

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

## **ANNUAL REPORT FOR THE YEAR 2024**

Presented at the Annual Parochial Church Meeting  
23<sup>rd</sup> March 2025

Registered Charity Number: 1133977

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

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### INTRODUCTION

This is the Annual Report for the financial Year 2024 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 2024, duly examined (appended at the end of the document), and a budget for 2025.

### 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](mailto: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  
Position Vacant

### DEANERY SYNOD REPRESENTATIVES

Dr. Neill Hepburn  
Position Vacant

*For term to finish*  
2026

### CO-OPTED MEMBERS

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

### ELECTED REPRESENTATIVES

	<i>Elected for term to finish</i>
Mrs. Joan Beresford	2025
Mr. Ronald Johnson	2025
Mr. Ron Johnson	2025
Mr. Andrew Simmons	2026
Mrs. Margaret Arrand	2026
Ms. Felicity Ingleton	2026
Mrs Sue Humphrey	2027
Mrs Carolyn Jones	2027
Mrs Su Toogood	2027
Mr Nick James	2027

### 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.

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.

<b>STATISTICS FOR MISSION</b>		<b>2023</b>	<b>2024</b>
BAPTISMS		5	5
WEDDINGS		6	6
FUNERALS	Church	19	18
	Crematorium/graveside or other	8	1
	Committal/burial of ashes only	1	2
	Total Funerals	28	21
<b>CHURCH ATTENDANCE</b>			
1 <sup>st</sup> Sunday in October (3 services)		57	131
2 <sup>nd</sup> Sunday in October		78	58
3 <sup>rd</sup> Sunday in October		82	55
4 <sup>th</sup> Sunday in October (3 services)		70	111
<b>USUAL SUNDAY ATTENDANCE</b> (including children)		68	57

## ACHIEVEMENTS & PERFORMANCES

### CHURCH ELECTORAL ROLL

A new Church Electoral Roll has been completed and comprises of 47 names.

*Joanne Osborne, Church Electoral Roll Officer*

### FINANCIAL REVIEW 2024

This year's Annual Accounts for 2024 are presented in this report. My thanks go to Councillor Lance Pennell who stepped in to be our Independent Examiner.

Total receipts for the ordinary unrestricted funds were £109,504 and are detailed in the financial statements. This includes investment income of £41,659.

Expenditure for 2024 was £119,761 spent to provide Christian ministry for St Nicholas Church including our parish share of £60,000. The increase in expenditure was in part due to the major works we finally completed at a cost of £21,035. The gas and electricity charges amounted to £8,480.

We continue to overspend on a monthly basis, regardless of the successful parish giving review. I am grateful to all those who increased their giving and to the help I received from Joan Beresford.

### Projected Budget for 2025

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 remains at £60,000. We need to manage our future expenditure to within our projected income level of £105,850.

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

CCLA Investment account £81,706.97

CCLA Deposit account 1 - £59,197.07

CCLA Deposit account 2 - £42,135.14

Our current account at present holds £17,027.47

We are paying for the new sound system by instalment's the remaining amount outstanding to be paid in 2025 is £13,098.78.

Outstanding works still to be completed are for the new lighting down the passage to the centre costing £2,351. To cover these costs money will need to be transferred from the CCLA deposit account.

*Sandra Grattrick, Honorary Treasurer*

### PLANNED GIVING

At the end of 2024 we had 67 regular givers using either the Parish Giving Scheme (our preferred option), standing orders to CAF Bank (our current account) or numbered envelopes. Of these, 57 are taxpayers who have made a Gift Aid Declaration allowing us to claim back 25% of their donations from HMRC.

	<b>Gift Aided</b>	<b>Not Gift Aided</b>	<b>Total</b>
PGS	26	2	28
CAF Bank	27	5	32
Envelopes	4	3	7
Total	57	10	67

### PARISH GIVING REVIEW

A Parish Giving Review took place in September 2024. 100 letters and information packs were sent to friends and members of St Nicholas'. 36 pledge forms were returned and 24 of these included an increase to regular giving.

To meet our current level of spending we needed to increase our income by £29,432 per annum. The pledges received totalled £10,896, only 37% of what we need. 2025 will be another challenging year.

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 it is hoped that a new Priest will be appointed in 2025.

