



The Parish of St James and St Basil  
Fenham

# Annual Meetings & Reports 2021



[www.jamesbasilfenham.org.uk](http://www.jamesbasilfenham.org.uk)

## Welcome to the Annual Report for 2021

The purpose of this document is to give details of all necessary reports and accounts and to provide an overview of the life of the parish in 2021. This booklet also includes the agendas and various papers for the annual meetings to be held on Palm Sunday, the 10<sup>th</sup> April 2022 as part of the main 10am service.

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## **Introduction & Vicar's Report**

On reflection, 2021 was a more challenging year than the previous one. On the one hand COVID remained with us with its changing landscape of rules and restrictions and of course illness and tragedy. On the other, the various assistance schemes, clear direction and order were withdrawn as we learned to live with the situation that we found ourselves in.

The parish finances found themselves on their own – 2021 saw less public funding available, and some of our Pre-Covid activity did not restart.

You'll see that the Parish weathered the storm once again. More than this, we saw several new projects and partnerships begin and we embarked on a process of sharing initial concepts for further development with the wider community.

As always, I note my thanks to all who share in this wider vision and effort to create a space of open doors and welcome. I particularly recognise the considerable efforts of Nicki and Margaret our Churchwardens; companions in dreaming the dreams and keeping me in order!

Tim and Jeanette were both reappointed for another year as Treasurer and PCC Secretary respectively. They have both continue to help manage the processes and administration of our parish with care and insight.

These pages tell a little more of the events of the year and the business of the parish. I trust you will see within them our wider hope to be a 'Parish that welcomes all, without exception'.

On a personal note, many of you will know of my period of illness towards the end of 2021. Unexpected surgery and the recovery that followed filled the final months of the year, meaning something things simply didn't happen as they might have. What was very much appreciated in this time was the space, the love and care that was shown to me and my family from across the parish.

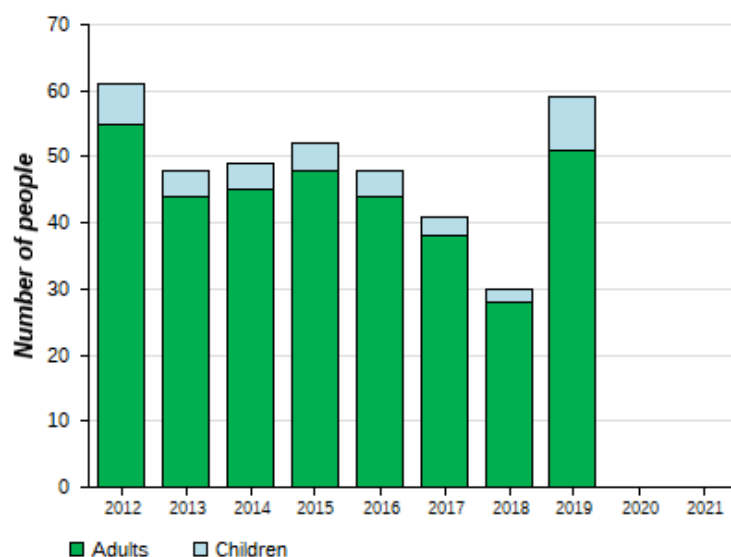
I sit compiling this report on the Feast of the Annunciation. The day remembered as the occasion of the announcement of the coming of God made flesh – namely 9 months before Christmas (!) and of Mary's role as the *Theotokos*, the God bearer. Our Parish continues to be a place where the hope of individual encounters with God might take place, perhaps without tradition, form or agenda and through welcome, hospitality and creativity. As we continue to play our part in this may we long recognise our role as the *God bearers* in Fenham and beyond.

James ~ ~ ~ ~ ~ 25<sup>th</sup> March 2021 *Feast of the Annunciation*

## A snapshot of attendance and membership

Parish Electoral Roll = 78 (2020 = 83)

Usual Sunday Attendance, (2012-2021)



The Usual Sunday Attendance would normally include those present at all of our services, the 10am, 5:30pm and the occasions when the African Congregation meet, Baptisms are held or seasonal services take place. Given the exceptional circumstances, the Church of England is omitting the figures returned for 2020 and 2021 from its data analysis.

Attendance during 2021 is hard to calculate. Our services were

streamed online and held in person. These services do provide statistical analysis of participation, but as people joined late, left early, technology let us down (!), or viewed services during the week it is difficult to give an average 'real' figure that is useful for comparison.

The average attendance of people in church each Sunday was 39 (including all services held).

### **Easter Day 2021**

2021 = Attendance in the Parish - 114

2020 = Attendance in the Parish – service held online – no data available

2019 = Attendance in the Parish – 80

### **Christmas 2021** (including all Christmas Eve and Christmas Day services)

Attendance in the Parish 2021 – 178\*

Attendance in the Parish 2020 – 174\*\*

Attendance across the Parish 2019 – 328.

\* numbers restricted at some services due to COVID 19 regulations.

\*\*numbers limited due to Social Distancing Measures in place, though we had 'waiting lists' in place for some services.

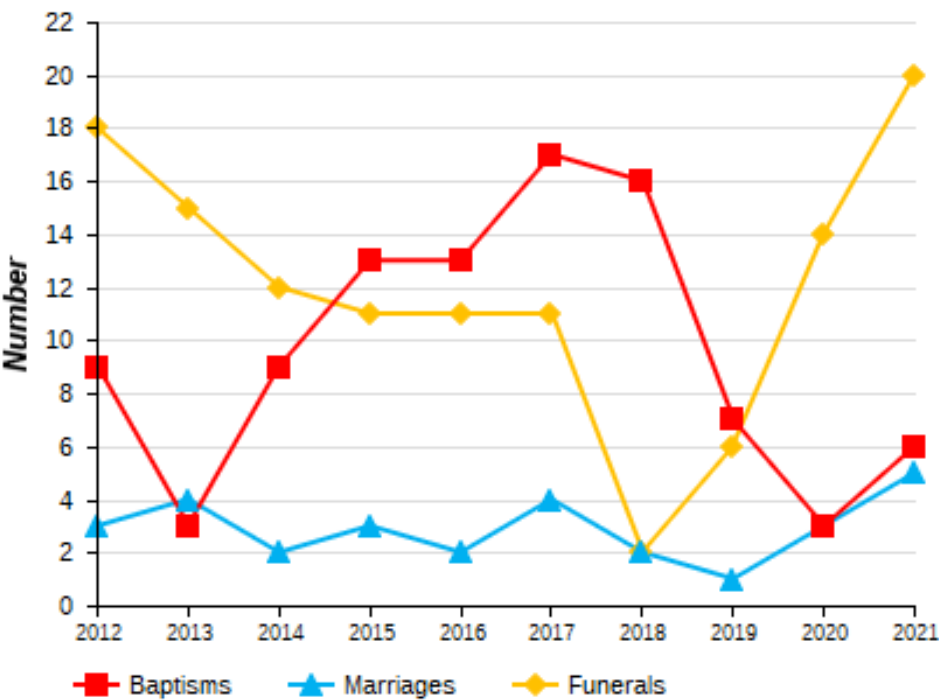


**October Count** Nationally the Church of England uses the month of October as a sample month to calculate average attendance at all church services per week. This figure excludes ‘non average’ attendance, for example if Harvest Festival is held in October. In 2020 and 2021 COVID 19 restrictions were in place, these figures also do not include anyone joining or viewing online.

2017 = 94          2018 = 44          2019 = 74          2020 = 44          2021 = 39

**In 2021 5 weddings, 20 funerals and 6 baptisms were held in the Parish.**  
These figures include Funeral services held at the Crematorium, but not those held in other burial grounds or other churches.

Baptisms, marriages and funerals, (2012-2021)



**Administration, publicity and website.**

In 2021 parish administration was completed by the Vicar and Churchwardens, assisted by Jeanette Welsh (as PCC Secretary) and Niel Soulsby supporting our online presence. Without wanted to simply repeat comments in previous years, it is noted that administration takes up a significant amount of time and whilst we continue to develop processes and systems that help a little, there are many hours given weekly to answer emails, letters, phone calls, messages on social media and the like.

Our online presence continues to grow as our virtual 'shop window' to both the local community and further afield. In 2021, our webpage was accessed 28,293 times by 9,102 unique users, this represents a 62% increase over 2020. Our Facebook community ended the year with almost 700 people 'following' us. Our Vimeo page (video streaming platform) was viewed 2,356 times with an average view time of 29 minutes. These virtual tools continue to be an important way of connecting with local groups and networks to promote events and concerts and to include people in our shared worship and life together.

### **Bells** *from the Tower Captain, Joanne Ayre.*

Bellringing cautiously recommenced in the summer, with Sunday service ringing initially then the introduction of practices fortnightly on Tuesdays. No learners were recruited at this point due to the 1-2-1 requirements of learning to ring. The advanced "first Wednesday of the month" practices have not yet recommenced. A peal had been pencilled in for the 90th anniversary of the first peal on the bells in August 2021, however because of the time ringers had been unable to ring before this date, a quarter peal was rung instead.

A peal by a visiting band was rung in November, which was the first since summer 2019. Fortnightly practices seem to be working well with good attendance. We continue to be supported by other local church bell ringers on Sunday mornings, and going forward recruitment of new ringers will be considered once restrictions are lifted more permanently,

### **Café** *from Margaret Cutting*

The cafe reopened in February 2021, after the Christmas 2020 lockdown. We decided to try a new time slot on a Saturday morning and apart from an extended break over Christmas 2021 it has been open every week. Although Saturdays were fairly popular, to relieve the pressure on the church at the weekends when other events take place, in January 2022 it moved back to Thursday morning, where it began 7 years ago. During the summer a Farmers Market was held once a month in the gardens, with a Christmas Market in the hall in December. These were very well attended and boosted our income.

To comply with government guidelines a takeaway service was in place for most of the year but as restrictions lifted we extended our facilities to include indoors and have recently reintroduced the use of crockery and cutlery to reduce the use of disposables.

None of this would be possible without the help of our volunteers who willingly give their time to help serve and clear up. Thank you so much for all your help. Particular thanks to Joo Li and Nicki who share the baking and provide delicious cakes each week. We would like, and need, to add to our happy band so if you can help us occasionally in the cafe please contact Margaret Cutting to add your name to our rota. You do not need to be a member of the congregation as the cafe is a community facility.

### **Children and Young People**

*The Wonder Club*, our bi-monthly Sunday School, did not return in 2021. A combination of COVID restrictions and lack of leaders meant that any restart would have led to a 'hit and miss' pattern which was not felt to be helpful. It is hoped that this will re-group in 2022, particularly as some of our younger babies and toddlers grow a little older.

Our weekly *Toddler's Music Group* was renamed 'Jellyfish and Bees @ Js & Bs' and restarted as soon as restrictions would permit in the early summer. A new leader led the sessions on a Saturday day morning, initially in the Parish and then continuing until Christmas in the Church. Unfortunately, as the year ended it became clear that our leader couldn't commit to a move back to Thursday and so we ended the term with a renewed search for a leader with an ever-growing contact list of parents and carers eager to sing.

In the summer and early autumn, the Vicar helped to lead the youth group and confirmation class at Holy Cross Fenham during their period of Vacancy as the community at there awaited the arrival of their new minister.

### **Deanery Synod Report from Margaret Green**

Rachel Gill and I were appointed as the West Deanery Synod Representatives at the APGM in 2020, so this year is the final year of our three year term. Due to Covid restrictions meetings have continued to be held on Zoom. Pre-Pandemic they were held quarterly but this has not been possible this last year. We have met twice, in June and September, and contact is maintained over the internet. In August a picnic was held in the garden of St. James and St. Basil's, Fenham, followed by a service in celebration of Creation.

At the meetings, which are chaired by the Area Dean, Rev'd Christine Brown, we hear news from around the parish, and reports from the Diocesan Synod, the Treasurer and the Deanery Development Group. This year we have also been

involved in the elections of new Diocesan and General Synod members. News of General Synod meetings can be found on the internet.

