



SAINT PETER'S CHURCH OF
GREENHILL, LOWEDGES & LOWER BRADWAY

**ANNUAL REPORT & ACCOUNTS
2019**

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SAINT PETER'S CHURCH, GREENHILL, SHEFFIELD ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2019

Aim & Purposes

Saint Peter's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the church; pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for Saint Peter's Church and Parish Centre.

Objectives & Activities

The PCC is committed to enabling individuals to worship at church and to become part of the parish community at Saint Peter's. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, the incumbent and the PCC have taken account of the charity commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We try to enable people to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel, and developing their trust in Jesus;
- Pastoral care; and
- Outreach work.

To facilitate this work it is important that we maintain the fabric of Saint Peter's Church and the Parish Centre.

Achievements & Performance

A note from Rev. Ned Lunn, Vicar of Saint Peter's Greenhill

Looking through this report I see again how much consolidation took place over 2019. Actions taken in 2017 began to bear fruit throughout this year most clearly in the work of the PCC committees. The structuring of the PCC enacted during my first few months has proven to be successful in the way in which we have increased efficiency and effectiveness in decision making and capacity. Our Mission Action Priorities have helped to focus the work of the PCC and have given the necessary momentum to achieving our vision of becoming a loving, witnessing, and growing people.

My thanks go particularly to Sarah Rowland and Michelle Hayes who have worked tirelessly at ensuring we strengthen safeguarding across the ministry and mission of our church family. We have increased our pastoral culture within the church, and this is down to the constant vigilance and effective policies and procedures put in place. We have been able to maintain a strong welcoming ethos in services for some of the more vulnerable members of our parish and we should continue to seek to grow in this area of our life.

The cost of consolidation is that, at times, it is hard to see any progress or transformation but, I believe, by the end of 2019 we have started to see movement on many areas of our life together. Movement, which is more likely to succeed due to the transparency by which decisions are made and the patient humility and openness which now characterises our PCC and its committees. This has been shown most profoundly in the way in which we wrestled with the thorny theological issue of children receiving the elements at Holy Communion, some, prior to the rite of baptism. We have discovered how to disagree

well and to move forward together despite some ongoing differences. For this we should be immensely proud and thankful to God for teaching us how to live our values out together.

There are still questions over our financial situation but through the budget introduced for 2020 we can now take greater control over our spending and income and this will be important to secure the future mission and ministry of Saint Peter's.

As always, I am immensely grateful to Bess Popplewell who not only has served faithfully as churchwarden (most of the time singlehandedly!) but also as Treasurer as well. Her commitment to Saint Peter's is humbling and inspiring to me. I want to thank Michelle Hayes who, due to unforeseen circumstances has covered Fran Millward-Rhodes role as churchwarden for the latter part of the year. As she steps forward for election to this role officially, I cannot think of someone better placed and suited to the role. I also want to thank all PCC members and their families for leading our family with me. I am truly blessed to have such wise counsel and faithful support.

As family we go.

Prayer & Worship

Mission Action Plan:

- *to actively broaden our styles of prayer and worship;*
- *to support and encourage one another to encounter God more in prayer and worship.*

The Prayer & Worship Committee met 4 times in 2019 and the Mission Action Plan (MAP) was the focus of most of those meetings. We've looked at how, as a church, we can improve and develop our prayer and worship life.

To encourage the points above, we have continued with our monthly Prayer Ministry Service and our monthly All-Age Worship Service. The All-Age Worship Service includes all members of our congregation, an action song, inclusive intercession activities and Holy Communion that is accessible to everyone.

There are ongoing conversations with the worship band members about how we rota musicians and how regularly everyone can serve. Due to lack of availability, a gathering of all those involved didn't happen in 2019. However, we did trial different ways of organising the worship to suit the specific services.

Pentecost Praise was run again this year, in conjunction with Greenhill Methodist Church. Ned and Jonathan Hague led the service with a band comprising members from both churches. It was well attended and ran smoothly. Although the band was much more time consuming to organise, it worked well.

During the summer our Sunday services ran with a limited number of volunteers and all the 11am services took place in the parish centre.

The focus of Advent this year was *The Christmas Mystery*, a book by Jostein Gaarder. As a congregation we followed through the book each Sunday and at the carol service with the story completing on Christmas Day. As this story isn't as well known there were concerns from people who weren't able to be at church each week. Even though people were encouraged to read along at home, this isn't always possible and so it left some people a little confused and unengaged.

The Christingle service happened in a very similar vein to previous years. It was well attended, enjoyed and continued our usual traditions.

Serving & Welcome

Mission Action Plan:

- *to consolidate/sustain and seek to grow our outreach and welcome activities (MakerSpace, Cookhouse, Afternoon Teas and Sunday services). Success will be judged by:*
 - i) *an increase in volunteers helping,*
 - ii) *at least sustaining the numbers of people attending activities, and*
 - iii) *an increase in the number of welcome leaflets received.*
- *to increase our witness and presence within the community. Success will be judged by increased engagement in schools (particularly Meadowhead) and the production of a communication strategy.*

The Serving and Welcome committee met 5 times in 2019. The committee continues to have oversight of Saint Peter's groups and activities that aim to reach out to those in our community. This currently includes: Afternoon Teas, Lowedges Family Cookhouse (formerly Lowedges Foodcycle), MakerSpace (formerly Café Buzz Youth Club), church events and work with local schools. The committee also reflects on and evaluates how we welcome people at our Sunday services. Additionally, the committee has some oversight of Saint Peter's involvement in other charities in the local community that are supported by the PCC, such as The Terminus Initiative and Grace Foodbank.

➤ **Mission Action Points**

On the first point, we have experienced some difficulties in growing volunteer numbers in youth work and Afternoon Teas. Consequentially, (and for other reasons) Energy After School Club closed in July 2019. We have evaluated the work that goes into running Afternoon Teas and have implemented some strategies to help, such as having extra volunteers to put out the tables and chairs, and creating a backup list of volunteers to help out in case of illness, etc. Cookhouse (formerly Foodcycle) continues to recruit enough volunteers. The numbers of attendees have been low but are steadily picking up. We have had an increase in numbers of welcome leaflets given out on a Sunday, and it has been great to see new people join the congregation.

