

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 deciding 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 2024 please see the Provost's report later in this document.

The Electoral Roll (at 31st December 2024) stands at 51, with 4 people being added, and 1 removed.

Reverend Canon Dave Tolhurst was appointed as Acting Provost in March 2023 and was in post until 14th April 2024 when the Revd Canon Clare MacLaren was installed as Canon Provost.

Further information is given in the reports that follow.

In 2024 we conducted 21 baptisms (12 adults, 9 infants), 3 weddings, and 7 funerals (5 at the Minster, 2 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.

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

In 2024, Sunderland Minster PCC met 6 times to discuss the business of the Minster.

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 (until 14th April 2024) – Acting Provost Revd Canon Clare MacLaren (from 14th April 2024)
Associate Priest	Revd Jacqui Tyson
University Chaplain	Revd Chris Howson
Minster Wardens	Ann Craig Heather Crawford (from April 2024 APCM)
Deanery Synod Reps	Heather Crawford Gillian Walker
Treasurer	Robert Stenlake (co-opted 20th May 2024)
Elected members	Sarah Hill Graeme Jobes Hollie Jobes Elaine Lawson Elizabeth Tinker Ekene Ejiofor (co-opted 20th May 2024)

FABRIC REPORT

The latest Quinquennial inspection, completed by architect David Beaumont June 2024 has listed a 5-year list of priorities to keep Sunderland Minster and its fixtures and fittings in good order.

We are fortunate to have been granted considerable funding from the Church of England's Strategic Mission and Ministry Investment Board, a proportion of which may be used on capital works to further the mission and ministry of the Minster.

Using the priorities list, we have already commissioned a complete refresh of the lighting system, which will benefit not only the congregation and our day-to-day functions but also will make the building a more attractive concert and conference facility.

We have also had works completed on both heating systems which have improved efficiency.

Heather Crawford (Church Warden)



DEANERY SYNOD REPORT 2024

The meeting on the 1st May was held at St Cuthbert's, Red House. We dealt with the election of officers, the introduction of new chapter members and notice of election of Diocesan Synod representatives. The meeting was cut short as the main item was to be the Archdeacon speaking on the purpose and function of Deanery Synod. Unfortunately, he had to cancel because of illness.

The meeting on the 17th September was held at St. Nicholas, Bishopwearmouth and the Ven. Bob Cooper discussed with us the role of the Deanery within the context of Diocesan Transformation.

The final meeting of the year was held on 13th November at St Cuthbert's Red House. Lilian Jordan was elected as Lay Chair. Amy Burns was due to address the Transformation Agenda on behalf of the Diocese, and how the team might facilitate developing a coherent and deliverable deanery plan based on growing our churches, however she failed to attend.

Gillian Walker (Deanery Synod rep)

PAROCHIAL REPORTS FOR 2024

Canon Provost's Report

The Canon Provost's Report will be given verbally, together with a presentation of images from some of the Minster's events and achievements in 2024.

A copy of the Powerpoint may be found here, after the APCM: <https://tinyurl.com/ProvostReport-2024>



Parochial Church Council

There were six meetings of the PCC during 2024, chaired at first by Acting Provost Revd Canon Dave Tolhurst and from May by our new Provost Revd Canon Clare MacLaren. Our meetings were greatly enhanced by the guidance, enthusiasm and sheer hard work of Canon Clare, now our sole full time clergy person.

Our financial situation improved during the year due largely to the work of our treasurer, Robert Stenlake, and also because of an increase in the number of events where a fee was charged and money made from refreshments, organised by Elaine Lawson. As a result, the PCC was able to approve that we give more in Parish Share than previously, though nowhere near the Guided Pledge requested by the Diocese. A start was made on producing a lettings agreement, fees table and booking forms for events.

Discussions took place regarding the money we were to receive from the national church, which would enable improvements to the heating and lighting and the appointment of paid staff. The architect's Quinquennial Inspection report was received and there were no urgent matters needing attention. A decision was made about the type of new outdoor noticeboards we required and it was agreed that the updating of the clergy board in church should go ahead.

The PCC also discussed and agreed to the Diocese's proposals for new parish boundaries (which came into force on 1st January 2025)

A PCC Away Day was held in September and resulted in a Missional Plan for the future of the Minster.