Through a video we heard how when Bishop Alec Graham came to Newcastle in 1982 he found a number of churches were inward looking rather than outward. Last year the Very Rev'd Mark Wroe, the then Archdeacon of Northumberland, talked to the Deanery Synod about the Diocesan's outward looking vision of a "Growing Church, Bringing Hope" and of his hope that parishes would be able to find ways to work together to implement this vision. A Diocesan-wide Group has been looking at ways in which this can be achieved and this will be by a process, entitled "the Next Steps" which was also explained on the video. As a result of answers from questionnaires five different types of community,- urban, suburban, deprived suburban, rural and market town have been considered, from three perspectives,- community, worshipping congregations, and ministry, and from the results obtained certain areas for change have been identified. The plan for the future is explained in the video and the five areas for change identified,- leadership development and training, change ministers, mission coaching teams, community children and youth, and operational support. Parishes will be asked to self review by completing questionnaires.

The Director of Mission and Ministry, Canon Rob Saner-Haigh, spoke to the June Deanery Synod Meeting about the "The Next Steps" but he said we should not worry about what it might entail for us; there are many other things needing our attention such as Safeguarding, living in love and faith and he reminded us of good things that are already happening such as the distribution of food parcels and work with the Farsi Community.

At the July Synod the newly appointed Archdeacon of Northumberland, the Rev'd Canon Rachel Wood, said she saw her job as one of help and support for parishes in their mission and working alongside them. She said she would be working with the national church to see through the process of appointing our next Bishop. Other dioceses are in vacancy at this time and we are fourth in line. The September meeting was Rev'd Canon Christine Brown's last as Area Dean for the West Newcastle Deanery. In December Rev'd James McGowan was appointed as the next Area Dean.

*From the wider Deanery*

Fr Niel Heslop (former curate at Js & Bs and Priest in Charge of Sugely) was also appointed as Priest in Charge of Denton. Fr Alan Paterson (Cowgate and Newbiggin Hall) announced his appointment as Priest in Charge at Wallsend. Fr Waldemar Nion (curate at Cowgate) was appointed halftime Priest in Charge of

Chapel House.

Holy Cross welcomed The Revd Dan McCarthy as Interim Minister on a fixed term, three-year appointment. This followed a vacancy of almost four years and is intended to give the Parish there an opportunity to review and consider their long term future in a little more detail.

### **Electoral Roll** *From Margaret Green, Electoral Roll Officer.*

Every six years the Electoral Roll is renewed and in the intervening years it is revised to bring it up to date. The next renewal will be in 2025,

This year we welcome one new member, -Dr Margaret Reid.

We remember with love those who have died over this last year, Joan Duckett, Gordon Kinghorn and Thelma Hepple. With their loss and that of members who have moved away and, or who, are no longer able to attend, plus our new member, we now have 78 members on the Roll.

As Margaret joined before 20th March 2022, at least two weeks before the APGM, she will be able to vote at the meeting. Anyone wishing to be on the Electoral Roll may do so after 20th March but will not be able to vote until the APGM next year.

In view of the confidentiality and privacy regulations the Electoral Roll is no longer displayed in church but is kept in the church safe and members may see their own entry on request

### **Engagement with Schools**

A shared role for the Vicar in partnership with Dame Allan's Schools continued in 2021. Dame Allan's School also used the church to record several concerts and events. In September 2021, a new student wellbeing hub opened at the school. Known as 'The Snug', this area now includes dedicated space for the Chaplain, School Counsellor and Psychotherapy Team and is a further significant step in the provision of pastoral support for students at the Schools.

2021 saw the return of school visits to the Church, and as the year ended we welcomed Dame Allan's juniors as part of their curriculum visit and dates were in the diary for sessions with students from Wingrove Primary.

The Vicar continued to serve on the Governing Body of Thomas Walling Primary Academy in Blakelaw (part of the Laidlaw School's Trust) and as a Director of the Pele Academy Trusts (whose schools serve the outer west of the city and Ponteland and its surrounding villages).



## **Fabric**

No significant works were undertaken in 2021. Some minor repairs and maintenance were carried out.

## **Church**

Routine works were carried throughout the year including, servicing of the Clock, the heating system and the organ continued to receive its regular visits from Woods of Huddersfield.

The final Quinquennial Report (carried out in 2020) was received early in 2021. This detailed some minor repairs that will be carried out as time and resources allow. There was a cautionary note about the Tower Roof and the condition of some high level pointing, whilst this wasn't unexpected the formal notice of this problem will be something that PCC need address within the current and next Quinquennium.

Towards the end of the year, in preparation for Advent and Christmas the carpet in the Sanctuary area was removed. Like the carpet in the Chancel (removed in 2020), this had become a trip hazard and was badly stained. The carpets are rolled and stored in a dry condition in the church basement for the time being. The stone floors have been cleaned and the timber dais under the high altar has been cleaned and varnished.

Minor work, adaptation and addition to the AV system continued through the year.

In the summer months our Church Chandeliers were all lowered and cleaned by volunteers. The opportunity was taken to rewire some of the damaged sections of crystals, and all were converted to LED lamps in an effort to reduce our electricity costs and carbon footprint.

## **Fabric – Hall (including hall users)**

Routine servicing continued in 2021.

In the early months of 2021 activity slowly returned to the hall.

Concerns about the Ravenside Preschool were noted in last year's report. This had operated in the hall for over 30 years as an entirely separate business and charity to the church; the parish served only as 'landlord'. The Preschool initially reopened but struggled to find a sustainable client group. Changing demographics and limitations on provision meant that the preschool closed soon after February half term. It did not re-open. In March and April, the preschool equipment and resources were removed from the site.

Two of the toilets were redecorated together with the ‘middle room’ (which had been an equipment store for the preschool. The Middle Room was furnished with chairs (taken from the upper vestry) and some furniture that had been in long term store in the church basement. The collection of Knott family portraits together with the mounted medals of James and Basil were displayed in this room; a room that soon became affectionately known as the ‘Sir James Knott Lounge’! The room is now used as a small meeting room and is rented for two days per week by a local Psychotherapist who uses this space as a therapy room for their clients.

The old kitchen (also a former preschool store) was redecorated and is used as a second small kitchen and ‘brew bar’.

The old cupboards in the upper landing were removed and the floor and walls repaired. This area, together with the upper room, is now let as studio space to a local florist and artist. Over the year the use of this space increased to include drawing classes and small group yoga.

The under-stage room (also a preschool store) was cleared, and new electric sockets were installed. This area was let as a second studio space and is currently occupied by a local joiner.

Our three new ‘resident’ businesses (Artist, Joiner and Psychotherapist) have given the hall the beginnings of a new chapter of life that we hope to see grow further in the coming months and years.

In last year’s report, it was reported that the PCC had received initial sketches of a proposal to refurbish the hall. In the early part of the year further drawings and details were provided for consideration. In the late summer and early autumn, an informal process of local consultation began and two ‘drop-in sessions’ were held. Feedback from the local community will be considered by the PCC in 2022 and we will seek the advice of our architect as our consultation and development continues.

### **Finance** *From Tim Bradbury (Treasurer)*

With the gradual lifting of restrictions, return of the café and an increase in hall rental income, the last financial year has been “okay”. Again, we didn’t pay all our parish share. The £4020 miscellaneous expense in the general fund was for some legal expenses which, rather than the Diocese re-imbursing us for they advised that we could deduct the amount from our parish share payments. In addition, a £6000 parish share payment for the 2021 financial year was made in January 2022 and does not appear in the 2021 accounts giving a total parish share payment of

£30,000 which is the same as 2020. Concerts and other music events are also starting up again so this should further boost our income in the coming year. On the good news front, we fixed our energy prices just over a year ago and this contract doesn't finish until mid/late 2023 so we are currently protected from the large increase in prices from April and also from any further increase in October. Our reserve funds are a little lower than I would like, and we will need to keep a close eye on our financial position over the next few months, but I am hopeful that it should start to improve, along with the weather!

## **Gardens**

In 2021 the Gardens continued to be a sanctuary for local folk. The independent Gardening Group passed a resolution to close at their annual meeting in 2021. This was partly in recognition of their achievement of re-establishing the Gardens for the local community since the group's beginning in 2015, and in part due to the significant workload now falling on fewer volunteers. The Group kindly transferred their remain assets of £329.59 to the PCC towards the ongoing costs of the gardens. The Parish remains indebted to all the volunteers who have given time over the years to reclaiming the gardens for the local community.

In 2021, the PCC increased the hours of our paid gardener, Penny Hunter who continued to work in the Church Gardens, whilst some of the more routine 'labour' – like cutting the grass – was taken over by the Vicarage household. The footpaths continue to present a significant area of risk. COVID restrictions and the market conditions that followed meant it became very difficult to find contractors who would visit the site to quote for the work. The PCC did continue to investigate and prepare for future works – more detailed surveys of drainage were undertaken.

The Js & Bs Kiosk continued as an open-air takeaway café until lockdown restrictions meant that this was able to relocate indoors.

The once magnificent Cherry Tree at the end of garden (next to number 30 Auburn Gardens) finally became too badly diseased and a decision was taken to fell this tree before it caused accident or damage, this work was carried out just days before the autumn storms arrived.

## **Godly Play**

The resources stored in church for the Cathedral during it's period of closure have now been given to the Parish on permanent loan. The Northeast Godly Play Network met twice during the year in church when COVID restrictions permitted.

Several of our more informal services included Godly Play in the 'sermon slot'. This gave space for the congregation to simply hear the narrative from scripture and the opportunity to share and learn together. One notable occasion was our crib service on Christmas Eve where over 80 people gathered together to hear the Advent Story as they all participated in creating a large Advent Wreath and nativity scene which remained in church throughout the Christmas Season.

### **Hospitality**

The parish mission to *Welcome all without exception* continued to be seen lived out through Coffee, Tea, Cake, Bacon Sandwiches (and on many occasions, something stronger, as the church wine cellar – actually a cupboard – saw a good deal of action).

The Church Kitchen is holding up well, though it is starting to show its age in some areas and some pieces of equipment are beginning to need regular 'fettling'.

In the second half of the year, it was great to host a number of Fenham Food markets in the Church Garden in partnership with the Fenham Bakery. These boosted our coffers and introduced many new friends.

### **Jazz @ Js & Bs** from Tony Roberts

During the summer we were able to stage some great concerts as part of the music in the garden series. They included pianist Dean Stockdale and vocalist Alice Grace both making their 3rd visit to Js&Bs. Plus some great vocalising from Jude Murphy and Lindsay Hannon. Later in the year we were able to put on three evening gigs which went off pretty well with Abbie Finn, Nicola Farnon and Alter Ego.

### **Liturgy & Worship**

2021 saw a return to a more normal pattern of services. The Parish voluntarily ceased public worship for the first weeks of 2021, and we returned to church in early February with a public weekly service of Morning Prayer. We restarted Communion on Easter Sunday, and congregational singing restarted later in the year.

The custom of holding Evening Prayer at 5:30pm (rather than an early morning service) continued throughout the year. On occasions a service of Holy Communion is held in place of Evening Prayer.

2021 saw the continued practice of producing individual service booklets

containing all the hymn words, liturgy, and notices & news. This reduced the need to share materials and allowed a little more flexibility each week. By the end of the year most people now received their copy in church on a Sunday, though a small number continued to be delivered. The weekly sheet is also available to download from our website by Saturday morning each week.

Main Sunday services continued to be streamed online to our Vimeo page. Funerals and weddings were also streamed around the world to families on private pages as COVID restrictions continued to prevent travel.

2021 saw a more mixed use of the High Altar and Nave Altar. Feedback from members of the congregation suggested that the variety was valued and we hope to continue this in future months and years.

## **Music**

### **Sunday Mornings**

This year saw a welcome return to singing in the church and services were led by the (newly renamed) St James Consort, Sanctuary Voices and Fenham Ensemble. Charles Wooler left us in the Autumn leading to a different pattern to our services: a rota of visiting organists has been established with Simon cantoring when appropriate. The Consort continues to lead the first service of every month, sometimes with piano accompaniment.