Significant progress has been made on the second MAP. The Committee has been involved in planning a Summer Fayre and two Clothes Swaps, these were to raise funds for the church and serve the local community. We saw lots of people from the community engage in these events and received some positive feedback. We also arranged a Christmas concert, which the Hallamshire Military Concert Band played for us, as a thank you for us providing the church building for their annual remembrance concert. This was extremely well attended and raised £781.20 towards the church building project. In addition to this, the committee, in partnership with other local churches, have been involved in setting up the School Pastors initiative in Meadowhead School. We have also started to draw up a communication strategy and have increased the use of Facebook and WhatsApp to communicate with the congregation.

➤ **Afternoon Teas**

Afternoon Teas is an outreach opportunity that provides a valuable service to the older people in our local community and is held on the 2nd Friday every month. As some of those attending have dementia and others with walking difficulties, we provide community buses to transport them. Being able to leave their house to meet, eat and be with other people has a lasting effect. We serve a full traditional afternoon tea followed by entertainment, with between 30 and 40 people attending. Numbers do tend to fluctuate due to age related illness and infirmities.

During December we held our annual Afternoon Tea Carol Service, followed by seasonal refreshments. Afternoon Teas is where friendships are made and where we try to encourage everyone to build a relationship with Jesus.

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Special thanks to Saint Peter's PCC and Sheffield City Council for their financial support towards the costs of providing the buses (that have the facility to lift and clamp wheelchairs). This year Sheffield City Council awarded us £800 towards this cost.

➤ Lowedges Family Cookhouse

Cookhouse continues to serve families in Lowedges, through providing a free hot meal every Wednesday, cooked from surplus food. In 2019, Timebuilders decided to break from the FoodCycle franchise and become 'Cookhouse'. This has been a very smooth transition, as Timebuilders have had several years of experience running community meals across the city.

Whilst the meal is being cooked, the families take part in fun and creative activities. The funding for this ran out in February 2019 but the activities will continue to be provided by volunteers. We are continually looking at ways to sustain this.

The volunteers who cook the meals are a mixture of congregation members from Saint Peter's, and members of the local community. We have recently been joined by a member of Beauchief Abbey. The team are very supportive of each other and work very well together. The input and support from the TimeBuilders scheme has been very valuable in providing training and coaching for volunteers, as well as rewarding them for their time by giving Time Credits which can be spent on social activities.

➤ Energy After School Club

Maintaining enough leaders to serve at Energy Youth Club has been a struggle for some time. After a lot of thought and prayer – and due to other factors and opportunities – the Youth Team made the decision to close Energy. It ran until July 2019 and although it wasn't an easy decision, it felt like the best.

➤ MakerSpace

MakerSpace continues to develop after some very generous gifts from both The University of Sheffield and Hornby. We have found a focus that includes creative projects and boardgames to engage the group of young people in our care. We have also continued to eat with a small group of those young people. This time is more focused on mentoring and relationship building.

➤ Youth Alpha

There was a Youth Alpha held at St Chad's in February 2019. Our detached Youth Worker was involved in supporting this course, despite not many of Saint Peter's youth being able to attend.

➤ Schools Work

We have continued to visit Greenhill Primary, in partnership with Greenhill Methodist Church, once a month to tell a Bible story and to pray. Ned led KS2 in a creative workshop, interviewing 'St. Peter' about his experience of Easter. We hosted Year 2's Carol Service and also welcomed Greenhill Pre-school for their 'first nativity'. We were also visited by Lowedges Academy at Easter and Christmas and Ned visited Bradway School for Easter, Harvest and Christmas. We encouraged the Open the Book team from other S8 churches to visit monthly.

➤ School Pastors

School and college pastors are volunteers who commit themselves to the service of young people in their community, offering a reassuring and friendly presence to students who may not feel able to speak openly to teachers or parents. School Pastors was launched at Meadowhead School in September and we have hit the ground running. It developed quickly into a brilliant way to invest in the young people and teachers of Meadowhead. We have two pastors from Saint Peter's going into the school once a week. More recently we have been helping to mentor young people on a 1:1 basis who are struggling with their mental health. We as a team have felt welcomed into the school and this role continues to develop. We are excited to see what the next year holds.

➤ Charities

The PCC continues gives to six charities as part of the mission of the church. In 2019 the PCC looked at the charities we support and some new charities replaced others we have supported in the past. We committed to support the following charities:

Golddigger Trust (www.golddiggertrust.co.uk)

Grace Food Bank (www.gracefoodbanksheffield.org.uk)

Open Hands (<http://www.openhandsproject.org.uk/>)

Open House (<https://openhousesheffield.co.uk/>)

Sat-7 (www.sat7.org)

Terminus Initiative (www.terminusinitiative.org)

We continue to sponsor Belibie Jardiel Davila N'do from Burkina Faso through Compassion UK. We currently give £350 a year by direct debit to help provide Belibie with Bible teaching, hygiene and health education, games, community service opportunities and tuition. The Centre staff also provide monthly meetings, parenting skills training, income generating activities and discipleship lessons for Belibie's mother, a lone parent.

Discipleship & Community

Mission Action Plan:

- to establish and grow a pastoral culture across the church;
- to actively grow our Small Groups.

The Discipleship & Community Committee met 4 times in 2019 and covered the following:

➤ Small Groups

We have launched two new Small Groups this year; one was a multiplication from another Small Group and the other from gathering new people. All the Small Groups have seen new people come and join them and many have seen those people stay and participate. This means that we are on track to see the growth in Small Groups that we hoped for.

We have also spent time reflecting on the nature of our Small Groups and been intentional in supporting them where necessary. Each Small Group has its own life and style but all of them remain places where our values are lived out and our vision achieved.

Many of our Small Groups have struggled with pastoral support and this has, at times, stopped them from actively seeking new members and continuing to meet up. Social Media has helped many of the groups keep relationships going but we are now exploring ways in which to give training and guidance as to how to become more resilient through a new pastoral model.

