

The Parish of St. Nicholas with St. John Baptist,
Newport, Lincoln

ANNUAL REPORT FOR THE YEAR 2023

Presented at the Annual Parochial Church Meeting
17th March 2024

Registered Charity Number: 1133977

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INTRODUCTION

This is the Annual Report for the financial Year 2023 for the Parish of St. Nicholas with St. John, Newport, Lincoln. In this report you will find brief notes about church life, together with the accounts for the year 2023, duly examined (appended at the end of the document), and a budget for 2024.

ADMINISTRATIVE INFORMATION

The Parish Church of St. Nicholas is situated on the east side of Newport, Lincoln. It is within the Diocese of Lincoln in the Church of England. The correspondence address is: St. Nicholas Church, Newport, Lincoln, LN1 3DP, telephone number 01522 540614 or email stnicholaslincoln@gmail.com.

PAROCHIAL CHURCH COUNCIL

The Parochial Church Council (PCC) is a charity registered with the Charity Commission. Registered Charity Number: 1133977.

CLERGY & LAY READERS

Vicar: Currently in Vacancy
Associate Priest: Revd. Prebendary Alan Moses
Dr. Peter Elsmore Reader & Lay Vice-Chairman
Dr. Neill Hepburn Reader

WARDENS

Mrs. Chris Elsmore
Mr. David Grattrick
Mr. Roger Hansard
Mrs. Susan Humphrey

DEANERY SYNOD REPRESENTATIVES

	<i>For term to finish</i>
Dr. Neill Hepburn	2026
Mrs. Susan Toogood	2024

CO-OPTED MEMBERS

Mrs. Joanne Osborne	Honorary Secretary
Mrs. Sandra Grattrick	Honorary Treasurer

ELECTED REPRESENTATIVES

	<i>Elected for term to finish</i>
Mrs. Betty Brown	2024
Mrs. Sally Hubbard	2024
Mrs. Carolyn Jones	2024
Mrs. Adele Sheriff	2025
Mrs. Joan Beresford	2025
Mr. Ron Johnson	2025
Mr. Andrew Simmons	2026
Mrs. Margaret Arrand	2026
Ms. Felicity Ingleton	2026

STRUCTURE, GOVERNANCE & 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 PCC.

OBJECTIVES & ACTIVITIES

St. Nicholas' PCC has the responsibility of co-operating with the Church Wardens and the Revd. Prebendary Alan Moses, Associate Priest, whilst we are in vacancy, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has responsibility for the care of the church building and its grounds, and responsibility for St. Matthias, Burton Road, which is used under lease by the Antiochian Orthodox Church.

The PCC meets about six times a year. A more detailed report is given elsewhere by the PCC Secretary. The PCC operates through a number of committees:

Standing Committee

As the only committee required by law, it has the power to transact the business of the PCC between meetings, subject to any directions given by the PCC.

Worship, Discipleship & Education Committee

Oversees all matters of worship and Christian nurture.

Buildings Committee

Oversees the maintenance and improvement of the church building.

STATISTICS FOR MISSION

		2022	2023
BAPTISMS		10	5
WEDDINGS		8	6
FUNERALS	Church	24	19
	Crematorium	3	8
	Graveside Only	2	1
	Total Funerals	29	28
CHURCH ATTENDANCE			
1 st Sunday in October		62	57
2 nd Sunday in October		75	78
3 rd Sunday in October		64	82
4 th Sunday in October		49	70
USUAL SUNDAY ATTENDANCE (including children)		62	68

ACHIEVEMENTS & PERFORMANCES

CHURCH ELECTORAL ROLL

The current Church Electoral Roll has been in place since 2019 and comprises 115 names at present. 2 names were removed during the year, and 3 were added.

Joanne Osborne, Church Electoral Roll Officer

FINANCIAL REVIEW 2022

This year's Annual Accounts for 2023 are presented in this report. My thanks go to Capt. John Lee as our Independent Examiner.

Total receipts for the ordinary unrestricted funds were £159,324.04 and are detailed in the financial statements. This includes generous grants and legacies of £80,667 making our actual income stream £78,657.04.

Expenditure for 2023 was £108,816 spent to provide Christian ministry for St Nicholas Church including our parish share of £55,500. The increase in expenditure is explained by the delayed clearance payments of £6,676.26 from 2022 accounts. It is also due to an increase in gas and electricity charges amounting to £6,094. We have also completed some of our outstanding planned maintenance work of £9,694. At the end of the year this equated to an overspend of £7,698.

Projected Budget for 2024

In the coming year we need to increase our income in order to maintain the running of St Nicholas Church. In our projected budget for 2024 our Parish Share increases to £60,000. We need to manage our future expenditure to within our projected income level of £78,300.

