

CRAMLINGTON PARISH
(The Ecclesiastical Parish of St Nicholas, Cramlington)
comprising,
St Nicholas, St Andrew's and St Peter's



Annual Report and Financial Statements
of the
Parochial Church Council
for the year ended 31st December 2020

Clergy Team
Rector Rev Wullie Docherty
The Rectory 33 Twyford Close Cramlington NE23 1PH.

Team Vicar of St Nicholas Rev David Gray

Curate Rev Rachel Hudson to July 2020

Banks
Barclays Bank PLC
The South Northumberland Group
Northumbria House
Cramlington NE23 6QF

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Independent Examiner.
Angela Sheret

Registered Charity Number 1133848

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CRAMLINGTON PARISH
(The Ecclesiastical Parish of St Nicholas, Cramlington)

Annual Report of the Parochial Church Council

for the Year Ended 31st December 2020

(This report is made in accordance with The Church Representation Rules (Rule 9(1)(1b) and is separate from any statement or address that the incumbent may wish to make or any reports that any other parish group may present at the Annual Parochial Church Meeting.)

1. Administration Information.

St Nicholas Parish Church is situated in Cramlington Village. St. Peter's Church met at Northburn Primary School, Horton Drive, NE23 3QS, and St Andrew's Church at Beaconhill Community Centre, Beaconhill, Langdale Drive, Cramlington NE23 8EH. During the year, a Parish revision took place which included the decision to amalgamate the three churches such that all services now take place at the Parish Church. The parish is part of the Deanery of Bedlington within the Church of England. The correspondence address is The Rectory 33 Twyford Close Cramlington NE23 1PH.

Under the terms of section 3 of the Parochial Church Councils (Powers) Measure 1956 the Parochial Church Council (PCC) is a body corporate and is currently registered with the Charity Commission (Registration Number 1133848) .

PCC members who have served from 1st January 2020 until the date this report was approved are:

Team Rector	Rev Wullie Docherty
Team Vicar	Rev David Gray
Team Curate	Rev Rachel Hudson to July 2020

Wardens	John Gregory	to September 2020
	Karin Graydon	re-elected APCM 2020
	Caroline Stanners	elected APCM 2020

Representatives on the Deanery Synod:		
	Heather Johnson	to July 2020
	Peter McDougale	to September 2020
	Sue Barber	re-elected APCM 2020

Elected members:	Dilys Nicholls	re-elected APCM 2020
	Jen Wealleans	re-elected APCM 2020
	Marion Maxwell	re-elected APCM 2020 (Secretary from Sept. 2020)
	Peter Maxwell	re-elected APCM 2020
	Rhona Simpson	re-elected APCM 2020
	Matthew Drake	re-elected APCM 2020

Co-opted	Rob Cooper (Youth)	to July 2020
Reader	Susan Ramshaw (Reader)	to November 2020
Officer	Heather Johnson (Secretary)	to July 2020
Officer	John Brierley (Treasurer)	re-appointed APCM 2020

2. Structure, Governance and Management.

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. The Standing Committee of the PCC is the only committee required to be in existence by church law and has the power to transact the business of the PCC between meetings, subject to ratification of the PCC. The members of the Standing Committee are the Licensed Vicar, the Churchwardens, the Treasurer and a representative of St Peter's and St Andrews: the Committee did not meet during the year. Each church is represented by a Church Council, which reports to the PCC; the structure and ordering of the parish is governed by its Constitution. At the 2020 APCM a change to the congregational representation on the the PCC was agreed contingent on the result of a proposed Parish Revision. As this Revision was subsequently agreed, the change will come into effect at the 2021 APCM.

It is considered that all PCC members and any others who could be understood to be 'managers' in the activities and affairs of the Ecclesiastical Parish of St. Nicholas Church, Cramlington are deemed to be 'fit and proper' persons under the terms of the Finance Act 2010.

3. Objectives and Activities.

The PCC is aware of the Charity Commission's guidance on public benefit in 'The Advancement of Religion for the Public Benefit' and have regard to it in their administration of the Parish. The PCC believes that, by fulfilling its responsibility to work together with the incumbent and to co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social and ecumenical, it provides a benefit to the public by:

Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and anyone who wishes to benefit from what the Church offers;

Promoting Christian values, and service by members of the Church in the Parish to its community, to the benefit of individuals and society as a whole.

4. Risk Assessment.

The PCC recognises that in relation to 'Risk Assessment', risk is defined as 'the threat of any action or event which will adversely affect an organisation's ability to achieve its objectives and execute its strategies'. It also accepts that the term 'risk' can include any circumstances that may, or do, have an adverse effect, and is wider than financial matters. 'Risks' relate not only to the negative consequences of a threat, but also to the impact of not taking advantage of opportunities.

The PCC recognises it requires a practical Health and Safety Policy covering activities for both the church, its surround grounds and the Meeting Rooms. This is reviewed on a regular basis. Accident Books are maintained in all churches.

The contents and obligations of the Equality Act 2010 and the Data Protection Acts 1988 and 2003 are known and complied with to the best of the PCC's ability. The PCC is aware of its responsibilities in respect of the Regulatory Reform (Fire Safety) Order 2005 in its requirement to carry out a fire assessment to identify any possible dangers and risks, to take action to minimise the risks and to create a plan to deal with any emergencies, and also to write up and keep a record of its findings and to review its assessment annually. The PCC has appointed the Churchwardens to be the responsible persons to put these things into operation.

There is a Safeguarding Policy in place; the Safeguarding and DBS Officer is Lorraine Alexander. DBS checks have been carried out in respect of persons dealing regularly with young people and vulnerable adults. Whilst it is impossible to eliminate all risks and their consequences, efforts are constantly made to minimise such occurrences.

5. Electoral Roll.

Parish of **St Nicholas Church, Cramlington**, in the deanery of **Bedlington** and the diocese of **Newcastle** I hereby certify that the number of names entered upon the church electoral roll of the above parish, as revised in preparation for the Annual Parochial Church Meeting held in the year 2020, was ...**148**.....

Since April 2020 there have been 25 new applications to join the Roll and three people have been removed, so the current total of names on the Electoral Roll as of February 2021 is **170**.

Paul Nicholls
Electoral Roll Officer.
22/02/2021

6. Team Rector's Report 2020/21

Parish Revision Passed

At our AGM in October, the result of the vote on the revised Parish Revision Vote was announced. An overwhelming majority in favour of the changes was recorded. We are now embarked on the development of the new 10.30 Sunday Service as part of our wider personal and corporate renewal. Consultation with, the engagement of, and the endorsement by, the parish, will continue to be sought in all of this process.