➤ Pastoral Ministry

Ned Lunn and Michelle Hayes have devised a new model for pastoral ministry that uses the principle of teams of differing pastoral styles. This '3D Pastoral Model' has been piloted with the current, formal pastoral ministry team and will be launched into Small Groups in 2020. It begins with people, using a questionnaire, identifying their pastoral style (presence, prophetic, or practical) and then partnering with someone of a different style to support those who need support and help.

This model was used throughout 2019 and modified in response to different 'cases'. The pastoral ministry team has seen an increase in complex and difficult situations from congregation members and from the wider parish. Michelle, in partnership with Ned, continues to head up this ministry and is the

first port of call for any needs and delegates to the formal team appropriately. This has worked well but has, at times, been stretched uncomfortably.

➤ Sunday Teaching

From the start of the year to Lent we explored the four values of Saint Peter's alternating between standard sermon and interview with a member of the congregation, asking what the value looks like for them in their life. Many people found the interviews a helpful way of exploring the topic. During Lent we looked at 'Praying with the Psalms', taking different forms of psalms to help us in finding new vocabulary of prayer. Over the Easter season we followed the lectionary readings up until June when we started looking at the Acts of the Apostles which we have continued into 2020. We paused twice over the latter part of 2019, once for a series on stewardship for 3 weeks and for Advent. The stewardship series looked at the different spaces of a monastery and asked questions of how we are generous in the different areas of our lives. During Advent we read 'The Christmas Mystery' by Jostein Gaarder.

We have welcomed two new preachers in 2019 meaning we now have 7 preachers. We are looking forward to welcoming a new preacher next year. A big thank you for the time our preachers give to study and prayer in preparation for teaching us.

The Sunday morning groups changed so that we are now running just one group alongside our crèche. We chose to do this to ensure that the leaders were not stretched and overused; it also gave more of them a chance to have some Sundays in the service. We now have teams of three people leading each week and have begun to include worship songs and prayers. The number of children attending continues to fluctuate week on week. This can be difficult to manage but our leaders and helpers have done a fantastic job accommodating this. Through all these changes our Sunday morning leaders have continued to come up with fun, involving and inspiring ways to teach our children about the Bible. We are particularly excited to be able to support children of varying abilities and needs to bring them into a greater relationship with God.

➤ Social Events

We continued to host (roughly) monthly social events, including the ever popular and growing, Boardgames Day, summer BBQ and coffee morning. We also introduced a men's night and women's night which were popular. We tried another quiz which no one turned up to, due to the time it was hosted, and we tried to organize a walk but did not succeed at this.

➤ LICC

We have sent a small group of people to engage in LICC training on 'whole life discipleship'. This has been beneficial to us in identifying how we can and do encourage this in our lives. The team have explored how we do 'whole life discipleship' in preaching, worship, small groups and PCC.

➤ Feast

Feast continued monthly exploring the themes of prayer, creation, incarnation, atonement, the Holy Spirit, the Trinity, providence, the Bible, the communion of saints and mission. Numbers have dropped over the year, but many have accessed the teaching via the podcast.

Operations

Mission Action Plan:

- to open our church and Parish Centre as places of love, sharing, seeking and prayer as a witness to God's hospitality and for the growth of our neighbourhood;
- To encourage new vocations and to equip ourselves for service.

In 2019, the Operations Committee met 4 times to oversee the management and maintenance of the

church and parish centre buildings & fabric, HR, finance and safeguarding policy.

➤ **Buildings & Fabric**

Throughout the year the committee has discussed items in need of repair and possible building improvements. 2019 saw a major development of plans for new electrical and AV provision in the main church building. Getting designs and quotes has been a long process and has also paused some maintenance jobs (due to the possible clash of time and resources). Money that has been given to the building project and to various maintenance jobs has been restricted to ensure these jobs can be carried out. Progress has also been made in maintaining the trees and green area around the church.

September saw another fantastic church clean which allowed the church members to take more ownership and stewardship of the church building. It also allowed for checks and maintenance to be carried out for the next Quinquennial Inspection (due in 2020).

➤ **Safeguarding Policy**

The Safeguarding Policy was reviewed at the end of 2019 for the year ahead and the audit required by the Diocese has been completed and approved. Policies and procedures have been adhered to and the system for documenting Safeguarding issues is working well. Big thanks to Sarah Rowland for her efforts in updating the policy and reimagining our systems.

Saint Peter's Privacy Policy and Accessibility Policy were reviewed in December.

Sarah Rowland and Michelle Hayes continue to support members of our church and local communities alongside Ned and the wider Diocesan Safeguarding Team.

Deanery Synod

Two elected members of the PCC and the incumbent sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. During 2019 the PCC received regular oral & written reports on the proceedings at Deanery Synod meetings.

S8 Mission Partnership & Diocesan Involvement

The clergy, along with Jo Edwards (Mission Partnership Development Worker), continued to meet every two months to pray and oversee the shared ministry and mission across our Partnership. The Steering Group (clergy and lay representatives) also met three times in 2019. This year we said goodbye to Geoffrey White, rector of St James', Norton. Toby Hole replaced him in September as Priest-in-Charge, whilst continuing to be vicar of St Chad's, Woodseats. This has meant that the Mission Partnership has had to be more active in supporting one another in the ministry, particularly in Sunday worship.

We shared with our S8 Mission Partnership in Marriage Preparation for two sessions. St Chad's hosted our annual Lent Course, which this year was 'the Bible Course' from the Bible Society. This was well attended.

