

**Registered charity number: 1196414**

**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with  
Arbourthorne and Norfolk Park**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 December 2024**

**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park**

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**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park**  
**Administrative Information**  
**For the year ended 31 December 2024**

We are responsible for Christ Church, Heeley which is the Parish Church. Also within the parish is St Leonards Community Church which is a Bishop's Mission Order and is at 331 Arbourthorne Road S2 2FH. The parish is part of the Diocese of Sheffield within the Church of England. The Correspondence address is Heeley Vicarage, 151, Gleadless Rd. Sheffield S2 3AE.

PCC members who have served at any time from 1 January 2024 until the time of approval of the accounts were:

**Ex Officio Members:**

Vicar & Chair	Rev'd Amy Hole	Appointed 10 September 2024
Curate-in-charge	Rev'd Amy Hole	Until 9 September 2024

*As Curate-in-charge Amy was the Chair of the PCC but not legally responsible for the running of Parish, which remained in the hands of the sequestrators (Church Wardens and Area Dean).*

Wardens	Stephen Adams Simon Bell	(Treasurer and current PCC Lay- chair)
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Deanery Synod reps.	Ruth Gibson Katharine Brown Cynthia Sutherland	Resigned 28 April 2024  Appointed 28 April 2024
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Lay Readers	Ken Law Steve Rastall
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<b>Elected Members</b>	Janet Wild Richard Patterson Carl Thompson Amelia Reeves Joanne McCarthy Andy Laurie Louise Bettridge Opeoluwa Akinoso Lakpa Tamang	Died 23 November 2024   PCC Secretary from 23 April 2023  Resigned 31 December 2024
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<b>Co-Opted members</b>	Susan Law Laura Passo
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**Accountants**

Seven Hills Accountants Limited  
 57 Burton Street  
 Sheffield  
 S6 2HH

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**Aim and purposes**

The primary object of the Parochial Church Council (PCC) is the promotion of the gospel of Jesus Christ according to the doctrines and practices of the Church of England. The PCC is responsible for cooperating with the Vicar in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of Christ Church and its grounds in Heeley.

The PCC aims to play its part in fulfilling the vision of the Diocese of Sheffield: to grow a sustainable network of Christ-like, lively and diverse Christian communities in every place which are effective in making disciples and in seeking to transform our society and God's world. Our strap line is 'Making love known'. We want to see lives transformed through an encounter with Jesus Christ; a growth in people enabled to become part of worshipping communities at Christ Church; and for individuals and the church to respond to God by sharing his love in the local community and beyond.

**Objectives and activities**

The PCC has had regard to the Charity Commission's public benefit guidance in considering how to fulfil the church's aims.

The PCC's main objective continues to be to enable all people to grow and live in faith as part of our parish community through:

- Worship and prayer, and growth in understanding the faith and trusting in God the Father, the Son and the Holy Spirit, as individuals and as a loving community.
- Provision of pastoral care and occasional offices for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church.

**Achievements and performance**

Following the appointment of Revd Amy Hole to the post of Curate-in-charge in July 2023, the PCC made the decision in February 2024 to invite her to apply as a sole applicant for the role of Vicar once her curacy came to an end. Following a full interview process, she was appointed. Having moved into the Vicarage in July 2024, Amy was instituted and inducted as Vicar of the Parish and Oversight Minister for the North Attercliffe Mission Area by the Bishop of Doncaster and Archdeacon of Sheffield on 10 September 2024.

The worshipping life of the church has been rich and diverse. On Sunday mornings we followed two sermon series at points in the year (on Daniel 1-6, and on What the Church is from various angles). We initiated an outdoor Palm Sunday procession, and a special service to mark Racial Justice Sunday, and added to our existing portfolio of Christmas services Carols by Candlelight and a Christmas Eve 'Away in a Manger' service (both of which attracted new people who would not otherwise have come). It is very encouraging that lay people (including but not limited to Ken Law as reader) have played a full part in leading worship and preaching within the church, in leading intercessions and doing Bible readings.

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Particularly encouragingly, since October the older children have been enthusiastically involved in planning and leading monthly Café Church services, including in preaching. This is a blessing to the whole congregation, and also enables the young people to know that they are genuinely valued as part of the worshipping life of the church. This is essential to their growth in discipleship and to the life of the church as a whole. Children also contributed fully to welcoming, doing Bible readings, and intercessions.

The church continued to livestream worship each Sunday morning, other than when Café Church is running, allowing people who are unable to attend or who have missed some of the service to catch up. A small number regularly tune into the live stream each week rather than attending church in person.

The @7 congregation continued to meet on Sunday evenings with more relaxed worship, video talks using various online resources, discussion together and prayer. Numbers attending range roughly from 6 to 15.

