

2022 Report and Accounts
for the
Parochial Church Council
of
St Nicholas Hornsea

Registered Charity Number 1132888

**Presented to the Annual General
Meeting on 30th May 2023**

Aims and Purpose

St. Nicholas Parochial Church Councils (PCC) has the responsibility of cooperating with the incumbent, the Reverend Tina Minett Stevens, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC of St Nicholas is also specifically responsible for the maintenance of the St Nicholas Parish Hall at 1 Newbegin Hornsea HU18 1AB

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish communities. 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
- Mission and outreach work

To facilitate this work it is important that we maintain the fabric of our Church buildings and St. Nicholas Church Hall.

Achievements and Performance

Annual Safeguarding Report

I was pleased to take up the post as Benefice safeguarding officer after the last APCM. Thank you to everyone who has welcomed and worked with me. I am undertaking the tasks on behalf of you all and can only achieve what we are legally, and morally, required to do with your support.

I had to do quite a bit of training before I was fully up to speed with all my role involved and then part way through the year the Diocese introduced a new traffic light system to measure each PCCs progress so this first year has mainly been about establishing good foundations.

We have also managed to arrange a safeguarding training course which many from the Benefice and beyond attended. If you were not able to attend this and are a PCC member this is something you'll need to do this year. And there is additional training to be done for Wardens.

The Diocesan traffic light system will help us focus on safeguarding priorities for the next year.

There is still quite a bit to be done to get to the standard we need to be so PCCs please be aware safeguarding business will be regularly on agendas, with work for you to do between meetings too.

Two areas I'd like to flag up we'll need to zone in on are:

1. Renewing DBS clearances for many. Please be patient and tolerant as / when I request to see the required documents from you..!
2. Tightening up the way people take up new roles if they involve working with children or vulnerable adults.

In the past it's sometimes been possible for people to start helping out without them or the group being 100% clear what their role might be or indeed their suitability for it. There are clearly risks involved in this approach and in future we'll need to move to a more formal process of job description, application, taking up references and, where appropriate, DBS clearances. There are good reasons for the new system and in time I'm sure it will become second nature to us all.

Thanks again for working with me and Reverend Tina to make our parishes and churches safeguarding compliant and so safe and secure places for all to be.

Lynn Hellmuth

Worship and Prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling.

All are welcome to attend our regular services.

Attendances on a Sunday morning have grown but are still lower than before Covid and we recognise that the past two years may have permanently changed patterns of attendance on a Sunday morning.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

Our worship online has continued and a faithful number attend morning prayer each weekday, usually between 6 and 12. Morning Prayer reverted to online only when work commenced to repair the windows in St Nicholas but returned to the building on completion.

Others join on Sundays for Communion, which has now dropped to 1 or 2 attending this way, as most have returned to in-person worship.

We have continued to develop and continue our online offering alongside our social media presence through shared posts and our own team producing memes and short videos teaching about the festivals and our faith. All our services and events are promoted through our Facebook page *Hornsea Benefice serving the people of Hornsea, Atwick and Skipsea*.

There have been more opportunities to engage with the local schools again since September. The Vicar and our Music Director have been invited in to lead assemblies in Hornsea Community Primary and we have welcomed both Skipsea and Hornsea Burton Primary schools for their end of term services.

Pastoral Care

Some members of our parish are unable to attend church due to various circumstances. Reverend Tina has visited all who have requested it, to celebrate communion with them either at their homes or in hospital. The provision of online services has greatly helped our 'at home' members be part of our worship together.

Revd Tina

1. Electoral Roll Report

Hornsea St Nicholas

We started the year with 105 on Roll.

No-one no longer wishes to be included.

No-one no longer qualifies as they are non – resident and no longer worship at St Nicholas.

No person has moved away.

One has died.

Four new names have been added to the Roll and the total at May 2023 is 108.

