

The Parish of Ponteland

St Mary the Virgin, Ponteland – Holy Saviour, Milbourne



Sunday 15th April 2018

10 a.m. Choral Communion, followed by the
Annual Parochial Church Meeting.
Coffee will be served in your seats.

The Vestry Meeting

1. Minutes of the meeting held on 23rd April 2017
2. Minutes of the extraordinary meeting held on 21st May 2017
3. Election of Churchwardens

The Annual Parochial Church Meeting

1. Apologies for absence
2. Minutes of the meeting held on 23rd April 2017
3. Matters arising
4. Electoral Roll report
5. Annual report
6. Financial report
7. Reports of the different groups of the church
8. Chairman's report
9. Election of PCC members (four vacancies)
10. Election of Deanery Synod members (two vacancies)
11. Election of sidespeople
12. Appointment of the Independent Examiner of Accounts
13. Parishioners comments
14. AOB if previously notified to the Chairman
15. Closing prayer

The Parish of Ponteland
Annual Parochial Church Meeting
Sunday 15th April 2018

Minutes of the meetings held on 23rd April 2017

MINUTES OF THE VESTRY MEETING

1. Minutes of the meeting held on 24th April 2016: were approved nem con and duly signed by the Chairman.

An extraordinary vestry meeting was held at the beginning of the 10am service on 22nd May 2016 to approve the nomination of David Butler as Churchwarden.

2. Election of Churchwardens: Elaine Nylander has reached the end of her third year and will stand down on 10 June at the anniversary of her appointment. Re-election of David Butler (proposed by Elaine Nylander and seconded by Graham Armstrong). Officially, we need two church wardens, therefore we need another person to stand for the post. Please talk to Christine or David. Christine extended her thanks to Elaine for her work over the last three years as churchwarden. The meeting was then handed over to David Butler to chair the APCM.

Signed..... Chairman

Date.....

MINUTES OF THE ANNUAL PAROCHIAL MEETING

This meeting in the church was attended by 67 parishioners.

1.0 Apologies for Absence were received from: Ann Armstrong, Jennifer Morrison, Jaqui Buffham, Heather Russell, John Doherty and Julie Bell.

2.0 Minutes of the meeting held on 24th April 2016: were approved nem con and duly signed by the Chairman.

3.0 Matters Arising: None.

4.0 Electoral Roll Officer's Report: Alan Barron reported that this year we have 259 parishioners registered on our electoral role. Alan was thanked for his work in keeping the electoral role up to date.

5.0 Annual Report on the Proceedings of the Council: The report for 2016, which had been approved by the PCC, was reviewed at the APCM and formally adopted by the meeting. David expressed his thanks to all those involved in running the working groups within our parish.

6.0 Financial Report and Annual Accounts: Clive Ringrose (Accountant) presented a financial commentary and the accounts for 2016, consolidated for St Mary's and Holy Saviour, Milbourne, together with a summary sheet of key figures. His report is reproduced below:

Headlines

In 2016 unrestricted income was down by 3.5% to £173,365 and unrestricted expenditure was up by 4.4% to £182,716. This meant that the PCC could not pay all its bills and meet the Parish Share request. The PCC reduced the reserves and underpaid the Parish Share by £15,000.

Details

Income

After the stewardship campaign in 2015 it was expected that the rise in income in 2016 would enable the Parish Share in full. However, in 2016 we lost a larger number than usual of large planned givers. This resulted in our planned giving in 2016 falling by £3,000. Loose plate collections were also down by £2,000. Other income was much the same as in 2015. The net result was that our unrestricted income was down from £179,765 to £173,365.

Expenditure

Unrestricted expenditure was up from £174,938 to £182,716. This increase was mainly due to expenditure on the hall which was up by £11,087. £5,000 of this was planned and part of a program of work to improve the facilities of the hall. In December, the hall boiler was condemned and had to be replaced. This cost £6,000 which was taken from the reserves.

Restricted Account

The reserves of the PCC are around £80,000 of which £39,000 are in Restricted Funds. This is an increase of £11,000 over 2015, and is due to the PCC receiving a donation of £5,000 for Youth work in the parish, and donations amounting to £8,000 towards installing 2 new bells in the bell tower. Thank You

To Alan Barron for his work on Planned Giving and recording several thousand white envelopes each year.

To Sue Tune the PCC's treasurer, who in 2016 wrote 345 cheques, handled 100 direct debits, BACS payments for weddings, the sequestration account and dealing with numerous problems with the bank.

Thank you to all the congregations for planned giving, use of white envelopes, and contributing to numerous collections during the year that do not through the books, e.g. Christian Aid, Children's Society, Coffee mornings.

