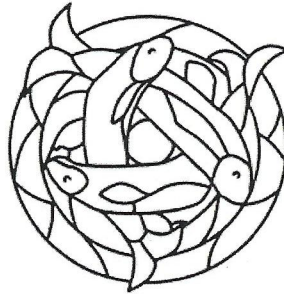


THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF TYNEMOUTH  
PRIORY HOLY SAVIOUR, TYNEMOUTH

# ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The Church of the  
Holy Saviour



Tynemouth Priory

Registered Charity Number 01132548

## Vicar's Remarks

2020 began with high hopes of much activity and progress. With the 'Leading Your Church into Growth' process still fresh in our minds, we put together a draft Mission Action Plan and were ready to implement this to encourage others to discover faith and join Holy Saviour's. We also began a varied and lively social programme with a very enjoyable music event in January, a delicious and informative feast with 'Culture Kitchen' in February, and successful Big Band concert in March.

However, as these events were taking place, the dark clouds of the Covid-19 virus were gathering. It was becoming clear in early March that there would have to be a national response to this looming crisis, and on 23 March we were subject to a national lockdown where everyone was confined to home and all public gatherings ceased. This included public worship and our Sunday, Holy Week and Easter services went online using pre-recorded videos on youtube, filmed in people's homes. For the first time in its history, Holy Saviour's was closed for worship and not even the Vicar was allowed to enter the church.

It was expected that the lockdown would last a few weeks, but it became clear that this would not be the case. Though the church was reopened for private prayer in May, it was not until 5 July that public worship started again, but with reduced numbers to allow for social distancing of 2 metres and without public singing. It was envisaged that the lockdown measures would be slowly eased, but in November, the church was once again closed for public worship until December. Christmas was a decidedly muted season without the singing of carols, the usual school services and full church on Christmas Eve. The Carol Service and Christmas Tree Festival went online. As 2020 drew to a close it was clear that the pandemic was worsening and we all braced ourselves for a long winter of lockdown. This only being tempered by glimmer of hope provided by the start of the vaccination programme just before Christmas.

As might be expected, the Covid-19 crisis had a significant effect on our social life and our finances. The enforced closure of the Church, Parish Centre and Parish Hall meant our regular bookings were cancelled and the revenue lost.

However, the biggest impact has been felt in the well-being of our parishioners. Many lost loved ones (though thankfully very few to Covid-19) and were unable to be at their side in their final hours. Funerals were severely restricted in numbers and many couples had their wedding plans dashed and baptisms postponed. Our more senior members suffered greatly from the isolation of lockdown loneliness. Our children suffered as their schooling was put on hold or done at home.

Despite the severe restrictions and hardships of the year, there have been some high points. Early in the first lockdown we instigated a pastoral telephone scheme where everyone on our database was called regularly by a dedicated group of volunteers. I am very grateful to those who have been steadfast in ringing people. Though we could not worship in person, our online and livestreamed services are now reaching a wider congregation, with hundreds viewing our Christmas and Easter services. Those not online have been able to join our services by listening to a recording on a phone or by receiving regular audio CDs. Our Bible and Lent Study groups have continued using an online platform and our weekly online coffee and chat has met regularly throughout. So we have managed to change and adapt in a much faster way than would usually be possible.

As we look forward to 2021, I am hopeful that the vaccination programme will provide a route to some kind of normality in which we can meet together in a similar way to before. We will be get back on track with Mission Action Plan and social programme in a way which assimilates the positive changes that were forced upon us by Covid-19. I hope this year has made us more adaptable to the

increased speed of cultural change in society and find a renewed sense of reaching out with the good news of Jesus.

I wish to thank Janice Torpy and David Bilton, our Churchwardens, for their patience and resilience in this difficult year, and our PCC who have served with fortitude through the ever changing circumstances. I thank Malcolm Railton, our Assistant Curate, for his ability to adapt to producing online services and working in a very different pastoral setting. My gratitude to those who have taken on the pastoral telephone ministry and, when we have been allowed to meet for worship, those who have kept our congregations safe as Sidespeople and those sanitising the church after services.

We have much to reflect on over 2020, and much to thank God for. I pray that 2021 will be a much brighter year and a time when we can move forward in following Jesus Christ.

Steve Dixon, Vicar

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## **Group Reports**

### **6th Tynemouth {Holy Saviours} Scout Group**

Like all other Church organisations we have been unable to meet for over a year. Until the first Lockdown our Beavers, Cubs and Scouts were enjoying their weekly meetings which then had to come to an abrupt end.

A number of our members have taken advantage of the various 'on-line' activities which have been available throughout the last year. We are grateful to our Leaders for all they have done to keep in touch with our young people.

The Group was greatly saddened at the death of Dorothy Smith who did so much for our Guide Company but also took a long and practical interest in our Scouting activities. Dorothy is greatly missed.

We were able to put our HQ to good use before Christmas when we sorted out many donations for distribution by the Salvation Army. Many thanks indeed to the various parishioners who gave us toys, games, toiletries etc. All were put to good use and greatly appreciated.

At the time of writing we are anticipating a return to limited activities both for ourselves and those who use our HQ. It is only to be hoped that before long we are holding our weekly meetings and much more besides.

Mike Dyer Group Scout Leader

David Littlefield Asst Group Scout Leader



### **W3 Ladies Group**

W3 Ladies Group meet on the first Wednesday of the month in the Parish Centre at 7.30. The 14<sup>th</sup> year commenced September 2019. Our nominated charities for 2019/2020, are BANE (Beaches Access North East) who provide specially adapted wheelchairs, free of charge, to enable people who cannot easily access and enjoy the pleasures of the beach/sea without difficulty. The second charity was Tynemouth RNLI.

During January to March members enjoyed a belated Christmas celebration meal at Davantis Restaurant in the village and a trip to Trinity House in Newcastle. Unfortunately, the full W3 programme could not continue due to Covid.

During the lockdown W3 sent cheques to the two main charities. They also handed over £100.00 to purchase material to make quilts for babies in hospital, collected toiletries and nightwear for nurses and patients at North Tyneside General Hospital. W3 members supported each other and kept up communications by setting up a WhatsApp Group, telephone calls, and supported those who had to isolate with shopping, collecting prescriptions, baking, delivering jigsaws, books etc. Hopefully W3 will resume again some time this year and we will look forward to you coming along to join us.

Debbie Baird

### **Social Sub-Committee of the PCC**

The social sub-committee of the PCC had worked hard to plan a programme of events for 2020. These social events are an important part of the life and mission of the church, as they bring in members of the wider community who may otherwise have no contact with the church.

As a consequence of the pandemic, many of the events had to be cancelled or postponed, but three were able to go ahead as planned in the early part of the year. Dust on the Needle, an evocation of sixties music involving a number of participants, was brilliantly organized by Joan and Alan Dotchin, and was thoroughly enjoyed by all who were there. A very different event – Culture Kitchen – brought in cooks from Syria, Palestine, West Africa and Iraq, who prepared their own local foods to share with the congregation; there was lots of food to share and enjoy and we look forward to repeating the event as soon as it becomes possible. The third face-to-face event which took place was a second Big Band Concert, enjoyed as much as the first had been.

