

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



**Annual Report and Financial Statements
of the
Parochial Church Council
for the year ended 31st December 2021**

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

Team Vicar Rev David Gray

Bank

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Independent Examiner.
Angela Sheret

Registered Charity Number 1133848

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Annual Report of the Parochial Church Council

for the Year Ended 31st December 2021

(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. 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 served from 1st January 2021 until the date this report was approved are:

Team Rector	Rev Wullie Docherty
Team Vicar	Rev David Gray

Church Wardens Karin Graydon and Caroline Stanners,

Deanery Synod Representatives:

Sue Barber
Elected APCM April 2021, Viv Frost and Dilys Nicholls

Congregational Representatives:

To APCM April 2021,
Dilys Nicholls, Jen Wealleans, Peter Maxwell and Matthew Drake

Marion Maxwell and Rhona Simpson, both re-elected APCM April 2021

Elected APCM April 2021 :

- John Brierley,
- Aidan Brierley,
- Bex Stanners,
- Isabel Stewart,
- Jacqui Wyness,
- David Cook (to December 2021) and
- Carol-Ann Grey

Officers:	Secretary - Marion Maxwell
	Treasurer – John Brierley

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 Committee did not meet during the year. 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 came 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 surrounding grounds and the Meeting Rooms. This is reviewed on a regular basis. Accident Books are maintained.

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 2021

As of 31st December 2021 there were 161 names recorded on the Electoral Roll for this Parish.

- * 10 names were removed from the Roll.
- * 2 of which were notified deaths.
- * 8 were requests to be removed from the Roll, due to moving out of the Parish.
- * 2 new names were added.

I have been told that there could be up to 50 people on the current Electoral Roll who do not currently worship at St Nicholas Church, but are attending other churches. As they live within the Parish, they can still be included on the Roll. I can only remove their names if I receive a request from them to be taken off. Historically I have asked if a strategy could be suggested as to how to get people to inform me when they need to come off the roll. I have tried to email directly the electorate, when I have been advised they have left the church but have had little success with either.

Paul Nicholls, Electoral Roll Officer

6. Rector's Report 2021-2022

The Teaching Programme for 2021

The teaching programme this year was varied and extensive. We began the year with a variety of crucial questions from, *"Why do we worship?"* to *"Why tell Others?"* This was followed by a series of studies on John Stott's book the *"Cross of Christ"*. While this series was delivered by mixture of Clergy and Lay Readers, the wider year was characterised by encouraging a range of other individuals to begin to exercise a preaching ministry.

Our Holy Week services began with three meditations on the Cross delivered by Clergy followed by an Agape meal and a simple liturgy for Maundy Thursday delivered by our ministry trainees. Our post Easter teaching addressed a variety of topics from the *"Importance of food in the Bible"* to the work of *"Safe families for Children"*

The period from May to September saw us follow the lectionary as it led us to less known and visited areas of the bible.

This period saw two other developments, referred to at length elsewhere.

First the initiation of comprehensive streaming of the 10.30 service followed by the inaugurations of the new service formats.

The Autumn series of talks centred largely on a study of Paul's letter to the Ephesians, a topic then developed at greater length in some house-groups.

Our year concluded with teaching on Advent related themes, culminating in, it has to be said, an exhausting 20 hours in which three very different services were offered.

Ministry Development

Our reputation as a Parish which encourages ministry from everyone has been acknowledged by the Diocese, resulting in potentially crucial meetings being held with Rob Sainer Haigh and with Nicola Denyer, who hold responsibility for the development of ministry, among clergy and non-clergy respectively.

Our ministry trainees are at various stages in their training.

Viv Frost, who is at the conclusion of her formal training, has now come to live in the parish. She has expressed an interest in funeral ministry as a lay person, a subject of interest to the Diocese, and the facilitation of residential retreat ministry.

Frankie Walsh is now approximately half-way through her first year at Cranmer Hall Durham, to where she and the family moved in September '21

Danny Pritchard continues in his very important role as verger whilst finishing off a Master's Degree in Death Studies (by all means ask him!)

Of equal importance, as we move from a membership to a discipleship model of church, are the early and initial ministry opportunities offered to all involved, by the roll out of our Life-groups across the Parish. As decline in numbers and funding leads to fewer clergy in the Diocese, the need to re-image ministry becomes critical and we are well placed to respond to God's leading, not only in the parish but also in the wider Deanery and beyond, as witness Viv Frost's work with the Police or Danny's missional post in Durham diocese.

Digital Development.

2021 has seen our technical capability and acuity take another significant step.

We are blessed by being able to stream not only the 10.30 service, but effectively anything we might think valuable on our dedicated "*You Tube*" channel.

Audience numbers have exceeded 100 on some occasions thereby regularly exceeding that number who choose their worship to be "face to face."

This is a critical area of ministry not just in the future but now as we exploit this opening into the homes (and we hope, hearts) of those in the town.

The purchase of two more monitors to be mounted on trolleys will give us a further degree of flexibility in the church, not only for services and children's ministry, but also for letting purposes, as we seek to maximise the revenue which can be generated from the appropriate rental of all our properties.

An additional camera should complete this long and drawn out phase of technical development.

In passing, our thanks go to the wider tech team but particularly to Peter Maxwell and Chris Hodgson as each has contributed greatly in different ways to the development of our digital ministry

Christmas

Mindful of the circumstances, the resources available and critically the low energy levels of folk, we opted for a fairly relaxed Christmas programme.

Covid prevented the promised Ceilidh on Christmas morning but did not dispel the joy of celebrating the Saviour's birthday.

Our crib service was a first for all involved in its delivery while our carol service followed the traditional form.

Looking to next year, I am aware of a growing lobby for the re-introduction of a Midnight service so watch this space.

Lockdown and restriction

I am glad to report that, to the best of my knowledge, our efforts to protect worshippers from infection have so far been effective. Accordingly, we will continue to accommodate individual concerns over social distancing during services for the time being.

When we do return to *pre-* Covid conditions, my earnest desire is that we will continue as a *post-* Covid church, where as disciples rather than members even to our discomfort, we put the needs of those who do not know Jesus Christ before our own and thereby follow in the footsteps of a God for whom stagnation is never an option.

Worship Development

The new 10.30 service has now been running since August. It is a complicated process whereby as a congregation we arrive at the model God has revealed as his preference for this time and this place. It is the intention to regularly monitor matters for the remainder of the first year ending in August 2022.

Each Sunday sees responsibilities for the service shared between the speaker, the music worship leader, the reader and intercessor and the service leader whose responsibility is to shape and mould the disparate elements to produce worship that connects us with God, to His glory and our good.

A future variant on this model would be if a single life-group took on responsibilities for a service thus providing new worship ministry opportunities for its members.

Life Groups

I am very glad to say that the second element of the Parish Development plan, Life Groups, is in the act of roll out. Currently six have begun.

Life Groups, like the church's digital ministry, are not simply optional but now critical to the health and growth of God's Kingdom in Cramlington.

As I write, we have concluded the teaching on the underpinning values and look forward to a new season of learning and growth.