I would also like the PCC to recognise the help and assistance provided by Mark Richardson and John Oswald of Stephenson and Coates.

Various questions were received from congregation: Why do we hold restricted funds. Whether we should worry about our increased expenditure and reduced income. How much reserves we have and whether

these are sufficient? Alan Barron proposed that we adopt the accounts, this was seconded by Eleanor Kenyon, with all in favour.

7.0 Reports from Working Groups: Copies of each of the working group reports were printed in booklets distributed in church and published on the website. David Butler expressed appreciation for all that is done in the groups and for all those involved in the running of the groups.

8.0 Chairman's report: David Butler gave his report; this is reproduced below:

I don't intend for this to be a longwinded report, or one that is a catalogue of what we've done in 2016; you've all got a copy of the booklet which contains the excellent reports of all the various groups associated with the church. Thanks to all the convenors of those groups – it shows what a vibrant community we enjoy here.

No, apart from echoing the thanks to everyone who have contributed to the smooth running of the parish during the interregnum, I wanted to pass on my special thanks to Gwenneth, Brian and Duncan at Holy Saviour, and Elaine and John at St. Marys.

I must also say that Christine has done sterling work in organising visiting speakers for both churches for the past 16 months – a huge thank you for that. I'm sure that the offer of the post of Area Dean and a canon's stall at the Cathedral are a fitting reward for the immense amount of effort that she always puts in to whatever she tackles. Well done, Christine!

I suppose the biggest and most important task that we've done in the past year concerns the interregnum. The whole PCC was involved in pulling together the data for the 15 sections that went to make up the parish profile and a small group then convened to edit the whole package into a document that we hoped would attract applicants for the post.

In the end, we had three applicants, and back in July, Jaqui Buffham and I, together with representatives from Merton College and Bishop Christine, interviewed two.

You should all know the result by now – the Rev. Capt. Paul Allinson will join us, and his institution will be on the evening of July 5th at 7.30 p.m. We look forward to this new phase in the life of our Parish.

We asked you all to pray that the right person would come to Ponteland – thank you for those prayers. We now ask for prayer for Paul as he prepares to take on this new role, and that God will continue to bless us in the future, as He has done in the past.

Thank you.

9.0 Election of PCC members: Two members have completed their term; Jaqui Buffham and Lewis Hanna. David thanked them all on everyone's behalf. Four nominations were received (for the four vacancies): Elaine Nylander (proposed by Graham Armstrong, seconded by David Butler), Jaqui Buffham (proposed by Elaine Nylander, seconded by Carole Butler), David Comeskey (proposed by David Butler, seconded by Jaqui Buffham) and Tina Kelly (proposed by Jean Fellows-Pryne and seconded by Ted Henderson). There being no other nominations, they were all duly elected.

10.0 Election of Deanery Synod members: Four members have completed their term; Susan Armstrong, Janet Welsh, Pat Cooper and Tina Kelly. Three nominations were received (for the four vacancies): Janet Welsh (proposed by Carole Butler, seconded by Jaqui Buffham), Peter Watson (proposed by David Butler, seconded by Mac Squires) and Pat Cooper (proposed by Vera Lonsdale, seconded by Alan Barron). There being no other nominations, they were all duly elected.

11.0 Election of Sidespeople: These are as per the updated appended list, which will be added to the website.

The list was proposed by Alan Barron, seconded by Clive Ringrose and were approved nem con by the meeting.

12.0 Appointment of Independent Examiner of Accounts: It was proposed that Stephenson Coates be reappointed as Independent Examiner: Approved nem con. A letter of appreciation to be written to thank them for their work.

13.0 Parishioners' comments:

a) Richard Bailey requested that the PCC consider installing a handrail to ease access to the Eagle lectern.

14.0 AOB:

a) John and Anne Brown have taken over from Rosemary Rhodes as the contact for our link missionaries Eric and Sandra Read in The Philippines.

b) Jane Lewis informed the congregation that the recent emergency collection for Christian Aid raised over £500. If anyone can help with collections, please get in touch with Jane.

15.0 Closing prayers: The meeting closed with prayers and the grace at 12:10 am.

Signed: _____ Chairman Date: _____

MINUTES OF EXTRAORDINARY VESTRY MEETING 21st May 2017

Chair Revd Canon Christine Brown
62 Parishoners present

The extraordinary meeting had been called to deal with the matter of a vacancy for a second churchwarden for the parish, following the Annual Vestry meeting held on 23rd April 2017

One nomination had been received. Peter Hopley had been nominated by David Butler and seconded by Peter Watson. All present unanimously approved the election of Peter Hopley as churchwarden for the forthcoming year.

The meeting closed with prayer for the work of the wardens and PCC

Signed..... (Chairman) Date.....

