

## St. Mary Magdalene Belmont Parish Church - Durham Deanery

### Annual Report of the Parochial Church Council for 2020

*As the people of St Mary Magdalene Church we seek to:*

**respond** to the grace we receive from God;

**travel** together where Jesus leads;

**provide** from our resources to grow God's church and care for all in need;

*and we are called by name to share our experiences of God.*

St Mary Magdalene, Belmont is part of a United Benefice with St Laurence, Pittington. Rev Canon Heather Murray is the incumbent and Rev Liz Hollis the curate of the United Benefice. Rev Canon Leslie Morley, Rev Kevin Dunne, Rev Canon Di Johnson and Rev Dr Jenny Moberly continue with PTO (Permission to Officiate) at Sunday morning services at both churches.

The PCC is legally responsible for co-operating with the Minister in promoting in the parish the whole ministry of the church: pastoral, evangelistic, social and ecumenical. The PCC is responsible for the maintenance and repair of the church buildings and for the moveable items in the church. It has overall charge of all expenditure.

Membership of the PCC is either ex-officio or by election at the Annual Meeting. The parish has between 100 and 200 names on the electoral roll so is entitled to twelve lay representatives to the council. Representatives to Deanery Synod also sit on the PCC: the parish holds three such posts, elected at three-year intervals. Readers licensed to the parish sit on the PCC if the annual meeting decides this. The PCC may also co-opt certain representatives - up to two for a parish of this size electoral roll.

*PCC members are listed overleaf*

Chair: Minister	Rev Canon Heather Murray Rev Liz Hollis	ex officio ex officio
Warden	Geoff Moore	ex officio
Warden	Alan Port	ex officio
Reader	Patrick Holroyd	ex officio
	Stephen Martin	Deanery Synod (elected 2017)
	Charlotte Reynolds	Deanery Synod (elected 2017)
	<i>Geoff Moore agreed to be our third representative to the Synod</i>	
Elected 2017	Anne Corbett, Dave Drinkwater (resigned 2019), Jean Foulds (also representing Uniformed Organisations), Margaret Hampson (died 2018)	
Elected 2018	(till 2020) Anna Harvey	
Elected 2018	Paul Beken, Jean McGranaghan (resigned 2019), Jane Moore, Jane Robson	
Elected 2019	Marjory Elliott, Judith Holroyd, Megan Port, Julie Winkless	
Co-opted	Gerald Ions (music), Carol Bloomfield (Junior Church / administrator)	

## Church Statistics

There are 138 people on the Electoral Roll.

Easter day saw 98 adults and 16 under-16s at the 10.30 service.

An average of 16 adults attended early Sunday service, and (excluding Easter Day) an average of 52 adults and 5 under-16s the later Sunday service and Junior Church.

An average of 23 adults and the occasional under-16 attended Wednesday Communion.

During the year we held 11 baptisms, 1 wedding, and 2 memorial services and 16 funerals.

At Christmas time we held end of term services in church for 275 children and 56 adults from local schools, as well as carol services for 62 members of the Fire Service, 81 people who attended the Salvation Army service, and 8 children and 84 adults at our choir service. 74 adults and 45 children came to church on Christmas Eve and 64 adults and 4 children on Christmas Day.

## Employees

church administrator	Carol Bloomfield
director of music	Gerald Ions
church cleaner	Rachel Whale
youth group leader	Maddy Bloomfield (till October 2019)

The PCC also oversees payment of fees to vergers for weddings and funerals.

## PCC Business during the Year

During the year our major building project was completed. We welcomed Liz Hollis as our new curate. We have been considering our parish priorities in the light of both Deanery restructuring and our future mission of the parish.

The PCC has had 6 meetings since the last APCM and this report highlights the work of the PCC from April 2019 to March 2020.

### **April:**

In a brief meeting after the APCM we elected officers and co-opted two members.

Members of the PCC spent an away day together exploring our thoughts on and vision for the church. More will be said in the report of the priest in Charge.

### **May:**

we agreed to cushion the choir stalls in the same way as the main pews, and to source a second clergy chair. We noted that the council have been told about a cracked tree in the churchyard, and we agreed that a bees' nest in the wall should be left alone. We considered the possibility of edging the new drive. We agreed to install an external noticeboard (subject to the necessary permissions).

We discussed the upcoming Patronal Festival, Year 6 school leavers' celebrations, and September's national Heritage Week.

In light of our recent workshop we discussed Messy Church and a Pastoral Visiting Team, as well as our current youth provision and the provision of home communion at the nursing home. We noted how easy it is for enthusiasm to be buried in practicalities, and confirmed our commitment to our mission proposals.

### **July:**

We approved the purchase of the choir-stall cushions, and agreed to return to the question of a noticeboard in the autumn.

We heard of the progress of plans for the Patronal Festival, Messy Church and the Pastoral Visiting Team. We agreed to support Anna Harvey's application for a Pastoral Ministry course.

