

## **ST JAMES' CHURCH NORTON**

### **ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2019**

#### **Administrative Information**

St James' Church is situated on Norton Church Road, Norton, Sheffield. It is part of the Diocese of Sheffield within the Church of England. The address is Norton Church Road, Norton, Sheffield, S8 8JQ.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission. PCC Members who have served from 1 January 2019 are:

Incumbent	The Revd Geoffrey White	Chairman to September 2019
Reader	Vacant	
Churchwardens	Mrs Helen Walker	
	Vacant	
Deputy Wardens	Mr David Jolley	
	Vacant	
Deanery Synod Representatives	Mrs Christine Spencer	
	Mr Ted Lemons	
Elected Members	Mrs Helen Walker	Treasurer
	Mrs Hilary Ward	Assistant Treasurer
	Mrs Lesley Webster	Electoral Roll Officer
	Mr Ken Athorn	
	Mrs Sharron Balloch	
	Mr Paul Coldicott	
	Mrs Annette Hale	Gift Aid/Envelope Scheme Secretary and PCC Secretary
	Mrs Lesley Hibbert	
	Mrs Katie Walker	
	Mrs Ann Brookes	From 28 April 2019
	Mr David Jolley	From 28 April 2019

#### **Structure, Governance and Management**

The method of recruitment of 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.

#### **Objectives and Activities**

St James' PCC has the responsibility of co-operating with the incumbent, the Revd Geoffrey White, in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical, in the ecclesiastical parish. A weekly service is held at the White Willows Extra Care Housing Scheme on the Jordanthorpe Estate by the Meadowhead Christian Fellowship (MCF), with whom we maintain close contact.

#### **Review of the Year**

The PCC met monthly throughout the year with the exceptions of April (when the APCM is held), August and December, with an average level of attendance of 70%. The Standing Committee meets in advance of each PCC meeting to agree PCC agenda items and discuss any matters of urgency. Sub-Committees of the PCC meet between PCC meetings and their deliberations are reported to the PCC as necessary. During the year it was necessary to convene one Extraordinary PCC meeting when urgent decisions were needed by the PCC. The meeting was quorate.

We maintain close contact with the Ecclesall Deanery through our two Deanery Synod representatives, Christine Spencer and Ted Lemons, and we continue to adopt the Diocesan 'Safe Church Policy'. A good working relationship continues to develop within our S8 Mission Partnership.

During the spring, Revd Geoffrey White announced his plans to retire as Rector of St James' in September 2019. Revd Toby Hole, of St Chad's in the S8 Mission Partnership, attended a PCC meeting in order to explain to PCC members that Geoffrey White would not be replaced immediately and that he would take the role of Acting Priest in Charge, supported by Revd Ned Lunn from St Peter's and Revd Murray Brown from St Paul's. At his retiring service in September Geoffrey was presented with a book token and fountain pen and his wife, Alison, was presented with 2 bay trees.

Our bi-monthly magazine, Insight, continues to be distributed to every home in the parish free of charge. The PCC, Finance and Insight Committee continue to review the financial position of the magazine. PCC would like to thank Lesley Webster, Editor, and the Insight Committee for their efforts in producing and organising the distribution of the magazine.

The Fellowship Group continues to meet fortnightly in the home of one of our parishioners.

The Church Choir continues to sing at regular Church services, including a choral Evensong on the first Sunday of the month. Paul Coldicott continues to develop the church's fine musical standard as church organist and choirmaster.

### **Church Grounds**

Sheffield City Council continues to maintain the grounds, along with welcome input from willing volunteers.

### **Church Cleaning**

The cleaning company continues to carry out regular church cleaning.

### **Charitable Giving**

We continue to support the Grace Food Bank with donations and the charity Water Aid. Fund raising throughout the year, including donations from the monthly Saturday coffee mornings, has been for the Alzheimer's Society and Mind.

### **Safeguarding**

Safeguarding is a standing item on PCC agendas when issues can be raised.

### **Social Events**

Farmers Markets were held in the Church and Church Grounds in the Spring and Autumn, The Fund Raising Committee held a number of events throughout the year, including a Summer Fair and Christmas Fair in the Chantry Centre. A lot of hard work goes into organising and running these events, and our thanks go to all those involved.

### **Young People's Events**

Sadly we do not have a Sunday School, but the soft play area for any children in Church is available at all services. The "Bumps to Threes" group continues to meet in Church on Thursday mornings led by Katie Walker and additional support is always welcome from members of the congregation. There is also a service on the fourth Sunday of every month called "Early Risers" for young families.

During the year an Easter Egg Hunt, Summer Activities in the churchyard, and a Christmas disco/party were held.

The Community Choir gave a series of concerts throughout the year which were very well attended and enjoyed by all.

### **Chantrey Centre**

The Chantrey Centre continues to be operated as an independent cost centre and serves organisations from all age groups in the local community. It is managed by a small committee that meets regularly to monitor finances, maintenance needs and planning for future improvements to the building.

### **Church Fabric**

The PCC would like to thank Dr Graham Cheetham and all members of the Fabric and Works Committee for their continued hard work in progressing necessary works for the fabric of the church. A detailed report will be presented by the Fabric and Works Committee.

### **Finance**

The PCC is very grateful to both Helen Walker as Treasurer and Hilary Ward as Assistant Treasurer for their hard work. The PCC continues to be grateful to Anne and Roy Phipps for all the hard work they have done, and continue to do, in respect of the various charity accounts and bequests to the church. Their efforts in understanding these accounts and taking them forward are very much appreciated.

### **Financial Review**

The excess of expenditure over income during 2019 on the PCC's unrestricted funds account has resulted in an excess of income over expenditure of £342.66. We are able to report that the church's common fund contribution to the Diocese was met in full at the year end.

A much more comprehensive financial analysis and report is presented in the separate Report and Accounts for the Year Ending 31 December 2019.

### **Reserves Policy**

The Finance Committee has been advised that it would be prudent to maintain reserves equivalent to between three and six months of average payments (expenditure). The bank balance in the PCC's unrestricted funds account at the year end, less liabilities, was £45,607. This represents almost 10 months of average payments.

## **Electoral Roll for St James' Church, Norton, April 2019-20**

There are 71 on the Electoral Roll; 38 are Resident in the parish and 23 are Non-resident. There have been 2 people added and 2 removed this year, maintaining the numbers.

L Webster, Electoral Roll Officer