We continue to work closely with St Mary Magdalene, this includes LLM's Peter Elsmore and Neill Hepburn preaching and also sharing in running the Lent and Advent courses.

A number of outstanding works have been completed, including the new Sound and Video System, replacement screen to the East Window, Defibrillator installed and the bin store area.

Pauline Francis stepped down as Sacristan after 30 years. Sally Hubbard stepped down as Verger and ALM and Adele Sheriff has moved to a new parish. Our thanks go to them for all their hard work and dedication to St Nick's over the years.

My thanks go to Fr. Alan Moses for his ministry during this period of vacancy, to the Churchwardens, Sandra Gratrack our Treasurer and Sue Humphrey, Carolyn Jones and Su Toogood for Verging at Funerals, Baptisms and Weddings and to all the people who volunteer to keep our church open and accessible for all.

*Joanne Osborne, PCC Honorary Secretary*

## **CHURCHWARDENS' REVIEW OF THE YEAR**

The Churchwardens have continued to maintain, improve and update both external and internal features of St Nicholas Church. This has ensured that it is a safe, welcoming place both to work in and to worship in for everyone.

We thank Sue Humphrey for her service as a Churchwarden in the last few years up to the last APCM. The ongoing projects that she worked hard on came to fruition in 2024. These included:

The final fitting of the grille to the East Window in May.

The installation of the Defibrillator which became operational in July.

In November slabs for the bin storage were installed at the side of the church in front of the church centre.

The fence had to be replaced too and the fencing specialist agreed to fix a faulty metal gate for us. This made access easier to the side entrance to the back of the Centre.

The Church Centre - From May/June we have had regular bookings in the Church Centre. We have employed Tony Hackney to keep the Centre clean. Tony has made a huge difference by making sure that all the rooms in the Centre, as well as the stairs,

toilets and any jobs he sees needs doing, are done well. Thank you, Tony, for going the extra mile.

The Sound System - The new system has improved and we can provide good quality recorded music for worship services and funerals. Both the sound levels and clarity are good. We will record services and stream them on the Internet when we have upgraded the WiFi. We intend to live stream our services or record them for particular groups of people, when requested.

Regular maintenance - In July/August, a carpenter strengthened the pews where necessary and stuck backs on many chairs upon which the glue had dried out. He also refurbished the wooden flower stands at the end of some pews and added a waterproof coating.

In late summer the carpenter made a new step for the entrance to the Boiler House to improve safety. He replaced a weather board to the Boiler House door.

In addition, the carpenter stabilised the three sides to the military altar. We want to thank Su Toogood and Carolyn Jones for sorting out the linens on the altar. We wish to thank Teresa Moses for staining the wooden floor next to, and under the military altar, as well as staining the wooden floor under the piano.

The lighting upgrade on the approach to the Church Centre is continuing because we had to apply for planning permission at an extra cost to the church.

All external church doors were repainted, re-stained and refurbished. The door locks and bolts at the West end have been lubricated and work more effectively. One drop bolt has been serviced.

The Stannah stair lift in the Church Centre has been a challenge, as it has had a variety of faults over the last year. We are grateful to Joanne in the office for her patience in arranging numerous visits by the engineers and liaising with us.

In October the front path to the church was professionally cleaned because it was dangerously slippery. The grouting between slabs will be attended to in good weather.

The sewer system at the entrance to the Church Centre has been attended to by both outside contractors and Tony Hackney to ensure it remains free flowing.

Whilst all this background work has been essential, we would like to thank Fr Alan for presiding and preaching at the majority of regular, as well as special services such as baptisms, weddings and funerals. It has been a privilege to work with Fr Alan who has well-honed pastoral skills. He has taken home communion to housebound members of our congregation with Carolyn Jones, our ALM Co-ordinator. The parishioners are always very pleased

to be remembered. Thank you for this important ministry. Thank you for your thought-provoking sermons too.

Our Licensed Lay Ministers, Peter Elsmore and Neill Hepburn have made an important contribution to the life of the parish as they support our regular worship in a variety of ways. Two important examples are that they have both produced intercessions and stimulating Sermons. Both of them also preach at our sister church, St Mary Magdalene. They are also involved in leading with the Lent and Advent courses. Thank you, Peter and Neill, for your important contribution to St Nicholas's ministry.

Our links with St Mary Magdalen are improving steadily as we share Advent and Lent courses. We look forward to increasing the co-operation over the next few months too.

