



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Shirley Community Chaplaincy (North East)

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2024

To

Period end date  
31/03/2025

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary Income	12,697	-	-	12,697	39,451
Bank interest	162	-	-	162	107
Trust Funding	20,000	-	-	20,000	-
HMRC Gift Aid	3,407	-	-	3,407	-
Reclaim Travel Exp	41	-	-	41	-
Fundraising	11,392	-	-	11,392	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>47,698</b>	<b>-</b>	<b>-</b>	<b>47,698</b>	<b>39,558</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>47,698</b>	<b>-</b>	<b>-</b>	<b>47,698</b>	<b>39,558</b>
<b>A3 Payments</b>					
Salary	20,454	-	-	20,454	18,049
Transport	3,312	-	-	3,312	4,596
Food/Accommodation	1,266	-	-	1,266	3,354
Outings	391	-	-	391	580
Pension	1,422	-	-	1,422	600
Office/Insurance/Payrol	1,275	-	-	1,275	5,268
Emergency Support	528	-	-	528	608
Bank Fee	192	-	-	192	35
PAYE TAX NIC	4,857	-	-	4,857	-
Volunteer Admin Support	3,699	-	-	3,699	-
Mobile Costs	300	-	-	300	-
<b>Sub total</b>	<b>37,694</b>	<b>-</b>	<b>-</b>	<b>37,694</b>	<b>33,090</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>37,694</b>	<b>-</b>	<b>-</b>	<b>37,694</b>	<b>33,090</b>
<b>Net of receipts/(payments)</b>	<b>10,004</b>	<b>-</b>	<b>-</b>	<b>10,004</b>	<b>6,468</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>30,580</b>	<b>-</b>	<b>-</b>	<b>30,580</b>	<b>24,111</b>
<b>Cash funds this year end</b>	<b>40,584</b>	<b>-</b>	<b>-</b>	<b>40,584</b>	<b>30,579</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash in Hand	65	-	
	Virgin Account	12,291	-	
	CAF Bank Account	28,228	-	-
	<b>Total cash funds</b>	<b>40,584</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
David Scott	David Scott	25.09.25
Richard Bryant	Rev Canon Richard Bryant	25.09.25

Independent Examiner's report to the trustees of The Shirley Community Chaplaincy  
(North-East)

I report to the trustees on my examination of the accounts of the Shirley Community Chaplaincy for the year ended 31/03/25

Responsibilities and basis of the report

As the charity trustees of the Shirley Community Chaplaincy, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act, or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report order to enable a proper understanding of the accounts to be reached.

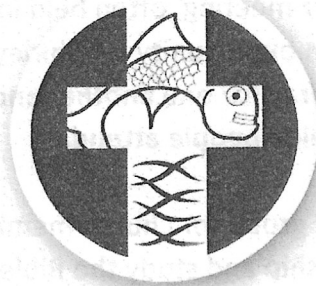
Signed: *S. Groves*

Name: Mr Stephen Groves

Date: 10 August 2025

# THE SHIRLEY COMMUNITY CHAPLAINCY (North East)

## ANNUAL REPORT 2024/2025



### Introduction

In the year 2024/2025 Shirley has continued to highlight the provision of guidance and both practical and spiritual help to individuals. Referrals often start in prison, followed by visits in and outside prison, some including collecting clients at the point of their release and taking them to approved premises or other locations. On occasions, as in previous years, there has been engagement with the judicial process, as the chaplain has sought to offer support throughout the good, the bad and sometimes the ugly challenges which follow!

The chaplaincy was founded in 2014, and the first two years of operations focused largely upon activities with men from HMP Northumberland, whom the chaplain had known in his time as chaplain there. In the last nine years, the chaplaincy's reach has been broadened through referrals from existing members, regional prison chaplains, probation officers and other agents. The chaplaincy is a member of the Community Chaplaincy Association.

Shirley continues as a client-centred organisation, and the chaplain seeks to accommodate the wide variety of needs, energies and skills of the client body in a range of activities and engagements. While most of the chaplain's time is spent with individuals, he has always tried to incorporate in Shirley's programme several group events, outings and meetings, and this aspect of Shirley's life has recently become more prominent. In 2024/25 the corporate emphasis revolved round involvement in church and community events in Greenside parish in the diocese of Durham, and the chaplaincy has encouraged clients to explore and develop their faith. There have also been social visits to Hexhamshire, and regular contacts among clients themselves, often enabled through the chaplain.