### **Newcastle Phoenix Choir**

In August 2021 we launched Newcastle Phoenix Choir, rehearsing on Friday afternoons in the church. The Phoenix Choir has taken on the work of Streetwise Opera, which stopped working in the north east, earlier in the year. The project has been very successful so far, with almost 40 different people accessing the choir and 20 attending regularly. In December the choir gave its first public performance at Brunswick Methodist Church, at a service dedicated to members of the homeless community who died during the year. Towards the end of the year members of the church community donated money for a set of choir branded hoodies, which have added to the sense of belonging and community within the group. Some members of the church and local communities have been welcomed into the group. The workshops are joyful and uplifting occasions!



## **J's & B's Singers**

Our Monday night choir returned to in-person rehearsals from September and participated in a Christmas concert alongside the choirs of Northumbria University and Newcastle Cathedral, at the newly refurbished cathedral. The choir sang John Rutter's Gloria.

The choir also participated in the Christmas Eve family service at J's & B's. Rehearsals began in January for an Easter performance of Messiah (part 2) and Vivaldi's Gloria.

Happily the choir has returned with even greater numbers than before the pandemic with more joining all the time. Membership at the time of writing is about 65.

**Fenham Ensemble** also returned to full rehearsals in September after navigating the pandemic with groups of six rehearsals or no rehearsing at all! The autumn culminated in a concert at the church and a very memorable Nine Lessons and Carols service.

After the success of last year's **Summer Concert Series** we hosted another series this summer with many notable performances: The Independence Jazz Trio, Tim Jasper & Friends, The Foundry Jazz Ensemble, Yoshi Kawamura (Peter & The Wolf), Alexandra Raikhlina and The St James Consort, Mark Williams Standards Trio, The Andy May Trio, Landmason & Dark Sky Voices, Dean Stockdale. Trio and Alice Grace Trio.

The series wasn't as well attended this year probably due the poor weather which meant several performances were moved into the church. Also with covid restrictions being relaxed in the summer we were competing with other venues and leisure activities.

The Pandemic again caused a reduction in our evening concert output this year but when restrictions allowed, there were some fantastic events: Northumbrian Pipers Society Concert; Organ Recitals; Brundibár Festival Fundraising Concert; Gail, Bonnie and Mary's Christmas Concert; Opera Dei Lumi; Bob Chilcott Come & Sing Day; Voices of Hope Christmas Concert; Fenham Ensemble Christmas Concert; J's & B's Singers at the Cathedral.

The Children's group - with new branding, **Jellyfish & Bees** - made a return with a new slot on Saturday mornings, led by Carol Bowden. The Autumn saw a drop in numbers and the decision to move the group back to Thursdays along with the cafe. Unfortunately, Carol was unable to make the switch so we're currently looking for another leader to take the group on.

## **Equipment and Resources** In 2021 some new items included,

A new filter coffee machine in the church kitchen.

LED lamps for the church chandeliers.

6 new tables and 24 chairs for the gardens

## **Property (Vicarage & Auburn Gardens)**

### **The Vicarage**

As reported for a third consecutive year, electrical problems persist in the house, with fuses tripping and supply failures regularly occurring. Likewise, the repairs to the boundary gates and guttering were not carried out by the Diocese in 2021. Joinery work to replace some timber in a number of windows and exterior redecoration was carried out by the Diocese in the Autumn of 2021.

The Vicarage is a large, listed (Grade 2) building that proves to be very difficult and expensive to heat. Investigations were carried out to determine if additional gas fires might be installed, however questions were raised about the gas supply to the house (which is already technically running over capacity). Installation of a new, larger gas main will be expensive and was not felt to be the correct route (as this would inevitably lead to larger gas bills and only serve to increase the carbon footprint of the house).

In the autumn of 2021, the Vicarage household opened a fire in one of the downstairs rooms and carried out works to the corresponding chimney and fireplace.

In 2022, in recognition of the significant cost of heating and the commitment to reduce the Church of England's carbon footprint, the Diocese propose to install smart heating controls and to being a program of works to install secondary glazing to some windows.

*The house is larger than most in the diocese and fails to meet the recommended standards for clergy housing as it does not offer accessible entrance routes, nor a separately accessed office space.*

### **32 Auburn Gardens**

The house owned by the PCC on Auburn Gardens retains its designation as housing for an Assistant Curate if one is appointed to the Parish. Throughout 2021 the house was let to private tenants.

Throughout the year the catalog of repairs, failures and maintenance issues persisted. This along with a recognition that the house is increasingly dated and in need of update led the PCC to consider the future of the property in more

detail. After taking legal advice, the PCC submitted an application to the Charity Commission to amend the trusts in which the house is held; (the property is current held in trust specifically for the occupation of an assistant curate). The PCC proposed to relax the trust to permit use of the property by a 'Church Worker' (which might be a musician, youth worker etc), or to sell the property and apply some of the funds to other parochial uses, (whilst retaining enough to buy a replacement, similar property elsewhere in the West of City). It should be noted that PCC did not make a decision to sell the property (as under the existing trust, they already could), but rather that if they did sell the property, they might have more freedom to use the assets differently. By the end of 2021, the PCC were still awaiting a response from the Charity Commission.

### **Safeguarding and Health and Safety**

Ensuring our buildings and communities are as safe as they can be is of utmost importance

#### *Health and Safety*

In line with our insurance requirements and with national Church policy, all parish activities now require a written risk assessment to be carried out. Several minor incidents were noted from trips and falls though none caused significant injury or harm.

#### *Safeguarding - from Margaret Green, Parish Safeguarding Officer*

The Safeguarding of children, young people and vulnerable adults is still, as always, of paramount importance. Routine practices remain unchanged. The yearly reviewed Safeguarding Policy, agreed upon by the PCC, is on display in church as is the booklet, "Promoting a Safer Church" and photographs of the Safeguarding Team, which consists of Rev'd James McGowan, Jeannette Welch, Margaret Johnson, and myself as Safeguarding Officer. Information on Safeguarding and the Safeguarding website, where there are useful telephone numbers and where I can be contacted, can be seen on the church website at [www.jamesbasilfenham.org.uk](http://www.jamesbasilfenham.org.uk) and my contact details are also on the Sunday service sheet. Any Safeguarding concerns will be taken seriously and reported to the DSO and support will be given to those in need.

Anyone who has contact with children, young people and vulnerable adults and all members of the PCC are DBS checked, the criminal record check Declaration and Baring Service, which has to be renewed every five years. All our DBS checks are up to date.

The Diocesan Safeguarding Advisor, Carol Butler and her team are constantly in touch with any new information, courses to attend, or warnings of suspicious activities anywhere in the Diocese to be aware of, and I report on these to the PCC where Safeguarding is on every agenda. Safe recruitment is taken seriously and courses are available and encouraged.

Safeguarding Dashboards is a resource we are now using. It is specially designed and now being used in 2,000 churches in 24 Diocese throughout the Church of England. It shows the status of the individual church safeguarding at a glance. Green lights being reassurance that all is well and up to date. Amber light highlights action to be taken. Red shows where urgent action is needed. It reminds when policies need to be renewed or tasks need to be completed. As well as keeping individual churches up to date and showing this at a glance, the diocesan safeguarding team can also see and focus their support where it is most needed.

### **Scouts – 82<sup>nd</sup> Newcastle From Carol Preston, Group Scout Leader**

Easter 2021 we were finally allowed to return to face-to-face Scouting once again, much to the relief of the young people and leaders alike. It was so lovely to be able to see the young people in the flesh and it was so obvious that they were pleased to be back. One of the first activities we took part in was a Scout district sports activity event at Dilston, near Corbridge, on the wettest of days but it was such a fantastic day, in the fresh air with young people and no masks! Initially we were in smaller groups on the return to face to face but in September we were able to welcome back all of the young people. We are fortunate to have wonderful outside space to use with the young people and reduce the risks from Covid although for a while there was hardly a week went passed without an email letting us know that one of the children had tested positive.

The commitment of the leaders and young leaders to support the Beavers, Cubs and Scouts is second to none. We were so delighted when Rick was awarded the Award of Merit and Liz the Chief Scouts Commendation award which they received in November, presented during Beavers by our County Commissioner. I was incredibly honoured to be awarded The Silver Acorn medal which I also received in November. We are still short of leaders for our Scout section, we have two wonderful students currently supporting Scouts, but University commitments and their own sporting activities mean they are not always able to attend. If you are someone you know is aware of anyone who might be interested in getting involved, please get in touch.

As always, we are incredibly grateful for the continued support of the church with our group, thank you.

Take care and stay safe everyone *Carol*

### **Study Groups/personal reflection & prayer**

The traditional pattern of lent and advent study groups continued to be disrupted by COVID restrictions. The Sunday service patterns settled into a new routine with the cessation of the 8am service and the introduction of a 5:30pm service, usually evening prayer.

The Church continued to be opened most days and received a regular number of visitors throughout the week who use the space for quiet reflection.



## **Annual Meeting of Parishioners**

*In accordance with the Churchwardens Measure 2001 a meeting of the parishioners of the Ecclesiastical Parish of Fenham: St James and St Basil, will be held for the purpose of appointing 2 churchwardens of the parish.*

*The following persons are entitled to attend the meeting and vote:*

- (a) persons whose names are entered on the church electoral roll of the parish;*  
*and*
- (b) persons resident in the parish whose names are entered on a register of local government electors by reason of such residence.*

*To be appointed churchwarden a person must be baptized and;*

- (a) entered on the church electoral roll of the parish;*
- (c) an actual communicant;*
- (d) 21 years of age or upwards;*
- (e) not disqualified as outlined in section 2 of the Churchwardens Measure (2001).*

## **Agenda**

**1) Minutes of the last meeting Appendix 1**

**2) Election of Churchwardens**

## **Annual Parochial Church Meeting** *Church Representation Rules 2021*

### **Agenda**

- 1) Apologies**
- 2) Minutes of the last meeting** *Appendix 2*
- 3) Matters arising**
- 4) Election of**
  - a. Diocesan Synod representatives (2 needed)**
  - b. Members of the Parochial Church Council (PCC)**
  - c. Sidespeople / Welcomers** *under the new rules, these positions are to be filled at the first meeting of the PCC in accordance with section 2(2)(f) of the Parochial Church Councils (Powers) Measure 1956.*
- 5) Appointment of Auditor**
- 6) Report on the proceedings of the Church Council**  
*this document to be taken as such a report*
- 7) Treasurer's Report** *Accounts attached in appendix 3*
  - a. Examination of audited accounts**
  - b. Statement of funds & property** *no verbal report given. Church Log books and accounts will be available and opportunity for question given.*
- 8) Fabric Report** *A brief summary will be given. Further details to specific buildings will be given in this document. Opportunity for question or comment will be given.*
- 9) Chairman's Report** *to be presented as a review of the year during the service*
- 10) Any Other Business** – *To be notified at the start of the meeting*

## **Appendix 1**

### **Annual General Meeting of Parishioners 2021 (Vestry meeting)**

#### **Minutes**

#### **Election of Churchwardens**

The parish of Fenham, St James and St Basil has two (2) Churchwardens.

- 1) the minutes of the 2020 meeting were received and approved.
- 2) Two nominations were received for Mrs Nicolette Walter and Mrs Margaret Cutting.

All were duly elected by unanimous agreement.

## **Appendix 2**

### ***Annual Parochial Church Meeting 2021 Minutes***

**The Parish of St James & St Basil, Fenham  
The Annual Parochial Church Meeting (AGM)  
Sunday 25th April 2021  
During 10am Service in Church  
Minutes of Meeting**

#### **1. Present & Apologies for Absence APCM 2021**

**PRESENT:** Revd James McGowan (Chair), Nicki Walter, Margaret Cutting, David Welch, Nigel Welch, Jeanette Welch, Margaret Green, Tony Roberts, Marjorie Rochester, Ruth Rogan, Ellen Omobude-Muns, Niel Soulsby, Lesley Crawford, Charles Wooler, Gillian Cunningham, Bonnie Brinn, Jack Brinn, Carolin McGowan, Margaret Johnson, Joo Li Ng, Simon Davies-Fidler, Jasmine Oaks.

**APOLOGIES:** None

#### **Attendance 2021**

There were 22 members of the Electoral Roll present including Revd James McGowan.