In May we started a new short midweek service, Martha's Prayers, which follows Martha's Kitchen. Most weeks, this is attended mainly by a few volunteers, though occasionally customers have stayed on for it: we need to review how best to enable customers to access faith provision. However, once a month Martha's Prayers has become clearly embedded as a new worshipping community. This monthly service involves a simple communion, and we are delighted that the City Knights, a group of about 20 adults with learning disabilities who meet at St Leonards community centre throughout the week, come to the church on this day both for Martha's Kitchen and for this monthly service. We have been very blessed by the Knights' enthusiastic and loving presence among us, and they treasure the welcome and love they receive. This has led to many of them coming also to Dementia Café (see below), to various Christmas services, and to the Women's Coffee morning (see below).

Morning prayer on Mondays continued to be a mainstay of the church's prayer life throughout 2024. We ceased the fortnightly prayer evening on Wednesday evenings, sensing that it had run its course, to leave space for God to lead us into new ways of praying together.

Amy led a small group in considering the church's Mission Action Plan. This involved questionnaires being distributed among the congregation and PCC. Reviewing these, it was clear to the PCC that discipleship, and growth, evangelism and new congregations, are two of the main areas God is drawing us to focus on currently. Although we haven't yet formally submitted the MAP, we have taken steps to grow in these areas. We held a welcome lunch for people relatively new to the church in January, and have re-instigated welcome packs for newcomers. In terms of new congregations outside the usual Sunday services we started Martha's Prayers and re-started monthly Messy Church (see below). We introduced a regular This Time Tomorrow slot to Sunday morning services to encourage us to focus on our walk with Christ in our day to day lives and work, and to get to know others better. We took steps to have a focus on discipleship/being Lights for Christ in our daily lives which we rolled out in 2025, along with an enquirers course and starting different ways of approaching discipleship/Bible study groups.

Use of the buildings has continued to develop under the stewardship of the Centre Manager, Cynthia Sutherland, with the assistance of Beajong Kapali, to whom we are very grateful for all the work they put into ensuring things run smoothly. Bookings have increased considerably, and it is very encouraging to see the church building open and in use by the local community as well as for church activities virtually every day. We aim to set hire fees at a rate that ensures affordability, while covering increasing energy costs.

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Our Centenary Project Worker Laura Passo continued her hugely valued ministry, and her warmth and approachability are greatly valued by all those she comes into contact with. Sunday Club, Toddlers, X-Kids, Messy Church, and the Holiday clubs continued to grow and flourish, and Laura increased her involvement with the children and staff at Anns Grove School, who once again used the church for their Christmas performances. We enjoyed taking a few young people on the diocesan HOPE weekend, which involved worship, social action, and fun. The Women's Coffee Morning has become a Women's Coffee and Craft morning and attracted some new members.

In addition, we have a regular programme of monthly social events which are well attended by people from the local community. Events have included a disco, international meal, picnic and games in Meersbrook park, board games, and a BBQ, as well as the very popular Bonfire Night, Summer fun day, and Christmas fair. We have also encouraged more relationship building within the church family through a Harvest Supper, and a trip to Castleton in December. It is a privilege and a blessing to be a focus for building community and relationships within our area, and an important element of God's mission. We also opened the church to the community for Historic Churches Day, and hope to continue this as a regular event.

Other regular events include Martha's Kitchen, where numbers have increased. This is a greatly valued by regulars as a place for community. One week we welcomed someone from Sheffield Home of Football to give a talk on Heeley church's unique place in footballing history!

Amy started a monthly midweek service at Cambridge Court in June, which is valued by the residents who attend.

Joanne McCarthy has continued her paid role as administrator one day a week, as well as working for St Leonards and as administrative support to the area deans. She has continued to take responsibility for invoicing groups for the use of the buildings and organising safeguarding training and DBS checks. However, her role has been valuable far beyond these administrative tasks, as she has continued the work of the Uni-recycle project with Louise Betteridge, set up the monthly Dementia Café in September, and enabled the City Knights to come to us, as well as assisting Laura with Sunday Club on a voluntary basis.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of their journeys through life. In the year we celebrated 9 baptisms and conducted one wedding, and a wedding blessing. A particular highlight was the full immersion baptisms on Easter Saturday of five young people from the Nepali community, and also of one adult whose contact with Christ Church came about through Martha's Kitchen. We had one funeral in 2024.

The Electoral Roll has been renewed, there are now 49 on the Church Electoral Roll, 30 of whom are not resident within the parish.

### **Pastoral care**

Amy has been privileged to meet individuals for pastoral care throughout the year, including visiting church members in hospital.

### **Mission and evangelism**

Please see details of giving to third party charities and organizations below under 'Missionary and Charitable Giving'.