2017 Annual Report

1.0 Introduction

St Mary's Parochial Church Council has the responsibility together with the incumbent for the running of the parish church and serving the population of Ponteland (some 14000 souls); developing the whole mission of the church on matters pastoral, evangelical, social and ecumenical. It is also responsible for the fabric of the ancient church in Ponteland, Holy Saviour Milbourne, 2 Grange Road, and the Church Hall.

2.0 Mission Statement

"We are a parish proclaiming the good news of the risen Christ, and supplying the spiritual, moral and social needs of all who seek assistance, particularly those living in the parish of Ponteland."

3.0 The Parochial Church Council

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year, the following served as members of the PCC:-

The Incumbent: Revd Captain Paul Allinson from July

Associate Priest: Revd Canon Christine Brown

Churchwardens: Mr David Butler and Mr Peter Hopley

Reader: Mrs Pat Ambler from July

Reader Emeritus: Mr Ken Peet

Representatives of Deanery Synod (ex officio): elected 2017 Dr Janet Welsh, Mr Peter Watson, and Mr Pat Cooper, one place remains unfilled.

Elected Members:

Elected 2015 Mrs Sue Tune (Treasurer), Mr David Butler, Mr Ted Henderson

Elected 2016 Mr John Doherty, Mrs Rosy Doherty, Mr Mac Squires

Elected 2017 Mrs Elaine Nylander, Mrs Jaqui Buffham, Mr David Comeskey, Dr Tina Kelly (Secretary)

Co-opted as Accountant: Mr Clive Ringrose

Invited to attend all meetings as Electoral Roll Officer: Mr Alan Barron

Holy Saviour Milbourne

Deputy Wardens Mr Brian Henderson, Mrs Gwenneth Nicholson
PCC Representative Mr Duncan Wheeler

The total membership of the PCC for 2017 was 19, which includes Deanery Synod reps, Holy Saviour reps, Readers and Clergy. The PCC met 8 times during 2017 with an average attendance of 14. The PCC is registered with the Charity Commission, (Registered No. 1134771), and the members of the PCC act as Trustees to the Charity.

4.0 Committees and Working Groups.

The PCC operates through the Standing Committee and a number of subgroups that have specific roles as designated by the PCC.

Standing Committee – this is the only committee required by law. It has power to transact the business of the PCC between meetings subject to any directions given by the PCC. The committee comprises of the Incumbent, the Church Wardens, the PCC secretary, the Treasurer and the Accountant.

Sub groups:

Sub groups until July 2017:

Financial and Charitable Giving - coordinated by Mr Clive Ringrose

Social - coordinated by Mrs Susan Armstrong

Safeguarding - coordinated by Mrs Rosemary Rhodes

Property/Maintenance - coordinated by Mr John Doherty

Milbourne - coordinated by Mr Duncan Wheeler

Music - coordinated by Mrs Jean Fellowes-Pryne

Hall Management - coordinated by Mr Ted Henderson

Sub Groups after July 2017:

Financial and Charitable Giving - coordinated by Mr Clive Ringrose

Property/Maintenance - coordinated by Mr David Butler

Safeguarding - coordinated by Mrs Rosemary Rhodes

Milbourne - coordinated by Mr Duncan Wheeler

Music - coordinated by Mrs Jean Fellowes-Pryne

Hall Management - coordinated by Mr Ted Henderson

5.0 Church Attendance

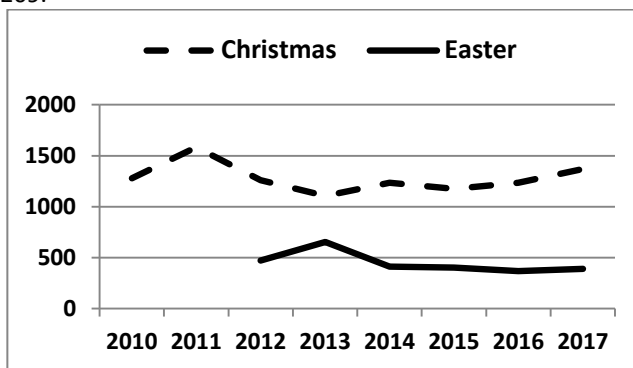
A total of 252 parishioners were registered at April 2017 (currently 255 – April 2018).

Patterns of attendance remained constant throughout the year. At St. Mary's, the average attendance at the 10am was 80, (not including baptisms), with an average of 25 at the 8am service of said Communion. The

10am Wednesday Communion service maintains a strong nucleus of worshippers with an average of 30 communicants.

We also welcomed large numbers of people at the monthly baptism services, with an average attendance of 155 and 2 baptisms per service.

