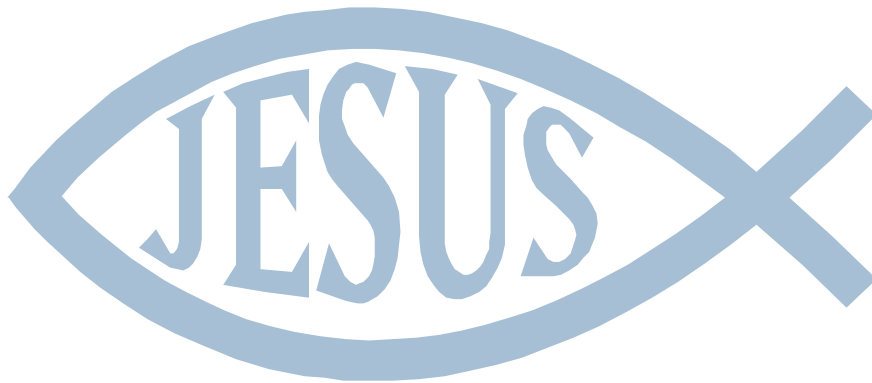


PARISH OF THE UPPER SKERNE
PAROCHIAL CHURCH COUNCIL



ANNUAL REPORT

2022

At
St Catherine's Church, Fishburn
Sunday 29th May
Commencing at
11 am

Annual Parochial church meeting Agenda

1. Prayers
2. Apologies for Absence
3. Minutes of last meeting
4. Matters Arising
5. Election of Church Wardens
6. Election of PCC Members
7. Election of Deanery Synod Representative
8. Secretary Report to the PCC
9. Electoral Roll Report
10. Report on the Proceedings at Deanery Synod
11. Presentation of Accounts (see separate report)
12. Auditor/Independent Examiner for Accounts Report (see separate)
13. Church Wardens Report
14. Sedgefield Area Churches Together Report
15. Safeguarding Report
16. Any other business
17. Closing Prayers

Parish of the Upper Skerne

Minutes of APCM, 23rd May 2021 at 7 pm , Via Zoom and in person at St Edmund's Church, Sedgefield

1. Prayers were led by The Revd. Elizabeth Bland, who welcomed those attending in person & those attending via Zoom

2.a Present:

In person –

The Revd. Elizabeth Bland, The Revd. Peter Robson, Brian Mutch, Bill Armstrong, John Burrows, John Burton, Phillipa Cooper, Malcolm Rutter, Sylvia Rutter, Brenda Moore, Robert Elders, Ann Elders, Michael King, Julie Robson, Asa Whatnell, Kathryn Mulvanney, Anne Gray.

Via Zoom -

The Revd. Martin King, Alison King, Suzanne Hopper, Chris Rowsby, Michele Maccallam, Janet Dean, Jill Bowman, Lesley Tate.

2.b Apologies

Judith King, Linda Clements, Julie Rowsby

Meeting for the Election of Churchwardens

1.Election of Church Wardens:

Written nominations were received for Michele Maccallam & John Burrows and these nomination forms were signed and seconded. Both nominees were accepted unanimously, and The Revd. Elizabeth Bland declared them elected, and thanked Bill Armstrong for his service and support during the difficult past year.

Annual Parochial Church Meeting

1. Minutes of the 2020 APCM

The minutes were approved as a true record, proposed by Bill Armstrong & seconded by Michael King and passed unanimously.

2 Matters Arising

None.

3.Election of PCC members

Readers and Clergy are ex-officio members

PCC members: DCC's have proposed representatives as follows:

St Alban's: Malcolm Rutter

Sylvia Rutter

St Catherine's: Phillipa Cooper

Carol Mason

St Edmund's: Brian Mutch

Anne Gray

St Mary Magdalene's: Lesley Tate

John Burton

These people were accepted by the APCM

The Revd. Elizabeth Bland thanked all those who have stood down from the PCC for all their work & welcomed the new members, she thanked PCC members and all the DCC members from each Church for all their hard work.