The monies held in our deposit and investment accounts are as follows:

CCLA Investment Account £77,738.41

CCLA Deposit Account 1 £65,709.33

CCLA Deposit Account 2 £40,011.04

Our current account at present holds £48,303.34 following the maturity of one of our investment accounts. £30,000 of this will be used to pay for the outstanding planned maintenance work amounting to £28,044.92 now we have received all the approvals required. The work waiting completion is:

Replacement of damaged Noticeboard

Replacing damaged covering for East Window

External fitting of Defibrillator and external electric socket

External Bin Store

Replacement of improved sound system and streaming system

Sandra Grattrick, Honorary Treasurer

PLANNED GIVING

At the end of 2023 we had 69 regular givers using either the Parish Giving Scheme (our preferred option), standing orders to CAF Bank (our current account) or numbered envelopes. Of these, 58 are taxpayers who have made a Gift Aid Declaration allowing us to claim back 25% of their donations from HMRC.

	Gift Aided	Not Gift Aided	Total
PGS	27	2	29
CAF Bank	28	5	33
Envelopes	3	4	7
Total	58	11	69

Please use this time to review your giving. If you have not yet joined one of our regular giving schemes, make today the day you start. If you have not increased your giving for some time, make today the day you do. If you are a taxpayer, but have not signed a Gift Aid Declaration, please ask me for a form.

Joan Beresford, Planned Giving Officer

PCC HONORARY SECRETARY'S REPORT

We are still in vacancy, but after a meeting with Bishops' David and Nicholas to discuss appointing a new Parish Priest under the Strategic Development Programme, it is hoped that a new priest will be in place early in 2025.

We welcomed Dr Neill Hepburn as a Licensed Lay Minister who works alongside Peter Elsmore to support our regular worship.

Unfortunately, we have been unable to recruit a Music Director, but a working group has been set up to look at obtaining funding and working with other Uphill churches.

Involvement in the Holiday Club Activity Bags continues, this has now moved from 6 to 3 times a year; Easter, Summer and Christmas. This is another way for us to work with other churches and also be in contact with families in the parish.

A number of planning and faculty applications have finally come to fruition with a new noticeboard, protective grille to the East window, defibrillator and external electrical socket all being fitted shortly. Thanks to Sue Humphrey for all her hard work in getting these through the numerous approvals.

A big thank you to Ron Johnson who very kindly paid for the organ to be repaired.

Sue Humphrey has decided to step down from her role as Administrator and Church Warden at this year's Annual Meeting and I would like to say a very big thank you for all her hard work, dedication, and kindness over the years.

Joanne Osborne, PCC Honorary Secretary

CHURCHWARDENS' REVIEW OF THE YEAR: 'Consolidation, Co-operation & Anticipation

As they have worked to implement the recommendations made under the Time to Change Together (TtCT) initiative and during a prolonged period of vacancy, your Churchwardens have worked alongside clergy and laity to maintain regular worship at St Nick's, to maintain a safe and welcoming church building and church centre and to be a steadying influence during a period of continuing uncertainty and re-adjustment.

We continue to be thankful for Fr Alan who, with apparently inexhaustible stamina and a wry sense of humour, has presided and preached at the majority of our regular and special services, planned the programme of hymns, chaired meetings, conducted baptisms, weddings and funerals and offered pastoral counselling and support to baptism and wedding families, comfort to grieving families and still found time to visit the sick and offer home communion to the growing number of housebound members within our congregation. All this alongside his other duties

and responsibilities at the Cathedral and for the Diocese. We are also grateful to the retired priests and our Archdeacon, who have supported St Nick's, presiding and preaching at occasional services.

It has been a privilege and a pleasure to welcome Neill Hepburn to our team of Licensed Lay Ministers. Neill has worked alongside Peter Elsmore to support our regular worship in a variety of ways and, in the coming months, both our Licensed Lay Ministers will have a more active role in preaching at our Sunday services. In addition, Peter has been heavily involved in the planning and delivery of our Advent and Lent study courses, as well as preaching on a regular basis at our sister church of St Mary Magdalene and continuing his role within the TtCT initiative. Thank you, Peter and Neill, for your steadfast support of St Nick's ministry.

An enormous "thank you" is also due to all the sacristans, stewards, flower arrangers, cleaners, openers and refreshments folk who support life at St Nick's week by week, with a special thanks to Andy and Reuben Simmons, who have acted as servers on important occasions. We are also very grateful to our choir. Their dedication to our worship and willingness to respond to the various challenges they have faced in the continued absence of a Musical Director (including the vagaries of the CD player) are much appreciated, as is the support of our team of organists.