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**Uni-Recycle (Uniform recycling project).** Six sales were held in 2024. We have now helped over 60 families in need since the project began. This is however, only the ones who have made themselves known to us, as many more have attended the sales. We now have collection bins in 9 of our local schools all of which support us with our sales. We often have social workers and teachers contact us for help, and more recently we are now working with Shelter and Young Carers. We also work closely with Tesco who have given us lots of donations of free clothing over the past year which has resulted in us putting on pop up sales alongside our usual sales. We also now have our own website, where people can submit a referral form to us, and a dedicated phone line.

**Dementia Café:** We were approached in the summer of last year to consider setting up a Dementia friendly cafe by PKW (people keeping well) and they offered us a small grant of £800.

- We launched the cafe in September and run a 2 hour cafe every 3<sup>rd</sup> Wednesday of the month.
- The cafe is free and is open to anyone living with dementia as a sufferer or a carer.
- The money we received has been used to buy resources for the cafe such as specially adapted puzzles and books. We try to run various activities such as one week we were visited by the farm animals and at Christmas we held a carol service with a group known to our church United Christian Voices. Both these sessions were a huge success.

**Women's Coffee Morning** has continued throughout the year. At Easter the group make cards, and before the break for Summer they attended Heeley City Farm for breakfast all together. Due to a decrease in the number of women attending, it was decided to have more of a focus for the group, so it changed to **Women's Coffee and Craft Morning** in November. Each week the group are able to make a simple craft which they take away. The Christmas themed crafts were all popular, with the wreath making being a definite highlight. It is hoped that the offered craft will encourage more women to attend, please do hold this in your prayers.

#### **Youth and Children's Work**

- **Toddler Group** is still very popular and sees new starters coming weekly. We have 40-50 children plus their carers on average coming along each week. The number of children and adults that engage with the Bible story time has dropped over the year, but there is still a good number that do the accompanying craft and ask what the Bible link/story is while they are doing it. The feedback that the volunteers get at toddler group is extremely positive, saying how well the group is run, how welcoming the church and volunteers are as well as the other parents/carers, and how much they appreciate the hard work and effort that is put into running the group – huge thank you has to go to all of the volunteers that make this group possible.
- **Sunday Club** continues to have 2 groups running – 1 for primary aged children, the other for secondary aged children, with the creche available in the church for 0–5-year-olds. This year in the primary aged group we have looked at prayer and different ways to pray. We also looked at Holy Communion, and continued with our series on Old Testament stories. The children continue to grow in confidence, both in themselves and in their faith. They share their knowledge and experiences with each other, and we have some really good and in-depth conversations about various topics during the group. The children and young people are very keen to be involved in the life of the church, and continue to write and read prayers during intercessions for some services. Some of them are on the rota for Bible readings, and there is also a group that help to plan and lead café church services. Please do hold the children and young people in your prayers, for their faith journeys and for their dedication and willingness to serve God.

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- **X-Kids** on Tuesdays after school has seen some growth this year, as well as the majority of children attending the group on a regular basis. The group are also developing friendships and relationships, especially across the different age ranges and with those who attend different primary schools. We now have 4 leaders each week, which has been an answer to prayer – huge thank you to all of the volunteers for their time, patience and hard work. We continue to explore the Christian faith and what it is to be a Christian; this year the group took part in various social action projects, including visiting a local care home, decorating and hiding rocks around Heeley, decorating and hiding bookmarks at a local library, and organising and running a table top sale raising £155 for the RSPCA. The children loved doing these activities, and it was great for them to give something back to the community. We still have a number of families who also attend Messy Church and the social events, and we also had 7 of the children attend a church weekend at The Oakes, 4 of which are non-Christian.
- **Messy Church** continues as a monthly group, and although attendance each month can vary, it is well attended by families. There are a core group who attend every month, with other families coming less regular. We continue to see a mixture of families from Sunday services, X-kids, toddler group and family socials. The children engage really well with all aspects of the Messy church service, especially the interactive story telling; engagement from the adults could be improved, and leaders and volunteers are working to encourage more participation from them. We have been delighted to have a local cooking group join us each month; they prepare, cook and serve the 2-course meal for all of the families. Feedback from them and the families has been so positive, and it is wonderful to work collaboratively with them.
- **Holiday Clubs** – we run 3 holiday clubs throughout the year; Good Friday, Summer (3 days) and Light party (Halloween alternative). These were all well attended, and the children engaged really well during all of them. Our theme for the summer club this year was the Olympics, looking at 3 different Bible stories that fit with the tagline ‘Faster, Higher, Stronger’, and the BBQ event held at the end of the 3 days was very popular, with 65 adults and children attending. We continue to see a mixture of children who come to Sunday club, X-kids, Messy church and community events attending the holiday clubs, with a high number attending all 3 throughout the year. Anns Grove school continue to advertise them to their families, and we saw some new children attending from this advertisement.
- **Xtreme** – This year the number of young people attending has been consistent, with the majority of the group non-Christian. Behaviour is still challenging at times, as well as attitude, so leaders have focussed on short group games and activities to help engage the young people and model good behaviour and attitude, which the young people have enjoyed. The young people have good relationships with each other, and it is great to see friendships maintained and new ones developed with those from different secondary schools. In June 3 of the young people from Xtreme took part in the HOPE weekend, 1 of whom is non-Christian; they all really enjoyed this experience, and are keen to do it again next year. Huge thanks are needed for the dedication of the leadership team who work selflessly each week to serve the youth we have – please lift them in your prayers.