Regular discussions also took place regarding Ecochurch and safeguarding and, to supplement the work of the PCC, clergy and wardens' (now Leadership Team) meetings continued to take place monthly, to deal with matters relating to the day to day running of the Minster, while the standing committee met in advance of the PCC to decide an agenda.

This is my last report as PCC secretary as I am retiring at the 2025 APCM. I would like to thank all those who have helped me so much over my years in office.

Liz Tinker (PCC Secretary)

Minster Choir

The Minster Choir rehearses 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 5.00pm Choral Evensong we rehearse in the Choir Room at 4.30pm.

During the year 2024 we took a holiday on the Sundays after Christmas and Easter as well as Sundays in August.

The Choir enhances the following services with music:

9.45am Sung Eucharist

The Choir gathers in the Vestry and processes into the Choir stalls during the first hymn. Owing to physical problems, some members enter the stalls before the start of the procession.

During the Eucharist the Choir supports: the singing of hymns with an occasional descant; a sung Eucharist setting composed by Dom Gregory Murray – a People's Mass; Gospel Acclamation with alleluias sung by all and a sung Gospel refrain during Lent and Advent; the set psalm from the Parish Psalter with occasional different chants and revision of wording where necessary; an Anthem is sung during communion.

5.00pm Choral Evensong on the 3rd Sunday of the month.

The choir supports the singing of Hymns and Ferial Responses; the set Psalm for the evening to a chant, Magnificat and Nunc Dimittis to one of four chants; an Introit and an Anthem appropriate to the season.

The Choir also sang at special services including: Ascension Day, Ash Wednesday, Maundy Thursday, Good Friday, Mayor's Carol Service and the Minster Carol Service.

A huge thank you to our loyal choir members who have sung so well during the year.

We look forward to future challenges as Provost Clare updates our service booklets.

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

David Cox (Organist and Choirmaster)

FEAST

FEAST numbers have been steady over the last year, (30-45 weekly, 6-10 children) As predicted in last year's report the announcement that Sunderland's hotel for asylum seekers was to close meant that there was a decrease in Iranian members at the Minster. Again, our numbers of African (Nigerian) students dropped due to changes in government policy, making it harder for students to come with their families.

However, FEAST continues to welcome all and tries to provide a taste of the kingdom whilst people are with us. Ray on placement has continued to offer steady support to Clare, Chris and Jacqui over the year. Shiny Princess has also helped with our craft table, and Phoebe on placement also led FEAST very well.

Clare has been a real blessing to the clergy team and leads FEAST in an exciting and joyful way. We are always looking to improve our offering, and always welcome suggestions.

Revd. Chris Howson

Open Table

We celebrated a joyful 3rd anniversary of Sunderland Open Table in February this year with a service of thanksgiving and afterwards a social time together.

We meet on the 2nd Sunday of each month (apart from August) holding both services of the word and services of Holy Communion, always with social/community time after the service.

Over the last three years we have grown together as a small but faithful congregation. We are still welcoming enquirers and new members regularly and our congregation is growing. This is both

encouraging and indicative that we are meeting a real need for safe worship spaces for our LGBTQIA siblings.

Sunderland Minster's presence as a safe welcoming and inclusive space for all is important and Open Table is very much a part of that ministry. Thanks be to God.

Revd Jacqui Tyson



Work with Asylum Seekers and Refugees

This year we have continued to provide letters of support for our Iranian Christians, for courts, for housing and other needs. Again, we have provided 2 10 week courses for those seeking baptism from Iran. These are carefully constructed and very spirit filled. Huge thanks this year to both Melika and Hooman for providing excellent translation during the courses.

English Conversation classes on Friday had to cease when our teachers were caught up in the cuts at the University, but we are looking at helping with language provision in other ways. FODI has continued to use the Minster on a fortnightly basis, and we are grateful to Heather for supporting this work and for providing food supplies from The Bread and Butter Thing on Sundays, for those in food poverty.

The Minster fully supported Refugee week – hosting the start of the annual 'Walk of Sanctuary' and an event celebrating the work of those who had contributed significantly to the lives of Sanctuary Seekers in the city.

Revd Chris Howson

FODI

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, provided by FODI.

Sunderland Minster continues to host fortnightly sessions 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. We continue to facilitate the service of refreshments, with volunteers from outside the Minster community.