St Nicholas Hornsea Report

St Nicholas is a Registered Charity Number 1132888

Wardens Formal Report

The Wardens are pleased to report that the Terrier and Log Book have been checked and can confirm that all fixed and moveable items are in situ. There has not been an Archdeacons inspection this year.

Keith Rhodes and Angela Wear.
Churchwardens

Wardens Report

It is with some pleasure that the wardens can report that the attendance figures for our church appear to be holding up and are hopefully slowly increasing.

The work on the East Windows has finally been finished and they look really excellent. The work has been completed to a very high standard.

We have recently had a fresh Quinquennial Report by our church Architect (this is obligatory every five years) and there is quite a lot of work to do to maintain our church in excellent condition. Most of it we were aware of but work on the Pinnacles is required and this was not expected. Fortunately virtually all the work required is outside and therefore should not affect the running of services. Whilst it would be desirable to get on and do the work immediately it will be appreciated that money constraints mean that the work will have to be spread out and done over a period of time.

Last year we reported that St. Nicholas usually has four Churchwardens but over the last twelve months we have only had two. If anyone feels that they would like to become a churchwarden please see the Vicar or one of the present Wardens. It is a great honour to be a Churchwarden and we would recommend it to anyone who would meet the necessary criteria.

It has been wonderful to see the choir in action – they sing extremely well- and to be led in procession by a Crucifer. Many of the congregation have commented on it in a very positive way. On the question of music we must thank John Boxhall our Organist and Leonie Creswell our Director of music. They have worked hard and successfully to create the present choir.

Lastly we would like to thank our vicar Tina. Few know the hours Tina puts in running the three churches of the Benefice but be assured she works very very hard for our churches.

Keith Rhodes and Angela Wear, Churchwardens

Deanery Synod

Two members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church, however, these posts remain vacant.

Children's Work

Families at 3 – Christina Taylor

Families at 3 sprang out of conversations when seeking ways to help our church to engage with our community and indeed grow. We have been seeking God's guidance about drawing in families. It was shared about the difficult time between after school and bed time. This coincided with the availability of Do it for East Yorkshire grant funding to provide equipment, resources and funds to buy in sessional workers etc.

We applied and were successful to launch a pilot project. The project has been supported by the PCC and indeed has their insurance under pinning.

Families at 3 are an all age whole family free after school provision hosted in the Parish Halls every Tuesday. Its aim is to provide head space for the adults whilst as volunteers provide a range of activities to engage the children. Activities will include crafts, board and card games, play activities, homework support etc. It will improve isolation and social engagement post Covid. There will also be refreshments.

As part of the grant it is expected to develop connections with other local organisations and this has already been achieved. We have received support from the Children's Centre, Library, Hub, Men in Sheds, Mothers' Union, Christians Together, local press and nurseries.

9 volunteers from our church, the URC and Church without Walls have been recruited and are going through safeguarding processes. Others are expressing interest too.

The project runs as a pilot until Easter and starts on Feb 22nd and it is hoped the response from families will warrant its continuation.

Advertising has been via social media, posters and local press.

We need support to spread the word to families who will benefit from this and to uphold the project, organisers and volunteers in prayer.

Muddy Church Report – Christina Taylor

Following attendance on a Muddy Church Zoom and permissions granted by the PCC and Hornsea Town Council the events started in September.

Publicity and posters were created and promoted about the monthly events based in Hall Garth Park. A Muddy Church event involves gathering, wandering and wondering about God and his creation. Each event is based on Scripture and celebrates an aspect of God in nature.

The aim of Muddy Church is to take God into the community, to provide a barrier free, inter-generational connection with nature which seeks to combat isolation and loneliness, promote the benefits of engaging with Nature and getting outside to do some physical activity and help to establish links with our church. The walk culminates in refreshments at church.

Up to now take up has been slow and we have been experimenting with different days and times to find a best fit. A special St Nicholas Trail themed wander in December based on the Christmas journey and characters, who travelled, from the URC to our church attracted 2 families from the URC. And a further Light themed trail in Christmas week brought along a family who had been on the Pumpkin Trail.

