

**CHARITY Trustees' Annual Report**  
**COMMISSION for the period**  
**1st January 2020 to 31st December 2020**

**Section A Reference and administration details**

Charity name: The ecclesiastical parish of Kirkleatham in the Diocese of York

Other name Kirkleatham Parish

Registered charity number 1171557

Charity's principal address

The Vicarage

130 Mersey Road

Redcar TS10 4DF

**Names of the charity trustees**

Ex officio members:

Incumbent Revd Matt Strand Chairman

Wardens

Mr Keith Simpson

Mr Bruce Williams

Mrs Cynthia Watson

Mrs Susan Garner

Treasurer Mrs Sue Nicholson

Secretary Mrs Ruth Barnes

**Elected members**

Mrs Jan Heslop

Mrs Jill Richmond

Mrs Carole Simpson

Mr Les Taylor

Mr Malcolm Foster

Miss Hannah Garner

Mr Rob Nightingale

## **Section B Structure, Governance and Management**

*The Parochial Church Councils (Powers) Measure 1956* as amended defines the principal function, or purpose, of the PCC

The method of appointment of PCC members is set out in the Church of England's *Church Representation Rules*. In Kirkleatham parish the PCC consists of the incumbent, parish assistant, churchwardens and members elected by persons on the church electoral roll. All those who regularly attend our services are encouraged to register for inclusion on the electoral roll.

### **Electoral Roll Officer's Report 2020**

During revision of the roll, two names have been removed:

Miss P.M. Rutherford who now lives in Whitby;

Mr R. Watson - at his request - due to an imminent move to Co. Durham.

The number on the Electoral Roll for 2021 is: 91

Margaret Nightingale,

Electoral Roll Officer.

### **Parochial Church Council (PCC)**

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish. This includes deciding how the parish funds are to be spent. Since the parish became a registered charity in February 2017 the PCC members serve as trustees of this charity. This involves a little more paperwork but no changes in procedure.

The full PCC met 4 times during 2020, one of them being the brief meeting after the APCM. The attendance rate has been 75%, due to meetings having to be online only from March onwards, due to Covid.

### **Safeguarding**

*Safeguarding representatives: Mary Ovens and Sue Nicholson*

As with most things church activities and meetings have been on hold due to Covid-19 restrictions, so there have been no safeguarding requirements.

However, as a parish we have tried to maintain contact with our congregations especially those who do not have immediate family close by.

As there is only a short time between last year's APCM and this year's it was decided to wait until new members were appointed, and then DBS checks would be undertaken for all new Trustees.

Trustees attend training at levels dependant on their role, with most church wardens and both safeguarding representatives now up to level C2 of the training requirements. Other Trustees are asked to take the C0/C1 on-line courses that are available. Again, training was put on hold with a plan to include any requirements in the new training package to be released in May 2021.

The Church of England, its archbishops, bishops, clergy and leaders are committed to safeguarding as an integral part of the life and ministry of the church. The Church of England affirms the 'Whole Church' approach which encompasses a commitment to consistent policy and practice across all church bodies. Following that approach this Parish has adopted the updated safeguarding policy on the Church of England Website and this policy is reviewed and approved annually by the Parochial Church Council (PCC). This was approved at the PCC meeting on 25<sup>th</sup> January 2021.

The National Archbishop's Council has made it a mandatory expectation that each Diocese will regularly undertake safeguarding audits. This will assist those who are responsible for safeguarding at a diocesan level to better understand the status of safeguarding practice, and consequently consider additional advice and resources which would help to improve safeguarding procedure and response for everybody in the Diocese.

In 2020 there were no reported safeguarding concerns and there are currently no Safeguarding Agreements in place in the parish.

If you have any safeguarding issues that you would like to discuss please speak to Mary Ovens or Sue Nicholson.

## **Aim and purposes**

The Parish Church Council (PCC) has the responsibility of co-operating with the incumbent, Revd Matt Strand, in promoting across the ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical.

The parish has two churches: St Cuthbert's, an 18<sup>th</sup> Century grade 1 listed Georgian church building and St Hilda's, a church currently under construction, due to be completed on 7<sup>th</sup> May 2021.

## **Special circumstances**

St Hilda's Church and the parish hall buildings had to be demolished in 2017 due to significant structural issues. During the past year, considerable progress has been made towards replacing them.

## **NEW BUILD: SAINT HILDA'S CHURCH AND KIRKLEATHAM PARISH CENTRE**

It was reported in 2020 that 2019 had been a difficult year – little did we know the challenges that 2020 would bring.

In early 2020, Wharton Construction were officially appointed as the main contractor for the new building. Gleeson left the site in early February 2020 and on Tuesday, 11<sup>th</sup> February a Ground Breaking Ceremony was held on the site. About forty hardy souls braved the wind to attend – some had attended a similar ceremony in 1969.

Bishop Paul dug out the first piece of grass, said a prayer and a few words about the project, including: "There is a fantastic potential here for people to use this new centre for worship and community events and so on".

Matt spoke about the project to the Diocesan Publicity Officer. "The new church will make it clear that we're part of the community and not hidden away in the corner! It will be a community centre with a church as part of it – we believe as Christians that we're not here to separate worship from the rest of life. We hope that Bishop Paul will be back to open the new church later this year, and that we can then get on serving our community".

Mike Hill, from Radio Tees featured the building project in his Sunday morning programme on 16<sup>th</sup> February. Cabins arrived on site on Thursday, 13<sup>th</sup> February and heras fencing was erected. A digger began to work on the footprint of the building on Thursday, 20<sup>th</sup> February.

