



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 2024**

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

Holy Nativity Mission Statement

We will...

- ... Offer a warm welcome to everyone**
- ... Live and Share the good news of God's Love**
- ... Build up Fellowship to grow in our community**
- ... Seek ways of joyfully serving one another**
- ... Support the work of the church and charities 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.
- Fellowship groups, regular social and celebration events, coffee mornings, home visiting and the thrice 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 2024**

Principal Office

The (Parish) Church of the Holy Nativity, Chapel House

(Church of England, Diocese of Newcastle)

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Priest-in-Charge:

Father Waldemar Nion

Telephone: 07763 761330

E-mail: vicar@holynativity-chapelhouse.co.uk

Independent Examiner

Mrs Joy Walker

Bankers

Barclays Bank UK PLC

1 Churchill Place,

London E14 5HP

Solicitors

Laura Peace, Diocesan Registrar

Sintons LLP

The Cube

Barrack Road

Newcastle upon Tyne

NE5 6DB

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PCC MEMBERSHIP – 2024

Priest in Charge Reverend Waldemar Nion

Churchwardens

Mrs Jacqueline Connell (re-elected APCM 2024)

Mrs Geraldine Tinning (re-elected APCM 2024)

Representatives to the Newcastle West Deanery Synod

Mr Eric Aririsukwu (elected APCM 2022)

Mrs Debbie Owens (elected APCM 2024)

Other Elected Members

Mrs Sylvia Atkinson (re-elected APCM 2024 – **1 year**)

Mrs Barbara Perry – PCC Treasurer (re-elected APCM 2024 – **1 year**))

Mrs Elizabeth Lattimer – (PCC Secretary re-elected APCM 2024 – **1 year**)

Mrs Carole Martin (re-elected APCM 2024 – **3 years**))

Mrs Dorothy Walker (re-elected APCM 2022)

Mrs Evelyn Baron (re-elected APCM 2022)

Mrs Linda Finch (re-elected APCM 2022)

Mr. Christopher Guy (elected APCM 2023 – **3 years**)

Ms Francesca Ayre (elected APCM 2024 – **3 years**)

TERM OF OFFICE FOR NON EX-OFFICIO ELECTED MEMBERS

Until APCM 2025

Mrs Linda Finch

Mrs Evelyn Baron

Mrs Dorothy Walker

Mrs Sylvia Atkinson

Mrs Barbara Perry

Mrs Elizabeth Lattimer

Until APCM 2026

Mr Christopher Guy

Until APCM 2027

Ms Francesca Ayre

Mrs Carole Martin

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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 2024. 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

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

Churchwardens, 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 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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2024 REPORTS FROM THE PCC
Review of Activities and Plans

Chair of the PCC / Clergy Report

2024 has been a year of development and consolidation. The PCC started the year 2024 with a meeting with the Venerable Rachel Wood, Archdeacon of Northumberland, to discuss the *Suspension of Presentation*¹ in the parish. The archdeacon explained that this suspension was the renewal of the Suspension of Presentation that took effect when the Reverend Juliet Stephenson left the parish. She further clarified that although the renewal of the suspension was in part due to the diocesan wide strategy and the redevelopment process in the deanery, there were no plans to suspend the Living (remove clergy post) in the parish.

The PCC met 7 more times to discuss the general business of the church and ensure the best way to resource the church and use its assets. An important part of those meetings focused on addressing building and general maintenance issues, which since the energy crisis, have become more demanding on the church finances. Working with the churchwardens, treasurer, contractors, and consultants, the PCC has done its best to find cost effective ways to respond to the building issues and financial challenges we have faced. (See the churchwarden's report for more details.)

Through the year the PCC and churchwardens have sought advice from the Diocesan Advisory Committee for the Care of Churches (D.A.C.), our architect Mr. C. Blackburn and from contractors how to best address the cost of heating in church, the repairs of the roof, formulate a Net Zero plan, etc... Although, the DAC and our architect have been as helpful as they could, sifting through the advice of contractors has been challenging, especially with regard to the heating in church. Anxious to make the right decision, in 2023, the PCC contacted KYOOB Ltd. a consulting firm to provide a reliable and cost-effective solution to heat the worship area. Since then, the PCC has worked as quickly as possible to bring the project to life but only secured the necessary permissions from the Council at the end of the year.