Unfortunately, the Jigsaw competition, church barbeque, quiz night, harvest lunch, autumn fair and Christmas Tree Festival all had to be postponed and we were unable to organize any special event to commemorate the seventy-fifth anniversary of VE day. We were able to run a virtual Christmas Tree Festival, in which members of the congregation took photographs of their own trees, which were compiled into a presentation for the church website. The sub-committee has begun to plan online events for 2021, and is looking forward to the time when we can once again socialize face-to-face.

Chris Benneworth



## **Mission Group (PCC sub-committee)**

Formed in late 2019 to carry forward the Leading Your Church into Growth programme, the Mission Group has been constituted to oversee the mission activities of Holy Saviour's and to help us a church to be outwardly focussed and considering the spiritual needs of everyone who lives in the parish. After considering these needs, the group has worked on a Mission Action Plan with the following priorities:

### **1. Children, Young People and Young Families**

- Further the work with the school and encourage lay involvement
- Develop a more creative engagement with the uniformed groups
- Make provision for the support of mental and spiritual health among children and young people
- Develop greater links with young families through events and special services – family service in Parish Hall – possibly in April

### **2. Developing our presence beyond church**

- Have a wide range of social occasions to which we can invite new people
- Provide pastoral care to more people through the ministry of lay people

### **3. Actively sharing our faith**

- Encouraging members of the congregation to be open with others and feel confident to share their faith
- Hold regular inquirer's groups (at least annually) to enable new people to explore Christianity and make an informed personal decision

### **4. Prayer for mission**

- Encourage all to pray for growth in our confidence, our spiritual understanding and awareness, and in the number of people attending activities and worship
- Hold regular prayer meetings
- Provide Sunday intercessors with information about praying for mission and growth

This Mission Action Plan was drafted in March 2020, but much of the activity to implement the plan ceased during the initial lockdown. This is not to say that mission did not happen in 2020, since the changes necessary during the pandemic did present new mission opportunities, especially online. It is hoped that this plan can be reassessed and acted upon early in 2021 and presented at the next Annual Meeting as a major item for discussion.

Steve Dixon, Vicar



THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH  
PRIORY HOLY SAVIOUR, TYNEMOUTH

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

The Church of the  
Holy Saviour



Tynemouth Priory

Registered Charity Number 01132548





**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Contents of the Financial Statements For The  
Year Ended 31 December 2020**

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

## Charity Information For The Year Ended 31 December 2020

### MEMBERSHIP

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

<b>Incumbent:</b>	The Rev Stephen Dixon CA	(Appointed 7 October 2018)
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<b>Parish Administrator:</b>	Mr Stuart Crozier	
<b>Wardens:</b>	Canon David Bilton	(Elected April 2016)
	Mrs Janice Torpy	(Elected April 2019)

<b>Representatives on the Deanery Synod:</b>		
	Mrs Linda Benneworth	(Elected April 2014)
	Canon David Bilton	(Elected December 2020)
	Mrs Karen Bilton	(Elected December 2020)

<b>Elected Members:</b>	Mrs Debbie Baird	(Elected 2019)
	Mr Michael Bayley	(Elected 2019)
	Mr Christopher Benneworth	(Elected 2018)
	Mr Rob Blake	(Elected 2015)
	Mr Julian Brown	(Elected 2020)
	Mrs Elena-Rose Crawford	(Elected 2020)
	Mrs Carol Davison	(Elected 2020)
	Mr Dan Entwisle	(Elected 2018)
	Mrs Elizabeth Parr	(Elected 2019)
	Mr John Pearce	(Elected 2018)
	Mr Gareth Ruddle	(Elected 2015)
	Mrs Liz Shipway	(Elected 2016)

<b>Other Officers:</b>		
Lay Vice-Chairman	Mr Christopher Benneworth	(Elected 2020)
Secretary	Mr John Pearce	(Elected 2020)
Treasurer	Mrs Karen Bilton	(Appointed February 2018)

### LEGAL STATUS

The PCC is a registered charity the full name of which is "The Parochial Church Council of The Ecclesiastical Parish of Tynemouth Priory Holy Saviour, Tynemouth" and the registered number is 01132548.

<b>Church Address</b> The Broadway Tynemouth North Shields Tyne and Wear NE30 2LD	<b>Bankers</b> The National Westminster Bank Plc 18 Park View Whitley Bay Tyne and Wear NE26 2TQ	<b>Independent Examiners</b> Haines Watts 17 Queen Lane Newcastle upon Tyne NE1 1RN
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# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

## **Report of the Trustees For The Year Ended 31 December 2020**

The trustees present their report and financial statements of the charity for the year ended 31 December 2020.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **ORGANISATION OF THE CHARITY**

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

The PCC operates through a number of committees and task groups, which meet several times a year. 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.

Task groups met on an ad hoc basis to deal with matters as they arise. The PCC does not control any related trusts or charities.

#### **TRUSTEES**

Details of all the Trustees who have served throughout the year are given on page 1 of this report. Appointment to the PCC is governed by and set out in the Church Representation Rules.

#### **RECRUITMENT AND TRAINING OF PCC MEMBERS**

PCC members are recruited from active parishioners by request and elected at the Annual Parochial Meeting by the parishioners qualified to attend the APM. The PCC look to ensure a broad mix of skills and Christian commitment.

Newly elected members are provided with induction training by the Incumbent, Lay Vice Chairman and Secretary and are encouraged to attend various training events organised within the Diocese.

#### **RISK MANAGEMENT**

The PCC is responsible for the identification and management of all risks. Detailed examination of the risks is delegated to the Finance and General Purposes Committee that works with the officers to identify risks and establish controls to mitigate them. A formal review of the risk management processes is undertaken annually.

### **OBJECTIVES AND ACTIVITIES**

#### **OBJECTIVES OF THE CHARITY**

Holy Saviour's PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the maintenance responsibilities of the church, the Parish Centre and the Parish Hall in Manor Road, Tynemouth.

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

## **Report of the Trustees (*Continued*) For The Year Ended 31 December 2020**

### **STRATEGIES TO ACHIEVE THIS YEAR'S OBJECTIVES**

We will continue as appropriate to draw people together to oversee specific tasks within the church.

### **VOLUNTEERS**

The Church continues to rely upon the services of volunteers to carry out its mission. Volunteers range from those being involved in the management of the Church's affairs to those involved in supporting initiatives of the Church. Volunteers include Church Wardens, sidespersons, altar servers, singing group and musicians, Sunday School leaders, Bible lesson readers, intercessors, uniformed group leaders, W3, church cleaners, Parish News collators, flower arrangers, gardeners, treasurer, planned giving secretary, readers, intercessors, visitors, hospital wheelers and many more. The PCC would like to thank and acknowledge all the time, energy and work undertaken by volunteers.

### **GRANT MAKING POLICY**

Mission - sums paid to charitable organisations from the Church's own income amounted to £2,100 in the year (2019 - £2,040).

The Parish Share has in the past largely provided for clergy stipends and housing. However, each Diocese now has to take responsibility for Clergy Pensions and National Insurance costs from the Church Commissioners. The levy on each Church in Tynemouth Deanery is based upon a formula that takes into account an average of our income, subject to certain deductions, and head count of attendance over each of the last three years. The former has a larger bearing on the result. The figure for 2020 was £65,000 (2019 - £78,900). As a result of reduced income with the Covid-19 restrictions we have been unable to pay our Parish Share in full.