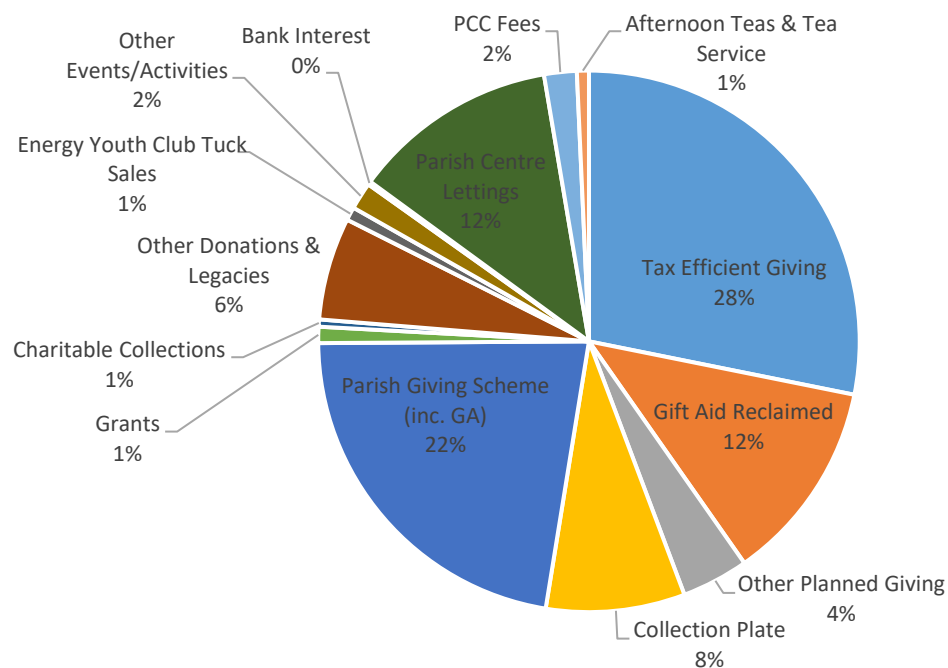
PrayerLife has continued to be held around the different churches to encourage us to pray together. Each week the host church is prayed for, then we listen to hear what God wants to say to that church and then we pray for the work and witness of the Mission Partnership in general. PrayerLife continues to be the powerhouse behind the Mission Partnership with people from across the four churches getting to know each other better, support one another and inspire one another.

We continue to share in acts of worship with our Mission Partnership. These include: Ash Wednesday, Maundy Thursday and Ascension Day.

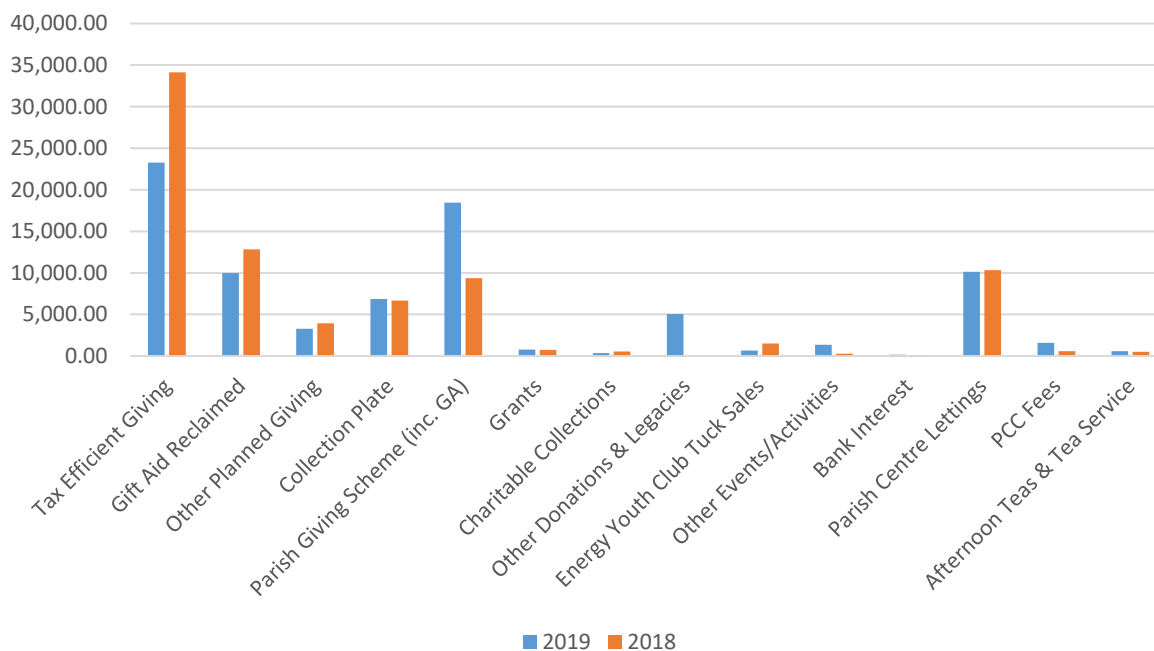
Financial Review

This financial statement provides comprehensive information about our receipts and payments in 2019.

Breakdown of income in 2019:



Income for 2019 against income from previous year:



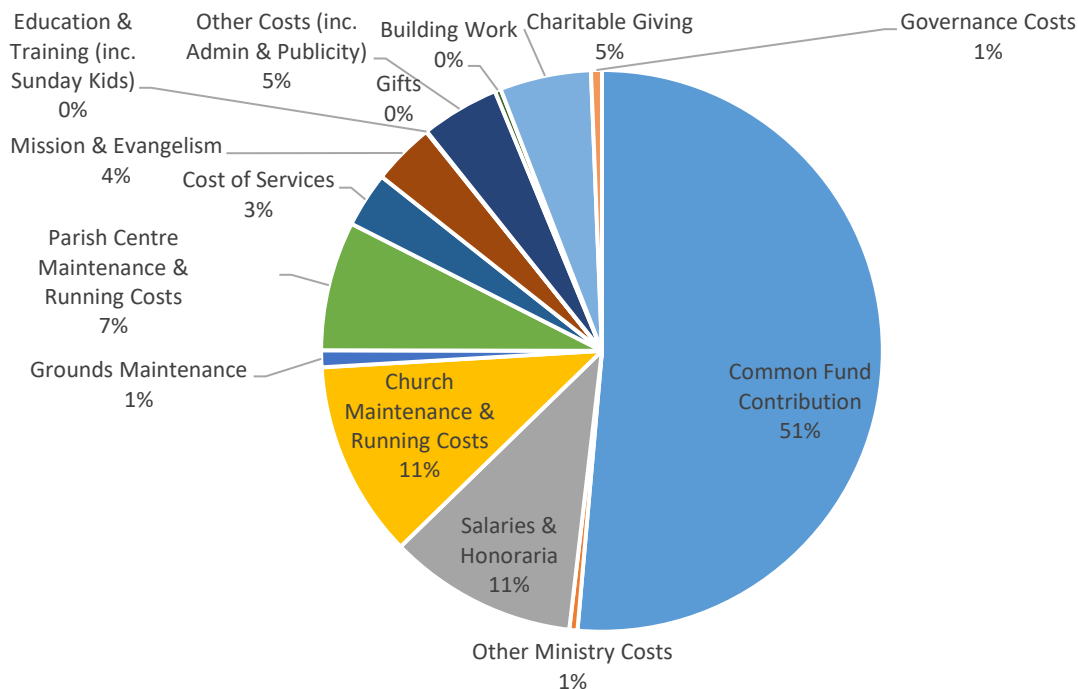
The total of receipts for 2019 is £82,605 compared to £81,688 in 2018, in increase of 1%. Most of the income remains to be unrestricted and covered by Gift Aid declarations or via the Parish Giving Scheme. The income via the PGS has increased by 49%, which also accounts for the drop in Tax Efficient Giving.