4. Election of Deanery Synod Representatives

There was no need to elect new members for Deanery Synod as the current Synod members, John Burton and Brian Mutch are in post for another 2 years. There is still 1 place remaining for anyone who feels they would like to represent the parish on Synod. Thanks were expressed to Brian & John for taking on this role once again.

5. Electoral Roll Report.

JR reported this was an update of the Roll this year, not a full revision, she thanked those in each church who helped with this. The number on the roll has fallen to 192. Revd Bland thanked JR for her work on the electoral roll.

6. Secretary's Report

No comments were made about the report.

The acceptance of JR report was proposed by JBurrows and seconded by AG & passed unanimously. Revd Bland thanked JR for her work on the report & all her work as secretary..

7. Report on the Proceedings of the Deanery Synod

BM said there was nothing to report on Deanery Synod as there have been no meetings over the past year due to the pandemic situation.

8. Presentation of Accounts

BA explained the printed accounts; they are for the period March 2020 to April 2021. He stated that this year's accounts are bound to be affected by the Covid 19 pandemic; however, it is not clear as yet, by how much.

Weddings and funerals have been affected by church closures and so cash collection which would normally be taken at these services have been badly affected. Planned giving has held up well. Parish share payments were reduced last year and will be reviewed later this year. Acceptance of this report was proposed by PC seconded by AG & passed unanimously.

PC proposed a vote of thanks to district treasurers & BA for all they do.

EB echoed PCs comments to say it is really appreciated that people look after the finances and she hopes and prays for a rosier future.

9. Church Wardens Report

Church Wardens report in booklet. There were no questions. Acceptance of this report was proposed by PC & seconded by MK & passed unanimously. EB thanked JB & BA for all their work in what has been an exceptionally challenging period and for their wonderful support.

10 Appointment of Auditor

BA proposed the appointment of SKS Bailey Group as Parish auditors for 2020-2021. This was seconded by MK & passed unanimously. Charges have remained the same as last year.

11. Safeguarding Report

Safeguarding report in booklet.

There have been no incidents reported this year.

JR thanked CM and RS for the very detailed data base which they prepared. She will be able to identify training needs as they arise and will contact anyone who needs to refresh their training. She also thanked all those in the individual churches who are willing to act as points of contact for safeguarding. EB thanked JR for her work as safeguarding officer. Acceptance of the report was proposed by JB & seconded by PC.

12. SACT Report

Report is in booklet. EB thanked JK for all her work with SACT.

13. Team Vicar's Report

This report is in the booklet, there were no questions. MK thanked EB, on behalf of the Parish for all she has done in the last year to maintain worship in the parish. He also thanked PR for his support. This was supported by all in attendance.

14. A.O.B

14.1 Letter from Judith Featherstone and Sylvia Rutter.

EB read out a letter from JF and SR, informing the APCM that the Luncheon Club at St Alban's would not be reopening, even when restrictions are eased. It was not an easy decision to make, as the club has been running for almost 40 years. However it was felt that because of the health issues and ages of the attendees, no chances could be taken with their health. The bank account will be closed and any money given to St Alban's church as a donation.

Meeting closed with the Grace at 7.23 pm

Secretary Report of the PCC

Aims and Purposes

The PCC of the Parish of the Upper Skerne has the responsibility of co-operating with the incumbent, once appointed, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Churches in the Parish.

Objectives and Activities

Since December 2020 Parish of the Upper Skerne has been without a full time Team Rector. The Rev Elizabeth Bland continues part time as Team Vicar with the temporary help of associate priest Rev Peter Robson.

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community in the Parish of the Upper

Skerne. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can 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:

- Worship and prayer; learning about the gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of our Churches.

Now that the worst of the pandemic seems to be over, churches have returned to a fortnightly pattern of worship, with the exception of St Alban's which has a monthly Holy Communion service on the fourth Sunday of the month. Services continue to be available via Zoom from both St Edmund's and St Michael's and home communions are now being offered. Contact has been kept with parishioners through regular phone calls from both clergy and laity. The parish notice sheets are now produced fortnightly and continue to be delivered both in person and also by email. Many thanks to all those who hand deliver the notice sheets. This has been very much appreciated for all those who are shielding.

