

**The Parochial Church Council of Stainton-in-Cleveland  
in the Benefice of Stainton with Hilton  
in the Deanery of Stokesley and the Diocese of York**



**St Peter & St Paul**

**Annual Report and Accounts  
for the year ended 31 December 2019**

**Parish Church**  
St Peter & St Paul  
STANTON-IN-CLEVELAND

**Vicar**  
Rev Vivienne Hatton (until 10/11/2019)

**Bankers**  
Barclays Bank plc  
Unit 1, Centre Mall  
Middlesbrough  
TS1 2NR

**Independent examiner**  
Anderson Barrowcliff LLP  
Chartered Accountants  
3 Kingfisher Court  
Bowesfield Park  
Stockton-on-Tees  
TS18 3EX

**Church Architect**  
Dennis Jones DipARCH.RIBA  
72, Hallgarth Street  
Durham  
DH1 3AY

## 1. Objects and constitution of the Parochial Church Council (PCC)

The object of the PCC of Stainton-in-Cleveland is to further the work of the Church of England in the Ecclesiastical Parish of Stainton-in-Cleveland. The PCC of Stainton-in-Cleveland is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers measure. The PCC is excepted by order from registering with the Charity Commission [this exception will end in March 2021].

Clergy and Licenced lay workers living in the Parish are ex-officio members of the PCC, as are any members of General, Diocesan or Deanery Synods and the Churchwardens who are elected annually at the Annual Meeting of Parishioners. Other members are elected annually at the Annual Parochial Church Meeting and all members of the Church electoral roll of Stainton-in-Cleveland are entitled to vote and, if they have been on the electoral roll for at least six months, stand for election. One third of the elected members are elected each year and members serve for a period of 3 years.

The PCC is responsible for:

- The financial management of the church of St Peter & St Paul's Stainton-in-Cleveland
- The care and maintenance of the church fabric of St Peter & St Paul's Stainton-in-Cleveland.

The Parochial Church Council met on nine occasions in 2019.

## 2. Review of the year

During 2019 St Peter & St Paul's, Stainton-in-Cleveland, as the Parish Church, has continued to be the focal point for worship in the Parish. Parish statistics for 2019 are as follows (figures for 2018 in brackets):

**43(49)** Sunday morning services were held, including **41(47)** Holy Eucharists. At 4 of the services we were joined by our sister parishes of St Margaret's Brookfield and St Peter's Hilton and on some occasions by parishioners of Hemlington parish after their church was closed. On the other 8 Sundays there was a service at St Margaret's or St Peter's. There was a Songs of Praise service in the summer and a Community Remembrance Day service. On Good Friday there was a joint service with St Timothy's, Hemlington. **4(6)** people were baptised, **1(0)** person was confirmed, and there were **2(5)** weddings and **3(4)** funerals in the parish of St Peter and St Paul.

On a "normal" Sunday the average 16+ attendance was **25(25)** and **2(2)** under 16s with an average of **23(23)** communicants.

On Easter Day the attendance was **41(56)** and there were **36(46)** communicants.

On Christmas Eve the 16+ attendance was **136(97)** and the under 16 attendance was **38(48)**. There were **23(20)** communicants.

We also took part in a village carol service in Stainton Memorial Hall, organised jointly with the Methodists at which there were 110 people and **246(422)** children and adults attended the two school nativity services.

## 3. Treasurer's Report

The 2019 accounts, a copy of which is attached, were approved by electronically on 4<sup>th</sup> March 2020 by the PCC for independent examination. The examined accounts were accepted unanimously electronically on 29<sup>th</sup> June 2020 for presentation to the 2020 APCM.

Incomings exceeded outgoings by £10,359 and the net "profit" from the normal incomings and outgoings was £1,821 compared to a "loss" of £1,742 in 2018. However there was a gain in the value of the restricted endowment funds of £8,538 whereas in 2018 there was a loss of £1,079 giving an overall "profit" for 2019 of £10,359 compared with a loss of £2821. There was also a surplus of £5,011 from insurance recoveries .

Our 2019 Freewill Offer to the Diocese was £14,400 an increase of £900 over 2018 but our 2020 offer was kept at £14,400. Because of the better than expected results for 2019 I suggested an extra payment of £1,000 to the diocese which the PCC endorsed.

Other significant items of expenditure were: increase in utilities costs £768; roof repairs £10,651 (covered by insurance); £491 for extra fire extinguishers and LED lights; and an increase in our share of the administrator's wages £709.

On a "day to day" basis outgoings exceeded incomings by £5,101 [*Secretary's note: please see page 8*]

The difference between the proper accounts and the "day to day" figures is explained thus:-

"Day to day" deficit	-5,101	
Add depreciation	-1,271	
roundings	- <u>  2</u>	
	-6,374	
Less legacy	1,000	
Mayman Endowment income	1,432	
"surplus" insurance recoveries	5,011	
Increase in value of endowment shares	8,538	
exceptional donations	<u>  752</u>	<u>16,733</u>
Net movement in funds		10,359

[3 lines from bottom on page 3 of accounts]

*Colin Mason, Hon Treasurer*

#### 4. Electoral Roll Officer's Report

A completely new Electoral Roll was compiled in preparation for the 2019 Annual Meeting and is valid for the period 2019-2025. The Roll was revised in preparation for the 2020 Annual Meeting; the closing date for the receipt of applications to join the Church Electoral Roll was 15<sup>th</sup> August 2020. Four people were removed from the Roll because they had died, had moved away or had stopped attending; six people were added to the Roll. The Roll indicates the number of members who are resident and non-resident in the Parish.

	2020	2019
Names on roll at last year's APCM		35
Total on Roll at closing date for applications (15/8/2019)	37	
Resident	24	
Non-Resident	13	

*Bob Ardley, Electoral Roll Officer*

#### 5. PCC Secretary's Report

##### Review of the year 1<sup>st</sup> January to 31<sup>st</sup> December 2019

The following served on the PCC as Trustees during the year 2019

Revd V.G. Hatton	Vicar (until 10/11/2019)
Mr C. Mason	Churchwarden (2018-2019, and 2019-2020) and Treasurer
Mr V. Clare	Churchwarden (2018-2019, and 2019-2020) and PCC Vice-Chairman
Mr R. Ardley	Deanery Synod Representative (2017-2020), Electoral Roll Officer, Secretary and Parish Safeguarding Rep
Mrs J Mason	Parochial Representative (2017-2020)
Mrs P. Ferguson	Parochial Representative (2018-2020)
Mrs J. Clare	Parochial Representative (2018-2021)
Mr D. Gatenby	Parochial Representative (2018-2021)
Mrs E. Revett	Parochial Representative (2019-2022)
Vacancy	Parochial Representative (2019-2020)

The PCC met on nine occasions during 2019, on the following dates: 15<sup>th</sup> Jan, 24<sup>th</sup> Feb, 6<sup>th</sup> Mar, 9<sup>th</sup> Apr, 22<sup>nd</sup> May, 10<sup>th</sup> July, 4<sup>th</sup> Sept, 11<sup>th</sup> Dec and 22<sup>nd</sup> Dec..

The main topics discussed by the PCC during the year were: a Parish Safeguarding Audit as required by the Diocese; matters relating to the repair for the Hemlington Aisle roof after the lead theft; the Plurality Joint Sunday Services on the first Sunday of each month – these would take place in the three Churches on a three-monthly cycle; support for Vivienne Hatton to continue to be our Parish Priest; Diocesan consultation on choosing the next Archbishop of York (Archbishop Sentamu is to retire on Trinity Sunday 2020); support for Julia Ardley to undertake the Diocesan Recognised Parish Assistant (RPA) course; the Northern Bishops' "Come and See Mission to take place in Diocese in March 2020; our Parish Free Will Offer (FWO) to the Diocesan Common Fund for 2020; the closure of St Timothy's Church, Hemlington, on safety grounds; the reporting of safeguarding and other Serious Incidents to the Charity Commission; the planned departure of the Vicar for a new post of Priest-in-Charge of the Onny Camlad group of Parishes in the Diocese of Hereford (Vivienne expected her Licensing to take place some time in December 2019); the Suspension of the Patron's Rights of Presentation in the Parish for a period of up to five years, to allow a Pastoral Scheme to facilitate the recruitment of a new Parish Priest; and a change in the weekly service time from 10.45am to 11.00am to facilitate the provision of service Clergy cover during the period of Vacancy.

Church members are encouraged to make use of the Plurality website [www.staintonhiltonbrookfieldchurches.org.uk](http://www.staintonhiltonbrookfieldchurches.org.uk)  
*Bob Ardley, PCC Hon Secretary*

## **6. Gift-Aid Secretary's Report**

The HMRC tax refund for Gift Aid donations and GASDS for 2019 was £3,666 compared with £3,792 in 2018.

In 2019 there were 24 planned givers of whom 17 gift-aided compared with 28 planned givers and 21 gift-aiders in 2018.

(\* ) GASDS = Gift-Aid Small Donations Scheme

*Colin Mason, Gift-Aid Secretary*

## **7. Churchwardens' Report**

After a very busy year, the Church, Churchyard and the fabric are in good order.

The remaining lead on the Lady Chapel roof was removed by us to stop further damage from the "Lead Bandits" trying to remove it. The Lady Chapel now has a brand new roof covering unattractive to thieves, this was completed after all the historical and Diocesan bodies were happy with the alternative covering; at the same time as the roof repairs the re-pointing on the walls recommended in the Quinquennial report was carried out.

The Parish Room roof has been repaired and is now watertight, but our Architect is not happy with some of the materials used and has asked the roofer to repair as specified.

The change to LED lighting is under way, with the Sanctuary complete, the Nave and Lady Chapel to be completed in the New Year.

In the early part of the year we had a regular visit from our Insurers; as a result the Emergency Lighting in the Parish Room, Kitchen, Toilets and Entrance Lobby was changed and two fire extinguishers were installed near the kitchen. A fire alarm test and evacuation was carried out; this will become an annual feature.

The church heating system has been serviced and is still running efficiently for its age and is still in good order.

Also the organ has had the usual visits from the Organ tuner/maintenance team and that also is in good order.

On a sad note Dennis Jones our Architect, who has served us very well over the years, has given notice he is finally retiring, but he has recommended someone to take over from him.

Currently the vestments that we have are being systematically cleaned and inspected; some of them are showing considerable signs of wear, and we think that some of them could be upwards of 50 Years old, consequently we will have to replace them in the near future, and unfortunately they are not cheap!!!

At the moment we are storing for safe keeping two chairs and a Mothers' Union Banner from St. Timothy's, Hemlington.

*Colin Mason and Vernon Clare, Churchwardens*

## **8. Stokesley Deanery Synod Representatives' Report**

The Deanery Synod met three times in 2019

### **11<sup>th</sup> February 2019 at Faceby**

The Guest Speakers were the members of the Diocesan "Generous Giving Team", Jo Beacroft-Mitchell, Sammi Tooze and David Smallwood. The Team gave an outline of their responsibilities and indicated that they would be happy to meet with Parishes to explore finance matters such as: advising on the Generous Giving Programme; support to PCCs on encouraging (and writing policies for) legacies and reserves; helping Churches to talk and preach about money, moving from a "transactional culture" to a "generous giving culture" in the context of discipleship; vision planning and helping Parishes articulate their vision, to enable regular givers to understand what they are contributing to; and leading a facilitated discussion based on the "Giving for Life" questionnaire at PCCs.

There was a reminder to Synod Reps that in 2019 a completely new Electoral Roll will be required in each Parish in the run-up to the 2019 APCM.

It was reported that Rt Revd David Wilbourne, Honorary Assistant Bishop in the Diocese, had agreed to present the 2019 Deanery Lent Services; Bishop David's theme for the talks would be "Upping our Game, setting out four tools to help us "fish for Christ".

### **19<sup>th</sup> June 2019 at Great Ayton**

The Guest Speakers were Revd Dr John Lee, Multiply (20s-40s) Team Leader and Dr Ben Walker, Multiply Associate Team Leader, who talked about the Multiply Project which aims to reach those in the 20s-40s age group who do not come to Church (it seems that out of the approx 27,000 people worship in Churches in York Diocese only about 10% are in the 20-50 age group). This work includes managing the Diocesan "Growth Fund" which makes grants to enable lay people to lead the creation of New Worshipping Communities. At the time of the Synod meeting there 13 (out of the planned 14) Multiply Ministers in post across the Diocese including our own Revd Nik Stevenson who is based at St Francis, Ingleby Barwick. The Multiply programme has a broad vision to tell the Jesus story in a way that people can relate to. Churches are being challenged to do something new, try new initiatives, and to take risks

Synod discussed the process for electing the new Archbishop of York who will succeed Archbishop Sentamu when he retires on Trinity Sunday 2020. Revd Paul Hutchinson, Vicar of Stokesley and member of the Diocesan "Vacancy in See Committee", outlined the process. The 28 lay and ordained members of the Committee have elected six of their number to serve on the Commission that will recommend a name to the Prime Minister, to pass to HM The Queen who will make the appointment of the 98<sup>th</sup> Archbishop.

### **15<sup>th</sup> October 2019 at Hilton**

The Guest Speaker was the Rt Revd Jonathan Frost, former Suffragan Bishop of Southampton in the Diocese of Winchester, and now Dean of York Minster. Following his introduction by the Area Dean, Dean Jonathan informed Synod of his background and family life. The theme for his presentation was based on the Diocesan strategy of Reach, Grow and Sustain. He indicated that he was very excited to be part of this process and encouraged by the events across the Diocese in implementing this strategy. Dean Jonathan asked Synod representatives to discuss in groups what have been the most significant changes they have experienced since their teens; and then asked what had been the major events in their lives. These two questions produced lively discussions with several people prepared to feedback on their experiences. Dean Jonathan summed up his presentation by assuring Synod there are many gaps in our faith communities but there were no reasons to 'beat ourselves up' over some perceived failings. The developments underway in the Diocese, particularly with the 'Multiply Team' now in place gave us all good cause for great optimism for the future.

There was discussion: of the changes taking place in the Deanery with vacancies occurring at Stokesley with Seamer as well as in our Plurality; about the plans for the Northern Bishops' "Come and See Mission" to the Diocese and what events might be held in the Deanery facilitated by Bishop Pete Wilcox of Sheffield and his team; and of the Deanery Financial Adviser's report that as from 31<sup>st</sup> March 2021 all Churches with an income above £5,000 pa will need to Register with the Charity Commission (at present Churches with income less than £100,000 pa have "Excepted Status" and so are not required to Register with the CC).

*Bob Ardley, Deanery Synod Rep*

## **9. Parish Child Protection / Safeguarding Representative's Report**

St Peter and St Paul's Church, Stainton, PCC has complied with the duty under section 5 of the *Safeguarding and Clergy Discipline Measure 2016* (duty to have regard to House of Bishop's guidance on safeguarding children and vulnerable adults)

There has been much in the news recently about child abuse, including within the Church of England; I hardly need to remind you that Child Protection and Safeguarding of Vulnerable Adults is everybody's business, and that we need to ensure that our Church is a safe place for vulnerable people to be. The APCM will wish to know that the PCC has procedures in place for this.

The PCC's Safeguarding Policy was last reviewed and approved at its meeting on 15/1/2020. The Parish Safeguarding file, which can be found in the Parish Room, contains copies of the Parish Policy and copies of documentation from the Diocese and the Church of England including copies of the House of Bishops' Policy Statements.

The Parish has signed up to the on-line DBS checking service operated by the Thirtyone:eight (formerly the Churches Child Protection Advisory Service (CCPAS)); DBS checks have been requested and received for relevant people working for the PCC in Positions of Trust. Confidential information relating to safeguarding is kept securely in the Church safe.

The Church of England has "gone live" with its on-line Safeguarding Training programme comprising:

- the **Level C0 Safeguarding Awareness Training** which all members of the Church, including PCC members, are encouraged to undertake; and
- the **Level C1 Foundation Safeguarding Training**, to be undertaken by Churchwardens and those working with children and/or vulnerable adults.

This on-line training can be reached via the CofE Safeguarding Training portal at this URL:

<https://safeguardingtraining.cofeportal.org/login/index.php> where you will be able to register for a free user account.

In addition to the on-line training the Diocese provides face-to-face training for the **Level C2 Safeguarding Leadership Training** which is aimed at leaders of children's and vulnerable adults' groups/activities; the Coffee and Kids leaders attended this training in February 2018.

*Bob Ardley, Parish Safeguarding Representative*

## **10. Mothers' Union Branch Leader's Report**

Our AGM in January saw the re-election of officers and Joan Mason taking over as secretary. Because of illness and low numbers we have been unable to fulfil all our normal Fund Raising and giving to Mary Sumner House. Members attended various services in the deanery and advent special services.

We had six speakers over the year, including: Barbara Ford telling us about the Muloa Project; the Redcar Lifeboats; and we heard all about Life and Living among the Lancashire Mills.

All our members receive the monthly prayers from Mary Sumner House, and the branch gives Baptism Anniversary Cards to families for the first three years after Baptism.

*Judith Clare, Branch Leader*

## **11. Coffee and Kids Report**

*Coffee and Kids* is now well established, not only in the church but also in and around the village. As ever it continues to surprise all of the helpers and some of the long standing parents and carers as to how self-perpetuating it seems to be, we do very little advertising and the majority of new children come from recommendations or pages on Facebook. The baby boom also continues mostly from families of children who have been to Coffee and Kids. We continue to celebrate the children's birthdays with a present and a birthday cake.

The Church's celebrations of Easter Harvest and Christmas are marked with special events, and this Christmas we also had a very "*Coffee and Kids*" Nativity with the knitted nativity figures and lollipop and spoon figures made by the children.

As always we would encourage anyone in the congregation to pop in and see what goes on and have a tea or coffee, you would be most welcome

*Vernon Clare, C&Ks Leader*

## 12. Stainton Church Tuesday Drop-In: 'A Warm Welcome'

October 2020 will see – theoretically – the third anniversary of Stainton's 'Warm Welcome' Drop-In. 'Theoretically', because of course the Drop-In, along with other previously well-established ministries, has not been able to operate since mid-March.

Speaking for myself, and (perhaps) for everyone who since October 2017 has ensured the weekly opening of our Church and the steady flow of refreshments, this has been a source of sadness, but has also meant a not unwelcome break. Working together on an ad-hoc basis -- we don't have a rota – provides valuable times of fellowship. The offering of Christian hospitality to all comers is part of our church's mission, one we all believe in. But there has often been disappointment at the small numbers 'dropping in' from the community. Sometimes, we have even wondered whether it was worth carrying on.

The enforced break from this and other ministries of our church, as well as the period of vacancy, offers an opportunity to evaluate and to reflect. A time is coming, with the arrival of our new Parish Priest and the eventual lifting of Covid restrictions for which we all hope and pray, when **we will plan** for the future -- **we will seek** God's way forward for our Parish and Plurality -- **we will launch or re-launch** initiatives old and new.

In respect of the Tuesday Drop-In, and without having had the opportunity to talk this over with other church members, I offer the following as points for consideration when the time comes:

- The Drop-In is a sign that our church – not just the Parish Room -- is open, thriving, and reaching out to our community. As I wrote in 2019, 'we want our village neighbours to know that their parish church is **open and here for everyone**. With our posters and banner, we believe there is no way that they can't know that – even if they have yet to venture in'.
- The Drop-In needs to be a blessing to all, not a burden; those who give time to 'run' it need to feel able to do so without pressure to be there on every occasion.
- The 'success' of the Drop-In isn't measured in numbers – though it's easy to fall into the trap and to become discouraged if numbers are low. We can never know what even a brief or a single visit to our church may have meant to someone who just 'dropped in because we were open'.
- As part of any future 're-launch', we should consider carefully the format, frequency, timing and duration of the Drop-In, any or all of which might benefit from some adjustment.

*Julia Ardley*

## 13. Stainton Memorial Hall Committee (SMHC) Report

As Parish representative on the SMHC I have attended the Committee meetings in the Memorial Hall and reported back to the PCC. The monthly domino evenings have donated their takings alternatively with the Parish Church and the Methodist Chapel. The Stainton Women's Institute (W.I.) have used the Parish Room each month for their committee meetings, as have Stainton Green Spaces and Neighbourhood Planning Group, all of whom have made donations to the PCC at the same rate as they would for the use of the Memorial Hall.

*Elizabeth Revett, Parish Representative on the Stainton Memorial Hall Committee*

## 14. Vicar's Remarks

Our previous Vicar Revd Vivienne Hatton left the Plurality of Brookfield and Stainton-with-Hilton to take up a post of Parish Priest in the Hereford Diocese; Vivienne's last service with us was on 10<sup>th</sup> November 2019.

At the time of compiling this 2019 Annual Report for the 2020 APCM an announcement was made by Bishop Paul Ferguson, Bishop of Whitby, that Revd Claire Todd had been appointed Priest-in-Charge of the Plurality; the expectation is that Claire will be Collated and Inducted at a service to be held in October 2020.

*Bob Ardley, Hon Secretary.*

	A	B	C	D	E	F	G	J	K	M	N	O	P
1	<b>St Peter and St Paul's Church Stainton</b>					<b>Simplified Day to Day Accounts 2019</b>							
3	<b>Income</b>	<b>Actual 2018</b>	<b>Budget 2019</b>			<b>Actual 2019</b>		<b>Expenditure</b>	<b>Actual 2018</b>	<b>Budget 2019</b>			<b>Actual 2019</b>
5		£	£			£			£	£			£
6	Planned Giving	12755	11700			12002		Unrestricted Charitable Giving	573	600			0
7	Tax recoverable & top up	3792	3530			3666		Parish Share	13500	14400			14400
8	Open Plate collections	1834	1800			1617		Ministry Expenses	206	500			222
9	Gift Day	1028	950			958		Utilities	5438	6000			6206
10	Sundry Donations	634	634			621		Parsonage House	0	0			150
11	Fees (PCC only)	2195	1200			1264		Insurance	1749	1817			1816
12	Magazine sales	121	121			112		Minor repairs and maintenance					
13	Fund Raising	701	550			912		including Organ tuning	446	860			393
14	Interest (excl. Mayman)	994	990			1151		Flowers & candles	223	200			106
15	Donations-Flowers,Candles	50	65			75		Altar Costs	492	500			231
16								Books & Publications	26	30			28
17								Licences	151	155			155
18	<b>From fund raising or</b>							Upkeep of Churchyard	1211	1300			1350
19	<b>reserves</b>	<b>1308</b>	<b>7301</b>					Organist	0	0			0
20								Training	0	0			50
21	<b>LEFT OFF</b>							Office Supplies	26	30			7
22	Giving Appeals							Printing & Stationery	188	250			193
23	Wedding etc fees (except PCC's)							Deanery	35	40			40
24	Mayman Trust Income							Postage and Delivery	17	25			36
25	Major Building repairs							Telephone & broadband	189	190			175
26	Legacies & exceptional donations							Bk chqes & accountancy	132	420			420
27	Unused insurance receipts							Children's work	64	70			55
28								Cost of magazine	121	121			112
29								Administrator's wages	625	1333			1334
31	<b>Total Income</b>	<b>25412</b>	<b>28841</b>			<b>22378</b>		<b>Total Expenditure</b>	<b>25412</b>	<b>28841</b>			<b>27479</b>
32								<b>Balance</b>	<b>£0</b>	<b>£0</b>			<b>-£5,101</b>