My thanks go to Linda Butler, who surely was no busier in her stipendiary ministry than she has been at times over the recent weeks, for her wisdom, persistence and godliness.

Parish Share

For the second time in a number of years we have paid our Parish Share in full.

A very generous effort on the part of some parishioners on a Gift day pushed us across the line. The coming year, for a variety of reasons, will be a challenge of a different order. While this is a significant achievement, we must not rest on our laurels as we seek to demonstrate that solvency is a godly trait.

The Hope Centre

This year the Hope Centre continued under sometimes difficult circumstance to attempt to simply be good news to the community. Under David Gray's spiritual lead, the management team and the many volunteers, churched and otherwise have stuck resolutely to their task.

Individual reports from the ministries will complement this "strap-line" elsewhere in the reports.

W S Docherty, Team Rector

Treasurer's Report on the 2021 Financial Year, to the Annual Parish Church Meeting 2022

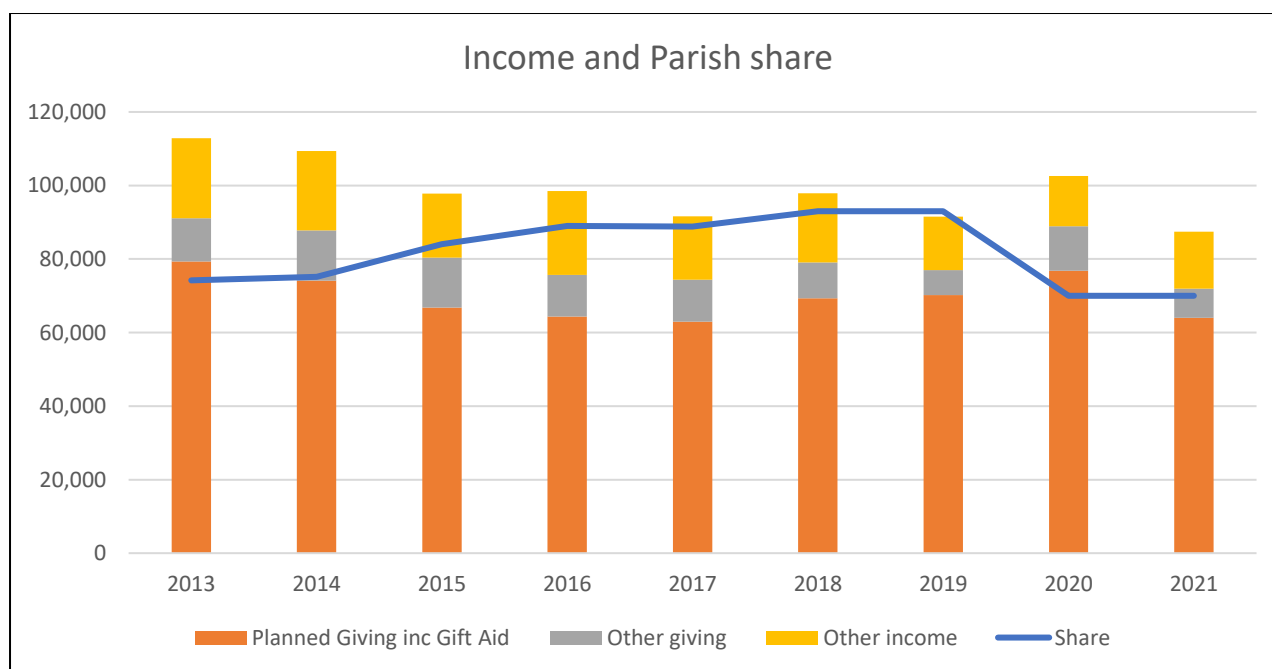
IMPORTANT - this is a summary of the key points from the accounts. Full details are contained in **The Financial Statement** which is included in this pack at Appendix A. It is The Financial Statement which is the formal account of the Parish's finances in 2021. Additional details of financial activity are given in the tables in Appendix B.

Note – 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. 2020 Figures are shown thus (£1,000) for comparison.

While the effects of Covid-19 were perhaps less catastrophic than in 2020, it did have an impact. Income from letting was reduced but we were beginning to see some groups return to regular meetings at the end of 2021. On the other hand, we carried £6,200 into 2021, which included a substantial sum remaining from the grant to cover Covid losses which we obtained in 2020. As in 2019, our Parish Share was set at £70,000.

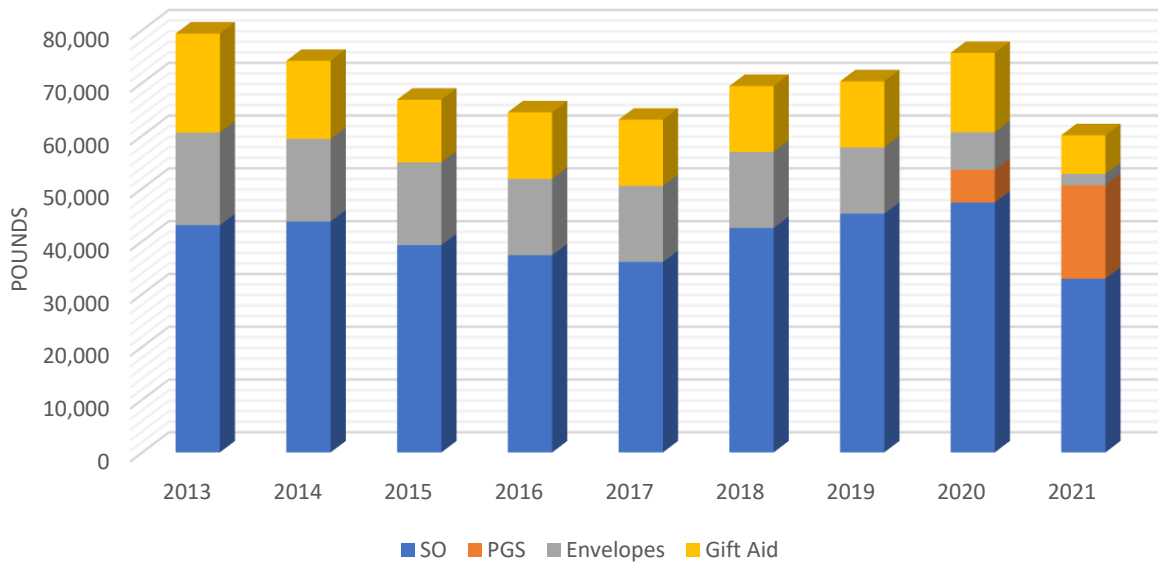
General Fund

Our total income in 2021 was £87,450 (including the carried forward NCC grant) – which is the lowest General Fund income in any year since 2013. Most (between 70-75%) of our income comes from “planned giving” (defined as Standing Orders, PGS & Envelopes) and the associated Gift Aid. In 2021 this amounted to £52,750 (*plus* Gift Aid) – the lowest since 2017.