#### **2. Minutes of Last Vestry Meeting at APCM 2020**

There were no amendments and were agreed as true & correct:

Proposed by:	Marjorie Rochester
Seconded by:	Gillian Cunningham
All Agreed	

### **Vestry Meeting - Election of Churchwardens**

There were two nominations received for Mrs Nicolette Walter and Mrs Margaret Cutting. There being no other nominations these two appointments were:

Proposed: Ruth Rogan

Seconded: Margaret Johnson

Agreed by all. Therefore both were duly elected.

### **3. Annual Parochial Church Meeting**

#### **Minutes of the previous APCM on 15th March 2020**

There being no amendments these were agreed and signed as true and correct by Revd James McGowan.

Proposed: Joo Li Ng

Seconded: Marjorie Rochester

ALL AGREED

The Agenda, previous minutes from APCM on 15th March 2020, reports and the Financial Statement of Accounts for 2020 from Tim Bradbury (Treasurer) which were printed in the form of a Booklet and distributed to all on the Electoral Roll in advance of the 2021 APCM, are available and will be stored in the Church including these minutes.

#### **Matters Arising**

There were no matters arising from the minutes of the APCM held on 15th March 2020.

### **4. Election of:**

#### **a. Deanery Synod Representatives (2 required)**

As 2 representatives had been elected at the previous APCM in 2020 and they stand for a 3year term, the next Election for Deanery Synod Representatives will take place at the APCM in 2023.

#### **b. Election of Members of the Parochial Church Council (PCC)**

Bonnie Brinn was due to step down following a 3year term on the PCC. Bonnie had indicated she would be willing to stand again for another 3year term. There being no other nominations this appointment was:

Proposed by: Nigel Welch

Seconded by: Charles Wooler

Agreed by all

**c. Sidespersons/Welcomers**

Under the new rules, these positions are to be filled at the first meeting of the PCC in accordance with Section 2(2)(f) of the Parochial Church Councils (Powers) Measure 1956.

**5. Appointment of Examiner of Accounts**

Unfortunately due to ill health Alan Torrance has relinquished this role.

Jane Makepeace was nominated which was agreed by all at a previous PCC meeting. Jane has agreed to stand again as Examiner of Accounts for 2021.

Proposed by: Charles Wooler

Seconded by: Niel Soulsby

AGREED BY ALL

**6. Report on the proceedings of the Church Council**

These were received in the form of a booklet which had been printed and distributed to members of the Electoral Roll in advance of the APCM and this document to be taken as such a report (attached). The report was also posted on the church website.

**7. Treasurer's Finance Report & Accounts - (Jan-Dec 2020)**

These are reported in the booklet (attached) which were discussed and accepted by the PCC at a previous PCC Meeting which were then independently examined by Jane Makepeace and the completed & signed report of the accounts is also included in the booklet (attached).

All were invited to ask any questions. There were no questions asked.

**8. Fabric Report**

This was reported in the booklet (attached). JMc also gave a brief summary during the meeting.

All were invited to ask any questions. There were no questions asked.

**9. Chairman's Report**

This was presented in the form of a video as a "Review of the Year 2020" during the Service. The Vicars Report is also included in the booklet (attached).

All were Invited to ask any questions. There were no questions asked.

There followed a vote to accept **Items: 7, 8, 9:**

Proposed by: Nicki Walter

Seconded by: Bonnie Brinn



ALL AGREED

Revd James McGowan concluded by announcing:

- Carol Preston, Group Scout Leader 82nd Newcastle Scout Troop has been awarded the “Silver Acorn” this is a special award for 20years distinguished Service in Scouting. The 82nd Scout Group is our resident Scout Group which is the largest in the west of Newcastle. Carol has provided a report which is also featured in the booklet (attached). Their first meeting back in the Church Hall was this Friday 23rd April on St Georges Day.  
Congratulations were noted & extended to Carol in her absence from the Parish.
- Thanked all for allowing the APCM Meeting to take place during the 10am Service rather than having a separate meeting at another date and time. Also that the PCC remains open to people who are welcome as observers and to make comments on matters although if they are not elected will be unable to vote. This invitation was extended to show transparency with church business over the year ahead.

Next PCC Meeting:      Wednesday 5th May at 7pm in Church

**10. Any Other Business**

**There being no other business the meeting closed**

**Jeanette Welch**

**Secretary to PCC**

**Appendix 3**

**Financial statements**

These include a statement of Assets and Liabilities at the 31<sup>st</sup> December 2021, together with the financial statements for 2021. *NB at the time of printing, these statements, whilst approved by the PCC, were awaiting Inspection. If this has not been completed by the date of the APCM, it will be proposed that these statements are ‘received’ and then are later ‘approved’ at an Extra-ordinary Meeting called for this purpose sometime before the 31<sup>st</sup> May 2020 whose date and time will be published in accordance with rule M13 of the Church Representation Rules 2020.*

## **Employee Pensions Liability**

### **Church Workers Pension Fund (CWPF) - December 2021 Year End**

The Parish of St James and St Basil, Fenham participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

The Parish participates in and offers Pensions through the Pension Builder 2014 scheme.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme.

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, The Parish of St James and St Basil, Fenham could become responsible for paying a share of the failed employer's pension liabilities.

### **Assets**

Property owned by the Parochial Church Council is detailed in the Inventory and Terrier (Church Logbook).

### **32 Auburn Gardens**

This property is held in trust by the PCC for the purpose of providing accommodation for an Assistant Curate if one is appointed. The property generates rental income for the parish which is detailed in the financial statement. The property (or any assets arising from a sale of the property) may not be used for any purpose other than housing for an Assistant Curate without the express consent of the Charity Commission, the Church Commissioners, the Incumbent and the Bishop of Newcastle.

## St James' and St Basil's PCC Fenham

Printed: 07/03/2022

## December 2021 year to date turnover

	<u>General</u>	<u>Auburn</u>	<u>Hall</u>	<u>SJKT</u>	<u>Music</u>	<u>Cafe</u>	<u>Path</u>	<u>Phoenix Choir</u>	<u>Bell</u>	<u>Total</u>
Voluntary Receipts										
Donations received	5088	0	500	758	4934	165	1000	4870	137	17452
Collections	947	0	0	0	0	0	0	0	0	947
Planned Giving	16135	0	0	0	0	0	0	0	0	16135
Gift aid tax received	5507	0	0	0	0	0	0	0	0	5507
Grants received	0	0	4005	10000	0	0	0	3250	0	17255
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	27677	0	4505	10758	4934	165	1000	8120	137	57296
Receipts from Charitable Activities										
Fees	7305	0	0	0	315	31	0	0	0	7651
Rent	50	5961	12625	0	250	0	0	0	0	18886
Charitable Activity Receipts	241	0	0	0	0	0	0	85	0	326
Cafe	1284	0	0	0	0	9855	0	0	0	11139
Choir subs	0	0	0	0	4934	0	0	0	0	4934
Concert income	170	0	0	0	5278	37	0	0	0	5485
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	9050	5961	12625	0	10777	9923	0	85	0	48421
Receipts from Investments										
Interest received	1	0	0	0	0	0	0	0	0	1
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	1	0	0	0	0	0	0	0	0	1
Other Receipts										
Miscellaneous receipts	1561	0	0	0	0	0	0	40	0	1601
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	1561	0	0	0	0	0	0	40	0	1601

## Fundraising Costs

## St James' and St Basil's PCC Fenham

Printed: 07/03/2022

## December 2021 year to date turnover

	<u>General</u>	<u>Auburn</u>	<u>Hall</u>	<u>SJKT</u>	<u>Music</u>	<u>Cafe</u>	<u>Path</u>	<u>Phoenix Choir</u>	<u>Bell</u>	<u>Total</u>
Social Events	110	0	0	0	0	0	0	0	0	110
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	(110)	0	0	0	0	0	0	0	0	(110)
Charitable Activities Costs										
Heat, Light and Power	6812	14	3927	0	0	0	0	0	0	10753
Maintenance	3477	342	0	0	1896	0	0	0	0	5715
Grounds Maintenance	917	0	0	6166	0	0	0	0	0	7083
Insurance	0	211	0	6041	0	0	0	0	0	6252
Development	0	0	2070	0	0	0	0	0	0	2070
Worship	5223	0	0	0	2897	0	0	0	0	8120
Diocesan fees	3563	0	0	0	0	0	0	0	0	3563
Parish Share	20000	0	0	0	0	0	0	0	0	20000
Consultancy	3733	0	0	0	0	0	0	0	0	3733
Consultancy expenses	0	0	3210	0	0	0	0	0	0	3210
Clergy Expenses	3539	0	0	0	0	0	0	0	0	3539
Council Tax	2043	28	0	0	0	0	0	0	0	2071
Water rates	659	0	0	0	0	0	0	0	0	659
Volunteer expenses	627	0	0	0	0	840	0	0	0	1467
Cafe expenses	0	0	0	0	0	701	0	0	0	701
Office costs	2559	0	264	0	0	0	0	0	0	2823
Printing & stationery	179	0	0	0	0	0	0	0	0	179
Publicity costs	0	0	0	0	522	0	0	0	0	522
Music expenses	0	0	0	0	11553	0	0	3795	0	15348
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	(53331)	(595)	(9471)	(12207)	(16868)	(1541)	0	(3795)	0	(97808)
Governance Costs										
Sum up charges	458	0	0	0	0	0	0	0	0	458
Bank charges	265	0	0	0	0	0	0	0	0	265
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	(723)	0	0	0	0	0	0	0	0	(723)

## St James' and St Basil's PCC Fenham

Printed: 07/03/2022

## December 2021 year to date turnover

	<u>General</u>	<u>Auburn</u>	<u>Hall</u>	<u>SJKT</u>	<u>Music</u>	<u>Cafe</u>	<u>Path</u>	<u>Phoenix Choir</u>	<u>Bell</u>	<u>Total</u>
Other Costs										
Miscellaneous costs	4020	50	0	0	0	0	0	0	0	4070
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	(4020)	(50)	0	0	0	0	0	0	0	(4070)
Transfers										
Transfers between funds	2827	0	0	0	0	0	0	(2827)	0	0
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
	(2827)	0	0	0	0	0	0	2827	0	0
	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Net receipts/payments	(22722)	5316	7659	(1449)	(1157)	8547	1000	7277	137	4608
Cash funds at start of year	630	4217	9150	-9278	5417	10456	2000	-2827	3437	23202
Cash funds at end of year	-22091	9533	16808	-10727	4260	19003	3000	4450	3575	27810









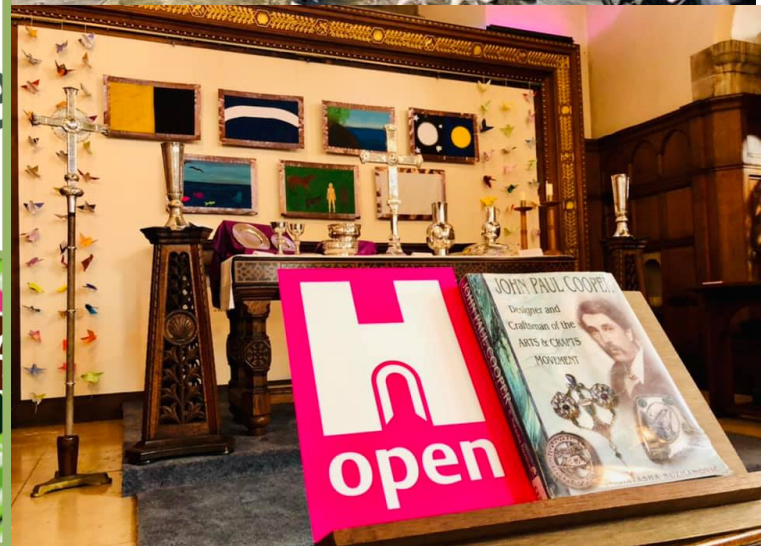


SATURDAY 11TH  
SEPT 10-2PM

**FOOD FETE AT ST  
JAMES AND ST BASIL**

St James and St Basil's  
Church, Fenham Hall Drive,  
NE4 9XP













The Parish of St James and St Basil  
Fenham

# Annual Meetings & Reports 2021



[www.jamesbasilfenham.org.uk](http://www.jamesbasilfenham.org.uk)

## Welcome to the Annual Report for 2021

The purpose of this document is to give details of all necessary reports and accounts and to provide an overview of the life of the parish in 2021. This booklet also includes the agendas and various papers for the annual meetings to be held on Palm Sunday, the 10<sup>th</sup> April 2022 as part of the main 10am service.