Technical Development.

Since the first lockdown in March 2020, we have been on an extraordinary learning curve in digital tech. both audio & Video.

Our thanks go to Peter Maxwell, Aidan Brierley, Chris Hodgson and Rocky Kuresh for all they have done in delivery over the past year.

We are close to the completion of our Digital AV transformation of the church building making it now an excellent venue for live and live stream content of many kinds. We hope it will be completed with the appropriate Archdeacon's faculty in time for our unfettered return to live worship services.

Christmas

Much of the above technical wizardry was evident in the Parish's Christmas gift to the town where with the background distractions turned off or muted, we shared the true purpose of Christmas. Our online and live events required the support of over 40 individuals in Nativities, Carol Singing, Craft and Drive In.

We made many friends through our cooperation with others and we hope, brought them closer to Jesus.

Lockdown

We are so thankful to God that he gave us so many resources to mitigate lockdown for parishioners and others.

Some have been very high tech, some have been paper and ink.

Rev. David's prompt to us to consider what further might be done for those who are without broadband, bore fruit in the shape of our home grown "*Thought for Today*". Not only, I hope, was this an encouragement to those who received, but also for those who contributed, again more than 30, charged with the duty of bringing something of God, not of ourselves, to lighten, to challenge, to comfort, to cheer.

Worship Development

As I write, after lengthy deliberations, including a prayer consultation over a whole morning, the Leadership Team is about to share proposals for the two new 1030 services (HC & non HC) with the PCC, seeking their endorsement.

That achieved, it will be the turn of those who lead worship, musical and non, to "fit out" the services within the agreed new parameters. Please remember this process in your prayers.

We hope yet that the first occasion on which the new format is used, will be graced by, now Bishop Mark Wroe, who will lead us in a Thanksgiving for all God has done in our previous formations and a Commissioning of us as a parish in the new.

Life Groups

The Leadership Team has also begun initial discussion over the matter of Life Groups. We will be taking advice from sources where they currently operate, followed by a process through which we develop a format which best suits Cramlington. Please hold this process in your prayers.

Parish Share

For the first time in a number of years we have paid our Parish Share in full. While this is a significant achievement, we must not rest on our laurels as we seek to demonstrate that solvency is a godly trait.

Extension of Team Vicar Licence

I am pleased to formally announce that Rev. David's original contract for three years of stipendiary ministry, has been confirmed by the Diocese.

Ministry Trainees

In common with previous practice, I am pleased to say that we currently support the development of three ordained ministry trainees.

Viv Frost is currently considering ordination to a ministry which while still formal, lies beyond the standard parish priestly profile.

As I write, **Frankie Walsh** is due to attend her Advisory Panel Interviews which will determine much of the preparation she will undertake in pursuit of a call to ordained, stipendiary, priestly ministry.

Danny Pritchard hopes to begin the formal process of testing his vocation to the ministry by the end of the year.

Please join with me in offering thanks to God for all He has done for, in and through us in the last year.

W S Docherty, Team Rector

7 Treasurer's Report on the 2020 Financial Year, to the Annual Parish Church Meeting 2021

IMPORTANT - this is a summary of the key points from the accounts. Full details are contained in The Financial Statement which is included as the first of the Appendices to this pack. It is **The Financial Statement** which is the formal account of the Parish's finances in 2020. Additional details of financial activity are given in further tables in the Appendices.

Note – except for the Parish Share, figures in *this* report are rounded to the nearest £50, (values less than £50, are rounded to the nearest £10) so may appear to sum incorrectly. Not all amounts and headings are included in this summary. For full details see the Financial Statement. 2019 Figures are shown thus (£1,000) for comparison.

St Nicholas' Parish General Fund

You do not need me to tell you that 2020 was an exceptional year. Covid-19 had both positive and negative impacts on our finances. In broad terms, I think for 2020, it was approximately cost neutral – in other words, the losses and gains were broadly similar.

On the loss side, there has been no income for letting our halls for most of the year, no fundraising events, we had no weddings and fewer people in church which impacted our ad-hoc discretionary income through the open plate, for example.

On the positive side (speaking financially), we have not paid rents for St Andrew's or St Peter's since March, we have used the church buildings less and therefore their costs have been lower. Running costs for church-based activity, including children's and youth work were nil for most of the year.

We applied for a grant from Northumberland County Council to cover the loss of income from letting, including loss of contribution towards the running costs of The Hope Centre from users, and were awarded £10,000 for both to cover a 12-month period (General Fund £6,800, Hope Centre £3,200).

There was a change in the Diocese' approach to the Parish Share request in 2020. Historically, a number of parishes were unable to pay their requested share. With this in mind, the shares requested in 2020 were reduced to a level that was achievable, on the understanding that Parishes should then make every effort to pay their new reduced share. As a result, our share dropped to £70,000 (2019 – £93,000)

At year end, we were able to pay all the £70,000 requested – a considerable improvement on 2019 (£56,000) . It is difficult to make any confident projection for 2021 in the light of continuing uncertainty surrounding the impact of Covid-19, but we certainly start 2021 in a much better position than we have in any year since I became Treasurer (2013)

Our total General Fund income in 2020 was £102,600 (including the NCC grant) our highest since 2014. However, probably at least half of the grant covers income we will lose during 2021, so a better notional income figure might be £98,840 – the highest since 2016. While we start 2021 with some optimism, we are by no means financially secure, though we are going in the right direction and certainly better off than we were at this time in 2020.

Our General Fund **income** during 2020 was £102,600 (£92,250) .

The *main* elements of this were:

- planned giving (envelopes & Standing Orders) - £60,650 (£57,750)
- collections (all services) and all e-donations - £12,350 (£6,850)
- Gift Aid reclaimed from HMRC - £16,300 (£12,550)

- PCC fees for weddings & funerals - £2,100 (£2,600)
- Rent from church buildings – £1,550 (£4,500)
- Children's work - £100 (£600)
- Money raised to be given away - £0 (£100)
- Contribution from Heavenly Delights - £450 (£850)
- Money raised at St Nicholas, St Peter's & St Andrew's (eg refreshments) - £350 (£1,150)

Our **expenditure** during 2020 was £97,050 (£97,550) .