The first monthly site meeting took place on Monday, 9<sup>th</sup> March – Steve, Architect, Phil, QS, Chris, Gary and John from Wharton Construction attended together with Matt, Dave Newton and Rob from the Parish. A set agenda, including a schedule for the 35-week programme, looked at various topics and a number of items were clarified. After the main meeting discussions took place with representatives of companies chosen to do Mechanical and Electrical installations, glazing and roofing. Also, the condition of the dalle-de-verre glass was considered, with the hope that six pieces will be incorporated in the building.

Work was suspended on Tuesday, 24<sup>th</sup> March as Wharton decided to take their people off the site for their own safety. It was realised that the project completion date would be delayed.

After being closed for six weeks, Wharton asked for volunteers to return to the site and it re-opened on Monday, 4<sup>th</sup> May with a team of three (bricklayers & labourers). The Health and Safety adviser issued a very comprehensive set of guidelines for the staff to follow. Blockwork to damp-course level was completed and, on Tuesday, 19<sup>th</sup> May, the steel arrived and was erected. Further blockwork was then positioned. Although progress was good, some materials were difficult to obtain after the first lockdown. The Health and Safety Adviser made an unannounced visit in early June and was highly satisfied with the way in which the Covid-19 guidelines were being followed by Wharton Construction.

The underfloor heating pipes were set in the floor during the week beginning 22<sup>nd</sup> June, followed by the pouring of the concrete floor. A new programme, with a completion date of 4<sup>th</sup> December 2020, was released in July then, due to continuing supply problems, a new edition of the programme gave 18<sup>th</sup> December as the date for completion.

There were monthly virtual site meetings during the year until 7<sup>th</sup> September when the meeting took place outside in the compound. The setting of the wood fins and the background colours were chosen. Virtual meetings were useful and saved some travel time but referring to something and seeing it is more beneficial to all. There were other virtual meetings with the Mechanical and Electrical sub-contractors and one of the possible kitchen sub-contractors.

Due to delays in manufacturing the permanent roof, the process of covering the roof with a temporary waterproof material was completed and most doors and windows were set in place in October. The joists for the flooring of the mezzanine storage area were completed and all the internal scaffolding was removed. Dave Newton began restoration on the cross ready for erection at the corner of Mersey Road and Roseberry Road. Details for the kitchen were finalised with a helpful 3D design allowing us to make adaptations.

During October, the first fix by the mechanical and electrical team was completed and the joinery team began their first fix, with plasterers following on behind. The temporary roof stood the test of wind and rain and, during late November and December, the permanent roof was finally erected.

During October, some time was spent on considering the purchase of items for the new build. A local woodcraftsman was assigned to design and build a new altar, font, lectern and credence table. A list of appliances for the kitchen were priced. Samples of multi-use chairs were seen and discussed together with various AV items, tables and IT equipment.

The monthly site meetings went back online in November.

A nine-panel lantern glass project on the South facing roof was designed by Steve and Wendy to display some of local heritage – boats, iron making, wind farm, Roseberry Topping, St. Hilda, Whitby Priory etc. This was installed in November.

Having made decisions on IT and AV, cabling was routed before the 2<sup>nd</sup> fix began. Room colour schemes were finalised.

The handover date was put back to 2021 due to a combination of problems – delay in permanent roof construction, supply delays, extra items added back into the project and inclement weather.

Throughout the year the architect made regular visits to the site and liaised with the Site Manager and the Quality Monitor via email, photographs and telephone calls.

Costs were carefully monitored by the QS and within the parish to try to keep within the budget. Throughout, there has been an attempt to remain within the

limit set by the PCC in January 2020 – the cost of the whole project should not go beyond loans of £297 000. A number of grants were received in 2020 and certain ones were specifically for furniture, IT equipment and AV equipment. The agreement with Methodist Chapel Aid for a low interest loan was formally signed.

At the end of 2020, the total project cost is likely to require loans of £270 000.

## **Section C Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of the parish community.

When planning our activities we have considered the Commission's guidance on public benefit and, in particular, the guidance on charities for the advancement of religion.

We try to enable people to live out their faith as part of the parish community through:

- \* Worship and prayer; learning about the Gospel and developing trust in Jesus.
- \* Provision of pastoral care for people living in the parish
- \* Missionary and outreach work

To facilitate this work it is important that we maintain the fabric of St Cuthbert's Church and give due attention to plans for a new build.

Typically, St Cuthbert's Church and its Mausoleum are open each Wednesday from 10.00 am to 4.00 pm and a few people visit each week. From time to time groups of people [history clubs or architecture buffs] have asked for a guided tour. We hope that they see the church as a functioning place of worship. We are very grateful to those members of our congregation who welcome visitors to the Church and act as guides. However, due to Covid-19, the opening of the church was limited by the government restrictions.

## **Section D Achievements and Performance**

### **Worship and Prayer**

During 2020, regular Sunday worship began in The Dunes at 9.15am – the temporary home for the St Hilda's congregation until the construction of the new church, and St Cuthbert's at 11.15am. Following the government restrictions as a result of Covid-19, all places of worship were closed. When places of worship reopened, we were not able to return to The Dunes. Therefore, a new pattern of a joint service with both congregations meeting together in St Cuthbert's at 10.30am was started.

Baptisms - 4; Weddings - 1; Funerals and burial of ashes – 16, of which 7 were held in St. Cuthbert's Church.

All Baptisms and Weddings were held in St. Cuthbert's.

The pattern of a weekly Holy Communion service in The Dunes on a Thursday morning at 10am was held until the government restrictions as a result of Covid-19.