The chaplain has continued to work on a 0.8 basis, and the administrator continues to work 0.15 on finance and administration. This has worked well all round, and the administrator has also had some in-person involvement with clients, notably a female client. We acknowledge warmly the dedication and hard work, ability and flexibility of the chaplain, administrator, volunteers, partners and clients.



## **A Week in the Life of Shirley**

The chaplain spends much of his time with individuals, in-person and by 'phone, but he has also been engaged in planning and implementing various group activities and residentials.

On a weekly basis the following commitments ran in the past year:

- Monday - Weekly prayer meeting, often held in Paul's and church members' homes and now on Zoom: an opportunity for Shirley clients and members of Holy Spirit Church Crawcrook to pray for one another and about matters of wider concern. Between two and nine people attend.
- Wednesday - Weekly social group for church members and clients: an opportunity to share food, socialise, worship and study the Bible. Between three and ten people attend.
- Sunday - Service at Holy Spirit Crawcrook. There is an open invitation for any of our clients to attend church with the chaplain, followed by a lunch with a number of church members in a nearby café or in a member's own home. Between one and three clients attend at any one time.

## **The Past Year**

This year the chaplain has been working with eighteen clients on an intensive basis. As always, his main concern has been to enable them to grow in self-confidence and to integrate well with other people, and he has been available on a 'phone line, as well as in-person, to offer support to clients at home, in prison, at court and in hospital.

The chaplain has continued to speak as an advocate for several clients in court and before parole boards. He has also worked constructively with solicitors, the probation service, police, MAPPA (Multi Agency Public Protection Arrangements) and hospitals. He has visited clients and potential clients regularly in Northumberland, Durham and Holme House prisons, and twice this year he visited a client in Rampton hospital in Nottingham. Contact with prisons has continued to develop, as several clients have breached the terms of their licences and been returned to prison, and as the chaplain's visits to them have generated new clients among fellow inmates. The list of the chaplain's activities in Appendix 1 gives an overall view of the range and scale of his interactions and interventions.

The chaplain and chaplaincy continue to believe in Shirley's stated values and have seen important developments in all clients. Among this year's highlights have been:

- taking 3 clients to play golf, a new activity for Shirley
- taking Michael McGorlick, a volunteer from Gateway church, and three clients to the Cutting Edge Men's Conference in Swindon 28 February to 2 March, run by Christian Vision for Men (CVM)
- the administrator's care with a female client, an excellent addition to the charity's work
- helping one client to move from prison to approved premises, find work and a place to live, whilst growing in the Christian faith

- watching a client completely revamp his life over the past 5 years, moving from prison, to run a successful business and develop a serious, long-term relationship
- seeing a client move from prison and living for six years on the street to being baptised, getting his own council place and helping other clients
- supporting a client who is still homeless after prison, currently sofa-surfing. Despite this and his learning difficulties, he attends church regularly, helps in church and is well received by church members.

Although strictly outside the year 2024/25, the participation of two clients in the Men's Christian Camping Festival in June in Milton Keynes is worth mentioning as a product of the chaplain's endeavours during the year and of these two clients' growing faith and self-confidence over the past year. The chaplain hopes that they and others will be inspired by Jesus' invitation "My sheep hear my voice, and I know them, and they follow me" (John 10:27).

Trustees, the Management Committee and the Pastoral Group, have continued to meet on a regular basis (each of them every two or three months throughout the year). They were delighted to arrange the annual Christmas meal with clients and supporters in December 2024 in a Jesmond restaurant. The chaplain has also consolidated his and Shirley's place within the structure and ministry of Holy Spirit Crawcrook, where he serves as a licensed Reader, as well as being a member of the Greenside Parochial Church Council, the Gateshead West Deanery Synod, Durham Diocesan Synod and the Bishop's Council.