In addition to planned giving, we received £9,400 in response to our Pledge Sunday, which is included in the ‘other giving’. (Gift Aid will be due on much of this, but it has not yet been claimed.) The chart below shows income from planned giving and Gift Aid (only a very small amount of Gift Aid is not from planned giving). The drop in planned giving in 2021 is clear.

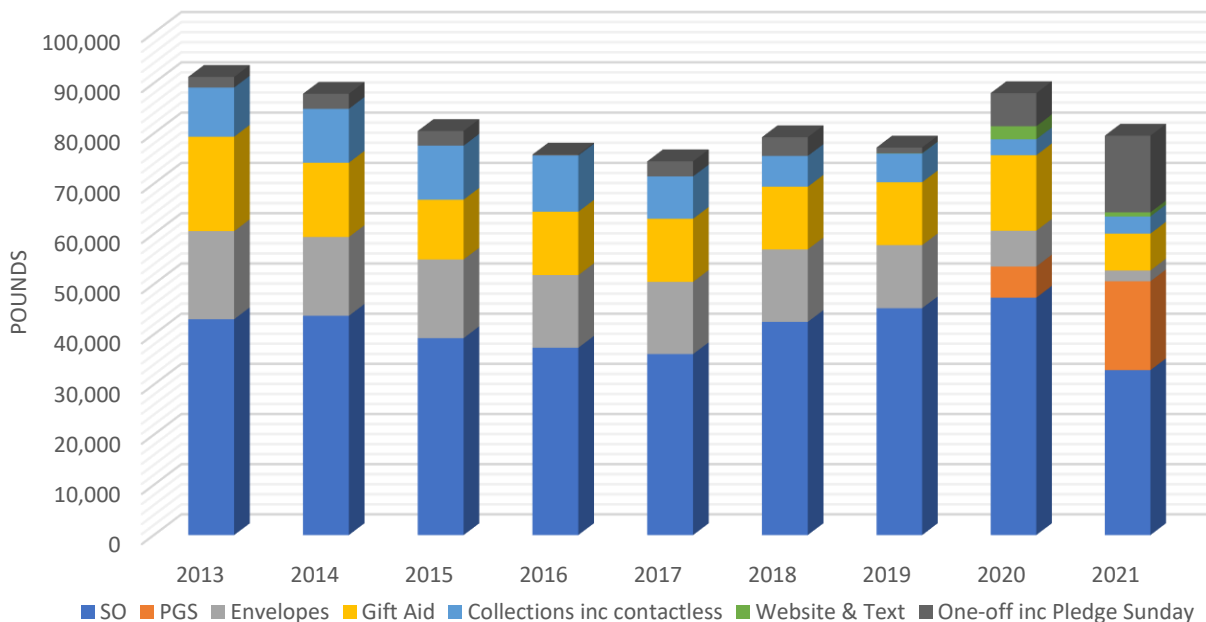
Planned Giving over time



At the end of 2020, there were 70 planned givers (34 via Standing Order, 18 via PGS and 18 using Blue Envelopes). By the end of 2021, this had dropped to 51 (29, 21 and 1 respectively).

We should recognise that The Pledge Sunday was a resounding success and give thanks to God – and the congregation - with almost £9,500 raised (plus Gift Aid), but to some extent this masks an underlying problem.

All Giving over time

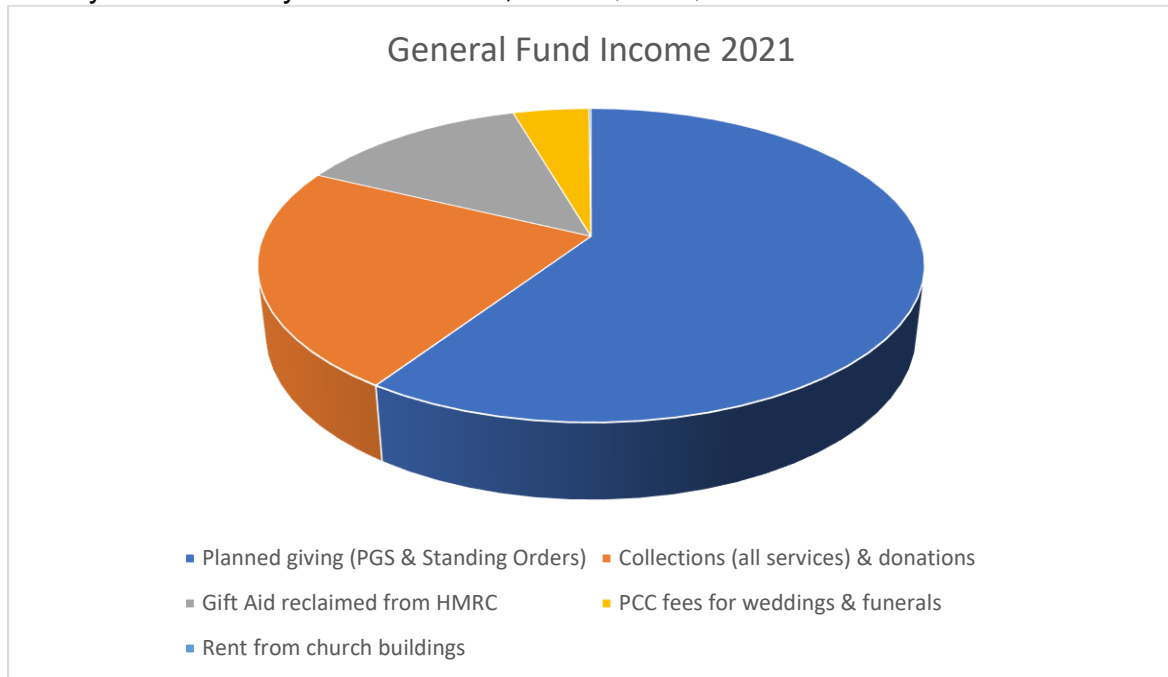


The residue grant from Northumberland County Council covered our Covid losses in from lettings, etc, so any impact of Covid will be minimal.

Our General Fund **income** during 2021 was £87,450 (£102,600).

The *main* elements of this were:

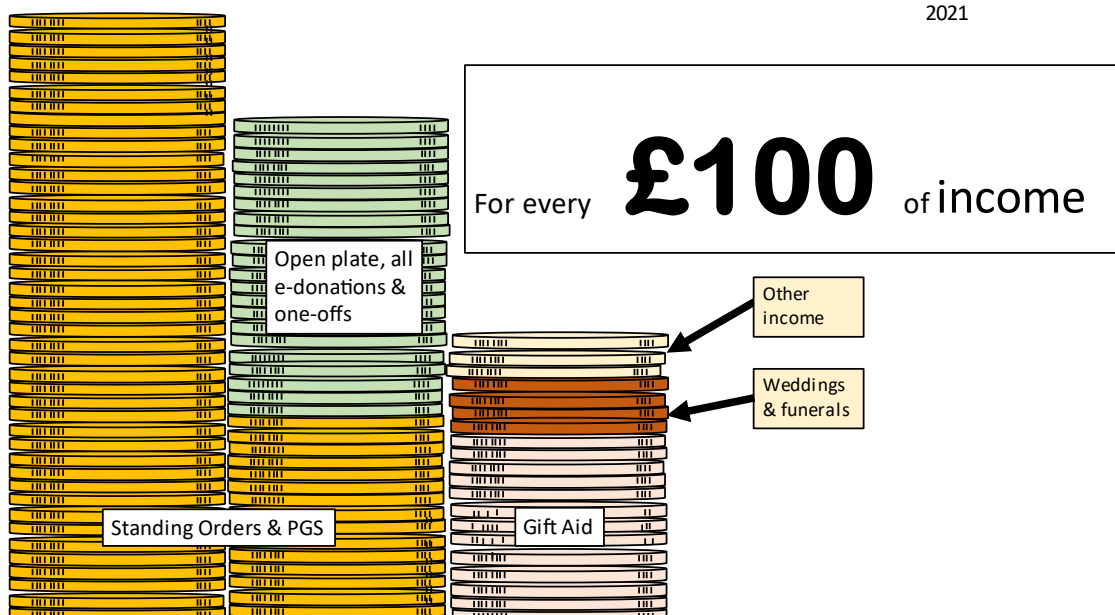
- planned giving (envelopes, PGS & Standing Orders) - £50,600 (£60,650)
- collections (all services including Pledge Sunday) and all e-donations - £19,450 (£12,350)
- Gift Aid reclaimed from HMRC - £11,350 (£16,300)
- PCC fees for weddings & funerals - £3,750 (£2,100)
- Rent from church buildings – £100 (£1,550)
- Children's work - £0 (£100)
- Contribution from Heavenly Delights - £0 (£450)
- Money raised locally at St Nicholas, - £20 (£350)



Put another way, for every £100 of General Fund income in 2021,

- £58 came from Standing Orders or Parish Giving Scheme
- £22 came from open plate, contactless, residual 'Blue envelopes' & one-off donations
- £13 came from Gift Aid
- £4 came from Weddings and funerals
- £3 came from other sources

(Figures rounded to nearest £1)

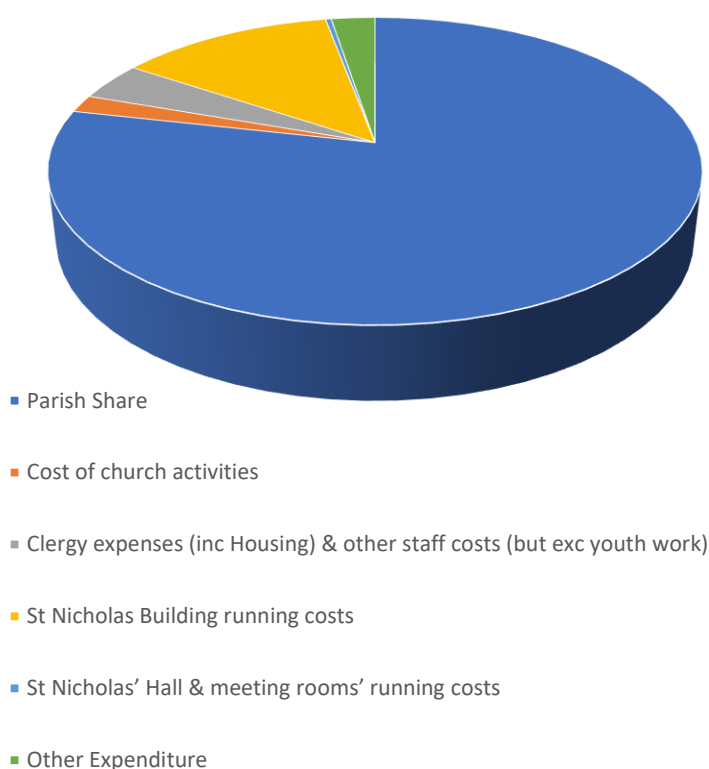


Our **expenditure** during 2020 was £89,200 (£97,050) .

The main elements of this were:

- Parish Share - £70,000 (£70,000)
- Cost of church activities - £1,650 (£3,100)
- Clergy expenses (*including Housing*) & other staff costs (*but excluding youth work*) – £3,600 (£5,850)
- St Nicholas Building running costs £11,300 (£10,250)
- St Nicholas' Hall & meeting rooms' running costs £300 (£1,150)
- Youth Work £0 (£5,000)
- Children's work £50 (£100)
- Money given to charities £0 (£0)

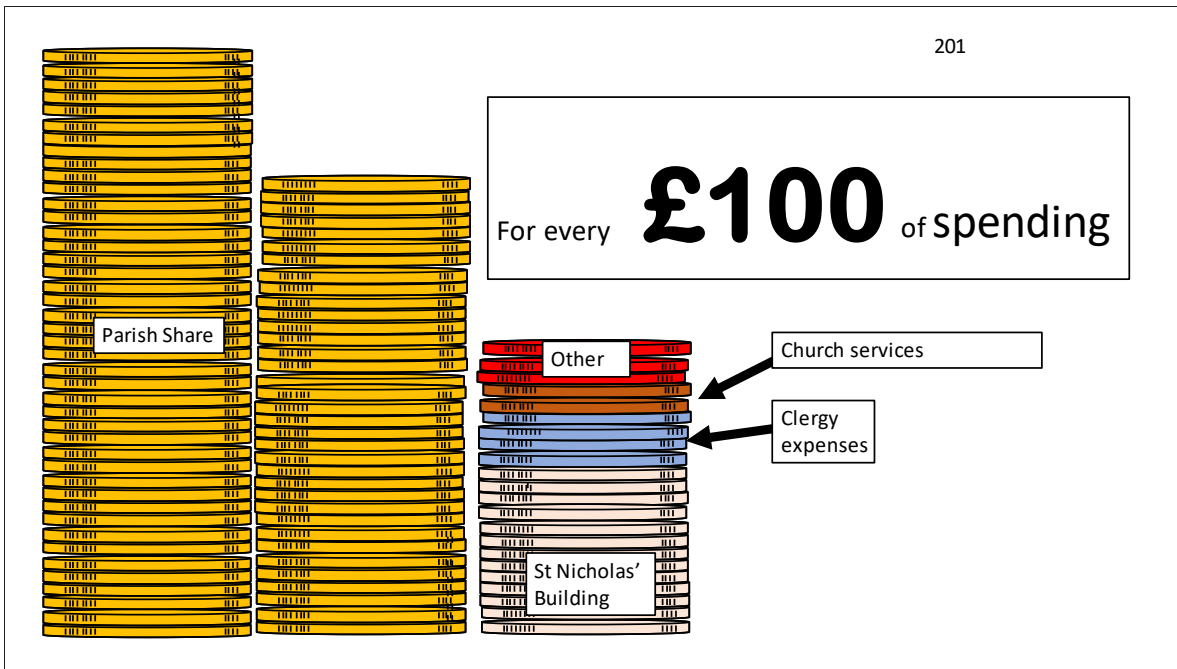
General Fund Expenditure 2021



Put another way, for every £100 of General Fund spending

- £78 - Parish Share
- £13 - running St Nicholas' building
- £4 – clergy expenses (including housing)
- £2 – Church services
- £3 – Other costs

(Figures rounded to nearest £1)



Our Parish Share for **2022** remains at £70,000. Giving our declining income, paying this would be a challenge, were it not for the residue from the Pledge Sunday and Gift Aid on those donations. The underlying downwards trend in regular income is worrying however, and needs addressing.

