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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 2023

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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 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 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)
Assistant Curate	Reverend Benjamin Jarvis (Retired January 2023)
Licensed Lay Minister (LLM)	Nicola Denyer
Licensed Lay Minister	Margaret Evans (licensed 28 <sup>th</sup> 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.



20<sup>th</sup> 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**

	<b>Note</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
		<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Incoming resources</b>					
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
<b>Total incoming resources</b>		<b>-</b>	<b>155,628</b>	<b>155,628</b>	<b>194,013</b>
<b>Resources expended</b>					
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
<b>Total resources expended</b>		<b>1,100</b>	<b>142,956</b>	<b>144,056</b>	<b>253,621</b>
<b>Net income/(expenditure) for year</b>		<b>-1,100</b>	<b>12,672</b>	<b>11,572</b>	<b>(59,608)</b>
<b>Transfer between funds</b>	10	-	-	-	-
<b>Total funds brought forward</b>		<b>5,403</b>	<b>75,876</b>	<b>81,279</b>	<b>140,887</b>
<b>Total funds carried forward</b>		<b>4,303</b>	<b>88,548</b>	<b>92,851</b>	<b>81,279</b>



**Parish of St Mary The Virgin Monkseaton**

**BALANCE SHEET**

**as at 31st December 2023**

	Note	£	2023 £	£	2022 £
<b>CURRENT ASSETS</b>					
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>	
<b>CREDITORS: Amounts falling due within one year</b>					
	7	<u>1,572</u>		<u>2,127</u>	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<u>92,851</u>	<u>81,279</u>	
<b>TOTAL NET ASSETS</b>			<u>92,851</u>	<u>81,279</u>	
<b>FUNDS</b>					
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**

	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
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
	-	111,747	111,747	158,269

**3. Activities for generating funds**

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

**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
	-	22,081	22,081	22,061

**6. Current asset investments**

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

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

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

**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
<b>Designated Funds:</b>					
Mission Opportunities fund	27,381	-	-	-	27,381
Quinquennial Fund	13,696	-	-	-	13,696
Shared Interest	5,005	-	-	-	5,005
<b>Total unrestricted funds</b>	<b>75,876</b>	<b>155,628</b>	<b>(142,956)</b>	<b>-</b>	<b>88,548</b>

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
<b>Total restricted</b>	<b>5,403</b>	<b>-</b>	<b>(1,100)</b>	<b>-</b>	<b>4,303</b>

**11. Charitable Giving**

	£
Pakistan Floods	666
Alzheimers Society	667
The Bay Foodbank	667
Transfer Trade	1,020
Ecochurch	75
<b>Total</b>	<b>3,095</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 2023**

	2023 Restricted £	2023 Unrestricted £	2023 £	2022 Total £
<b>Incoming resources</b>				
<b>Incoming resources from generating funds:</b>				
<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
<b>Total resources from generating funds</b>	-	134,619	134,619	171,952
<b>Incoming resources from church activities</b>				
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
<b>Total incoming resources</b>	-	155,628	155,628	194,013
<b>Resources expenses</b>				
<b>Costs of generating funds:</b>				
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
<b>Church Activities</b>				
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
<b>Total church activities expenditure</b>	1,100	122,793	123,893	237,710
<b>Support Costs</b>				
Office expenses	-	11,610	11,610	11,881
<b>Total support costs</b>	-	11,610	11,610	11,881
<b>Total expenditure</b>	1,100	142,956	144,056	253,621
<b>Net incoming (outgoing) resources for the year</b>	(1,100)	12,672	11,572	(59,608)
<b>Transfers between funds</b>	-	-	-	-
<b>Net movement for the year</b>	(1,100)	12,672	11,572	(59,608)