A special thanks to everyone who has helped to maintain our worship this year – to those who set up each week, choose, sing and play the hymns, create the notice sheet, welcome and give out hymn books and notice sheets, preach, preside, read, lead our prayers and serve tea and coffee and clear up afterwards.

### **Other activities**

With the demolition of St Hilda's Church and the adjoining church hall, the various groups which used to meet in the hall have had to make alternative arrangement.

The Brownies were able to move to the Guides centre in Redcar where they

Foodbank has also found a new home at Newcomen Methodist Church.

### **Fundraising Group**

| <b>Activity</b>           | <b>2020 Estimate</b> | <b>2020 Actual</b> |
|---------------------------|----------------------|--------------------|
| Grand Draw/Raffles        | £400                 | £0                 |
| Shop inc. Rag Bag         | £1 600               | £662               |
| Trading Post              | £300                 | £500               |
| Sat Table Top             | £0                   | £130               |
| Coffee Mornings           | £400                 | £0                 |
| Craft/Table Top<br>Fayres | £1 200               | £0                 |
| Talents                   | £400                 | £302               |
| Everyone A Winner         | £200                 | £0                 |
| Festival of Thrift        | £500                 | £0                 |
| Other                     | 1 000                | £0                 |
| Christmas Mkt.            | £1 000               | £0                 |
| Total                     | £7 000               | £1 594             |

Fund Raising presented a great problem in 2020 due to Covid restrictions.

To achieve the figures above was remarkable under the circumstances, but it meant that we had to rely on congregational members to make extra donations to help balance the books.

The Fundraising Group has produced an ambitious list of targets for 2021.

## **ST. HILDA'S CHURCHWARDENS' REPORT 2020**

St. Hilda's congregation continued to use The Dunes Day Centre for Sunday services and The Dunes Steel Gala Room for Thursday services up until the lockdown when all services in the Dunes ceased due to the risks involved. We are very grateful to the staff at The Dunes, Beyond Housing and Redcar and Cleveland Borough Council for their support in offering us their facilities.

Cynthia Watson, Rob Nightingale

## **St. Cuthbert's Churchwardens' Report to APCM 9<sup>th</sup> May 2021**

The pandemic has caused the church to be closed for large periods of the past year. During open periods the church has provided the only venue for socially distanced worship in the parish. Sung Eucharist was not permitted during the first lockdown, therefore a single service of Holy Communion in modern language has been held at 10.30am on Sunday mornings. The musical tradition was continued to some extent using recorded hymns and music.

We missed our usual opportunities to welcome visitors during regular Wednesday opening and at the Festival of Thrift.

We are very grateful for all the additional volunteers who have given so freely of their time for the maintenance and improvement of the open churchyard. It is looking wonderful. Top soil from the St Hilda's site was brought to the churchyard and distributed to level off the ground, and then grass seed sowed. The group have been successful raising funds for future projects.

We are also very grateful to those who maintain and clean the church. Cleaning is made a bigger task due to falling salts, plaster and paint flakes, as a result of damp ingress. At low level this is mainly due to the cast iron heating pipes leaking underground. At high level this started with water ingress following previous incidents of lead theft. Further water ingress occurred last autumn during a period of heavy rain. An application has been made to reduce the height of trees near the church in order to reduce the volume of leaves falling on the roof and blocking the gutters.

The deteriorating heating system remains a problem. The revised tender resulted in a lower cost bid, however the cost is still much higher than available funds. Most grants do not allow for heating works, but the criteria are constantly changing, so we will keep looking.



Pigeons have gained access to the bell chamber, so repairs and clean-up have been booked.

We still await the repairs to the boundary walls and gates of the closed churchyard (the main area around the church) to be completed by the local authority.

We look forward to returning to normal worship and welcoming visitors as COVID restrictions come to an end.

Bruce Williams

Keith Simpson

### **Mission and Outreach**

Mission is at the heart of everything that Kirkleatham Parish does. We are always seeking to share the love of God with our parish from things such as our weekly Sunday worship to one off events.

Of course, there are particular activities where the Christian faith is more explicitly expressed to those who are not regular worshippers in our churches. In 2020 this included the Diocesan Mission 'Come and See' (12<sup>th</sup> – 15<sup>th</sup> March). During this weekend, Kirkleatham Parish spent Friday lunchtime outside local shops inviting shoppers to a coffee morning on Saturday morning where plans for the St Hilda's and parish activities were displayed and a member of the mission team shared her faith story. Following this weekend, the Covid-19 restrictions were introduced and where possible, activities such as baptism preparation, school visits and the opening of St Cuthbert's continued.

Looking forward, there are plans to increase the number of opportunities for those in our parish to learn more about the Christian faith. It is hoped that through the work of St Cuthbert's and the new St Hilda's, more people in our community will come to know the hope and joy in a living faith in Jesus Christ.

### **Schools**

During 2020, a dedicated small team from Kirkleatham Parish continued the pattern of telling Bible stories in assemblies every half term, using the Bible Society's *Open the Book* resource - thank you to all of the volunteers. This involved dressing up, acting out the stories and lots of audience participation. However, following the government restrictions introduced as a result of Covid-19, it was no longer possible to attend these schools.

In a typical year, several classes or whole schools would visit St Cuthbert's, and Matt would also be asked to talk to individual classes on various Christian topics. Due to the Covid-19 restrictions this was not possible, instead Matt was asked to either record videos or talk to classes over an online video call.

The pupils have always seemed to enjoy their visits to church and so we look forward to welcoming them back again when the restrictions allow.

### **Care Homes**

Visits to care homes had to cease due to the Covid-19 regulations but we aim to restart as soon as government guidelines allow.