On the financial front, the highlight this year has been Shirley's participation in the Big Give fund-raising enterprise, through which the £10,000 target was reached in the sponsored Bible-reading which took place in November 2024 in Holy Spirit Crawcrook. Thanks go to all who participated, to the Holy Spirit vicar and church council for hosting it and to Gaye, our administrator, for managing it.

### **Chaplaincy Structure and Support**

The chaplaincy supports the chaplain and his work through its Board of Trustees, the Management Committee and the Pastoral Group. A supporter's generous donation, over three years, has enabled the trustees to fund the chaplain's work at 0.8 and the administrator's work at 0.15 (to address communication, finance, marketing and other administrative tasks). They were also able to raise the chaplain's salary by 6%, from August 2024. They acknowledge with gratitude the contribution the administrator has made over the past two years in managing the finances, facilitating Management Committee meetings and publishing the quarterly newsletter to inform members of recent and forthcoming events.

### **Plans for the Future**

Trustees hope to enhance the Chaplain's salary to full-time within the next couple of years, to match his workload. They know that they will need to build up further resources to

sustain any growth in staffing and attendant work expansion, prompted in recent years by the supporter's generous donations over the past three years. Specifically, they hope to supplement the chaplain with assistant and volunteer support, to enable the chaplaincy's work to proceed and develop safely and to encourage more work with individuals and in group activities.

The chaplaincy has been disappointed that two big meetings planned for 2025 through Durham diocese and the Community Chaplaincy Association (CCA) have not taken place, due to personnel changes in both organisations. It hopes that both can take place once new staffing issues have been resolved in the diocese and CCA. The plan was and still is to enable local churches to become more aware of opportunities to be involved in the care of people who have served sentences, and to liaise with the CCA in bringing together a number of partners, to explore ways in which they can offer more cohesive ways of enabling former prisoners' wellbeing after release.

### Challenges

The chaplain, trustees and members of the Management Committee have identified the following challenges as priorities to be addressed in 2025-2026:

1. increasing staffing level, by appointing an assistant chaplain and expanding the number of volunteers
2. expanding the annual income to provide secure funding beyond the next two years.

### Thanks

The chaplaincy again records its gratitude to the vicar of Greenside, Tom Brazier, and the congregations of Greenside parish, (Holy Spirit Crawcrook and St John's Greenside): they have made Shirley welcome in so many ways, and in November 2024 they hosted again the chaplaincy's major fund-raising activity, a sponsored reading of parts of the Bible.

The chaplaincy has been indebted this last year to Michael from Gateway, who has accompanied the chaplain at both residentials and on a number of other occasions, including picking up clients from prison.

It also thanks warmly its volunteers and those who support its work in prayer (including Greenside church members who have hosted the Prayer Group), finance and other practical ways.

David Scott (Chair of Trustees and Management Committee), Richard Bryant (Chair of Pastoral Group), Paul Hobbs (Community Chaplain), Gaye Templeton (Administrator)

20 August 2025

David Scott 25/9/25  
Richard Bryant 25/9/25

## **Appendix 1 – List of the Chaplain's Contacts with Clients and Related People in 2024-2025**

(taken from the Chaplaincy Diary 1st April 2024 - 31st March 2025)

In total, there were 277 interactions, involving 18 clients, who identified as 14 white British males, 1 black male, 1 mixed-race male and 1 white British female. The age-ranges covered were:

20 to 30	1
30 to 40	9
40 to 50	4
50 to 60	3
60 to 70	1

### **Contacts:**

Received phone calls from Prison	33
Phone calls with clients in community	67
Phone calls to secure hospitals	4
Letters received from Prison	4
Sent letters/cards to prison	19
Visits to prison	10
Pick up from Prison	3
Home visits	29
Visits to hospital	3
Prayers meeting	20
Meals out for clients	53
Clients taken to church	59
Clients attending bacon sandwich club	8
Food parcels given	12
Taken clients golf	3
Trip to Scotland 2 nights	1
Cutting Edge conference 1 night	2
Clients died	2
Led memorial service	1
Funeral attended	1
Client Baptism	1
Attended meditation group	1



Reports written	1
Parole hearing attended	1
Taken to pip meeting	1
Carpets fitted	1

1 - Unit in the 12 months period with 12 months of service in 1994-1995

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