We continue to seek God's guidance on this and would welcome more involvement from our own congregation in both coming along and sharing the events with family, friends and neighbours. We would also welcome your prayers and suggestions.

Muddy Church is one of our missions to promote both growth in our church and engagement with our local community.

Pollinate Eco Garden

Following the well-attended launch praise party event in October 2022, a team of volunteers was developed, with representatives from several local churches. The team formed the basis of the gardening group, which started early November 2022.

The gardening group meets every Friday afternoon and has grown gradually, to include several families who home-school their children, individuals who are keen gardeners and a few people who live alone and enjoy the companionship that working together brings. The numbers attending each week can vary from 4 or 5 to around 18, when the families are all present.

The gardening group's first task focused on the creation of a wildlife area along the bottom of the garden. This involved a lot of clearing of weeds, ivy and debris and planting of a variety of native trees and shrubs (Hazel, Hawthorn, Blackthorn, Dog Rose and Dog Wood). The shrubs and trees were donated by the Woodland Trust and TCV (The Conservation Volunteers) and funded by OVO Energy, as part of their green recovery commitment. The planting will grow under the canopy of the mature trees in Hall Garth Park, forming a 'woodland edge' garden. We have constructed a 'dead hedge' boundary fence in front of the wildlife area, using tree and shrub cuttings, which will be a great habitat for wildlife. We plan to sow woodland wildflower mix in this area to attract beneficial insects and build bug hotels, bird boxes and hedgehog houses.

In addition to the wildlife area, we have also planted the embankment between the churchyard and the garden with a selection of bulbs so hopefully will have a growing burst of colour in the springtime, as well as an early pollen supply for insects. We are currently working on the creation of the vegetable garden, and have now completed the construction of pallet compost bins and vegetable planters, the digging out of fruit and vegetable beds, relocation of a donated greenhouse and seed planting.

The community has been very generous and have supported the project with donations of paving slabs (to act as a greenhouse base), a large potting shed (which we still need to build), a picnic bench (which is well used on gardening days), plant pots, seeds, Hornsea pebbles, trees and a lorry full of pallets (donated by Hornsea Garden Centre). Local builder, Martin Airey, has also offered a day's work to construct a central herb planter in the vegetable garden, using the donated Hornsea pebbles. We are now looking for a sponsor for the materials.

Our next tasks will involve the construction of a prayer garden and a natural play area, which we hope will be enjoyed by 'Families at 3'. Alongside the gardening group, we have also started 'Garden Church', which meets monthly on the last Saturday of the month. This is a time to share in worship activities in the garden and it is hoped that it will unite Christians across the town and also encourage those who are not already connected with any church to come along. The first Garden Church event was held in May and was attended by over 30 people, of varying ages, some of whom were from local congregations, and some who had no church connections but are connected with the gardening group. We also had a couple who were passing by and saw the sign board so stayed for worship and cuppas.

The project has had good coverage on BBC Humberside, with the most recent interview being with one of our gardening volunteers, who joined the project to combat loneliness. He spoke very highly of the project and how everyone gets to know each other so quickly and works well together.

The project has registered with HEYSmile Foundation and the NHS Trust on the Green Social Prescribing scheme, where medics can refer people to the gardening group, to improve mental health situations and social anxieties.

As yet, we have not received anyone into the workshops via this scheme but we do need to make contact with the local surgery to provide more information about the project. We hope to connect with the local schools and we have a meeting organised with relevant heads of department of Hornsea School and Language College on 9th June to discuss ways in which we could connect with the school. Once links have been established with the secondary school, we will then look to make links with the local primary schools, hopefully bringing both sets of students together through organised workshops.

We are keen to start a community garden café, which we hope will attract all ages, but especially parents of school children on the way to/from the school run. This will enable us to make additional connections with families in the community, in the hope that we can encourage them along to Garden Church. We are also looking to organise community events to make people aware of the garden and the wider project. These may include fun days, music in the garden events, bringing in other organisations to lead sessions and plant swap days. As we grow awareness of the project, we hope to raise support through funding and donations, gardening volunteers and grow the Garden Church congregation.