**Families’ Programme**

We held 12 different community social events monthly throughout the year, and these continue to be well attended. Highlights were the summer coach trip where we took 87 people from across the various groups and activities run at church to Blackpool for the day, and the summer fun day, which sees people from the local community and beyond enjoying our church building and all of the activities we have on offer that day.



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**Centenary Project Worker**

Laura has now been in this role since March 2023. The Centenary Project team are very supportive, and meet once a month for network meetings where they have training and share ideas – some of the CP workers have led training sessions, sharing their expertise in different areas which has been very encouraging. Laura also attended 3 CP Huddle sessions, where they looked at different aspects of their ministry and how this can be developed further. Laura found these very insightful and thought provoking. Workers regularly pray for one another, and Laura also has a mentor who she meets with once a month for support and prayer. The CP also organise and run one-off events for children and young people throughout the year. These are great opportunities for children and young people from different churches to come together as one larger group. The Breathe Deep and HOPE weekend were attended by a small group of young people from our church; they thoroughly enjoyed themselves during these events, and are looking forward to taking part in them again next year.

Laura wishes to thank everybody that has been part of the children and families work in numerous ways, whether that is physically being at a group or event, praying for her and the children and families, contributing to crafts and resources, helping to plan and prepare, the church and children's team has been so supportive and she is extremely grateful. Please do continue to pray for all of the children and families work that goes on at this church, and for the workers and volunteers involved in it.

**Ecumenical relationships**

Christ Church, Heeley is part of the North Attercliffe Mission Area in the Attercliffe Deanery with St. John's Park, Manor, Attercliffe and Darnall, and St Leonard's.

The Gleadless Valley and Heeley Food Bank, which Christ Church used to support, closed during 2024 following management issues and the withdrawal of Trussell Trust involvement. It has since restarted as a community project, but in the meantime the PCC decided to redirect food donations to St Paul's Community Pantry which operates from St Paul's Norton Lees. Church members joined again with the Church of the Nazarene to sing carols at Heeley Green Co-Op shortly before Christmas.

Amy continues to meet with her fellow clergy in the Mission Area to discuss how the churches can work more closely together and to support one another in ministry and mission. A Mission Area retreat day took place in February as a result. Our relationship is particularly close with St Leonards: one or two members of Heeley worship regularly there on Sunday afternoons; Amy has led occasional services there; we continue to value the occasional assistance of Revds Lucy Sablan and Britt Webb in leading services at Heeley; and some ventures are advertised jointly. Amy has been asked to lead training for preachers across the Mission Area/Deanery, which will be rolled out in 2025.

Christ Church hosted other worshipping communities in the building during 2024: the Himalayan Nepali community, which worships on Saturdays, the Ethiopian Orthodox Church, the New Jerusalem Gospel Church (which moved to new premises during the year), and Powerhouse Holy Ghost International Ministries. We were delighted to welcome representatives from these to Amy's induction. Amy preached for the Himalayan Nepali church a couple of times in 2024, and was honoured to conduct full immersion baptisms for five of their young people on Easter Saturday. She also continued to preach by invitation for the New Jerusalem Gospel Church, and invited Pastor Justin to preach at Christ Church for Racial Justice Sunday in February.

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**Financial Review**

General fund Headlines

- Common Fund of £30,000 was paid in 2024.
- After last year's fall in planned giving there was a modest increase in giving during 2024. We are still below the 2023 figure but moving in the right direction.

General fund income

Planned giving rose from £32,519 in 2023 to £34,317.

Tax reclaimed from HMRC totalled £5,571, this was made up of money claimed by the church for donations given from April 2023 to March 2024, and gift aid from the Parish Giving Scheme.

The other major source of income in 2024 has been the from the hiring out of the church and the halls. The number of bookings by various groups has increased and £12,962 has been raised from hiring the church premises. It is worth noting that whilst this is a slight fall from 2023, this year there was no Vaccination Centre money to support the hiring. A huge thank-you is due to Cynthia as Centre Manager for securing the increase in bookings and making up much of the difference in income caused by the Vaccination Centre closing.

Following a significant increase in the gas contract a review of the prices charged for use of the church and halls was undertaken, and revised charges were implemented from January 2024.

General fund expenditure

As usual the biggest regular expense was the Common Fund to which we paid a total of £30,000.