No Grants and Bursaries that are awarded on merit were made in the year (2019 - £nil)

### **REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR**

We set into the New Year with much enthusiasm, having formed a full programme of social activities and being ready to present our Mission Action Plan to the Annual General Meeting. During January, February and early March we were able to hold three of our social occasions, which provided opportunities for mission and a useful boost to church funds. However, by mid-March, it was clear that we would have to curb many of our activities due to the increase in restrictions implemented to reduce the spread of the Covid-19 pandemic. By late March, we were forced to take the unprecedented steps of closing the church for public worship and stop all activities in the Parish Hall and Centre. For the first time in its 179 year history, Holy Saviour's closed its doors. Our worship went online and we began caring for our community by setting up a weekly phone call system to provide support to everyone on the church database.

Some easing of the lockdown measures allowed public worship and a limited range of activities to resume. This meant producing robust risk assessments to ensure a Covid-19 safe environment in the church, hall and centre, before setting up a sanitising rota, providing training to Sidespeople, providing sanitising stations and instigating track and trace record keeping. Throughout the Summer we held weekly Services of the Word before moving to weekly Communion Services once face masks in church became mandatory and we could move about during worship. These services were recorded to provide online worship to those unable to attend.

Hopes were high at the end of the Summer for the further easing of restrictions and a return to a fuller programme of activities. However, the course of the pandemic shifted for the worse, with another forced closure of the church and return to online worship. This lockdown was lifted at the beginning of December and, once again, limited worship and activities in the Centre and Hall resumed. It was decided that social distancing rules would prevent any large gatherings in church or elsewhere for our Christmas Services, so provision was made online for a Carol Service and worship from church was livestreamed.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Report of the Trustees (*Continued*)  
For The Year Ended 31 December 2020**

This has been a traumatic year for Holy Saviour's. Very little of our planning came to fruition and our community has suffered greatly from the isolation of being forced to stay at home. Many of our older members who were suffering from long-term health issues have deteriorated rapidly due to the isolation. It has been extremely challenging to stay in contact with our children and young families. Mission opportunities, which rely heavily on personal contact, have been scarce. Our Parish Administrator was placed on the government's job retention scheme, or 'furlough', since the majority of his duties ceased, and the PCC had to place him on redundancy notice until the job retention scheme was extended into the new year. Our church finances have also been severely affected by the loss of rental income from the Centre and Hall, the cancellation of fundraising events, and the lack of cash giving. PCC had to make the difficult decision not to fulfil our total Parish Share commitment to the Diocese. Some of the groups and organisations with long standing lettings have ended.

Having stated the negatives, it is important to highlight the positive aspects of this peculiar year. As the first lockdown began, an impressive amount of adaptation in a short timeframe took place so that online worship could be provided. We have learned how to produce online worship which has extended our congregation beyond the parish. Many of the congregation stepped up to assist with the pastoral network of telephone calls, and new relationships were formed. Adaptations were made to allow church worship to recommence at the earliest opportunity and many people selflessly gave time and effort which meant this could be done in a Covid-secure way. Bible Studies and some social activities were able to continue online. More people have moved to regular monthly giving by standing order.

As outlined above, many of the usual activities at Holy Saviour's have been curtailed by the effects of the Covid-19 pandemic.

During the year:

- The full PCC met 7 times during the year, mostly online. There were meetings of the Vicar, Wardens and Treasurer on a regular basis when needed.
- Eight people continue to take notes from the Bible Reading Fellowship.
- We continued a CMS Mission Link with Eric and Sandra Read.
- The Parish news continues to be published monthly, either in print or online, dependent on current Covid restrictions.
- Bible Study Groups were held during Lent, Spring and Autumn.
- Over 150 people have been telephoned regularly to support them during lockdowns.



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

## Report of the Trustees (*Continued*) For The Year Ended 31 December 2020

### FINANCIAL REVIEW

Total income for the year amounts to £117,636 (2019 - £143,854), of which £20 related to restricted funds. The financial statements show a surplus for the year of £5,046 (2019 - £1,057 surplus).

Our combined reserves totalled £371,211 (2019 - £366,165), of which £325,458 is held with Brewin Dolphin and it is hoped that the income generated will assist in years when our expenditure exceeds our income.

#### Principal funding sources

Principal sources of funding are derived from parishioners through the annual planned giving scheme, together with plate collections, donations, grants and legacies. Fundraising performance in the current year is set out in note 2 of the accounts.

#### Reserves policy

The objective of the PCC's reserves policy is to ensure the provision of adequate working capital resources by monitoring the level of the PCC's free reserves. Free reserves are funds that are not tied up in fixed assets and that are unrestricted – including designated funds that have not been committed to specific expenditure.

The PCC considers that the level of free reserves throughout the year should be a minimum of 6 months of the budgeted amount for the ensuing year for cash-based operating expenditure less investment income expected to contribute towards that expenditure from restricted funds classified as operating funds.

As at 31 December 2020, free reserves were in excess of 6 months budgeted expenditure and was therefore in line with the reserves policy.

#### Investment policy

The Parochial Church Council has invested with Brewin Dolphin. The objective of the Brewin Dolphin investment is to provide recurring income whilst growing the value of the portfolio to ensure that, over the medium term, income and capital can grow in real terms. In risk terms, whilst the Trustees are able to tolerate modest short-term volatility, the main objective of the investment strategy is to avoid permanent loss of value in the portfolio. The overall aim is to provide income to keep the Church running during times where income from collections and other fund raising is falling but our day-to-day expenses are not. Investments are stated in the balance sheet at their market value. Investment performance is set out in note 5 of the accounts.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Report of the Trustees (*Continued*)  
For The Year Ended 31 December 2020**

**PLANS FOR FUTURE PERIODS**

Though many of our activities are currently curtailed by the pandemic restrictions, we are still keen to press forward with our mission to serve the community of Tynemouth and share the good news of Jesus.

To this end, we will continue to adapt to the restrictions and plan to introduce a social and fundraising programme for the year. While we are still unable to meet in person, events will be held online, and when restrictions are lifted, events will be planned around social distancing and outdoors.

Our Mission Groups will begin to meet and formulate alternative ways to meet the objectives laid out in our Mission Action Plan, again working within the constraints of Covid restrictions.

We have been aware for some time that the Parish Hall is deteriorating and needs major building and refurbishment works. An options paper has been produced and discussed at PCC. It is hoped that the reduced activity in the Hall will allow a window of opportunity to revitalise the Parish Hall into a space which will provide a valuable asset for the whole community of Tynemouth and better serve the mission of Holy Saviour's.

These are very challenging times for Holy Saviour's and 2021 will be another difficult year. However, we are planning our recovery, both financially and as a community, by innovation and tenacity.

**INDEPENDENT EXAMINERS'**

Haines Watts were appointed as the charity's independent examiner during the year.

Approved by the trustees on ..... 23rd February ..... 2021 and signed on their behalf by:

  
.....  
Steve Dixon, Vicar

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Independent Examiner's Report  
For The Year Ended 31 December 2020**

I report on the accounts of the church for the year ended 31 December 2020 which are set out on pages 9 to 16.