Helen Ball

Ecumenical Relationships

North Holderness Churches Together disbanded in 2021 as the structure was no longer working. The church is a member of Christians Together in Hornsea and our relationships continue to develop. It has been a joy to welcome and work alongside friends in our sister churches in many events and services.

Revd Tina

Health & Safety Report

Nerys Johnson is the Hornsea Benefice Health and Safety Support Officer, responsibility for Health and Safety remains that of the Church Warden of each Parish, the Manager of the St Nicholas Parish Hall, and the St Nicholas Volunteer Caretaker.

H&S also includes responsibility by all users of each Church, St Nicholas Parish Hall and all Church lands.

1. **Meetings:** in April 2022, Nerys Johnson met with representatives in each Parish regarding H&S which included an element of Training:
 - a. St Nicholas Hornsea, Church Wardens, plus St Nicholas Volunteer Caretaker
 - b. All Saints Skipsea Church Wardens
 - c. St Lawrence Atwick, Church Wardens, and Treasurer,
 - d. St Nicholas Parish Hall Manager, Church Warden, plus St Nicholas Volunteer Caretaker
2. **Health and Safety Policy:** a draft Health and Safety Policy using the Ecclesiastical Insurers Tool Kit was agreed, by each present. These are currently being reviewed and will need to be signed by the PCC's.
3. **Accident Book:** Each building has an official Health and Safety Executive Accident Book which is kept in a prominent place for accessibility, completed forms locked away securely. Church Wardens are responsible for ensuring the Accident Book is completed and report any serious accidents.
4. **First Aid Boxes:** these were checked and out of date items removed and to be replaced by the Church Wardens. The Boxes were placed in prominent accessible places.
5. **First Aiders:** Nerys Johnson and Steve Raw undertook 1st Aid training for St Nicholas, training is available to the others on request.

6. **Policies:** the following Ecclesiastical Insurance or H&S Exec Guidance Documents were handed out, or were already in place, discussed and checked:
 - a. COSHH – already in place
 - b. Fire Safety – already in place
 - c. Health and Safety Law Poster
 - d. Ladder Safety
 - e. Lone Workers
 - f. Reporting an Accident
 - g. Risk Assessments – already in place (review 2023)
7. **Building Checks:** a walk about was undertaken including checking location of documents, Fire Safety and Risk Assessment.
8. **Church Architects:** have produced Quinquennial Reports in 2023 highlighting and prioritising issues that require attention.
9. **Reviews:** reviews to check everything is in place, will be during 2023.
10. **Pollinate ECO Garden H&S and Risk Assessment:** was undertaken by the ECO Garden Team

Music Report 2022

As the guidelines for music in the Church were eased from the end of 2021 towards the beginning of 2022, more opportunities to sing could be created.

In October 2021 we began a series of organ recitals over the autumn. These were well attended and attracted a varied audience. This enabled the introduction of 4 lunchtime concerts from March-June 2022 as a pilot project. The attendance numbers varied and it was decided that the next series should run at a different time and day in 2023. A positive link between Hornsea School and Language College was made and a group of students were able to attend the lunchtime concerts. This is something that we look forward to encouraging in the future.

In March we were awarded funding from the Let's Create project which was used to perform a 'Come and Sing' in June, as part of the Queen's Jubilee Celebrations. This attracted a small number of singers but we were able to perform a program that was well received.

Whilst the future of the choir plans and music growth were being discussed, the choir had its activities paused for six months. In September a small group of singers worked towards Christmas and in January 2023 the choir resumed full time once more. After a successful Christmas period, the choir attracted some new members and looks forward to continuing to grow in 2023 with the introduction of a Junior Choir and a treble section planned for September 2023. Services will also begin to include weekend evensong from the Autumn next year too, as well as beginning to welcome occasional visiting choirs for services. The organ was able to be tuned after the removal of the dust protective sheeting and continues to be maintained in a good working order. Music is supported in the church by the continued loyalty and service of John Boxall, to whom we are very grateful.