Heather Crawford

Craft Fairs

The monthly craft fairs have continued to provide much needed regular income for the Minster, from the stall holder fees, visitor door charge and the café. We have a few crafters who have traded at our fairs since we began in October 2015, and we welcome new crafters, often who are trading for the first time. Thank you to all the hardworking volunteers without which the fairs could not take place.

Heather Crawford

Minster Fairs

We held two fairs in 2024. The summer fair raised £934.17 and the autumn far £2020.00, making a total of £2954.17.

I would like to thank everyone who helped in any way to support these events.

Ann Craig

Mothers' Union

Sunderland Minster's branch of the Mothers' Union has met for over 26 years on the first Thursday of the month in the Choir Vestry.

The three remaining members of the branch, Carole Pattison, Betty Malaugh and myself met for our first meeting of 2024 on 1st February. We discussed the future of the branch and sadly decided that we would continue as members of the Mothers' Union but no longer hold any meetings. This was mainly due to the lack of heat in the church and our ages and health problems. We said we would continue to attend the weekly Thursday eucharist whenever possible.

We have sent a few emergency toilet bags to Sunderland Royal Hospital and we attend any M. U. events which are held in Durham Cathedral.

Ann Craig (Branch leader)

Friendship Group

The Friendship Group continued to meet on the first Tuesday of each month throughout the year. As the majority of those attending prefer to meet during the day, we met for coffee between 10.00.a.m. and noon.

We enjoyed three outings together. We spent a summer lunchtime in the local Italian in July, an evening at The Barnes in September and a Christmas party at the Rosedene in December.

We were sad to lose two loyal members during the year. Lily Holcroft is now in a nursing home and unable to attend and Betty Wilson died in June. They are very much missed.

We are always delighted to welcome anyone who would like to join us - even if they can only make the odd meeting.

Gillian Walker & Sandra Thurlbeck

Events

2024 was a very busy year.

Several special services took place including the Holocaust Memorial, Remembering Srebrenica, D-Day Commemoration, and, of course, the Canon Provost Clare MacLaren's Licensing Service. An award ceremony took place at the Minster in July, when the Revd. Chris Howson received the British Empire Medal for services to higher education.

The Rock Choir performed two fabulous concerts to packed "houses", Musica Johannis gave us their Music for a Summer Evening programme, and Bishopwearmouth Choral Society continued to provide their wonderful regular performances. Fever Events held a further five Candlelight Concerts, Fishburn and Houghton Brass Bands filled the church with wonderful music, and the Rotary Club organised a concert featuring Sunderland Symphony Orchestra.

Other music events included the Boundaries Music Festival, The Bunker Showcase, and a Ukrainian evening featuring a Ukrainian Folk Band and Ukrainian food!

In October the Minster along with approximately 60 organisations and businesses organised the Unity in the Community festival which brought together a diverse gathering of hundreds of people throughout the day. This was in response to the rioting in the summer and was an opportunity to express solidarity and inclusivity in our city.

In December, the annual VCAS Open Arms Event was held at the Minster, and we were pleased to receive the Small Group Places and Spaces Award.

Other events included SAFC Heaven Branch, BID meeting (with a Minster tour for interested parties), White Ribbon Event including an exhibition (in collaboration with Wearside Women in Need), U3A tour of the church, Victoria Hall Memorial installation, Bishopwearmouth Heritage Townscape Scheme exhibition with tours and cake! In October, the Minster hosted the live recording of the BBC Radio 4 "Any Questions?" Programme.

There were also the annual Minster events, or events in which we participated – Amnesty Vigil, Heritage Open Days, Interfaith Walk, Summer Activities for Children - Tuesdays in August, the Big Lunch, Cider and Carols.

At Christmas the carol services were for Sunderland University, Age UK, the Mayor of Sunderland, Recovery Connections, and an accessible carol service. However, the most memorable was the Minster Carol Service where we followed the star (Canon Clare!) with Mary and Joseph and met shepherds, angels, inn keepers, and wise men in the "Almshouses Advent Calendar", and finally the baby Jesus in the "stable" in the Minster. A wonderful variety of events which would not have been possible without the clergy and volunteers. Thank you.

Elaine Lawson.