Due to a legacy, Saint Peter's received £5,000 in February 2019. The PCC decided to designate this donation to the Building Fund to allow for the initial works to be carried out. It is accounted for in the Restricted Fund.

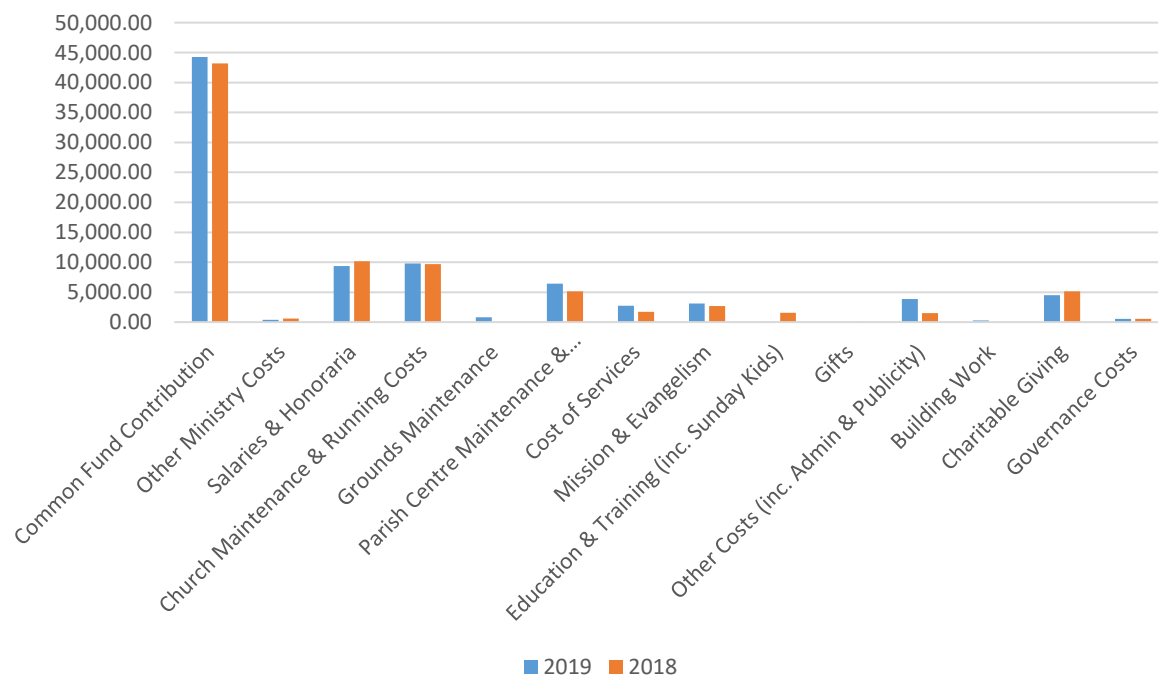
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In 2019, Saint Peter's was awarded £800 from Sheffield City Council's Ward Pot Small Grant Scheme towards transport for Afternoon Teas.

Breakdown of expenditure in 2019:



Expenditure for 2019 against expenditure from previous year:



The overall expenditure for 2019 has increased by 5%. Reasons for this increase:

- **Grounds Maintenance:** In 2019 the Operations Committee commissioned a Grounds Maintenance Team who would oversee the green areas around church and the vicarage garden. During the storms at the beginning of the year, some damage was caused to the willow trees near the main road. Significant reduction was made to the willow trees by CHC Tree Care to ensure continued safety to the grounds, building and surrounding public highway.
- **Cleaning:** As agreed in 2018, a new cleaning contract was started with GCC Facilities Management. 2019 shows a complete year of these increased costs. The expenditure is split between the Church Maintenance and Parish Centre Maintenance categories.
- **Boiler Maintenance:** In 2019 we needed more work done to the church boilers and Saint Peter's now have a service agreement with Total Heat and Electrical Ltd. to cover general maintenance of both the church and parish centre boilers.
- **Website:** In 2019 the PCC commissioned Ink & Water Ltd, to design and build a new website. This has seen massive improvements in communication and sharing what is happening in at Saint Peter's. Ink & Water host the website and do maintenance for £24/month.

Other things to note:

- Halfway through 2019, we started separating out the income and expenditure for Afternoon Teas and Tea Service. Where they both used to be categorised as Mission and Evangelism, Afternoon Teas is Mission & Evangelism and Tea Service is Cost of Services.
- When reorganising the Sunday children's work, this was also separated from the detached youth work carried out by the Serving & Welcome Committee. Youth Work (Energy, Buzz/MakerSpace, Youth Alpha) are all categorised under Mission & Evangelism, whilst Sunday morning children's work is accounted for in Education & Training.

For 2019, the PCC agreed to increase the Common Fund donation to £44,280 so this amount, along with the National Church Grant, covers the parish's expenses and also gives a small amount extra to the diocese to help other parishes who may need support.