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## **Introduction & Vicar's Report**

On reflection, 2021 was a more challenging year than the previous one. On the one hand COVID remained with us with its changing landscape of rules and restrictions and of course illness and tragedy. On the other, the various assistance schemes, clear direction and order were withdrawn as we learned to live with the situation that we found ourselves in.

The parish finances found themselves on their own – 2021 saw less public funding available, and some of our Pre-Covid activity did not restart.

You'll see that the Parish weathered the storm once again. More than this, we saw several new projects and partnerships begin and we embarked on a process of sharing initial concepts for further development with the wider community.

As always, I note my thanks to all who share in this wider vision and effort to create a space of open doors and welcome. I particularly recognise the considerable efforts of Nicki and Margaret our Churchwardens; companions in dreaming the dreams and keeping me in order!

Tim and Jeanette were both reappointed for another year as Treasurer and PCC Secretary respectively. They have both continue to help manage the processes and administration of our parish with care and insight.

These pages tell a little more of the events of the year and the business of the parish. I trust you will see within them our wider hope to be a 'Parish that welcomes all, without exception'.

On a personal note, many of you will know of my period of illness towards the end of 2021. Unexpected surgery and the recovery that followed filled the final months of the year, meaning something things simply didn't happen as they might have. What was very much appreciated in this time was the space, the love and care that was shown to me and my family from across the parish.

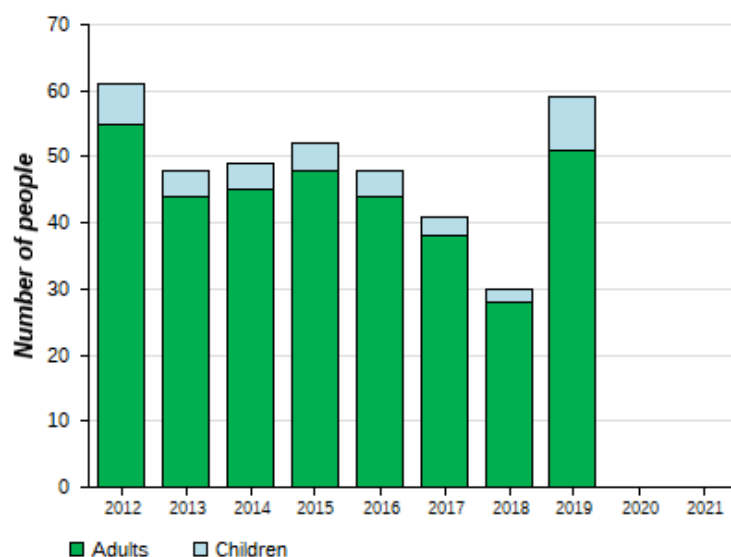
I sit compiling this report on the Feast of the Annunciation. The day remembered as the occasion of the announcement of the coming of God made flesh – namely 9 months before Christmas (!) and of Mary's role as the *Theotokos*, the God bearer. Our Parish continues to be a place where the hope of individual encounters with God might take place, perhaps without tradition, form or agenda and through welcome, hospitality and creativity. As we continue to play our part in this may we long recognise our role as the *God bearers* in Fenham and beyond.

James ~ ~ ~ ~ ~ 25<sup>th</sup> March 2021 *Feast of the Annunciation*

## A snapshot of attendance and membership

Parish Electoral Roll = 78 (2020 = 83)

Usual Sunday Attendance, (2012-2021)



The Usual Sunday Attendance would normally include those present at all of our services, the 10am, 5:30pm and the occasions when the African Congregation meet, Baptisms are held or seasonal services take place. Given the exceptional circumstances, the Church of England is omitting the figures returned for 2020 and 2021 from its data analysis.

Attendance during 2021 is hard to calculate. Our services were

streamed online and held in person. These services do provide statistical analysis of participation, but as people joined late, left early, technology let us down (!), or viewed services during the week it is difficult to give an average 'real' figure that is useful for comparison.

The average attendance of people in church each Sunday was 39 (including all services held).

### **Easter Day 2021**

2021 = Attendance in the Parish - 114

2020 = Attendance in the Parish – service held online – no data available

2019 = Attendance in the Parish – 80

### **Christmas 2021** (including all Christmas Eve and Christmas Day services)

Attendance in the Parish 2021 – 178\*

Attendance in the Parish 2020 – 174\*\*

Attendance across the Parish 2019 – 328.

\* numbers restricted at some services due to COVID 19 regulations.

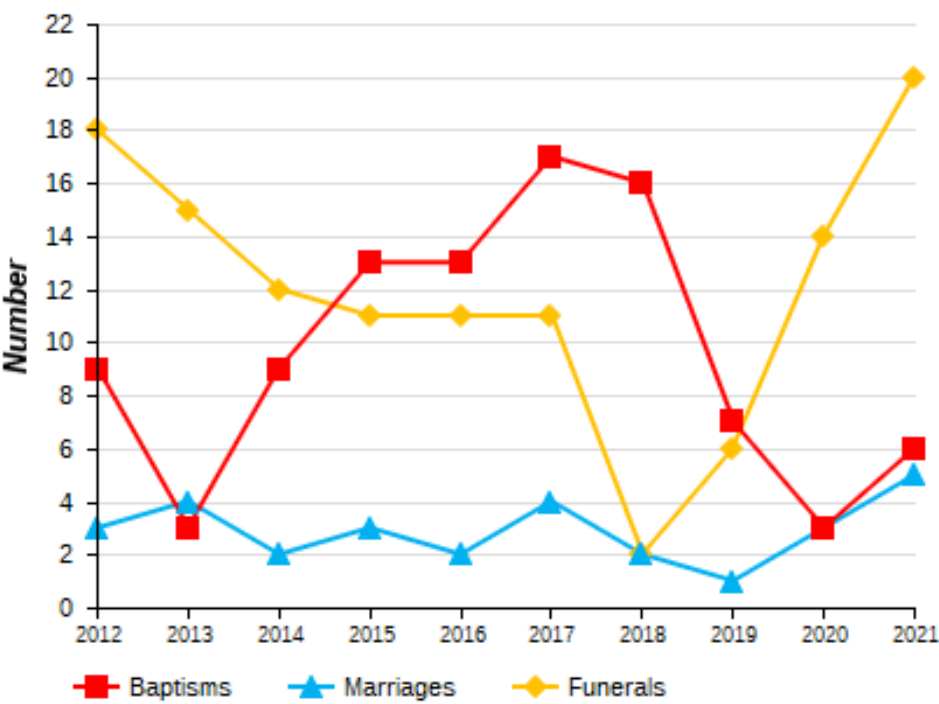
\*\*numbers limited due to Social Distancing Measures in place, though we had 'waiting lists' in place for some services.

**October Count** Nationally the Church of England uses the month of October as a sample month to calculate average attendance at all church services per week. This figure excludes ‘non average’ attendance, for example if Harvest Festival is held in October. In 2020 and 2021 COVID 19 restrictions were in place, these figures also do not include anyone joining or viewing online.

2017 = 94            2018 = 44            2019 = 74            2020 = 44            2021 = 39

**In 2021 5 weddings, 20 funerals and 6 baptisms were held in the Parish.**  
These figures include Funeral services held at the Crematorium, but not those held in other burial grounds or other churches.

Baptisms, marriages and funerals, (2012-2021)



**Administration, publicity and website.**

In 2021 parish administration was completed by the Vicar and Churchwardens, assisted by Jeanette Welsh (as PCC Secretary) and Niel Soulsby supporting our online presence. Without wanted to simply repeat comments in previous years, it is noted that administration takes up a significant amount of time and whilst we continue to develop processes and systems that help a little, there are many hours given weekly to answer emails, letters, phone calls, messages on social media and the like.

Our online presence continues to grow as our virtual 'shop window' to both the local community and further afield. In 2021, our webpage was accessed 28,293 times by 9,102 unique users, this represents a 62% increase over 2020. Our Facebook community ended the year with almost 700 people 'following' us. Our Vimeo page (video streaming platform) was viewed 2,356 times with an average view time of 29 minutes. These virtual tools continue to be an important way of connecting with local groups and networks to promote events and concerts and to include people in our shared worship and life together.

### **Bells** *from the Tower Captain, Joanne Ayre.*

Bellringing cautiously recommenced in the summer, with Sunday service ringing initially then the introduction of practices fortnightly on Tuesdays. No learners were recruited at this point due to the 1-2-1 requirements of learning to ring. The advanced "first Wednesday of the month" practices have not yet recommenced. A peal had been pencilled in for the 90th anniversary of the first peal on the bells in August 2021, however because of the time ringers had been unable to ring before this date, a quarter peal was rung instead.

A peal by a visiting band was rung in November, which was the first since summer 2019. Fortnightly practices seem to be working well with good attendance. We continue to be supported by other local church bell ringers on Sunday mornings, and going forward recruitment of new ringers will be considered once restrictions are lifted more permanently,

### **Café** *from Margaret Cutting*

The cafe reopened in February 2021, after the Christmas 2020 lockdown. We decided to try a new time slot on a Saturday morning and apart from an extended break over Christmas 2021 it has been open every week. Although Saturdays were fairly popular, to relieve the pressure on the church at the weekends when other events take place, in January 2022 it moved back to Thursday morning, where it began 7 years ago. During the summer a Farmers Market was held once a month in the gardens, with a Christmas Market in the hall in December. These were very well attended and boosted our income.

To comply with government guidelines a takeaway service was in place for most of the year but as restrictions lifted we extended our facilities to include indoors and have recently reintroduced the use of crockery and cutlery to reduce the use of disposables.

None of this would be possible without the help of our volunteers who willingly give their time to help serve and clear up. Thank you so much for all your help. Particular thanks to Joo Li and Nicki who share the baking and provide delicious cakes each week. We would like, and need, to add to our happy band so if you can help us occasionally in the cafe please contact Margaret Cutting to add your name to our rota. You do not need to be a member of the congregation as the cafe is a community facility.

### **Children and Young People**

*The Wonder Club*, our bi-monthly Sunday School, did not return in 2021. A combination of COVID restrictions and lack of leaders meant that any restart would have led to a 'hit and miss' pattern which was not felt to be helpful. It is hoped that this will re-group in 2022, particularly as some of our younger babies and toddlers grow a little older.

Our weekly *Toddler's Music Group* was renamed 'Jellyfish and Bees @ Js & Bs' and restarted as soon as restrictions would permit in the early summer. A new leader led the sessions on a Saturday day morning, initially in the Parish and then continuing until Christmas in the Church. Unfortunately, as the year ended it became clear that our leader couldn't commit to a move back to Thursday and so we ended the term with a renewed search for a leader with an ever-growing contact list of parents and carers eager to sing.

In the summer and early autumn, the Vicar helped to lead the youth group and confirmation class at Holy Cross Fenham during their period of Vacancy as the community at there awaited the arrival of their new minister.

### **Deanery Synod Report from Margaret Green**

Rachel Gill and I were appointed as the West Deanery Synod Representatives at the APGM in 2020, so this year is the final year of our three year term. Due to Covid restrictions meetings have continued to be held on Zoom. Pre-Pandemic they were held quarterly but this has not been possible this last year. We have met twice, in June and September, and contact is maintained over the internet. In August a picnic was held in the garden of St. James and St. Basil's, Fenham, followed by a service in celebration of Creation.

At the meetings, which are chaired by the Area Dean, Rev'd Christine Brown, we hear news from around the parish, and reports from the Diocesan Synod, the Treasurer and the Deanery Development Group. This year we have also been



involved in the elections of new Diocesan and General Synod members. News of General Synod meetings can be found on the internet.