Services at the major festivals were well supported at both churches. The 2017 Christmas Eve and Christmas Day services in St Mary's saw 1371 people in Church. In 2017 attendances over the four days of the Easter festival totalled 209.



The 11.15am Services at Holy Saviour maintains a strong nucleus of regular worshippers (24), and over the Easter period, there were 58 attendees, with 46 during Christmas.

6.0 Review of the year

a). Finance:

In 2017 unrestricted income was up on 2016 by 1.5% to £175,913. The PCC constrained its expenditure to £180,104 by not paying its Parish Share in full and by taking money from its reserves to meet the deficit of £4,190.

Voluntary income is the largest source of income to the PCC. The total amount received was up from 2016 by £3,000 but this was due to a donation of £8,000. Planned Giving was down by £3,000 from the 2016.

Income from reclaiming Gift Aid amounted to over 17% of the PCC's income and continues to be a major source of income for the PCC.

Income from letting the hall was up by £2,000. This is an increase of 20% on 2016

Fees from weddings and funerals were down by nearly £3,000, which is a drop of 30%.

Restricted Income was down on the previous year, but still totalled £38,167.

Nearly £10,000 was to cover the cost of services provided at weddings and

funerals such as organist, bell ringers, but £24,703 was received for special projects including the new Bells, Hymn Books and Pew Runners.

The Unrestricted Expenditure in 2017 was £180,104. This drop on 2016 of nearly £3,000 and was due in part to the high expenditure in 2016 and the Parish Share not being paid in full.

The largest item was Parish Share. Due to high levels of expenditure, both planned and unplanned, the PCC was not able to increase the Parish Share contribution. The PCC decided that the deficit should be met by taking money from the reserves and by reducing the Parish Share contribution. In 2017 the PCC paid £116,824. This was a reduction of £1,000 on 2016 and was £16,000 less than requested.

Expenditure on the church hall of £24,388 was a reduction on 2016 but higher than previous years as the PCC continued to improve the facilities of the Hall. In December the Hall was decorated and new curtains will be fitted.

The maintenance of the churches, excluding exceptional items, was £3,400 down on 2016, at £11,113. In part this reflects the policy that began in 2016 to make greater use of the PCC's Restricted Funds for maintenance work.

b) The Year itself:

The focus during the first few months of the year was in sorting out the process of advertising for and sifting through applications for a new incumbent. Our thanks go to Revd Simon Jones, the chaplain of our patron, Merton College, who helped us enormously in this task. In early March, we were able to shortlist two candidates for interview, the Revd Capt. Paul Allinson from the Durham Diocese was selected, and his institution took place on July 5th at a very well attended and happy occasion.

The parish was able to maintain its normal schedule of services before Revd Paul's appointment, due to the unwavering commitment of the Revd Christine Brown, Revd Alder Gofton, Revd John Gordon Clark, Ken Peet, our Reader Emeritus, and many visiting clergy during the year. Our thanks go to all of them for leading our worship services during the vacancy.

Ponteland Churches Together once again ran a series of well-attended Lent Groups in the various churches, looking at the bible story through the medium of a film of Luke's Gospel and another very successful Party in the Park was held in June when record numbers of people attended.

In May we celebrated the installation of Revd Christine as an honorary canon of the Cathedral, July saw us welcoming Pat Ambler as Reader, and later in

the year, a thanksgiving service was held to commemorate 40 years of ministry of the Revd John Gordon Clark.

The proposal to install the final two bells as part of the millennium project was given the go-ahead by the PCC and a structural survey of the tower indicated that everything was sound. The bells are due to be cast and hung later in 2018. Our thanks go to all who have contributed to this project and in particular to our dedicated band of bell ringers.

At the first PCC meeting of his tenure, Revd Paul outlined his vision for the future, which included a new logo for the parish to reflect the many elements associated with the church, the area, and our history. He wished to adopt the Diocesan values; 'Generous, Engaged, Open', which sum up how we seek to be the people of God in this place; characteristics, he said, that the congregation has displayed to him so far.

Other parts of this vision would be to renew the noticeboard, upgrade the kitchen and toilet facilities in St Mary's, replace the tired, orange hymn books, and install pew runners to make the seating more comfortable. These could be paid for by asking for donations from baptism, funeral, and weddings groups.

He also wanted to explore the patterns of services at St. Mary's, and would like us to become an open Parish accessible to all. He hoped to renew contacts with the schools, bible study groups, the musicians and the Mother's Union, and to ensure Holy Saviour have the facilities they need.

Plans were discussed to commemorate the 750th year anniversary of our link with Merton College, with a series of monthly concerts and other activities, the highlight possibly being a visit from Merton College's new girls' choir, and a flower festival.