We examined the Deanery Synod's proposals for the restructuring of the Deanery and agreed our support, noting that the clergy involved consider it a feasible solution (and also that we appear to be the group least affected by the proposed changes).

### **September:**

We discussed our Parish Share offer for 2020 and agreed to increase it by 4% from the previous year's figure. We delegated our charitable giving to a small group headed by the treasurer.

We agreed Carol Bloomfield as our designated safeguarding representative for children and young people.

We discussed our various provisions for children and young people, and agreed the cessation of the dwindling Sunday youth group in its current form.

We considered Christmas services and agreed not to hold a service on Wednesday 1 January.

We watched a brief video prepared for the upcoming Waymark conference and considered the questions provided.

### **October:**

In our regular consideration of finances we noted that we have drawn more heavily on the Gilligate Trust than in the previous year. We agreed both the proposed charitable giving and the designation of Water Aid as beneficiary of our Christmas Card Alternative donations.

We were delighted to hear that the recent work on the church received Highly Commended in the Craftsmanship category of the County Durham Environmental Awards.

We agreed the list of those who assist with administration of communion. We agreed to investigate options for appropriate storage of the Reserved Sacrament.

We heard an update on the Pastoral Team and on plans for Sunday evening worship. We looked at the Eco Church discussion and agreed that we would like to explore this area.

We discussed options around updating the administrative ICT system.

We heard from those who had attended the Waymark Conference: we should look at the idea of mission in terms of *us participating in God's plans* rather than vice versa.

### **January:**

The treasurer reported that we are running at a (slightly reduced) deficit and are heavily reliant on the Gilligate Trust. The meeting noted the diocesan suggestion of a contactless card reader for occasional donations. We agreed an increase in wedding and funeral fees in line with the statutory increase. We considered the possibility of a stewardship campaign.

We heard that the Parish Hall management are concerned that their ongoing issues with drain blockage may be connected to recent work on the church. Various meetings are scheduled on this matter. We heard that the Quinquennial Inspection will be held later this month. We discussed the possibility of some form of support when using the chancel step. We agreed to install bird boxes in the churchyard, with the option for people to donate the cost.

We heard about Messy Church, Sunday evening worship and the Pastoral Team, as well as Anna Harvey's Pastoral Ministry course.

Following a suggestion that sermons be recorded for those who are unable to get to church the meeting agreed that Chris Cunliffe be introduced to the AV equipment with a view to increasing our social media presence.

***March:***

We agreed the Financial Report for 2019. We heard that a contactless card reader would cost £19 per month plus 1%: we would be unlikely to receive enough to make this feasible. We agreed replacement of the accounting software.

We were pleased to hear that the Quinquennial Inspection had identified no urgent priorities.

We considered September's Heritage Open Days and agreed a sub-group to plan this.

With slight wording changes we agreed the Pastoral Visiting Policy that had been circulated by email.

We received positive reports of Messy Church and the new Lent Groups.

We heard of work already underway under the Deanery Restructuring proposals.

We agreed Patrick Holroyd as our representative to the group Friends of Belmont War Memorial.

We discussed the latest guidelines for dealing with the outbreak of COVID-19. Noting that several of the congregation have already stopped taking wine, we agreed to suspend the use of the cup, as well as avoiding physical contact during the peace, using wafers rather than roll, and providing hand sanitiser for use on entry.

**St Mary Magdalene, Belmont**  
**Receipts and payments**  
**Period: 01 January 2019 to 31 December 2019**

Note	From To	01 January 2019 31 December 2019	01 January 2018 31 December 2018
<b>General - General fund (Unrestricted) Fund Incoming resources and Resources used</b>			
<b>Receipts</b>			
Incoming resources from generated funds			
<i>Voluntary income</i>			
		33,626.97	39,711.11
		10,185.15	9,708.03
		6,203.76	3,584.46
		2,379.30	1,162.00
		12,430.32	12,270.12
		—	4,000.00
		39,204.64	18,346.04
	<i>Total Voluntary income</i>	104,030.14	88,781.76
<i>Activities for generating funds</i>			
		20.00	124.00
	<i>Total Activities for generating funds</i>	20.00	124.00
<i>Church Activities</i>			
		3,308.00	4,277.00
		5,762.78	4,830.82
	<i>Total Church Activities</i>	9,070.78	9,107.82
Other incoming resources			
		—	217.00
		8,412.16	9,237.33
	<i>Total Other incoming resources</i>	8,412.16	9,454.33
	<b>Total receipts</b>	<b>121,533.08</b>	<b>107,467.91</b>
<b>Payments</b>			
Cost of generating funds			
		114.43	88.42
	<i>Total Cost of generating funds</i>	114.43	88.42
Charitable activities			
		6,219.00	5,443.00
	<i>Total Charitable activities</i>	6,219.00	5,443.00
Church Activities			
		62,502.70	50,554.30
		12,881.32	13,056.13
		894.37	240.44
		2,680.89	464.57
		10,090.58	10,095.80
		4,805.34	4,442.64
		3,046.35	3,143.08
	<i>Total Church Activities</i>	96,901.55	81,996.96
Governance costs			
		388.00	383.00
	<i>Total Governance costs</i>	388.00	383.00