Bellringing Report

It was wonderful to, once again, hear the bells ringing out for Canon Clare's installation as the Canon Provost of Sunderland Minster after several years of almost silence.

After numerous discussions, I agreed to work with David to restart the ringing at The Minster. We usually practice on the first Monday of every month and have met at other times during the year for special ringing events, including the Durham and Newcastle Central District AGM, the D&N 10 and 12 bell quarter peal weekend (of which two quarter peals were successful at The Minster). The bells have also been rung for special church events including the Archdeacon of Sunderland's Visitation.

Bellringing Report cont.

We rely heavily on ringers from other towers who give up their time to help keep the ringing going at The Minster. Sunday morning ringing is difficult due to ringing at other towers and my role as a member of clergy covering at various churches on a Sunday from one end of the Diocese to the other.

We have had some interest in training new ringers, but the bells are particularly difficult to handle because of the large draught between the ringing room and the bells. We will need, during 2025, to consider changing the bell ropes on all ten bells to terylene-topped ropes (which stop the bounce). This will be a significant expense but will ultimately make the bells easier to ring, control, and teach on.

We are hoping to increase the number of ringers during 2025, so if you would like to 'have a go' please do speak to Canon Clare or one of The Minster Team who will put you in touch with me.

Richard Brown

Eco Church

The Minster has been adapting to significant change throughout the 2024 period including the installation of the new Canon Provost. In our Eco Church group, the focus has been to embody the Diocesan priorities: -

Caring for God's creation Together, as individuals, parishes and a Diocese we will care for God's creation, taking action and using our resources, gifts, time and prayers to:

1. Cultivate a shared Christian vision for God's creation and our call to steward, nurture and protect it, in Jesus' name, for the good of everyone, everywhere.
2. Promote responsible consumption & behaviour as individuals and churches.
3. Work together to challenge environmental indifference and injustice.

This has been reflected in several ways and actions throughout the year including:

- Services and sermons which have reflected shared Christian vision for God's creation stewardship, nurture and protection for all. Ongoing discussions at Feast and other spaces in respect to our individual practices which support nature recovery and reflect responsibility in consumption.
- Leadership team, including Wardens have incorporated recycling initiatives for waste, paper and cardboard.
- Engagement by members of the community in local litter picking, volunteering with environmental actions and charities (such as Durham Wildlife Trust and Groundwork).
- Attending Church Network meetings and Net Zero Action Plan online meetings
- Attending meetings and public gatherings which challenge environmental indifference and injustice.
- Submitted the Minster's Phase 1 Net Zero Action Plan
- Installation of new lighting at the Minster as part of a commitment to lower energy outputs and be an exemplar for better energy consumption
- Held a big lunch in June as part of the Eden Projects commitment to community engagement, hospitality and sustainability.

Eco Church cont.

The year ahead should offer our community an exciting opportunity to engage further in Eco Church and look to gaining accreditation. We have discussed the possibility of a Minster Park Eco Green Group who will be able to collaborate with the Sunderland Heritage, Durham Wildlife Trust and Sunderland City Council Carbon team. Please liaise with me or Sarah Hill for further information.

Graeme Jobes



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 is particularly important as we support vulnerable adults and have a range of ages attending our various activities and services. This is embedded in PCC meetings, Leadership Monthly meetings and at the heart of the community.

Training and DBS

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 new members of the PCC.

An update from last year is that where training has been updated, PCC and other members have been asked to link my account with theirs so I can hold a direct and up to date record of training and this in turn is fed back to the P

CC and Church Leadership. Clergy have their own specific training and ongoing equivalent.

Parish Safeguarding Dashboard

Graeme is registered on the Dashboard along with Canon Clare. It has been updated, and Graeme has held meetings with Diocesan Safeguarding Lead to discuss progress.

Reporting and Safeguarding Review

My mobile is available to all 07899008278 and details along with Canon Clare have been updated with suitable pictures and are displayed in the Minster as required together with the Diocesan safeguarding Contact. Safeguarding Policy and Safer Church statement is also displayed. Safeguarding Policy will again be read and signed off at the APCM. Safer Recruitment and all Safeguarding 'linked' policies are now in place following a review by Canon Clare.