### **Wider Church**

Deanery Synod Report 2020

Kirkleatham Parish is part of the Guisborough Deanery. Revd. David Tembey, Vicar of St Mark's Church, Marske, is Area Dean, Chris McIlvenny is Area Lay Dean and Bruce Williams is Deanery Secretary.

Kirkleatham's Deanery Synod reps are Pat Rutherford (replaced by Sue Nicholson at the 2020 APCM) and Bruce Williams following the delayed APCM elections.

Normally there would be three meetings per year which are held in different churches across the deanery. However, this year the pandemic resulted in fewer meetings being held.

There is also a Deanery Leadership Team which would normally meet regularly to set agendas and co-ordinate initiatives. Pat, Bruce and Matt are members of DLT.

The main focus of the next two meeting was "*Come and See*" the Northern Bishop's Mission to the Diocese of York which took place 12<sup>th</sup>-15<sup>th</sup> March 2020. Leading the mission was Bishop Tony Porter, Bishop of Sherwood. Each church was asked to offer some kind of event which one of the team would attend. The bishop and some of his team visited the deanery in November to discuss their plans. The team met with the vicar and a number of lay people as part of planning.

### **Ecumenical relationships**

In the first part of 2020, Kirkleatham Parish continued to play an active role in Churches Together in Redcar. This included joining with Newcomen Methodist Church for their Covenant Service and participation in the Week of Prayer for Christian Unity. During this week, short services of prayer were held in each of the member churches and a longer service was held on the Sunday. Each service reflected the style of worship in that church. Following the government restrictions as a result of Covid-19, no formal ecumenical activities took place after the first lockdown.

## **Treasurer's Financial Report 2020**

Well, what can be said about 2020?

In a year when we were unable to do much in the way of general fundraising, we managed to make it to the end of the year in credit. Although a few of us were still working hard behind the scenes during lockdown with Rag Bag and Trading Post, the main reason we survived was due to the generosity of the members of our congregations and wider supporters. People dug deeply into their pockets to enable us to honour our commitments and pay all our bills. It was a brilliant effort by everyone, and I pass on my sincere thanks to you all.

As we head into 2021, we need to stop and think if there is anything we can still do. The problem has not gone away with vaccinations and the ending of restrictions. In fact, with our commitment to the new St Hilda's we have more to concern us this year. Our Fundraising Team have already met and discussed opportunities for this year, but it is unlikely that we will be in full fundraising mode until June/July time, so we need to raise a lot of our additional funding in the last 6 months of the year.

We know you will support our fundraising events but is there anything that you can do in the meantime? Is this the time that you can review your planned giving, maybe change to standing order or even envelopes if you currently use the plate? This enables us to plan better as we know what our income will be.

Some congregation members have been making regular donations in lieu of not spending. Have you saved money by not getting your hair done, by not meeting friends for coffee or going to the cinema? Would you be willing to donate in lieu of that? We have a variety of payment methods and as always, I am happy to have a chat to discuss. You can contact me on 07969 446136 (please note that I no longer have a landline).

This is my chance to formally thank the people that help me in the role of Treasurer. To say I could not have managed the last year without the help of Rob Nightingale is an understatement! I will be forever in his debt. My counting team was cast out into the wind due to Covid and so it became Rob and I sat at the back of St Cuthbert's (socially distant of course) counting envelopes and takings. Most bills are paid on-line now so Rob and I manage all payments between us. Unfortunately, the bills have not stopped with lockdown so that keeps us busy!

Once again, my thanks also go to Neil Sellstrom for his help and for auditing the accounts ready for publication.

I appreciate the format which the accounts are presented in is quite complicated so below are simplified tables showing the headline figures.

The table below shows the balances on our general account at the beginning and at the end of 2020.

|                |   |                  |
|----------------|---|------------------|
| 1 January 2020 | Barclays Current Account (Number 1 A/C) |                  |
|                |   | <b>£5,523.13</b> |

|                  |   |                 |
|------------------|---|-----------------|
| 31 December 2020 | Barclays Current Account (Number 1 A/C) |                 |
|                  |   | <b>4,455.37</b> |

The St. Hilda's Building A/C will be reported on separately, but balances are shown below. At this point I would formally like to thank Rob and Matt for the many hours that they have put into this project. I am sure people do not realise that this has pretty much taken over their lives for the last couple of years. So, on behalf of us all I wish to thank you both. I would also like to thank Margaret and Melanie Nightingale for all their help and support.

The table below shows the high- level activity with the Building A/C for 2020.

| <b>St Hilda's Building Account (Number 2 A/C)</b> |             |                   |
|---|-------------|-------------------|
| <b>Opening Balance</b>                            |             | <b>£79,341.98</b> |
| <b>Income:</b>                                    |             |                   |
| Grants  | £147,568    |                   |
| Diocese   | £292,466.40 |                   |
| Donations   | £8,701.96   | £450,746.36       |
| Fundraising                                       | £924.00     |                   |
| Tax Refund  | £1,086.00   |                   |
| <b>Expenditure:</b>                               |             |                   |
| Architect   | £23,826.95  |                   |

|                        |             |                   |
|------------------------|-------------|-------------------|
| Other expenses         | £412,340.58 |                   |
| Fundraising costs      | £401.00     | £436,568.53       |
| <b>Closing Balance</b> |             | <b>£93,519.81</b> |

The St. Cuthbert's A/C has been quiet this year with the main expenditure being for the roof and trees.

There was also a bill for the Architect carrying out a survey of the heating.

