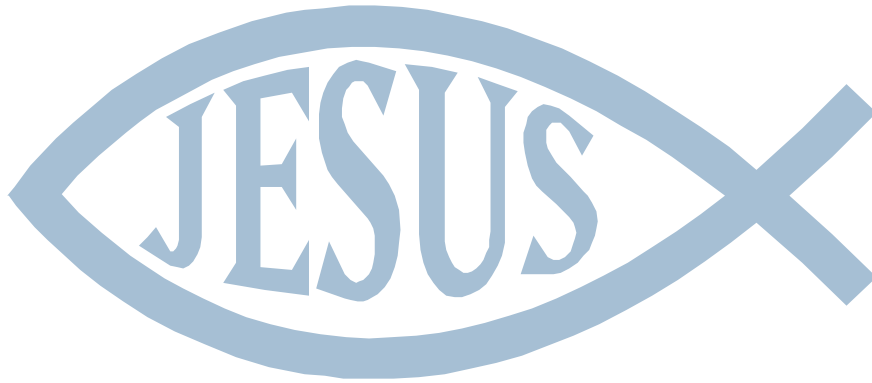


PARISH OF THE UPPER SKERNE
PAROCHIAL CHURCH COUNCIL



ANNUAL REPORT

2023

At
St Alban's Church, Trimdon Grange
Sunday 30th April
Commencing at
11 am

Annual Parochial church meeting Agenda

The Annual Parish Meeting for the Election of Churchwardens

1. Welcome and opening prayer
2. Minutes of last meeting
3. Election of Churchwardens

The Annual Parochial Church Meeting

1. Welcome by the Chair of the Meeting
2. Opening Prayer
3. Apologies for absence
4. Minutes of last meeting
5. Matters arising
6. Election of parochial representatives of the laity to the Deanery Synod.
7. Election of representatives of the laity to the PCC.
8. PCC membership of Licensed Lay Ministers.
9. Appointment of Independent Examiner for the PCC accounts.
10. Questions about parochial church matters.
11. Instrument of Governance
 - a. Term of office of Deanery Synod representatives
 - b. Term of office of PCC members
 - c. Recommendation to Bishop's Council
12. Consideration of PCC reports:
 - a. Electoral Roll
 - b. Report on the proceedings of the PCC and the activities of the parish.
 - c. Safeguarding report
 - d. Acting Treasurer's report and accounts for 2022
 - e. Annual fabric report
 - f. Report on the proceedings of the Deanery Synod
13. Any other business
14. Date of next meeting
15. Closing Prayer

A meeting of the new PCC will follow immediately.

Parish of the Upper Skerne
Minutes of APCM, 29th May 2022 at 11am at St Catherine's Church,
Fishburn

1. Opening prayers, following a short bible reading, were led by The Revd. Elizabeth Bland, who welcomed those attending the APCM.

2.a Present:

The Revd. Elizabeth Bland, The Revd. Peter Robson, Rev Eileen Tarren, Rev Martin King, Brian Mutch, Bill Armstrong, John Burton, Glennis Defty, Malcolm Rutter, Sylvia Rutter, Robert Elders, Ann Elders, Michele Maccallam, Julie Robson, Anne Gray, Linda Clement, Janet Deane, Neil Stevenson, Sam Agnew, David Slater, Lesley Tate, Alison King, Suzanne Hopper, Malcolm Brown, Helen Gray, Alison Hodgson, Judith Edgoose, Linda Chapman, Vivienne Anderson, Margaret Mason

2.b Apologies

Michael King, Judith King, Alistair Irvine, Lisa Agnew, John Burrows, Phillipa Cooper, Robert Cooper, Ann Eyley and Ron Eyley.

3 .Minutes of the 2021 APCM

The minutes were approved as a true record, proposed by John Burton, seconded by Michele Macallam and passed unanimously.

4 Matters Arising

None.

5.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.

6 .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
	Margaret Mason
St Edmund's:	Brian Mutch
	Anne Gray

St Mary Magdalene's:	Lesley Tate
	John Burton

St Michael's:	Michelle MacCallum
	John Burrows

These people were accepted unanimously by the APCM

The Revd. Elizabeth Bland thanked all those who have offered to stand again for the PCC, and welcomed the new member. She thanked PCC members and all the DCC members from each Church for all their hard work.

7. 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 year. There is still 1 place remaining for anyone who feels they would like to represent the parish on Synod and Michele Macallam offered to stand for the remaining year. Anne Gray proposed, Bill Armstrong seconded and it was carried unanimously. Rev Elizabeth thanked John and Brian for all they continue to do as our Deanery Synod reps.