Leonie Creswell
Director of Music

Parish Hall Committee Report 2022

It has been another busy year for the hall. As well as retaining our regular users, we are now receiving booking enquiries from regional and national charities, such as National Diabetes Awareness. This can partly be attributed to the general increase in public confidence to venture out following the numerous lock-downs; but mainly, I believe our increased number of bookings is largely due to our wider presence, both online and on Facebook.

Two years ago I took the decision to ask the PCC to pay for our annual membership of the East Riding Village Halls Network (ERVHN). For £30 a year, not only do we have access to other similar halls, whose trustees are more than happy to give out advice on matters such as VAT and grant applications (We meet once a month, either in person or via Zoom), but we are also listed on their website, which is regularly accessed by local and national organisations wishing to promote themselves in Hornsea. In November, I was asked to join their board of trustees. Unfortunately their meetings clash with those of Hornsea Town Council, so regrettably I had to decline their invitation.

In addition, we have welcomed the warm spaces initiative and the Pollinate Eco Garden. It has been wonderful to see the hall being used by so many on such a regular basis. We have seen an increase in the number of bookings for children's parties. Initially, I had my doubts. Many will remember the state in which the hall has been left by certain groups in the past; and I had no desire to be faced with dealing the consequences of history repeating itself. Our solution has been to charge a £50 returnable deposit on such occasions. I am delighted to report that so far we have been able to return all deposits. Knowing that people will only be refunded providing they leave the hall in the spotless condition they found it has proved to be an excellent incentive.

As ever, my thanks go to Steve Raw, without whom all this would have been unachievable.

What next for the hall? To be honest, the time taken to administer these block bookings, together with the invoicing and collating the monthly calendar for Steve is incredibly time-consuming! I am currently investigating the possibility of using an online booking and invoicing system. This would have two major advantages: firstly, it would take away the long-winded process of sending out booking confirmation emails and invoices, secondly, it would make the system less reliant on one person, which I believe would have long term benefits for all of us.

Nicky Dixon

Chair of St Nicholas Parish Hall Management Committee

Financial Review

Our annual income by monthly standing order decreased to £12,873 (2021: £16,241) while other forms of giving and donations increased so that our overall income was £27,935 (£24,941).

Additionally the Parish Hall made a surplus of £3,900, due to increased letting of the hall.

We paid our Freewill Offer to the Diocese in full, £31,500. It should be noted this is more than our general income for the year and we were only able to do this by allocating £10,000 of grants from the Church Lands Trust for this purpose.

Controls on other expenditure meant we ended the year in surplus on unrestricted funds, once grants made by the Church Lands Trust were taken into account. These grants were to cover expenditure on repair and maintenance of the church building in accordance with their charitable purpose.

As of 31st December 2022 the PCC held a balance of £3,097.11 in unrestricted funds. A further £13,500 is held in funds designated by the PCC, and £21,508 in restricted funds.

Reserves policy

The PCC aims to keep approximately four months running costs in reserves. This is also to cover emergency work needed on the Parish Hall. To achieve this we will need a reserve of £20,000. This amount to be reviewed by the PCC annually and increased at least by inflation (whichever is the greater of C.P.I* and R.P.I* at the time) This policy was adopted by the PCC on 18th February 2021 and will be reviewed during 2023.

It is anticipated that a grant will be made against VAT payments in 2023 which will replenish our reserves.

Structure Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Nicholas the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met during the year post the Coronavirus pandemic. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life.

These committees, which include ministry and mission, growth and outreach, fabric, and finance, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

Administrative information

St. Nicholas' Church is situated on Newbegin, Hornsea. It is part of the Diocese of York within the Church of England. The correspondence address is 9 Newbegin, Hornsea, HU18 1AB. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission.