As they often are, building and maintenance issues are multifaceted. They do not only pose technical challenges or financial issues, but they also matter to the people who use our premises. Recognising that the building is at the service of people, particular attention has been given to a review of the Health and Safety, GDPR and Safeguarding measures in place.

¹ Suspension of presentation is the temporary removal of a Patron's right to present an incumbent to a benefice. The Bishop will remain responsible for the cure of souls which he will normally exercise by licensing a priest in charge (here: Reverend Waldemar Nion).

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In March 2024, the church opened a Recovery Drop-In ran by the clergy and safely recruited and trained volunteer. The aim of this provision is to provide a brave and positive safe place for people in recovery or seeking recovery to enjoy some simple fellowship and support. (This is not an NA, AA, or Smart meeting.) The initiative has been well received by the recovery community and has deepened Holy Nativity's commitment to being a member of the Inclusive Church Network.

It is with the community at the forefront of its preoccupation that the PCC also met several times to discuss solely the question of the church's mission in Chapel House.

In May, as a result of its previous reflection and discernment, the PCC identified several ideas and areas it felt able to positively act on in whatever way:

- Members discussed the idea of a Community Committee which would include schools, surgeries, shops and other community partners;
- Continue to develop ministry to the elderly;
- Increase advertising of what is happening;
- Continue to grow in diversity of activities and inclusivity of all people;
- Support people in their exploration of faith by providing regular courses;
- Continue to grow the congregation;
- Nurture relationships with Funeral Directors and other partners.

Although, building issues have admittedly taken the PCC more time and energy than expected, 2024 has been rich in developments.

The Church of England, *Disability Project* has presented the PCC an unexpected opportunity and challenge to make the church more accessible and inclusive. To that end, a questionnaire was created and circulated to members of the congregation and made available to the public. Since then, the clergy, churchwardens and PCC have started to work on improving access whilst consulting with our disability champion Bethan Rogers and directly seeking feedback from members of the community with disability. Whilst small improvements have been made including re-tuning the sound system and its loop system, it is hoped that by 2026, the church will have made further progress and secured funding:

- to install sensor operated at both main entrances,
- to install better outdoor lighting,
- and put in place better signage around the building.

Partnerships with various services from the City Council and other community partner have continued to be fruitful with visits to the drop-ins from Health Watch, Everyturn Mental Health, and Information Now and free Digital Skills classes provided by Newcastle City Learning. Search and Everyturn Mental Health have also continued to run the Memory Café and the Men's Group, respectively. NAPI continues to support Little Fishes. Additionally, young people

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working with the Prince's Trust ran 2 projects, one to restore the sensory garden with new plants and another baking for the Memory Café. Sadly, the clergy and PCC have not been able to secure new partnership or funding to create youth provision to the young people in the Parish.

Knop Law Primary School and Milecastle Primary School remain important partners and both visited the church for service and RE classes, as well as invited me to conduct assemblies and services in school.

Despite a drop in the number of occasional services in 2024, regular and seasonal services as well as social events have continued to be well attended throughout the year.

In sum, despite some challenges, Holy Nativity continues to flourish thanks to the dedication of its amazing volunteers, its generous patrons, and the support of partners.

I am truly grateful for all the prayers, work, and support of all our congregation and community.

*Merciful God, we give you thanks for this past year;
the life of this parish,
our worship and our work,
all those we have met, welcomed, and commended to you,
we offer you the pleasures and the pains of 2024
that in everything
we may know the love of Christ and be thankful.*

Reverend Waldemar Nion

Parish Safeguarding Officers' Report

All our safeguarding policies have been reviewed, assessed and revised.

Holy Nativity has maintained its Level Three on the Parish Safeguarding Dashboard. Clergy, and Churchwardens (in their quality of Safeguarding Officers) have continued to work closely with the Diocesan Safeguarding Team and Local Authorities, following policy, GDPR guidance and good practice.