Can we offer our heartfelt thanks to the Choir who have given us so much pleasure over the last year. We really appreciate your hard work. Thanks to all the organists too who have supported the choir and our services.

Thank you to the three ALM's Carolyn Jones, Sue Humphrey and Chris Elsmore who contribute to the pastoral care of the parish and are involved in outreach and worship.

The team of volunteers who keep this church functioning are incredible. Thank you to the sacristans, stewards, flower arrangers, cleaners, church openers and all those who contribute in some way to producing refreshments at different events. It can't be done without your contribution.

Thank you to both the Office Administrators, Joanne and Jackie for your support throughout the year. Your help has been invaluable. Thank you to our Treasurer, Sandra Grattrick for advising us and enabling all the renovations to be done.

Can you continue to pray for and support your Churchwardens and PCC. Thank you for all your continuing support. We really value it.

*The Churchwardens*

## **WORSHIP, DISCIPLESHIP & EDUCATION COMMITTEE**

There had been an ongoing programme of review and replacement of altar linen and repair of the frontal for the military altar. Arrangements were in hand for the loan of vestments from St Peter at Gowt and St Botolphs. Two successful Songs of Praise had taken place in April and on the theme of Harvest in October, followed by a tea. The choir continued to lead services and joined with St Mary Magdalene's

choir for some special services. Felicity Ingleton had recorded a CD and kindly gave a donation from sales. The choir had also sung at Tesco's before Christmas and received donations for the Holiday Club bags. The ministry of healing continued to be offered during the 10:30am service on third Sundays. As always, volunteers would be welcome for reading, intercessions, arranging flowers and especially serving tea and coffee. Sue Humphrey had led a Taize service as we returned to the provision of an alternative evening service once a month. Sue had also made a very promising contact with the Head of RE at Mount Street School. For the last 18 months, Carolyn Jones and Sue Humphrey have been going into the Cathedral Care home for a monthly service, where they had been joined by Sandy Gould, the Anna Chaplain. There had been study groups during Advent and Lent. All in all, another busy year.

*Su Toogood, Secretary*

## **ST. NICHOLAS GUILD OF SERVERS**

We welcomed Tony Hackney to our small group. Tony serves at the 9.00 am Eucharist on many Sundays and we are delighted that he has joined us. Neill Hepburn and I support the celebrant at most of the other services. I must also thank several of the men of the Simmons family who assist as members of the alter party on high days and holidays.

We found no difficulty finding Tony an alb to fit him; we have many! Males and females, child or adult, all shapes and sizes are most welcome to join us if they wish to be trained. It is not arduous! Wages? Well, there is quite extraordinary close-up view of the action on the alter and that is a privilege beyond price. Come and see.

*Dr Peter Elsmore*

## **MUSIC REPORT**

The past twelve months have seen the choir continue to lead the music at the principle service on Sundays. We led a successful Songs of Praise service which was followed by tea.

The choir sang Christmas Carols at the entrance to Tesco, raising £81.89 towards the Holiday Bags scheme for children of the Uphill parishes.

Whilst there has been no growth in numbers of the choir, we have continued to cheerfully provide choral leadership to the best of our abilities. As a choir we appreciate the many positive comments from the congregation. We have not lost any members, which in itself speaks volumes about the general ethos and

close relationships which we have sustained. We now celebrate this with an annual Christmas meal together. We continue to be supported by a team of excellent organists. We are delighted that Dave Valentine has returned from a period of ill health. Tom Ellis continues to select a suitable anthem appropriate for each Sunday.

We look forward, along with the congregation, to the arrival of a new incumbent. Our hope is that the time to come will see a continuing recovery in the life of St Nicks and that the choir will be a significant part of that.

*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. Deanery Synod received reports from both Diocesan and General Synod. The Rural Dean is Revd Adam Watson and the Lay Chair is Dr Phil Williams.

Dr Williams is working to make the Deanery Synod more accessible and formulating an engaging programme of presentations, work and social events.

In February 2024 at the meeting held at St Mary le Wigford, Geoff Stratford, the Deanery Environmental Champion, challenged synod members to ensure environmental issues form part of their PCC agendas and offered to present at the PCC. This has been noted.

A summer social was held at St John on the Ermine on 22 June 2024 with posters from many showing their outreach work.