Through a video we heard how when Bishop Alec Graham came to Newcastle in 1982 he found a number of churches were inward looking rather than outward. Last year the Very Rev'd Mark Wroe, the then Archdeacon of Northumberland, talked to the Deanery Synod about the Diocesan's outward looking vision of a "Growing Church, Bringing Hope" and of his hope that parishes would be able to find ways to work together to implement this vision. A Diocesan-wide Group has been looking at ways in which this can be achieved and this will be by a process, entitled "the Next Steps" which was also explained on the video. As a result of answers from questionnaires five different types of community,- urban, suburban, deprived suburban, rural and market town have been considered, from three perspectives,- community, worshipping congregations, and ministry, and from the results obtained certain areas for change have been identified. The plan for the future is explained in the video and the five areas for change identified,- leadership development and training, change ministers, mission coaching teams, community children and youth, and operational support. Parishes will be asked to self review by completing questionnaires.

The Director of Mission and Ministry, Canon Rob Saner-Haigh, spoke to the June Deanery Synod Meeting about the "The Next Steps" but he said we should not worry about what it might entail for us; there are many other things needing our attention such as Safeguarding, living in love and faith and he reminded us of good things that are already happening such as the distribution of food parcels and work with the Farsi Community.

At the July Synod the newly appointed Archdeacon of Northumberland, the Rev'd Canon Rachel Wood, said she saw her job as one of help and support for parishes in their mission and working alongside them. She said she would be working with the national church to see through the process of appointing our next Bishop. Other dioceses are in vacancy at this time and we are fourth in line. The September meeting was Rev'd Canon Christine Brown's last as Area Dean for the West Newcastle Deanery. In December Rev'd James McGowan was appointed as the next Area Dean.

*From the wider Deanery*

Fr Niel Heslop (former curate at Js & Bs and Priest in Charge of Sugely) was also appointed as Priest in Charge of Denton. Fr Alan Paterson (Cowgate and Newbiggin Hall) announced his appointment as Priest in Charge at Wallsend. Fr Waldemar Nion (curate at Cowgate) was appointed halftime Priest in Charge of



Chapel House.

Holy Cross welcomed The Revd Dan McCarthy as Interim Minister on a fixed term, three-year appointment. This followed a vacancy of almost four years and is intended to give the Parish there an opportunity to review and consider their long term future in a little more detail.

### **Electoral Roll** *From Margaret Green, Electoral Roll Officer.*

Every six years the Electoral Roll is renewed and in the intervening years it is revised to bring it up to date. The next renewal will be in 2025,

This year we welcome one new member, -Dr Margaret Reid.

We remember with love those who have died over this last year, Joan Duckett, Gordon Kinghorn and Thelma Hepple. With their loss and that of members who have moved away and, or who, are no longer able to attend, plus our new member, we now have 78 members on the Roll.

As Margaret joined before 20th March 2022, at least two weeks before the APGM, she will be able to vote at the meeting. Anyone wishing to be on the Electoral Roll may do so after 20th March but will not be able to vote until the APGM next year.

In view of the confidentiality and privacy regulations the Electoral Roll is no longer displayed in church but is kept in the church safe and members may see their own entry on request

### **Engagement with Schools**

A shared role for the Vicar in partnership with Dame Allan's Schools continued in 2021. Dame Allan's School also used the church to record several concerts and events. In September 2021, a new student wellbeing hub opened at the school. Known as 'The Snug', this area now includes dedicated space for the Chaplain, School Counsellor and Psychotherapy Team and is a further significant step in the provision of pastoral support for students at the Schools.

2021 saw the return of school visits to the Church, and as the year ended we welcomed Dame Allan's juniors as part of their curriculum visit and dates were in the diary for sessions with students from Wingrove Primary.

The Vicar continued to serve on the Governing Body of Thomas Walling Primary Academy in Blakelaw (part of the Laidlaw School's Trust) and as a Director of the Pele Academy Trusts (whose schools serve the outer west of the city and Ponteland and its surrounding villages).

## **Fabric**

No significant works were undertaken in 2021. Some minor repairs and maintenance were carried out.

## **Church**

Routine works were carried throughout the year including, servicing of the Clock, the heating system and the organ continued to receive its regular visits from Woods of Huddersfield.

The final Quinquennial Report (carried out in 2020) was received early in 2021. This detailed some minor repairs that will be carried out as time and resources allow. There was a cautionary note about the Tower Roof and the condition of some high level pointing, whilst this wasn't unexpected the formal notice of this problem will be something that PCC need address within the current and next Quinquennium.

Towards the end of the year, in preparation for Advent and Christmas the carpet in the Sanctuary area was removed. Like the carpet in the Chancel (removed in 2020), this had become a trip hazard and was badly stained. The carpets are rolled and stored in a dry condition in the church basement for the time being. The stone floors have been cleaned and the timber dais under the high altar has been cleaned and varnished.

Minor work, adaptation and addition to the AV system continued through the year.

In the summer months our Church Chandeliers were all lowered and cleaned by volunteers. The opportunity was taken to rewire some of the damaged sections of crystals, and all were converted to LED lamps in an effort to reduce our electricity costs and carbon footprint.

## **Fabric – Hall (including hall users)**

Routine servicing continued in 2021.

In the early months of 2021 activity slowly returned to the hall.

Concerns about the Ravenside Preschool were noted in last year's report. This had operated in the hall for over 30 years as an entirely separate business and charity to the church; the parish served only as 'landlord'. The Preschool initially reopened but struggled to find a sustainable client group. Changing demographics and limitations on provision meant that the preschool closed soon after February half term. It did not re-open. In March and April, the preschool equipment and resources were removed from the site.

Two of the toilets were redecorated together with the ‘middle room’ (which had been an equipment store for the preschool. The Middle Room was furnished with chairs (taken from the upper vestry) and some furniture that had been in long term store in the church basement. The collection of Knott family portraits together with the mounted medals of James and Basil were displayed in this room; a room that soon became affectionately known as the ‘Sir James Knott Lounge’! The room is now used as a small meeting room and is rented for two days per week by a local Psychotherapist who uses this space as a therapy room for their clients.

The old kitchen (also a former preschool store) was redecorated and is used as a second small kitchen and ‘brew bar’.

The old cupboards in the upper landing were removed and the floor and walls repaired. This area, together with the upper room, is now let as studio space to a local florist and artist. Over the year the use of this space increased to include drawing classes and small group yoga.

The under-stage room (also a preschool store) was cleared, and new electric sockets were installed. This area was let as a second studio space and is currently occupied by a local joiner.

Our three new ‘resident’ businesses (Artist, Joiner and Psychotherapist) have given the hall the beginnings of a new chapter of life that we hope to see grow further in the coming months and years.

In last year’s report, it was reported that the PCC had received initial sketches of a proposal to refurbish the hall. In the early part of the year further drawings and details were provided for consideration. In the late summer and early autumn, an informal process of local consultation began and two ‘drop-in sessions’ were held. Feedback from the local community will be considered by the PCC in 2022 and we will seek the advice of our architect as our consultation and development continues.

### **Finance** *From Tim Bradbury (Treasurer)*

With the gradual lifting of restrictions, return of the café and an increase in hall rental income, the last financial year has been “okay”. Again, we didn’t pay all our parish share. The £4020 miscellaneous expense in the general fund was for some legal expenses which, rather than the Diocese re-imbursing us for they advised that we could deduct the amount from our parish share payments. In addition, a £6000 parish share payment for the 2021 financial year was made in January 2022 and does not appear in the 2021 accounts giving a total parish share payment of

£30,000 which is the same as 2020. Concerts and other music events are also starting up again so this should further boost our income in the coming year. On the good news front, we fixed our energy prices just over a year ago and this contract doesn't finish until mid/late 2023 so we are currently protected from the large increase in prices from April and also from any further increase in October. Our reserve funds are a little lower than I would like, and we will need to keep a close eye on our financial position over the next few months, but I am hopeful that it should start to improve, along with the weather!

## **Gardens**

In 2021 the Gardens continued to be a sanctuary for local folk. The independent Gardening Group passed a resolution to close at their annual meeting in 2021. This was partly in recognition of their achievement of re-establishing the Gardens for the local community since the group's beginning in 2015, and in part due to the significant workload now falling on fewer volunteers. The Group kindly transferred their remain assets of £329.59 to the PCC towards the ongoing costs of the gardens. The Parish remains indebted to all the volunteers who have given time over the years to reclaiming the gardens for the local community.

In 2021, the PCC increased the hours of our paid gardener, Penny Hunter who continued to work in the Church Gardens, whilst some of the more routine 'labour' – like cutting the grass – was taken over by the Vicarage household. The footpaths continue to present a significant area of risk. COVID restrictions and the market conditions that followed meant it became very difficult to find contractors who would visit the site to quote for the work. The PCC did continue to investigate and prepare for future works – more detailed surveys of drainage were undertaken.

The Js & Bs Kiosk continued as an open-air takeaway café until lockdown restrictions meant that this was able to relocate indoors.

The once magnificent Cherry Tree at the end of garden (next to number 30 Auburn Gardens) finally became too badly diseased and a decision was taken to fell this tree before it caused accident or damage, this work was carried out just days before the autumn storms arrived.

## **Godly Play**

The resources stored in church for the Cathedral during it's period of closure have now been given to the Parish on permanent loan. The Northeast Godly Play Network met twice during the year in church when COVID restrictions permitted.

Several of our more informal services included Godly Play in the 'sermon slot'. This gave space for the congregation to simply hear the narrative from scripture and the opportunity to share and learn together. One notable occasion was our crib service on Christmas Eve where over 80 people gathered together to hear the Advent Story as they all participated in creating a large Advent Wreath and nativity scene which remained in church throughout the Christmas Season.

### **Hospitality**

The parish mission to *Welcome all without exception* continued to be seen lived out through Coffee, Tea, Cake, Bacon Sandwiches (and on many occasions, something stronger, as the church wine cellar – actually a cupboard – saw a good deal of action).

The Church Kitchen is holding up well, though it is starting to show its age in some areas and some pieces of equipment are beginning to need regular 'fettling'.

In the second half of the year, it was great to host a number of Fenham Food markets in the Church Garden in partnership with the Fenham Bakery. These boosted our coffers and introduced many new friends.

### **Jazz @ Js & Bs** from Tony Roberts

During the summer we were able to stage some great concerts as part of the music in the garden series. They included pianist Dean Stockdale and vocalist Alice Grace both making their 3rd visit to Js&Bs. Plus some great vocalising from Jude Murphy and Lindsay Hannon. Later in the year we were able to put on three evening gigs which went off pretty well with Abbie Finn, Nicola Farnon and Alter Ego.

### **Liturgy & Worship**

2021 saw a return to a more normal pattern of services. The Parish voluntarily ceased public worship for the first weeks of 2021, and we returned to church in early February with a public weekly service of Morning Prayer. We restarted Communion on Easter Sunday, and congregational singing restarted later in the year.

The custom of holding Evening Prayer at 5:30pm (rather than an early morning service) continued throughout the year. On occasions a service of Holy Communion is held in place of Evening Prayer.

2021 saw the continued practice of producing individual service booklets

containing all the hymn words, liturgy, and notices & news. This reduced the need to share materials and allowed a little more flexibility each week. By the end of the year most people now received their copy in church on a Sunday, though a small number continued to be delivered. The weekly sheet is also available to download from our website by Saturday morning each week.

Main Sunday services continued to be streamed online to our Vimeo page. Funerals and weddings were also streamed around the world to families on private pages as COVID restrictions continued to prevent travel.

2021 saw a more mixed use of the High Altar and Nave Altar. Feedback from members of the congregation suggested that the variety was valued and we hope to continue this in future months and years.

## **Music**

### **Sunday Mornings**

This year saw a welcome return to singing in the church and services were led by the (newly renamed) St James Consort, Sanctuary Voices and Fenham Ensemble. Charles Wooler left us in the Autumn leading to a different pattern to our services: a rota of visiting organists has been established with Simon cantoring when appropriate. The Consort continues to lead the first service of every month, sometimes with piano accompaniment.

### **Newcastle Phoenix Choir**

In August 2021 we launched Newcastle Phoenix Choir, rehearsing on Friday afternoons in the church. The Phoenix Choir has taken on the work of Streetwise Opera, which stopped working in the north east, earlier in the year. The project has been very successful so far, with almost 40 different people accessing the choir and 20 attending regularly. In December the choir gave its first public performance at Brunswick Methodist Church, at a service dedicated to members of the homeless community who died during the year. Towards the end of the year members of the church community donated money for a set of choir branded hoodies, which have added to the sense of belonging and community within the group. Some members of the church and local communities have been welcomed into the group. The workshops are joyful and uplifting occasions!

## **J's & B's Singers**

Our Monday night choir returned to in-person rehearsals from September and participated in a Christmas concert alongside the choirs of Northumbria University and Newcastle Cathedral, at the newly refurbished cathedral. The choir sang John Rutter's Gloria.

The choir also participated in the Christmas Eve family service at J's & B's. Rehearsals began in January for an Easter performance of Messiah (part 2) and Vivaldi's Gloria.

Happily the choir has returned with even greater numbers than before the pandemic with more joining all the time. Membership at the time of writing is about 65.

**Fenham Ensemble** also returned to full rehearsals in September after navigating the pandemic with groups of six rehearsals or no rehearsing at all! The autumn culminated in a concert at the church and a very memorable Nine Lessons and Carols service.

After the success of last year's **Summer Concert Series** we hosted another series this summer with many notable performances: The Independence Jazz Trio, Tim Jasper & Friends, The Foundry Jazz Ensemble, Yoshi Kawamura (Peter & The Wolf), Alexandra Raikhlina and The St James Consort, Mark Williams Standards Trio, The Andy May Trio, Landmason & Dark Sky Voices, Dean Stockdale. Trio and Alice Grace Trio.

The series wasn't as well attended this year probably due the poor weather which meant several performances were moved into the church. Also with covid restrictions being relaxed in the summer we were competing with other venues and leisure activities.

The Pandemic again caused a reduction in our evening concert output this year but when restrictions allowed, there were some fantastic events: Northumbrian Pipers Society Concert; Organ Recitals; Brundibár Festival Fundraising Concert; Gail, Bonnie and Mary's Christmas Concert; Opera Dei Lumi; Bob Chilcott Come & Sing Day; Voices of Hope Christmas Concert; Fenham Ensemble Christmas Concert; J's & B's Singers at the Cathedral.

The Children's group - with new branding, **Jellyfish & Bees** - made a return with a new slot on Saturday mornings, led by Carol Bowden. The Autumn saw a drop in numbers and the decision to move the group back to Thursdays along with the cafe. Unfortunately, Carol was unable to make the switch so we're currently looking for another leader to take the group on.

## **Equipment and Resources** In 2021 some new items included,

A new filter coffee machine in the church kitchen.

LED lamps for the church chandeliers.

6 new tables and 24 chairs for the gardens

## **Property (Vicarage & Auburn Gardens)**

### **The Vicarage**

As reported for a third consecutive year, electrical problems persist in the house, with fuses tripping and supply failures regularly occurring. Likewise, the repairs to the boundary gates and guttering were not carried out by the Diocese in 2021. Joinery work to replace some timber in a number of windows and exterior redecoration was carried out by the Diocese in the Autumn of 2021.

The Vicarage is a large, listed (Grade 2) building that proves to be very difficult and expensive to heat. Investigations were carried out to determine if additional gas fires might be installed, however questions were raised about the gas supply to the house (which is already technically running over capacity). Installation of a new, larger gas main will be expensive and was not felt to be the correct route (as this would inevitably lead to larger gas bills and only serve to increase the carbon footprint of the house).

In the autumn of 2021, the Vicarage household opened a fire in one of the downstairs rooms and carried out works to the corresponding chimney and fireplace.

In 2022, in recognition of the significant cost of heating and the commitment to reduce the Church of England's carbon footprint, the Diocese propose to install smart heating controls and to being a program of works to install secondary glazing to some windows.

*The house is larger than most in the diocese and fails to meet the recommended standards for clergy housing as it does not offer accessible entrance routes, nor a separately accessed office space.*

### **32 Auburn Gardens**

The house owned by the PCC on Auburn Gardens retains its designation as housing for an Assistant Curate if one is appointed to the Parish. Throughout 2021 the house was let to private tenants.

Throughout the year the catalog of repairs, failures and maintenance issues persisted. This along with a recognition that the house is increasingly dated and in need of update led the PCC to consider the future of the property in more



detail. After taking legal advice, the PCC submitted an application to the Charity Commission to amend the trusts in which the house is held; (the property is currently held in trust specifically for the occupation of an assistant curate). The PCC proposed to relax the trust to permit use of the property by a 'Church Worker' (which might be a musician, youth worker etc), or to sell the property and apply some of the funds to other parochial uses, (whilst retaining enough to buy a replacement, similar property elsewhere in the West of City). It should be noted that PCC did not make a decision to sell the property (as under the existing trust, they already could), but rather that if they did sell the property, they might have more freedom to use the assets differently. By the end of 2021, the PCC were still awaiting a response from the Charity Commission.

### **Safeguarding and Health and Safety**

Ensuring our buildings and communities are as safe as they can be is of utmost importance

#### *Health and Safety*

In line with our insurance requirements and with national Church policy, all parish activities now require a written risk assessment to be carried out. Several minor incidents were noted from trips and falls though none caused significant injury or harm.

#### *Safeguarding - from Margaret Green, Parish Safeguarding Officer*

The Safeguarding of children, young people and vulnerable adults is still, as always, of paramount importance. Routine practices remain unchanged. The yearly reviewed Safeguarding Policy, agreed upon by the PCC, is on display in church as is the booklet, "Promoting a Safer Church" and photographs of the Safeguarding Team, which consists of Rev'd James McGowan, Jeannette Welch, Margaret Johnson, and myself as Safeguarding Officer. Information on Safeguarding and the Safeguarding website, where there are useful telephone numbers and where I can be contacted, can be seen on the church website at [www.jamesbasilfenham.org.uk](http://www.jamesbasilfenham.org.uk) and my contact details are also on the Sunday service sheet. Any Safeguarding concerns will be taken seriously and reported to the DSO and support will be given to those in need.

Anyone who has contact with children, young people and vulnerable adults and all members of the PCC are DBS checked, the criminal record check Declaration and Baring Service, which has to be renewed every five years. All our DBS checks are up to date.

The Diocesan Safeguarding Advisor, Carol Butler and her team are constantly in touch with any new information, courses to attend, or warnings of suspicious activities anywhere in the Diocese to be aware of, and I report on these to the PCC where Safeguarding is on every agenda. Safe recruitment is taken seriously and courses are available and encouraged.

Safeguarding Dashboards is a resource we are now using. It is specially designed and now being used in 2,000 churches in 24 Diocese throughout the Church of England. It shows the status of the individual church safeguarding at a glance. Green lights being reassurance that all is well and up to date. Amber light highlights action to be taken. Red shows where urgent action is needed. It reminds when policies need to be renewed or tasks need to be completed. As well as keeping individual churches up to date and showing this at a glance, the diocesan safeguarding team can also see and focus their support where it is most needed.

### **Scouts – 82<sup>nd</sup> Newcastle From Carol Preston, Group Scout Leader**

Easter 2021 we were finally allowed to return to face-to-face Scouting once again, much to the relief of the young people and leaders alike. It was so lovely to be able to see the young people in the flesh and it was so obvious that they were pleased to be back. One of the first activities we took part in was a Scout district sports activity event at Dilston, near Corbridge, on the wettest of days but it was such a fantastic day, in the fresh air with young people and no masks! Initially we were in smaller groups on the return to face to face but in September we were able to welcome back all of the young people. We are fortunate to have wonderful outside space to use with the young people and reduce the risks from Covid although for a while there was hardly a week went passed without an email letting us know that one of the children had tested positive.

The commitment of the leaders and young leaders to support the Beavers, Cubs and Scouts is second to none. We were so delighted when Rick was awarded the Award of Merit and Liz the Chief Scouts Commendation award which they received in November, presented during Beavers by our County Commissioner. I was incredibly honoured to be awarded The Silver Acorn medal which I also received in November. We are still short of leaders for our Scout section, we have two wonderful students currently supporting Scouts, but University commitments and their own sporting activities mean they are not always able to attend. If you are someone you know is aware of anyone who might be interested in getting involved, please get in touch.

As always, we are incredibly grateful for the continued support of the church with our group, thank you.

Take care and stay safe everyone *Carol*

### **Study Groups/personal reflection & prayer**

The traditional pattern of lent and advent study groups continued to be disrupted by COVID restrictions. The Sunday service patterns settled into a new routine with the cessation of the 8am service and the introduction of a 5:30pm service, usually evening prayer.

The Church continued to be opened most days and received a regular number of visitors throughout the week who use the space for quiet reflection.

## **Annual Meeting of Parishioners**

*In accordance with the Churchwardens Measure 2001 a meeting of the parishioners of the Ecclesiastical Parish of Fenham: St James and St Basil, will be held for the purpose of appointing 2 churchwardens of the parish.*

*The following persons are entitled to attend the meeting and vote:*

- (a) persons whose names are entered on the church electoral roll of the parish;*
- and*
- (b) persons resident in the parish whose names are entered on a register of local government electors by reason of such residence.*

*To be appointed churchwarden a person must be baptized and;*

- (a) entered on the church electoral roll of the parish;*
- (c) an actual communicant;*
- (d) 21 years of age or upwards;*
- (e) not disqualified as outlined in section 2 of the Churchwardens Measure (2001).*

## **Agenda**

**1) Minutes of the last meeting Appendix 1**

**2) Election of Churchwardens**

## **Annual Parochial Church Meeting** *Church Representation Rules 2021*

### **Agenda**

- 1) Apologies**
- 2) Minutes of the last meeting** *Appendix 2*
- 3) Matters arising**
- 4) Election of**
  - a. Diocesan Synod representatives (2 needed)**
  - b. Members of the Parochial Church Council (PCC)**
  - c. Sidespeople / Welcomers** *under the new rules, these positions are to be filled at the first meeting of the PCC in accordance with section 2(2)(f) of the Parochial Church Councils (Powers) Measure 1956.*
- 5) Appointment of Auditor**
- 6) Report on the proceedings of the Church Council**  
*this document to be taken as such a report*
- 7) Treasurer's Report** *Accounts attached in appendix 3*
  - a. Examination of audited accounts**
  - b. Statement of funds & property** *no verbal report given. Church Log books and accounts will be available and opportunity for question given.*
- 8) Fabric Report** *A brief summary will be given. Further details to specific buildings will be given in this document. Opportunity for question or comment will be given.*
- 9) Chairman's Report** *to be presented as a review of the year during the service*
- 10) Any Other Business** – *To be notified at the start of the meeting*

## **Appendix 1**

### **Annual General Meeting of Parishioners 2021 (Vestry meeting)**

#### **Minutes**

#### **Election of Churchwardens**

The parish of Fenham, St James and St Basil has two (2) Churchwardens.

- 1) the minutes of the 2020 meeting were received and approved.
- 2) Two nominations were received for Mrs Nicolette Walter and Mrs Margaret Cutting.

All were duly elected by unanimous agreement.

## **Appendix 2**

### ***Annual Parochial Church Meeting 2021 Minutes***

**The Parish of St James & St Basil, Fenham  
The Annual Parochial Church Meeting (AGM)  
Sunday 25th April 2021  
During 10am Service in Church  
Minutes of Meeting**

#### **1. Present & Apologies for Absence APCM 2021**

**PRESENT:** Revd James McGowan (Chair), Nicki Walter, Margaret Cutting, David Welch, Nigel Welch, Jeanette Welch, Margaret Green, Tony Roberts, Marjorie Rochester, Ruth Rogan, Ellen Omobude-Muns, Niel Soulsby, Lesley Crawford, Charles Wooler, Gillian Cunningham, Bonnie Brinn, Jack Brinn, Carolin McGowan, Margaret Johnson, Joo Li Ng, Simon Davies-Fidler, Jasmine Oaks.

**APOLOGIES:** None

#### **Attendance 2021**

There were 22 members of the Electoral Roll present including Revd James McGowan.