**Geraldine Tinning and Jacqui Connell
Parish Safeguarding Officers**

Deanery Synod Report

This year Debbie Owens joined the team in representing Holy Nativity.

The synod met three times in 2024. At its first meeting, members of the Deanery welcomed Bishop Helen-Ann who shared her vision for the Diocese 'Seeking, Sharing, Sending'. The deanery synod also continued to discuss the missional challenges faced in our parishes.

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The conversation and process to redevelop resources across the diocese seem to have stalled for now. However, in an effort to support neighbouring parishes and getting to know each other, the PCC met with the PCC of St John's Whorlton on a joint day out at Hexham Abbey.

Deanery Synod Representatives

Church Wardens' Report

Worship and Church Life

It has been a joy to see our congregation continue to grow from strength to strength. We have welcomed families for baptism services and witnessed encouraging signs of spiritual growth and renewed engagement in worship. Our Drop-ins on Mondays, Wednesday and Friday are well attended by the congregation as well as members of the community. There is a real sense of community and belonging developing and we give thanks to everyone who is part of our church family.

Building and Maintenance

We have been working on some important improvements to our church facilities and are slowly but surely continuing the repairs outstanding on the Quinquennial Report as well as finally getting the go ahead to eventually start the installation of the new heating system in 2025 which we hope will be a great success – not only in having a warm church at last, but it will also hopefully save us money.

We are also hopefully going to start the updating of our lighting systems which will make it more proficient. We understand that it has taken longer than we had hoped but what with technical issues and permissions to be granted from the Diocese as well as Newcastle City Council it all takes time.

We will be taking delivery of a new storage container in 2025 to create much-needed extra space. We are grateful to Anthony Connell, who has taken on responsibility for gardening and general maintenance work. His work has made a real difference to the upkeep of our church and the appearance of our grounds.

Community Engagement

Our Community Room continues to be a vibrant hub of activity. We are proud to host a diverse range of events and groups that serve the local community on a daily basis, helping to build connection and support beyond our Sunday gatherings.

Thanks and Acknowledgements

We would like to thank Father Wal for his continued support and pastoral leadership, our wonderful team of volunteers who work so hard behind the scenes and our faithful congregation for their ongoing encouragement and commitment. We are truly blessed to have such a dedicated and loving church community

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Looking Ahead

We are especially looking forward to celebrating our church birthday in September and are praying for a fantastic turnout as we mark this special occasion together.

We remain hopeful and excited for all that God has in store for Holy Nativity in the coming year.

**Jacqui Connell and Geraldine Tinning
Churchwardens**

Treasurer's Report 2024

The Financial Statements of the Parochial Church Council for the year ended 31st December 2024 have been inspected and approved by an Independent Examiner, Mrs. Joy Walker. It is with sadness that I must tell you that Michael Davison, who conducted the examination of our accounts for many years, died very suddenly in August 2024. He was always incredibly supportive in his role and carried out each examination with great diligence. Our condolences were sent to Mrs. Davison.

I have given below a summary of how Income and Expenditure were allocated to the different Funds.

Income for 2024 was £63,113 compared to £55,351 for 2023.

Expenditure for 2024 was £59,302 compared to £55,370 for 2023.

	General:	Designated:	Reserve:	Restricted:	Total:
Receipts	£46,652	£16,084	£376	£1	£63,113
Payments	£43,934	£15,368	£0	£0	£59,302

Our church was extremely fortunate to be remembered in the will of one of our late parishioners and we received a legacy of £10,120, other members gave generous donations amounting to £2,600 in memory of loved ones. These sums were transferred to our Designated Fund and will be used for the improvement of our heating system.

Full details are in the Financial Statements section of the Annual Report and I will be pleased to answer any questions you may have at the Annual Parochial Church Meeting.

The Parochial Church Council approved a document "Holy Nativity – Giving Review 2024". If you have not already had a copy, please take one. There are so many ways of giving to your church and we are grateful to all who volunteer through their many unique gifts and for the financial support we receive. The booklet gives an interesting insight into the work already being done at this church, reaching out to the Community in many ways and highlights the vision of the church. Your support, time, prayers, care and generosity really do make a difference.