Any reports or concerns have been forwarded to me using my email address:

gaj@hardingssolicitors.co.uk . We have had no serious safeguarding issues in the last year, but all have remained vigilant, and we still have WhatsApp group (I am aware some people need to be added to this) for sharing information and I am available whenever needed using my contact details.

Graeme Jobes (Parish Safeguarding Officer)



Safeguarding Policy Statement

In accordance with the Church of England's Safeguarding Policy, "Promoting a Safer Church"¹, the PCC of Sunderland Minster is committed to observe best practice in:

- Promoting a safer environment and culture.
- The safer recruitment and ongoing support and management of all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others. **Sunderland Minster will:**
- Continue to create a safer and more caring place for all people.
- Appoint a Minster Safeguarding Officer (CSA) and Deputy Minster Safeguarding Officer (DCSA) to work with the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the Minster.
- Display across the Minster premises, and on the Minster website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to, and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any who relate to, and spend time in, the Minster who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.
-

The PCC of Sunderland Minster has appointed:

Graeme Jobes as Minster Safeguarding Officer, and is currently seeking to fill the vacancy for Deputy Minster Safeguarding Officer.

Policy Statement Adopted 17 March 2025

Policy Statement to be reviewed 11th May 2025 (APCM)

¹ The PCC of Sunderland Minster has adopted 'Promoting a Safer Church' as its own safeguarding policy. The full policy may be read here: <https://www.churchofengland.org/sites/default/files/2017-11/promoting-a-safer-church-policy-notes.pdf>

Sunderland Minster

Financial Statements for the Year ended 31st December 2024

Statement of Assets and Liabilities

	£		£
Brought forward 01.01.2024	33,156.69	Resources used (2)	76,329.42
Incoming resources (1)	<u>117,142.56</u>	Balance carried forward 31.12.2024 (3)	<u>73,969.83</u>
Total	<u>150,299.25</u>	Total	<u>150,299.25</u>

Notes 1 See Analysis of Income and Expenditure

2 See Analysis of Income and Expenditure

3 Represented by	Current Account	Note 4	36,529.84
	Petty Cash		86.71
	Petty Cash Flower Fund		386.51
	Co-operative Deposit Account		36,847.68
	CBF Deposit Account		<u>119.09</u>
			<u>73,969.83</u>

4 Bank current account reconciliation at 31.12.2024

Balance at Co-operative Bank	26,980.59
Plus: Income due but not received	19,380.77
Less: Payments not cleared	4,705.52
Less: Accrued Expenditure	175.00
less: paid in advance for 2025	951.00
Less: Monies held in suspense for Inter-Faith Forum	<u>4,000.00</u>
Balance at 31.12.2024	<u>36,529.84</u>

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



Chairman of PCC



Churchwarden

Sunderland Minster

Financial Statements for the Year ended 31st December 2024

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Chairman of PCC

Churchwarden

Sunderland Minster Parochial Church Council - Registered Charity 1203743

Sunderland Minster				
Financial Statements for the Year ended 31 st December 2024				
Balance Sheet as at 31 December 2024				
			2024	2023
			£	£
Current Assets		Current Account Barclays	0	9,553.86
		Current Account Co-operative	26,980.59	8,787.37
		Petty Cash	86.71	14.71
		Petty Cash Flower Fund	386.51	471.06
		Barclays Deposit Account	0	45.27
		Co-operative Deposit Account	36,847.68	5,000.00
		CCLA CBF Deposit Account	119.09	113.11
		Year end amounts due to us	19,380.77	15,446.65
TOTAL ASSETS			83,801.35	39,432.03
LIABILITIES		Accounts payable	4,880.52	6,275.34
		Payments in advance for 2025	951.00	0
		Suspense Account (inter Faith Forum)	4,000.00	0
TOTAL LIABILITIES			9,831.52	6,275.34
NET ASSETS		(Total Assets – Liabilities)	73,969.83	33,156.69
BALANCE		Starting Balance	33,156.69	22,914.64
		Income less Expenditure	40,813.14	10,242.05
		Closing balance	73,969.83	33,156.69
Movement in Funds during 2024				
Fund	01/01/2024	Income	Expenditure	31/12/2024
	£	£	£	£
Flower Fund	471.06	845.00	929.55	386.51
Interfaith forum	1,390.45	0	495.08	895.37
Asylum Seeker Support	406.25	0	154.80	251.45
Legacy	0	24,547.39	0	24,547.39
SMMIB	0	18,417.95	18,417.95	0
Summer Special	0	850.00	850.00	0
Total Restricted and Endowment	2,267.76	44,660.34	20,847.38	26,080.72
Unrestricted Funds	30,888.93	72,482.22	55,482.04	47,889.11
TOTAL ALL FUNDS	33,156.69	117,142.56	76,329.42	73,969.83
Movement in Funds during 2023 - Prior Year for Comparison				
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
Sunderland Minster Parochial Church Council - Registered Charity 1203743				