The final few months of the year saw the Mother's Union Deanery Service held in St. Mary's, a very popular Christmas concert by the well renowned Royal Northern Sinfonia and another by the local Community Wind Band.

Refurbishment of the Church Hall (Parish Centre) has been an ongoing project during the year, and we must thank Ted Henderson and his team of helpers for the improvements that have been made.

Finally, throughout the year, our music has continued to be of a high quality and for this we thank Jane Lewis and the band, the choir and our very talented musical Director and organist Warren Smith.

7.0 Reserves

Since 2013 the PCC has had a Reserves' Policy based on Church of England guidance notes.

In June 2017 the PCC agreed a reserves figure of £53,200. As well as including funds for General Reserves, this figure also included designated reserves of £4,000 for 2 Grange Road and £3,000 for St Mary's heating. In November the PCC decided that the deficit for the year should be funded by taking money from the reserves and reducing the amount paid in Parish Share. At the end of 2017 the unrestricted current assets of the PCC (i.e. excluding fixed assets) was £35,445. This is a drop in the year of £4,190.

Risk Management

The PCC is under an obligation to consider major risks to which St Mary's may be exposed and systems are in place to minimize such risks.

Our Safeguarding Policy is in line with the current procedures set out by the Diocese. The insurance policy for the church provides cover for the buildings, contents, and third party claims.

Our Health and Safety Officer is Mr Alan Mundy.

Legal and Administration Information

Parochial Name : Parish Church of St Mary the Virgin, North Road, Ponteland, NE20 9NU- Tel 01661 824470

Bankers: Santander and Lloyds Bank PLC, Ponteland Branch.

Auditor: Stephenson Coates

David Butler and Peter Hopley (Churchwardens)

April 2018

SUMMARY OF THE FINANCIAL STATEMENTS
for the year ended 31 Dec 2017

A copy of the full accounts can be found on the notice board at the back of the St Mary's, and on the PCC's website. Copies will be available at the Annual Meeting, please ask a steward for a copy.

1. BALANCE SHEET AT 31 DEC 2017	2017	2016
	£	£
Tangible Fixed assets	419,999	419,999
Current Assets	76,825	88,376
Current Liabilities	(4,553)	(8,804)
NET ASSETS	492,272	499,572

PARISH FUNDS

Unrestricted (including fixed assets)	455,444	459,634
Restricted	36,828	39,937
	492,272	499,572

2. INCOME	Unrestricted	Restricted	TOTAL FUNDS	
	Funds	Funds	2017	2016
<i>a) Voluntary Income</i>				
Planned Giving				
Gift Aid Donations	90,345	-	90,345	93,744
Tax Recoverable	30,133	-	30,133	30,611
Other	3,634	-	3,634	3,634
Collections (Plate)	12,444	7,737	20,181	21,578

Grants	220	548	767	350
Donations, Appeals	8,755	16,419	25,174	22,776
Legacies	-	-	-	-
Sub Total	145,531	24,703	170,234	172,693
<i>b) Activities for generating funds</i>				
Fundraising	-	3,279	3,279	3,690
Sub Total	-	3,279	3,279	3,690
<i>c)Income from investments</i>				
Interest	52	108	161	229
Rent - Hall Car Park	700	-	700	700
2 Grange Road	7,950	-	7,950	6,630
Sub Total	8,702	108	8,811	7,559
<i>d)Income from church activities</i>				
Magazines	2,301	-	2,301	2,703
Church Hall Lettings	12,676	-	12,676	10,704
Fees	6,542	9,299	15,841	19,481
Sequestration	-	777	777	2,546
Other(sale of books)	161	-	161	1,944
Sub Total	21,681	10,076	31,757	37,378
TOTAL INCOME	175,913	38,167	214,080	221,320

3. EXPENDITURE

	Unrestricted	Restricted	TOTAL FUNDS	
	Funds	Funds	2017	2016
<i>a) Church Activities</i>				
Missionary & Charity Giving				
Overseas: - CMS	-	3,000	3,000	3,001
Mandritsara	-	-	-	1,336
Home Missions	1,230	7,904	9,134	9,710
	1,230	10,904	12,134	14,047
Diocesan Parish Share	116,824	-	116,824	117,824
Costs relating to clergy	4,200	-	4,200	1,706
Other Ministry Costs	6,809	10,572	17,382	16,203
Sequestration	-	65	65	2,546
St Mary's running & maintenance	-	15,977	15,977	4,130
Holy Saviour running & maintenance	-	1,952	1,952	988
Churches running & maintenance	11,113	207	11,320	17,563
Parish Magazine	3,577	-	3,577	3,240
Church Hall running & maintenance	22,201	-	22,201	24,825
Restricted Donations	-	1,598	1,598	1,546