The main elements of this were:

- Parish Share - £70,000 (£56,000)
- Cost of church activities (including St Peter's & St Andrew's) - £3,100* (£5,350)
- Clergy expenses (*including Housing*) & other staff costs (*but excluding youth work*) – £5,850 (£8,100)
- St Nicholas Building running costs £10,250 (£11,800)
- St Nicholas' Hall & meeting rooms' running costs £1,150 (£1,450)
- Youth Work £5,000 (£4,950)
- Children's work £100 (£1,000)
- Money given to charities £0 (£250)

**This includes £900 for the Open Air Carol Service which has been promised, but not received by the end of 2020. (Town Council £400, Newcastle Diocese £500)*

Our Parish Share for 2021 remains at £70,000, so we certainly ought to be able to pay all that, but there is more to being church than paying the Share and it is important that we move from a 'just getting by' position to a 'able to afford mission' position.

Restricted Funds

These are the main restricted funds

+ Alan Lowther's bequest.

The money was left by the late Alan Lowther to be spent on the St Nicholas' church building.

Balance at start of year = £81,900 (£89,850) .

- Income - £150 (£350)
- Expenditure – £800 (£8,300)

Balance at year end = £81,200.

+ Food Bank

The Parish operates a Food bank, which is affiliated to the Trussell Trust, generally responding to referrals from nominated referrers including Social Services, doctors, The Job Centre, Citizens' Advice, schools etc. The Food Bank receives significant donations of food from Asda and Marks and Spencer, for which we are very grateful. As a result, less money has been spent on purchasing fresh food.

Balance at start of year = £1,700 (£1,200) .

- Income - £14,200 (£2,500)

- Expenditure – £2,100 (£3,000)

Balance at year end = £13,800.

+ Cramlington Parish Social Ministries

We lease the Hope Centre building from the Council and, although there is no rent, we pay running costs. We are now paying the electricity account directly with the supplier, but we are still experiencing delays in paying the gas bill and discussions continue with the council who have been trying to negotiate us a more favourable contract. Hence the balance of funds remaining at Year End.

Other running costs of the Centre have been met from the funds available. We are very grateful for the help and support of various organisations and individuals who have supported the Hope Centre during the year.

Balance at start of year = £11,800 (£9,800) .

- Income - £12,300 (£3,900)
- Expenditure – £7,000 (£2,000)

Balance at year end = £17,100.

+ Youth Work

This fund exists to pay the Youth Worker's salary & associated expenses and consequently sees significant income and expenditure throughout the year.

Balance at start of year = £13,100 (£14,450) .

- Income - £1,800 (£3,200)
- Expenditure – £5,650 (£4,550)

Balance at year end = £9,250.

There are a number of other smaller restricted funds. Cramlington parish has a higher than average number of restricted funds. Money in restricted funds cannot be spent for any other purpose. The more restricted funds we have, the less control we can exercise over how we meet our financial obligations.

Treasurer's General remarks on the state of the Parish accounts

It is pleasing to see some improvement in our financial position during 2020, particularly with the rise in the amount given through planned, regular donations (2020 £60,650, 2019 £57,750). 75% of our income now comes from Standing Order, Parish Giving & Blue Envelopes (and Gift Aid on those amounts). This is a slight drop on last year in % terms, but the highest in value since 2013.

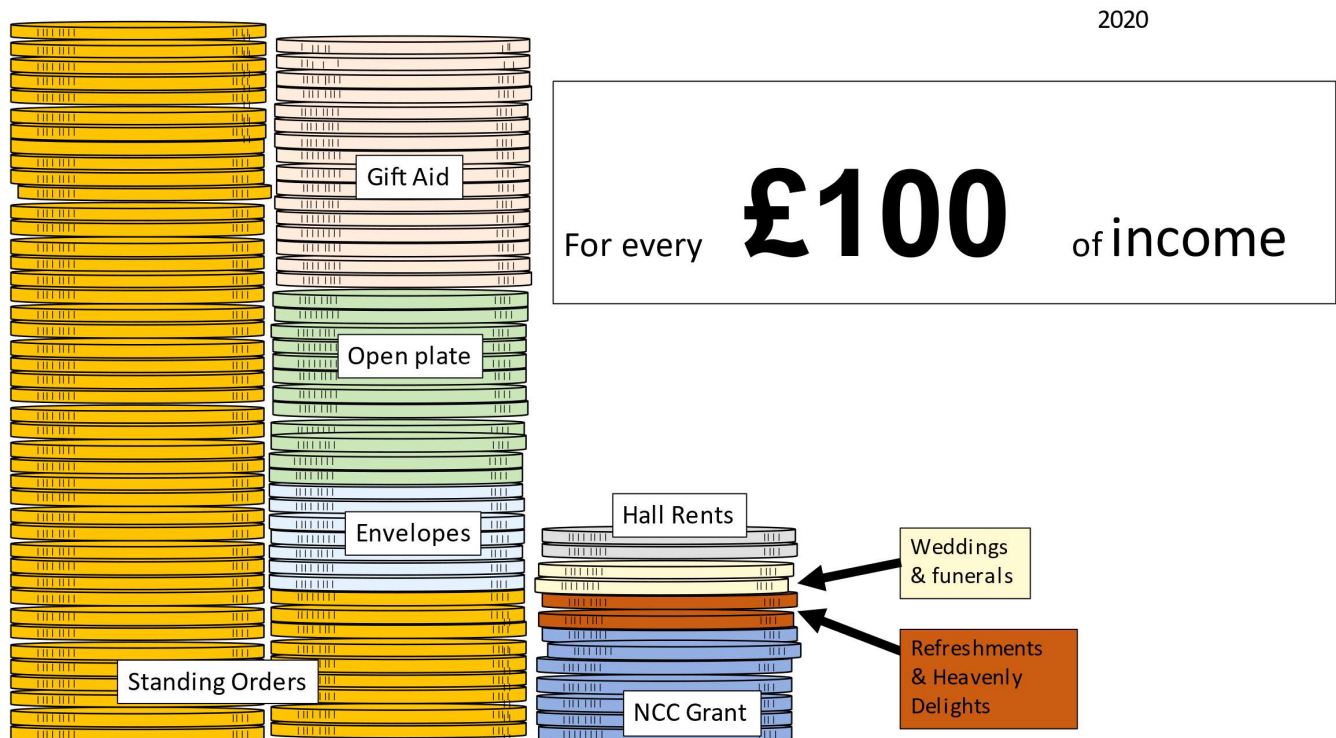
We continued to migrate activity from our Barclays account to our Charities Aid Foundation (CAF) Bank account. Our complaint about Barclays' handling of the transfer was upheld by the Financial Services Ombudsman and we received compensation for the additional fees incurred with Barclays as a result of the delay.

I am very grateful to everyone who has transferred their Standing Order either to CAF or joined the Parish Giving Scheme (PGS). At the end of 2020, 34 people were paying by Standing Order and 18 via PGS.