In terms of fabric, all the planning and diocesan permissions for the various projects which have been in train since before the pandemic, have progressed and we look forward to installing the new noticeboard, the protective grille to the East window, the defibrillator and an external electricity socket by the west door in the first quarter of 2024. Permissions have also been granted for an upgrade to the PA system, relocation of the PA desk from the area aptly christened "the bunker" by Fr Alan, to the back of church and the installation of video cameras to allow for live streaming of services and musical events as and when this is requested. A new bin storage area will also be created alongside the Stag's Head car park and, once that has been done, the unkempt area leading up to the church centre entrance will be developed into a wild flower area.

Other work recommended in the Quinquennial Inspection has also been completed, including some major replastering in the tower and the nave. All necessary maintenance of all our facilities has been

monitored and carried out in a timely manner, with regular servicing of church and centre heating, checking of the safety of the electrical supply, the installation of a new fuse box, tuning of the organ and piano, PAT testing, checking of fire alarms and extinguishers and servicing of the stair lift all carried out over the past year.

Our links with St Mary's continue to develop slowly but steadily, with Mthr. Julia and Lay Ministers from St Mary's leading some of the Lent and Advent meetings and members of each congregation supporting various activities in their sister churches. We look forward to increasing that co-operation over the coming months and years.

Following PCC conversations with Bishops David and Nicholas towards the end of the year and after a couple of years of "steady as she goes", it is likely that the coming year will see an addition to our clergy team. You will, of course, be kept informed of any likely changes. We ask that you continue to pray for and support your Churchwardens and all those involved in making any decisions which may affect our journey of faith together and which will hopefully enable St Nick's to flourish and remain a place in which all are made to feel welcomed and loved by God.

The Churchwardens

WORSHIP, DISCIPLESHIP & EDUCATION COMMITTEE

The committee has expanded to include Neill Hepburn, our second Lay Reader, and Rev. Julia Hepburn attending to facilitate joint worship with St Mary's, for example during Holy Week. There has been an ongoing programme of review, repair and replacement of alter linen and vestments. Following the successful Songs of Praise last year, another had been agreed for 21.04.24, to be followed by tea. The choir continued to lead services and organised a successful table top sale. As always, more volunteers were needed for reading, intercessions, arranging flowers and serving tea and coffee.

Su Toogood, Secretary

ST. NICHOLAS GUILD OF SERVERS

Yes! It is a plural. I'd like to thank Andrew and Reuben Simmons for their help in the sanctuary on the occasion of major services during the year.

It is such a privilege to be so close to the action on the alter. Servers need to be primary school age up to their eighties! If you feel called to join us, do please have a word with Fr. Alan or me. Full training will be given, but it's not that hard.

Peter Elsmore

MUSIC REPORT

The past twelve months have seen the choir grow in both numbers and confidence. We were pleased to welcome Claire Wise who strengthens the soprano section.

We continue our search for a new musical director. In the mean time we continue with our excellent organists who support us each Sunday. Sadly, David Lee is still unable to play for us each month due to an ongoing medical condition. We look forward to the time he will be able to play on the third Sunday in the month and take choir practice on the preceding Friday.

We now have choir practice twice a month which is led by Jane Ellis. We are also joined by Linda Hepburn-Booth who accompanies us on the piano. This is an enormous help to us as we learn new pieces. We sing an anthem each Sunday during communion which is much appreciated by members of the congregation.

Tom Ellis is in his second year of study for a music degree at Bishop Grosseteste University. Part of this degree requires him to have a work placement within a musical setting. He has agreed with the Church Wardens that this could take place within the choir here at St Nicholas on an ongoing basis until the end of May/June. Tom will continue to select and organise the music sung during communion and at our upcoming Easter Services. I know the choir will give him their full support in his endeavours.

Margaret Arrand, Member of the Choir

CHRISTIANITY DEANERY SYNOD

The Deanery Synod remains the 'legal' body for administration and representation in the Diocese linking Parishes with the Diocese. The representation and reporting structure remains: Parish, Deanery, Diocese and Church of England through Deanery Synod, Diocesan Synod and General Synod. During the October 2023 meeting Canon Muriel Robinson reviewed this process and cited some examples of issues that has been taken through this process. Deanery Synod received reports from both Diocesan

and General Synod. The Dean is Canon Paul Noble and the Lay Chair is Dr Phil Williams.

As part of Time to Change Together (TtCT) the Local Mission Partnership (LMP) is co-terminus with the Deanery and the Partnership Dean is Rev Jim Prestwood and the Lay Co-Chair Dr Peter Elsmore. Whist remaining separate, both are members of Deanery Synod which should facilitate joined up working. The day-to-day issues relating to church pairings, clergy deployment, sharing resources, working together sit largely with the Partnership Deanery.

The Deanery has appointed Geoff Stratford as the volunteer Environmental Champion. Geof has a long and deep personal commitment to environmental issues and welcomes the opportunity to meet with PCCs to work with them to understand and develop their commitment to environmental issues.