As part of our whole parish preparation for embarking on the process of advertising for a new incumbent in the Upper Skerne, and after taking advice from the Archdeacon of Auckland, Rick Simpson, all governance committee members were invited to attend 3 half day away sessions. These sessions, led by Rev Martin Anderson, were designed to help the parish, as a whole, to work closely together and show evidence to the Diocese that it is ready to move forward to work with and welcome a new incumbent.

Julie Robson PCC Secretary

.Achievements and Performance

This is the sixteenth full year of meetings of the PCC of the Parish of the Upper Skerne. The PCC met on the following dates in 2021 – February, May, July and November, with 2 special meetings in February and March. The first four meetings were conducted on Zoom because of restrictions on meeting in person but by July restrictions were lifted and the meetings were held in person.

There were two meeting of the PCC Standing Committee in July and November.

There have also been 2 PCC meetings in February and May 2022.

Church closures due to the Coronavirus pandemic, have limited opportunities to address the themes chosen for last year and so they will remain the same for this year.

1. Diocesan Priorities – Growth, Families & Young People, Poverty
2. Finances
3. Safeguarding Training
4. Spiritual Growth
5. New service Patterns

A Parish Recovery Group was set up at the start of the pandemic in order to look at alternative ways of worshipping as well as leading the parish through some very difficult times. The group, consisting of Rev Elizabeth Bland, John Burrows, Bill Armstrong, Michael King, Brian Mutch, Phillipa Cooper, Michele Maccallam, Julie Robson and Rev Peter Robson, now meet less regularly due to the resumption of normal church services. Meetings are held on Zoom and have been very useful to implement a parish wide response and return to usual practices.

Communication: email continues to be the preferred method of sending and receiving information. We have a Facebook page & a website, which is proving popular. We have also set up a Twitter page to keep people updated. PCC Minutes are issued to members via email. DCC minutes are received following DCC meetings in each of the churches.

Julie Robson PCC Secretary

Church Attendance – Electoral Roll

Electoral Roll 2020/2021	192
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Deductions	9
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Additions	6
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Electoral Roll 2021/2022	189
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Distribution

St Alban	22
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St Catherine	16
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St Edmund	90
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St Mary Magdalene	27
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St Michael	34
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Deanery Synod Report

The first meeting that I went to after the pandemic was September 21.

This was mainly taken up with election of members of which I was selected for the Diocesan synod. Then a talk about Eco churches. An explanation of what Deanery synod does for new members and is one of the largest in the Diocese.

Next meeting 30th November all about the new resourcing church at Wynyard and Parish Share.

Next meeting 28th February What churches were doing for the Jubilee

Stockton community partnership which took up most of the meeting and has NO bearing for us as we are NOT in the Stockton council area. However, there was a round table discussion about parishes supporting communities i.e. Foodbanks etc
Brian Mutch

Financial Review

See Attached Treasurer report

Administrative Information

The Parish of the Upper Skerne covers an area including St Michael's Church, Bishop Middleham, St Catherine's Church, Fishburn, St Edmund's Church, Sedgfield, St Mary Magdalene's Church, Trimdon Village & St Alban's Church, Trimdon Grange. It is part of the Diocese of Durham, within the Church of England.

The church office moved to St Alban's Church, Trimdon Grange in January 2021

The address for correspondence is : St Alban's Church, Northside Terrace, Trimdon Grange TS29 6HB

The Parochial Church Council (PCC) is a charity registered with the Charity Commissioners. Registered Charity Number: 1132664.

<i>Incumbent</i>	In Vacancy
<i>Team Vicar</i>	The Revd. Elizabeth Bland
<i>Associate Priest</i>	The Reverend Peter Robson

<i>Readers</i>	Mr Bill Armstrong	Parish Treasurer
	Mr Michael King	

<i>Wardens</i>	Mrs Michele Maccallam
	Mr John Burrows

<i>Deanery Synod</i>	Mr Brian Mutch	PCC Lay Chair
	Mr John Burton	

PCC members who were elected from April 2021 until the date this report was approved are:

<i>St Edmund's :</i>	Mr Brian Mutch
	Mrs Anne Gray
<i>St Michael's :</i>	Mrs Michele Maccallam
	Mr John Burrows
<i>St Alban's</i>	Mrs Sylvia Rutter
	Mr Malcolm Rutter
<i>St Catherine's:</i>	Mrs Phillipa Cooper
	Mrs Carol Mason
<i>St Mary Magdalene's</i>	Mrs Lesley Tate
	Mr John Burton
<i>PCC Secretary</i>	Mrs Julie Robson

Structure, governance and management

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

Attendance at PCC Meetings January – December 2021

Name of PCC Member	No of meetings Attended	% attendance
The Revd. Elizabeth Bland	6	100%
John Burrows	6	100%
Michele Maccallam	6	100%
Michael King	4	66%
Anne Gray	6	100%
Bill Armstrong	5	83%
John Burton	4	66%
Brian Mutch	6	100%
Sylvia Rutter	3	50%
Malcolm Rutter	4	66%
Carol Mason	6	100%
Lesley Tate	3	50%
Phillipa Cooper	6	100%
Linda Clement (until May 2021)	4	100%

Church Wardens' Report

Parish of the Upper Skerne
Churchwardens' Report to APCM 29 May 2022

The two Churchwardens attended a Swearing in Service online and have attended various training events during the year since May 2021

One, or both, of the wardens have attended every DCC and all, except one, PCC meeting along with Ministerial Team meetings, Worship Leaders' meetings and the various meetings of the Parish Recovery Group which has planned and successfully maintained the re-opening of all five churches in the Parish, even with the revisions of Government and Church of England Guidance or Regulations. The arrangements for Funerals, Weddings and Baptisms have been kept constantly under review.

Faculties have been applied for at St Mary Magdalene's, for the re-ordering of the Garden of Remembrance at East End Cemetery, and for the new boiler installation at St Michael's. Emergency repairs to the retaining wall at St Michael's were arranged under List B approval from Archdeacon Rick. The transfer of maintenance of St Edmund's graveyard to the local authority is anticipated to be completed in the near future.

The transfer of the Parish Office to St Albans has shown to be an excellent decision. We thank Julie for all her hard work.

The Wardens have continued to work closely Elizabeth and Peter seeking to ensure that they both have our full support.

Michele McCallum

John Burrows

Sedgefield Area Churches Together Annual Report 2021-2022

Another year when Covid has significantly impacted our lives; it has forced us to re-evaluate some of the things we do and our outlook on life in general. Despite restrictions, SACT has had an active year.

Cafe COP – one of the first opportunities for people to meet together. A time to reflect on our responsibility to the planet. Some wonderful displays and stalls in St Edmund's and in the Parish Hall.

Advent Group – A good representation from each of the denominations. Meaningful discussion followed from Chris Humble's lead in these sessions.

Tree at the Christmas Tree Festival using decorations made at Cafe COP

Carols in the car park – we were looking forward to this again as it was so successful last time. The weather defeated us though. However, Carols on the Green did go ahead with a large gathering of people

Taize Service – a lovely reflective service organised held at St Albans.

Lent Day – A study day, led by Chris, that was well represented by people from the different denominations. The informal feedback afterwards was very positive.

SACT continues to enable the different Christian denominations to work collaboratively. I am proud of what it has achieved. I hope and pray that the Christian message may continue to be shared and celebrated in the Sedgefield area and beyond.

Judith King

May 2022

Moderator SACT

Safeguarding Report

Safeguarding Issues:

Over the past year there have been no safeguarding issues.

Safeguarding in the Parish of the Upper Skerne:

Legally, the Parish has a number of requirements and responsibilities. The PCC were provided with all documents necessary to comply with their obligations. A file of information including guidance notes, checklists, policies and procedures were distributed to all five churches. Together with posters which must be displayed in each church.