The account activity for the year is shown below:

| <b>St Cuthbert's Restoration Account (Number 3 A/C)</b> |           |                   |
|---|-----------|-------------------|
| <b>Opening Balance</b>                                  |           | <b>£13,055.73</b> |
| <b>Income:</b>  |           |                   |
| Insurance (roof)  | £515.20   |                   |
| Interest  | £9.23     | £524.43           |
| <b>Expenditure:</b>                                     |           |                   |
| Trees   | £1,450.00 |                   |
| Roof  | £1,015.20 | £3,875.20         |
| Architects (Heating)                                    | £1,410.00 |                   |
| <b>Closing Balance</b>                                  |           | <b>£9,704.96</b>  |

The summary below gives details of income and expenditure in the general accounts in comparison to the previous year.

| <b>Financial Statement</b>      | 31.12.2020 |   |  | 31.12.2019 |   |  |
|---------------------------------|------------|---|--|------------|---|--|
|                                 |            |   |  |            |   |  |
| <b>Income</b>                   |            |   |  |            |   |  |
| Regular Giving SO               | 34,810.36  | ) |  | 33,877.36  | ) |  |
| Regular Giving Envelopes - St C | 2,651.40   | ) |  | 3,809.00   | ) |  |

|                                 |           |                  |           |           |                  |           |
|---------------------------------|-----------|------------------|-----------|-----------|------------------|-----------|
| Regular Giving Envelopes - St H | 2,493.95  |                  | )         | 4,098.19  |                  | )         |
| Open Plate Giving - St C        | 849.83    |                  | )         | 1,409.45  |                  | )         |
| Open Plate Giving - St H        | 173.96    |                  | )         | 746.97    |                  | )         |
| Tax Refunds                     | 11,932.87 |                  | 54,108.79 | 11,838.35 |                  | 58,326.48 |
| Plate Weddings Funerals etc     | 1,196.42  |                  | )         | 2,547.16  |                  | )         |
| Fees - PCC                      | 3,285.00  |                  |           | 2,736.00  |                  |           |
| Fees - 3rd Party                | 3,558.00  |                  |           | 3,950.00  |                  |           |
| Expenses Received               | 0.00      |                  |           | 0.00      |                  |           |
| Lettings                        | 5.00      |                  |           | 100.00    |                  |           |
| Donations                       | 2,957.49  |                  |           | 1,699.28  |                  |           |
| Smiles                          | 360.00    |                  |           | 370.00    |                  |           |
| After service teas & Coffees    | 100.00    |                  |           | 612.40    |                  |           |
| Fund Raising                    | 1,593.18  |                  |           | 7,059.84  |                  |           |
| Fund Raising - 3rd Party        | 0.00      |                  |           | 127.00    |                  |           |
| Parish Mag Sales                | 380.77    |                  |           | 700.12    |                  |           |
| Parish Mag Advertising          | 300.00    |                  |           | 580.00    |                  |           |
| Dividends & Interest            | 53.93     |                  |           | 52.86     |                  |           |
| Transfers                       | 0.00      |                  |           | 0.00      |                  |           |
| Other Income                    | 515.20    |                  |           | 0.00      |                  |           |
| <b>Total Income</b>             |           | <b>67,217.36</b> |           |           | <b>76,313.98</b> |           |
| <b>Expenditure</b>              |           |                  |           |           |                  |           |
| Freewill Offering               | 50,000.00 |                  |           | 50,000.00 |                  |           |
| Diocesan Fees                   | 2,416.00  |                  |           | 2,462.00  |                  |           |
| Clergy Fees                     | 151.00    |                  |           | 609.60    |                  |           |
| Clergy Expenses Incumbent       | 597.28    |                  |           | 1,152.41  |                  |           |
| Clergy Expenses Other           | 0.00      |                  |           | 1,800.00  |                  |           |
| Organ Fees                      | 118.00    |                  |           | 242.00    |                  |           |
| Verger Fees                     | 0.00      |                  |           | 372.00    |                  |           |
| Church Maintenance - St H       | 0.00      |                  |           | 161.60    |                  |           |

|                                 |          |                  |  |          |                  |  |
|---------------------------------|----------|------------------|--|----------|------------------|--|
| Church Maintenance - St C       | 539.00   |                  |  | 825.15   |                  |  |
| Ch Maintenance - major projects | 0.00     |                  |  | 0.00     |                  |  |
| Church new build costs          | 0.00     |                  |  | 0.00     |                  |  |
| Parsonage Maintenance           | 0.00     |                  |  | 0.00     |                  |  |
| Heating & Lighting Utilities    | 2,372.04 |                  |  | 4,514.55 |                  |  |
| Insurance                       | 3,103.94 |                  |  | 2,859.67 |                  |  |
| Flowers                         | 69.00    |                  |  | 204.90   |                  |  |
| Choir Fees                      | 72.00    |                  |  | 352.00   |                  |  |
| Smiles                          | 360.00   |                  |  | 360.00   |                  |  |
| Charitable Giving               | 5,306.80 |                  |  | 5,861.22 |                  |  |
| Consumables                     | 128.65   |                  |  | 484.43   |                  |  |
| Printing                        | 280.48   |                  |  | 678.95   |                  |  |
| Transfers                       | 2,047.31 |                  |  | 0.00     |                  |  |
| Miscellaneous                   | 723.62   |                  |  | 920.80   |                  |  |
| <b>Total Expenditure</b>        |          | <b>68,285.12</b> |  |          | <b>73,861.28</b> |  |