Two clergy have departed during 2023: Rev Linda Harris (Birchwood) and Rev Richard Steele (St Peter in Eastgate). Elections took place for the new Deanery Synod in October 2023.

A session exploring issues of concern for synod members took place in October 2023 and identified two key themes of Safeguarding (in its broadest sense including safer recruitment and the role of Bystanders) and around Ministry of Children and young people. These will be themes for meetings in June and October 2024 respectively.

Dr. Neill Hepburn, Deanery Synod Representative

PHOENIX GROUP

I am happy to report that the Group has had another successful year, with around 25 people attending the main meetings.

We continue with the format of Games Afternoons on the first Monday of the month (except when this coincides with Bank Holidays when it will be held on the following day) and the main meeting with a speaker/entertainment on the third Monday of each month. All meetings start at 2pm and we ask for donations of £1 for the Games Afternoons and £3 for the main meetings to cover refreshments and speakers' fees.

The 2023 programme included talks on 'My Arranged Marriage', a 'Strawberry Tea', 'Experiences as a Vulcan Pilot', and 'Climate Change' and the year ended with a Christmas special comprising entertainment by Nigel and Teri together with seasonal refreshments.

The Phoenix Group is facilitated by the Church which affords us fee-free lettings as part of its outreach to everyone within the Parish and beyond, whether they are church-goers or not.

Watch out for a poster listing next year's programme once the Church's new notice-board arrives!

Betty Brown

BUILDINGS COMMITTEE

The Buildings Committee met on five occasions during 2023 to discuss the on-going maintenance of both the church and church centre buildings and to recommend and expedite any general maintenance and servicing work as well as work required under the 2022 Quinquennial Inspection and other projects involving the fabric. With input from the Parish Administrator, the committee also monitored the hiring of the church and church centre to external hirers.

General maintenance and inspection tasks during the year included the annual PAT testing, servicing of the church and church centre central heating systems, inspection and testing of the centre fire alarms and church and church centre fire safety equipment, servicing of the Stannah lift and Dyson vacuum cleaner, jet washing of the church and church centre paths, gutter clearance and twice-yearly tuning of the organ and piano.

Repairs to the fabric have included major work to the organ pump, repairs to the church radiators, the installation of a new fuse box at the west end of the nave following the electrical installation safety inspection, plastering in the tower and nave (recommended in the Quinquennial Report, installation of a new photocopier and jet washing of the church and church centre paths.

The committee has also spent considerable time and effort in obtaining all the necessary planning permissions and faculties for long-delayed projects including:

- The installation of metal grilles to the East Window
- The installation of a defibrillator in the church yard, at the south-west corner of the main church building; an external electrical socket to the left-hand side of the west door and the creation of a new bin storage area adjacent to

the Stag's Head car park in the "wild area" on the approach to the church centre;

- The installation of a new noticeboard in the church yard;
- The upgrade and relocation of the sound system controls to the rear of the nave and installation of two video cameras to enable live streaming of services and events as and when required;
- A retrospective faculty for the aforementioned plastering work.

In the coming year, the committee plans to compile a rolling list of internal and external repairs to the church as well as considering larger projects such as reflooring of the main church building and installation of improved lighting along the church centre path. It also intends to obtain a skip in the near future to help with clearance of any redundant/broken items in the tower and the pallets currently rotting at the rear of the church centre.

Sue Humphrey

ST. NICK'S NIPPERS

Nippers has continued to offer fun and friendship to pre-school children and their carers on every Thursday morning throughout 2023. This has been possible because our reliable band of volunteers, Sandra, Una, Louise, Alison, Joan, Chris, Kate and Joanne have been there when needed. The numbers attending decreased considerably towards the end of 2023. We are exploring new ways to discover what is needed in the Parish.

The death of our sister, Susan Whate, was keenly felt by the Nippers families whom she had loved and who loved her. Nippers was so important to her and she worked hard to make it a vital part of St Nicholas'.

Special thanks must go to our leader, Louise. As her youngest started school this year, Louise ended her time with Nippers in the summer. No new leader has been appointed yet. Is this a job that you could do for St. Nicholas'? Please come and see us if you'd like more information.

Joan Beresford

CHILDREN & YOUNG PEOPLE

For the second year, St Nick's have taken an active part in the Holiday Club in a Bag (HCIAB) outreach initiative with our brothers and sisters in the other

Uphill churches. Over 200 activity bags are prepared 3 times a year and are delivered personally to families in the parishes. Thank you to all who have supported this project with bag packing and/or financial support.

Although we still don't have a regular children's group meeting on a Sunday morning, St Nick's Brownies join us for key festival Sunday mornings - Harvest, Mothering Sunday, Remembrance Sunday, and Nippers continue to meet together on a Thursday morning. In addition, there have been a few activity mornings offered - Good Friday, Summer Saturday, Advent. Numbers for this are currently low, but we continue to keep our doors open and to provide opportunities for families to come into church for fellowship.