Safeguarding has been a key theme this year with reminders about DBS checks etc and a full presentation and Q&A session with Jack Redeyoff, Diocesan Safeguarding Advisor at the meeting in June 2024, held at St George's Swallowbeck. This highlighted key resources, such as the Parish Safeguarding Handbook, the Parish Checklist, and the Safeguarding Hub and associated Dashboard. He also covered safer recruitment. The Diocesan Website is a good place to start for more information.

The meeting in October held at St Nicholas took a different approach where David Shelton gave a powerful and moving example of how scripture can be brought to life through drama, giving characters from well known Bible stories a voice and enabling them to tell their stories in way that hasn't been heard before. He said that through his one-man plays People of the

Passion, The Messenger and Changed he wants to share the gospel and make it accessible to as wide a cross-section of people as possible. He said that he had presented his plays to various different groups and asked people to contact him directly if interested in making a booking: [trinityvicardavid@gmail.com](mailto:trinityvicardavid@gmail.com)

*Dr Neill Hepburn, Deanery Synod Representative*

## **PHOENIX GROUP**

We have had another busy but interesting year, with talks covering such topics as Trading Standards advice on scams, Art Nouveau and the Edwardian Street Scene, the Natural Environment Projects Officer, Owls (complete with Barn Owl), Forensic Science and our very own Su and Carolyn presenting a Summer Medley. The number of those attending our meetings has gradually increased, which has enabled us to maintain the £3 charge to attendees for the speakers and refreshments. We welcome anyone, any age, church-goer or not, to join us. Our main meetings with speakers are held on the third Monday each month at 2pm and our Games Afternoons on the first Monday of each month for which we ask £1 for refreshments. Please note the games afternoons are spent as much on talking to each-other as playing for fun.

Our thanks go to Una Barnes who recently backed up the 'team' by helping with the refreshments and, of course, many thanks to the PCC for sponsoring the Group by allowing us to use the Centre free of charge.

*Susan Pycock, Audrey Salisbury, Jean Bentley, Una Barnes and Betty Brown*

## **BUILDINGS COMMITTEE**

The Buildings Committee met on six occasions during 2024, overseeing the completion of several projects which had been ongoing for some time. These included:

Installation of the new external noticeboard; the upgrade and relocation of the PA system and installation of two video cameras; installation of a new protective grill to the East window; the defibrillator at the south-west corner of the main church building and of an external electricity socket to the right of the west door; replastering of the tower as required by the most recent quinquennial inspection; installation of a new bin storage area on the approach to the church centre and relocation of the cycle rack; a major clear up of the tower and west end of church; maintenance of the west door, tower door and church centre window frames; repair to damaged fencing running

alongside the path to the church centre and of the fire exit gate.

A good percentage of the cost of this work has been met thanks to an unexpected and very generous bequest.

Minor works have included the revarnishing of areas of the parquet flooring in the main body of the church, for which grateful thanks go to Theresa Moses; repair to several pew shelves and revarnishing of the shelves at the base of the columns in the nave; repair to the west door bolts.

Regular maintenance has been carried out on the church and church centre heating systems, the fire alarms and extinguishers and the gutters and paths.

Currently, the only items outstanding at present are: the upgrading of the lighting to the church centre path.

A faculty has been granted and an application for planning permission and listed building consent is currently in process with City of Lincoln Council.

A recurring, intermittent issue with the stairlift in the church centre, which is being handled by the Parish Administrator.

The Building Committee will continue to meet approximately every two months to discuss and implement any maintenance and repairs to the fabric of the church and church centre and to promote the appropriate use of St Nick's facilities wherever possible.

*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 2024. This has been possible because our reliable band of volunteers, Sandra, Una, Chris and Joan have been there when needed. The numbers attending each week remain in single figures and we continue to search for new ways to meet the needs of the Parish. We still have no leader for Nippers. Please come and see us if you can help in any way.

*Joan Beresford*

### **THE CHURCH WEBSITE**

The Parish website continues to be used to publicise regular and special services. It also contains a links to the weekly sheet and a donation page.

Social functions such as Phoenix Group meetings, Afternoon Teas and choral and musical performances are also advertised on a regular basis.

During the last year, details of both the church and the church centre rooms have been added in an attempt to increase the number of lettings by external users and earn some much-needed income.

The website would benefit from a general update and overhaul, should anyone in our congregation have the skills to take on the job.

*Sue Humphrey*

### **3RD LINCOLN (ST NICHOLAS) BROWNIES**

Brownies has continued to run this year despite very low numbers. We have done some great activities, often joining with another unit and last Summer we went on a shared overnight pack holiday themed around animals.

We have worked on several badges including chippy challenge which saw us award the Elite Chip Shop the best chips in the area. In the Summer we had a shared Olympics night with the 22<sup>nd</sup> Lincoln Brownies which included a picnic.

We had our usual Christmas party for the girls and are looking forward to attending the Mother's Day service in March.

We are just reviewing whether Brownies can continue after July due to the low numbers. We will advise the church when we know.

*Kaye Robinson, Leader in Charge*

*3rd Lincoln Brownies*

### **SAFEGUARDING**

The need for church workers to complete Safeguarding Training and DBS (Disclosure and Barring Services) checks remains a high priority. 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"**

This will, I trust, be the last such report from me – after another year has passed with me being the nearest thing to a parish priest at St. Nicholas.

The Bishop of Burnley recently said of lengthy vacancies: that after six months things begin to fall apart. Well, I think we can say that has not happened here, thanks to the dedication and hard work of a significant number of people.

In the parish office we are blessed to have Jackie and Joanne (who has settled into her new duties with

commendable efficiency). They do far more than many might realise – in part because much of it is concerned with arrangements for baptisms, weddings and funerals – of which we have a significant number. They also deal with organising rotas of organists and readers, the weekly sheet, as well as much of the maintenance of the building and the letting of rooms.

Our Churchwardens, Chris Elsmore, David Gratrack and Roger Hansard, who effectively have to function as sidespersons as well, are anything but nominal office-holders, taking on a variety of responsibilities and supporting the clergy.

Our two Readers, Dr. Peter Elsmore and Dr. Neil Hepburn both make significant contributions to our parish life, and also assist our neighbours at St. Mary Magdalene's by preaching there. Peter also serves as lay chair of the PCC and its Standing Committee, as well as being lay convenor of our Deanery Mission Partnership. Neil serves on the Diocesan Mission and Ministry Board and the Board of Readers.

Two retired priests who live in the parish, Archdeacon Geoff Arand and Mother Gloria Steadman, have stepped into the breach on a number of occasions when I have had to be away, as have Archdeacon Gavin and Archdeacon Mark Steadman. (At Christmas the parish had no less than three archdeacons ministering to it.)

We have also had the unusual experience of having Mother Hannah with us once a month to preside and preach as part of the getting-to-know-each-other process, which will culminate with what we hope will be the successful conclusion of the formal appointment process.

Our Authorised Lay Ministers (ALMs) Carolyn Jones and Sue Humphrey have different roles. Carolyn concentrates on our pastoral ministry to those who are housebound or in care homes, sharing with me in visiting and taking the Sacrament to them. Sue, having retired from her joint role of Churchwarden-Parish Administrator, is developing her skills at leading worship, organising the intercession rota, and has been re-establishing contacts with Mount Street Primary School, which we hope will bear fruit in the future.

The PCC has continued to function effectively during the vacancy, under the chairmanship of Dr. Peter Elsmore. Joanne has continued in her role as PCC Secretary with her customary efficiency. Sandra Gratrack has done sterling work as our Treasurer, in spite of spells of ill health. She would like to retire, but we have not yet identified a successor. With the assistance of Sandra and of Joan Beresford, we mounted a successful Parish Giving renewal effort, which has improved our financial situation; although we are not out of the woods yet. Joan, as our

Safeguarding Officer, keeps us firmly up to the mark on this important issue. Buildings do not look after themselves, and the members of the Building Sub-Committee exercise responsibility for ours on behalf of the PCC and in conjunction with the parish office.

The appearance of a church building sends an important message to those who enter it. Churches, like houses, tend to accumulate 'stuff,' so de-cluttering is needed from time-to-time. A successful 'skip day' was held to this end, and there has been further tidying up in the servery area at the back of church and areas of the floor re-varnished. We also have a splendid notice board to replace the one wrecked by inebriated vandals.

Our principal services on Sundays and Feast Days are enhanced by the choir and our rota of organists – Geoff Anderson, Brian Medcalf, Simon Clark and David Radwell. The latter are also invaluable for funerals and weddings and for occasional special services like Songs of Praise and the All-Souls Memorial Service. We have also had a kind offer of help from the Cathedral Music Department who loaned us Tom Bailey, one of the organ scholars on Christmas Day. Tom Ellis of the choir is ever-inventive in finding pieces for the choir to sing in addition to our standard mass settings and hymns.

Those who serve as vergers at weddings and funerals and assist in welcoming baptism parties play a significant role in our interaction with people who are often not regular church-goers and can be surprisingly nervous when setting foot on holy ground. Some of our funerals have been the result of tragic circumstances, so the kindness and sensitivity of our vergers and administrators has been especially important.

The sacristy team who prepares the altar, those who read lessons, lead intercessions, arrange flowers, provide coffee and refreshments, church openers, cleaners, help at Nippers and count collections all make valuable contributions to our worship. These tasks may seem unspectacular but we would miss them if they were not done. We are grateful that they are not only done, but done well and faithfully.

When I look back over the past couple of years, I realize that a number of people are no longer with us. Adele Sheriff, who played such an enthusiastic role in work with children. Kate Mitchell had already left us for the ordained ministry and is now serving as a priest in Scunthorpe. Fran Bell is following the same path and will be ordained deacon to serve in the Diocese of Newcastle this summer. To provide candidates for ordination is a sign of spiritual vitality in a parish in which we can take a proper pride.



When I was licensed at St. Nicholas', a parish with both Vicar and Curate, I did not expect to do more than help out occasionally. Well, things have not turned out quite like that! What I have tried to do, in concert with others, is not just to maintain the regular round of worship and pastoral care, but to extend its reach with some special services like 'Songs of Praise,' and also what Bishop Stephen calls raise the "spiritual temperature" of the parish through preaching and teaching, writing and study groups.

*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  
2025**

**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 2024
4. Election of Churchwardens

**AGENDA  
ANNUAL PAROCHIAL CHURCH MEETING**

1. Apologies for Absence
2. Minutes of the 2024 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 2024
  - f. Budget for the year 2025
4. Appointment of Independent Examiner
5. Proceedings of Christianity Deanery Synod
6. PCC Reports
7. Elections:
  - a. Parochial Church Councillors
  - b. Deanery Synod
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 17 March 2024 at 11:30 am

1. **Apologies** for absence were received from Tom and Jane Ellis, Roger Hansard, Margaret and Geoff Arrand, Maureen Christie, Andy Simmons, Clare Wise and Diana Mowbray.
2. **Appointment of Clerk** to the Meetings – Joanne Osborne. Proposed by Su Toogood and seconded by Chris Elsmore.

3. **The Minutes** of the 2023 Meeting of Parishioners agreed as a true record. Proposed by Adele Sheriff and seconded by John Simmons.
4. **Election of Churchwardens**

There were three nominations received for the positions of Churchwardens, David Grattrick (proposed by Peter Elsmore and seconded by Margaret Arrand), Roger Hansard (proposed by David Simmons and seconded by Joanne Osborne) and Christine Elsmore (proposed by Sue Humphrey and seconded by Betty Brown).

Peter Elsmore thanked the Churchwardens for all their hard work in the past year and for the year ahead. Sue Humphrey stood down as Churchwarden and Office Administrator. Thanks were given to Sue for all her hard work in both roles over the years.

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

There is a vacancy for a fourth Churchwarden, Chris Elsmore said that allowances would be made if someone wanted to stand, but were unsure because of being in full-time employment. Maybe someone would like to be an assistant Churchwarden and just undertake 1-2 services a month, that would also be a big help.

The Chairman then closed the Meeting of the Election of Churchwardens.

**MINUTES OF THE ANNUAL PAROCHIAL  
CHURCH MEETING 2024**

The meeting took place 17 March 2023 at 11:30 am

There were 24 persons attending.

1. **Apologies** for absence were received from Tom and Jane Ellis, Roger Hansard, Margaret and Geoff Arrand, Maureen Christie, Andy Simmons, Clare Wise and Diana Mowbray.
2. **Minutes of the APCM 2023** were accepted as a true record, with the following amendments; page 11, point 3e Accounts for the year should say 2023 and point 3f should say budget for the year 2024. Proposed by Adele Sheriff and seconded by Sue Humphrey.
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 had provided a report for the meeting which was attached to the Annual Report.
- 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 2023.** These were attached to the Annual Report.
- f. **Budget for the year 2024.** 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 will be stepping down as our Independent Examiner and thanks were given for his years of service in this role.

Sandra Gratrack said that John Steadman, Auditor, has agreed to be the Independent Examiner for the coming year and this was unanimously agreed. Proposed by Nick James and seconded by Betty Brown.

- 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 Betty Brown, Sally Hubbard and Carolyn Jones had all completed their terms of office on the PCC, resulting in there being four vacancies for three-year terms.

Nominations had been received for Sue Humphrey (proposed by Adele Sheriff and seconded by Una Barnes), Carolyn Jones (proposed by Su Toogood and seconded by Sue Humphrey) and Su Toogood (proposed by Carolyn Jones and seconded by Chris Elsmore) for a three-year term and they were duly elected.

b. **Deanery Synod Representatives.** Su Toogood has stood down as a Deanery Synod Representative. A formal vote of thanks for her hard work and dedication was given by Peter

Elsmore. There had not been any nominations received to replace Su. There are currently two vacancies for Deanery Synod Representatives who would join Dr Neill Hepburn who continues in this role.

#### 8. **Matters of parochial or general church interest**

Peter Elsmore reminded the meeting that in the past year we lost a very dear friend of the parish, Susan Whate. He expressed his personal gratitude and that of the parish as a whole for her very large contribution to the life of the parish.

Sue Humphrey has stepped down as Churchwarden and Office Administrator and a very big thank you goes to her for all her hard work in both roles.

Sandra Gratrack had also informed the Chairman that she will step down as Honorary Treasurer and has given one year's notice. A very big thank you to Sandra for all her hard work over the years.

Peter Elsmore updated the meeting on the meetings that had been held with Bishops Nicholas and David regarding the appointment of a Stipendiary Priest. Rev'd. Hannah Gravell who is currently completing her training at St Wulfrums, Grantham has been identified as a possible replacement for our Priest. There will be a period of us getting to know her and she getting to know us. It has been suggested that she visit St Nicholas once a month for the rest of the year, there will then be a formal interview. This exploratory process is for both sides to see if the position is right. The next steps will be for her to meet the Church Wardens, then the PCC, then the congregation.

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

Su Toogood wanted to offer a vote of thanks to Fr. Alan Moses for the work he has done for us whilst we are in vacancy. The meeting agreed.

David Mowbray wished everyone a happy St Patrick's Day and also wanted to say thank you for the Lent Groups that had been arranged. He also asked if there was an update on Fran Bell and Kate Mitchell who were training for Ordination. Fr. Alan Moses said that he was in contact with them and was pleased to say that Kate was working in a Parish in Scunthorpe and was also Chaplin to the Royal Signals. He would also enquire as to when Fran was to be ordained.

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<sup>th</sup> May 2024.

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

## **Financial Review 2024**

This year's Annual Accounts for 2024 are presented in this report. My thanks go to Councillor Lance Pennell who stepped in to be our Independent Examiner.

Total receipts for the ordinary unrestricted funds were £109,504 and are detailed in the financial statements. This investment income of £41,659.

Expenditure for 2024 was £119,761 spent to provide Christian ministry for St Nicholas Church including our parish share of £60,000. The increase in expenditure was in part due to the major works we finally completed at a cost of £21,035. The gas and electricity charges amounted to £8,480.

We continue to overspend on a monthly basis, regardless of the successful parish giving review. I am grateful to all those who increased their giving and to the help I received from Joan Beresford.

## **Projected Budget for 2025**

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 remains at £60,000. We need to manage our future expenditure to within our projected income level of £105,850.

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

CCLA Investment account £81,706.97

CCLA Deposit account 1 - £59,197.07

CCLA Deposit account 2 - £42,135.14

Our current account at present holds £17,027.47

We are paying for the new sound system by instalment's the remaining amount outstanding to be paid in 2025 is £13,098.78.

Outstanding works still to be completed are for the new lighting down the passage to the centre costing £2,351.

To cover these costs money will need to be transferred from the CCLA deposit account.

Sandra Grattrick  
Honorary Treasurer

**ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2024**  
**General Fund Receipts & Payments Account**

<b><u>Receipts</u></b>	2023		2024	
<b><u>Incoming Resources from donors</u></b>				
Planned giving – Gift Aided	38101		38673	
Income Tax Received	12482		8761	
Planned Giving – not Gift aided	3349		3173	
Collections at Services	3526		3101	
Gift days & Sundry Donations	2760		2825	
Brownies	208		56	
Nippers	199		56	
Phoenix Group	100		250	
		60725		56895
<b><u>Other voluntary incoming resources</u></b>				
Grants & Legacies	80667		870	
Fund-raising	1089		1148	
Insurance claim & other Income	37		115	
		82513		2133
<b><u>Income from investments</u></b>				
Investments	1781		41659	
Interest CBF Deposit & CAF	1256		61	
		3037		41720
<b><u>Income from charitable &amp; Ancilliary trade</u></b>				
Fees	9689		6151	
Hire of Rooms	3360		2605	
		13049		8756
		159324		109504

**ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2024**

**General Fund Receipts & Payments Account**

	2023	2024	
<b><u>Income for restricted use</u></b>			
Christian Aid	299	80	
Children's Society	374	65	
Water Aid		319	
Collections at funerals	0	171	
Ride & Stride	0	157	
Sound System	100	2000	
Holiday Bag	172	182	
Poppy Appeal		6	
Building Project	200		
Afternoon Tea for Cancer Research	0	416	
Gifts		208	
Community Larder	75		
Food Bank		45	
Women's World Day of Prayer	196		
Wedding Fees for 2025		716	
		1416	4491
<b><u>TOTAL RECEIPTS</u></b>		160740	113995



**ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2024**  
**General Fund Receipts & Payments Account**

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<b><u>Payments</u></b>	Year 31/12/23		Year 31/12/204	
<b><u>Grants</u></b>				
Overseas missions	182		399	
Home missions	653		1426	
Secular Charities	319		401	
				2226
<b><u>Activities directly related to Church work .....</u></b>				
Diocesan Quota	59655		60000	
Clergy Expenses	1334		1020	
Church Upkeep	3470		2809	
Church Utilities expense	11212		8480	
Upkeep of services	1168		1879	
Upkeep of Churchyard	273		94	
Nippers & Level Up	120		0	
		86926		74281
<b><u>Trading:-</u></b>				
Trading for Equipment & Maint.Costs	629		1068	
Major Works			21035	
Catering & Household	871		497	
Salaries & Support Costs	11147		11161	
		12647		33761
<b><u>Administration</u></b>				
Flowers	896		985	
Photocopier	733		1219	
Bank charges	86		82	
Admin/Other	772		1114	
Phone & Broadband	501		659	
St Nicholas Insurance	5102		5433	
		8090		9492
		<b>108816</b>		<b>119761</b>

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**ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2024**  
**General Fund Receipts & Payments Account**

	<u>Balance C/Fwd 01/01/2024</u>	Balance as at 31/12/2024
General Account	122662	118359
CCLA -CBF Deposit A/c 1	65709	59197
CCLA - Deposit A/c 2	40011	42135
CAF Cash	16942	17027
	122662	<b>118359</b>
<b>Investments</b>		
Shawbrooke Fixed Term a/c	37431	0
<b>CCLA investment account</b>	<b>77738</b>	<b>81707</b>

<u>Notes to Accounts On Income</u>	Year to 31/12/2023	Year to 31/12/2024
<b><u>Fund Raising (Major Events)</u></b>		
Ride & Stride	0	314
Coffee Mornings	1006	781
Centre Hire	3360	2605
Fair Trade	40	0
Donations for Flowers	896	627
Phoenix Group	100	250
Xmas Fayre		85
Cancer Research Afternoon Tea		416
<b><u>Expenditure</u></b>		
<b><u>Church Running Expenses</u></b>		
Insurance	5102	5433
Heat, Light & Water	11212	8480
Telephone & Broadband	501	659

**ST NICHOLAS WITH ST JOHN'S CHURCH, NEWPORT, LINCOLN**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2024**  
**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 2024

Name LANCAOT JOHN PENNELL

Signature L J Pennell

Date. 26 FEBRUARY 2025

Address CHILTERN LODGE,  
SCHOOL LANE,  
CANWICK,  
LINCOLN  
LN4 2RP