Other	266	-	266	1,626
Sub Total	166,220	41,276	207,496	206,243

*c) Church
Administration*

Salaries, wages etc,	7,967	-	7,967	7,008
Office Expenses	3,759	-	3,759	2,724
Sub Total	11,726	-	11,726	9,732

d) Property Costs

2 Grange Road	2,158	-	2,158	419
TOTAL EXPENDITURE	180,104	41,276	221,380	216,394

TOTAL INCOME	175,913	38,167	214,080	221,320
TOTAL EXPENDITURE	180,104	41,276	221,380	216,394
NET INCOME	(4,190)	(3,109)	(7,300)	4,926

**BALANCES BROUGHT
FORWARD AT 1
JANUARY 2017**

459,634	39,937	499,572	494,646
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**BALANCES CARRIED
FORWARD AT 31
DECEMBER 2017**

455,444	36,828	492,272	499,572
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**PAROCHIAL
CHURCH COUNCIL
OF
ST. MARY THE VIRGIN,
PONTELAND**

(Incorporating Holy Saviour Church, Milbourne)

A Registered Charity: England and Wales No. 1134771

**2017
FINANCIAL STATEMENTS**

**PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Milbourn)**

Independent Examiners' Report to the P.C.C. of St. Mary the Virgin, Ponteland

I report to the members on my examination of the accounts of the P.C.C. of St. Mary the Virgin, Ponteland for the year ended 31 December 2017, which are set out on pages 3 to 10.

Responsibilities and basis of report

As the members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the 2011 Act'). You consider that the audit requirements of section 144 of the 2011 Act do not apply and that an independent examination is required.

Having satisfied myself that the accounts are not required to be audited, I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales.

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 accordance with section 130 of the 2011 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.



Principal: John Oswald
Stephenson Coates Limited
Chartered Accountants
West 2, Asama Court
Newcastle Business Park
Newcastle upon Tyne
NE4 7YD

13 March 2018

PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Milbourne)

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2017

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2017 £	2016
INCOME					
<i>Voluntary Income</i>	2(a)	145,531	24,703	170,234	172,693
<i>Activities for generating funds</i>	2(b)	-	3,279	3,279	3,690
<i>Income from Investments</i>	2(c)	8,702	108	8,811	7,559
<i>Income from church activities</i>	2(d)	21,681	10,076	31,757	37,378
TOTAL INCOME		175,913	38,167	214,080	221,320
EXPENDITURE					
<i>Church activities</i>	3(a)	166,220	41,276	207,496	206,243
<i>Church Administration</i>	3(c)	11,726	-	11,726	9,732
<i>Property Costs</i>	3(d)	2,158	-	2,158	419
TOTAL EXPENDITURE		180,104	41,276	221,380	216,394
NET INCOME BEFORE TRANSFERS		(4,190)	(3,109)	(7,300)	4,926
GROSS TRANSFERS BETWEEN FUNDS		-	-	-	-
NET MOVEMENT OF FUNDS		(4,190)	(3,109)	(7,300)	4,926
BALANCES BROUGHT FORWARD AT 1 JANUARY 2017		459,634	39,937	499,572	494,646
BALANCES CARRIED FORWARD AT 31 DECEMBER 2017		455,444	36,828	492,272	499,572

PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Milbourne)

BALANCE SHEET AT 31 DECEMBER 2017

	Note	2017 £	2016
FIXED ASSETS			
Tangible Fixed assets	4	419,999	419,999
CURRENT ASSETS			
income tax recoverable		14,999	14,311
Other debts		969	2,283
Short Term deposits		51,370	61,088
Cash at bank		9,487	10,694
		<u>76,825</u>	<u>88,376</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
Creditors for goods and services		<u>(4,553)</u>	<u>(8,804)</u>
NET CURRENT ASSETS		<u>72,272</u>	<u>79,573</u>
NET ASSETS		<u>492,272</u>	<u>499,572</u>
PARISH FUNDS			
Unrestricted	5	455,444	459,634
Restricted	6	36,828	39,937
		<u>492,272</u>	<u>499,572</u>

The accounts were approved by the Parochial Church Council on the 13th March 2018, and signed on its behalf by:



REV'D CAPTAIN PAUL ALLINSON (Chairman)



SUE TUNE (Treasurer)



CLIVE RINGROSE (Accountant)

PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND (Incorporating Holy Saviour Church, Milbourne)

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2017

1. ACCOUNTING POLICIES

ACCOUNTING CONVENTIONS

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention.

FUNDS

Unrestricted funds represent the funds of the P.C.C. that are not subject to any restrictions regarding their use and are available for application on the general purposes of the P.C.C. Restricted funds are subject to specific trusts as to how they may be used, which may be declared by the donor, but still within the objects of the Church.