In January 2021, we closed our Barclays current account and now bank with Charities Aid Foundation (CAF), though our savings account remains with Barclays.

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 = £81,300 (£81,900) .

- Income - £7 (£150)
- Expenditure – £3,450 (£800)

Balance at year end = £77,800.

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, Marks and Spencer and Sainsbury's, as well generous donations from local businesses and individuals, for which we are very grateful.

Balance at start of year = £13,800 (£1,700) .

- Income - £13,500 (£14,200)
- Expenditure – £3,350 (£2,100)

Balance at year end = £23,950.

Cramlington Parish Social Ministries

We lease the Hope Centre building from the Northumberland County Council (NCC) and, although there is no rent, we pay running costs. Like everyone else, we anticipate a significant rise in fuel costs in 2022. 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 = £17,100 (£11,800) .

- Income - £4,350 (£12,300)
- Expenditure – £6,250 (£7,000)

Balance at year end = £15,200.

Youth Work

There has been no Youth Worker during 2021 and we no longer receiving regular donations to this fund.

Balance at start of year = £9,250 (£13,100) .

- Income - £50 (£1,800)
- Expenditure – £50 (£5,650)

Balance at year end = £9,250.

Note - There are a number of other small restricted funds not itemised here. Full details are contained in the Restricted Fund line totals document in Appendix B.

Conclusion

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. After a number of years in this role, John has decided to step down and we should all be grateful for his work in this over the years.

I end with the words of 1 Chronicles 29:14 which we used at our pledge Sunday
*“Who am I, and who are my people, that we should be able to give as generously as this?
Everything comes from you, and we have given you only what comes from your hand.”*

John Brierley
Honorary Parish Treasurer
February 2022

8. Church Warden's Report 2021

We have had major roofing repairs done to the the chancel roof which required scaffolding. We replaced the boiler in the church hall to an all new eco-boiler more efficient for purpose and, thank goodness, very little damage was done by storm Arwen. CATERAN Way clergy house has new tenants

We seem to be fully up and running again (thank God). We would like to thank the clergy, stipendiary and non stipendiary, lay readers, the band for their continuous rehearsals and playing, the tech team every week serving us in church and those who worship online. A big thank you for all your support at St Nicholas to keep us going for the people of Cramlington.

Thanks also to:

- all for the volunteers behind the scenes, ie flower ladies, churchyard gardeners, cleaners and many more.
- Lorraine Alexander a very taxing project all year round keeping up to date with all the new updates and legislation; there is so much of this now than ever before
- Joyce and her team at The Hope Centre all through the pandemic.

We are all volunteers for God at St Nicholas Church but all very keen and eager to keep our community church going.

Karin Graydon and Caroline Stanners, Church wardens

9. Report of PCC Secretary

The PCC met nine times during the year, six regular meetings, which take place every other month, and three extra meetings. In the early part of the year Covid restrictions were in place and meetings were held using Zoom. From July onwards the meetings were in person again. The APCM took place in April.

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

- John Brierley was appointed as lay vice-chair.
- a short briefing from the leadership team was given to the PCC
- discussion about the chairs continued

March

- preparation for the APCM including the reports received; annual accounts and the nomination process.
- purchase of further AV equipment was agreed, to be funded from two legacies and a grant.

May (extra meeting and a first meeting for the new PCC)

- discussion of the proposed formats for the 10.30 service
- information was shared about the Evangelical Alliance and Living in Love and Faith

May (regular meeting)

- appointment of Treasurer, Secretary and lay vice-chair.
- consideration of the revised 10.30 formats, acceptance of which was agreed by all.

July (first face-to-face meeting)

- Lorraine Alexander (Parish Safeguarding Officer) attended to share information about the Parish Safeguarding dashboard. This is means by which we can ensure our safeguarding procedures are kept complete and revised as needed.
- arrangements for the safe re-opening of the building for attendance at services in person were discussed and agreed.

September

- further discussion about the chairs; an extra PCC meeting will be held to discuss the matter fully,
- John Brierley outlined the purpose of the Diocesan self-review which had been circulated to all Parishes. It was agreed to set up a small group to look at this in preparation for approval by PCC.

October (extra meeting)

- after an outline of the history of the current issue around the chairs it was agreed that, in order to keep the congregations informed, there would be an item in the newsletter to invite the submission of alternative solutions to the practical issues regarding the chairs.
- in response to a query from the Diocese, it was agreed to advise that we could aim to pay the same Parish Share for 2022 as for 2021 (£70,000)

October (extra meeting)

- a draft of the Diocesan self-review was discussed and changes agreed.

November

- following limited feedback on alternative suggestions for the chairs, it was agreed that, for a trial period of six months starting in January, a smaller number of chairs would be put out (enough for the current maximum congregation plus 2 rows extra) with the remaining chairs stacked in church.
- a code of Conduct and a Conflict of Interest policy were approved for use; A draft complaints policy needs minor amendment.
- the current hall lettings procedures and rates were discussed
- there was clarification of the roles of the Leadership Team and the PCC

Annual Parish Meeting

This meeting took place in church on 25 April 2021 and was broadcast on YouTube to allow others to hear the discussion. Elections took place for Deanery Synod representatives and for congregational representatives (using the new arrangements agreed at the 2020 APCM).

Marion Maxwell, PCC Secretary

10. Deanery Synod Report 2021

Although all of us managed to get to the meeting in November we were still not recognised as the elected representatives until February of this year (2022) by the deanery. When Dilys asked the secretary about this she was informed that they only had Peter McDougle down as the official rep.; he left in 2019/2020. Sue Barber managed to keep both Viv and Dilys up to date, as she was the only one to get the email messages from the secretary. Both Dilys and Viv tried on numerous occasions to get their names updated at **deanery** level but only succeeded in February 2022. The **diocese** had invited us all to take part in the diocesan and national elections last year so they obviously had the right information, but this had not been cascaded to deanery level. The deanery

secretary has admitted that there must be a problem with notifications of new appointments and has said she will look into this further. Since then we have been receiving email information, so hopefully this is now resolved.

The only meeting we have been to since the elections in April has been in November 2021. So the report below is very short.