#### **2. Minutes of Last Vestry Meeting at APCM 2020**

There were no amendments and were agreed as true & correct:

Proposed by:	Marjorie Rochester
Seconded by:	Gillian Cunningham
All Agreed	

### **Vestry Meeting - Election of Churchwardens**

There were two nominations received for Mrs Nicolette Walter and Mrs Margaret Cutting. There being no other nominations these two appointments were:

Proposed: Ruth Rogan

Seconded: Margaret Johnson

Agreed by all. Therefore both were duly elected.

### **3. Annual Parochial Church Meeting**

#### **Minutes of the previous APCM on 15th March 2020**

There being no amendments these were agreed and signed as true and correct by Revd James McGowan.

Proposed: Joo Li Ng

Seconded: Marjorie Rochester

ALL AGREED

The Agenda, previous minutes from APCM on 15th March 2020, reports and the Financial Statement of Accounts for 2020 from Tim Bradbury (Treasurer) which were printed in the form of a Booklet and distributed to all on the Electoral Roll in advance of the 2021 APCM, are available and will be stored in the Church including these minutes.

#### **Matters Arising**

There were no matters arising from the minutes of the APCM held on 15th March 2020.

### **4. Election of:**

#### **a. Deanery Synod Representatives (2 required)**

As 2 representatives had been elected at the previous APCM in 2020 and they stand for a 3year term, the next Election for Deanery Synod Representatives will take place at the APCM in 2023.

#### **b. Election of Members of the Parochial Church Council (PCC)**

Bonnie Brinn was due to step down following a 3year term on the PCC. Bonnie had indicated she would be willing to stand again for another 3year term. There being no other nominations this appointment was:

Proposed by: Nigel Welch

Seconded by: Charles Wooler

Agreed by all

**c. Sidespersons/Welcomers**

Under the new rules, these positions are to be filled at the first meeting of the PCC in accordance with Section 2(2)(f) of the Parochial Church Councils (Powers) Measure 1956.

**5. Appointment of Examiner of Accounts**

Unfortunately due to ill health Alan Torrance has relinquished this role.

Jane Makepeace was nominated which was agreed by all at a previous PCC meeting. Jane has agreed to stand again as Examiner of Accounts for 2021.

Proposed by: Charles Wooler

Seconded by: Niel Soulsby

AGREED BY ALL

**6. Report on the proceedings of the Church Council**

These were received in the form of a booklet which had been printed and distributed to members of the Electoral Roll in advance of the APCM and this document to be taken as such a report (attached). The report was also posted on the church website.

**7. Treasurer's Finance Report & Accounts - (Jan-Dec 2020)**

These are reported in the booklet (attached) which were discussed and accepted by the PCC at a previous PCC Meeting which were then independently examined by Jane Makepeace and the completed & signed report of the accounts is also included in the booklet (attached).

All were invited to ask any questions. There were no questions asked.

**8. Fabric Report**

This was reported in the booklet (attached). JMc also gave a brief summary during the meeting.

All were invited to ask any questions. There were no questions asked.

**9. Chairman's Report**

This was presented in the form of a video as a "Review of the Year 2020" during the Service. The Vicars Report is also included in the booklet (attached).

All were Invited to ask any questions. There were no questions asked.

There followed a vote to accept **Items: 7, 8, 9:**

Proposed by: Nicki Walter

Seconded by: Bonnie Brinn



ALL AGREED

Revd James McGowan concluded by announcing:

- Carol Preston, Group Scout Leader 82nd Newcastle Scout Troop has been awarded the “Silver Acorn” this is a special award for 20years distinguished Service in Scouting. The 82nd Scout Group is our resident Scout Group which is the largest in the west of Newcastle. Carol has provided a report which is also featured in the booklet (attached). Their first meeting back in the Church Hall was this Friday 23rd April on St Georges Day. Congratulations were noted & extended to Carol in her absence from the Parish.
- Thanked all for allowing the APCM Meeting to take place during the 10am Service rather than having a separate meeting at another date and time. Also that the PCC remains open to people who are welcome as observers and to make comments on matters although if they are not elected will be unable to vote. This invitation was extended to show transparency with church business over the year ahead.

Next PCC Meeting: Wednesday 5th May at 7pm in Church

**10. Any Other Business**

**There being no other business the meeting closed**

**Jeanette Welch**

**Secretary to PCC**

**Appendix 3**

**Financial statements**

These include a statement of Assets and Liabilities at the 31<sup>st</sup> December 2021, together with the financial statements for 2021. *NB at the time of printing, these statements, whilst approved by the PCC, were awaiting Inspection. If this has not been completed by the date of the APCM, it will be proposed that these statements are ‘received’ and then are later ‘approved’ at an Extra-ordinary Meeting called for this purpose sometime before the 31<sup>st</sup> May 2020 whose date and time will be published in accordance with rule M13 of the Church Representation Rules 2020.*

## **Employee Pensions Liability**

### **Church Workers Pension Fund (CWPF) - December 2021 Year End**

The Parish of St James and St Basil, Fenham participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

The Parish participates in and offers Pensions through the Pension Builder 2014 scheme.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme.

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, The Parish of St James and St Basil, Fenham could become responsible for paying a share of the failed employer's pension liabilities.

### **Assets**

Property owned by the Parochial Church Council is detailed in the Inventory and Terrier (Church Logbook).

### **32 Auburn Gardens**

This property is held in trust by the PCC for the purpose of providing accommodation for an Assistant Curate if one is appointed. The property generates rental income for the parish which is detailed in the financial statement. The property (or any assets arising from a sale of the property) may not be used for any purpose other than housing for an Assistant Curate without the express consent of the Charity Commission, the Church Commissioners, the Incumbent and the Bishop of Newcastle.

## St James' and St Basil's PCC Fenham

Printed: 07/03/2022

December 2021 year to date turnover

	<u>General</u>	<u>Auburn</u>	<u>Hall</u>	<u>SJKT</u>	<u>Music</u>	<u>Cafe</u>	<u>Path</u>	<u>Phoenix Choir</u>	<u>Bell</u>	<u>Total</u>
Voluntary Receipts										
Donations received	5088	0	500	758	4934	165	1000	4870	137	17452
Collections	947	0	0	0	0	0	0	0	0	947
Planned Giving	16135	0	0	0	0	0	0	0	0	16135
Gift aid tax received	5507	0	0	0	0	0	0	0	0	5507
Grants received	0	0	4005	10000	0	0	0	3250	0	17255
	27677	0	4505	10758	4934	165	1000	8120	137	57296
Receipts from Charitable Activities										
Fees	7305	0	0	0	315	31	0	0	0	7651
Rent	50	5961	12625	0	250	0	0	0	0	18886
Charitable Activity Receipts	241	0	0	0	0	0	0	85	0	326
Cafe	1284	0	0	0	0	9855	0	0	0	11139
Choir subs	0	0	0	0	4934	0	0	0	0	4934
Concert income	170	0	0	0	5278	37	0	0	0	5485
	9050	5961	12625	0	10777	9923	0	85	0	48421
Receipts from Investments										
Interest received	1	0	0	0	0	0	0	0	0	1
	1	0	0	0	0	0	0	0	0	1
Other Receipts										
Miscellaneous receipts	1561	0	0	0	0	0	0	40	0	1601
	1561	0	0	0	0	0	0	40	0	1601
Fundraising Costs										

## St James' and St Basil's PCC Fenham

Printed: 07/03/2022

December 2021 year to date turnover

	<u>General</u>	<u>Auburn</u>	<u>Hall</u>	<u>SJKT</u>	<u>Music</u>	<u>Cafe</u>	<u>Path</u>	<u>Phoenix Choir</u>	<u>Bell</u>	<u>Total</u>
Social Events	110	0	0	0	0	0	0	0	0	110
	(110)	0	0	0	0	0	0	0	0	(110)
Charitable Activities Costs										
Heat, Light and Power	6812	14	3927	0	0	0	0	0	0	10753
Maintenance	3477	342	0	0	1896	0	0	0	0	5715
Grounds Maintenance	917	0	0	6166	0	0	0	0	0	7083
Insurance	0	211	0	6041	0	0	0	0	0	6252
Development	0	0	2070	0	0	0	0	0	0	2070
Worship	5223	0	0	0	2897	0	0	0	0	8120
Diocesan fees	3563	0	0	0	0	0	0	0	0	3563
Parish Share	20000	0	0	0	0	0	0	0	0	20000
Consultancy	3733	0	0	0	0	0	0	0	0	3733
Consultancy expenses	0	0	3210	0	0	0	0	0	0	3210
Clergy Expenses	3539	0	0	0	0	0	0	0	0	3539
Council Tax	2043	28	0	0	0	0	0	0	0	2071
Water rates	659	0	0	0	0	0	0	0	0	659
Volunteer expenses	627	0	0	0	0	840	0	0	0	1467
Cafe expenses	0	0	0	0	0	701	0	0	0	701
Office costs	2559	0	264	0	0	0	0	0	0	2823
Printing & stationery	179	0	0	0	0	0	0	0	0	179
Publicity costs	0	0	0	0	522	0	0	0	0	522
Music expenses	0	0	0	0	11553	0	0	3795	0	15348
	(53331)	(595)	(9471)	(12207)	(16868)	(1541)	0	(3795)	0	(97808)
Governance Costs										
Sum up charges	458	0	0	0	0	0	0	0	0	458
Bank charges	265	0	0	0	0	0	0	0	0	265
	(723)	0	0	0	0	0	0	0	0	(723)

December 2021 year to date turnover										
	<u>General</u>	<u>Auburn</u>	<u>Hall</u>	<u>SJKT</u>	<u>Music</u>	<u>Cafe</u>	<u>Path</u>	<u>Phoenix Choir</u>	<u>Bell</u>	<u>Total</u>
Other Costs										
Miscellaneous costs	4020	50	0	0	0	0	0	0	0	4070
	(4020)	(50)	0	0	0	0	0	0	0	(4070)
Transfers										
Transfers between funds	2827	0	0	0	0	0	0	(2827)	0	0
	(2827)	0	0	0	0	0	0	2827	0	0
Net receipts/payments	(22722)	5316	7659	(1449)	(1157)	8547	1000	7277	137	4608
Cash funds at start of year	630	4217	9150	-9278	5417	10456	2000	-2827	3437	23202
Cash funds at end of year	-22091	9533	16808	-10727	4260	19003	3000	4450	3575	27810









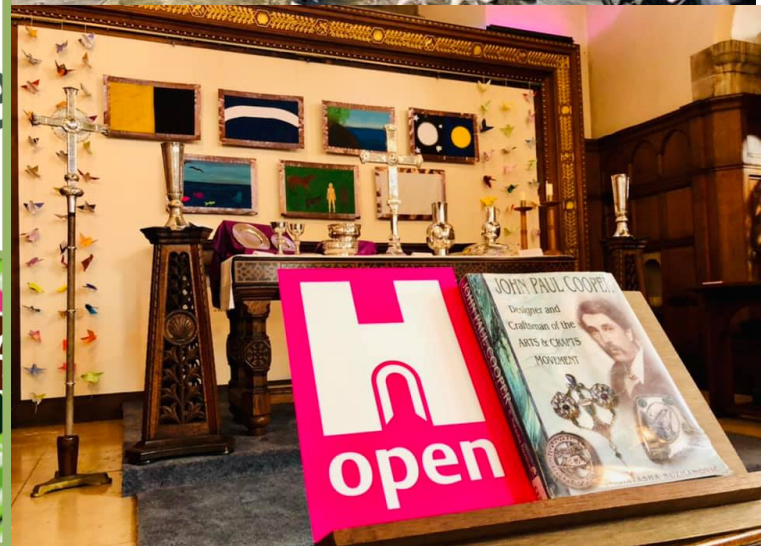


SATURDAY 11TH  
SEPT 10-2PM

**FOOD FETE AT ST  
JAMES AND ST BASIL**

St James and St Basil's  
Church, Fenham Hall Drive,  
NE4 9XP













Section A

Independent Examiner's Report

Report to the trustees/  
members of

St James' and St Basil's PCC

On accounts for the year  
ended

31/12/2021

Charity no  
(if any)

1184511

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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 in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Jane Makepeace

Date:

25.4.22

Name:

JANE MAKEPEACE

Relevant professional  
qualification(s) or body