|  |                    |
|--|--------------------|
| <b>Balance on Accounts @ 31 December 2020</b>      |                    |
|  |                    |
| Barclays Current Account                           | £4,455.37          |
| Barclays St Cuthbert's Account                     | £9,704.96          |
| Barclays St Hilda's Account                        | £93,519.81         |
|  | <b>£107,680.14</b> |
|  |                    |
|  |                    |
| Money held in Tees Heritage Fund for St Cuthbert's | <b>£12,747.00</b>  |
|  |                    |

|   |                  |
|---|------------------|
|   |                  |
| Young Person's Fund   | £746.09          |
| Disadvantaged Fund  | £1,053.37        |
| (Held within current a/c)                                     | <b>£1,799.46</b> |
| <b><i>Sue Nicholson</i></b><br><b><i>Parish Treasurer</i></b> |                  |

|  |  |              |            |            |           |            |
|--|--|--------------|------------|------------|-----------|------------|
| PARISH OF KIRKLEATHAM, ST CUTHBERT & ST HILDA            |  |              |            |            |           |            |
| FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 |  |              |            |            |           |            |
|  |  |              |            |            |           |            |
|  | NOTES TO THE ACCOUNTS  |              |            |            |           |            |
|  |  |              |            |            |           |            |
| 1  | The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 |              |            |            |           |            |
|  | using the Receipts and Payments basis.   |              |            |            |           |            |
|  |  |              |            |            |           |            |
| 2  |  |              |            |            |           |            |
|  |  |              |            |            |           |            |
|  |  |              |            |            |           |            |
| 3  |  |              |            |            |           |            |
|  |  |              |            |            |           |            |
|  |  |              |            |            |           |            |
| 4  | The movement in designated and restricted funds during the year were:  |              |            |            |           |            |
|  |  |              |            |            |           |            |
|  | Fund   | Balance      | Receipts   | Payments   | Transfers | Balance    |
|  |  | b/f          |            |            |           | c/f        |
|  | Restricted Funds:  | 92,397.71    | 451,630.79 | 440,803.73 | 0.00      | 103,224.77 |
|  |  |              |            |            |           |            |
|  |  |              |            |            |           |            |
|  |  |              |            |            |           |            |
|  |  | 92,397.71    | 451,630.79 | 440,803.73 | 0.00      | 103,224.77 |
|  | Designated Funds   |              |            |            |           |            |
|  |  |              |            |            |           |            |
|  |  | 0.00         | 0.00       | 0.00       | 0.00      | 0.00       |
|  |  |              |            |            |           |            |
| 5  | Receipts and Payment Analysis  | Unrestricted | Designated | Restricted | Total     | Total      |
|  |  | Fund         | Fund       | Fund       | 2020      | 2019       |
|  |  | £            | £          | £          | £         | £          |



|   |   |              |            |            |            |        |
|---|---|--------------|------------|------------|------------|--------|
| a | Other voluntary receipts                              |              |            |            |            |        |
|   | Legacy (7)  |              |            | 292,466.40 | 292,466.40 | 0      |
|   | Recurring grants (8)                                  |              |            |            | 0.00       | 0      |
|   | Non-recurring grants (8a)                             |              |            | 147,568.00 | 147,568.00 | 0      |
|   |   | 0.00         | 0.00       | 440,034.40 | 440,034.40 | 0      |
| b | Activities for generating funds - receipts            |              |            |            |            |        |
|   | Fund raising (9)                                      | 61.07        |            | 10,711.96  | 10,773.03  | 11,655 |
|   |   | 61.07        | 0.00       | 10,711.96  | 10,773.03  | 11,655 |
| c | Receipts from investments                             |              |            |            |            |        |
|   | Dividends and interest (10)                           | 0.00         |            | 9.23       | 9.23       | 84     |
|   | Rent from PCC owned property (10)                     |              |            |            | 0.00       | 0      |
|   |   | 0.00         | 0.00       | 9.23       | 9.23       | 84     |
| d | Receipts from church activities                       |              |            |            |            |        |
|   | Fees retained by the PCC (11)                         | 3,558.00     |            |            | 3,558.00   | 2,736  |
|   | Bookstall (12)  |              |            |            | 0.00       | 0      |
|   | Letting of hall (12)                                  | 2,957.49     |            |            | 2,957.49   | 100    |
|   | Magazine (12)   | 353.93       |            |            | 353.93     | 1,280  |
|   |   | 6,869.42     | 0.00       | 0.00       | 6,869.42   | 4,116  |
| e | Other incoming resources                              |              |            |            |            |        |
|   | Insurance claims (13)                                 |              |            | 515.20     | 515.20     | 0      |
|   | Loans (13)  |              |            |            | 0.00       | 0      |
|   | Donations received as endowments (13)                 |              |            |            | 0.00       | 0      |
|   | Contributions to clergy expenses                      | 5.00         |            |            | 5.00       | 0      |
|   |   | 5.00         | 0.00       | 515.20     | 520.20     | 0      |
|   |   | 6,935.49     | 0.00       | 451,270.79 | 458,206.28 | 15,855 |
|   |   |              |            |            |            |        |
|   |   | Unrestricted | Designated | Restricted | Total      | Total  |
|   |   | Fund         | Fund       | Fund       | 2020       | 2019   |
|   |   | £            | £          | £          | £          | £      |
| f | Church activities - payments                          |              |            |            |            |        |
|   | Costs of generating funds                             |              |            |            |            |        |
|   | Fund raising costs (17)                               | 10.00        |            | 401.00     | 411.00     | 359    |
|   | Donations (grants) to charities                       |              |            |            |            |        |
|   | Overseas missions (18)                                | 600.00       |            | 5,306.80   | 5,906.80   | 1,146  |
|   | Home missions (18)                                    | 3,400.00     |            |            | 3,400.00   | 1,567  |
|   | Secular charities (18)                                | 1,306.80     |            |            | 1,306.80   | 3,508  |
|   | Activities directly related to the work of the church |              |            |            |            |        |