- Parish share was discussed and the figure of 78% was quoted as the Diocesan average for our region. Across the diocese the average giving rates per week is £9.50 and £14.50 from the parish giving scheme.
- Our deanery environment champion was named as Karen Taylor
- Bishop Mark Bryant has taken over as acting area dean, his report said that there was concern for the level of expectation for Holy Communion services as there are five churches and two parishes without a priest at the present, so clergy are being pulled thin to accommodate. He further went on to say that all churches are having trouble attracting people back into church after the restrictions had been relaxed due to Covid. We then spent some time discussing ideas for not losing these connections and fostering new ones. The main thrust of which centred around becoming more open to change.
- There was a question from one of the reps present about how a bid for extra finance for our region had been received/decided upon. We were told that this bid had not been successful so there would be no extra funding to help alleviate the many problems our diocese faces.
- There was emphasis on all churches in diocese moving forward with changes in each parish. Sue was first aware of this at last meeting October 2019 before Covid lockdown and commented that, although very few attended from other parishes represented at the previous meeting, she noticed more agreement and enlightenment about changes vital for survival. This was stressed on the night, for all parish churches to encourage lay preachers, leaders and anyone wanting to contribute to-wards assisting and helping clergy.
- Generous Giving - A talk by Leanne Conway-Wilcox followed by questions. She offered to assist parishes with design and production of welcome cards that could display a QR code.

Deanery Synod reps; Dilys Nicholls, Sue Barber and Viv Frost

11. Hope Centre and Cramlington Social Ministries Report 2021

School Uniform Bank

Donations in and demand for uniforms have increased over four fold in 2021 compared with 2020. A total of 2692 items of uniform have been given out by our volunteers.

Baby Equipment

In common with uniforms demand is also significantly higher with a total of 29 mothers referred. Sadly we expect this trend to continue its upward trajectory. We are grateful to all our donors and especially to our dedicated team of volunteers.

EOTAS

Education out of School have continued to utilise 3 upstairs rooms when COVID restrictions allowed. Good relationships have been established with staff and careful safeguarding practise ensures the safety of the children and staff. This provision contributes around half of the running costs of the Hope Centre.

Kintsugi Hope

Four leaders completed the training for this Christian well-being course which celebrates brokenness and healing. (Lorraine Alexander, Viv Frost, David Gray, and Peter Shelley) We launched the 12 week course on the 11th of June and all 8 participants completed the course. Due to COVID restrictions it was a zoom meeting. Following the completion of the course we have had two physical gatherings to stay in touch with the group. Feedback has been very encouraging. We hope to run another course in early 2022.

David Gray

Foodbank

The foodbank has had its busiest year yet. A significant number of our food parcels this year have been as a result of the Government scrapping the extra £20 Universal Credit allocated during the Pandemic. Many self-employed people accessed our service due to them not being eligible for Furlough payments. We also saw a significant increase in Housing Associations requesting Food Parcels on behalf of their clients.

Many new organizations have become referrers during this past year. These include the Police, Domestic Violence Charities and Mental Health Groups.

Christmas time again saw us distribute Seasonal Hampers to all Cramlington Residents who were given a Food parcel during December. We were also able to offer these Clients Christmas gifts for them and their families.

We are so grateful for all the donations we get from members of the public and local businesses. We benefit from all our local supermarkets being signed up to Neighbourly or Fair Share which means we get regular donations from them of everyday essentials. I would also like to mention the One Stop Shop at Burradon, Greggs and Aura who regularly donate to us. Even with all these donations, we still run short of food etc. to put in the parcels. We also appreciate those who give financially on a regular or ad hoc basis.

Please keep all of your donations coming in and thank you for caring about those less fortunate than you are.

Joyce Docherty, Project Manager

Friendship in Grief. (FIG) Tuesdays 1.30 - 3pm, Fridays 10.30 - 12noon.

During the time FIG was suspended due to Covid, Grace continued to contact the clients. It was great to restart the sessions in Hope Centre on Tuesdays and Fridays. Since starting again we have had new people in with many different needs, and on Tuesdays, regulars coming to share and seek encouragement. FIG is a service that God prompted and is needed even more than ever after Covid with its many losses. FIG is here to provide help for any kind of loss, not just that of death of a loved one. We are sometimes able to put a client in touch with an agency who can help them further. In January the team met together to re evaluate and decided more publicity was needed. We intend to produce a large poster for the outside of the building and printed leaflets to distribute around town. Meanwhile please pass on information regarding the existence of FIG to anyone you know who might benefit from talking about their experiences of loss. FIG has also now become part of our church's follow-up after funerals. Do pray for all concerned and for those we have not yet reached.

Grace Hutchins, Rev Linda and the team

12. Annual Safeguarding Report 2021

As a Parish we pay 'due regard' to the Church of England guidance and requirements for safeguarding.

Safeguarding concerns

Safeguarding is everyone's right and responsibility. This past year there has been one safeguarding concern which was passed on to the relevant persons and services. Clergy/ members of the pastoral team, FIG Kintsugi Hope Leaders, Hope Centre Team and members of the parish have remained vigilant, ensuring those in our parish who may need support in any way have been and continue to be supported.

Risk Assessments

All buildings and all groups and ministries have risk assessments. These are pertinent to the group aims, participants and venue. In the past year the risk assessments have been regularly updated in line with Church of England and Government Covid Guidance.

Safer Recruitment

All paid workers and volunteers must go through the Church of England Safer Recruitment process.

2021-22 has seen change and increase in volunteers in the Food and Uniform Banks at the Hope Centre. An Accessibility Officer has been appointed. She is available to all who may need specific assistance to access our ministries and groups. As our congregations and group attendance increases and restrictions are lifted, this role is expected to become more active. The Kintsugi Hope Leaders were appointed after a process of recommendations, applications DBS and training with Kintsugi Hope.

Training

Training both practical and theoretical are crucial elements of the Safer Recruitment process. During 2021-22 the PSO has completed training in Safeguarding Leadership/ Safer Recruitment and People Management and Domestic Abuse. Volunteers have completed training in First Aid and Safeguarding. Food bank volunteers have also completed Trussell Trust Training on Food bank practices and procedures, Lifting and Handling and Debt Management.

Safeguarding and Governance

An action plan for safeguarding is created annually. In the last year the Church of England introduced the Parish Dashboard which is an online action plan. This can be accessed by clergy the PSO and all PCC members. It is a framework which produces action points and completion dates as well as accountability and transparency. This parish was one of only twenty four Parishes who had reached the Diocesan target by December 21.

A sub-committee of PCC members and the PSO and annual review of safeguarding policies which are now up to date and will be reviewed again in the future according to recommendations (1/3 years).

Report by Lorraine Alexander Parish Safeguarding and Recruitment Officer (PSO) 15/2/22

Approved by the PCC on and signed on their behalf by on 21 March 2021

WSA Docherty (RECTOR)

List of Appendices

Independent Examiner's Report

Financial Statement 2020

Statement of Assets and Liabilities 2020

Key Facts 2020

General Fund Activity Tracker 2020

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 2021

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 2021.