Adele Sheriff

THE CHURCH WEBSITE

During 2023 the Parish website has been used to support the electronic distribution of the weekly sheet and to publicise regular and special services, as well as Phoenix Group activities, musical recitals by various visiting choirs and other music groups. It has also featured the various parish-outreach-related events which have taken place such as the picnic, Lego camp, craft morning and flower arranging workshop.

It is a future of parish life which would benefit from updating and refreshing in format, something, it is hoped, will be addressed in the coming months as part of our efforts to improve communication with the wider parish.

Sue Humphrey, Parish Administrator

3RD LINCOLN (ST NICHOLAS) BROWNIES

We have had another successful year at Brownies with numbers settling at 15 Brownies, we have recently seen a small drop due to a new group opening so if you have any 7-10-year-olds that would like to join us please let us know.

Last year we attended our first district Pack Holiday and Camp in May, with 9 other local Brownie units, we went to Trusthorpe to stay in Seagull house for a seaside themed weekend, getting on the beach, completing lots of crafts and some of the girls had their first tent sleepout!

Brownies have completed several badges over the year, including 'Know Yourself', and 'Painting'. We were delighted to help host a Christmas Carol Service in December with some lovely songs being sung by the

girls and lovely refreshments from the Church. We also helped decorate the tree at the coffee morning. We also held a brilliant joint fundraiser with Joan, a 'Toy Sale' which raised over £100 between us. As always, we love joining the Remembrance Services and Mother's Day.

Funding at the moment is extremely tricky for us, as it is for many other groups - our annual census payment has gone from around £38 per child to £54 which in a cost-of-living crises is not ideal. We will work hard on fundraising going forward, to try and alleviate passing on the costs to parents.

As always, we are extremely grateful and thankful for the Church's support, the use of the room every week and inviting us to take part in lots of the church activities. We are looking forward to another successful year.

*Kaye Robinson, Leader in Charge
3rd Lincoln Brownies*

SAFEGUARDING

In 2023 the Diocese added "Raising Awareness of Domestic Abuse" to the list of training courses which PCC members and Authorised Lay Ministers are required to complete. This, like most Safeguarding training courses, is an online course so can be completed at a time and pace to suit the individual.

Both the Charity Commission and our Insurers expect us to comply with these requirements. Most of our volunteers understand the importance of this and have completed what is required of them. We continue to strive for 100% compliance.

Joan Beresford, Parish Safeguarding Officer

"NOT THE VICAR'S REPORT"

Another year has passed without the appointment of a new parish priest for St. Nicholas and I find myself writing this report for the Annual Meeting again, but I hope that this may be for the last time.

The fact that the life of the parish has been sustained through this long vacancy is testimony to the resilience of the congregation and the commitment of those who worship at St. Nicholas.

Our schedule of public worship has been maintained with the help of our team of retired clergy, Archdeacon Gavin (who lives in the parish, our lay readers, churchwardens, choir, organists, parish administrators, sacristans, readers and intercessors,

verger and flower-arrangers. Worship is a labour-intensive activity! As well as the regular celebrations of the Eucharist on Sundays and Wednesdays, there have been occasional special services: a Songs of Praise, a St. Nicholas's Day service for the Brownies, a Crib Service on Christmas Eve and the Festival of Nine Lessons and Carols.

Pastoral Care, visiting the sick and elderly in hospital, care home or their own home, taking the sacrament of the Eucharist to those unable to come to church, has been maintained by the clergy and pastoral assistants, as well as by an informal network of friends.

The smooth running of the parish office staffed by Sue Humphrey and Jackie Jones has played a major part in sustaining parish life. They play a vital part in the organisation of both our weekly worship and the pastoral offices: the baptisms, weddings and funerals of which we have a considerable number. Much of this important facet of our ministry as a parish church goes on out of sight of the Sunday congregations.

I must pay particular tribute to Sue Humphrey as she retires from both her roles as churchwarden and parish administrator. I have found her ready support invaluable and indispensable in my ministry at St. Nick's, which has had to be juggled with work for the Bishop and the Diocese, and now the Cathedral.

We owe a great deal also to the diligent labours of Peter Elsmore who is the Lay Chair of the PCC, of Sandra Gratrack our Treasurer, Joanne Osborne the PCC Secretary, to Joan Beresford our Safeguarding Officer.

As many of you know, under the Diocese of Lincoln's '**Time to Change Together**' programme, parishes are being encouraged to share resources and join together in activities. Over the past year, we have continued to grow our relationship with our friends at St. Mary Magdalene's. In particular, clergy and readers from both churches have shared in leading the "This is our Faith" study course held last autumn and the study of St. Mark's Gospel this Lent, which have brought together people from both parishes. On a wider scale in Uphill Lincoln, we have also shared with St. John's in the Ermine and St. Giles' in the distribution of holiday activity packs to families in our parishes.