Each year the PCC agrees to give 5% of the previous year's unrestricted income to various charities. This year payments were made to the same charities that were chosen in 2018, this year receiving £630 each.

Charities supported by Saint Peter's:

Open House Trust

Open Hands Project Sheffield

Sat-7

The Terminus Initiative

Grace Food Bank

Golddigger Trust

There was only one large collection in 2019: The Children's Society (Christingle Service) which raised £354.75. Due to the time of year, the money for The Children's Society is not usually sent until early the following year. The amount accounted for in the 2019 accounts is the amount raised at the 2018 service which was cashed in early 2019.

Reserves Policy

It is PCC policy to maintain a balance on unrestricted funds (if possible) which equates to approximately six months' unrestricted payments (excluding Common Fund or unusual events such as Church

Weekend) to cover emergency situations which may arise from time to time. This amount equates to £20,790.38 (based on 2019 figures). Due to having a lot more restricted income this year, the total amount of unrestricted funds at the end of the year, doesn't quite cover this amount (be it only £20.86 short). The amount of unrestricted funds in the Church Deposit Fund has been decreased to allow for some restricted funds (the legacy received in February 2019) to be kept separate; not doing this would put the operating balance in deficit. Therefore 83% of our reserves are accounted for in the Church Deposit Fund and 17% is part of the operating balance.

Volunteers

Apart from the Vicar, the church officers serve on a voluntary basis. We also depend on volunteers to arrange the flowers, provide refreshments every Sunday and at fundraising events, act as altar servers, be chalice assistants, be members of the welcoming team, organise food for church meals, ensure the building and the grounds are maintained, advise on safeguarding policies and health and safety requirements, help run the amazing Afternoon Teas and Tea Services and all the children & youth work that we do in our church.

We would like to thank all the volunteers, who work so hard for Saint Peter's church and the surrounding community that we impact.

Structure, Governance and Management

The Parochial Church Council is a corporate body incorporated by the Church of England.

The PCC operates under the Parochial Church Council powers measures. The method of appointment of the PCC members is set out in the Church Representation rules. All church attendees are encouraged to register on the electoral roll and stand for election to the PCC.

PCC members are made aware of and encouraged to attend workshops and other training events which are relevant to their responsibilities.

The PCC has four sub committees: Serving & Welcome, Discipleship & Community, Prayer & Worship and Operations. Each committee was chaired by a Churchwarden or Deputy Churchwarden. These groups are tasked with putting legs on the ideas that the church has, but all decisions must be put to the PCC for approval. The committee leaders, vicar, PCC Secretary and Treasurer had discussions before putting ideas to the PCC - this group is the Standing Committee.

The PCC met 6 times during the last year with an average attendance of 79%.

The minutes from the PCC meetings from the last year are available upon request. Please speak to Elizabeth Lydon.

In 2019, the electoral roll was restarted and in April there were 81 people recorded.

At the APCM in April 2019, Rebecca Popplewell and Francesca Millward-Rhodes were re-elected to serve as Churchwardens.

The PCC has given due regard to the Charity Commission guidance on Public Benefit and this report outlines some of the many ways that the charity has furthered its charitable objects for public benefit.

Administrative Information

Saint Peter's Church is situated on Reney Avenue, Greenhill, Sheffield, S8 7FN. It is a part of the Diocese of Sheffield within the Church of England. The correspondence address is Saint Peter's Vicarage, Reney

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Avenue, Greenhill, Sheffield S8 7FN. The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

PCC members who have served between 1 January 2019 and the date these accounts are made up to are:

| | | |
|------------------------------------------|--------------------------------------------|----------------------|
| Vicar | Rev. Ned Lunn | PCC Chair |
| Churchwardens | Ms Francesca Millward-Rhodes | Deputy PCC Chair |
| | Mrs Rebecca Popplewell | Treasurer |
| Lay Workers | Mrs Michelle Hayes | |
| | Mrs Hannah Corrigan | |
| | Dr Simon Hayes | |
| Deanery Synod Representatives | Dr Simon Hayes | |
| | Mrs Diane Wheeler | |
| Elected Members | Mrs Margaret Kohler | |
| | Mrs Ros Rees | |
| | Mrs Elizabeth Lydon | Secretary |
| | Mrs Joy Arnott | |
| | Mrs Grace D'Souza Walsh (<i>Jan-Apr</i>) | |
| | Mrs Sarah Rowland | Safeguarding Officer |
| | Mrs Sarah Clayton | |
| | Mr Chris Capps | |
| | Mrs Becky Marshall (<i>Jan-Apr</i>) | |
| | Mr John Marshall (<i>from Apr</i>) | |
| | Mrs Janice Jackson (<i>from Apr</i>) | |
| | Mrs Alison Brown (<i>from Apr</i>) | |

EMPLOYEES

Mr Joseph Corrigan Detached Youth Worker

CHURCH ARCHITECTS

Smith & Roper Architects Buxton Road, Bakewell, DE45 1BZ

INDEPENDENT EXAMINER

Peter Winter 103 Wilkinson Street, Sheffield, S10 2GJ

BANKS

CAF Bank Ltd 25 Kings Hill Avenue, Kent, ME19 4JQ

Independent Examiner's Report to the trustees/members of Saint Peter's Church, Greenhill, Parochial Church Council

I report on the accounts for the year ended 31st December 2019.

Respective responsibilities of the Trustees and Independent Examiner

The members of the PCC are responsible for the preparation of the accounts. They 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 the trustees 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 given 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act ; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities 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 come across no 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.