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 Kynloss Square, NE23 2XL
Cramlington*

Signed:

Angela Sheret

Date: *1.3.2022*

Parish of Cramlington

Financial Statement for the year ended 31 December 2021

Receipts and Payments Accounts

	See explanatory note number	Unrestricted Fund £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Receipts					
Voluntary receipts:					
Planned giving	iv	50,583	2,580	53,163	62,153
Collections		3,412	0	3,412	5,767
Money raised locally at St Andrew's	v	0	0	0	146
Money raised locally at St Peter's	v	19	0	19	306
Gift Aid recovered	vi	11,353	307	11,660	16,868
All other giving/income	viii	16,061	1,560	17,621	20,655
		81,429	4,447	85,876	105,895
Activities for generating funds					
	2	44	0	44	0
Investment income					
	3	0	0	0	0
Church Activities					
Income from Trading	4	274	0	274	1,980
Asset sales	5	0	0	0	0
Other receipts	6	5714	21,076	26,790	33,070
		5,989	21,076	27,065	35,050
Total receipts		87,462	25,523	112,985	140,945
Payments					
Church activities:					
Parish Share		70,000	0	70,000	70,000
Clergy and staffing costs		3,622	159	3,781	5,868
Diocesan Fees for Wedding & Funerals etc		0	6,068	6,068	5,452
Payments of 3rd Party fees & expenses		288	1,200	1,488	1,008
Youth Work		0	56	56	10,646
Food Bank		0	2,348	2,348	2,262
Cramlington Parish Social Ministries	vii	0	6,254	6,254	0
Church running costs	7	14,002	5,628	19,631	17,316
Hall & rooms running costs		277	0	277	1,167
Mission giving and donation		0	0	0	153
Money spent locally at St Andrew's	v	591	0	591	128
Money spent locally at St Peter's	v	232	0	232	589
Craft Club		0	0	0	0
Costs of trading		0	0	0	0
Repairs and redecorations	8	0	0	0	40
Payments to charities of money collected specifically for them		0	250	250	255
Gifts to leavers (Voluntary collections)		0	0	0	0
Asset purchases	9	0	0	0	0
		89,012	21,964	110,976	121,975
Cost of generating funds	10	175	0	175	573
Governance costs	11	25	0	25	25

Total payments	89,212	21,964	111,176	122,573
Net movement in funds	(1,750)	3,559	1,808	18,426
Sale of investments	0	0	0	0
Purchase of investments	0	0	0	0
Cash at bank and in hand at 1 Jan	7,007	126,224	133,231	114,805
Cash at bank and in hand at 31 Dec	5,257	129,782	135,040	133,231

Parish of Cramlington

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

2021

Cash funds

	Unrestricted Fund	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Bank - Parish accounts	5,257	129,782	135,040	132,427
Bank - St Andrew's current account	0	0	0	591
Bank - St Peter's current account	0	0	0	213
Other cash held	0	0	0	0
	5,257	129,782	135,040	133,231

Further Analysis of Receipts and Payments

Receipts

1 All other giving/income

Other regular gifts	0	0	0	0
Donations, appeals, etc	16,061	0	16,061	6,644
Legacies	0	0	0	161
Recurring grants	0	0	0	0
Non-recurring one-off grants	0	1,560	1,560	13,850
Other funds generated	0	0	0	0
	16,061	1,560	17,621	20,655

2 Activities for generating funds

Fund Raising Events	0	0	0	0
Other funds raised	44	0	44	0
	44	0	44	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	0
Parish Magazine sales	0	0	0	0
Magazine income - advertising	0	0	0	0
Church hall & rooms lettings - trading	102	0	102	1,527
Use of photocopier	0	0	0	0
Heavenly Delights Café	172	0	172	453
Other income from trading	0	0	0	0
	274	0	274	1,980

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	3,475	0	3,475	395
Diocesan Fees for weddings & funerals etc	0	6,111	6,111	7,121
3rd Party for fees & expenses	288	1,639	1,927	1,081
Insurance claims	0	0	0	500
Monetary donations to Foodbank	0	9,507	9,507	13,125
Cramlington Parish Social Ministries	0	3,204	3,204	0
Craft Club	0	329	329	0
Sundry income for Mission	0	58	58	1,944
Sundry income	1,951	7	1,959	1,543
Collections made for specific individual charities	0	526	526	309
Voluntary collections for staff members leaving	0	0	0	0
Contribution towards staff expenses	0	0	0	0
	5,714	21,383	27,097	35,203

7 Church running costs

Church running costs (Excluding utilities)	7,109	5,628	12,737	11,089
Church utility costs	6,893	0	6,893	6,227
	14,002	5,628	19,631	17,316

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	0	0	40
	0	0	0	40

9 Asset purchases

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

Fund raising activities	0	0	0	548
Wedding deposits refunded	175	0	175	25
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
	175	0	175	573

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 these financial statement.

Approved by the PCC on 21st March 2022

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 into our Bank Account and through the Church Of England's Parish Giving Scheme (PGS). Of this amount-
£7,318 By Standing Order
£4,404 Through Parish Giving Scheme
were NOT Gift Aided.
- At the start of the Covid-19 lockdown in March 2020, both St Andrew's & St Peter's temporarily closed in line with Government guidance. Over the summer, the Parish decided that neither would re-open. The only income in 2021 for either was £19 reccredited to St Peter's for an uncleared and expired cheque. St Peter's transferred most of its funds to the main parish general fund in December 2020. The £231.69 that had been retained for the St Peter's Craft Club was transferred a new parish Restricted Fund ('Craft Club') in January 2021. St Andrew's transferred its funds to the main parish general fund in January 2021. Both St Peter's and St Andrew's separate bank accounts have now been closed.

- vi Gift Aid reclaimed on giving to Restricted Funds 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: £306.69
- vii The figures given for Foodbank and Cramlington Parish Social Ministries monetary income in Section 6, do not include Planned Giving to the Foodbank and Hope Centre - ie, people who give by Standing Order to these activities. (These are the only Restricted Funds currently receiving donations on a planned basis.) Planned Giving and Gift Aid are required to be recorded separately under Voluntary Receipts. The amounts received for these were Restricted Funds were-
- | | |
|-------------|--------------------------|
| Foodbank | £2,450 By Standing Order |
| Hope Centre | £130 By Standing Order |
- viii 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: £11.28
This was allocated as follows (in proportion to the amount of particular fund held in the savings account):
- | | |
|------------------------------|-------|
| "Alan Lowther" Building Fund | £7.44 |
| Youth | £0.79 |
| Foodbank | £1.58 |
| CPSM | £1.47 |
- General Fund interest is shown in section 3 above.
- ix Craft Club was established as a new Restricted Fund in 2021, with £231.69 transferred from St Peter's church, creating a new Restricted Fund. This figure is included in the Craft Club's 2021 income (This amount is also recorded as expenditure from St Peter's erstwhile General Fund.)
- 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 2021 was £0.00
Note - No Sequestration Fund payments were made during 2021. Some payments arose at the end of December in respect of Cateran Way, but this will be included in 2022.
- xi In 2020, 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, some of which was carried forward into 2021. 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

2021

Assets**Real Estate and buildings**

None.	£0
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Moveable fixtures

IT Equipment, including for Streaming Services	£3,400
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Cash

Cash at bank	£135,040
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<i>Of which Restricted Funds</i>	£129,782
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<i>Of which General Fund</i>	£5,257
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Gift Aid for the Year as yet unclaimed (estimate)	£3,030
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<i>Of which Restricted Funds</i>	£30
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<i>Of which General Fund</i>	£3,000
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Total	£141,470
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Liabilities

Debts	£0
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Loans	£0
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Overdrafts	£0
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Unpaid paid bills & invoices	£0
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Committed funds not yet shown in accounts	£0
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Total	£0
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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.