|   |  |           |      |            |            |        |
|---|--|-----------|------|------------|------------|--------|
|   | Salaries, wages & honorarium (20)  |           |      |            |            |        |
|   | Working expenses of the incumbent (21)   | 0.00      |      |            | 0.00       | 1,152  |
|   | Working expenses of assistant staff (21)   | 118.00    |      |            | 118.00     | 1,800  |
|   | Parsonage house expenditure (21)   | 2,372.04  |      |            | 2,372.04   | 0      |
|   | Mission & evangelism costs (22)  | 71.82     |      |            | 71.82      | 346    |
|   | Church insurance (23)  | 69.00     |      |            | 69.00      | 2,860  |
|   | Church cleaning (23)   |           |      |            |            |        |
|   | Church admin costs (23)  | 641.80    |      |            | 641.80     | 496    |
|   | Church maintenance costs (23)  | 539.00    |      |            | 539.00     | 987    |
|   | Upkeep of services (23)  | 319.48    |      |            | 319.48     | 659    |
|   | Upkeep of churchyard (23)  |           |      |            |            |        |
|   | Other PCC property upkeep (23)   |           |      |            |            |        |
|   | Support costs (23)   | 0.00      |      |            | 0.00       | 0      |
|   | Loan interest paid (23)  |           |      |            |            |        |
|   | Church administration and administrator (23)   |           |      |            |            |        |
|   | Gas costs (24)   |           |      |            |            |        |
|   | Electricity costs (24)   | 3,103.94  |      |            | 3,103.94   | 4,515  |
|   | Water costs (24)   |           |      |            |            |        |
|   | Oil costs (24)   |           |      |            |            |        |
|   | Costs of trading   |           |      |            |            |        |
|   | Bookstall costs (25)   |           |      |            |            |        |
|   | Letting direct costs(25)   |           |      |            |            |        |
|   | Parish magazine costs (25)   | 2,047.31  |      |            | 2,047.31   | 679    |
|   | Governance costs (26)  |           |      |            | 0.00       | 0      |
|   | Major expenditure  |           |      |            |            |        |
|   | Major repairs to church buildings (27)   |           |      | 3,875.20   | 3,875.20   | 4,773  |
|   | Major repairs to church hall (28)  |           |      |            |            |        |
|   | New building or major works (29)   |           |      | 436,167.53 | 436,167.53 | 45,923 |
|   |  | 14,599.19 | 0.00 | 445,750.53 | 460,349.72 | 70,770 |
|   |  |           |      |            |            |        |
| 6 | The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. |           |      |            |            |        |
|   | No payments were made to PCC members   |           |      |            |            |        |

#### Independent examiner's report to the PCC of Kirkleatham Parish, Redcar

The report on the financial statements of the PCC for the year ended 31 December 2020, which are set out on the pages attached, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and section 145 of the Charities Act 2011 ("the Act").

#### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the final statements. You consider that the audit requirement of regulation 3(3) and section 145 of the 2011 Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

#### Basis of this report

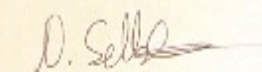
My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required by an audit, and consequently I do not express an audit opinion on the view given by the accounts.

#### 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 to comply with the requirements of the Act and the Regulations have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

(Signed)



Neil Sellstrom CPFA

Date: 25 February 2021

## **KIRKLEATHAM PARISH**

### **ANNUAL PARISH CHURCH MEETING (APCM)**

**Held via Zoom on Sunday 29<sup>th</sup> November 2020**

The meeting was opened with prayer

15 people were present.

Rev'd Matt Strand, Rob Nightingale, Bruce Williams, Sue Nicholson, Ruth Barnes, Janet Williams, Cynthia Watson, Ray Watson, Doreen Arkle, George Featherstone, Margaret Nightingale, Jill Richmond, Craig Cartwright, Keith Simpson, Keith Simpson.

Apologies were received from: Mary Tough, Hannah Garner, Sue Garner.

#### **Part 1 Election of churchwardens**

The following nominations had been duly received:

| <u>Nominee</u> | <u>Proposer</u>     | <u>Secunder</u> |
|----------------|---------------------|-----------------|
| Sue Garner     | Rob Nightingale     | Hannah Garner   |
| Cynthia Watson | Rob Nightingale     | Malcolm Foster  |
| Keith Simpson  | Sue Nicholson       | Bruce Williams  |
| Bruce Williams | George Featherstone | Rob Nightingale |

All four nominations were approved.

#### **Part 2 APCM**

##### 1. Minutes of previous APCM (2019)

Unfortunately, it has not been possible to locate the minutes from the meeting in 2019.

##### 2. Matters arising

None was raised.

##### 3. Election of PCC members

The following nominations had been duly received to fill the four vacancies:

| <u>Nominee</u>  | <u>Proposer</u> | <u>Secunder</u> |
|-----------------|-----------------|-----------------|
| Rob Nightingale | Les Taylor      | Sue Nicholson   |

Ruth Barnes

Jill Richmond

Margaret Nightingale

Both nominations were approved.

#### 4. Election of members to the Deanery Synod

The following nominations have been received to fill the three vacancies.

| <u>Nominee</u> | <u>Proposer</u>      | <u>Seconder</u> |
|----------------|----------------------|-----------------|
| Bruce Williams | Rob Nightingale      | Sue Nicholson   |
| Sue Nicholson  | Margaret Nightingale | Jill Richmond   |

Both nominations were approved.

#### 5. Trustees Annual Report for 2019.

The report was again in the format as designated by the Charity Commission.  
The Vicar thanked all those who had contributed to parish life.

#### 6. Vicar's Report

The Vicar's report was available in print via the Worship at Home email that was sent out and also as a spoken sermon available on YouTube.

Mark 13.35

<sup>35</sup> Therefore, keep awake - for you do not know when the master of the house will come

Whilst this passage is most certainly not talking about the events of 2020, they are a reminder that we don't know what is around the corner and we need to be ready.

2019 feels like a very long time ago – I don't have to tell you that a lot has happened between then and now. Ordinarily, we would be having our annual meeting, looking back on 2019 a few months into 2020. Due to the circumstances of 2020, we are only now able to have this meeting and even then, it is online.

The biggest challenge is probably therefore remembering what happened in 2019, in the days when meeting together was much more straight forward. Even though it may now be a distant memory, 2019 was nevertheless full of wonderful work in Kirkleatham Parish.

It may have been that if we knew what was going to face us in 2020, we would have viewed what we did in 2019 differently. For example, as we worshipped in The Dunes, we had assumed we would be worshipping in there until we moved in the new St Hilda's. We didn't know when our final Sunday was going to be, but of course it makes the time we had in The Dunes in 2019 all the more significant.

We continued our pattern in The Dunes, established in 2018, of monthly all-age breakfasts and communion on the other Sundays, alongside Thursday's 10am worship. In St Cuthbert's, our pattern of weekly sung eucharists continued. Alongside this, there were 33 Sunday afternoon baptisms, 3 weddings and 6 funerals conducted in St Cuthbert's throughout the year. 5 additional funerals were conducted at the crematorium. St Cuthbert's also continued to be open on a Wednesday from 10am – 4pm.

Our average Sunday attendance in St Cuthbert's was 21 adults, out of a worshipping community of 30. In The Dunes, on average attendance was 36 adults and 10 children, out of a worshipping community of 71 adults and children. Compared with the previous year, our adult attendance dropped slightly, mainly due to death or illness, but the number of children has remained steady. Towards the end of the year, the numbers of families worshipping with us increased.

As with 2018, we continued to use The Dunes when we could for events such as the Craft Fairs and Christmas fair. We also organised extra events such as the games evenings. We continued to use the Westmorland Centre for the monthly shop and had a regular table at the Table Top Sale in the Echo Centre in Saltburn. Despite having no hall of our own, through these and similar initiatives, as well as the giving of our congregation, we remained financially stable – until 2020.

Also continuing from 2018, we once again had a large number of visitors through the door of St Cuthbert's during the Festival of Thrift in September. A group continued going into Riverdale and Green Gates primary schools to take 'Open the Book' assemblies where Bible stories are acted out. Connect groups became more established in 2019, stopping for Lent to do a different course.

Unique to 2019, we took part in 'Serve Teesside', an initiative that was part of Transforming Teesside Together (a Teesside Wide Unity Movement) where we served another part of Teesside in a practical way.

At the previous APCM, I mentioned that we had raised about £330,000 towards our building project and it was hoped that St Hilda's would be built by the end of 2019. Unfortunately, due to increased costs and complications, this was not possible. However, as we know, construction did happen in 2020. To date we have raised £499,650 and with loans of up to £270,000 we will have a constructed church by January 2021.

Despite our present circumstances, the future looks bright. A new era will begin as we move into 2021 and into St Hilda's, with many possibilities that were not there before. As I look forward, I pray that God will guide us into whatever he has for us and we will be carefully listening to him as we take our next steps. To get to this point has not been without its challenges, and so thank you for your faithfulness and prayers throughout this journey.

I want to offer my thanks for everyone who has contributed to the life of the parish over the last year: churchwardens, who put in a lot of hours of work behind the scenes; Sr Anita and George; Billy, David and Sarah with PTO; PCC members and members of sub-committees and sub-groups; Treasurer (Sue Nicholson); anyone involved in helping with the finances; anyone who has contributed financially; magazine editorial group and distributors; flower ladies, cleaners and those who do 'odd jobs'; those who wash vestments and linen; tea and coffee makers; shop and table-top sale volunteers; church office sitters; readers and intercessors; those who take communion to the housebound; pastoral visitors; sacristans, vergers and servers; sides people; Sunday School leaders; organists and pianists, choir and singers; anyone who has contributed in any way to make this parish function efficiently.

As we look back, every contribution is valued in whatever way, thank you.

#### Update on New Build

It was explained that although the builders are still working to a delivery date of 18/12/20, realistically it was more likely to be mid-January 2021. It was also noted that this date was late January in the magazine that had gone out.

The finances meant that a loan of £270,000 has been agreed but that this would ensure a fully equipped building was delivered. We are currently looking for £20,000 to finish but this is a worst-case scenario figure.

Rob Nightingale

#### 7. Presentation of Accounts

The treasurer, Sue Nicholson, reported that we had ended the year having paid out everything and had a small surplus at the end of the year. Official thanks were given to Rob and Matt for their hard work with all the bids and for all the time they have spent on this and for the help that Mel Nightingale has given looking at potential funders.

There were no questions.

#### 8. Appointment of Auditor

Neil Sellstrom is willing to continue in the role and was approved by all.

#### 9. Any Other Business

It was reported that we hope to live stream the dedication of the new building should Covid-19 guidelines still prohibit large gatherings.

Rob Nightingale thanked the vicar for his leadership over the last year.

The APCM was followed immediately by a PCC meeting.