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If anyone needs to speak to me about Giving for the upkeep of our church or wishes to discuss Gift Aid eligibility, please do not hesitate to get in touch.

Thank you once again for all your support.

Barbara Perry – Treasurer

Electoral Roll Officer's Report

This year the electoral roll has been revised.

The electoral roll for the current year now has **67** members.

	Total	Resident	Non-Resident
Female	59		
Male	8		
Total	67	37	30

**Geraldine Tinning
Electoral Roll Officer**

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2024 CHURCH AND COMMUNITY REPORTS

Little Fishes Playgroup Report

Little Fishes continues to thrive as a vital part of Holy Nativity's ministry to families in our local community, meeting weekly on Thursdays during term time, we have regularly welcomed around 20 families through our doors.

Building on the success of 2023, we again ran sessions throughout the 2024 summer holidays. This decision proved to be a blessing to many, with high attendance and lots of positive feedback from parents and carers. It is clear that offering a safe, welcoming space during the school break meets a real need for connection, play and support.

We are deeply thankful to our team of dedicated volunteers who make Little Fishes possible. Their time, care and creativity create a warm and nurturing environment where both children and adults feel valued and loved.

Looking ahead, we plan to continue running sessions throughout the summer holidays in 2025,. We remain committed to serving local families and sharing the love of Christ through friendship, play and community.

We give thanks to God for the joy and energy that fills the church each Thursday and for the growing relationships that are being built week by week.

Jacqueline Connell - Group Leader

Mothers' Union Report

I must begin with thanking Jacqueline Rainford who, for many years, has been a mainstay of our branch and to everyone for their support since I became Branch Leader at Holy Nativity. The committee have been wonderful and we continue to work together to promote the Mothers' Union within the church and the wider community.

Due to work commitments, I sometimes cannot attend Branch meetings, Deanery and Diocese events, but Millie Hornsby, Dorothy Walker and Dorothy Darling have attended.

We have had some wonderful speakers and linked to diocese growth plan the branch produces posters and with the Internet we send them to many churches and other branches to promote our events and speakers,

Our attendance is, on average between seven and ten members and we welcome a new member Linda Finch. Jacqueline Connell has resigned due to her work commitment as Church Warden / Office Administrator, but she remains a friend of the branch. Jacqueline Rainford has moved to be nearer her family. This

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year we have sadly lost two of our members, Jean Cuthbertson and Noreen Hodson. Both funerals had branch representation.

Although the branch members are older, we continually support Mothers' Union projects – we made 30 bags for the homeless at Christmas, helped support the Girls Aloud Project, the Food Bank and the Rise Up Campaign.

The White Ribbon services to remember the men and women who have died in the past year through domestic abuse. The company I work for W.S. Harrison, Funeral Directors bought 120 orange roses for one of the services.

Through our commitment we were awarded the bronze award for the Rise Up Campaign. Father Wal and the Church Wardens have kindly allowed the branch to have a display in the church entrance for the campaign.

We have also supported The Something Wonderful Campaign in Benwell, by supplying art materials and attend events there. Some branch members attend the Footprints in Faith Event in Morpeth.

We held a deanery tea in July and this was well attended and thus we were able to donate to Mothers' Union projects and to our own church. We ended the year with a meal at The Jingling Gate which a majority of members attended.

We look forward to fulfilling our 2025 programme and hope we all stay well and enjoy our Mothers' Union at Holy Nativity.

Debbie Owens, Branch Leader

Women's Fellowship Report

The Women's Fellowship has undergone various changes this past year, mainly because of the new rules laid down in banking and safeguarding.

As a church group, the finances of the Fellowship are now administrated through the church directly.

Additionally, safeguarding is ensured by the trained church volunteers on site during our meeting, with the help of our safeguarding trained members. We have always been and still are open and welcoming to anyone in the Church and the outer community.

So, we are still here and enjoying "Fellowship". An updated "Pop-In".

