b>				
<i>Voluntary income</i>				
Planned giving	-	74,966	74,966	78,663
Income Tax recoverable	-	16,650	16,650	17,749
Legacies	-	1,000	1,000	250
Donations, appeals and collections	50,890	14,763	65,653	16,346
	50,890	107,379	158,269	113,009
<i>Activities for generating funds</i>				
Autumn Fair	-	5,259	5,259	4,996
Concert Series and fundraising events	-	7,142	7,142	4,802
	-	12,401	12,401	9,798
<i>Investment income</i>				
Bank interest received	-	1,282	1,282	60
<b>Total resources from generating funds</b>	-	121,062	171,952	122,866
<b>Incoming resources from church activities</b>				
Church hall revenue	-	16,120	16,120	8,095
Fees from pastoral services	-	5,746	5,746	6,122
Votive candles	-	195	195	190
	-	22,061	22,061	14,407
<b>Total incoming resources</b>	50,890	143,123	194,013	137,273
<b>Resources expended</b>				
<b>Costs of generating funds:</b>				
Licences	-	900	900	1,031
Costs of concert series and fundraising events	-	3,061	3,061	2,960
Autumn Fair expenses	-	69	69	20
	-	4,030	4,030	4,011
<b>Church Activities</b>				
Donations given Note 11	-	3,441	3,441	3,334
Contribution to diocese for ministry and other costs (parish share)	-	75,000	75,000	75,000
Ministry- Clergy costs	-	9,345	9,345	7,642
Church and church hall running costs	-	19,152	19,152	22,815
Grounds Project	50,890	69,411	120,301	6,960
Organ	-	-	-	-
Quinquennial Repairs	-	895	895	3,413
Cost of pastoral services	-	4,604	4,604	4,406
Music provision	-	4,012	4,012	1,685
Professional fees - Independent examiner	-	960	960	480
<b>Total church activities expenditure</b>	50,890	186,820	237,710	125,735
<b>Support Costs</b>				
Office expenses	-	11,881	11,881	9,945
<b>Total support costs</b>	-	11,881	11,881	9,945
<b>Total resources expended</b>	50,890	202,731	253,621	139,691
<b>Net incoming (outgoing) resources for the year</b>	-	(59,608)	(59,608)	(2,418)
<b>Transfers between funds</b>	1,131	(1,131)	-	-
<b>Net movement for the year</b>	1,131	(60,739)	(59,608)	(2,418)