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Sunderland Minster							
Financial Statements for the Year ended 31st December 2024							
Analysis of Income and Endowments							
			Unrestricted	Restricted	Total	Total	
			Fund	Fund	2024	2023	
			£	£	£	£	
Donations and Legacies							
Planned Giving:			16,008.49		16,008.49	15,495.03	
Non-recurring donations			3,579.75		3,579.75	4,908.53	
Collections at Services			3,278.98		3,278.98	3,643.23	
Card reader and donations boxes			3,028.01		3,028.01	2,815.96	
Income Tax recovered			6,933.84		6,933.84	16,160.26	
Legacies received			0	24,547.39	24,547.39	0.00	
Total			32,829.07	24,547.39	57,376.46	43,023.01	
Income from Charitable Activities							
one-off grants			300.00	650.00	950.00	0	
Fund raising			18,105.12		18,105.12	5,266.97	
Craft Fairs			3,808.20		3,808.20	4,141.24	
Heating charges			2,474.00		2,474.00	1,800.20	
Room Hire			12,655.00	200.00	12,855.00	15,001.50	
Statutory Fees:			1,532.00		1,532.00	474.00	
Total			38,874.32	850.00	39,724.32	26,683.91	
Income from Investments							
Interest and bank payments			503.83		503.83	190.15	
Total			503.83		503.83	190.15	
Other Income							
Grants received (one-off)			0	18,417.95	18,417.95	377.80	
Flower Fund			0	845.00	845.00	552.60	
Other			275.00	0	275.00	0	
Total			275.00	19,262.95	19,537.95	930.40	
TOTAL INCOME AND ENDOWMENTS			72,482.22	44,660.34	117,142.56	70,827.47	
Sunderland Minster Parochial Church Council - Registered Charity 1203743							

Sunderland Minster						
Financial Statements for the Year ended 31st December 2024						
Analysis of Expenditure						
			Unrestricted	Restricted	Total	Total
			Fund	Fund	2024	2023
			£	£	£	£
Costs of Generating Funds						
Fund raising			4,241.71	139.08	4,380.79	694.90
			4,241.71	139.08	4,380.79	694.90
Expenditure on Charitable Activities						
Mission Giving to charity					0	0
Parish Share			5,500.00		5,500.00	200.00
Clergy and Staffing Costs			4,502.18		4,502.18	3,607.73
Services: expenses			2,350.02	710.92	3,060.94	1,199.44
Hospitality			128.43		128.43	214.79
Utility Costs			16,754.02		16,754.02	33,002.97
Church Insurance			12,431.94		12,431.94	11,776.96
Maintenance / repairs			4,832.73		4,832.73	4,490.77
Organ			312.05		312.05	1,030.48
Church cleaning					0.00	91.95
Printing and office costs			1,437.06		1,437.06	1,399.96
Telephone /computing			1,173.14		1,173.14	1,388.72
Governance					0	0
Banking costs			86.02		86.02	334.67
Flower Fund				929.55	929.55	548.73
Other costs			1,732.74	649.88	2,382.62	603.35
			51,240.33	2,290.35	53,530.68	59,890.52
Other Expenditure						
SMMIB -1.15 Building			0	18417.95	18417.95	0
			0	18,417.95	18,417.95	0
TOTAL EXPENDITURE						
			55,482.04	20,847.38	76,329.42	60,585.42
Sunderland Minster Parochial Church Council - Registered Charity 1203743						

**Sunderland Minster Parochial Church Council (the “Minster”)
Registered Charity 1203743**

Financial Statements for the Year Ended 31 December 2024

Independent Examiner’s Report

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

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:



Lewis Ayers
2 The Green
Long Newton
Stockton-on-Tees
TS21 1DL

Date: 2 February 2025

Sunderland Minster - Notes on the Financial Statements 2024

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

2. Bankers. The PCC has had a current account and an instant access deposit account with The Co-operative Bank throughout 2024. The current and deposit accounts with Barclays Bank were closed during the year.
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) and a part-time cleaner (hours variable to suit cleaner's availability). Employees are paid at the Living Wage Foundation's living wage rate. No employees qualified 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. £3,069.66 (2023: £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.

A grant of £4,000 by Sunderland City Council was made in March 2024 to the Inter-Faith Forum. This grant is being held in the suspense account pending transfer to the Inter-Faith Forum.
10. Other Grants received. Communities Together Durham made a grant of £650.00 towards the cost of funding summer activities for children. A grant of £300.00 was made by Bishopwearmouth Area Deanery towards the costs of an accessible Christmas service. A grant of £1,430.00 was received from The St Hild and St Bede Trust and held on behalf of Sunderland University Chaplaincy. The grant was used to meet some of the costs of a retreat for students.
11. Legacies. The PCC received one legacy of £24,547.39. It is to be used for upkeep and use of the Minster, as approved by the PCC (2023: no legacies).

12. Parish Share. The Parish Share paid to the Diocese in 2024 was £5,500.00 (2023: £200.00).
13. Major Expenditure 2024. 25% of the contract cost for remedial works to the lighting was paid in 2024. This amounted to £18,417.95. This is offset by the grant from the Listed Places of Worship Grant Scheme of £3069.66. Works commenced in January 2025. The balance of this cost is to be reimbursed from Church of England central funds and is included in the accounts as income due but not received.
14. Utility Costs. Expenditure during the year was £16,754.02 (2023: £33,002.97). Of this, £7,494.51 (2023: £17,353.65) was in respect of Gas and £8,661.86 (2023: £14,437.81) in respect of electricity. Gas usage was minimised until the contract expired on 31st October 2024, as the unit cost was unaffordable. From 1st November 2024, the gas contract has been in the Church of England's Parish Buying energy basket at a much lower unit rate. Electricity is also purchased via the Church of England's Parish Buying Energy Basket. The lower electricity cost for 2024 is because of lower unit rates and reduced usage after the closure of the café.
15. Photocopier. The PCC leases a printer /photocopier from Siemens.
16. Governance Fees. No costs have been incurred in the Independent Examination of the Accounts. £28.74 (2023: £4.79) was incurred obtaining DBS safeguarding checks.
17. Gift Aid. Gift Aid is in respect of donations received in 2024. Small Gift Aid is in respect of donations received in 2024, as well as £1,483.60 in respect of earlier years. Gift Aid is also included in the Accounts in respect of indirect giving via the Parish Giving Scheme.
18. Expenditure Commitments 2025
- Gas central heating repair works. A contract has been entered into for completion in early 2025. The cost will be £7,000 (no VAT). The cost of these works is to be reimbursed from Church of England central funds.
 - Alarm system. The PCC has contracted to repair the system and move to 4G DualCom in January 2025. The cost of these works and the 2025 maintenance charges are £1,977.00 (including VAT).
 - Lighting. Repairs and upgrade are to be carried out, commencing in January 2025. The cost of these works is £73,671.79 (including £12,278.63 VAT), of which 25% was paid in December 2024 to secure the contract. The cost excluding VAT is to be reimbursed from Church of England central funds. Grants equal to the amount of VAT will be claimed under the Listed Places of Worship Grant Scheme (grant received in 2024 in respect of the 25% payment made).
19. 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	1,741.00	-	1,741.00

Organist fees for playing at funerals	607.50	-	607.50
Sunderland Mayor's Charity	138.99	-	138.99
Verger fees for verging at funerals	320.00	-	320.00
Inter-Faith Forum	4000.00	-	0
Sunderland University Chaplaincy	1430.00	-	1,430.00
Funeral Collection for British Heart Foundation	88.75	-	88.75

20. Accounting records. Accounting records are maintained on Data Developments' MyFundAccounting software.
21. Review of Financial Controls. The PCC updated its financial controls during 2024.

Financial Statements for the Year Ended 31 December 2024

Independent Examiner's Report

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Date: 2 February 2025