We have taken the difficult decision not to continue with the Blue Envelope scheme in 2021, due to cost. While we recognise that some people will find this inconvenient, the number of people using the Blue Envelopes has shrunk considerably in recent years as more and more people have switched to other methods such as PGS and since the Blue Envelopes cannot be bought individually but only in multiple, providing envelopes to a small number of people becomes prohibitively expensive.

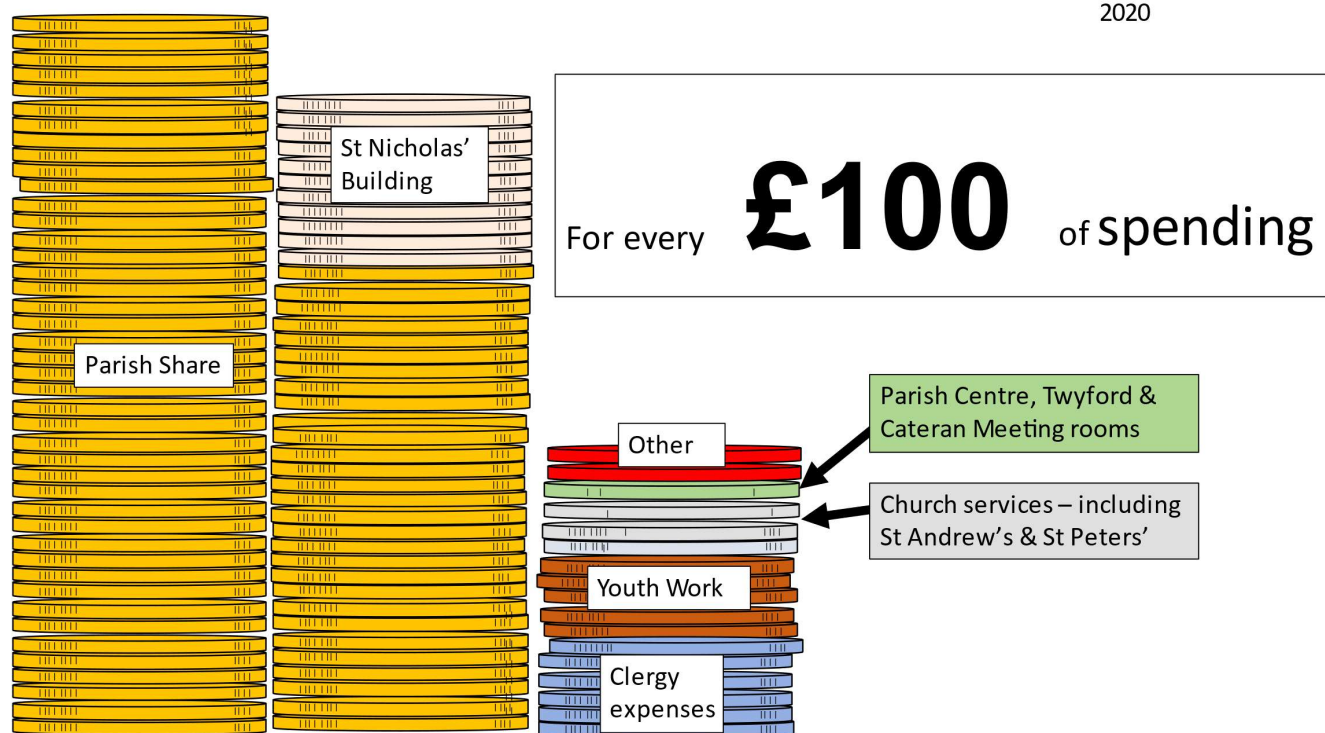
Looking at our **income** in more detail, for every £100 of General Fund income in 2020,

- £52 came from Standing Orders or Parish Giving Scheme
- £16 came from Gift Aid
- £12 came from open plate, contactless & other one-off donations
- £7 came from envelope giving
- £7 came from the Northumberland County Council Covid-19 grant
- £2 came from rent of the Parish Centre or Twyford meeting room
- £2 came from Weddings and funerals
- £1 came from refreshments at our 3 churches and Heavenly Delights
- £1 came from other sources



In terms of **expenditure**, for every £100 of General Fund spending

- £72 - Parish Share
- £11 - running St Nicholas' building
- £6 – clergy expenses (including housing)
- £5 – Youth work
- £3 – Church services (including St Andrew's & St Peter's)
- £1 – Parish Centre, Twyford & Cateran meeting rooms
- £2 – Other costs



Once again, I would wish to put on record my profound thanks to John Woodcock, Assistant Treasurer who administers our Gift Aid scheme and submits claims on our behalf. This important work makes a very significant contribution to our income.

I will end with some words from Psalm 37

*“Trust in the Lord and do good; dwell in the land and enjoy safe pasture.
Take delight in the Lord, and he will give you the desires of your heart.”*

John Brierley
Honorary Parish Treasurer
February 2021

8. Church Warden's Report 2020

It has been a very different year to say the least with all of the Covid restrictions.

We must say a big thank you to all who have worked behind the scenes to keep the services going throughout,

- Aidan and his team who made sure the services went out online,
- the music group and the band for their contributions every week,
- everyone who took part in the services, prayers, readings and sermons,
- all the clergy, readers and Jenni, Viv and Frankie,
- the church yard renewal group keeping the outside looking at its best.

A very big thank you to you all.

We ended last December 2020 with a drive in carol service which was greatly received thank you to everyone who was involved. Hopefully there is light at the end of the tunnel now. We pray that later on this year we can all meet up again with a big welcome back party in church and that things will soon get back to normal again.

Many blessings to you all and stay safe

Karin Graydon and Caroline Stanners churchwardens

9. Report of PCC Secretary

The PCC met eight times during the year, six regular meetings which take place every other month and two extra meetings. The various restrictions in place during the year because of the Covid-19 pandemic meant that some meetings were face to face and others were held using Zoom. There was an extra-ordinary general meeting in June and the APCM was delayed until October (also because of Covid-19 measures).

The regular meetings all included reports on finance and safeguarding, for both of which there is information in other reports. Other significant issues are summarised as follows:

January (face to face)

- potential refurbishment of the kitchen

March (face to face)

- the addition of Marion Maxwell as signatory to the CAF account
- clarification of the way that St Nicholas council select their two PCC members
- notification that activities are to be suspended in line with guidance of Covid-19, including all church services, Messy Church, Little Fishes and Heavenly Delights

May (via video link)

- discussion around how to share 2019 annual reports etc while we aren't able to meet in person

June (extra meeting via video link); the reason for this ex-ordinary meeting was to endorse a specific proposal on the process timetable for a Parish Revision. The proposal included providing Zoom meetings for the congregation, a postal voting process and a date for an extra-ordinary general meeting. The proposal was agreed.

