



**Parochial Church Council of the
Church of the Holy Nativity
Chapel House**

**Annual Report and
Financial Statements**

**For the year ended
31st December 2021**

Registered Charity Number: 1134615

Holy Nativity Mission Statement

We will...

- ... Offer a warm welcome to those who join us for the worship of God**
- ... Share the good news of the Gospel with those around us**
- ... Build up our Christian Fellowship together**
- ... Seek ways of serving the community, and joyfully**
- ... Support the work of the church at home and abroad**

Some activities which reflect this commitment:

- Teams of people who welcome visitors at the door and to offer refreshments and fellowship following worship. Children's activities bags are available for use.
- The good news is shared in many practical ways of service, information and support and with the help of the pastoral visitors' network.
- Fellowship groups, regular social and celebration events, coffee mornings, home groups, home visiting and the twice weekly drop-in each offer times to meet and build friendships.
- The 'Outside In' Community Project is an expression of our commitment to be 'church in community'.
- Financial support of church ministry and mission at home and abroad comes from special services, collections, awareness events and donations

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2021**

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**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS
TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31st DECEMBER 2021**

Principal Office

The (Parish) Church of the Holy Nativity Chapel House

(Church of England, Diocese of Newcastle)

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Priest-in-Charge:

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Independent Examiner

Michael Davison

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NE7 7JU

Bankers

Barclays Bank Plc

Belmond Cottages

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Newcastle upon Tyne

NE5 5HP

Solicitors

Jane Lowdon, Diocesan Registrar

Sintons LLP

The Cube

Barrack Road

Newcastle upon Tyne

NE5 6DB

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2021**

PCC Membership – 2021

Priest in Charge - Reverend Waldemar Nion

Churchwardens

Mrs Alison Swift (re-elected APCM 2021)

Ms Sheilagh Leonard (re-elected APCM 2021)

Representatives to the Newcastle West Deanery Synod

None

Elected Members

Mrs Jacqueline Connell (elected APCM 2016) (co-opted for further year 2021)

Mrs Carole Martin (elected APCM 2016) (co-opted for further year 2021)

Mrs Jacqueline Rainford (elected APCM 2017) (co-opted for further year 2021)

Mrs Barbara Perry – PCC Treasurer (re-elected APCM 2021)

Mrs Elizabeth Lattimer – (re-elected APCM 2021)

Mr David Harrison (elected APCM 2019)

Mr Eric Aririsukwu (elected APCM 2019)

Mrs Dorothy Walker (elected APCM 2019)

TERM OF OFFICE FOR ELECTED MEMBERS

Until APCM 2022

Mrs. Jacqueline Connell

Mrs. Carole Martin

Mrs. Jacqueline Rainford

Mr. David Harrison

Mr Eric Arirsukwu

Mrs Dorothy Walker

Until APCM 2023

Mrs Barbara Perry

Mrs Elizabeth Lattimer

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2021**

PARISH CHURCH: STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council (PCC) submits its annual report together with the financial statements of the Church of the Holy Nativity, Chapel House (the PCC) for the year ended 31st December 2021. The PCC confirms that the annual report and financial statements of the PCC comply with current statutory requirements, the requirements of the PCC's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

a. CONSTITUTION:

The principal object of the PCC is to promote in the ecclesiastical parish the whole mission and ministry of the Church, pastoral, spiritual, educational, evangelistic, social and ecumenical, in keeping with the gospel of Jesus Christ and according to the doctrines and practices of the Church of England.

The Church of the Holy Nativity is the Parish Church of Chapel House. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure, under the Diocesan structures of Newcastle Diocese in the Church of England, and is subject to the Church Representation Rules and Synodical Government of the Church of England, the Diocese of Newcastle and the Province of York.

The PCC registered with the Charities Commission in 2010. Registered Charity Number: 1134615

b. APPOINTMENT OR ELECTION OF PAROCHIAL CHURCH COUNCIL

Parochial Church Councils are governed by the Church Representation Rule 2020.

Ref: Appendix 2 of the Church Representation Rules which sets out the manner in which a PCC must act and also Church Representation Rules 14 to 21 which deal with the Constitution of Parochial Church Councils. Under the Parochial Church Council (Powers) Measure 1956 – section 3 every PCC is deemed to be a body corporate with perpetual succession.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

Clergy. Father Waldemar Nion was licenced as Priest-in Charge (Part-time) in September 2021.

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2020**

Parochial Church Council (PCC) is an elected body of people, with the responsibility of co-operating with the incumbent (or Area Dean and Churchwardens during Vacancy) in promoting within the ecclesiastical parish the whole mission and ministry of the Church. It is also responsible for the management and maintenance of the church buildings and grounds. Nominations can be made by anyone on the Electoral Roll. Churchwardens and Deanery Synod Representatives are elected separately but are ex-officio PCC members. Presently, our church can elect up to 2 representatives onto the West Newcastle Deanery Synod.

Induction and training of PCC members: New PCC members are given a copy of the PCC's policies, told about Diocesan training events, and are supported in their understanding of the work of the PCC by the Priest.

Church Wardens, elected by people on the electoral roll of the parish, are responsible with the PCC for ensuring the proper running and maintenance of the church and its regular worship.

Electoral Roll, any baptised resident of the parish is eligible to be on the electoral roll, also residents of other parishes if they are regular in worship at the church. Currently the Electoral Roll stands at 82 members.

The PCC Standing Committee is legally authorised to transact the business of the PCC between its meetings, subject to any directions by the PCC.

Newcastle Diocese provides oversight regarding buildings and maintenance, accounts and management, also, with the Bishop of Newcastle, the appointment of clergy.

West Newcastle Deanery Synod is a body of elected representatives and clergy from each parish church in the west of Newcastle. It is responsible for co-ordinating inter-parish support and strategic initiatives. Each Deanery Synod elects representatives to Newcastle Diocesan Synod.

RISK MANAGEMENT

The PCC regularly gathers through the year and carefully consider risks to which the church may be exposed, in particular those related to the operations and finances of the PCC. The PCC is satisfied that systems and procedures (e.g. risk assessments, policies, etc...) are in place to mitigate risks and exposure.

PRINCIPAL FUNDING

The church relies entirely on support, gifts, donations, and legacy received from its congregation, benefactors and the money collected at fundraising events, for which it is deeply grateful.

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2021**

Governance and Management Reports

Churchwardens Report

A further Lockdown was in place January 2021: consequently all Anglican churches were closed for face to face worship.

Reverend Sue Wilson, offered to start Sunday morning worship via Zoom. This started January 24th and continued through until 25th May. This Sunday service was welcomed and well attended. Following the service there was an opportunity for a chat with a cuppa, those who chose to stay on Zoom enjoyed the chance to 'meet virtually' and share the company of others.

A Lent Course on Zoom was led by Reverend Sue. Words and Wonder explored the diversity of poems written about faith. This led to interesting discussions.

Holy Week: Five evening Sessions and Good Friday; The Last Hour at 2.00 pm. Easter Sunday Service was also via Zoom.

Prior to church re-opening a Church of England Risk Assessment had to be completed and a number of changes in the layout of the church had to be carried out to meet the stringent requirements.

Church Services resumed on 2nd May this was for one service per week only.

Reverend Sue Wilson, following discussion with the Area Dean, Churchwardens and Archdeacon agreed to two Sunday services per month. At this point in time we must thank Reverend Sue for her stalwart support and advice for the PCC and the Churchwardens.

The Quinquennial Inspection delayed by a year due to Covid was carried out by architect Christopher Blackburn in July. The inspection highlighted a number of areas requiring building repairs.

After three years we were delighted that Bishop Christine had appointed a part time Priest in Charge and the Bishop's announcement was read out in church on 11th July. This informed the congregation that Father Waldemar Nion would be Licensed and Installed at Holy Nativity in September. The Licensing took place 30th September and Father Wal's first service was on Sunday 3rd October.

Last but by no means least can we again thank all who continue to support Holy Nativity through their prayers and their continued offerings of time, labour, financial support and faith.

In 2019's Report a quote from Jeremiah seemed appropriate in our Vacancy. We now have a priest in Charge and a new chapter has begun for our church, this quote is still relevant as we move forward:

*For I know the plans I have for you, declares the Lord, plans for welfare and not for evil, to give you a future and a hope. **Jeremiah 29:11.***

**Alison Swift and Sheilagh Leonard
Churchwardens**

Acting Lay Chairperson's Report

Sadly, due to COVID 19 restrictions, we began 2021 in lockdown. This continued until we were able to open church once again for Public Worship and Private Prayer on Sunday 2nd May.

We were supported throughout those months by the Reverend Dr. Sue Wilson who continued to produce her weekly 'sermon' and online services of Morning Prayer via ZOOM for those who were able to access them. Reverend Sue also supported us throughout Lent, Holy Week and Easter, and again in person once we were able to begin services of worship in church.

When church did re-open, it was done cautiously bearing in mind the age and vulnerability of some of the members of the congregation. Eventually we were able to return the church seating to the original plan, but continued to ask members to be cautious, keep social distancing, sanitise hands and wear masks whilst in church.

Later in the year, we received news that a candidate had been found for the vacancy at Holy Nativity. The churchwardens attended the interview, and we were delighted to hear that the Reverend Waldemar Nion had been offered, and had accepted, the role of part-time Priest in Charge.

Throughout the three years that we were in vacancy, we received tremendous support and advice, particularly from the then Archdeacon, the Area Dean for the West Deanery, Reverend Sue Wilson, and the priests who celebrated the Eucharist with us both before and after the Covid lockdowns.

Reverend Waldemar Nion was licensed as Priest in Charge at Holy Nativity on Thursday 30th September 2021.

I would like to offer my thanks to the churchwardens, members of the Parochial Church Council and the congregation for their support during the last three years.

As we go forward into 2022, please hold our church and its people in your prayers.

Barbara Perry
Acting Lay Chairperson to the Parochial Church Council

Clergy Report from October to 31st December

Licenced as the Priest-in-Charge (part-time) of this Benefice, on 30th September, it has been a privilege to learn, bit by bit, more about Holy Nativity and its people and I look forward to learning even more and meeting more people. I am grateful for the support of my colleagues who have cared for this parish during the interregnum, especially Reverend Sue Wilson, and for everyone's support and welcome since.

Pastorally, COVID restrictions have been limiting and made this process of meeting and getting to know everyone, a delicate juggling exercise between caution and support. Contact with both schools and the local community was limited. However, first meetings with both schools and Father Martin Morris (from St John Vianney) were a good start to maintain the relationships this church has created and nurtured over the years.

To respond, as safely as possible, to the need for fellowship, expressed by a few members of the congregation, the Advent Group took the simple form of a fellowship group to discuss a variety of themes.

With the winter, Advent and the Christmas celebrations, only a few weeks away after my licencing, the first few months have been about finding out and prioritising what needed to be done.

The Quinquennial Report from the architect listed a few urgent items and concerns about the cost of the heating system in church were raised by the Treasurer. With the support of the churchwardens, the advice of the Diocesan Advisory Council (DAC) and Mr Lawrence Hunter (then caretaker), these urgent items were progressively addressed: the community room ceiling was fixed, the roof and flashing about windows done, etc...

The company Green Journey was also given mandate to look into our energy cost and the energy efficiency of the building. An energy auditor came to inspect the church and will be producing his finding in a report in 2022.

When our Treasurer, Barbara Perry, became momentarily unable to perform her duties, temporary measures to keep the church functioning were put in place, with the help of those volunteers already involved in supporting the Treasurer in her duties. Meanwhile, on 17th November 2021, I was able to move in the Vicarage, at 44 Queensbury Drive.

In terms of governance, a number of policies have been updated and new ones adopted, to ensure good practice and compliance with the requirements of the Charity Commission and the Church of England.

By the end of 2021, the work of the clergy, churchwardens, treasurer, PCC members, and all the volunteers involved in the life of the church enabled this church to take its first step towards a new beginning in a post lockdown(s) world.

I look forward to discovering what God has in store for our church and community.

Blessings to you all!

Rev. Waldemar Nion
Priest-in-charge

Parish Safeguarding Officer's Report

Covid 19 and Lockdown had a huge impact on everyone's lives and daily living. Safeguarding was no exception and in 2021 encompassed the safety of everyone's health and wellbeing.

Church was closed from January 2021 through until May: the first service of the year being Sunday 2nd May.

In order to re-open the church for worship a comprehensive Risk Assessment had to be completed for the Diocese and specific criteria had to be met. This entailed measuring space between chairs ensuring that an appropriate safe space was present for both congregants and priest: chairs were separated accordingly but where possible doubles were left for couples and those in social bubbles. A one way system had to be created: to enter the building, entering church, and then leaving the building. Tape, signs, hand washes, blue tac, arrows, masks, a QR Code all became the norm ultimately to protect one another, under the very essence of Safeguarding.

Safeguarding fundamentally is showing kindness and showing respect for one another. If we are all mindful of these tenets and diligent regarding our own safety, Safeguarding at Holy Nativity will continue to be effective. We came through this long period of Lockdown following advice and guidelines, with the support of the Area Dean and the backing of Bishop Christine, we worked together and are now back together.

Safeguarding is an important aspect of the Church of England and continues to improve training, standards, policies to ensure all are safe: and at Holy Nativity we continue to adhere to these principles.

Everyone should look out not only for his own interests, but also for the interests of others. – Philippians 2:

Sheilagh Leonard
Parish Safeguarding Officer

Deanery Synod Report

Deanery Synod Meetings have taken place during the year but unfortunately our representative David Harrison has not been able to attend because of Covid restrictions and his own vulnerability through ill-health.

David Harrison
Deanery Synod Representatives

Treasurer's Report

The Financial Statements of the Parochial Church Council for the year ended 31st December 2021 have been inspected and approved by our Independent Examiner. Once again, because of COVID precautions, these were inspected electronically. The Accounts are shown in detail at the end of the Annual Report and Financial Statements.

This has been another difficult year regarding finance.

Income for 2021 was **£33,094** compared with £43,586 in 2020.

Income came mainly from Planned Giving, plate collections at services, community donations and Gift Aid claimed from HMRC.

Expenditure for 2021 was **£26,687** compared with £38,413 in 2020.

The Parochial Church Council agreed that, because of uncertainties due to decreased income, we would commit to paying £12,000 towards our Parish Share for 2021. The remainder of the expenditure was for running and maintenance costs and utility services.

Hopefully, we will gradually see an improvement in our circumstances during 2022.

Barbara Perry – Treasurer

Electoral Roll Officer's Report

Last year the electoral roll had 85 members.

The electoral roll has been amended, names have been removed and new member has been added.

The electoral roll for the current year now has 82 members.

	Total	Resident	Non-Resident
Female	71	49	22
Male	11	6	5
Total	82	55	27

Electoral Roll Officer

Holy Nativity Outside In Prayer

**Name above all names
grant us your presence**

In our coming in and our going out
be our guardian and our guide
In our hopes and in our dreams
be our inspiration and our morning star
In our planning and in our aims
be our wisdom and our vision

**Name above all names
grant us your peace**

In our meetings and in our action
be our companion and our courage
In our building and in our renewing
be our foundation and our cornerstone
In our giving and in our belonging
be our open hand and our open heart

**Name above all names
be our abiding Light**

(Inspired by the readings for 1st January: the Naming of Jesus)

Little Fishes Report

Unfortunately The Little Fishes Playgroup has not been able to operate because of Covid restrictions and many of our clients have been enquiring about when we are going to start again.

We offer places to children from 0 – 5 years old.

Our children love doing the fabulous array of crafts we do with them which always follows the Christian Calendar. We also have a great deal for them to play with, which include learning and role-play toys.

They love their time outside in our beautiful garden and being able to run off lots of energy before they come back inside for sing along.

We offer a healthy snack and juice or water for the children along with tea or coffee for their parents / carer.

Before the lockdown we had children ranging from two weeks to three years old on our register. It is run total voluntarily with fabulous helpers which include our wonderful church members. We are planning to open our doors after the school summer break.

Jacqueline Connell / Kerry Naylor Volunteer Workers

Thursday Club Report

Unfortunately, our Thursday Club has not been able to take place because of the restrictions due to Covid, this group was popular with young people with learning difficulties who came to meet and make friends with others of the same age, play pool and other games and generally socialise. We plan to get this group started again soon as we believe this is a valuable venture for young people.

Sheilagh Leonard
Volunteer

Mothers' Union Report

The branch was only able to meet in January for our Annual Meeting.

Then with Covid 19 restrictions, we were unable to meet for the remainder of the year until October. Our new Priest Father Waldemar Nion permitted our branch meeting to be held that month.

We were blessed with an excellent speaker ex BBC employee John Harle who entertained us with the story of his interesting and varied jobs right up to the present when he volunteers at Beamish Hall Museum.

It was so lovely to meet after an absence of all those months. 13 members attended and seven guests.

The final December meeting was Advent Praise with Carols.

It is sad to report our much-loved member Rachel Mennim died in December following a long battle with ill health.

We hope and pray that in the year ahead we will be able to follow our branch programme.

Many sincere thanks to the committee for their support and commitment during this strange year.

Jacqueline Rainford - Branch Leader

Women's Fellowship Report

Another strange year when our Women's Fellowship was unable to meet because of the Covid 19 restrictions, this was a big miss to our members.

Our membership includes church members and quite a large number of people who do not attend church and usually about 40 regular people attend.

Sadly, during last year three of our long-term members have passed away, Rachael Mennim who was a much-loved member and also Joan Harrington who had been a member since we started the group many years ago along with Joan Charlton another much loved member who was also a volunteer worker in church office for a number of years. May they rest in peace.

Two other ladies Brenda Hedley and Joyce Jackson have moved off the estate to be closer to their families, Brenda to the midlands and Joyce to nearby Ponteland

and we are hoping Joyce will still be able to attend our meetings which we are planning to hold in the afternoons.

I would like to thank all our faithful members and also the ladies who support me on the committee.

Margaret Cathey - Chairlady

**Parochial Church Council of the Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2021**

Appendix: Commitments

Safeguarding

We are an inclusive church committed to opening up our premises as a resource to any appropriate community, voluntary business or statutory organisation, group or activity irrespective of age, race, religion, ethnic origin, marital status, colour, nationality, gender, disability or sexual orientation, whose function, purpose and working methods will add to the well-being of the people in the locality, the needs of the whole person and to social cohesion.

The Church of the Holy Nativity Disability Policy outlines awareness of needs and intentions to improve facilities as soon as is possible, in line with the Disability Discrimination Act. The church is advised by the Diocesan Disability Group.

The new buildings are designed with accessibility issues in mind.

Fair Trade

As far as possible, Holy Nativity Church tries to support the principles of 'Fair Trade'.

This is reflected in purchases made by the church, its use and sales of fair trade goods and through education amongst church members.

Health and Safety

The PCC, advised by the 'Responsible Caring Group', undertakes to ensure that the premises and practices of the Church of the Holy Nativity are inspected and reviewed regularly to maintain appropriate levels of safety and a healthy environment.

This includes the Quinquennial Church Inspection, Asbestos Safety check and Electrical Inspections. This policy was reviewed in 2017.

Commitment to the Environment

The Church of the Holy Nativity has adopted the Diocesan 'Commitment to the Environment', affirming the Fifth Mark of Mission as a central part of our life and work. The fifth Mark of Mission is, 'To strive to safeguard the integrity of creation and sustain and renew the earth'.

The new buildings incorporate energy saving features including ground-source heating. The Community Peace Garden encourages a rich variety of wild-life and local interest in natural ecosystems.

Policies and commitments are reviewed and updated where necessary. The last review was approved by the PCC in December 2021.

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2021**

PCC's RESPONSIBILITIES

The Members of the PCC are responsible for preparing the Members' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Members are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the provisions of the Charities Act 2011 and of the trust deed. The Members are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The PCC are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the PCC Members on Tuesday 1st February 2022 and signed on their behalf by:

Reverend Waldemar Nion,
Priest in Charge



Elizabeth Lattimer,
Secretary



INDEPENDENT EXAMINER'S REPORT TO THE PCC OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE

I report on the financial statements of the PCC for the year ended 31st December 2021.

This report is made solely to the PCC's members in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the PCC's members those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC and the PCC's members for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF PCC AND EXAMINER

The PCC's members are responsible for the preparation of the financial statements, and they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 PCC and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as PCC members 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 Act; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Michael Davison **ACMA**
20 Cochrane Park Avenue
Newcastle upon Tyne
NE7 7JU.

Signed: 

Date: 1st March 2022

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY,
CHAPEL HOUSE

Financial Statements for the Year Ended 31st December 2021

Receipts and Payments Account	Note	Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total 2021 £	Total 2020 £
Receipts:							
Voluntary receipts:							
Planned Giving	2	22,645				22,645	23,923
Collections at Services	3	1,711				1,711	797
All other giving/voluntary receipts	4	1,376	374			1,750	3,346
Discretionary Business Grant rw Covid 19	4	0				0	5,000
Gift Aid recovered	6	5,230				5,230	5,820
		30,962	374		0	31,336	38,886
Activities for Generating Funds:	9	40				40	0
Investment Income	10	0		0	0	0	6
Fees to PCC	11	488				488	61
Church Activities	12	10				10	4,357
Funeral fees - NDBF	XX	1,220				1,220	276
Total Receipts		<u>32,720</u>	<u>374</u>	<u>0</u>	<u>0</u>	<u>33,094</u>	<u>43,586</u>
Payments:							
Church and Parish Centre Activities:							
Designated Charitable Donations	18	0	0			0	452
PCC Charitable Giving	18	20				20	20
Parish Share	19	12,000				12,000	22,000
Salaries, Wages etc	20	0				0	1,242
Clergy & Staffing costs	21	88				88	-807
Running Expenses and Maintenance	23	8,538	405		85	9,028	9,926
Utility Services	24	5,078				5,078	5,415
		25,724	405		85	26,214	38,248
NDBF/Clergy/Organist	XX	473				473	165
Total Payments		<u>26,197</u>	<u>405</u>	<u>0</u>	<u>85</u>	<u>26,687</u>	<u>38,413</u>
Balances of Receipts over Payments		6,523	-31	0	-85	6,407	5,173
Cash at Bank and in hand 1st Jan 2021		12,460	5,879	7,408	135	25,882	20,709
Cash at Bank and in hand 31st Dec 2021	17	18,983	5,848	7,408	50	32,289	25,882


The notes on the following pages form part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY,
CHAPEL HOUSE

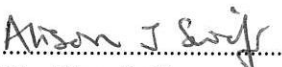
Balance Sheet Year Ended 31st December 2021

	Note	2021 £	2020 £
CURRENT ASSETS			
Cash at bank and in hand		32,289.00	25,882.00
Creditors: amounts falling due within one year		0.00	0.00
		<hr/>	<hr/>
NET CURRENT ASSETS		32,289.00	<u>25,882.00</u>
CHARITY FUNDS:			
Restricted funds	17	21.00	
CBF FofE Deposit Fund	17	29.00	
Designated funds Unrestricted	17	5,848.00	
Reserve fund	17	7,408.00	
Unrestricted funds	17	<u>18,983.00</u>	
TOTAL FUNDS			<u>32,289.00</u>

The Financial Statements were prepared by Mrs Barbara Perry, Treasurer to the PCC, and approved by the PCC on Tuesday 1st February 2022 and signed on their behalf by:


.....
Reverend Waldemar Nion
Priest in Charge


.....
Ms Sheilagh Leonard
Churchwarden


.....
Mrs Alison Swift
Churchwarden

The notes on the following pages form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

IMPACT OF COVID-19 ON INCOME AND EXPENDITURE:

INCOME:

Negatively impacted particularly church collections and activities.

EXPENDITURE:

This was generally positively impacted by an overall reduction in most areas, particularly Parish Share.

1. ACCOUNTING POLICIES

- **Basis of preparation of financial statements**

The financial statements have been prepared on a Receipts and Payments basis.

- **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the PCC which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the PCC for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

- **Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is received.

- **Resources expended**

All expenditure is accounted for on a Payments and Receipts basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the PCC. Governance costs are those incurred in connection with administration of the PCC and compliance with constitutional and statutory requirements

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

Note	Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total Funds 2021	Total Funds 2020 £
Voluntary receipts:						
2	Planned Giving (Envelopes and Direct Debits- Gift Aided				18,008	
	18,008					
2	Other Planned Giving - without Gift Aid				4,637	23,923
	4,637			0		
3	Collections at Services				1,711	1,711
	1,711	0				
4	All other giving/voluntary receipts:					
	Gift Day - 2020 in lieu of Gift Day				460	830
	460					
	Pennies Jar				0	32
	0					
	Votive Candles				19	19
	19					
	Bonus Ball - Maintenance				0	445
	0					
	Charitable Giving donations				0	70
	0					
	Flower Fund				74	190
		74				
	Community donations				897	1,704
	897	300				
	COVID 19 - Discretionary					
	Business Grant re Loss of Income				0	5,000
	0					
	1,376	374	0	0	1,750	8,346
6	Gift Aid recovered				5,230	5,821
	5,230					
9	Activities for Generating Funds:					
	Summer and Christmas Fayres				40	0
	40					
10	Investment Income				6	6
			0	6		
11	Fees - Baptism certificates, Wedding and Funerals to PCC				488	61
	488					
	Funerals taken by retired clergy				0	0
	0					

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

Note	Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total Funds 2021 £	Total Funds 2020 £
12 Church Activities:						
Use of Premises by Community Organisations	0				0	2,863
Use of Premises by Church Groups	10				10	425
Magazine sales and advertising	0				0	114
Drop In/Coffee Mornings/Blokes'						
Breakfast/Families @ 4	0				0	821
Lunch Munch	0				0	132
Bookstall and Card Sales	0				0	2
	10				10	4,357
XX Funeral and Wedding Fees to NDBF/Clergy/Organist	1,220				1,220	276
Total Receipts	32,720	374	0	0	33,094	43,587

Payments:

Church and Parish Centre Activities:

18 Charitable Giving						
Designated Donations		0			0	452
Annual PCC Charitable Giving	20				20	20
19 Parish Share	12,000				12,000	22,000
Salaries, Wages and						
20 Honoraria:						
Project Development Administrator	0				0	1,242
21 Clergy & Staffing costs:						
Clergy expenses	47				47	
Clergy during Vacancy or absence	1,154				1,154	1,336
Refund of Clergy costs during by NDBF	-1,113				-1,113	-2,143

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

Note	Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total Funds 2021 £	Total Funds 2020 £
Running Expenses and						
23 Maintenance:						
Hygiene Services	0				0	125
CDS Security Alarm	666				666	510
Servicing of Fire Extinguishers	0				0	156
Fire Alarm & Emergency Lighting	402				402	479
PAT testing	275				275	0
Ground Source Heat Pump	253				253	678
Organ Maintenance	60				60	0
Clockwork Audiovisual	0				0	0
ARM Electrical	906				906	0
Quinquennial Inspection	600				600	0
Sundry Maintenance	0				0	488
NCC Trade/Garden waste collection	237				237	223
Insurance of premises	1,365				1,365	1,428
Sunday Readings	312				312	224
Copyright Licences	0				0	0
Freewill Offering envelopes	52				52	51
Wine, Candles etc	0				0	187
Cleaning	0				0	220
Site Maintenance Assistant	1,553				1,553	476
Site Maint Asst - HMRC	283				283	160
Printing and Stationery	965				965	1,205
Church Hospitality & Refreshments	0				0	168
COVID19 - refund of hire paid in advance	0				0	360
Resources incl COVID 19 Administration and sundry expenses	0				0	1,024
Flower Fund (D)	528	200			728	160
Garden Maintenance	81	205		85	290	47
Leaving Gifts & Expenses	0				81	1,407
					0	150
24 Utility Services:						
BT - Broadband services	741				741	625
E-on - electricity supply	3,987				3,987	4,437
Northumbrian Water - meter charges	350				350	353

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

Note	Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total Funds 2021 £	Total Funds 2020 £
Fees to						
XX NDBF/Clergy/Organist:	473				473	165
 Total Payments	26,197	405	0	85	26,687	38,413

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

17. STATEMENT OF FUNDS

	b/fwd 01.01.2021 £	Incoming Resources £	Resources Expended £	c/fwd 31/12/2021 £
Unrestricted Funds				
General Fund	10,882	32,720	-26,197	17,405
Reserve Fund	7,408	0	0	7,408
Unrestricted Designated Fund	7,457	374	-405	7,426
	<u>25,747</u>	<u>33,094</u>	<u>-26,602</u>	<u>32,239</u>
Restricted Funds				
The Peace Garden	106	0	-85	21
CBF Cof E Deposit Fund	29	0	0	29
	<u>25,882</u>	<u>33,094</u>	<u>-26,687</u>	<u>32,289</u>

SUMMARY OF FUNDS	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
General funds	25,747.00	33,094.00	-26,602.00	32,239.00
Restricted funds	106.00	0.00	-85.00	21.00
CBF CofE Deposit Fund	29.00	0.00	0.00	29.00
TOTAL OF FUNDS	<u>25,882.00</u>	<u>33,094.00</u>	<u>-26,687.00</u>	<u>32,289.00</u>