Peter Winter MA FCCA FCIE
Chartered Certified Accountant
103 Wilkinson Street
Sheffield S10 2GJ

24 March 2020

Financial Statements for the year ended 31 December 2019

RECEIPTS

| | 2019 | | TOTAL FUNDS 2019 | TOTAL FUNDS 2018 |
|----------------------------------------|--------------------|------------------|------------------|------------------|
| | Unrestricted Funds | Restricted Funds | | |
| VOLUNTARY INCOME | | | | |
| Tax Efficient Giving | 18,692 | 4,570 | 23,262 | 34,113 |
| Gift Aid Reclaimed | 10,003 | 0 | 10,003 | 12,832 |
| Other Planned Giving | 3,300 | 0 | 3,300 | 3,945 |
| Collection Plate | 6,851 | 0 | 6,851 | 6,664 |
| Parish Giving Scheme (inc. tax) | 18,452 | 0 | 18,452 | 9,379 |
| Grants | 0 | 800 | 800 | 755 |
| Charitable Collections | 0 | 355 | 355 | 545 |
| Other Donations | 58 | 5,000 | 5,058 | 93 |
| | 57,356 | 10,725 | 68,081 | 68,324 |
| ACTIVITIES FOR GENERATING FUNDS | | | | |
| Energy Youth Club Tuck Sales | 0 | 660 | 660 | 1,513 |
| Other Events/Activities | 0 | 1,341 | 1,341 | 274 |
| | 0 | 2,001 | 2,001 | 1,786 |
| INCOME FROM INVESTMENTS | | | | |
| CBF and Bank Interest | 166 | 0 | 166 | 130 |
| | 166 | 0 | 166 | 130 |
| CHURCH ACTIVITIES | | | | |
| Parish Centre Lettings | 10,156 | 0 | 10,156 | 10,341 |
| PCC Fees | 1,609 | 0 | 1,609 | 578 |
| Afternoon Teas | 440 | 0 | 440 | 528 |
| Tea Service | 152 | 0 | 152 | |
| | 12,357 | 0 | 12,357 | 11,448 |
| TOTAL RECEIPTS FOR THE YEAR | 69,879 | 12,726 | 82,605 | 81,688 |

PAYMENTS

| | 2019 | | TOTAL FUNDS 2019 | TOTAL FUNDS 2018 |
|--------------------------|--------------------|------------------|------------------|------------------|
| | Unrestricted Funds | Restricted Funds | | |
| CHURCH ACTIVITIES | | | | |
| Common Fund Contribution | 44,280 | | 44,280 | 43,200 |
| Other Ministry Costs | 403 | | 403 | 607 |

Saint Peter's Church Greenhill, Lowedges & Lower Bradway
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| | | | | |
|-----------------------------------------|---------------|--------------|---------------|---------------|
| Salaries & Honoraria | 7,560 | 1,800 | 9,360 | 10,190 |
| Church Utility Costs | 3,263 | | 3,263 | 3,862 |
| Other Church Running Costs | 4,615 | | 4,615 | 2,385 |
| Church Maintenance | 1,893 | | 1,893 | 3,432 |
| Grounds Maintenance | 835 | | 835 | 0 |
| Parish Centre Utility Costs | 3,646 | | 3,646 | 3,161 |
| Other Parish Centre Costs | 2,762 | | 2,762 | 1,979 |
| Cost of Services | 2,734 | | 2,734 | 1,733 |
| Mission & Evangelism | 1,334 | 1,760 | 3,094 | 2,700 |
| Education & Training (inc. Sunday Kids) | 41 | | 41 | 1,569 |
| Gifts | | | 0 | 8 |
| Other Costs (inc. Admin & Publicity) | 3,870 | | 3,870 | 1,486 |
| Building Work | | 299 | 299 | 0 |
| | 77,236 | 3,859 | 81,094 | 76,313 |

MISSIONARY & CHARITABLE GIVING

| | | | | |
|----------------------------|--------------|------------|--------------|--------------|
| Open House Trust | 630 | 0 | 630 | 695 |
| Compassion UK | 350 | 0 | 350 | 350 |
| SAT 7 | 630 | 0 | 630 | 695 |
| Children's Society | 0 | 395 | 395 | 478 |
| Grace Food Bank, Sheffield | 630 | 0 | 630 | 695 |
| Terminus Initiative | 630 | 0 | 630 | 695 |
| Golddigger Trust | 630 | 0 | 630 | 695 |
| Open Hands Project | 630 | 0 | 630 | 695 |
| MASKK (Food Cycle) | 0 | 0 | 0 | 150 |
| | 4,130 | 395 | 4,525 | 5,148 |

COST OF GENERATING VOLUNTARY INCOME

| | | | | |
|--|----------|----------|----------|----------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

FUNDRAISING COSTS

| | | | | |
|--|----------|----------|----------|----------|
| | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |

GOVERNANCE COSTS

| | | | | |
|----------------------|------------|----------|------------|------------|
| Independent Examiner | 540 | 0 | 540 | 540 |
| | 540 | 0 | 540 | 540 |

| | | | | |
|------------------------------------|---------------|--------------|---------------|---------------|
| TOTAL PAYMENTS FOR THE YEAR | 81,906 | 4,254 | 86,159 | 82,001 |
|------------------------------------|---------------|--------------|---------------|---------------|

| | | | | |
|---------------------------------------|----------------|--------------|---------------|-------------|
| TOTAL INCOME FOR THE YEAR | 69,879 | 12,726 | 82,605 | 81,688 |
| <i>SURPLUS (DEFICIT) FOR THE YEAR</i> | <i>-12,026</i> | <i>8,472</i> | <i>-3,554</i> | <i>-314</i> |

| | | | | |
|-------------------------------------|---------------|---------------|---------------|--|
| <i>BALANCES AT 1 JANUARY 2019</i> | <i>32,778</i> | <i>1,914</i> | <i>34,692</i> | |
| BALANCES AT 31 DECEMBER 2019 | 20,752 | 10,386 | 31,138 | |

ASSETS & LIABILITIES

| | Cash in hand & at bank | Short Term Deposits | TOTAL |
|-----------------------|------------------------|---------------------|---------------|
| Unrestricted Funds | 3,483 | 17,286 | 20,770 |
| Restricted Funds | 5,386 | 5,000 | 10,386 |
| Youth Mission Fund | 0 | 0 | 0 |
| Fresh Expression Fund | 643 | 0 | 643 |
| Charities Fund | 570 | 0 | 570 |
| Afternoon Tea Fund | 0 | 0 | 0 |
| Building Fund | 4,036 | 5,000 | 9,036 |
| Weekend Away Fund | 137 | 0 | 137 |
| | | | 31,155 |

Despite all the accounts being reconciled, there is a discrepancy of £17.89; meaning there was £17.89 more in hand than the Financial Activity shows. The total assets of Saint Peter's at the end of 2019 was £31,155.47.