8. Secretary Report to PCC.

Acceptance of the report agreed unanimously.

Rev Elizabeth thanked Julie for her work as PCC secretary.

9. Electoral Roll Report

Julie Robson reported that the number on the electoral roll has fallen to 189 and thanked those in each church who helped with gathering the information. Revd Bland thanked JR for her work on the electoral roll.

10. Report on the Proceedings of the Deanery Synod

Brian Mutch had nothing else to add to his report and this was accepted and agreed unanimously.

11. Presentation of Accounts

Bill Armstrong presented the accounts and Rev Elizabeth asked the meeting to accept theses officially. John Burton proposed and Michele Macallam seconded. Agreed unanimously. Rev Elizabeth thanked Bill for all his hard work as treasurer.

12 Appointment of Auditor

BA proposed the continued use of SKS Bailey Group as Parish auditors for 2021-2022. This was seconded by John Burton & passed unanimously.

13. Church Wardens Report

Church Wardens report in booklet. There were no questions.

Michele Macallam added that the parish is still waiting for a faculty to replace St Michael's boiler. She also informed the meeting that Durham County Council had agreed to take over the maintenance of St Edmund's graveyard.

Acceptance of report agreed unanimously. Rev Elizabeth thanked Michele and John for their continued hard work and support.

14. SACT Report

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

15. Safeguarding Report

Safeguarding report in booklet.

Report accepted unanimously

16. Any Other Business

No a.o.b.

. Meeting concluded with the Grace at 11.33am

Written Reports for APCM 2023

Electoral Roll Report

The Electoral roll has decreased by 3 (as shown in the table below)
Many thanks to those who have helped in collating this information.

Church Attendance – Electoral Roll		
Electoral Roll 2021/2022		189
Deductions	4	
Additions	1	
Electoral Roll 2022/2023		186
Distribution		
St Alban	21	
St Catherine	15	
St Edmund	88	
St Mary Magdalene	27	
St Michael	35	

Julie Robson Electoral Roll Officer

Annual Report on the proceedings of the PCC and the activities of the parish

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 St Edmund's. 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 unable to attend church.

Achievements and Performance

This is the seventeenth full year of meetings of the PCC of the Parish of the Upper Skerne. The PCC met on the following dates in 2022– February, May, July and October, with a special meeting in December to discuss the Parish Prioritisation Process Workbook with Ven Libby Wilkinson and Ven Rick Simpson

All meetings were held in person.

There were four meetings of the PCC Standing Committee in January, April, June and October 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

It was decided that, since services have settled into a regular pattern, there was no need to continue with the Parish Recovery Group.

A new Communications Group has been established to look at effective ways of communication throughout the parish. Questionnaires were sent out to parish members and these are now being processed, with the aim of improving all forms of communication, especially website, notice sheets and magazine.

We have Facebook and Twitter pages & a website, as well as individual church information on A Church Near You website.

PCC Minutes are issued to members via email. DCC minutes are received following DCC meetings in each of the churches.

Julie Robson PCC Secretary

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 was provided with all documents necessary to comply with its duty to have regard to the House of Bishop's guidance on safeguarding children and vulnerable adults. This is reviewed annually.

Safeguarding Training

All safeguarding refresher training at all 3 levels has been completed by anyone requiring it. Basic Awareness and Foundation training is completed online, but Leadership was done in person over 2 sessions at St Alban's church in November 2022.

DBS Checks

DBS checks were needed again as they now need renewing every 3 years.

John Burrows (Validator) and Julie Robson (Administrator) to date, have almost completed the renewals for those needing them.

Julie Robson Parish Safeguarding Officer

Acting Treasurers Report and Accounts for 2022 (Accounts on separate sheets)

Income was considerably increased in 2022 by two significant factors: a bequest to St Edmund's Church of £103,366.36, and fund-raising to replace the boiler at St Michael's which raised £16,010.72. If these two amounts were removed from the parish income it would leave a sum of £142,656, which would be very close to the parish income in 2021. The bequest to St Edmund's was 'to maintain the fabric of the building' and so has been placed in a restricted fund for that purpose.

Planned giving across the parish remained stable although collections at services increased by 30% - another sign of recovery from the pandemic as this figure includes collections at baptisms, weddings and funerals. This is also reflected by the increase of 12.5% in fees from weddings and funerals.

Expenditure increased from £132,684 in 2021 to £153,433 – an increase of 16%. This was almost entirely due to the spending of £15,640 on the replacement of St Michael's boiler and a further £2,190 on the installation of LED lighting. In addition, £3,141 was spent on building work at St Edmund's.