July (face to face)

- John Brierley was co-opted as a voting member of PCC
- it was noted that Heather had resigned as PCC Secretary for personal reasons
- the procedure for distribution of 2019 annual reports and accounts was agreed
- further discussion took place on the Parish Revision proposals in light of the outcome of the postal vote and it was agreed to conduct a survey to help find out views on each individual proposal

September (via video link)

- Marion Maxwell began as PCC secretary
- there was a report back on the outcome of the survey

- the date of the Parish AGM was set for 18 October 2020; there will be further voting on the Parish Revision as part of this meeting
- it was agreed that funds from a legacy to St Peter's could be used to support IT equipment for the broadcasting of services

November (via video link)

- the result of the ballot for the three proposals in the Parish Revision was recorded. All were agreed
- there was initial discussion around the format of the 10.30 service
- plans for Christmas activities are in progress, including a drive-in carol service
- some concerns have been expressed about the chairs at St Nicholas and there was discussion about how to best to proceed

December (extra meeting via video link); the reason for this meeting was to agree the appointment of our governor representative for Craggside CofE Primary School.

Two general meetings took place during the year.

June 2020 (via video link)

This meeting followed a number of informal Zoom meetings held to discuss the three Parish Revision proposals. Each proposal was introduced separately with time allowed for questions and comments from everyone on each of these

October 2020

This meeting took place in church and was broadcast on YouTube to allow others to hear the discussion. Elections were held for Church wardens with Karin Graydon and Caroline Stanners being elected. In view of the current situation, and that our next APCM will be taking place in April 2021, it was agreed that the remaining PCC members would be re-elected. The Parish Revision Proposals were discussed and the voting procedure for this explained. A proposal to amend our Parish Constitution was made – this will be contingent on the outcome of the Parish Revision voting.

Marion Maxwell
PCC Secretary

10. Deanery Synod Report 2020 - BEDLINGTON DEANERY SYNOD Diocese of Newcastle

Understandably as with many dioceses, Bedlington Deanery had meetings cancelled due to Covid 19 restrictions. A correlation of latest information updated on zoom in November 2020 is as follows:-

A follow up from discussions in October 2019 took place about possibility of Synod creating a Lay Chapter

Laity have been asked to give thoughts, on how the chapter should look like regarding membership, opportunities it can bring to deanery.

Clergy have been asked to send thoughts about opportunities for new clergy/lay partnership, to djbowler@sky.co

How laity members are to be encouraged at deanery level, along with suggestions

Discussions took place about on-line services, which as a Parish we are very lucky to have a great team delivering from early onset of lockdown 1 to present.

The Government and Church of England are encouraging us all to respond to the Faith Engagement Review. The following link is to be encouraged to be shared among as many congregations as possible.

[http so://www.churchofengland.org/news-media/news-and-statements/government-calls-individuals-resound-faith-engagement-review](http://www.churchofengland.org/news-media/news-and-statements/government-calls-individuals-resound-faith-engagement-review)

Sue Barber
Parish Representative on Deanery Synod

11. St. Peters Church Annual Report 2020

The early part of the year started off much as normal but then, like the whole country, we were affected by the Covid-19 lockdown. Our last service was on 15 March 2020.

Initially, there was uncertainty about how long the lockdown would last and we expected to be able to meet again in a few weeks. However, this was not the case; the school in which we were meeting remained closed until the autumn term and even then it wasn't permissible for us to meet in the building.

Instead, many of us joined in the Zoom and YouTube broadcasts provided for the whole Parish; some watching but others more actively involved with the services including helping with the IT, the music and events such as the drive-in carol service. When services in the Parish Church resumed, albeit with restrictions on numbers and the need to book etc., some members of St Peter's did take advantage of this. The legacy we had received in 2017 (specified to be used for furniture and equipment) was used to support the purchase of IT equipment for the Parish broadcasts.

We had held our Annual meeting in February at which Marion Maxwell and Peter Maxwell agreed to continue as our representatives on the PCC. The Parish Revision, which took place during the year, included the decision to amalgamate the three churches and so St Peter's is now closed. The changes agreed will be fully implemented as and when Covid restrictions allow. Steps to make use of the various items of equipment were undertaken along with the closure of St Peter's bank account from which the funds will be transferred to the Parish account.

Although the need for the Revision is understood, it is with great sadness that we record the closure of St Peter's. Since 1993 we have been an active church with committed members whose relationships with each other have developed over the years. We know that the closure does not mean the end of these relationships and that the new Parish structure offers us all new opportunities.

Marion Maxwell
(for St Peter's Leadership Team)

12. St Andrew's Report 2020

We began 2020 optimistically. Our congregation was small in number, but deep in love and fellowship, providing something that our members could – and did - feel comfortable inviting their friends and neighbours too. Our weekly, high quality teaching for children was valued and enjoyed by all. We enjoyed our welcoming and informal worship and bible-based teaching. We looked forward to perhaps hosting another Reader in Training.

However, mid-March, all that changed when Covid struck and, like others we temporarily closed due to the outbreak of Covid-19. During lockdown our congregation participated in the whole parish on-line services.

Over the summer, the clergy team decided to close St Andrew's. The Parish was asked to approve this proposal which, although initially rejected, was eventually accepted.

St Andrew's will therefore not be reopening.

Over our 27 years, we have seen many people find and deepen faith. We have supported people through difficulty, both practically and spiritually. We ran Alpha Courses. We have demonstrated the love of Christ.

Over the years we been visited by over 30 different clergy, several Archdeacons, the Diocesan Evangelism Advisor, and every bishop who has served in the Diocese, except the current bishop (7 bishops in all!), hosted Readers and clergy in training from the Lindisfarne Training Scheme as well as hosted 2 Readers on their placements. We have had visitors from Germany, Switzerland, Mozambique, Russia and Colombia. We have supported Youth For Christ, Tear Fund, Open Doors, The People's Kitchen, Mission Aviation Fellowship, Children's Vision International, Aquila Way and Practical Compassion for Destitute Children (PCDC).

We were church.

We thank God for His many blessings over 27 wonderful and blessed years.

John Brierley

13. Annual Safeguarding Report 2020 to the PCC of St Nicholas Parish Cramlington

Safer Recruitment

Due to the restrictions imposed by COVID 19 recruitment has been suspended for the majority of 2020. Those volunteers who began the application process prior to restrictions, remain as pending at this present time.