We meet on the second Wednesday of the month at 1.00 pm in the Community Room at Holy Nativity Church.

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This past year we have enjoyed our usual varied programme, and we have had guest speakers entertaining us on such topics as "Travels in Bhutan", "Through the Decades", "Women's Fashion in the Twenties" and a "Trip down the Tyne."

We have also played Bingo, consumed mince pies and cream in January and there is always time for tea and a chat.

We have also made our annual donation to The Children's Society, a charity close to our hearts.

Margaret Cathey, Norma Kirk, Joan Robson

Drop-In Report

Our Church Drop-In Sessions are held each Monday and Friday morning from 10.00 am and also on a Wednesday morning following the Church Service at around 11.00 am.

The Drop-In provides a friendly, happy place where people can come in for a cup of coffee, make new friends and have a chat. Quite a number of people who may be lonely or isolated have come along and made friends along with passers-by maybe on their way to the surgeries or shops and who are not members of our church have joined the groups and been made very welcome.

Obviously we would like to encourage more people to come in and make friends.

Pat Corby, Elizabeth Lattimer

Partnership with other organisations and Outreach

As already stated above, the church is working with several partners to support the community: Search, responsible for the Memory Café; Everyturn Mental Health, 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.

The local shops owners, local councillors, schools, and churches continue to be valuable partners with whom the PCC and volunteers are regularly in contact with to serve the community.

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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 30/04/2025 and signed on their behalf by:

Rev. Waldemar Nion
Priest-in-Charge - Chair



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 2024.

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.

Joy Walker
50 Southway
Newcastle upon Tyne
NE15 7RD.

Signed: J. Walker
Date: 26th Feb 2025.

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

Financial Statements for the Year Ended 31st December 2024

Receipts and Payments Account	Note	General Fund £	Designated Fund £	Reserve Fund £	Restricted Fund £	Total 2024 £	Total 2023 £
Receipts:							
Voluntary receipts:							
Planned Giving	2	18,116				18,116	22,136
Collections at Services	3	1,428				1,428	1,386
All other giving/voluntary receipts	4	3,697	12,720			16,417	9,467
Gift Aid recovered	6	8,666				8,666	5,751
Activities for Generating Funds:	9	5,471	3,364	200		9,035	5,450
Investment Income	10			176	1	177	118
Fees to PCC	11	382				382	1,509
Church Activities	12	8,009				8,009	6,783
Funeral fees - NDBF	XX	883				883	2,751
Total Receipts		46,652	16,084	376	1	63,113	55,351

Payments:

Church and Parish Centre Activities:

Designated Charitable Donations	18		1,020			1,020	1,818
PCC Charitable Giving	18	423				423	326
Parish Share	19	13,068				13,068	12,500
Clergy costs	21	4,373				4,373	4,039
Running Expenses and Maintenance	23	15,191	81			15,272	21,147
Utility Services	24	10,495				10,495	12,080
Major works/repairs	27		14,267			14,267	0
Fees to NDBF/Clergy/Organist	XX	384				384	3,460
Total Payments		43,934	15,368			59,302	55,370

Balances of Receipts over Payments		2,718	716	376	1	3,811	
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Cash at Bank (all accounts) 1st Jan 2024		7,189	25,903	12,163	31	45,286	
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Building Funds - transfer from General Account to Reserve Account		-335	335			0	
Cash at Bank (all accounts) 31st Dec 2024	17	9,572	26,954	12,539	32	49,097	

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024**

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.