**Respective Responsibilities of Trustees and Examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

**Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination included 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 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 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**

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below. 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 accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



**Gillian Benjamin ACA**  
For and on behalf of Haines Watts

23<sup>rd</sup> March 2021

17 Queens Lane  
Newcastle upon Tyne  
NE1 1RN

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Statement of Financial Activities  
For The Year Ended 31 December 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<b>Incoming Resources</b>					
Voluntary Income	2(a)	78,263	20	78,283	74,043
Church Activities	2(b)	19,383	-	19,383	49,508
Investment Income	2(c)	7,524	-	7,524	8,738
Other	2(d)	12,447	-	12,447	11,565
<b>Total Incoming Resources</b>		<b>117,617</b>	<b>20</b>	<b>117,637</b>	<b>143,854</b>
<b>Resources expended</b>					
Raising Funds	3(a)	3,102	-	3,102	3,853
Church Activities	3(b)	120,235	20	120,255	148,124
Porch Refurbishment	3(c)	(5,005)	-	(5,005)	36,838
<b>Total Resources expended</b>		<b>118,332</b>	<b>20</b>	<b>118,352</b>	<b>188,815</b>
<b>Net Income/(expenditure) before Investment Gains</b>		<b>(715)</b>	<b>-</b>	<b>(715)</b>	<b>(44,961)</b>
Net Gains on Investments		5,762	-	5,762	46,018
<b>Net Movement in funds</b>		<b>5,047</b>	<b>-</b>	<b>5,047</b>	<b>1,057</b>
<b>Reconciliation of funds</b>					
Total Funds Brought Forward		365,287	878	366,165	365,108
<b>Total Funds Carried Forward</b>		<b>370,334</b>	<b>878</b>	<b>371,212</b>	<b>366,165</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Balance Sheet  
As at 31 December 2020**

	Notes	2020 £	2019 £
<b>Fixed Assets</b>			
Investment assets	5	325,458	342,609
<b>Current Assets</b>			
Debtors and prepayments	6	9,588	9,968
Short term deposits		103	103
Cash at Bank and in hand		38,798	23,006
		<u>48,489</u>	<u>33,077</u>
<b>Current liabilities:</b> amounts falling due within one	7	<u>(2,735)</u>	<u>(9,521)</u>
<b>Net current assets</b>		<u>45,754</u>	<u>23,556</u>
<b>Total Assest less current liabilities</b>		<u>371,212</u>	<u>366,165</u>
<b>Funds</b>			
<b>Unrestricted funds</b>			
General funds		370,334	365,287
<b>Restricted funds</b>			
Road Closure Fund		44	44
Music Group		834	834
Children's Fund		-	-
		<u>878</u>	<u>878</u>
<b>Total Funds</b>	8	<u>371,212</u>	<u>366,165</u>

These financial statements were approved on behalf of the Parochial Church Council on 23rd February 2021

Signed as approved  Steve Dixon

Chairman

Signed as approved  Karen Bilton

Treasurer

The notes on pages 11 to 16 form part of these accounts



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

## Notes to the financial statements For the year ended 31 December 2020

### 1. Accounting policies

#### **Basis of Accounting**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also the first year that they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### **Funds**

The Parochial Church Council maintained various types of funds as follows:

##### *Restricted funds*

Restricted funds represent grants; donations and legacies received which the donor has allocated for specific purposes.

##### *Unrestricted funds*

Unrestricted funds represent unrestricted income that is expendable at the discretion of the trustees in the furtherance of the objects of the church.

The accounts include all transactions, assets and liabilities for which the Parochial Church Council is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### **Income**

##### *Collections*

Collections are recognised when received by or on behalf of the Parochial Church Council.

Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aided donations is recognised when the donation is recognised.

##### *Legacies*

Grants and legacies have been recognised when the Parochial Church Council is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is confirmed.

##### *Donations*

Donations and all other receipts from (fetes, garden parties, and similar events) are reported gross and the related fundraising costs are reported in other expenditure.

##### *Grants*

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

##### *Gifts in kind and donated goods and facilities*

Donated facilities have been included at their estimated value and the corresponding expenditure included under the appropriate heading. Where there was no financial cost borne by another party for the provision of donated facilities (including donated services) then no income has been recognised.

##### *Other income*

Rental income from the letting of Church premises is recognised when the rental has been received.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the financial statements (*Continued*)  
For the year ended 31 December 2020**

**Activities directly relating to the work of the Church**

The diocesan parish share is accounted for when paid. The 2020 share was not paid in full in the year as a direct result of Covid-19 affecting our income.

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2)(a) of the Charities Act 2011.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings is written off in the period in which it is incurred. Consequently, no fixed assets are currently reflected in the Parochial Church Council accounts.

When fixed assets are recognised in the Parochial Church Council accounts they would be valued over the anticipated useful economic life of the asset and depreciated on a straight-line basis.

*Other fixtures, fittings and office equipment*

Individual fixtures, fittings or items of equipment are written off when the asset is acquired.

The Parochial Church Council would consider the accounting treatment of any material expenditure on fixtures and fittings. Any amounts capitalised would be valued over the anticipated useful economic life of the asset and depreciated on a straight-line basis.

**Investments**

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at PCC's best estimate of market value.

**Current assets**

Any material amounts owing to the Parochial Church Council at 31 December 2020 are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits are the cash held on deposit with either the CCLA or at the bank.

**Cash flow statement**

The PCC have taken advantage of the exemption conferred by FRS 102 to dispense with the requirement to prepare a cash flow statement as the income is below £500,000.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (*continued*)  
For the Year Ended 31 December 2020**

<b>2 Incoming Resources</b>	<b>Unrestricted</b>	<b>Restricted</b>		
	<b>Funds</b>	<b>Funds</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
<b>2a) Voluntary Income</b>				
Planned Giving:				
- Gift Aid donations	49,819	-	49,819	50,070
- Income tax recoverable	15,738	-	15,738	11,120
- Other Planned Giving	4,587	-	4,587	3,886
Collections (open plate) at all services	5,734	-	5,734	6,834
Sundry Donations (incl Gift Aided)	1,385	20	1,405	2,108
Legacies	1,000	-	1,000	26
	<u>78,263</u>	<u>20</u>	<u>78,283</u>	<u>74,043</u>
<b>2b) Church Activities</b>				
Bookstall, Publications & Traidcraft	147	-	147	503
Letting Income	10,150	-	10,150	37,882
Photocopy income	31	-	31	128
Fees for Weddings	9,055	-	9,055	10,995
	<u>19,383</u>	<u>-</u>	<u>19,383</u>	<u>49,508</u>
<b>2c) Income from Investments</b>				
Interest and Investment income	7,524	-	7,524	8,738
	<u>7,524</u>	<u>-</u>	<u>7,524</u>	<u>8,738</u>
<b>2d) Other</b>				
Magazine Sales & Advertising	1,571	-	1,571	1,968
Fetes, bazaars & other events	2,745	-	2,745	6,157
Other sundry Income	2,574	-	2,574	3,441
Grants (HMRC Job Retention Scheme)	5,557	-	5,557	
	<u>12,447</u>	<u>-</u>	<u>12,447</u>	<u>11,565</u>
<b>Total Income</b>	<u><b>117,617</b></u>	<u><b>20</b></u>	<u><b>117,637</b></u>	<u><b>143,854</b></u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (*continued*)  
For the Year Ended 31 December 2020**