The other major expenses are the gas and electricity costs. Both gas and electricity contracts were up for renewal again this year. Having seen huge increases in 2023, the church locked in for one year only deals in the hope prices may fall by the time of the next negotiations. We managed to secure a 'standstill scenario' with the fall in the gas contract being matched by the increase in the electricity contract. Other services such as broadband have also seen significant increases in contract costs.

The income into the General fund during the year was £61,801 whilst expenditure was £61,292 meaning that the church made a surplus of £509. The PCC set aside £2,500 towards Building maintenance (see below) and the balance of the general fund as at the year-end was £23,189.

Restricted fund expenditure

Another significant area of expenditure this year was on salaries as we now contribute to salary costs for two staff members. Whilst £24,252 is a significant amount of money it needs to be noted that all the Centenary Project Worker salary is currently grant funded and so is offset by grant income and then expended so has little impact on the overall accounts. However, during 2025 various grant funding is due to finish, and is not yet fully matched by grants applied for and secured, and new sources of income will be needed to continue the work.

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Re-ordering, Refurbishment, Ongoing Maintenance

With the ongoing high level of use there have been numerous small repair jobs that have had to be carried out over the course of the year. Sometimes this is not always able to be done in a timely manner due to the busyness of the various trades involved. The insurance work repairing the damage caused by the fractured sewer was finally completed in June 2024 and insurance pay-outs have covered all the associated costs and VAT.

The other significant maintenance issue has been the ongoing deterioration of the tower arch. The diocesan team came with their drone to survey the tower and roof areas in the hope of identifying possible causes of water ingress. Whilst various roofing and pointing issues were noted and these repairs have been carried out, we are unfortunately still no nearer being certain as to the cause of the tower arch problem or its successful remediation.

We are now into our fourth year of contract with Zirkon to tackle the Japanese Knotweed. The work does appear to be successful with the amount of knotweed appearing diminishing significantly. Very little was seen in the churchyard this year suggesting that we may be successful in fully eradicating it by the time the contract finishes.

The PCC determined from 2022 to try and set aside £2,500 each year towards maintenance from general funds and this has been done in the 2024 accounts.

Missionary and charitable giving

Following significant changes at Gleadless Valley Food Bank and the ending of other churches' involvement the PCC decided to cease supporting the Food Bank and instead to donate any food donations to St Paul's Pantry at Norton Lees. It was also decided that money that would have been given to the Food Bank would be donated towards the work of our Centenary Project Worker to increase the level funding we as a church are able to provide.

The PCC reaffirmed its commitment to supporting the work of Open Doors and also through Harvest giving, the work of the Archer Project and through the Christingle service, the Children's Society.

**Reserves Policy**

It is the policy of Heeley Parish Church to keep a minimum of two months' running costs (£8,800) in the general fund to cover unforeseen emergencies.

General fund cash reserves at the year end, before taking into account debtors or creditors, were £23,189. £2,511 debtors were due to the general funds, and £6,213 payable from the general fund at the year end.

The PCC expect to use some of the excess over the minimum target at the end of 2024 to cover various ongoing increased costs, especially utility bills.

A further £12,638 was held in designated funds, set aside by the PCC.

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### **Future Plans**

- We hope to see our children's and families work continue to grow led by the Centenary Project Worker, with more people involved in this ministry as volunteers, and more people becoming worshipping disciples as a result of this work.
- We hope to continue to see growth in numbers attending regular worship and new people becoming involved in the life of the church including serving in various ways.
- We are planning new ventures in prayer including a monthly prayer breakfast, and new discipleship/Bible study groups catering for different people's circumstances.
- We are starting a new enquirers course, Start, in 2025.
- Having welcomed Rebecca Landers as an ordinand on placement with us in the autumn, we are looking forward to welcoming Jess Munday as Assistant Curate in April 2026, following her ordination in July 2025 and a period of maternity leave.

### **Volunteers**

We would like to thank all volunteers who work so hard to make our church the lively, welcoming and loving community it is. Large numbers of volunteers are vital to the life of the church but are too numerous to mention here. Many volunteers fulfil multiple roles.

### **Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The parish is known as the 'Parish of Heeley with Arbourthorne and Norfolk Park'. The parish was registered with the Charity Commission on 5 November 2021, charity number 1196414, with the legal name "The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park".

The method of appointment of PCC members is set out in the Church Representation Rules. At Christ Church, Heeley the membership of the PCC consists of the incumbent (The Vicar), Churchwardens, 2 Deanery Synod Representatives, 9 members elected by those members of the congregation who are on the electoral roll of the church, and up to two co-opted members. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The PCC full Committee met 7 times during the year. In addition, there were 2 extra-ordinary and 1 Standing Committee meetings.

### **Safeguarding**

"The care and protection of children, young people, and vulnerable adults involved in church activities is the responsibility of the whole church. Everyone who participates in the life of the church has a role to play in promoting a safer church for all." <sup>Note 1</sup>

The Parish Safeguarding Officer is Mr Stephen Adams. So far as the PCC's is aware, it has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding.