Note	From To	01 January 2019 31 December 2019	01 January 2018 31 December 2018
Major capital expenditure			
Major repairs to church		3,907.31	253.75
		<u>3,907.31</u>	<u>253.75</u>
<i>Total Major capital expenditure</i>			
Other resources used			
Choir Fund		—	367.82
Restricted Funds		8,179.48	10,142.63
Transfers		—	9,270.00
		<u>8,179.48</u>	<u>19,780.45</u>
<i>Total Other resources used</i>			
<b>Total payments</b>		<b>115,709.77</b>	<b>107,945.58</b>
		<u>5,823.31</u>	<u>(477.67)</u>
Excess of Incoming resources over Resources used		5,823.31	(477.67)
Brought forward balance		23,492.63	23,970.30
		<u>23,492.63</u>	<u>23,970.30</u>
<b>Total carried forward balance</b>		<b>29,315.94</b>	<b>23,492.63</b>

#### BF - Building Fund (Restricted) Fund Incoming resources and Resources used

##### Receipts

Incoming resources from generated funds			
<i>Voluntary income</i>			
Tax recovered via gift aid		—	270.00
Income from Trusts or grants		6,339.13	74,480.00
		<u>6,339.13</u>	<u>74,750.00</u>
<i>Total Voluntary income</i>			
<i>Activities for generating funds</i>			
gross income from fund raising		1,567.44	2,514.55
		<u>1,567.44</u>	<u>2,514.55</u>
<i>Total Activities for generating funds</i>			
Other incoming resources			
Transfers		—	24,000.00
		<u>—</u>	<u>24,000.00</u>
<i>Total Other incoming resources</i>			
<b>Total receipts</b>		<b>7,906.57</b>	<b>101,264.55</b>

##### Payments

Cost of generating funds			
Costs of generating funds		—	35.00
		<u>—</u>	<u>35.00</u>
<i>Total Cost of generating funds</i>			
Major capital expenditure			
Major repairs to church		1,139.18	121,562.00
		<u>1,139.18</u>	<u>121,562.00</u>
<i>Total Major capital expenditure</i>			
<b>Total payments</b>		<b>1,139.18</b>	<b>121,597.00</b>
		<u>6,767.39</u>	<u>(20,332.45)</u>
Excess of Incoming resources over Resources used		6,767.39	(20,332.45)
Brought forward balance		173.45	20,505.90
		<u>173.45</u>	<u>20,505.90</u>
<b>Total carried forward balance</b>		<b>6,940.84</b>	<b>173.45</b>

**BBRT - Barclays base rate tracker (Designated) Fund Incoming resources and Resources used**
**Receipts**

Incoming resources from generated funds		
<i>Voluntary income</i>		
Income from Trusts or grants	15,000.00	—
<i>Total Voluntary income</i>	<u>15,000.00</u>	<u>—</u>
<i>Investment income</i>		
Dividends, interest, property income	27.90	31.30
<i>Total Investment income</i>	<u>27.90</u>	<u>31.30</u>
<b>Total receipts</b>	<b>15,027.90</b>	<b>31.30</b>
<b>Payments</b>		
Other resources used		
Transfers	—	15,000.00
<i>Total Other resources used</i>	<u>—</u>	<u>15,000.00</u>
<b>Total payments</b>	<b>—</b>	<b>15,000.00</b>
Excess of Incoming resources over Resources used	15,027.90	(14,968.70)
Brought forward balance	1,287.86	16,256.56
<b>Total carried forward balance</b>	<b>16,315.76</b>	<b>1,287.86</b>

**NR - Northern Rock (Designated) Fund Incoming resources and Resources used**

Brought forward balance	0.42	0.42
<b>Total carried forward balance</b>	<b>0.42</b>	<b>0.42</b>



**INDEPENDENT EXAMINER'S REPORT TO THE PCC OF  
BELMONT ST MARY MAGDALENE CHURCH, DURHAM**

I report on the accounts of the PCC for the year ended 31 December 2019 which are as set out on the attached pages.

**Respective Responsibilities of PCC Members and Examiner**

The PCC members are responsible for the preparation of the accounts. The members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and CBF guidance; and
- to state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission and given guidance from the CBF. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

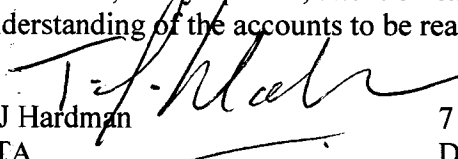
1) Which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

T J Hardman  
CTA

  
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8 February 2020