<b>3 Resources Expended</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
<b>3a) Raising Funds:</b>				
Investment Managers costs	3,102	-	3,102	3,853
<b>3b) Church Activities</b>				
Donations to Home Missions & other Church Societies	2,100	-	2,100	2,040
Donations - Grants	-	-	-	46
Ministry - Diocesan Parish Share	65,000	-	65,000	78,900
Clergy Expenses	2,873	-	2,873	2,213
Other Clergy Costs	-	-	-	-
Church - Utilities	5,163	-	5,163	6,518
Church - Running Expenses	3,091	20	3,111	4,437
Church - Maintenance	3,543	-	3,543	1,450
Church - Insurance	4,874	-	4,874	5,236
Church - Photocopying	1,542	-	1,542	2,406
Parish Magazine Cost & Books	1,228	-	1,228	3,484
Upkeep of Garden	-	-	-	-
Music Costs (including Organists Fees)	4,381	-	4,381	4,447
Parish Hall - Utilities	3,157	-	3,157	6,151
Parish Hall - Insurance	1,219	-	1,219	1,309
Parish Hall - Cleaning Costs	1,874	-	1,874	5,695
Parish Hall - Repairs & Maintenance	1,176	-	1,176	4,093
Parish Hall - Other Running Costs	540	-	540	194
Administrator's Salary	10,146	-	10,146	10,624
Other Administration Costs	1,015	-	1,015	973
Church Fees	5,415	-	5,415	5,999
Parish Centre	1,310	-	1,310	1,009
Governance Costs	-	-	-	-
- Audit/Accountancy	588	-	588	900
	120,235	20	120,255	148,124
<b>3c) Exceptional Item</b>				
Porch refurbishment (VAT refund)	(5,005)	-	(5,005)	36,838
<b>Total expenditure</b>	<b>118,332</b>	<b>20</b>	<b>118,352</b>	<b>188,815</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (*continued*)  
For the Year Ended 31 December 2020**

<b>4</b>	<b>Staff Costs</b>	<b>2020</b>	<b>2019</b>
	Admin Wages (incl Pension costs)	11,161	11,597
	Vergers/Organists	4,381	4,447
	Employers National Insurance	-	-
		<hr/>	<hr/>
		<b>15,542</b>	<b>16,044</b>
		<hr/>	<hr/>
<b>5</b>	<b>Fixed Assets - Investments</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Listed Investments	315,136	335,477
	Cash held with investment managers	10,322	7,132
		<hr/>	<hr/>
		<b>325,458</b>	<b>342,609</b>
		<hr/>	<hr/>
<b>6</b>	<b>Debtors</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Income Tax Recoverable	3,408	3,002
	Prepayments & accrued interest	6,180	6,966
		<hr/>	<hr/>
		<b>9,588</b>	<b>9,968</b>
		<hr/>	<hr/>
<b>7</b>	<b>Creditors - amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Accruals	2,735	9,521
		<hr/>	<hr/>



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (*continued*)  
For the Year Ended 31 December 2020**

**8 Statement of Funds**

	Opening funds	Incoming resources	Outgoing resources	Investment Gains	Closing funds
	£	£	£	£	£
<b>Unrestricted Funds</b>					
General	365,287	117,617	118,332	5,762	370,334
<b>Restricted Funds</b>					
Remembrance Day Road Closure	44	-	-	-	44
Children's Fund	-	20	20	-	-
Music Group	834	-	-	-	834
	-	-	-	-	-
<b>Total funds</b>	<b>366,165</b>	<b>117,637</b>	<b>118,352</b>	<b>5,762</b>	<b>371,212</b>

The restricted funds comprise:

The Remembrance Day Road Closure Fund was set up with donations specifically to fund the cost of holding the Remembrance Day service on the Village green.

The Music Group raised funds to fund the purchase of music and other overheads that arise through the running of this activity.

The Children's Fund has been set up to support ongoing work with the children in the parish.

**9 Analysis of Net Assets by Funds**

	Unrestricted Funds	Restricted funds	Total funds
	£	£	£
Investment	325,458	-	325,458
Current Assets	47,611	878	48,489
Current Liabilities	(2,735)	-	(2,735)
	<b>370,334</b>	<b>878</b>	<b>371,212</b>

**10 Related Party Transactions**

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH  
PRIORY HOLY SAVIOUR, TYNEMOUTH

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

The Church of the  
Holy Saviour



Tynemouth Priory

Registered Charity Number 01132548



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Contents of the Financial Statements For The  
Year Ended 31 December 2020**

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

## Charity Information For The Year Ended 31 December 2020

### MEMBERSHIP

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

<b>Incumbent:</b>	The Rev Stephen Dixon CA	(Appointed 7 October 2018)
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<b>Parish Administrator:</b>	Mr Stuart Crozier	
<b>Wardens:</b>	Canon David Bilton	(Elected April 2016)
	Mrs Janice Torpy	(Elected April 2019)

<b>Representatives on the Deanery Synod:</b>		
	Mrs Linda Benneworth	(Elected April 2014)
	Canon David Bilton	(Elected December 2020)
	Mrs Karen Bilton	(Elected December 2020)

<b>Elected Members:</b>	Mrs Debbie Baird	(Elected 2019)
	Mr Michael Bayley	(Elected 2019)
	Mr Christopher Benneworth	(Elected 2018)
	Mr Rob Blake	(Elected 2015)
	Mr Julian Brown	(Elected 2020)
	Mrs Elena-Rose Crawford	(Elected 2020)
	Mrs Carol Davison	(Elected 2020)
	Mr Dan Entwisle	(Elected 2018)
	Mrs Elizabeth Parr	(Elected 2019)
	Mr John Pearce	(Elected 2018)
	Mr Gareth Ruddle	(Elected 2015)
	Mrs Liz Shipway	(Elected 2016)

<b>Other Officers:</b>		
Lay Vice-Chairman	Mr Christopher Benneworth	(Elected 2020)
Secretary	Mr John Pearce	(Elected 2020)
Treasurer	Mrs Karen Bilton	(Appointed February 2018)

### LEGAL STATUS

The PCC is a registered charity the full name of which is "The Parochial Church Council of The Ecclesiastical Parish of Tynemouth Priory Holy Saviour, Tynemouth" and the registered number is 01132548.

<b>Church Address</b> The Broadway Tynemouth North Shields Tyne and Wear NE30 2LD	<b>Bankers</b> The National Westminster Bank Plc 18 Park View Whitley Bay Tyne and Wear NE26 2TQ	<b>Independent Examiners</b> Haines Watts 17 Queen Lane Newcastle upon Tyne NE1 1RN
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# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

## **Report of the Trustees For The Year Ended 31 December 2020**

The trustees present their report and financial statements of the charity for the year ended 31 December 2020.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **ORGANISATION OF THE CHARITY**

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

The PCC operates through a number of committees and task groups, which meet several times a year. 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.

