

2023 Annual Report

Sunderland Minster Parochial Church Council (Registered Charity 1203743)

Aims and Purposes

The Parochial Church Council is the governing body of the Parish of Sunderland Minster and has the responsibility of cooperating with the ministry team in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for maintaining the fabric of Sunderland Minster.

The PCC have had regard to the Charity Commission's guidance on their legal duty to public benefit, and are satisfied that Sunderland Minster delivers public benefit, and due regard is paid to the guidance on public benefit when decided on what new projects the church should undertake.

Objectives and Activities

The mission of the Church of England in the Diocese of Durham is to *'Bless our communities in Jesus' name for the transformation of us all.'* At Sunderland Minster, we express this through our own local-context mission statement, *'Open to God, Open to All.'* As part of the Diocese of Durham, our objectives and activities are further shaped by the four Diocesan priorities of *challenging poverty, energising growth, caring for God's creation, and engaging with children, youth and 18-25s.*

Sunderland Minster engages in a wide range of activities in support of these objectives, many of which overlap. These include ecumenical partnership to support refugees and asylum-seekers; partnering with Sunderland Pride, Inclusive Church and the Open Table Network to support the LGBTQIA+ community; providing a focal-point for interfaith cooperation in the city, and the marking of civic events of both an annual and responsive nature; running regular baptism and confirmation preparation classes, in both English and Farsi; and supporting families facing holiday hunger.

Achievements and Performance

For an overview of the charitable activities of Sunderland Minster in 2023 please see the Acting Provost's report in the Appendix.

The Electoral Roll now stands at 48, with 2 people being added, and 4 removed.

Reverend Canon Dave Tolhurst was appointed as Acting Provost in March 2023 and was in post at the year end. He has been supported by a team of part-time clergy.

Further information is given in the Appendices.

In 2023 we conducted 13 baptisms (5 adults, 8 infants), 1 wedding, and 4 funerals (3 at the Minster, 1 at the crematorium).

We continue to be thankful for the committed team of volunteers who assist in all of our activities.

Financial Review

See accompanying accounts.

Structure, governance and management

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure.

The appointment of PCC members is governed by and set out in the Church Representation Rules. At present, our elected members are elected annually.

The PCC registered with the Charity Commission in 2023 and has Registered Charity Number 1203743.

In 2023, Sunderland Minster PCC met 6 times to discuss the business of the parish.

Administrative information

Sunderland Minster is located on High Street West, Sunderland, SR1 3ET. It is part of the Diocese of Durham within the Church of England. The correspondence address is as above.

Parochial Church Council (PCC) are:

Canon Provost	Revd Canon Dave Tolhurst (from 1 st March 2023)
Minster Priest	Revd Dr Andrew C Dowsett (until 28 th February 2023)
Associate Priest Revd	Jacqui Tyson
University Chaplain	Revd Chris Howson
Curate	Revd Chris Watson (retired September 2023)
Minster Wardens	Ann Craig Heather Crawford (until 2023 APCM)
Deanery Synod Rep	Vicki Hedley (resigned January 2023) Heather Crawford (from 2023 APCM) Gillian Walker (from 2023 APCM)
Treasurer	Jo Dowsett (co-opted to the PCC) (until 28 th February 2023) Robert Stenlake (from 1 st March 2023) (not on PCC)
Elected members	Sarah Hill Janine Hobson (resigned January 2023) Cat Howson (until 2023 APCM) Ellen Hunt (until 2023 APCM) Graeme Jobes Hollie Jobes Elizabeth Tinker Elaine Lawson (from 2023 APCM)

Safeguarding

The Minster team have remained vigilant throughout the year in respect to our duties and responsibilities as a community. There is a strong safeguarding culture embedded in the Minster and this particularly important as we support vulnerable adults and have a range of ages attending our various activities and services.

Training and up to date DBS are at the core of our safeguarding model. Upon the completion of the APCM we will know training requirements for the PCC and others including where training may have already been taken and what other training is required or wanted by the Minster community who hold positions where training and DBS is mandatory. Clergy have their own specific training and ongoing equivalent.

Graeme Jobes is registered on the Parish Safeguarding Dashboard and will use this throughout the year as will report to PCC and Provost. His mobile is available to all 07899008278 and details are displayed in the Minster as required together with the Diocesan safeguarding Contact. The details have remained on display throughout the year.

Any reports or concerns have been forwarded to me using my email address: gaj@hardings-solicitors.co.uk We have had no serious safeguarding issues in the last year, but all have remained vigilant, and we have created a WhatsApp group (some people may need to be added to this) for sharing information. We have been mindful of the vulnerability

of volunteers at the Minster, and this was discussed by the PCC and Safety policy created and adapted by acting Provost Dave Tolhurst.

Graeme Jobes (Parish Safeguarding Officer)

APPENDICES

(Acting) Canon Provost - Annual Report 2023

I have been reading the prophet Jeremiah again over the last few weeks and so as I reflect on 2023 a difficult and joyous year in the life of the Minster I would like to start with scripture. The background to our passage is a people who have been moved on, it is the reign of King Zedekiah and some the Jewish people are in exile in Babylon and the future is unclear and uncertain, and everything has changed. Jeremiah writes them these words:

For I know the plans I have for you," declares the LORD, "plans to prosper you and not to harm you, plans to give you hope and a future. Then you will call on me and come and pray to me, and I will listen to you. You will seek me and find me when you seek me with all your heart.

Jeremiah 29:11-13

As a minster we continued to face change and challenge in 2023 and these words as I reflect not only give me hope for the future but have helped me see God's hand in the year that was 2023.

I joined the Minster team from the beginning of March 2023 and had the privilege to work alongside a team of dedicated and faithful lay people and clergy. We faced significant financial concerns as I arrived and had to make some uncomfortable decisions, my thanks for the sacrifice of heat for some activities as we tried to balance the budget!

My heartfelt thanks to Robert Stenlake who stepped in as treasurer. Together we were able to identify a number of budget areas that needed attention, and then with Robert's hard work and tenacity we have turned the red into black! We have also managed to introduce new income streams and with the Candlelight concerts welcome new visitors to our beautiful church.

The PCC and its members have had to continue work to ensure the smooth running and legal standing of the Minster as a parish and I thank them for their support (and for putting up with me). The first big piece of work for the PCC was the parish profile as we sought to understand who we were as a minster and what we needed in a new Provost. A lengthy piece of work which has born much fruit over the year, not least of all in the appointment and licensing of Clare our new provost.

The prophet Jeremiah was right all along, in difficult times we have not been harmed, we have indeed prospered and grown and the shoots of growth that I have seen give me great hope for the future of the minster and its place in spreading the life changing news of Jesus Christ to the City of Sunderland.

I am not going to write a 'traditional' report this year, much of the life of the church will be covered by the reports written by you. Instead I want to highlight a few things in my annual report that have given me hope.

A Place of Blessing

Despite the upsets and the challenges, this past year has I believe brought us to a new place together which continues to be a place of blessing. I see friendships building, understanding of one another growing and a minster church that really reflects some of the diversity of not only the city but of the amazing kingdom of God.

For me it is has been an incredible blessing to be the acting Provost of such a diverse community and the Sunday congregations and their differences, the style of worship and community have both taught and blessed me much since March 2023

A Place of Life

Having experienced in effect "a year in the life of Sunderland Minster" from the joys of Easter through to the delight of Christmas I have journeyed with you. From hosting civic dignitaries to supporting the homeless and vulnerable,

from Candlelight Concerts to Taizé in the Yurt, from the beauty and quiet of the Bede Chapel to the drums of Feast – there is so much I can reflect on - this is a place of life and joy and will continue to be as you walk forward together.

A Place of Hope

The start of a new journey is always filled with hope, the signs have been there for a long time, I see real shoots of hope in the ministry and mission of the Minster, its partnerships with the city and its people. It is not all about the busy of course, the minster remains a place of prayer – an oasis of hope for all around and I know that ministry of place and of prayer can only grow to provide hope, the hope of Christ to all around.

I am hugely excited for what God has in store for Sunderland Minster and it is my prayer that you will continue to 'seek God with all of your hearts' and as we do so you will make the name of Christ known throughout our beautiful City. I started my time with you using a prayer from the inaugural service of Sunderland Minster on January 11th 1998 and I leave it with you.

May God inspire us when we lack vision

May God strengthen us when we are tired

May God chastise us when our motives are unworthy

May God encourage us when things get tough

May God bless this Minster Church and use it to make

this a Holy City where his name is honoured,

his truth obeyed, and his presence known. Amen

The Right Reverend Michael Turnbull,

Lord Bishop of Durham at Sunderland Minster on January 11th 1998

The Reverend Canon David Tolhurst

DEANERY SYNOD REPORT 2023

The September meeting was the first to be held for some months. Following updates and reports, the Area Dean gave an introduction to Deanery Synod and explained its role.

The main item on the agenda at the November meeting was the Deanery Mission and Action Plan. There were four discussion groups and members were split into geographical areas.

Gillian Walker (Deanery Synod rep.)

PAROCHIAL REPORTS 2023

PAROCHIAL CHURCH COUNCIL

There were six meetings of the PCC during 2023, chaired at first by Revd. Andrew Dowsett and then by Revd Canon Dave Tolhurst after his appointment as Acting Provost. These meetings were dominated by discussions about our very worrying financial situation, the cost of energy and the problems of heating the church. We have been

extremely grateful to our treasurer, Robert Stenlake, for all that he has done to help us through these difficulties and improve the situation, which has also included the long and frustrating process of changing our bank and registering us as a charity with the Charity Commission.

The PCC also had to deal with the use of the café and while we welcomed the presence of Thornhill Park School and good relations were maintained throughout with those who ran the café and with the School, it became clear that the Minster was losing money which as a charity ourselves we could not allow to continue and so the difficult decision was made to give the school notice at the end of the year.

With our Acting Provost, Dave Tolhurst's guidance we compiled a parish profile for the applicants for the post of Canon Provost and chose our representatives to be on the interview panel.

There were also security problems to be dealt with during the year which thankfully seemed to have declined of late, while discussions also took place regarding Ecochurch, safeguarding and the development of our website.

To supplement the work of the PCC, clergy and wardens' meetings also took place, usually monthly, to deal with matters relating to the day to day running of the Minster and the standing committee met in advance of the PCC to decide an agenda.

The PCC is grateful for the support and guidance of the Acting Provost during this difficult year.

Liz Tinker (PCC Secretary)

TREASURER'S REPORT

The Minster faced serious financial challenges during 2023. We started the year running short of funds because of huge gas and electricity bills. The gas is on a 2 year contract at a very high unit rate through to October 2024 and we have had to limit heating to keep costs manageable and charge hirers for heating.

It has been a year of reviewing contracts and closely monitoring expenditure. We have significantly reduced regular monthly outgo. Income has remained stable and we have ended the year with more funds than at the start.

Utilities expenditure was 60% of our expenditure, with a further 21% of expenditure for insurance. Parish Share paid in the year was £200.

Along with many other charities, we encountered difficulties with Barclays Bank, with restrictions placed on our account for much of the year. The inability to update the signatory mandate, or to ascertain what we needed to do to resolve matters, proved very challenging. The PCC therefore agreed to move to the Co-operative Bank and this transition was completed in early 2024. To change bankers, the PCC had first to register with the Charity Commission. The PCC now has a registered charity number: 1203743.

During the year, accounting records were moved to Data Developments' specialist church accounting software MyFundAccounting.

Finance is a team effort. The Treasurer relies on the assistance of many others, counting and banking cash, maintaining card readers, processing payments and more. My thanks to all of them.

Robert Stenlake (Treasurer)

CHOIR

The Minster Choir rehearse in the Choir Room on Thursdays from 7.00pm—8.00pm.

On Sundays we meet at 9.30am in the Choir Room to robe and rehearse the music for the 9.45am service; for the monthly 4.30pm Choral Evensong we rehearse robed in the Choir Stalls at 4.00pm.

During the year 2023 the Choir took Sundays off during Lent and returned for Palm Sunday, Holy Week, Easter Day and took a holiday on Sundays in August. There was no service on Christmas Day.

Several times this year the Choir have taken to wearing their bespoke outside cloaks in the church due to the very

low temperatures in the building. The Choir continue to use black files which I introduced when the Choir were first allowed back into the church after Covid 19. They have proved very useful and we will continue their use for the foreseeable future.

Owing to physical problems of some members, the Choir continues to gather in the Vestry and process into the Choir stalls from the Sacristy, prior to the priests processing to the altar.

We welcomed Hazel Hazlett back to the choir during the year after Stephen's jobs took him to Rotterdam and Scotland. Huge thank you to our loyal choir members who have sung so well during the year.

The Choir enhances the following services with music:-

9.45am Sung Eucharist

supporting the singing of hymns with an occasional descant;

sung Eucharist settings composed by Dom Gregory Murray - People's Mass (Before Lent, in Lent , before Advent and in Advent) and David Thorne - Mass of St Thomas (Easter to 4th before Advent and Christmas to Sundays before Lent). This mass has not been reintroduced since Covid but we hope it can be sung again in the near future.

a Gospel acclamation with alleluias sung by all and a sung Gospel refrain during Lent and Advent

after trying out various Responsorial and Metrical psalms I decided that the choir should sing the set Psalm

from Parish Psalter with occasional different chants and revision of wording when necessary;

an Anthem is sung during Communion.

4.30pm Choral Evensong on the 3rd Sunday of the month.

The choir support the singing of Hymns and Ferial Responses;

the Magnificat & Nunc Dimittis sung to chant sets A,B,C & D;

the set Psalm for the evening to a chant, an Introit and an Anthem.

The Choir also sang at special services: Ash Wednesday, Maundy Thursday, Good Friday, Coronation Evensong, Mayor's Carol Service and the Minster Carol Service:

Our Choir, although small in number, are big in heart and voice!

David Cox (organist and choirmaster)

BELL RINGING

The bellringers have not met regularly since the start of Covid.

The bells have been rung at the following times:-

Saturday 14th January 2023 12-1pm.

1296 Little Bob Royal

Rung as part of the D&N 10 and 12 bell Quarter Peal Weekend.

(D&N—Durham and Newcastle Diocesan Association of Church Bellringers.)

Monday 8th May 2023 9.15am

Coronation Ringing in Sunderland Towers for the Crowning of King Charles III.

Organised by Christine - St Andrew's Tower Captain.

Tuesday 19th September 2023 10am

Guildford Ringing Tour visitors. Open ringing.

(No repairs have been needed this year. Before each ringing Gordon and myself ascend the belfry to do a visual check on the bells and ropes.)

David Cox

EVENTS

2023 events began with a service led by the Bishop of Durham, the Right Reverend Paul Butler, to celebrate the 25th anniversary of our church becoming Sunderland Minster. Also in January, we held the annual Holocaust Memorial Service. Later in the year there was a “Remembering Srebrenica” event and the annual Amnesty International Vigil.

We have developed a very good relationship with the Bishopwearmouth Townscape Heritage Scheme and have hosted a variety of their events, namely:

- o Homeowner Care of Old Houses Workshop,
- o Durham Wildlife Trust children’s event in the Minster grounds,
- o Fun Day in Minster Park and the Minster,
- o Heritage Open Days including Minster Tours and Afternoon Tea,
- o Heritage Christmas Crafts,
- o Storytelling, Christmas Crafts and Hot Chocolate for Hudson Road schoolchildren,
- o Cultural Creatives Township Heritage exhibition of their screen-printing project, and celebratory event.

There have been art exhibitions by Sunderland, Houghton, and Hetton Art Clubs, an Open Table exhibition by artist Elizabeth Grey-King exploring equality and inclusivity of God’s love, and a display of painted glass jars to commemorate the 1883 Victoria Hall disaster.

In December the Annual Open Arms Awards event to honour voluntary sector workers was held at the Minster. Also, the Blue Light Carol Service for the emergency services workers led by the Bishop of Jarrow, the Right Reverend Sarah Clark, and which featured the Blue Light Choir.

In November and December, the first of a series of Candlelight Concerts were held at the Minster. Quartets of musicians play their interpretation of a wide range of music – anything from Hans Zimmer to Pink Floyd – in the beautiful setting of the Minster completely lit by candlelight.

Other events have included the Boundaries Music Festival, UK Liberation Theology Gathering, the Big Lunch, Age UK Carol Service and The Mayor’s Carol Service.

It was decided last summer that Gillian Walker and I would be events coordinators, so

Please speak to us if you have any events queries.

Elaine Lawson.

FRIENDSHIP GROUP

The Group continued to meet on the first Tuesday of each month, as well as a few extra sessions. During the colder months we arranged to meet together at the Glass Centre and the Barnes Hotel. In May we organised a Coronation Tea at the Minster. After a number of coffee mornings in church we enjoyed a summer evening at Bellini’s restaurant, before our summer break.

Mike Kelly entertained us at our September meeting, with a further talk on the history of glass in Sunderland. At our October get together we decided to meet regularly for craft sessions on Tuesday mornings leading up to Christmas. Our December meeting was as usual, a Christmas meal together. On this occasion we met at the Rosedene.

We are always delighted to welcome new members.

Gillian Walker

MOTHERS' UNION

The Sunderland Minster branch of the Mothers' Union may be small in number but the members are very committed to supporting families since Mary Sumner founded the M.U. in 1876. We always begin our meetings with a bible reading and prayers. Our members are always willing to help at the fundraising events.

In February we celebrated our 25th birthday with a special birthday cake. (Our name changed when the church became a minster in 1998).

The topics we have discussed at our monthly meetings have included: grandmothers and how their role has changed over the years, our local project which provides emergency toilet bags to the children's ward at Sunderland General Hospital (we did provide enough toiletries for 50 bags) and a reading from Luke ch14 v 15-24, an invitation to a banquet, which led to a lively discussion of the various excuses people make not to attend church services and meetings.

King Charles III Coronation Tea and our Summer Tea were held in the flat of one of our members, where we enjoyed lots of cake.

We attended the annual Lady Day Service (it was our turn to be hosts), Wearmouth World Day of Prayer service, Holy Trinity Southwick 100th Birthday tea and a Christmas Carol Service.

Ann Craig (Branch Leader)

MINSTER FAIRS

We held two fairs in 2023, the summer fair raised £852 and the autumn fair £1553.30 making a total of £2405.30.

Ann Craig

OPEN TABLE AND INCLUSIVE CHURCH

Open Table celebrated its second anniversary this year. Along with the celebrations we considered the possibilities of what might be next in terms of growing and consolidating the Open Table community. We look forward to further discussion & exciting times. Sunderland Minster again had a stall at Pride in June 2023 expressing God's inclusive love for all of God's children. Our presence was much appreciated as were the knitted rainbow sheep, sweets, stickers, & the opportunity to leave prayer requests. We hope to be there again this year.

Jacqui Tyson

FODI (Friends of the Drop In)

FODI provide practical support to refugees and asylum seekers, many donated items such as clothing, household items, toys, as well as support with housing advice, vouchers for activities such as swimming, bus fares etc. Attendees are also offered an assortment of fresh, dried and canned food. Sunderland Minster hosts a fortnightly session and provides a welcoming environment for people to meet up with others in similar situations and enjoy a cuppa and a chat. FODI pay a nominal charge for room hire and refreshments. The volunteer who serves the refreshments has built a good rapport with many of the attendees, overcoming language and cultural barriers, and has become "coffee mama" or "coffee lady" to many, especially the younger people who are missing their own families. This is proof that this partnership encompasses our mission statement of "Open to God, open to all".

Heather Crawford

CRAFT FAIRS

The monthly craft fairs have continued to provide much needed regular income for the Minster, from the stall holder fees (which were increased this year), visitor door charge and the café. Timings have changed slightly recently, the fair now finishes an hour earlier at 2pm, reflecting the pattern of customer attendance and stall holder needs. Thank you to all the hardworking volunteers without which the fairs could not take place.

FEAST

FEAST numbers have been steadily increasing over the last year, (30-45 weekly, 8-12 children) partially due to a steady increase in numbers of Iranian Christians and Nigerian Students living in Sunderland. We are preparing for a sudden change in these circumstances with the announcement that Sunderland's only hotel for Asylum Seekers is to close at the end of June, and those housed there currently will be dispersed throughout the Northern region. Over the last year we have also been blessed with a rise in African students mostly from Nigeria. Again, these numbers are due to drop due to changes in government policy, making it harder for students to come with their families. At Feast, we simply welcome all and try to provide a taste of the kingdom whilst people are with us. Izzy has continued to provide great support with the crafts, and Ray on placement has offered steady support to Chris and Jacqui over the year. We are delighted to welcome Clare to the clergy team, and she has already led FEAST in an exciting and joyful way. Looking forward to the year ahead!

Revd. Chris Howson

SANCTUARY

This year we have provided many letters of support for our Iranian Christians, for courts, for housing and other needs. We have provided 2 12-week courses for those seeking baptism from Iran, which are carefully constructed and very spirit filled, huge thanks to Melika for providing excellent translation. We have offered English Conversation classes for free every Friday in the Yurt, and these have been well used by Ukrainian and other refugees. FODI has continued to use the Minster on a fortnightly basis, and we are grateful to Heather for supporting this work. We are looking into reconvening Bible studies online with Farsi interpreters in the coming future months. There is a new category of 'Sanctuary Churches' offered by the City of Sanctuary movement, and we may well apply for this status in the coming year.

Revd Chris Howson

Sunderland Minster

Financial Statements for the Year ended 31st December 2023

Statement of Assets and Liabilities

	£		£
Brought forward 01.01.2023	22,914.64	Resources used (2)	60,585.42
Incoming resources (1)	70,827.47	Balance carried forward 31.12.2023 (3)	33,156.69
Total	93,742.11	Total	93,742.11

Notes 1 See Analysis of Income and Expenditure

2 See Analysis of Income and Expenditure

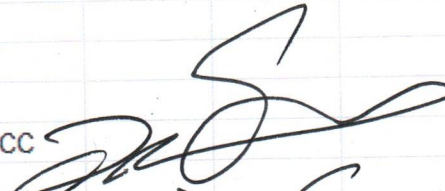
3 Represented by	Current Account	Note 4	27,512.54
	Petty Cash		14.71
	Petty Cash Flower Fund		471.06
	Barclays Deposit Account		45.27
	Co-operative Deposit Account		5,000.00
	CBF Deposit Account		113.11
			33,156.69

4 Bank current account reconciliation at 31.12.2023

Balance at Barclays Bank	9,553.86
Balance at Co-operative Bank	8,787.37
Plus: Income due but not received	15,446.65
Less: Payments not cleared	6,275.34
Balance at 31.12.2023	27,512.54

Approved by the Parochial Church Council and signed on its behalf by:

Chairman of PCC


Canon David Tolhurst

Churchwarden

A. Craig

Sunderland Minster

Financial Statements for the Year ended 31st December 2023

Balance Sheet as at 31 December 2023

		2023	2022
		£	£
Current Assets	Current Account Barclays	9,553.86	4,967
	Current Account Co-operative	8,787.37	0
	Petty Cash	14.71	90
	Petty Cash Flower Fund	471.06	467
	Barclays Deposit Account	45.27	17,281
	Co-operative Deposit Account	5,000.00	0
	CCLA CBF Deposit Account	113.11	110
	Year end amounts due to us	15,446.65	0
TOTAL ASSETS		39,432.03	22,915
LIABILITIES	Accounts payable	6,275.34	0
NET ASSETS	(Total Assets – Liabilities)	33,156.69	22,915
BALANCE	Starting Balance	22,914.64	23,670
	Income less Expenditure	10,242.05	-755
	Closing balance	33,156.69	22,915

Movement in Funds during 2023

Fund	01/01/2023	Income	Expenditure	31/12/2023
	£	£	£	£
Flower Fund	467.19	552.60	548.73	471.06
Interfaith forum	1,889.00		498.55	1,390.45
Asylum Seeker Support	406.25			406.25
Total Restricted and Endowment	2,762.44	552.60	1,047.28	2,267.76
Unrestricted Funds	20,152.20	70,274.87	59,538.14	30,888.93
TOTAL ALL FUNDS	22,914.64	70,827.47	60,585.42	33,156.69

Movement in Funds during 2022 - Prior Year for Comparison

Fund	01/01/2022	Income	Expenditure	31/12/2022
	£	£	£	£
Flower Fund*	1,021.15	200.00	753.96	467.19
Interfaith forum	1,889.00			1,889.00
Summer Special Funding		475.00	475.00	0
Asylum Seeker Support**	750.00		343.75	406.25
Organ repair		4,000.00	4,000.00	0
TOTAL RESTRICTED AND ENDOWMENT	3,660.15	4,675.00	5,572.71	2,762.44
Unrestricted Funds*	20,009.48	47,294.54	47,151.82	20,152.20
TOTAL ALL FUNDS	23,669.63	51,969.54	52,724.53	22,914.64

*01/01/2022 restated **01/01/2022 restated (amount not shown as restricted in 2021 accounts)

Sunderland Minster

Analysis of Income and Expenditure for the Period 1st January to 31st December 2023

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
INCOME and ENDOWMENTS				
Donations and legacies	43,023.01		43,023.01	30,472
Income from Charitable Activities	26,683.91		26,683.91	16,791
Other trading activities		552.60	552.60	
Income from Investments	190.15		190.15	6
Other income	377.80		377.80	4,701
Total Income and Endowments	70,274.87	552.60	70,827.47	51,970
EXPENDITURE				
Costs of generating funds	694.90		694.90	145
Expenditure on charitable activities	5,221.96		5,221.96	7,721
Other expenditure	53,621.28	1,047.28	54,668.56	44,858
Total Expenditure	59,538.14	1,047.28	60,585.42	52,725
INCOME less EXPENDITURE	10,736.73	-494.68	10,242.05	-755
BALANCE b/f AT 1st JANUARY 2023	20,152.20	2,762.44	22,914.64	
BALANCE c/f AT 31st DECEMBER 2023	30,888.93	2,267.76	33,156.69	

The notes on subsequent pages form part of the accounts

Sunderland Minster

Analysis of Income and Endowments

	Unrestricted Fund	Restricted Fund	Total 2023	Total 2022
	£	£	£	£
Donations and Legacies				
Planned Giving:	15,495.03		15,495.03	15,357
Non-recurring donations	4,908.53		4,908.53	9,085
Collections at Services	3,643.23		3,643.23	4,564)
Card reader and donations boxes	2,815.96		2,815.96)
Income Tax recovered	16,160.26		16,160.26	1,467
Legacies received	0		0	0
Total	43,023.01		43,023.01	30,472
Income from Charitable Activities				
Fund raising	5,266.97		5,266.97	7,269
Craft Fairs	4,141.24		4,141.24	
Heating charges	1,800.20		1,800.20	
Room Hire	15,001.50		15,001.50	8,210
Statutory Fees:	474.00		474.00	1,312
Total	26,683.91		26,683.91	16,791
Income from Investments				
Interest and bank payments	190.15		190.15	32
Total	190.15		190.15	32
Other Income				
Grants received (one-off)	377.80		377.80	4,475
Flower Fund	0	552.60	552.60	200
Total	377.80	552.60	930.40	4,675
TOTAL INCOME AND ENDOWMENTS	70,274.87	552.60	70,827.47	51,970

Sunderland Minster

Financial Statements for the Year ended 31st December 2023

Analysis of Expenditure

	Unrestricted Fund £	Restricted Fund £	Total 2023 £	Total 2022 £
Costs of Generating Funds				
Fund raising	694.90		694.90	145
	<u>694.90</u>	<u>0</u>	<u>694.90</u>	<u>145</u>
Expenditure on Charitable Activities				
Mission Giving to charity	0		0	120
Parish Share	200.00		200.00	5,500
Clergy and Staffing Costs	3,607.73		3,607.73	270
Services: expenses	1,199.44		1,199.44	537
Hospitality	214.79		214.79	1,294
	<u>5,221.96</u>	<u>0</u>	<u>5,221.96</u>	<u>7,721</u>
Other Expenditure				
Utility Costs	33,002.97		33,002.97	13,761
Church Insurance	11,776.96		11,776.96	10,805
Maintenance / repairs	4,490.77		4,490.77	13,856
Organ	1,030.48		1,030.48	
Church cleaning	91.95		91.95	464
Printing and office costs	1,399.96		1,399.96	2,753
Telephone /computing	1,388.72		1,388.72	1,812
Governance	0		0	117
Banking costs	334.67		334.67	357
Flower Fund	0	548.73	548.73	754
Other costs	104.80	498.55	603.35	178
	<u>53,621.28</u>	<u>1,047.28</u>	<u>54,668.56</u>	<u>44,858</u>
TOTAL EXPENDITURE	59,538.14	1,047.28	60,585.42	52,725

Sunderland Minster Parochial Church Council - Registered Charity 1203743

Sunderland Minster Parochial Church Council (the "Minster")

Sunderland Minster Parochial Church Council (the "Minster")

Registered Charity 1203743

Financial Statements for the Year Ended 31 December 2023

Independent Examiner's Report

I report to the members on my examination of the accounts of the Minster for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

Signed:



Name: Lewis Ayers

Address: 2 The Green, Long Newton, Stockton on Tees, TS21 1DL

Date: 20 March 2024

Sunderland Minster - Notes on the Financial Statements 2023

1. Basis of Financial Statements. These have been prepared under The Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, together with applicable accounting standards and the Statement of Recommended Practice for charities (SORP) FRS102.

The Financial Statements have been prepared using the accruals and prepayment method (2022: Receipts and Payments). The change in method is to ensure that the accounts give a clear and meaningful view of the state of finances, as there were significant 2023 transactions not completed until 2024.

The accounts were subject to an independent examination. The Independent Examiner's Report is attached to the Financial Statements.

2. Bankers. In common with many other charities, the PCC encountered repeated problems with Barclays Bank during 2023. The PCC has therefore opened a current and deposit account with the Co-operative Bank. The Barclays current and deposit accounts will be closed in 2024.
3. Petty Cash. The Flower Fund is held as two amounts of petty cash, with its income and expenditure transacted through the petty cash. Petty cash is also held to be used as a float at events.
4. Policy for Reserves. The PCC aims to hold sufficient funds to meet short term cash flow.
5. Pay, Employees and Pensions. The PCC employs a part-time caretaker (4 hours per week). He is paid the statutory minimum wage. The caretaker did not qualify for Automatic Enrolment pension contributions.
6. PCC remuneration. PCC members receive no remuneration.
7. Payments to Connected Persons. None.
8. Contracts with Central and Local Government. The PCC has no contracts with Central or Local Government other than for routine services (alarm monitoring, waste collection, pest control)
9. Grants from Central and Local Government. £377.80 was claimed from the Listed Places of Worship Grant Scheme. This Scheme makes grants equal to the amount of VAT paid on certain specific works relating to the maintenance of the Minster.
10. Other Grants received. None.
11. Legacies. None.
12. Parish Share. The Parish Share paid to the Diocese in 2022 was £200.00. A further payment of £5,000.00 was paid but returned to the PCC in early 2023 to provide cash for everyday expenditure commitments.
13. Major Expenditure 2023. None.
14. 2022 Invoices. The income for 2023 includes £840.00 due, but not previously invoiced, in respect of 2022 (Mayor's Carol Service refreshments: £240, Sunderland University Carol Service: £600.00).
15. Utility Costs: Expenditure of £33,002.97 during the year was in respect of Gas (£17,353.65), Electricity (£14,437.81), Water (£122.01) and Waste Disposal (£1,089.50). Electricity is purchased via the Church of England's Parish Buying Energy Basket. Gas is on a two year contract directly with the supplier, Total Energies, expiring on 31st October 2024.
16. Photocopier. The PCC leases a printer /photocopier from Siemens.
17. Governance Fees. No costs have been incurred in the Independent Examination of the Accounts. The amounts shown in the accounts are in respect of the cost of obtaining DBS safeguarding checks.

18. Gift Aid. Gift Aid is in respect of donations received in both 2022 and 2023. Small Gift Aid is in respect of donations since 6th April 2022. Gift Aid is also included in the Accounts in respect of indirect giving by direct debit via the Parish Giving Scheme. A further amount of approximately £2,400 under the Small Gift Aid Donations Scheme in respect of the period 6th April 2020 to 5th April 2022 was unclaimable, as claims had not been submitted by the cut-off dates for relevant tax years (5th April 2022 and 5th April 2023). In future Gift Aid and Small Gift Aid will be accounted for in the year in which the eligible donations were made.

19. Amounts due and Owing at 31st December 2023.

Amounts due to PCC but not received (all subsequently received)	
	£
Bishopwearmouth Choral Society	2,405.00
Sunderland University	1,400.00
Sunderland City Council	595.00
Friends of the Drop-in (FODI)	350.00
HMRC Gift Aid and Small Gift Aid	7,485.71
Fever Concerts	1,660.00
Boundaries Concert	830.00
Others	720.94
Total	15,446.65

Amounts due by PCC but not paid (all subsequently paid)	
	£
Total Energies (failure by Total to collect Direct Debits)	5,315.02
Others	960.32
Total	6,275.34

20. Anticipated Future Expenditure.

- The Quinquennial Inspection of the Minster by the Architect is overdue.
- There are issues with the gas central heating boilers, which will require significant expenditure.

No provision has been made for these or any other non-routine expenditure.

21. Agency Monies. The PCC acts as collecting agents for certain connected parties and also where monies are raised for a specific charity at a service or event. These transactions are not included in the financial statements. The amounts are set out in the table below:

Agency	Amount received £	Expenses deducted £	Amount paid out £
Diocesan Fees for weddings and funerals	1,319.00		1,319.00
Organist fees for playing at funerals	140.00		140.00
Sunderland Mayor's Charity	166.29		166.29
Children's Society	63.46		63.46
Verger fees for verging at funerals	80.00		80.00

22. Accounting records. Accounting records are maintained on Data Developments' MyFundAccounting software.

23. Review of Financial Controls. The PCC updated its financial controls during 2023.

Sunderland Minster Parochial Church Council (the "Minster")

Registered Charity 1203743

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Signed:



Name: Lewis Ayers

Address: 2 The Green, Long Newton, Stockton on Tees, TS21 1DL

Date: 20 March 2024