Note 1: extract from promoting a Safer Church, House of Bishops policy statement.

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and Norfolk Park**  
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11 Mar 2025

The Parochial Church Council declare that they have approved the annual report on \_\_\_\_\_

Signed on behalf of the PCC by:



Rev Amy Hole  
PCC Chair

## **Independent examiner's report to the trustees of The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park ("the Charity")**

I report to the PCC members on my examination of the accounts of the Charity for the year ended 31 December 2024.

### **Responsibilities and basis of report**

As the PCC members of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have assisted the trustees in the revision of bookkeeping records (including fund allocations) to ensure that the statutory accounts can be prepared accurately. The charity trustees remain responsible for making such judgments and decisions that are needed in relation to the presentation and disclosure of information in the financial statements. During my work I have been mindful of the guidance given by CC32 in relation to day to day administration of the charity, in assisting in preparing the accounts, and the provisions of the Revised Ethical Standard 2016 issued by the Financial Reporting Council (FRC).

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

### **Independent examiner's statement**

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

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

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

*S Lightfoot*

Signed: \_\_\_\_\_  
Sarah Lightfoot, FCA, DChA

Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH  
17 Mar 2025

Date: \_\_\_\_\_

**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park**

**Receipts and payments**

**For the year ended 31 December 2024**

	General funds £	Designated funds £	Restricted funds £	Endowment funds £	2024 Total £	2023 Total £
<b>Receipts from:</b>						
<b>Voluntary Giving</b>						
Planned giving	32,737	-	1,580	-	34,317	33,054
Collections at services	446	-	45	-	491	1,135
Other giving	394	-	295	-	689	727
Gift aid recovered	5,446	-	125	-	5,571	5,010
Grants - Centenary Project worker	-	-	21,000	-	21,000	21,000
Grants - other	-	-	5,800	-	5,800	7,230
<b>Fundraising activities</b>	-	-	2,265	-	2,265	4,059
<b>Church activities</b>						
Martha's Kitchen	-	-	1,786	-	1,786	1,629
Rent from Hall	12,962	-	-	-	12,962	13,288
Funerals and weddings	434	-	241	-	675	1,828
<b>Other income</b>						
Utilities and insurance contributions	2,517	-	1,173	-	3,690	3,534
Other misc income	6,865	-	3,908	-	10,773	4,938
<b>Investment income</b>	-	-	-	95	95	85
<b>Total receipts</b>	<b>61,801</b>	<b>-</b>	<b>38,218</b>	<b>95</b>	<b>100,114</b>	<b>97,517</b>
<b>Payments from:</b>						
<b>Church activities</b>						
Mission giving and donations	412	-	608	-	1,020	5,659
Common fund	30,000	-	-	-	30,000	30,000
Clergy and staff expenses	1,266	-	1,066	-	2,332	2,397
Salaries, wages and honoraria	4,858	-	19,394	-	24,252	25,007
Funeral and wedding costs	-	-	-	-	-	988
Mission and evangelism costs						
Martha's Kitchen costs	-	-	1,014	-	1,014	1,305
Unirecycle costs	-	-	6,147	-	6,147	40
Other mission and evangelism costs	422	-	3,244	-	3,666	5,482
<b>Church running expenses</b>						
Upkeep of services	2,805	-	-	-	2,805	1,460
Building maintenance costs	5,646	4,577	-	-	10,223	5,810
Building utilities	9,982	-	-	-	9,982	7,200
Insurance	3,580	-	-	-	3,580	3,485
Church hall and graveyard costs	102	467	-	-	569	480
Accountancy and Independent examination fees	720	-	-	-	720	774
Other running expenses	1,499	-	719	-	2,218	3,170
Costs of generating funds	-	-	-	-	-	58
Transfer out to St Leonard's Community Church	-	-	-	-	-	1,500
	<b>61,292</b>	<b>5,044</b>	<b>32,192</b>	<b>-</b>	<b>98,528</b>	<b>94,815</b>
<b>Net receipts/(payments)</b>	<b>509</b>	<b>(5,044)</b>	<b>6,026</b>	<b>95</b>	<b>1,586</b>	<b>2,702</b>
Transfers	(2,500)	1,369	1,131	-	-	-
<b>Net movement in funds</b>	<b>(1,991)</b>	<b>(3,675)</b>	<b>7,157</b>	<b>95</b>	<b>1,586</b>	<b>2,702</b>
Total cash funds brought forward	25,180	16,313	29,555	293	71,341	68,639
<b>Total cash funds carried forward</b>	<b>23,189</b>	<b>12,638</b>	<b>36,712</b>	<b>388</b>	<b>72,927</b>	<b>71,341</b>

**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park**  
**Statement of Assets and Liabilities**  
**As at 31 December 2024**