Task groups met on an ad hoc basis to deal with matters as they arise. The PCC does not control any related trusts or charities.

#### **TRUSTEES**

Details of all the Trustees who have served throughout the year are given on page 1 of this report. Appointment to the PCC is governed by and set out in the Church Representation Rules.

#### **RECRUITMENT AND TRAINING OF PCC MEMBERS**

PCC members are recruited from active parishioners by request and elected at the Annual Parochial Meeting by the parishioners qualified to attend the APM. The PCC look to ensure a broad mix of skills and Christian commitment.

Newly elected members are provided with induction training by the Incumbent, Lay Vice Chairman and Secretary and are encouraged to attend various training events organised within the Diocese.

#### **RISK MANAGEMENT**

The PCC is responsible for the identification and management of all risks. Detailed examination of the risks is delegated to the Finance and General Purposes Committee that works with the officers to identify risks and establish controls to mitigate them. A formal review of the risk management processes is undertaken annually.

### **OBJECTIVES AND ACTIVITIES**

#### **OBJECTIVES OF THE CHARITY**

Holy Saviour's PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the maintenance responsibilities of the church, the Parish Centre and the Parish Hall in Manor Road, Tynemouth.

# **THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

## **Report of the Trustees (*Continued*) For The Year Ended 31 December 2020**

### **STRATEGIES TO ACHIEVE THIS YEAR'S OBJECTIVES**

We will continue as appropriate to draw people together to oversee specific tasks within the church.

### **VOLUNTEERS**

The Church continues to rely upon the services of volunteers to carry out its mission. Volunteers range from those being involved in the management of the Church's affairs to those involved in supporting initiatives of the Church. Volunteers include Church Wardens, sidespersons, altar servers, singing group and musicians, Sunday School leaders, Bible lesson readers, intercessors, uniformed group leaders, W3, church cleaners, Parish News collators, flower arrangers, gardeners, treasurer, planned giving secretary, readers, intercessors, visitors, hospital wheelers and many more. The PCC would like to thank and acknowledge all the time, energy and work undertaken by volunteers.

### **GRANT MAKING POLICY**

Mission - sums paid to charitable organisations from the Church's own income amounted to £2,100 in the year (2019 - £2,040).

The Parish Share has in the past largely provided for clergy stipends and housing. However, each Diocese now has to take responsibility for Clergy Pensions and National Insurance costs from the Church Commissioners. The levy on each Church in Tynemouth Deanery is based upon a formula that takes into account an average of our income, subject to certain deductions, and head count of attendance over each of the last three years. The former has a larger bearing on the result. The figure for 2020 was £65,000 (2019 - £78,900). As a result of reduced income with the Covid-19 restrictions we have been unable to pay our Parish Share in full.

No Grants and Bursaries that are awarded on merit were made in the year (2019 - £nil)

### **REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR**

We set into the New Year with much enthusiasm, having formed a full programme of social activities and being ready to present our Mission Action Plan to the Annual General Meeting. During January, February and early March we were able to hold three of our social occasions, which provided opportunities for mission and a useful boost to church funds. However, by mid-March, it was clear that we would have to curb many of our activities due to the increase in restrictions implemented to reduce the spread of the Covid-19 pandemic. By late March, we were forced to take the unprecedented steps of closing the church for public worship and stop all activities in the Parish Hall and Centre. For the first time in its 179 year history, Holy Saviour's closed its doors. Our worship went online and we began caring for our community by setting up a weekly phone call system to provide support to everyone on the church database.

Some easing of the lockdown measures allowed public worship and a limited range of activities to resume. This meant producing robust risk assessments to ensure a Covid-19 safe environment in the church, hall and centre, before setting up a sanitising rota, providing training to Sidespeople, providing sanitising stations and instigating track and trace record keeping. Throughout the Summer we held weekly Services of the Word before moving to weekly Communion Services once face masks in church became mandatory and we could move about during worship. These services were recorded to provide online worship to those unable to attend.

Hopes were high at the end of the Summer for the further easing of restrictions and a return to a fuller programme of activities. However, the course of the pandemic shifted for the worse, with another forced closure of the church and return to online worship. This lockdown was lifted at the beginning of December and, once again, limited worship and activities in the Centre and Hall resumed. It was decided that social distancing rules would prevent any large gatherings in church or elsewhere for our Christmas Services, so provision was made online for a Carol Service and worship from church was livestreamed.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Report of the Trustees (*Continued*)  
For The Year Ended 31 December 2020**

This has been a traumatic year for Holy Saviour's. Very little of our planning came to fruition and our community has suffered greatly from the isolation of being forced to stay at home. Many of our older members who were suffering from long-term health issues have deteriorated rapidly due to the isolation. It has been extremely challenging to stay in contact with our children and young families. Mission opportunities, which rely heavily on personal contact, have been scarce. Our Parish Administrator was placed on the government's job retention scheme, or 'furlough', since the majority of his duties ceased, and the PCC had to place him on redundancy notice until the job retention scheme was extended into the new year. Our church finances have also been severely affected by the loss of rental income from the Centre and Hall, the cancellation of fundraising events, and the lack of cash giving. PCC had to make the difficult decision not to fulfil our total Parish Share commitment to the Diocese. Some of the groups and organisations with long standing lettings have ended.

Having stated the negatives, it is important to highlight the positive aspects of this peculiar year. As the first lockdown began, an impressive amount of adaptation in a short timeframe took place so that online worship could be provided. We have learned how to produce online worship which has extended our congregation beyond the parish. Many of the congregation stepped up to assist with the pastoral network of telephone calls, and new relationships were formed. Adaptations were made to allow church worship to recommence at the earliest opportunity and many people selflessly gave time and effort which meant this could be done in a Covid-secure way. Bible Studies and some social activities were able to continue online. More people have moved to regular monthly giving by standing order.

As outlined above, many of the usual activities at Holy Saviour's have been curtailed by the effects of the Covid-19 pandemic.

During the year:

- The full PCC met 7 times during the year, mostly online. There were meetings of the Vicar, Wardens and Treasurer on a regular basis when needed.
- Eight people continue to take notes from the Bible Reading Fellowship.
- We continued a CMS Mission Link with Eric and Sandra Read.
- The Parish news continues to be published monthly, either in print or online, dependent on current Covid restrictions.
- Bible Study Groups were held during Lent, Spring and Autumn.
- Over 150 people have been telephoned regularly to support them during lockdowns.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

## Report of the Trustees (*Continued*) For The Year Ended 31 December 2020

### FINANCIAL REVIEW

Total income for the year amounts to £117,636 (2019 - £143,854), of which £20 related to restricted funds. The financial statements show a surplus for the year of £5,046 (2019 - £1,057 surplus).

Our combined reserves totalled £371,211 (2019 - £366,165), of which £325,458 is held with Brewin Dolphin and it is hoped that the income generated will assist in years when our expenditure exceeds our income.

#### Principal funding sources

Principal sources of funding are derived from parishioners through the annual planned giving scheme, together with plate collections, donations, grants and legacies. Fundraising performance in the current year is set out in note 2 of the accounts.

#### Reserves policy

The objective of the PCC's reserves policy is to ensure the provision of adequate working capital resources by monitoring the level of the PCC's free reserves. Free reserves are funds that are not tied up in fixed assets and that are unrestricted – including designated funds that have not been committed to specific expenditure.