The PCC has had an initial meeting with Bishops David and Nicholas about the appointment of a new parish priest under what is called the Strategic Development Programme. This will involve us in an exploratory process with a potential priest, one of a group in the diocese who has been receiving special training for the

‘revitalisation’ of parishes. While we have been able to sustain the life of the parish post-Covid and during a long vacancy, we recognise that the congregation is both smaller and older than it was before the pandemic and this is an issue which we need to address. This process of conversation and exploration will begin after Easter and we hope that a new parish priest will be in post early in 2025.

*The Revd. Prebendary Alan Moses
Warden of Spirituality, Diocese of Lincoln
Succentor, Lincoln Cathedral
Associate Priest, St. Nicholas & St. John, Newport*

MEETING FOR THE ELECTION OF CHURCHWARDENS & ANNUAL PAROCHIAL CHURCH MEETING 2024

AGENDA MEETING FOR THE ELECTION OF CHURCHWARDENS

1. Apologies for Absence
2. Appointment of Clerk to the meetings
3. Minutes of Meeting for the Election of Churchwardens 2023
4. Election of Churchwardens

AGENDA ANNUAL PAROCHIAL CHURCH MEETING

1. Apologies for Absence
2. Minutes of the 2023 Annual Parochial Church Meeting
3. Reports:
 - a. Church Electoral Roll
 - b. Proceedings of the Parochial Church Council
 - c. Financial Report
 - d. Statement of PCC funds and property
 - e. Accounts for the year 2023
 - f. Budget for the year 2024
4. Appointment of Independent Examiner
5. Proceedings of Christianity Deanery Synod
6. PCC Reports
7. Elections:
 - a. Parochial Church Councillors 3
 - b. Deanery Synod 1
8. Any matters of parochial or general church interest (by consent)
 - a. Date of next meeting
 - b. Parochial Church Council – meets immediately following the APCM
9. Closing Prayers

MINUTES OF THE MEETING FOR THE ELECTION OF CHURCHWARDENS held on 26 March 2023 at 11:30 am

1. **Apologies** for absence were received from Tom and Jane Ellis, Roger Hansard, Neill Hepburn, Sally Hubbard and Adie Smith.
2. **Appointment of Clerk** to the Meetings – Joanne Osborne. Proposed by Peter Elsmore and seconded by Sue Humphrey.

3. **The Minutes** of the 2022 Meeting of Parishioners agreed as a true record with the following amendments; John Simmons said the end date for him serving as a Deanery Synod representative should be 2023 and not 2024. Proposed by Sandra Gratricks and seconded by Su Toogood.

4. Election of Churchwardens

There were four nominations received for the positions of Churchwardens, David Gratricks (proposed by Susan Pycock and seconded by Una Barnes), Roger Hansard (proposed by Sue Humphrey and seconded by Joanne Osborne), Sue Humphrey (Proposed by Una Barnes and seconded by Joanne Osborne) and Christine Elsmore (proposed by David Valentine and seconded by Malcolm Bilton).

Peter Elsmore thanked the Churchwardens for all their hard work in the past year and for the year ahead.

There being no further nominations, the four nominees were duly elected, subject to being sworn in at the Archdeacon's Visitation.

The Chairman then closed the Annual Meeting of Parishioners.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING 2023

The meeting took place 26 March 2023 at 11:30 am

There were 28 persons attending.

1. **Apologies** for absence were received from Tom and Jane Ellis, Roger Hansard, Neill Hepburn, Sally Hubbard and Adie Smith.
2. **Minutes of the APCM 2022** were accepted as a true record, with the following amendments; Sandra Gratricks said that in Section 3(c) the T2CT target was reported as £55,900 and this should have read £55,000. Betty Brown wanted to add a note on the Phoenix Committee which is still continuing even though the Social Committee has now been mothballed. This group is going strong and getting new members. There is a full programme of speakers and activities planned. They meet on the 1st and 3rd Mondays with the 1st Monday being board games and the 3rd Monday being a speaker or activity. Everyone is welcome.
3. **Reports**
 - a. **Electoral Roll.** The report was accepted by the meeting.