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 2024

Note		General Fund £	Designated Fund £	Reserve Fund £	Restricted Fund £	Total Funds 2024	Total Funds 2023 £
	Voluntary receipts:						
2	Planned Giving (Envelopes and Direct Debits- Gift Aided)	13,707				13,707	18,300
2	Other Planned Giving - without Gift Aid	4,409				4,409	3,836
3	Collections at Services	1,428				1,428	1,386
4	All other giving/voluntary receipts:						
	Gift Day	1,687				1,687	1,802
	In Memoriam donations	500	2,600			3,100	0
	Votive Candles	260				260	260
	Community donations	1,249				1,249	1,463
	Council Tax credit	0				0	50
	Legacy		10,120			10,120	6,000
6	Gift Aid recovered	8,666				8,666	5,751
9	Activities for Generating Funds:						
	Charitable Giving donations		1,138			1,138	1,827
	Pennies Jar	30				30	0
	Refreshments/Coffee Mornings	4,068				4,068	2,750
	Flower Fund		221			221	239
	On-line Giving (Sum-Up)	782				782	526
	Christopher Blackburn			200		200	0
	Closure of Women's Fellowship account		255			255	0
	Benefact Trust Grant	0	1,750			1,750	0
	Women's Fellowship donation	300					0
	Mothers' Union donation	291					0
10	Investment Income			176	1	177	118
11	Fees - Baptism certificates, Wedding and Funerals to PCC	382				382	1,509

**PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2024**

Note

12 Church Activities:						
Use of Premises by						
Community Organisations	6,360				6,360	5,532
Use of Premises by Church						
Groups	110				110	110
Little Fishes	1,539				1,539	1,141
Funeral and Wedding Fees to						
XX NDBF/Clergy/Organist	883				883	2,751
Total Receipts	46,652	16,084	376	1	63,113	55,351

Payments:

Church and Parish Centre Activities:

18 Charitable Giving						
Designated Donations		1,020			1,020	1,818
Annual PCC Charitable Giving	423				423	326
19 Parish Share	13,068				13,068	12,500
21 Clergy costs:						
Clergy expenses	0				0	0
Clergy during Vacancy or						
absence	222				222	104
Council Tax	2,788				2,788	2,653
Water Rates	356				356	355
BT/Broadband	1,006				1,006	927

Running Expenses and

23 Maintenance:						
CDS Security Alarm, Fire						
Alarm & Emergency Lighting	1,012				1,012	3,993
Alarm call out charges	631				631	0
Servicing of Fire						
Extinguishers	282				282	330
PAT testing	283				283	279
Ground Source Heat Pump	203				203	180
Organ Maintenance	75				75	75

**PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2024**

Note

Cavity Wall Insulation	0	0	1,500
ARM Electrical	0	0	720
CR Blackburn -QI Architect	290	290	200
Sundry Maintenance	422	422	210
Kitchen Boiler replacement	1,018	1,018	0
NCC Trade/Garden waste collection	263	263	251
Insurance of premises	1,603	1,603	1,542
Sunday Readings	149	149	157
Copyright Licences	396	396	377
Freewill Offering envelopes	38	38	65
Wine, Candles etc	559	559	643
Cleaning	1,184	1,184	1,135
Printing and Stationery	1,175	1,175	1,556
Church Hospitality & Refreshments	557	557	350
Administration, resources and sundry expenses	260	260	1,595
Flower Fund (D)		81	96
Garden & General Maintenance	1,899	1,899	2,270
Cavtec - wi-fi upgrade/licences	30	30	110
Kyoob Heating consultationb	0	0	1,740
First Aid Training	0	0	336
Petty Cash Float	1,165	1,165	595
Equals Money payments	1,698	1,698	0
Gift Of Thurible, engraving of same and Altar Cloth	0	0	842

24 Utility Services:

BT - Broadband services	1,064	1,064	942
E-on - electricity supply	0	0	215
Pozitive Energy	8,734	8,734	10,240
Northumbrian Water - meter charges	697	697	683

27 Major Repairs to Church and Buildings:

Plant Room Steel Door	2,502	2,502	0
Alarm adjustment re above	534	534	0
Boiler Room Roof Repair	7,152	7,152	0
Resin Path Cleaning	300	300	0
Carpet Cleaning	500	500	0

**PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2024**

Note						
	Gutter Cleaning	300			300	0
	Architect re Steel Container, Air Pump etc	960			960	0
	Planning Permission re Container & Air Pump	363			363	0
	Air Pump Noise Assessment	1,656			1,656	0
XX	Fees to NDBF/Clergy/Organist:	384			384	3,460
	Total Payments	43,934	15,368	0	0	59,302
						55,370