Volunteers and Pastoral Services

When COVID 19 restrictions are lifted, the volunteers list will be reviewed. Currently all volunteers are up to date with training and DBS clearance where appropriate. The Diocese continues to provide on-line training schedules which are available on the Diocesan website. Where possible volunteers are continuing in pastoral roles. A core group of volunteers working in 'bubbles' have kept the Food Bank open 5 days a week and in periods between 'Lockdown' the Uniform Bank also remained open. At all

times Church of England and Government Guidelines regarding COVID 19 restrictions have been adhered to and reviewed regularly to create clear Risk Assessments for our Volunteers and Clients.

Church Services/Events

Church of England and Government Guidance related to COVID19 have informed all Church Services and events throughout the year. Risk assessments and been updated as and when guidance has changed and has been adhered to.

Safeguarding Concerns

The safeguarding concerns which have been raised during this period have been referred to the Diocesan Safeguarding Advisor and relevant services. There are no outstanding safeguarding concerns.

Report prepared by:

Lorraine Alexander Parish Safeguarding and Recruitment Officer 21/1/21

Approved by the PCC on and signed on their behalf by

W&A Docherty (RECTOR)

.....15 March 2021.....

List of Appendices

Independent Examiner's Report

Financial Statement 2020

Statement of Assets and Liabilities 2020

Key Facts 2020

General Fund Activity Tracker 2020

Key Facts	General Fund				Restricted Fund				Parish Share
	2019 bf	Income	Out	Balance	2019 bf	Income	Out	Balance	
Giving & Fund Raising	32	96,491	200	96,324	0	0	0	0	Parish Share requested
Weddings & Funerals	0	2,378	175	2,203	135	6,218	6,302	51	70,000
Newcastle Diocese inc Parish Share	0	0	70,000	-70,000	0	0	0	0	
Staff costs & expenses	0	0	946	-946	0	0	0	0	Share paid to date
Clergy Housing	0	530	4,922	-4,392	0	0	0	0	70,000
St Nicholas' building	0	500	10,238	-9,738	413	0	0	413	
Church services & 'fresh expressions'	0	673	3,092	-2,419	4,212	3,130	3,042	4,300	Sequestration fund
Church Meeting Rooms	0	1,527	1,167	359	0	0	0	0	0
Children's work	0	90	99	-9	52	0	17	35	
Youth	0	0	5,000	-5,000	13,105	1,791	5,646	9,250	Remaining SO payments
Foodbank	0	159	159	0	1,666	14,216	2,103	13,778	0
CPSM	0	70	70	0	11,818	12,315	7,020	17,113	
Gen Fund Gifts to Charity	0	0	0	0	0	0	0	0	Projected YE payment
Collections for Charities	0	0	0	0	0	309	255	54	70,000
Parish Administration	0	369	547	-178	408	0	408	0	
Alan Lowther bequest	0	0	0	0	81,896	150	816	81,229	Projected YE shortfall
Misc.	0	0	0	0	0	40	40	0	0
Total	32	102,786	96,615	6,203	113,704	38,169	25,649	126,224	

Income Detail GENERAL FUND only	Standing Orders Barclays & CAF		PGS	All blue envelope#	Plate & one-offs* donations	Giving sub total	All Other income	Sub-total Income - exc Gift	Gift Aid claimed	Grand Total Income	Total spend	In-Month Net
January	3,971	0	0	852	4,323	9,145	854	9,999	0	9,999	7,281	2,718
February	4,111	0	0	1,059	599	5,769	959	6,728	0	6,728	6,887	-158
March	4,841	0	0	746	423	6,010	930	6,940	0	6,940	7,154	-214
April	4,886	142	0	120	366	5,514	96	5,610	7,140	12,749	13,757	-1,008
May	4,806	182	0	120	476	5,584	316	5,900	0	5,900	6,237	-337
June	4,684	182	0	120	553	5,539	188	5,727	2,199	7,926	5,977	1,949
July	4,244	257	0	1,456	714	6,671	194	6,865	3,212	10,077	10,545	-468
August	3,834	317	0	1,098	842	6,091	539	6,630	0	6,630	7,025	-395
September	3,311	891	0	407	719	5,327	7,129	12,456	0	12,456	5,848	6,609
October	2,883	1,361	0	424	748	5,416	635	6,050	0	6,050	11,255	-5,205
November	2,868	1,436	0	120	869	5,293	110	5,403	2,471	7,875	8,112	-237
December	2,883	1,436	0	586	2,997	7,902	1,553	9,455	0	9,455	6,537	2,919
Total	47,322	6,204	0	7,107	13,629	74,262	13,503	87,764	15,022	102,786	96,615	6,171

Parish current accounts **27,999** Savings **104,428** of which General Fund **6,203** and Restricted Funds **126,224**

*Includes all plate, contactless, one-off donations, on-line giving & text giving. (There is 2 month delay in receiving Text giving amounts, due to processing by Mobile operators and by Donr.)

includes ad-hoc payments into bank labelled "In lieu of Blue Envelope." Monthly donations counted as Standing Orders, however labelled.

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Monthly Activity Tracking report (General Fund)

Income

	Jan'ry	Febr'ry	March	April	May	June	July	August	Sept'ber	Oct'ber	Nov'ber	Dec'ber	Total
Standing Order and Parish Giving Scheme	3,971	4,111	4,841	5,028	4,988	4,866	4,501	4,151	4,202	4,244	4,304	4,319	53,526
Blue Envelopes (including bank payments labelled "Blue Envelope")	852	1,059	746	120	120	120	1,456	1,098	407	424	120	586	7,107
Open Plate, White Envelopes, Contactless, Text & Website	4,323	599	423	333	433	510	641	763	546	451	595	2,723	12,341
<i>Giving sub total</i>	9,145	5,769	6,010	5,481	5,541	5,496	6,598	6,011	5,155	5,119	5,019	7,628	72,974
Fund Raising	0	0	0	0	0	0	0	0	0	0	0	0	0
Other income	0	0	0	0	0	0	0	408	6,800	0	0	0	7,208
Lettings	168	589	411	0	12	0	194	26	0	128	0	0	1,527
Wedding & Funeral Fees	208	212	177	96	304	178	0	106	329	138	110	520	2,378
Other	478	158	342	0	0	10	0	0	0	369	0	1,033	2,390
<i>sub total (all exc Gift Aid & Bequests)</i>	9,999	6,728	6,940	5,577	5,857	5,684	6,792	6,551	12,284	5,754	5,129	9,181	86,477
Gift Aid (Including Gift Aid on Parish Giving)	0	0	0	7,172	43	2,241	3,285	79	173	297	2,745	274	16,309
Bequest	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	9,999	6,728	6,940	12,749	5,900	7,926	10,077	6,630	12,456	6,050	7,875	9,455	102,786
<i>Rolling 3 month average Giving sub-total</i>	9,145	7,457	6,975	5,754	5,678	5,506	5,879	6,035	5,921	5,428	5,098	5,922	