- b. **Proceedings of the Parochial Church Council.** The report was accepted by the meeting.
- c. **Financial Report.** Sandra Gratrack said when we issued our statement, we agreed to pay a Parish Share of £55,500, the Diocese has said that this should be £55,000. We should be able to meet our 2023 commitment, but there is a concern about lack of funds going forward. Sandra asked the PCC to approve her moving money from the investment account to the current account in order to keep us afloat if required. Proposed by Peter Elsmore and seconded by Su Toogood. All agreed.
- d. **Statement of PCC funds and property.** The statement was available under 'Financial Review' and was accepted by the meeting.
- e. **Accounts for the year 2022.** These were attached to the Annual Report.
- f. **Budget for the year 2023.** This was shown under 'Financial Review'.
The Accounts and Budget were unanimously accepted and thanks were recorded to the Treasurer, Sandra Gratrack, and our Independent Examiner, Capt. John Lee.
- 4. **Appointment of Independent Examiner.**
Capt. Lee was happy to continue as the Independent Examiner and this was unanimously agreed having been proposed by David Gratrack and seconded by Christine Elsmore.
- 5. The report from the Christianity Deanery Synod can be found in the Annual Report.
- 6. All the **PCC Reports** could be found in the Annual Report.
- 7. **Elections**
 - a. **Parochial Church Councillors.** PCC members serve for a period of three years and were expected to be a member of at least one of the sub-committees of the PCC. They were Trustees of the church with some responsibility for the finance and fabric of the church. They were also expected to attend six meetings of the PCC during the year. This year Margaret Arrand, Andrew Simmons, Adie Smith and Susan Whate had all completed their terms of office on the PCC, resulting in there being four vacancies for three-year terms. There had been no nominations received prior to the meeting.
Nominations were received from the floor for Andy Simmons (proposed by Sandra Gratrack and

seconded by Christine Elsmore), Margaret Arrand (proposed by Sandra Gratrack and seconded by Sue Humphrey) and Felicity Ingleton (proposed by Andrew Simmons and seconded by David Valentine) for a three-year term and they were duly elected.

b. **Deanery Synod Representatives.** John Simmons has stood down as a Deanery Synod Representative. A formal vote of thanks for his hard work and dedication was given by Peter Elsmore. There had been one nomination received to replace John – Dr Neill Hepburn (proposed by Sue Humphrey and seconded by David Gratrack) and he was duly elected.

- 8. **Matters of parochial or general church interest** Peter Elsmore said that there were very few Servers, any if anyone would like to do it, please speak to Peter or Fr. Alan Moses.

Safeguarding – all PCC members must undertake the relevant training to serve on the PCC.

David Mowbray said that we had two members of our Parish, Fran Bell and Kate Mitchell who were training for Ordination and it would be nice to know how they were doing. Fr. Alan Moses said that he was in contact with them and will provide an update.

Fr. Alan Moses proposed a vote of thanks to the Parish Administrators, Sue Humphrey and Jackie Jones for all their hard work.

- a. The date of the next Annual Parochial Church Meeting would be announced later.
- b. The Parochial Church Council would meet directly after the meeting and the next full PCC meeting would be on 13 May 2024.

- 9. **Closing Prayers** were led by Fr. Alan Moses ending with The Grace.

ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023
General Fund Receipts & Payments Account

<u>Receipts</u>	2022		2023	
<u>Incoming Resources from donors</u>				
Planned giving – Gift Aided	39681		38101	
Income Tax Received	9081		12482	
Planned Giving – not Gift aided	2848		3349	
Collections at Services	3952		3526	
Gift days & Sundry Donations	2346		2760	
Brownies	250		208	
Nippers	229		199	
Phoenix Group	100		100	
		58487		60725
<u>Other voluntary incoming resources</u>				
Grants & Legacies	500		80667	
Fund-raising	1296		1809	
Insurance claim & other Income	3703		37	
		5499		82513
<u>Income from investments</u>				
Investments	0		1781	
Interest CBF Deposit & CAF	479		1256	
		479		3037
<u>Income from charitable & Ancilliary trade</u>				
Fees	12729		9689	
Hire of Rooms	2325		3360	
		15054		13049
		79519		159324

ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023

General Fund Receipts & Payments Account

	2022	2023
<u>Income for restricted use</u>		
Christian Aid	0	299
Children's Society	87	374
Collections at funerals	664	0
Ride & Stride	190	0
Recording Equipment	0	100
Holiday Bag	85	172
Building Project	0	200
Defibrillator	500	0
Gifts	584	0
Community Larder	175	75
Women's Day of Prayer		196
	2285	1416
<u>TOTAL RECEIPTS</u>	81804	160740

ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023
General Fund Receipts & Payments Account

ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023

General Fund Receipts & Payments Account

<u>Payments</u>	Year 31/12/22		Year 31/12/2023	
<u>Grants</u>				
Overseas missions	175		182	
Home missions	1755		653	
Secular Charities	425		319	
		2355		1153
<u>Activities directly related to Church work</u>				
Diocesan Quota	45841		59655	
Clergy Expenses	2353		1334	
Church Upkeep	2061		3470	
Church Utilities expense	5118		11212	
Upkeep of services	1801		1168	
Upkeep of Churchyard	39		273	
Nippers & Level Up	91		120	
Major Works			9694	
		57304		86926
<u>Trading:-</u>				
Trading for Equipment & Maintenance Costs	495		629	
Catering & Household	1175		871	
Salaries & Support Costs	11313		11147	
		12983		12647
<u>Administration</u>				
Flowers	684		896	
Photocopier	86		733	
Bank charges	113		86	
Admin/Other	2224		772	
Phone & Broadband	316		501	
St Nicholas Insurance	4650		5102	
Investment	0	8071		8090
		80713		108816

ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023

General Fund Receipts & Payments Account

	<u>Balance C/Fwd 01/01/2022</u>	Balance as at 31/12/2023
General Account	70726	122662
Edentree Investment A/C	70845	0
Shawbrooke Fixed Term A/C (Jan)	36997	37431
CCLA - CBF Deposit A/c 1	34526	65709
CCLA Deposit a/c 2		40011
CCLA Investment A/c		77738
CAF Cash	36200	16942
	70726	122662

<u>Notes to Accounts On Income</u>	Year to 31/12/202	Year to 31/12/2023
<u>Fund Raising (Major Events)</u>		
Ride & Stride	197	0
Coffee Mornings	865	1006
Centre Hire	2325	3360
Fairtrade	0	40
Donations for Flowers	516	896
Phoenix Group	100	100
<u>Expenditure</u>		
<u>Church Running Expenses</u>		
Insurance	4650	5102
Heat, Light & Water	5118	11212
Telephone & Broadband	316	501

ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023

General Fund Receipts & Payments Account

I have examined the Statement of Income & Expenditure, also the Cash Book and Payments & Receipts Vouchers. These accounts accurately reflect the true financial affairs of the Church of St. Nicholas with St. John , Newport, Lincoln as at 31st December 2023

Name David John Lee

Signature



Date.

21 FEB 2024

Address Mill House.
Burton Road
Lincoln
LN1 3UB

	Projected Expenditure	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Comparison	Notes
Worship							
Music Licences	850						
Organist	5000						
Verger	1000						
Service books	150						
Ministry							
Parish Share	60000						
Clergy Expenses	200						Excludes wedding fees to Diocese
Upkeep of Services	1000						
Charitable Giving	500						
Building & Admin							
Elec & Gas & Water	11500						
Insurance	5200						
Maintenance for church & Centre	5000						
Facility & Planning Applications	1000						
Salaries	8000						
Phone & BB	600						
Photocopier	1500						
Bank charges	100						
Admin	1000						
Education & Discipleship							
Nippers	100						
Baptism	50						
Training	100						
Social							
Household	500						
Catering	700						Offset by coffee income included in sundry donations
Social groups	100						Refreshments for social events
Outreach (Holiday bags)	600						
Flowers	1000						Flower charge included in wedding fees
Yearly Total	105750	0	0	0	0		
Monthly total	8813						
Weekly total	2034						

Projected income for 2024

		Quarter 1	Qtr 2	Qtr 3	Qtr 4	Comparison	Notes
Planned giving	40000						
Gift Aid	13000						
Collections	3500						
Investment income	3000						
Sundry donations	3500						
Centre hire	2500						
Wedding & Funeral Fees	9000						
Fundraising	1500						
Other income	300						
Restricted income	2000						
Yearly total	78300						
Monthly total	6525						
Weekly total	1505						

Financial Review 2023

This year's Annual Accounts for 2023 are presented in this report. My thanks go to Capt. John Lee as our Independent Examiner.

Total receipts for the ordinary unrestricted funds were £159,324.04 and are detailed in the financial statements. This includes generous grants and legacies of £80,667. Making our actual income stream £78,657.04.

Expenditure for 2023 was £108,816. spent to provide Christian ministry for St Nicholas Church including our parish share of £55,500. The increase in expenditure is explained by the delayed clearance payments of £6676.26 from 2022 accounts. It is also due to an increase in gas and electricity charges amounting to £6094. We have also completed some of our outstanding planned maintenance work of £9694. At the end of the year this equated to an overspend of £7698.

Projected Budget for 2024

In the coming year we need to increase our income in order to maintain the running of St Nicholas Church.

In our projected budget for 2024 our Parish Share increases to £60,000. We need to manage our future expenditure to within our projected income level of £78,300.

The monies held in our deposit and investment accounts are as follows-

CCLA Investment account £77,738.41

CCLA Deposit account 1 - £65,709.33

CCLA Deposit account 2 - £40,011.04

Our current account at present holds £48,303.34 following the maturity of one of our investment accounts.

£30,000 of this will be used to pay for the outstanding planned maintenance work amounting to £28,044.92 now we have received all the approvals required.

The work waiting completion is -

Replacement of damaged Noticeboard

Replacing damaged covering for East Window

External fitting of Defibrillator and external electric socket

External Bin Store

Replacement of improved sound and streaming system

Sandra Grattrick
Honorary Treasurer