Key Facts	General Fund				Restricted Fund				Parish Share
	2020 bf	Income	Out	Balance	2020 bf	Income	Out	Balance	
Giving & Fund Raising	0	81,582	420	81,162	0	0	0	0	Parish Share requested
Weddings & Funerals	0	3,763	463	3,300	51	7,750	7,427	374	70,000
Newcastle Diocese inc Parish Share	6203	0	70,000	-63,797	0	0	0	0	
Staff costs & expenses	0	0	677	-677	0	0	0	0	Share paid to date
Clergy Housing	0	583	2,945	-2,362	0	0	0	0	70,000
St Nicholas' building	0	250	11,323	-11,073	413	0	0	413	
Church services & 'fresh expressions'	0	1,085	1,630	-545	4,300	329	2,177	2,452	Sequestration fund
Church Meeting Rooms	0	102	277	-175	0	0	0	0	268
Children's work	0	0	54	-54	35	0	0	35	
Youth	0	0	0	0	9,250	58	56	9,252	Remaining SO payments
Foodbank	0	0	0	0	13,778	13,517	3,348	23,947	0
CPSM	0	0	0	0	17,113	4,334	6,254	15,193	
Gen Fund Gifts to Charity	0	0	0	0	0	0	0	0	Projected YE payment
Collections for Charities	0	0	0	0	54	526	250	330	70,268
Parish Administration	0	78	533	-455	0	0	0	0	
Alan Lowther bequest	0	0	0	0	81,229	7	3,452	77,785	Projected YE shortfall
Misc.	0	0	67	-67	0	0	0	0	-268
Total	6,203	87,443	88,389	5,257	126,224	26,523	22,964	129,782	

YTD income from GIVING only.

Standing Order & PGS Discretionary* Gift Aid

Income Detail GENERAL FUND only	Standing Orders		One-off donations *	Giving sub- total	All Other income	Sub-total Income - exc Gift Aid	Gift Aid claimed	Grand Total Income	Total spend	In-Month Net
	Direct to CAF Account	Via PGS								
January	2,633	1,417	453	4,503	779	5,282	263	5,545	6,786	-1,241
February	2,743	1,437	1,066	5,246	1,067	6,313	268	6,581	5,345	1,236
March	3,093	1,497	576	5,166	487	5,652	283	5,935	5,310	626
April	2,700	1,457	426	4,583	612	5,195	273	5,468	8,062	-2,594
May	2,602	1,458	2,699	6,759	645	7,404	898	8,302	7,246	1,056
June	2,902	1,458	1,313	5,673	409	6,082	273	6,355	9,698	-3,344
July	2,917	1,463	1,188	5,568	785	6,353	274	6,627	7,134	-507
August	2,742	1,463	98	4,302	134	4,436	274	4,711	4,975	-264
September	2,522	1,469	591	4,582	296	4,879	275	5,153	6,387	-1,234
October	2,402	1,521	391	4,315	84	4,399	7,689	12,088	11,551	537
November	2,732	1,522	6,364	10,618	536	11,154	288	11,442	10,224	1,218
December	2,882	1,552	4,308	8,742	199	8,941	295	9,236	5,672	3,564
Total	32,870	17,713	19,473	70,056	6,033	76,089	11,353	87,443	88,389	-946

Parish current accounts Savings of which General Fund and Restricted Funds

*Includes plate, contactless, on-line giving, text giving & other ad-hoc giving.

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Monthly Activity Tracking report (General Fund)

Income

	January	February	March	April	May	June	July	August	Sept'ber	October	Nov'ber	Dec'ber	Total
Standing Order and Parish Giving Scheme	4,050	4,180	4,590	4,157	4,060	4,360	4,380	4,205	3,991	3,923	4,254	4,434	50,583
Open Plate, Contactless, Text, Website & Misc one-off donations	453	1,066	576	426	2,699	1,313	1,188	98	591	391	6,364	4,308	19,473
<i>Giving sub total</i>	4,503	5,246	5,166	4,583	6,759	5,673	5,568	4,302	4,582	4,315	10,618	8,742	70,056
Fund Raising	0	0	0	0	0	0	0	0	0	0	0	0	0
Lettings	0	0	0	0	12	0	36	18	0	0	36	0	102
Wedding & Funeral Fees	138	201	370	362	555	409	749	116	286	84	412	81	3,763
<i>sub total (all exc Gift Aid & Bequests)</i>	4,641	5,447	5,536	4,945	7,326	6,082	6,353	4,436	4,868	4,399	11,066	8,823	73,921
Gift Aid (Including Gift Aid on Parish Giving)	263	268	283	273	898	273	274	274	275	7,689	288	295	11,353
Other	641	866	117	250	78	0	0	0	10	0	88	118	2,168
Total	5,545	6,581	5,935	5,468	8,302	6,355	6,627	4,711	5,153	12,088	11,442	9,236	87,443
<i>Rolling 3 month average Giving sub-total</i>	4,503	4,875	4,972	4,998	5,503	5,671	6,000	5,181	4,817	4,400	6,505	7,892	
			5,819	5,218	8,224	6,355	6,627	4,711	5,143	12,088	11,354	9,119	

Expenditure

	January	February	March	April	May	June	July	August	Sept'ber	October	Nov'ber	Dec'ber	Total
Cost of church activities	0	0	0	19	115	0	0	0	926	555	15	0	1,630
Clergy expenses (inc Housing) & other staff costs (but exc youth work)	440	29	29	283	320	282	532	282	282	307	282	550	3,622
St Nicholas Building running costs	1,232	1,013	1,239	1,019	708	1,389	574	598	1,151	577	876	948	11,323
St Nicholas' Hall & meeting rooms' running costs	19	19	18	19	19	19	19	19	19	20	42	43	277
Youth Work	0	0	0	0	0	0	0	0	0	0	0	0	0
Children's work	0	0	0	0	0	0	0	0	0	54	0	0	54
<i>sub-total</i>	1,691	1,061	1,286	1,340	1,163	1,690	1,126	900	2,379	1,513	1,216	1,541	
Parish Share	4,500	4,000	4,000	6,500	6,000	8,000	6,000	4,000	4,000	10,000	9,000	4,000	70,000
Foodbank	0	0	0	0	0	0	0	0	0	0	0	0	0
CPSM	0	0	0	0	0	0	0	0	0	0	0	0	0
Money given to charities	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Other Expenditure</i>	595	284	24	222	83	8	8	75	8	38	8	131	1,483
Total	6,786	5,345	5,310	8,062	7,246	9,698	7,134	4,975	6,387	11,551	10,224	5,672	88,389

	January	February	March	April	May	June	July	August	Sept'ber	October	Nov'ber	Dec'ber	Total
Net figures	-1,241	1,236	626	-2,594	1,056	-3,344	-507	-264	-1,234	537	1,218	3,564	-946

Note - the most recent month will be incomplete