The PCC considers that the level of free reserves throughout the year should be a minimum of 6 months of the budgeted amount for the ensuing year for cash-based operating expenditure less investment income expected to contribute towards that expenditure from restricted funds classified as operating funds.

As at 31 December 2020, free reserves were in excess of 6 months budgeted expenditure and was therefore in line with the reserves policy.

#### Investment policy

The Parochial Church Council has invested with Brewin Dolphin. The objective of the Brewin Dolphin investment is to provide recurring income whilst growing the value of the portfolio to ensure that, over the medium term, income and capital can grow in real terms. In risk terms, whilst the Trustees are able to tolerate modest short-term volatility, the main objective of the investment strategy is to avoid permanent loss of value in the portfolio. The overall aim is to provide income to keep the Church running during times where income from collections and other fund raising is falling but our day-to-day expenses are not. Investments are stated in the balance sheet at their market value. Investment performance is set out in note 5 of the accounts.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Report of the Trustees (*Continued*)  
For The Year Ended 31 December 2020**

**PLANS FOR FUTURE PERIODS**

Though many of our activities are currently curtailed by the pandemic restrictions, we are still keen to press forward with our mission to serve the community of Tynemouth and share the good news of Jesus.

To this end, we will continue to adapt to the restrictions and plan to introduce a social and fundraising programme for the year. While we are still unable to meet in person, events will be held online, and when restrictions are lifted, events will be planned around social distancing and outdoors.

Our Mission Groups will begin to meet and formulate alternative ways to meet the objectives laid out in our Mission Action Plan, again working within the constraints of Covid restrictions.

We have been aware for some time that the Parish Hall is deteriorating and needs major building and refurbishment works. An options paper has been produced and discussed at PCC. It is hoped that the reduced activity in the Hall will allow a window of opportunity to revitalise the Parish Hall into a space which will provide a valuable asset for the whole community of Tynemouth and better serve the mission of Holy Saviour's.

These are very challenging times for Holy Saviour's and 2021 will be another difficult year. However, we are planning our recovery, both financially and as a community, by innovation and tenacity.

**INDEPENDENT EXAMINERS'**

Haines Watts were appointed as the charity's independent examiner during the year.

Approved by the trustees on ..... 23rd February ..... 2021 and signed on their behalf by:

  
.....  
Steve Dixon, Vicar



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Independent Examiner's Report  
For The Year Ended 31 December 2020**

I report on the accounts of the church for the year ended 31 December 2020 which are set out on pages 9 to 16.

**Respective Responsibilities of Trustees and Examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

**Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination included 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 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 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**

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below. 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 accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



**Gillian Benjamin ACA**  
For and on behalf of Haines Watts

23<sup>rd</sup> March 2021

17 Queens Lane  
Newcastle upon Tyne  
NE1 1RN

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Statement of Financial Activities  
For The Year Ended 31 December 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<b>Incoming Resources</b>					
Voluntary Income	2(a)	78,263	20	78,283	74,043
Church Activities	2(b)	19,383	-	19,383	49,508
Investment Income	2(c)	7,524	-	7,524	8,738
Other	2(d)	12,447	-	12,447	11,565
<b>Total Incoming Resources</b>		<b>117,617</b>	<b>20</b>	<b>117,637</b>	<b>143,854</b>
<b>Resources expended</b>					
Raising Funds	3(a)	3,102	-	3,102	3,853
Church Activities	3(b)	120,235	20	120,255	148,124
Porch Refurbishment	3(c)	(5,005)	-	(5,005)	36,838
<b>Total Resources expended</b>		<b>118,332</b>	<b>20</b>	<b>118,352</b>	<b>188,815</b>
<b>Net Income/(expenditure) before Investment Gains</b>		<b>(715)</b>	<b>-</b>	<b>(715)</b>	<b>(44,961)</b>
Net Gains on Investments		5,762	-	5,762	46,018
<b>Net Movement in funds</b>		<b>5,047</b>	<b>-</b>	<b>5,047</b>	<b>1,057</b>
<b>Reconciliation of funds</b>					
Total Funds Brought Forward		365,287	878	366,165	365,108
<b>Total Funds Carried Forward</b>		<b>370,334</b>	<b>878</b>	<b>371,212</b>	<b>366,165</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**


**Balance Sheet  
As at 31 December 2020**

	Notes	2020 £	2019 £
<b>Fixed Assets</b>			
Investment assets	5	325,458	342,609
<b>Current Assets</b>			
Debtors and prepayments	6	9,588	9,968
Short term deposits		103	103
Cash at Bank and in hand		38,798	23,006
		<u>48,489</u>	<u>33,077</u>
<b>Current liabilities:</b> amounts falling due within one	7	<u>(2,735)</u>	<u>(9,521)</u>
<b>Net current assets</b>		<u>45,754</u>	<u>23,556</u>
<b>Total Assest less current liabilities</b>		<u>371,212</u>	<u>366,165</u>
<b>Funds</b>			
<b>Unrestricted funds</b>			
General funds		370,334	365,287
<b>Restricted funds</b>			
Road Closure Fund		44	44
Music Group		834	834
Children's Fund		-	-
		<u>878</u>	<u>878</u>
<b>Total Funds</b>	8	<u>371,212</u>	<u>366,165</u>

These financial statements were approved on behalf of the Parochial Church Council on 23rd February 2021

Signed as approved  Steve Dixon

Chairman

Signed as approved  Karen Bilton

Treasurer

The notes on pages 11 to 16 form part of these accounts

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH

## Notes to the financial statements For the year ended 31 December 2020

### 1. Accounting policies

#### **Basis of Accounting**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, it is also the first year that they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### **Funds**

The Parochial Church Council maintained various types of funds as follows:

##### *Restricted funds*

Restricted funds represent grants; donations and legacies received which the donor has allocated for specific purposes.

##### *Unrestricted funds*

Unrestricted funds represent unrestricted income that is expendable at the discretion of the trustees in the furtherance of the objects of the church.

The accounts include all transactions, assets and liabilities for which the Parochial Church Council is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### **Income**

##### *Collections*

Collections are recognised when received by or on behalf of the Parochial Church Council.

Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aided donations is recognised when the donation is recognised.

##### *Legacies*

Grants and legacies have been recognised when the Parochial Church Council is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is confirmed.

##### *Donations*

Donations and all other receipts from (fetes, garden parties, and similar events) are reported gross and the related fundraising costs are reported in other expenditure.

##### *Grants*

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

##### *Gifts in kind and donated goods and facilities*

Donated facilities have been included at their estimated value and the corresponding expenditure included under the appropriate heading. Where there was no financial cost borne by another party for the provision of donated facilities (including donated services) then no income has been recognised.

##### *Other income*

Rental income from the letting of Church premises is recognised when the rental has been received.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the financial statements (*Continued*)  
For the year ended 31 December 2020**

**Activities directly relating to the work of the Church**

The diocesan parish share is accounted for when paid. The 2020 share was not paid in full in the year as a direct result of Covid-19 affecting our income.