Safeguarding Training

A named contact for each church agreed to help with Safeguarding within their church and helped considerably with sorting out training requirements that some parishioners would need to undertake to comply with Diocesan policy.

It will be 3 years in September since the last whole parish safeguarding training was done and so Julie Robson, as safeguarding officer, will review this with the Diocesan Safeguarding Team to establish what refresher training needs to be undertaken.

There are several levels of training in operation.

Basic on-line training, for all church officers and anyone who has to complete any other higher level of training.

Foundation course is also now available on line. Recommended for anyone who has a role which involves work with children, young people or vulnerable adults. Also for church wardens, PCC members, vergers, bell tower captains and bell ringing teachers.

Leadership for people who **lead** activities for children and young people and/or adults who may be vulnerable. Also church wardens, parish safeguarding officer, bell tower captains and bell ringing teachers.

Safer Recruitment and People Management for anyone involved in the recruitment or line management of church officers (employees, elected members and volunteers), those responsible for administering DBS, church wardens and parish safeguarding officer.

Raising Awareness of Domestic Abuse for all clergy, Readers, Liscensed Lay Ministers and anyone holding the Bishop's licence, commission, authorisation or permission, parish safeguarding officer, PCC members

Julie Robson

Parish Safeguarding Officer.

Parish of the Upper Skerne

Parish Accounts 2021

1. Consolidated Account

RECEIPTS/INCOME			2020	Difference
Voluntary giving				
Planned giving	£54,023.43		£51,166.79	£2,856.64
Collections at services	£14,103.03		£6,846.71	£7,256.32
All other giving and voluntary receipts, including special appeals (recurring and one-off)	£10,583.90		£7,001.43	£3,582.47
Gift Aid recovered (planned giving and one-off donations)	£31,400.13			£31,400.13
Legacies received (capital value)	£4,590.99		£0.00	£4,590.99
Grants (include recurring and one-off)	£1,000.00		£0.00	£1,000.00
Total voluntary giving	£115,701.48		£65,014.93	£50,686.55
Activities for generating funds				
Fundraising activities (gross proceeds)	£6,805.03		£3,482.88	£3,322.15
Income from investments				
Dividends, interest, income from property etc.	£368.00		£353.37	£14.63
Church activities				
Fees retained by PCC (weddings, funerals etc.)	£25,895.00		£10,714.00	£15,181.00
Trading activities (gross proceeds), NOT fundraising	£3,378.00		£2,868.00	£510.00
Other incoming resources				
Other receipts/income not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	£1,830.11		£1,129.07	£701.04
Totals (from Financial Statements)				
TOTAL RECEIPTS/INCOME	£153,977.62		£83,562.25	£70,415.37
PAYMENTS/EXPENDITURE				
Costs of generating funds				
Costs of fundraising activities	£1,362.38		£412.00	-£950.38
Church activities				
Mission giving and donations	£3,338.35		£3,045.50	-£292.85
Diocesan parish share contribution	£52,850.00		£60,650.00	£7,800.00
Salaries, wages and honoraria	£10,542.60		£8,277.30	-£2,265.30
Clergy and staff expenses	£4,486.98		£5,357.90	£870.92
Church expenses				
Mission and evangelism costs	£0.00		£0.00	£0.00
Church running expenses (including governance)	£42,562.25		£25,198.78	-£17,363.47
Church utility bills	£10,481.25		£11,838.65	£1,357.40
Costs of trading	£2,950.99		£339.99	-£2,611.00
Major capital expenditure				
Major repairs to the church building	£1,200.00		£7,426.00	£6,226.00
Major repairs to church hall/other PCC property including redecoration	£0.00		£2,356.80	£2,356.80
New building work to the church, church hall, clergy housing or other PCC property.	£0.00		£0.00	£0.00
Other expenditure				
Other payments/expenditure not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	£2,909.38		£3,659.78	£750.40
Totals (from Financial Statements)				
TOTAL PAYMENTS/EXPENDITURE	£132,684.18		£128,562.70	-£4,121.48
COMBINED TOTAL	£21,293.44		-£45,000.45	