Approved by the PCC and signed on their behalf by the Chairperson, Rev. Ned Lunn

24 March 2020

Notes to Financial Statements for the year ended 31 December 2019

Accounting Policies

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2009 using Receipts and Payments basis. They include all transactions, assets and liabilities for which the PCC is responsible in law but not the accounts of church groups that own their main affiliation to another body, nor those that are informal gatherings of church members.
2. Restricted funds represent
 - a. income from trusts or endowments which can be expended only on those restricted objects provided in the terms of the trust or bequest;
 - b. donations or grants received for a specific object or invited by the PCC for a specific object.

The funds may be expended only on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. These restrictions do not apply where donors subsequently agree that surpluses which are not required to achieve the specific object may be used by the PCC for other purposes. In those circumstances such surpluses become unrestricted. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned on an average balance basis.

3. Unrestricted funds are general funds which can be used for the PCC's ordinary purposes.
4. All incoming resources are recognised when they are received (in cash, by cheque or through a bank transfer). With minor exceptions, all receipts are accounted for gross. Those exceptions are:
 - a) a Fees exclude amounts which are paid initially to the PCC but to which the appropriate minister, organist or verger and not the PCC are entitled;
 - b) Insurance claims are netted off the relevant expenditure;
 - c) Refunds of money overpaid by the PCC are also netted off relevant expenditure;
 - d) As are other churches' contributions to joint evangelical ventures;
 - e) Contributions to gifts to individuals are not included;
 - f) Money received by the PCC which more properly belongs to other organisations is paid to those organisations and is excluded.
 - g) Refunds of expenditure incurred by the PCC on behalf of individuals are excluded.
5. All expenditure is generally recognised when it is incurred and with the exceptions described in para 4 above is accounted for gross.
6. Consecrated and benefice property is not included in the PCC's fixed assets in accordance with s 96 (2) (a) of the Charities Act 1993.
7. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected at any reasonable time by arrangement with the vicar or a churchwarden. The alienable property is not included in the account.
8. Other equipment used within church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

9. The Parish Centre is not valued in the balance sheet because its attachment to the church means it is most unlikely that it could be sold separately.

Staff Costs

10. During 2019 the PCC employed a part-time detached youth worker. The salary total in the accounts includes payments to HMRC for which the youth worker and PCC are liable. The payroll facilities are provided by the treasurer.

Related Parties & Transactions

11. As Detached Youth Worker, Mr Joe Corrigan was paid a salary of £9,360 (gross) during the year. Mr Joe Corrigan is the spouse of Mrs Hannah Corrigan, who sits on the PCC. She had no involvement in decisions relating to Joe Corrigan's employment or remuneration.
12. Rev. Ned Lunn and is the only member of the PCC to remain a trustee of Grace Food Bank and Bradway Community Hall. Becky Marshall, wife to PCC member John Marshall, chairs the board at Grace Food bank.
13. No other payments or expenses were paid to any other PCC member, persons closely related to them or related parties.
14. Joy Arnott works for The Terminus Initiative and Bess Popplewell volunteers for Open House Trust.

Restricted Funds

15. During 2019 the PCC had six restricted funds.
16. *The Youth Mission Fund* covers tax efficient giving specifically for Joe's wage, grants received for youth work activity, fundraising for particular activities and sales from the Energy tuck shop. Payments & receipts for specific youth activity have been through this restricted fund.
17. *The Fresh Expression Fund* was created in 2014 to raise funds for Church at the Abbey – our evening outreach service. This service ceased in the summer of 2014. In 2016, it was confirmed by The Sheffield Diocese Board of Finance that we could use these funds to cover expenses for our new Messy Church outreach. Since this service ceased in April 2016, we are in discussion with the Diocese about how to best use this fund.
18. *The Charities Fund* reflects decisions to give certain collections or (part of) the takings of a certain event to specific charities, and to make appeals on behalf of individual charities. The remaining balance left at December 2019 is due to go The Children's Society at the beginning of 2020. This amount will be added to early in 2020 when all collection boxes and envelopes are received.
19. *Afternoon Tea Fund* reflects the Ward Pot Grant received in 2018. This fund will not appear on the 2020 accounts unless we receive any restricted donations towards this service in that year.
20. *Building Fund* shows the money received (via donations, grants and fundraising) towards big building and maintenance works needing to be done at Saint Peter's.
21. *Church Weekend Fund* was created to track monies received for the running of the Church Weekend Away in June 2017. Due to the generosity of our congregants, there was surplus funds at the end of the event. The PCC will need to discuss what happens with the closing balance.

Fund Movements

| | Balance at 1 Jan 2019 | Receipts | Payments | Balance at 31 Dec 2019 | <i>Adjustments</i> | Balance at 31 Dec 2019 |
|--------------------------|-----------------------------|---------------|---------------|------------------------------|--------------------|---------------------------------------|
| Unrestricted Funds | 32,778 | 69,879 | 81,906 | 20,752 | 18 | 20,770 |
| Restricted Funds | 1,914 | 12,726 | 4,254 | 10,386 | 0 | 10,386 |
| Youth Mission Fund | 0 | 2,760 | 2,760 | 0 | 0 | 0 |
| Fresh Expression Fund | 643 | 0 | 0 | 643 | 0 | 643 |
| Charities Fund | 610 | 355 | 395 | 570 | 0 | 570 |
| Afternoon Tea Fund | 0 | 800 | 800 | 0 | 0 | 0 |
| Building Fund | 524 | 8,811 | 299 | 9,036 | 0 | 9,036 |
| Weekend Away Fund | 137 | 0 | 0 | 137 | 0 | 137 |
| | 34,692 | 82,605 | 86,159 | 31,138 | | 31,155 |