Expenditure

	Jan'ry	Febr'ry	March	April	May	June	July	August	Sept'ber	Oct'ber	Nov'ber	Dec'ber	Total
Cost of church activities (including St Peter's & St Andrew's)	51	482	528	213	171	43	80	0	0	993	500	32	3,092
Clergy expenses (inc Housing) & other staff costs (but exc youth work)	641	300	282	444	579	545	643	499	491	492	475	475	5,868
St Nicholas Building running costs	1,308	942	1,298	963	500	1,226	554	329	833	581	773	932	10,238
St Nicholas' Hall & meeting rooms' running costs	32	138	104	106	83	84	199	85	84	83	84	86	1,167
Youth Work	1,035	861	861	861	861	55	55	55	55	55	249	0	5,000
Children's work	85	13	0	0	0	0	0	0	0	0	0	0	99
<i>sub-total</i>	3,152	2,736	3,072	2,587	2,194	1,952	1,531	967	1,462	2,204	2,082	1,525	
Parish Share	4,000	4,000	4,000	11,000	4,000	4,000	9,000	6,000	4,000	9,000	6,000	5,000	70,000
Foodbank	0	0	0	0	0	0	0	0	159	0	0	0	159
CPSM	23	47	0	0	0	0	0	0	0	0	0	0	70
Money given to charities	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Other Expenditure</i>	106	103	83	170	43	25	14	58	227	51	30	12	922
Total	7,281	6,887	7,154	13,757	6,237	5,977	10,545	7,025	5,848	11,255	8,112	6,537	96,615

	Jan'ry	Febr'ry	March	April	May	June	July	August	Sept'ber	Oct'ber	Nov'ber	Dec'ber	Total
Net figures	2,718	-158	-214	-1,008	-337	1,949	-468	-395	6,609	-5,205	-237	2,919	6,171

Independent Examiner's Report on the accounts to the trustees of The
Parochial Church of Cramlington (Ecclesiastical Parish of St Nicholas
Cramlington - Charity Number 1133848) of the Trust for the year ending 31st
December 2020

The accounts are set out on pages 2 to 5. I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes 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 next statement.

Independent examiner's statement

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 Charity 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

Name: ANGELA SHERET
Address: 15 KINLOSS SQUARE
CRAMLINGTON
NE23 2XL

Signed:



Date: 6th April 2021.

Parish of Cramlington

Financial Statement for the year ended 31 December
Receipts and Payments Accounts

2020

	See explanatory note number	See section	Unrestricted Fund	Restricted Funds	Total Funds 2020	Total Funds 2019
			£	£	£	£
Receipts						
Voluntary receipts:						
Planned giving	iv		60,633	1,520	62,153	59,928
Collections			5,767	0	5,767	5,919
Money raised locally at St Andrew's	v		88	58	146	321
Money raised locally at St Peter's	v		148	158	306	433
Gift Aid recovered	vi		16,309	559	16,868	13,112
All other giving/income	vii	1	13,444	7,050	20,494	2,464
			96,389	9,346	105,735	82,177
Activities for generating funds						
		2	0	0	0	0
Investment income						
		3	0	0	0	0
Church Activities						
Income from Trading		4	1980	0	1,980	5,403
Asset sales		5	0	0	0	0
Other receipts	vii	6	4245	29,040	33,285	22,100
			6,225	29,040	35,265	27,503
Total receipts						
			102614	38,385	140,999	109,680
Payments						
Church activities:						
Parish Share			70,000	0	70,000	56,000
Clergy and staffing costs			5,868	0	5,868	8,121
Diocesan Fees for Wedding & Funerals etc			0	5,452	5,452	5,530
Payments of 3rd Party fees & expenses			150	858	1,008	1,935
Youth Work	viii		5,000	5,646	10,646	9,692
Food Bank			159	2,103	2,262	3,015
Cramlington Parish Social Ministries			70	7,020	7,090	0
Church running costs		7	13,603	3,713	17,316	28,525
Hall & rooms running costs			1,167	0	1,167	1,468
Mission giving and donation			0	153	153	254
Money spent locally at St Andrew's	v		69	58	128	310
Money spent locally at St Peter's	v		370	219	589	504
Costs of trading			0	0	0	42
Repairs and redecorations		8	0	40	40	80
Payments to charities of money collected specifically for them			0	255	255	1,080
Gifts to leavers (Voluntary collections)			0	0	0	0
Asset purchases		9	0	0	0	0
			96,457	25,519	121,975	118,510
Cost of generating funds						
		10	573	0	573	675
Governance costs						
		11	25	0	25	25

Total payments	97,054	25,519	122,573	119,209
Net movement in funds	5,559	12,867	18,426	-9,529
Sale of investments	0	0	0	0
Purchase of investments	0	0	0	0
Cash at bank and in hand at 1 Jan	1,040	113,765	114805	124335
Cash at bank and in hand at 31 Dec	7,007	126,224	133231	114805

Parish of Cramlington

Financial Statement for the year ended 31 December

Receipts and Payments Accounts

2020

Cash funds

	Unrestricted Fund	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Bank - Parish accounts	6,203	126,224	132,427	113,737
Bank - St Andrew's current account	591	0	591	573
Bank - St Peter's current account	213	0	213	495
Other cash held	0	0	0	0
	7,007	126,224	133,231	114,805

Further Analysis of Receipts and Payments

Receipts

1 All other giving/income

Other regular gifts	0	0	0	0
Donations, appeals, etc	6,644	0	6,644	1,147
Legacies	0	0	0	0
Recurring grants	0	0	0	0
Non-recurring one-off grants	6,800	7,050	13,850	500
Other funds generated	0	0	0	816
	13,444	7,050	20,494	2,464

2 Activities for generating funds

Fund Raising Events	0	0	0	0
Other funds raised	0	0	0	0
	0	0	0	0

3 Investment income

Dividends	0	0	0	0
Trust Fund interest	0	0	0	0
Bank and building society interest	0	0	0	0
Rent from lands or buildings	0	0	0	0
Rent from masts and other property	0	0	0	0
	0	0	0	0