PAROCHIAL CHURCH COUNCIL OF THE CHURCH OF THE HOLY NATIVITY, CHAPEL HOUSE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2024

17. STATEMENT OF FUNDS

SUMMARY OF ACCOUNTS	General Fund	Designated Fund	Reserve Fund	Restricted Fund	Total 2024
General Account					
Balance b/fwd 1st Jan 2024	7,189	25,903			33,092
Balance of funds 31st Jan 2024	2,718	716			3,434
Transfer from General Fund to Reserve Fund:	-335				-335
Transfers from Designated Fund to Reserve Fund:		-14,921			-14,921
		-10,120			-10,120
In Bank 31st Dec 2024:	9,572	1,578			11,150
Reserve Account					
Balance b/fwd 1st Jan 2024	0	0	12,163		12,163
Balance of funds 31st Dec 2024			376		376
Transfers from General Account:		335			335
		14,921			14,921
		10,120			10,120
In Bank 31st Dec 2024:		25,376	12,539		37,915
CCLA Account					
Balance b/fwd 1st Jan 2024				31	31
Balance of funds 31st Dec 2024				1	1
In Bank 31st Dec 2024:					32
All accounts in Bank 31st Dec 2024:	9,572	26,954		32	49,097
Totals for each Account on 31st December 2024:	General Fund	Designated Fund	Reserve Fund	Restricted Fund	Total 2024
General Account	9,572	1,578			11,150
Reserve Account		25,376	12,539		37,915
CCLA Account				32	32
	9,572	26,954	12,539	32	49,097

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

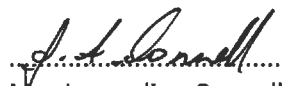
Balance Sheet Year Ended 31st December 2024

	Note		2024
		£	£
CURRENT ASSETS			<u>49,097.00</u>
CHARITY FUNDS:			
Restricted funds:			
CBF FofE Deposit Fund	17	32.00	
Designated fund: Unrestricted	17	26,954.00	
Reserve fund:	17	12,539.00	
General Fund: Unrestricted	17	<u>9,572.00</u>	
TOTAL FUNDS			<u>49,097.00</u>

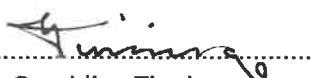
The Financial Statements were prepared by Mrs Barbara Perry, Treasurer to the PCC, and approved by the PCC on Thursday 20th March 2025 and signed on their behalf by:



Reverend Waldemar Nion
Priest in Charge



Mrs Jacqueline Connell
Churchwarden



Mrs Geraldine Tinning
Churchwarden

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2024**

Appendix

All policies were reviewed and updated where necessary and approved by the PCC in the past 12 months.

Safeguarding Policy – Commitment

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 Summary Policy

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, churchyard 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 'Diocesan Advisory Committee', 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.

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 new buildings are designed with accessibility issues in mind.*

**Parochial Church Council of The Church of the Holy Nativity,
Chapel House
PCC's REPORT FOR THE YEAR ENDED 31st DECEMBER 2024**

Fair Trade

(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

As part of its Eco-Policy, the PCC of the Church of 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.

List of Current Policies (available for consultation outside the office)

- Data Privacy Notice / GDPR Policy
- Financial Policies
 - o Authorisation and procedure requirements
 - o Cash Handling and Fee Policy
 - o Acceptance and Refusal of Donations Policy
 - o Conflict of Interest Policy
 - o Reserve Policy
 - o Church Legacy Policy
 - o Pre-paid cards Policy
- Social Media Policy
- Volunteering Policy
- Mutual Expectations Statement
- Lone Worker Policy
- Complaints Policy and Procedures
- Whistleblowing Policy
- Equality and Diversity Policy
- Disability Policy
- Recruitment of Ex-Offenders Policy
- Safeguarding Policy
 - o Promoting a Safer Church
 - o Guidance for Parishes
- Health and Safety Policy
- Eco-Policy
- Admission to Holy Communion before Confirmation – Parish Policy
- Book of Remembrance Policy