	Notes	General funds £	Designated funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
<b>Cash funds</b>							
Bank current accounts		23,189	12,638	36,712	-	72,539	71,048
CCLA account		-	-	-	388	388	293
<b>Total cash funds</b>		<b>23,189</b>	<b>12,638</b>	<b>36,712</b>	<b>388</b>	<b>72,927</b>	<b>71,341</b>
<b>Investment and property assets</b>							
CCLA investment fund - income shares	4	-	-	-	2,890	2,890	2,826
Heeley Institute - included at insurance value		466,749	-	-	-	466,749	466,749
St Leonard's Church - included at insurance value		2,960,000	-	-	-	2,960,000	2,960,000
<b>Total investment and property assets</b>		<b>3,426,749</b>	<b>-</b>	<b>-</b>	<b>2,890</b>	<b>3,429,639</b>	<b>3,429,575</b>

St Leonard's Church is a converted pub that is licenced to carry out religious activities, rather than being consecrated property, therefore it is appropriate to recognise ownership and valuation.

**Assets retained for church use**

The PCC own a variety of furniture and equipment for use in church activities. No valuation is put on these items.

**Debtors**

Gift aid recoverable	2,511	-	-	-	2,511	2,679
<b>Total debtors</b>	<b>2,511</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,511</b>	<b>2,679</b>

**Liabilities**

Building maintenance costs	-	-	-	-	-	1,917
Building utilities	1,241	-	-	-	1,241	1,534
Salaries, wages and honoraria	-	-	6,669	-	6,669	-
Accountancy and Independent examination fees	834	-	-	-	834	720
Mission giving and donations	2,069	-	-	-	2,069	-
Mission giving and donations - CPW (internal)	2,069	-	(2,069)	-	-	-
<b>Total liabilities</b>	<b>6,213</b>	<b>-</b>	<b>4,600</b>	<b>-</b>	<b>10,813</b>	<b>4,171</b>

11 Mar 2025

Approved by the PCC on \_\_\_\_\_ and signed on their behalf by:



Stephen Adams  
PCC Lay-Chair



Revd Amy Hole  
PCC Chair



**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park**  
**Notes to the financial statements**  
**For the year ended 31 December 2024**

**1 Accounting policies**

**Basis of preparation**

The accounts are prepared in line with the Charity Commission guidance on "Receipts and payments" accounts and the Church Accounting Regulation 2016.

**Receipts & payments account**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**Funds**

General funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose.

Designated funds are set aside at the discretion of the PCC.

Restricted funds are to be used for specific purposes as laid down by the donor.

Endowment funds arise from specific gifts left to the church and are held as investments. The investment income generated from these investments can be used towards the same purposes that the investments are held for.

**2 Designated funds**

	<b>Cash funds brought forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Cash funds carried forward</b>
<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Mission support	1,131	-	-	(1,131)	-
Maintenance fund	15,182	-	(5,044)	2,500	12,638
	<b>16,313</b>	<b>-</b>	<b>(5,044)</b>	<b>1,369</b>	<b>12,638</b>

**Mission support**

Monies set aside for mission support in previous years. The PCC decided to transfer this money to the Centenary project worker fund.

**Maintenance fund**

Monies set aside to fund maintenance work. The Quinquennial costs were funded during the year. This fund also received insurance claims made, and associated repair costs.

The PCC have determined to try and set aside a further £2,500 towards maintenance from general funds from 2022 onwards.

**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park**  
**Notes to the financial statements**  
**For the year ended 31 December 2024**

**3 Restricted funds**

	Cash funds brought forward £	Income £	Expenditure £	Transfers £	Cash funds carried forward £
Centenary project worker	25,704	26,718	(23,330)	3,570	32,662
Fees	332	241	-	-	573
JAM	374	-	-	-	374
Martha's Kitchen	393	1,786	(1,014)	(600)	565
Free meals	315	-	-	-	315
Collections on behalf of others	527	3,044	(1,233)	(1,839)	499
Unirecycle	1,697	5,629	(6,147)	-	1,179
Sheffield Town Trust art project	100	-	-	-	100
Creche refurbishment	113	-	(94)	-	19
Dementia Grant	-	800	(374)	-	426
	<b>29,555</b>	<b>38,218</b>	<b>(32,192)</b>	<b>1,131</b>	<b>36,712</b>

**Centenary project worker**

Grants and donations raised for the salary contribution and expenses of a children and families worker, as part of the Centenary project worker scheme run by the Diocese of Sheffield.

**Fees**

Wedding and funeral fees received and due to be paid to others.

**JAM**

Monies given for the use of the Tuesday children's groups.

**Martha's Kitchen**

Monies given towards the community café. £600 was contributed to the Centenary Project worker.

**Free meals**

Monies given toward free meals to be provided to children over Christmas 2020. The funder has agreed an extension until all monies have been spent.

**Collections on behalf of others**

Monies raised to be passed on to other organisations. £1,839 was transferred to the Centenary project worker, after the organisation the original funds were raised for was deemed no longer fit for purpose.

**Unirecycle**

Unirecycle is the Uniform Recycle project, recycling school uniform. The money made will be used to support families who are struggling to kit their kids out not just with uniform but also shoes and coats etc.

**Sheffield Town Trust art project**

An Art project that took place during 2023. £0 was transferred to the general fund for room hire.

**Creche refurbishment**

Monies given to refurbish the creche.

**Dementia Grant**

Monies given towards work with the Dementia café.

**4 Endowment funds**

	Cash funds brought forward £	Income £	Expenditure £	Transfers £	Cash funds carried forward £
Churchyard, wall and tower	293	95	-	-	388
	<b>293</b>	<b>95</b>	<b>-</b>	<b>-</b>	<b>388</b>

**Churchyard, wall and tower**

This endowment fund is held as CCLA income shares and a CCLA bank account to receive the dividends towards the upkeep of the churchyard, wall and tower. The investment valuation at the year end was £2,890.

**The Parochial Church Council of the Ecclesiastical Parish of Christ Church Heeley with Arbourthorne and Norfolk Park**  
**Notes to the financial statements - continued**  
**For the year ended 31 December 2024**

**5 Related party transactions**

PCC members and their close relatives donated £23,636 (2023: £20,889) in addition to any amounts given within the collection, during the year.

PCC members received no remuneration for their role as trustees during the year. Clergy and staff expenses primarily comprise costs to allow the clergy and staff to fulfil their roles, for example telephone recharges and mileage contributions, as well as vicarage water costs. £811 costs were incurred in the year (2023: £192).

J McCarthy, a PCC member, was employed by St Leonard's church as a joint administrator - the cost incurred by Christ Church Heeley in the year were £4,258 (2023: £3,711).

C Sutherland, a PCC member, was paid £600 honorarium as centre manager.

L Passo, a PCC member, was received a gift (including gift aid reclaimed) of £625 through the church during the year.

Two PCC members are also directors of Uni-recycle CIC, which was set up during the year to operate the Uniform recycling scheme independently from the church. A grant of £5,000 was received on behalf of the company, and paid over to them. Various other costs were paid over whilst the operations were separated.

The Wilkinson Memorial Fund of Heeley Parish Church (registered charity 231125)

This is an incumbent and churchwardens trust for the relief of poverty. This is a connected charity, but the finances are not included within the PCC accounts because it is a separate registered charity. The following PCC members are also trustees of this charity:

S Adams  
S Law  
S Bell

In relation to St Paul & St Leonard's the following PCC members were also trustees of the other organisations involved during the year:

<u>St Paul &amp; St Leonard's Church (registered charity 1145963)</u>	S Adams
	S Law

There were no transactions during the year. The charity is dormant and needs to be closed with the Charity Commission.

St Leonard's Community Church (registered charity 1195960)      S Adams

The church building (331 Arbourthorne Road) is being leased to the community church for their use as a worship and community centre, for a peppercorn rent.

A shared admin worker was appointed, with costs being split 1/3 Heeley, 2/3 St Leonard's - payments were made between the 2 to share the costs.

These connections exist so that the activities within the extended parish can be managed.



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**Parties involved with this document**

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Mon, 17th Mar 2025 10:17:46 GMT	Rev Amy Hole - Signer (78cc8db4dbf42a96cc6963da01352dce)
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Tue, 18th Mar 2025 9:28:26 GMT	Sarah Lightfoot - Signer (0fe2ef2eb63a2a911622fd8fe86d345d)

**Audit history log**

Date	Action
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Mon, 17th Mar 2025 8:59:33 GMT	Rev Amy Hole has been assigned to this envelope. (18.133.63.166)
Mon, 17th Mar 2025 8:59:33 GMT	Mr Stephen (Steve) Adams has been assigned to this envelope. (18.133.63.166)
Mon, 17th Mar 2025 8:59:33 GMT	Sarah Lightfoot has been assigned to this envelope. (18.133.63.166)
Mon, 17th Mar 2025 8:59:33 GMT	Envelope has been set to automatically remind the active signer every 7 day(s). (18.133.63.166)
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Mon, 17th Mar 2025 10:17:46 GMT	Sent the envelope to Mr Stephen (Steve) Adams for signing (86.156.232.157)
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Mon, 17th Mar 2025 13:44:29 GMT	Mr Stephen (Steve) Adams signed the envelope (51.6.177.164)
Mon, 17th Mar 2025 13:44:30 GMT	Sent the envelope to Sarah Lightfoot for signing (51.6.177.164)
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Tue, 18th Mar 2025 9:28:26 GMT	Sarah Lightfoot signed the envelope (188.39.55.138)
Tue, 18th Mar 2025 9:28:27 GMT	This envelope has been signed by all parties (188.39.55.138)