2. Statement of Parish and Church Balances at 31st December 2021

	Parish	St A	St C	St E	St MM	St M	
CCLA		£13,313.02		£3,452.36	£8,251.15	£12,106.53	£37,123.06
DBF			£70,619.63	£108.76	£1,209.29	£7,860.35	£79,798.03
Business			£3,452.33		£3,153.15		£24,456.06
			£17,850.58				
Current	£11,300.30	£4,077.86	£3,723.28	£14,438.21	£23,222.92	£9,162.92	£65,925.49
TOTALS	£11,300.30	£17,390.88	£95,645.82	£17,999.33	£35,836.51	£29,129.80	£207,302.64

3. Restricted and Designated Funds

St Catherine's Building Fund (restricted)

Interest	£36.77
End of year balance	£70,619.63

St Edmund's – Canon Eden Account (restricted)

Interest	£0.06
End of year balance	£108.76

St Mary Magdalene's – Tithe Act (restricted)

Interest	£0.63
End of year balance	£1,209.29

St Michael's – various Trust Funds (restricted)

Interest	£215.20
End of year balance	£7,860.35

Parish Account – retirement collections (restricted)

Income	£1,465.20
Expenditure	£1,465.20
Account closed	

Parish Account – AV equipment

Income	£300.00
End of year balance	£300.00

St Edmund's – various designated funds

Income	£818.16
Expenditure	£121.25
End of year balance	£4528.67

Parish Account – youth work (designated)

Opening Balance	£954.73
No activity	

4. PCC Treasurer's Report

This year's accounts show a welcome return to a more normal situation, following the effects of the pandemic last year. Despite the fact that church buildings were again closed for worship between January and March, all of the figures for giving, cash collections and fees show an increase on 2020.

In addition, a reduction in parish share payments of £7,800 and the receipt of Gift Aid repayments for both 2019 and 2020, helped the parish towards an overall surplus of £21,040.

All our churches saw a surplus in 2021. The surpluses were, at least in part, explained by the fact that we received two years of Gift Aid repayments.

Overall income increased by £70,000 to a more normal amount of £153,724. This was partly due to two years' Gift Aid repayment (which brought in an additional £13,950). Other sources of income also increased. Planned giving increased by £2,850. The return of baptisms, weddings and funerals led to an increase in collections at those services of £7,256, although it should be noted that this is only 50% of the fall in collections last year. Income from fees increased by £15,180 – more than the drop in fees income last year. Fund-raising activities produced an increase of £3,320 although, again, this does not represent a return to the situation in 2019. Overall expenditure also increased by only £4,120, despite the reduction in our parish share. This can largely be explained by a return to more normal levels of activity in our churches.

Planned giving was quite steady showing an increase of 5.5%. This represents an encouraging feature as it is slightly above the level of giving in 2019. 2021 saw a recovery in other collections, although these are still 30% below the 2019 level. This is explained by the continuing impact of the pandemic on baptisms, weddings and funerals.

The decision was made to reduce further the amount pledged for 2021 Parish Share payments, beyond the reductions forced on us in 2020 by the pandemic. The diocese reduced its request for 2022, acknowledging the fact that we had to draw on our reserves to meet the costs of the pandemic. Now that our financial situation shows signs of recovery, we should be prepared to face an increased Parish Share request from the diocese.

Bill Armstrong

April 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's
report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

The PCC of the Ecclesiastical Parish of the Upper Skerne

On accounts for the year
ended

31st December 2021

Charity no
(if any)

1132664

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

ELIZABETH LOUISE LAVERY

Date:

10/5/22

Name:

ELIZABETH LOUISE LAVERY

Relevant professional
qualification(s) or body
(if any):

ACCA

Address:

FRANKLIN HOUSE, STOCKTON ROAD
SEDFIELD, STOCKTON ON TEES,
TS21 2AG

Disclosure

Give here brief details of any items that the examiner wishes to disclose.