Other increases in expenditure were in parish share (3%), and in the Administrator's salary (32%). These were offset by falls in general running expenses (-15%) and in clergy expenses (-24%).

Most of the **church accounts** were in surplus – ranging from St Edmund's (£6,164) to St Michael's (£1,434). St Alban's and St Catherine's were in deficit by £555 and £448 respectively.

Looking forward, there are factors which need to be considered. Our parish share pledge has increased this year by 33% to £72,500. This was a correction in our pledge level following the years of the pandemic and it is unlikely that we will face such an increase again. It is, however, likely that the diocese will ask us to consider an increase in line with inflation, currently 10.4% but predicted to fall later in the year. At a time when the level of giving in the parish is static, this will inevitably necessitate some serious thought. We have been asked, as part of the Parish Prioritisation Process, to work with the Revd Paul Child on parish giving. It will be interesting to hear his thoughts. As part of the same process, the Archdeacon of Durham has asked us to review our current formula for allocating parish share among our churches. That might lead to some adjustments in the amounts contributed by each of our churches.

Rising energy costs and general inflation are also likely to have an impact on our churches, especially as energy contracts come up for renewal.

Bill Armstrong April 2023

Annual Fabric Report

The two Churchwardens attended a Swearing in Service online and have attended various training events during the year since May 2022

One, or both, of the wardens have attended all but one DCC and all PCC meetings along with Ministerial Team meetings, Steering Group, 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 but has now terminated. Arrangements for Funerals, Weddings and Baptisms have been kept constantly under review.

Faculties have been completed for the re-ordering of the Garden of Remembrance at East End Cemetery, St Mary Magdalene's, Trimdon Village. The transfer of maintenance of St Edmund's graveyard to the local authority was completed.

The boiler replacement and installation of LED lighting were completed at St Michael's where a Bronze Eco Award was achieved.

The wardens are represented on the Environment, Governance and Communications Groups.

The five churches are in generally good condition with maintenance being carried out as necessary with all relevant approvals. Several of the churches are awaiting overdue Quinquennial Inspections.

We thank Julie for all her hard work as Parish Administrator.

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

Michele McCallum & John Burrows 21/4/23

Report on the proceedings of Deanery Synod

February:

Stockton Community Partnership, established to bring communities together to reach out to people and organisations, to work together to raise aspirations, tackle poverty, isolation, and loneliness.

May:

Growing Faith, Talk given by Catherine Simpson, who works two days a week as a school Chaplain and delivers the Growing Faith initiative.

September:

Held at St Albans, Items discussed: DSMPC membership, Parish Share, how to grow disciples.

November: Diocesan Transformation.

I wrote the following in 2020, and it is still the same today.

Reflection: All very interesting, but still feel we are a long way off integrating into the Deanery, I feel that we are still a long way off from being a full part of what is actually going on, perhaps this will come about when and if we ever get back to normal

Brian Mutch Deanery Synod Representative

Parish of the Upper Skerne

Parish Accounts 2022

1. Consolidated Account

	Note	Unrestricted Funds £	Unrestricted designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2022 £	TOTAL 2021 £
	RECEIPTS/INCOME						
	Voluntary giving						
1	Planned giving	£54,833.20				£54,833.20	£54,023.43
3	Collections at services	£18,328.78				£18,328.78	£14,103.03
4	All other giving and voluntary receipts, including special appeals (recurring and one-off)	£13,536.04		£6,717.00		£20,253.04	£10,583.90
6	Gift Aid recovered (planned giving and one-off donations)	£15,273.23				£15,273.23	£31,400.13
7	Legacies received (capital value)			£103,366.36		£103,366.36	£4,590.99
8	Grants (include recurring and one-off)	£4,642.00		£12,619.72		£17,261.72	£1,000.00
	Total voluntary giving	£106,613.25		£122,703.08		£229,316.33	£115,701.48
	Activities for generating funds						
9	Fundraising activities (gross proceeds)	£5,673.71		£1,641.00		£7,314.71	£6,805.03
	Income from investments						
10	Dividends, interest, income from property etc.	£552.60		£2,867.05		£3,419.65	£115.08
	Church activities						
11	Fees retained by PCC (weddings, funerals etc.)	£17,383.40				£17,383.40	£15,453.20
12	Trading activities (gross proceeds), NOT fundraising	£4,327.61				£4,327.61	£3,378.00
	Other incoming resources						
13	Other receipts/income not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	£271.66				£271.66	£1,830.11
	Totals (from Financial Statements)						
A	RECEIPTS/INCOME	£28,208.98	£0.00	£4,508.05	£0.00	£32,717.03	£27,581.42
B	COMBINED TOTAL	£134,822.23	£0.00	£127,211.13	£0.00	£262,033.36	£143,282.90
	PLANNED GIVERS AND LEGACIES						
14	Number of planned givers					124	
16	Number of new legacies received in year					1	
	PAYMENTS/EXPENDITURE						
	Costs of generating funds						
	Costs of fundraising activities	£1,117.08				£1,117.08	£1,362.38
	Church activities						
	Mission giving and donations	£3,272.04	£9,793.97	£1,400.00		£14,466.01	£3,338.35
	Diocesan parish share contribution	£54,500.00				£54,500.00	£52,850.00
	Salaries, wages and honoraria	£13,851.60				£13,851.60	£10,542.60
	Clergy and staff expenses	£3,401.83				£3,401.83	£4,486.98
	Church expenses						
	Mission and evangelism costs						
	Church running expenses (including governance)	£33,114.97		£3,220.58		£36,335.55	£42,562.25
	Church utility bills	£9,131.55				£9,131.55	£10,481.25
	Costs of trading	£2,244.99				£2,244.99	£2,950.99
	Major capital expenditure						
	Major repairs to the church building	£2,690.00		£15,140.31		£17,830.31	£1,200.00
	Major repairs to church hall/other PCC property including redecoration						
	New building work to the church, church hall, clergy housing or other PCC property.						
	Other expenditure						
	Other payments/expenditure not already listed PLEASE NOTE BRIEF DETAILS IN BOX E	£554.33				£554.33	£2,909.38
	Totals (from Financial Statements)						
	PAYMENTS/EXPENDITURE						
	COMBINED TOTAL	£123,878.39	£9,793.97	£19,760.89	£0.00	£153,433.25	£132,684.18

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

	Parish	St A	St C	St E	St MM	St M	
CCLA		£13,488.12		£105,362.71	£8,359.69	£12,272.05	£139,482.57
DBF			£68,454.11	£5.00	£5,216.07	£8,172.42	£81,847.60
Business			£3,455.67		£4,114.01		£34,460.58
			£17,867.83			£9,023.07	
Current	£11,300.30	£4,077.86	£2,326.13	£18,906.47	£25,639.85	£1,323.43	£63,574.04
TOTALS	£11,300.30	£17,565.98	£92,103.74	£124,274.18	£43,329.62	£30,790.97	£319,364.79
Restricted Funds	£3,473.02		£68,454.11	£99,514.06		£579.41	£172,020.60
Designated Funds	£954.73			£2,681.73	£2,866.83		£6,503.29
Endowments			£3,094.35	£105.00	£1,209.29	£10,074.32	£14,482.96

3. Restricted and Designated Funds

St Catherine's Building Fund (restricted)

Interest	£928.83
End of year balance	£68,454.11

St Edmund's – Canon Eden Account (restricted)

Interest	£1.43
End of year balance	£5.19

St Edmund's – Gordon Morris bequest (restricted)

Income	£99,509.06
End of year balance	£99,509.06

St Michael's – various Trust Funds (restricted)

Interest	£6.12
End of year balance	£208.62

St Michael's – Boiler Fund (restricted)

Income	£16,010.72
Expenditure	£15,640.31
End of year balance	£370.41

PCC Account – AV equipment (restricted)

Expenditure	£78.98
End of year balance	£221.02

PCC Account – Refugee Support (restricted)

Income	£4,652.00
Expenditure	£1,400.00
End of year balance	£3,252.00

St Edmund's – various designated funds

Income	£1,411.70
Expenditure	£1,347.51
End of year balance	£2,681.73

PCC Account – youth work (designated)

Opening Balance £954.73

No activity

4. PCC Treasurer's Report

Income was considerably increased in 2022 by two significant factors: a bequest to St Edmund's Church of £103,366.36, and fund-raising to replace the boiler at St Michael's which raised £16,010.72. If these two amounts were removed from the parish income it would leave a sum of £142,656, which would be very close to the parish income in 2021. The bequest to St Edmund's was 'to maintain the fabric of the building' and so has been placed in a restricted fund for that purpose.

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Bill Armstrong

April 2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

The Parochial Church Council of the Ecclesiastical Parish of the Upper Skerne

On accounts for the year
ended

31st December 2022

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

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:

G Fletcher

Date:

13th March 2023

Name:

GORDON FLETCHER

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

CHARTERED MEMBER OF THE INSTITUTE OF INTERNAL
AUDITORS
— C.M.I.I.A.

Address:

104 BROWNING HILL

COXHOLE

DH6 4SA