PCC Members

PCC members who have served at any time from 1st January 2022 until the date this report was approved are:

Ex Officio Members:

Vicar

Revd. Tina N Minett Stevens

Churchwardens:

Keith Rhodes Judy Pring Angela Wear (from APCM 2022)

Judy Pring retired as Churchwarden in 2022.

There are now 2 Churchwardens with 2 vacancies.

Elected Members:

PCC Secretary

Nicky Dixon from April 2021

PCC Treasurer

Vacant (role split between the Vicar and Churchwardens)

Deanery Synod Representatives

Vacant

The Parochial Church Council

Nicky Dixon (Lay Chair)

Judy Jones

Nerys Johnson

Tina Taylor

John Moss

Co-Opted Members

None

ST NICHOLAS' CHURCH HORNSEA

Registered Charity Number 1132888

Accounts for 2022

**PRESENTED TO AN
EXTRAORDINARY PAROCHIAL CHURCH MEETING
ON**

Sunday 5th November 2023

2022 Treasurer: Vacant (Role undertaken by the Vicar &
Churchwardens)

Examiner: Mr Mark Elvin

**ST. NICHOLAS CHURCH
HORNSEA PAROCHIAL CHURCH COUNCIL**

**ACCOUNTS FOR PERIOD
ENDING 31st DECEMBER 2022**

I hereby approve the accounts for the Year Ending 31st December 2022, and acknowledge my/our responsibility for them and for providing all explanations necessary for their completion.

Signed *C.N. Stevens*

DATED *5th November 2023*

PRINT NAME & POSITION *THE REV D C. N. MINETT STEVENS,*
VICAR

Count On Us Bookkeeping & Accountancy Ltd
Hornsea Road, Seaton HU11 5RQ
01964 535275

**REPORT TO THE TRUSTEES ON THE
UNAUDITED ACCOUNTS OF
HORNSEA PAROCHIAL CHURCH COUNCIL**

In accordance with instructions given to us we have compiled the annual accounts of Hornsea Parochial Church Council which comprise of an Income and Expenditure Account from the records, information and explanations provided to us.

Our work has been undertaken so that we may compile the accounts, report that we have done so, and report any matters to you which we consider materials and necessary. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the trustees for our work or this report and such responsibility for liability will be limited to an amount equal to that which has been charged for the said work being carried out.

In carrying out our work, nothing has come to our attention that causes us to believe that the annual accounts do not give a true and fair view of the state of affairs of the Charity as of 31st December 2022 and of it's surplus or deficit for the year then ended. Furthermore, there are no matters which we consider should be brought to the attention of the Trustees.

You have accordingly approved the accounts for the Year Ending 31st December 2022, and have acknowledged your responsibility for them and for providing all explanations necessary for their completion.



Mark Elvin MICB PM. Dip
Count on Us Bookkeeping & Accountancy Ltd
16th October 2023

ST NICHOLAS PCC

ACCOUNTS TO 31ST DECEMBER 2022

Unrestricted Receipts	55445	
Unrestricted Payments	44736	

EXCESS FOR YEAR	10709	
BANK DETAILS		
Balance At Bank		27761
DESIGNATED FUNDS		
Feoffes	5590	
Stations of The Cross	5000	
Vicar's Discretionary Fund	2910	
RESTRICTED FUNDS		
Organ	10503	
Clock	1664	
Lady Chapel	0	
Music / Youthwork	1057	
Families @3	1082	
Jubilee Fund	0	
Evangelism Fund	5405	
Eco Garden Fund	474	
Funeral Collections to be remitted	1323	

		35008
TOTAL FUNDS AVAILABLE	(7247)	

NOTES:

EXPECTED REPAYMENT FROM FEOFFES FOR EXPENSES
ALREADY ACCOUNTED AND PAID IN YEAR
TOTAL £10346 PROVIDING AN EXCESS
OF FUNDS OF £3097.11