INCOME

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

EXPENDITURE

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the P.C.C. The Diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

FIXED ASSETS

Consecrated property and church furnishings

Consecrated and beneficed property is not included in the financial statements in accordance with the Charities Act 2011.

Movable Church furnishings held by the Vicar and Churchwardens on special trust for the P.C.C. and which require a faculty for disposal are inalienable property. They have been included in the financial statements based on valuations made in the year ended 31 December 2000. As no significant items have been acquired over the past four years, the valuation has been fully depreciated.

All expenditure incurred in the year on consecrated or beneficed buildings and individual items under £3,000 is written off when the asset is acquired.

Freehold land and buildings

Freehold land and buildings have been included in the financial statements based on valuations made in the year ended 31 December 2000. It is not anticipated that any diminution in value will occur in the foreseeable future, therefore no provision for depreciation has been made.

Church Hall fixtures and office equipment

Fixtures and equipment have been included in the financial statements based on valuations made in the year ended 31 December 2000. Depreciation is charged on a straight line basis over four years. As no significant items have been acquired over the past four years, the valuation has been fully depreciated. Expenditure on individual items with a purchase price of £3,000 or less is written off when the asset is acquired.

CURRENT ASSETS

Amounts owing to the P.C.C. as at 31 December in respect of rent and other income are shown as debtors. Short term deposits include cash held on deposit with the CBF Church of England Funds.

PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Millbourne)

NOTES TO THE FINANCIAL STATEMENTS (*continued*)
for the year ended 31 December 2017

2. INCOME

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
			2017	2016
<i>a) Voluntary Income</i>				
Planned Giving				
Gift Aid Donations	90,345	-	90,345	93,744
Tax Recoverable	30,133	-	30,133	30,611
Other	3,634	-	3,634	3,634
Collections (open Plate)	12,444	7,737	20,181	21,578
Grants	220	548	767	350
Donations, Appeals , etc.	8,755	16,419	25,174	22,776
Legacies	-	-	-	-
Sub Total	145,531	24,703	170,234	172,693
<i>b) Activities for generating funds</i>				
Fundraising	-	3,279	3,279	3,690
Appeals	-	-	-	-
Sub Total	-	3,279	3,279	3,690
<i>c) Income from investments</i>				
Interest	52	108	161	229
Rent - Church Hall Car Park	700	-	700	700
2 Grange Road	7,950	-	7,950	6,630
Sub Total	8,702	108	8,811	7,559
<i>d) Income from church activities</i>				
Magazines	2,301	-	2,301	2,703
Church Hall Lettings	12,676	-	12,676	10,704
Fees	6,542	9,299	15,841	19,481
Sequestration	-	777	777	2,546
Other including sale of books	161	-	161	1,944
Sub Total	21,681	10,076	31,757	37,378
TOTAL INCOME	175,913	38,167	214,080	221,320

PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Milbourne)

NOTES TO THE FINANCIAL STATEMENTS (*continued*)
for the year ended 31 December 2017

3. EXPENDITURE

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
			2017	2016
<i>a) Church Activities</i>				
Missionary & Charity Giving				
Overseas:				
CMS	-	3,000	3,000	3,001
Mandritsara	-	-	-	1,336
Home Missions	1,230	7,904	9,134	9,710
	1,230	10,904	12,134	14,047
Diocesan Parish Share	116,824	-	116,824	117,824
Costs relating to clergy	4,200	-	4,200	1,706
Other Ministry Costs	6,809	10,572	17,382	16,203
Sequestration	-	65	65	2,546
St Mary's running & maintenance	-	15,977	15,977	4,130
Holy Saviour running & maintenance	-	1,952	1,952	988
Churches running & maintenance	11,113	207	11,320	17,563
Parish Magazine	3,577	-	3,577	3,240
Church Hall running & maintenance	22,201	-	22,201	24,825
Restricted Donations	-	1,598	1,598	1,546
Other	266	-	266	1,626
Sub Total	166,220	41,276	207,496	206,243
<i>b) Generation of Voluntary Income</i>				
Stewardship Costs	-	-		
<i>c) Church Administration</i>				
Salaries, wages and honoraria	7,967	-	7,967	7,008
Office Expenses	3,759	-	3,759	2,724
Sub Total	11,726	-	11,726	9,732
<i>d) Property Costs</i>				
2 Grange Road	2,158	-	2,158	419
TOTAL EXPENDITURE	180,104	41,276	221,380	216,394

Note

(1) Payments to PCC members

No payments were paid to any PCC members, persons closely connected to them or related parties.

PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Milbourne)

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31 December 2017

4 FIXED ASSETS FOR USE BY THE P.C.C.

	Freehold land and buildings	Church Furnishings	Fixtures and Office Equipment	Total
	£	£	£	£
Tangible (all unrestricted)				
GROSS BOOK VALUE at				
31 December 2016 and 2017	419,999	97,600	18,136	535,735
DEPRECIATION at				
31 December 2016 and 2017	<u>-</u>	<u>97,600</u>	<u>18,136</u>	<u>115,736</u>
NET BOOK VALUE at				
31 December 2016 and 2017	<u>419,999</u>	<u>-</u>	<u>-</u>	<u>419,999</u>

The freehold land and buildings comprise the Church Hall and 2 Grange Road, Ponteland:

Church Hall £326,999

2 Grange Road £ 93,000

The gross book values are based on valuations made in the year ended 31 December 2000

5 UNRESTRICTED FUNDS

The unrestricted funds comprise of a General Reserve and a Designated Reserve.

In accordance with the PCC's Reserve Policy £3,000 has been held in a designated fund for possible repairs to St Mary's heating pipes. £1,000 has been added to the designated fund for work on 2 Grange Road. This fund now contains £4,000.

6 RESTRICTED FUNDS

The restricted funds comprise of St Mary's Refurbishment, The Bell Tower, Choir & Music, St Mary's General, St Mary's Guide Books, St Mary's Churchyard, Youth Work, Holy Saviour General, Holy Saviour Fabric, Holy Saviour Toilet, Holy Saviour Churchyard

Fund Movements

	St Mary's Refurbish ment	Bell Tower	Choir & Music	St Mary's General	St Mary's Guide Books	St Mary's Church yard
Balance at						
1/1/2017	9,342	8,000	466	2,218	1,015	90
Incoming						
Resources	629	7,529	-	2,577	142	15
Resources						
Expended	1,164	9,085	207	2,485	-	6
Balance at						
31/12/2017	8,807	6,444	259	2,310	1,157	99

PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Milbourne)

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31 December 2017

	Youth Work	Holy Saviour General	Holy Saviour Fabric	Holy Saviour Toilet	Holy Saviour Churchyard
Balance at 1/1/2017	5,880	675	933	8,285	3,702
Incoming Resources	-	589	152	38	350
Resources Expended	436	693	974	-	285
Balance at 31/12/2017	5,444	571	111	8,323	3,767

The PCC also receives and distributes other restricted monies. The largest area is the collection of money at weddings and funerals that are passed on to charities;

	Other	Charitable Giving	Fees	TOTAL 2017
Balance at 1/1/2017	(668)	-	-	39,937
Incoming Resources	5,831	11,016	9,299	38,167
Resources Expended	4,900	10,904	10,136	41,276
Balance at 31/12/2017	262	111	(837)	36,827

Note:

Other includes Hymn Books, Pew Runners

Charitable Giving includes Collections from Weddings, Funerals, Special Services and donations to CMS

Fees consists of money from weddings and funerals for organist, bells etc..

7. ANALYSIS OF NET ASSETS BY FUNDS

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fixed Assets	419,999	-	419,999
Current Assets	35,445	36,827	72,272
	455,444	36,827	492,271

**PAROCHIAL CHURCH COUNCIL OF ST. MARY THE VIRGIN, PONTELAND
(Incorporating Holy Saviour Church, Milbourne)**

**NOTES TO THE FINANCIAL STATEMENTS (*continued*)
for the year ended 31 December 2017**

8 MISSION AND CHARITABLE GIVING

Item	Unrestricted	Restricted
Alzheimer's Association		£882
Arthur Rank Hospice		£100
Bowel Cancer UK		£275
C.R.Y.		£41
Cancer Research		£49
Christian Aid		£224
Church Army		£168
CMS		£3,000
Cornerstone	£200	
Crones & Colitis		£95
DEC		£109
Fight for Sight		£40
Help for heroes		£99
Macmillan Cancer Support		£187
Marie Currie Cancer Care		£1,073
Ncle Society for Blind People	£200	£106
Newcastle WERS		£55
Northern Kidney Research		£149
Pancreatic Cancer Uk		£352
Peoples Kitchen	£200	
PICA		£681
Ponteland Manor		£251
Ponteland Party in Park	£200	
Practical Compassion for Destitute Children in Palestine	£200	£136
RABI		£154
RNLI		£191
Royal British Legion	£30	
Shade Uk		£34
St John's Church		£92
St Oswald's Hospice		£1,324
St Thomas of Canterbury School		£92
Stroke Association		£109
The Shirley Community	£200	
Tiny Lives		£87
Tynedale Hospice		£609
West End Food Bank		£109
Zoe's Place		£34
TOTAL	£1,230	£10,904