**Fixed Assets**

*Consecrated property and moveable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2)(a) of the Charities Act 2011.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings is written off in the period in which it is incurred. Consequently, no fixed assets are currently reflected in the Parochial Church Council accounts.

When fixed assets are recognised in the Parochial Church Council accounts they would be valued over the anticipated useful economic life of the asset and depreciated on a straight-line basis.

*Other fixtures, fittings and office equipment*

Individual fixtures, fittings or items of equipment are written off when the asset is acquired.

The Parochial Church Council would consider the accounting treatment of any material expenditure on fixtures and fittings. Any amounts capitalised would be valued over the anticipated useful economic life of the asset and depreciated on a straight-line basis.

**Investments**

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at PCC's best estimate of market value.

**Current assets**

Any material amounts owing to the Parochial Church Council at 31 December 2020 are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits are the cash held on deposit with either the CCLA or at the bank.

**Cash flow statement**

The PCC have taken advantage of the exemption conferred by FRS 102 to dispense with the requirement to prepare a cash flow statement as the income is below £500,000.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (*continued*)  
For the Year Ended 31 December 2020**

<b>2 Incoming Resources</b>	<b>Unrestricted</b>	<b>Restricted</b>		
	<b>Funds</b>	<b>Funds</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
<b>2a) Voluntary Income</b>				
Planned Giving:				
- Gift Aid donations	49,819	-	49,819	50,070
- Income tax recoverable	15,738	-	15,738	11,120
- Other Planned Giving	4,587	-	4,587	3,886
Collections (open plate) at all services	5,734	-	5,734	6,834
Sundry Donations (incl Gift Aided)	1,385	20	1,405	2,108
Legacies	1,000	-	1,000	26
	<u>78,263</u>	<u>20</u>	<u>78,283</u>	<u>74,043</u>
<b>2b) Church Activities</b>				
Bookstall, Publications & Traidcraft	147	-	147	503
Letting Income	10,150	-	10,150	37,882
Photocopy income	31	-	31	128
Fees for Weddings	9,055	-	9,055	10,995
	<u>19,383</u>	<u>-</u>	<u>19,383</u>	<u>49,508</u>
<b>2c) Income from Investments</b>				
Interest and Investment income	7,524	-	7,524	8,738
	<u>7,524</u>	<u>-</u>	<u>7,524</u>	<u>8,738</u>
<b>2d) Other</b>				
Magazine Sales & Advertising	1,571	-	1,571	1,968
Fetes, bazaars & other events	2,745	-	2,745	6,157
Other sundry Income	2,574	-	2,574	3,441
Grants (HMRC Job Retention Scheme)	5,557	-	5,557	
	<u>12,447</u>	<u>-</u>	<u>12,447</u>	<u>11,565</u>
<b>Total Income</b>	<u><b>117,617</b></u>	<u><b>20</b></u>	<u><b>117,637</b></u>	<u><b>143,854</b></u>



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (*continued*)  
For the Year Ended 31 December 2020**

<b>3 Resources Expended</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
<b>3a) Raising Funds:</b>				
Investment Managers costs	3,102	-	3,102	3,853
<b>3b) Church Activities</b>				
Donations to Home Missions & other Church Societies	2,100	-	2,100	2,040
Donations - Grants	-	-	-	46
Ministry - Diocesan Parish Share	65,000	-	65,000	78,900
Clergy Expenses	2,873	-	2,873	2,213
Other Clergy Costs	-	-	-	-
Church - Utilities	5,163	-	5,163	6,518
Church - Running Expenses	3,091	20	3,111	4,437
Church - Maintenance	3,543	-	3,543	1,450
Church - Insurance	4,874	-	4,874	5,236
Church - Photocopying	1,542	-	1,542	2,406
Parish Magazine Cost & Books	1,228	-	1,228	3,484
Upkeep of Garden	-	-	-	-
Music Costs (including Organists Fees)	4,381	-	4,381	4,447
Parish Hall - Utilities	3,157	-	3,157	6,151
Parish Hall - Insurance	1,219	-	1,219	1,309
Parish Hall - Cleaning Costs	1,874	-	1,874	5,695
Parish Hall - Repairs & Maintenance	1,176	-	1,176	4,093
Parish Hall - Other Running Costs	540	-	540	194
Administrator's Salary	10,146	-	10,146	10,624
Other Administration Costs	1,015	-	1,015	973
Church Fees	5,415	-	5,415	5,999
Parish Centre	1,310	-	1,310	1,009
Governance Costs	-	-	-	-
- Audit/Accountancy	588	-	588	900
	120,235	20	120,255	148,124
<b>3c) Exceptional Item</b>				
Porch refurbishment (VAT refund)	(5,005)	-	(5,005)	36,838
<b>Total expenditure</b>	<b>118,332</b>	<b>20</b>	<b>118,352</b>	<b>188,815</b>



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (*continued*)  
For the Year Ended 31 December 2020**

<b>4</b>	<b>Staff Costs</b>	<b>2020</b>	<b>2019</b>
	Admin Wages (incl Pension costs)	11,161	11,597
	Vergers/Organists	4,381	4,447
	Employers National Insurance	-	-
		<hr/>	<hr/>
		<b>15,542</b>	<b>16,044</b>
		<hr/>	<hr/>
<b>5</b>	<b>Fixed Assets - Investments</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Listed Investments	315,136	335,477
	Cash held with investment managers	10,322	7,132
		<hr/>	<hr/>
		<b>325,458</b>	<b>342,609</b>
		<hr/>	<hr/>
<b>6</b>	<b>Debtors</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Income Tax Recoverable	3,408	3,002
	Prepayments & accrued interest	6,180	6,966
		<hr/>	<hr/>
		<b>9,588</b>	<b>9,968</b>
		<hr/>	<hr/>
<b>7</b>	<b>Creditors - amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Accruals	2,735	9,521
		<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF  
TYNEMOUTH PRIORY HOLY SAVIOUR, TYNEMOUTH**

**Notes to the Financial Statements (continued)  
For the Year Ended 31 December 2020**

**8 Statement of Funds**

	Opening funds	Incoming resources	Outgoing resources	Investment Gains	Closing funds
	£	£	£	£	£
<b>Unrestricted Funds</b>					
General	365,287	117,617	118,332	5,762	370,334
<b>Restricted Funds</b>					
Remembrance Day Road Closure	44	-	-	-	44
Children's Fund	-	20	20	-	-
Music Group	834	-	-	-	834
	-	-	-	-	-
<b>Total funds</b>	<b>366,165</b>	<b>117,637</b>	<b>118,352</b>	<b>5,762</b>	<b>371,212</b>

The restricted funds comprise:

The Remembrance Day Road Closure Fund was set up with donations specifically to fund the cost of holding the Remembrance Day service on the Village green.

The Music Group raised funds to fund the purchase of music and other overheads that arise through the running of this activity.

The Children's Fund has been set up to support ongoing work with the children in the parish.

**9 Analysis of Net Assets by Funds**

	Unrestricted Funds	Restricted funds	Total funds
	£	£	£
Investment	325,458	-	325,458
Current Assets	47,611	878	48,489
Current Liabilities	(2,735)	-	(2,735)
	<b>370,334</b>	<b>878</b>	<b>371,212</b>

**10 Related Party Transactions**

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties.