



THE CHURCH
OF ENGLAND

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

Annual Report and Financial Statements

**For the year ended
31st December 2022**

Including the
'Outside In' Community Project &
Community Peace Gardens Project

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

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES
AND ADVISERS FOR THE YEAR ENDED 31ST DECEMBER 2022**

Principal Office

The (Parish) Church of the Holy Nativity Chapel House

(Church of England, Diocese of Newcastle)

Hillhead Parkway

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Newcastle upon Tyne

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Priest-in-Charge:

Father Waldemar Nion

Telephone: 07763 761330

E-mail: rev.waldemar.nion@gmail.com

Independent Examiner

Michael Davison

20 Cochrane Park Avenue

Newcastle upon Tyne

NE7 7JU

Bankers

Barclays

Leicester

LE87 2BB

Solicitors

Jane Lowdon, Diocesan Registrar

Sintons LLP

The Cube

Barrack Road

Newcastle upon Tyne

NE5 6DB

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PCC MEMBERSHIP – 2022

Priest in Charge Reverend Waldemar Nion

Churchwardens

Mrs Alison Swift (re-elected APCM 2022)

Ms Sheilagh Leonard (re-elected APCM 2022)

Representatives to the Newcastle West Deanery Synod

Mr Eric Arisukwu (elected APCM 2022)

Other Elected Members

Mrs Jacqueline Connell (elected APCM 2022)

Mrs Sylvia Atkinson (elected APCM 2022 – **1 year**)

Mrs Geraldine Tinning (elected APCM 2022)

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

Mrs Elizabeth Lattimer – (re-elected APCM 2021)

Mrs Carole Martin (re-elected APCM 2022)

Mrs Dorothy Walker (re-elected APCM 2022)

Mrs Evelyn Baron (elected APCM 2022)

Mrs Linda Finch (elected APCM 2022)

TERM OF OFFICE FOR NON EX-OFFICIO ELECTED MEMBERS

Until APCM 2023

Mrs Sylvia Atkinson

Until APCM 2024

Mrs Barbara Perry

Mrs Elizabeth Lattimer

Until APCM 2025

Mrs Linda Finch

Mrs Evelyn Baron

Mrs Dorothy Walker

Mrs. Carole Martin

Mrs. Jacqueline Connell

Mrs Geraldine Tinning

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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 2022. 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 October 2019.

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 Rules 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

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. It is comprised of 9 lay representatives and 5 members ex-officio: 2 churchwardens,

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2 Deanery Synod Representatives, and the chair (Priest-in-Charge). Nominations can be made by anyone on the Electoral Roll. 1 or 2 representatives are elected onto the West Newcastle Deanery Synod. The PCC has prime responsibility for the community project.

Induction and training of PCC members: New PCC members are elected and safely recruited and 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-in-Charge.

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

Chair of the PCC / Clergy Father Waldemar Nion was installed as Priest-in-Charge in September 2021. He serves as Chair of the PCC.

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 Officer is in charge of ensuring the Electoral Roll of the Parish is kept up to date, reviewed and renewed according to the Church Representation Rules. **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 61 members.

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 allocating the parish share, co-ordinating inter-parish support and strategic initiatives. Each Deanery Synod elects representatives to Newcastle Diocesan Synod.

d. RISK MANAGEMENT

The PCC have assessed the major risks to which the PCC is exposed, in particular those related to the operations and finances of the PCC, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. Risk analysis is carried out for every activity.

e. PRINCIPAL FUNDING

The Church relies principally on support, gifts and donations received from its congregation, benefactors and fundraising events for which it is deeply grateful.

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2022 REPORTS FROM THE PCC - Review of Activities and Plans

Chair of the PCC / Clergy Report

This year has been a year of revival. After a long interregnum and a global pandemic, the life of the church has gradually found a new breath. On 21st May (6 days before the actual anniversary), we had the pleasure to celebrate the 50th Anniversary of the Consecration of the Holy Nativity with Bishop Mark. Whilst thanking God and one another for the blessings this church and community have enjoyed over the years, it was a great illustration of the overall theme that has transpired throughout 2022: renewal/revival.

Throughout the year, the premises have received several improvements and repairs which have enabled the church to regain its colours and re-open its doors to people in the community and members of the congregation alike.

Thanks to the dedication and willingness of our volunteers, the church is now open three times a week for a few hours on Mondays, Wednesdays, and Fridays. This is a great opportunity to welcome people for a chat, provide fellowship to those otherwise isolated, and respond to enquiries. In addition to this "drop-in" opportunity, volunteers have also restarted the Saturday Coffee Mornings once a month. To the joy of parents, grand-parents, and little ones alike, our toddler group, Little Fishes, has re-opened its doors.

Fr Wal and the PCC explored and discussed the setting up of a volunteering scheme allowing greater participation from members of the community (non-church members). The required policies have been drawn up, reviewed by the Volunteer Centre Newcastle and accepted by the PCC. However, such wider recruitment of volunteers is proven too demanding on the human resources we currently have. This is something the PCC will continue to review and explore.

Other opportunities to serve the community have presented themselves through the partnership of the PCC with two major charities: Mental Health Concern and Search. This has led to the opening of a Men's Group which uses the Community Room every Thursday evening. Search has also been able to provide the staff for the Memory Café meeting every Monday – re-opening provisions for those suffering with dementia and their carers.

2022 has been seen many tragedies: the war in Ukraine, the energy crisis, the cost of living crisis, the death of HMQ Elizabeth II and many more. Those crises moved the hearts of millions to respond to people's need the best they could – there are no small or great gestures in love. The collection of good organised by the Mother's Union, the ongoing collection of food and provisions for the food bank, the opening of the church's door to the public – all have been heart-warming testimonies of solidarities to those in need.

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Aside from the revision of numerous policies and the creation of new ones¹, the PCC has been working on reviewing its approach to Mission. Using the great tools that Christian spirituality offers us, it has held two separate meetings entirely dedicated to Mission. This is ongoing work, which the clergy hope to continue this year with the new PCC to discern God's call and vision but also identify more clearly the needs of our community and how to work with partners to further our participation in God's mission. A small mission fund has also been created to sustain the ongoing missional activities of the church.

Although attendance at regular eucharistic services has not returned to pre-covid levels, the statistic for mission is showing encouraging signs of numerical growth both in adults and under 16. The number of occasional services offered is also progressing back to pre-pandemic levels. Thanks to the dedication of our Pastoral Team, those who have been unable to attend services in church, have been offered to receive Holy Communion at home.

In August this year, as allowed by the General Synod's measure of 2006, the PCC has agreed to admit baptised young people to Holy Communion before Confirmation, on the condition that they receive proper instruction. Upon their request and with parental permission, three children made their first communion, after receiving proper instruction on the sacrament of Holy Communion and the basic tenants of faith.

Our links with Milecastle Primary School and Knop Law Primary school continue. Fr Wal delivered four assemblies in schools and welcomed at the church visiting classes of children, with teachers and parents. The church also had the pleasure to host separately both schools' Christmas Celebration before the holidays.

In terms of the liturgy, it has also been touched by the theme of revival with the return of Communion under both kinds, instead of one. Thus, those who wish to can once more receive the Blood of Christ, as before the pandemic restrictions. As a result of the lifting of restrictions, members of the congregation were able to return to the lectern and read the Scriptures. (Anyone wanting to read or do the intercessions on Sundays, please speak to Fr Wal.) Since Easter 2022, the back of the church has also been re-ordered to offer to parents a space where their young children could be themselves and easily access age-appropriate resources.

In July, Fr Wal created a set of Daily Parish Intercessions for anyone to use at home and pray for our congregations, the community of Chapel House, and all those who live, work, or pass through this parish.

A few days before the church's birthday in September, the country mourned the death of our late Sovereign, Her Majesty Queen Elizabeth II. The church opened its doors for those wishing to pay their respects and pray for HMQ and the royal family. A special service of Commemoration was held in her honour and the

¹ Reserve Policy, Financial Policy (authorisation and procedure requirements), Cash Handling and Fee Policy, Recruitment of Ex-Offenders Policy, Legacy Policy, Volunteer Policy and Procedures, Book of Remembrance Policy – to name but a few.

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congregation prayerfully supported King Charles III, his Queen Consort, and all the royal family.

In Lent, members of the congregation and the community were invited to reflect on a series of episodes from "Broken". In Advent, we followed Mary and Joseph on their journey, reflecting on hospitality and God's promise to be with us, gathering for a short service of the Posada. As a way of inviting people to share the joys of living in the light of God's loving promise, resources to use the Posada service and reflection were also offered for anyone to use at home with neighbours, friends, or family.

With Fr Martin, Fr Wal also work to revive the link between our two churches and just before Christmas we enjoyed a joint Light and Carol Family service with St John Vianney.

The amount work that all our volunteers and the clergy have had to face, has been a challenge. Revival, renewal, the life that God calls us to, is challenging and thanks be to God it is also wonderfully blessed.

Many thanks to all those whom without their support none of this would be possible.

May God continue to bless this parish, its community, its
church, and all our work, every day and for many generations
to come. Amen.

Rev. Waldemar Nion

Churchwardens Report

2022 a new year and a re-emergence to a semblance of normality.

Before we itemise all that has happened at or to Holy Nativity we thought that we would start with a note to a celebration. On 14th May we celebrated the 50th Anniversary of the consecration of Holy Nativity, Bishop Mark presided. Those invited included past incumbents and those parishioners who previously had played an active role in church life. Following the service of celebration we all enjoyed the food, beverages and happy memories of times passed at Holy Nativity.

Re-openings: Little Fishes: 3rd November 2022

Church Office and Church open Monday, Wednesday and Friday mornings.

Women's Fellowship, Mother's Union

Happily the activities below provide much needed income for the church and offer a social service to its users:

Slimming World, Zumba and Revolution Fit Camp: sadly the Fit camp proved to be unviable and ceased

Memory Tea - Monday afternoon funded by SEARCH: this is a much needed resource for those living with Dementia both for the individuals and their carers. A Men's Group funded by Mental Health concern.org runs a weekly evening club

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Repairs: Ceiling tiles in Community Room secured: January 2022

Roofing repairs: Completed in accordance with the Quinquennial Inspection Report.

An acute incident involving blocked drains was resolved

Replacements / Renewals: Name above main doors re-painted, locks accessing kitchen via corridor and Community room re-configured, alarm system: separated into two zones: meaning church was separated from those using the Community Room.

Photocopier which can provide colour prints replaced the previous copier and a new contract was set up.

New: Noticeboard, Contract with Cleaning Company: Pearson's Cleaning Service on a three weekly basis.

Our Marriage Registers had to be handed in to the Registrar's Office at the Civic Centre, this was in accordance with changes to Marriage Law which had been introduced May 2021. These changes are the biggest to the marriage registration system since 1837!

Can we thank everyone for their continued unquestioning support and dedication ensuring Holy Nativity Church is a warm welcoming dynamic space.

***The Lord our God said to us in Horeb
"You have stayed long enough at this mountain". Deuternomy 1:6***

**Alison Swift and Sheilagh Leonard
Churchwardens**

Parish Safeguarding Officer's Report

The Diocese of Newcastle is committed to safeguarding children, young people and adults by creating protective and supportive environments where all people, and especially those who may be vulnerable, are able to worship and pursue their faith journey in safety. As a parish we adhere to these principles.

"All Church bodies should ensure that they have a 'Promoting a Safer Church' action plan in place that sets out, in line with national and local priorities, how the policy is being put into action and is reviewed regularly"

This has been achieved by using a three Level Safeguarding Dashboard: a Traffic Light System:

- Red: Immediate action required
- Amber: in part complete but further input required
- Green: No Further Action currently.

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Newcastle Diocese directed that all parishes should achieve Level Three status by November 2022. I can report that Holy Nativity is currently at Level Three. But I must emphasise that no one can be complacent and we constantly need to review, assess and revise policies and keep in mind how we as a Parish have the wellbeing of all at the heart of our mission.

As a parish we have a duty of care to ensure that all who come into our church are safe and this in part is achieved through the Disclosure and Barring Service (DBS) checks for PCC members and all others who have regular contact with members of the public both adults and children. These are all up to date and all training that is required by the Diocese has been completed. Risk Assessments have been formulated by Fr Wal and completed for all activities currently taking place on church premises.

Everyone should look out not only for his own interests, but also for the interests of others. – Philippians 2:4.

**Sheilagh Leonard
Parish Safeguarding Officer**

Deanery Synod Report

In 2022, the Deanery Synod met in May and October. After the Diocesan bids to the National Church, have been refused, the Self-Review exercise returned by parishes, has been reviewed by the Diocese. The Deanery Development Group (DDG) has been working on this data to identify needs and priorities in the West End, including the deployment of clergy (which is currently unsustainable).

There are currently two parishes in interregnum: St Peter's Church, Cowgate; St Wilfrid's Church, Newbiggin Hall. The Deanery Synod started working on the Deanery Audit to explore new ways forward.

**Eric Aririsukwu
Deanery Synod Representative**

Treasurer's Report

The Financial Statements of the Parochial Church Council for the year ended 31st December 2022 have been inspected and approved by our Independent Examiner. The accounts were inspected electronically by Mr. Michael Davison. The Accounts are shown in detail at the end of the Annual Report and Financial Statements.

Hopefully, the following report will make the Annual Financial Statements slightly more understandable.

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Most pages show two columns of figures on the right side of the page; the column in **bold** print shows the figures relating to the totals of items for **2022**; the next column shows figures for 2021.

*Income for 2022 was **£53,400** compared with £33,094 in 2021.*

We were very surprised, and grateful, in the early part of 2022 to be informed by a firm of Solicitors that The Church of the Holy Nativity Chapel House had been left a legacy of £10,000 in the Last Will and Testament of the late Mr. Jeffrey Armour.

The remainder of Income came mainly from Planned Giving, plate collections at services, community donations and Gift Aid claimed from HMRC. We also received a grant towards energy costs from Newcastle Diocese amounting to £1137.

We were able to support the following charities during 2022:

Friends of St Nicholas Cathedral - £20; Disasters Emergency Committee Appeal for Ukraine - £150; 'MOVEMBER' appeal raised £150 for Mental Health issues; People's Kitchen (cash donations raised for Harvest) - £105; we were also able to help the West End Foodbank with donations of food and general supplies and in addition cash donations of £50.

*Expenditure for 2022 was **£40,384** compared with £26,687 in 2022.*

The Parochial Church Council agreed that, once again, we would commit to paying £12,000 towards our Parish Share for 2022. The main items of expenditure in addition to the Parish Share covered running expenses and maintenance totaling £15,204, and utility bills totaling £6,478.

Regarding utility bills, our fixed rate contract with E-on was due to end on 24th October 2022. I would like to take this opportunity to thank Fr Waldemar Nion who spent considerable time investigating suitable energy companies, bearing in mind the anticipated extreme rise in the cost of our energy bills. He managed to put a proposal to the Parochial Church Council, in April 2022, that we transfer to a company called Pozitive Energy and, after discussion, this was accepted unanimously by the PCC.

Barbara Perry – Treasurer

Electoral Roll Officer's Report

This year a new electoral roll has been collated.

The electoral roll for the current year now has 61 members.

	Total	Resident	Non-Resident
Female	54	36	18
Male	7	3	4
Total	61	39	22

**Geraldine Tinning
Electoral Roll Officer**

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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

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2022 CHURCH AND COMMUNITY REPORTS

Little Fishes Report

Due to COVID Health and Safety restrictions our Little Fishes Toddler Group did not get started until after the school holidays in September. Letters were sent to previous members of the group and word was spread in the community for those who interested in bringing their toddlers back to the group. Everything was made ready and we started in business during September and everyone had received their DBS Certificates.

We now have ten children attending and five babies all coming regularly to the group and enjoying the activities offered.

I would like to extend my thanks to our team of volunteers –

Jacqueline Rainford
Kerry Naylor
Dorothy Darling
Linda Finch
Alison Swift

And also the young mothers who attend the group.

Jacqueline Connell - Group Leader

Mothers' Union Report

We have made it through 2022 with every meeting being attended except December when we had to cancel the meeting because of snow and ice.

The speakers at our meetings have been interesting and topics varied, covering local and diocesan topics to overseas work in Ghana.

Attendance has been 7 – 13 members with the welcome number of visitors joining us. Long may that continue, we hope.

I think this emphasises the Age and mobility of our members. We have 25 members registered, two who are Indoor Members and one who lives away but continues her membership of this branch.

It is with some sadness that we say goodbye to our Secretary Brenda Cox who is stepping down after 18+ years of service. We say an enormous thank you Brenda for a wonderful commitment.

Then a welcome and thank you to Dorothy Darling who has kindly said she will take on the Secretary's job.

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I am pleased to report we admitted a new member to our branch at our March meeting. The diocesan Mothers' Union Vice President Anne Blight kindly joined us to admit Ruth.

Now, my sincere thanks to the committee who work so hard to keep this branch functioning well. Thank you everyone, you make my job so much easier, I couldn't do it without all your work and support.

We now look forward to fulfilling our 2023 programme, and I pray, with God's help, we will all stay well and enjoy our membership of the Mothers' Union here at Holy Nativity and service to His church too.

Jacqueline Rainford - Branch Leader

Women's Fellowship Report

The year 2022 saw the beginning of monthly meetings instead of fortnightly, firstly there were a few reservations about this but looking back it seems to have worked very well. We welcomed old and new members.

We have enjoyed Beatle Drives, Bingo and Quizzes also one or two of our favourite speakers were invited to give very enjoyable talks.

During the year we celebrated Millie Hornsby and Joyce Jackson's 90th birthdays with flowers and chocolates.

It was very sad to lose a faithful member, Dulcie Simm, she will be sadly missed.

I would like to thank our wonderful committee and all our members for your continued support.

Margaret Cathey - Chairlady

Partnership with other organisations and Outreach

As already stated above, the church is now working with several partners to support the community: Search, responsible for the Memory Café; Mental Health Concern, running the Men's Group. A Coffee Morning event is held every first Saturday of the month as part of the church's response to address the issue of isolation in our community. The church and office are also open three times a week to respond to enquiries, provide fellowship, and open the church to those in need of quiet space and safe haven to pray and reflect.

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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 *16th April 2023* and signed on their behalf by:

Rev. Waldemar Nion
Priest-in-Charge - Chair

Elizabeth Lattimer,
Secretary

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Appendix 1: Social Policies Summaries and Commitments

All policies were reviewed and updated where necessary and approved by the PCC in March, April, June and August 2022.

Safeguarding Policy

In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

Health and Safety

Our policy is to ensure, so far as is reasonably practicable, that our activities are carried out safely and do not pose a risk to the health of our employees, volunteers, congregation, visitors, and others who may use the church, grounds or any other building we are responsible for. This will be in accordance with good practice and any relevant statutory provisions where they apply.

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.

Inclusive Church Commitment

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.

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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.

(Since the end of 2022, the PCC has suspended its commitment to fair trade due to the rising of living costs.)

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.

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 2022.

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: Michael Davison M Davison
Date: 21 February 2023

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

Financial Statements for the Year Ended 31st December 2022

Receipts and Payments Account	Note	Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total 2022 £	Total 2021 £
Receipts:							
Voluntary receipts:							
Planned Giving	2	23,180				23,180	22,645
Collections at Services	3	1,703				1,703	1,711
All other giving/voluntary receipts	4	3,077	13,601			16,678	1,750
Gift Aid recovered	6	3,743				3,743	5,230
		31,703	13,601	0	0	45,304	31,336
Activities for Generating Funds:	9	0				0	40
Investment Income	10	0		9	0	9	
Fees to PCC	11	791				791	488
Church Activities	12	5,774				5,774	10
Funeral fees - NDBF	XX	1,522				1,522	1,220
Total Receipts		39,790	13,601	9	0	53,400	33,094
Payments:							
Church and Parish Centre Activities:							
Designated Charitable Donations	18	0	365			365	0
PCC Charitable Giving	18	20				20	20
Parish Share	19	12,000				12,000	12,000
Clergy costs	21	4,272				4,272	88
Running Expenses and Maintenance	23	15,114	69		21	15,204	
Utility Services	24	6,478				6,478	5,078
		37,884	434		21	38,339	26,214
NDBF/Clergy/Organist	XX	2,045				2,045	473
Total Payments		39,929	434	0	21	40,384	26,687
Balances of Receipts over Payments		-139	13,167	9	-21	13,016	
Cash at Bank and in hand 1st Jan 2022		18,983	5,848	7,408	50	32,289	
Transfer to Reserve A/c - November 2022		-4,830		4,830			
Cash at Bank and in hand 31st Dec 2022	17	14,014	19,015	12,247	29	45,305	


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

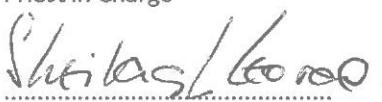
PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY,
CHAPEL HOUSE

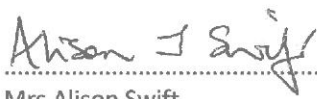
Balance Sheet Year Ended 31st December 2022

	Note	£	2022 £	2021 £
CURRENT ASSETS			45,305.00	
Cash at bank and in hand				32,289.00
Creditors: amounts falling due within one year			0.00	0.00
NET CURRENT ASSETS			<u>45,305.00</u>	<u>32,289.00</u>
CHARITY FUNDS:				
Restricted funds	17	0.00		
CBF FofE Deposit Fund	17	29.00		
Designated funds Unrestricted	17	19,015.00		
Reserve fund	17	12,247.00		
Unrestricted funds	17	<u>14,014.00</u>		
TOTAL FUNDS				<u>45,305.00</u>

The Financial Statements were prepared by Mrs Barbara Perry, Treasurer to the PCC, and approved by the PCC on Tuesday 24th January 2023 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 2022**

IMPACT OF COVID-19 ON INCOME AND EXPENDITURE:

INCOME:

Continues to be negatively impacted particularly church collections and activities, however, there are signs of improvement.

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 2022

Note	Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total Funds 2022	Total Funds 2021 £
	Voluntary receipts:					
	Planned Giving (Envelopes					
2	and Direct Debits- Gift Aided	18,908			18,908	18,008
	Other Planned Giving -					
2	without Gift Aid	4,272		0	4,272	4,637
3	Collections at Services	1,703			1,703	1,711
	All other giving/voluntary receipts:					
4	Gift Day - 2020 in lieu of Gift Day	541			541	460
	Pennies Jar	78			78	0
	Votive Candles	138			138	19
	Refreshments/Coffee Mornings	753			753	0
	Charitable Giving donations	0	374		374	0
	Flower Fund		158		158	74
	Community donations	865	250		1,115	1,197
	Council Tax credit	503			503	0
	Legacy		10,000		10,000	0
	Closure of Outside In A/c	21			21	0
	On-line Giving (Sum-Up)	178			178	0
	NDBF Grant towards increased Energy Costs		1,137		1,137	0
	Closure of Care Connexion A/c	0	1,682		1,682	0
6	Gift Aid recovered	3,743			3,743	5,230
	Activities for Generating Funds:					
9	Summer and Christmas Fayres	0			0	40
10	Investment Income			9	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 2022

Note		Unrestricted Fund £	Unrestricted Designated Fund £	Reserve Fund £	Restricted Fund £	Total Funds 2022	Total Funds 2021
	Fees - Baptism certificates, Wedding and Funerals to						
11	PCC	791				791	488
12	Church Activities:						
	Use of Premises by Community Organisations	5,619				5,619	0
	Use of Premises by Church Groups	155				155	10
XX	Funeral and Wedding Fees to NDBF/Clergy/Organist	1,522				1,522	1,220
	Total Receipts	39,790	13,601	9	0	53,400	33,094

Payments:

Church and Parish Centre Activities:

18	Charitable Giving						
	Designated Donations		365			365	0
	Annual PCC Charitable Giving	20				20	20
19	Parish Share	12,000				12,000	12,000
21	Clergy costs:						
	Clergy expenses	0				0	47
	Clergy during Vacancy or absence	210				210	1,154
	Refund of Clergy costs during by NDBF	0				0	-1,113
	Council Tax	2,766				2,766	0
	Water Rates	375				375	0
	BT/Broadband	921				921	0
23	Running Expenses and Maintenance:						
	CDS Security Alarm, Fire Alarm & Emergency Lighting	1,563				1,563	1,068
	Servicing of Fire Extinguishers	180				180	0

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022

Note	Unrestricted Fund	Unrestricted Designated Fund	Reserve Fund	Restricted Fund	Total Funds 2022	Total Funds 2021
	£	£	£	£	£	£
PAT testing	0				0	275
Ground Source Heat Pump	0				0	253
Organ Maintenance	70				70	60
Clockwork Audiovisual	240				240	0
ARM Electrical	150				150	906
Quinquennial Inspection	1,738				1,738	600
Sundry Maintenance	292				292	0
NCC Trade/Garden waste collection	242				242	237
Insurance of premises	1,409				1,409	1,365
Sunday Readings	233				233	312
Copyright Licences	352				352	0
Freewill Offering envelopes	57				57	52
Wine, Candles etc	900				900	0
Cleaning	260				260	0
Site Maintenance Assistant	37				37	1,553
Site Maint Asst - HMRC	70				70	283
Printing and Stationery	977				977	965
Church Hospitality & Refreshments	295				295	0
Administration and sundry expenses	1,734	0			1,734	728
Flower Fund (D)		69		0	69	290
Garden Maintenance	954				954	81
Cavtec - wi-fi upgrade	1,338				1,338	0
Notice Boards/Signage	2,023				2,023	0
24 Utility Services:						
BT - Broadband services	791				791	741
E-on - electricity supply	3,876				3,876	3,987
Pozitive Energy	1,365				1,365	0
Northumbrian Water - meter charges	446				446	350
Fees to						
XX NDBF/Clergy/Organist:	2,045				2,045	473
Total Payments	39,929	434	0	0	40,363	26,687

**PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2022**

17. STATEMENT OF FUNDS

	b/fwd 01.01.2022 £	Incoming Resources £	Resources Expended £	c/fwd 31/12/2022 £
Unrestricted Funds				
General Fund	17,405	39,790	-39,929	17,266
Reserve Fund	7,408	4,839	0	12,247
Unrestricted Designated Fund	7,426	13,601	-434	20,593
sub-total	32,239	58,230	-40,363	50,106
Transfer to Reserve A/c	-4,830			-4,830
	27,409	58,230	-40,363	45,276
Restricted Funds				
The Peace Garden	21	0	-21	0
CBF Cof E Deposit Fund	29	0	0	29
TOTAL OF FUNDS	27,459	58,230	-40,384	45,305

SUMMARY OF FUNDS	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
Unrestricted funds	32,239.00	53,400.00	-40,363.00	45,276.00
Transfer to Reserve A/c - November 2022	-4,830.00			
Restricted funds	21.00	0.00	-21.00	0.00
CBF CofE Deposit Fund	29.00	0.00	0.00	29.00
TOTAL OF FUNDS	27,459.00	53,400.00	-40,384.00	45,305.00