4 Income from Trading

Bookstall sales - trading	0	0	0	31
Parish Magazine sales	0	0	0	0
Magazine income - advertising	0	0	0	0
Church hall & rooms lettings - trading	1,527	0	1,527	4,523
Use of photocopier	0	0	0	0
Heavenly Delights Café	453	0	453	850
Other income from trading	0	0	0	0
	1,980	0	1,980	5,403

5 Asset sales

Sales of fixed assets	0	0	0	0
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6 Other receipts

6

Surplus - sales of fixed assets	0	0	0	0
PCC Fees for weddings and funerals etc	2,093	0	2,093	2,577
Diocesan Fees for weddings & funerals etc	0	5,422	5,422	5,420
3rd Party for fees & expenses	285	796	1,081	1,631
Insurance claims	500	0	500	0
Monetary donations to Foodbank	159	12,966	13,125	3,114
Cramlington Parish Social Ministries	70	9,115	9,185	0
Sundry income for Mission	0	1,944	1,944	3,244
Sundry income	1,138	566	1,704	4,084
Collections made for specific individual charities	0	309	309	848
Voluntary collections for staff members leaving	0	0	0	0
Contribution towards staff expenses	0	0	0	0
	4,245	31,119	35,364	24,868

7 Church running costs

Church running costs (Excluding utilities)	7,376	3,713	11,089	20,755
Church utility costs	6,227	0	6,227	7,771
	13,603	3,713	17,316	28,525

8 Repairs and redecorations

Church major repairs	0	0	0	0
Hall major repairs	0	0	0	0
New building costs	0	0	0	0
Upkeep of churchyard	0	40	40	80
	0	40	40	80

9 Asset purchases

Purchase of fixed assets	0	0	0	0
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10 Cost of generating funds

Fund raising activities	548	0	548	625
Wedding deposits refunded	25	0	25	50
Fees paid out for weddings and other activities	0	0	0	0
Bank charges & interest	0	0	0	0
Investment management costs	0	0	0	0
Bookstall costs	0	0	0	0
	573	0	573	675

11 Governance costs

Examination/audit fee/ex gratia	25	0	25	25
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A statement of Assets and Liabilities is included after this Financial Statement.

The following notes form part of this financial statement.

Approved by the PCC on 15th March 2020

And signed on its behalf by

W&A Docherty (RECTOR)

(PCC Chair)

Notes to the accounts

- The financial statements of the P.C.C. have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.
- General funds represent the funds of the P.C.C. that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the P.C.C. These include funds designated for a particular purpose by the P.C.C.
- These accounts include monetary transactions, assets and liabilities for which the P.C.C. can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of church members. Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.
- The amounts shown as 'planned giving' represent the amounts collected via Standing Order and the Envelope Giving Scheme. Of this amount £9041 (Standing Orders) and £1933 (Standing Orders) were NOT Gift Aided.
- The figures shown for St Andrew's & St Peter's income reflects small amounts raised locally, eg coffee money or small individual donations. Collections, including Blue Envelopes are recorded centrally, wherever received. St Andrew's & St Peter's CCLI Licences and rent are paid from the main Parish Account. During 2020, the Parish took the decision to close St Andrew's & St Peter's. St Peter's has transferred its money to St Nicholas, except for funds retained for the Craft Club which will continue, and this is shown as expenditure. St Andrew's has a final AGM scheduled for January 2021 to formally wind up its affairs.

- vi Gift Aid on Restricted giving is included in the figures shown here under the various headings, rather than being shown separately. The total amount of Gift Aid claimed on Restricted donations was: £558.75
- vii Other Receipts is the total from section 6. Other Receipts less the amount shown in Voluntary Receipts above as Planned Giving and Gift Aid Recovered to avoid double counting. This is because the planned Giving and Gift Aid are included under the appropriate line in section 6 - but are required to be recorded separately under Voluntary Receipts.
- viii Income for Youth Worker is shown under 'Sundry Mission For Income' - previously 'Sundry Income.' All Youth Work costs are now shown under 'Youth Work' - previously, Youth Work expenses & Youth Work General were shown as 'Church Running Costs.'"
- ix Interest received on Restricted Funds in interest bearing accounts is included in the income for the respective Restricted Fund.
The total amount of Restricted Fund interest was: £223.49
This was allocated as follows (in proportion to the amount of particular fund held in the savings account):
- | | |
|------------------------------|---------|
| "Alan Lowther" Building Fund | £149.57 |
| Youth | £17.03 |
| Foodbank | £25.38 |
| CPSM | £31.51 |
- General Fund interest is shown in section 3 above.
- x Money spent during an interregnum on clergy housing and the expenses of clergy visiting to conduct services is paid initially by the Parish and refunded by the Diocese, through what is known as the sequestration Fund. In this account, expenditure in these categories is recorded under appropriate budget headings and the reimbursement received at year end is recorded as income under these same headings.
- The total amount reimbursed by the Diocese during 2020 was £529.60
- xi The Parish made a claim under the Northumberland County Council's Covid lost income compensation scheme of just over £2,500 for a 3 month period. This represented lost Hall rentals and lost contributions to running costs from Hope Centre users. We were awarded £10,000 for the year. This has been split between General Fund (£6,800) and Hope Centre (£3,200) in the same ratio as used in the original claim.

Statement of Liabilities and Assets for Cramlington Parish as at 31st December

2020

Assets**Real Estate and buildings**

None.	£0
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Moveable fixtures

Equipment for Streaming Services	£1,950
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Cash

Cash at bank		£132,427
	<i>Of which Restricted Funds</i>	£126,224
	<i>Of which General Fund</i>	£6,203
Gift Aid to be claimed for December (estimate)		£1,200
	<i>Of which Restricted Funds</i>	£150
	<i>Of which General Fund</i>	£1,050
Amount promised towards cost of Open Air Carol service, but not yet received.		£900
	<u>Total</u>	£136,477

Liabilities

Debts, unpaid paid bills & invoices	£0
Loans	£0
Overdrafts	£0
Committed funds not yet shown in accounts	£0
	<u>Total</u>
	£0

Notes

(a) The church building and clergy housing are owned by the Diocesan Board of Finance, not the PCC. The Hope Centre uses a building on a short-term lease from Northumberland County Council.

(b) Assets recognised but not included in the Statement of Assets and Liabilities include movable equipment and furnishings which require a faculty for disposal.

(c) IT equipment is considered to have a useful life of 6 years and is depreciated on that basis.

(d) Cramlington Town Council and Newcastle Dioces have offered £400 and £500 respectively towards the cost of staging the Open Air Town Carol Service, which had not been received by the end of 2020.