



## Annual Reports

8 May 2022



The Parish Church of St Luke  
Hartlepool

*A member of the Central Hartlepool Group of Churches*



**Central Hartlepool Group**

One Family, Three Parishes,  
Growing the Kingdom.



## ADMINISTRATIVE INFORMATION

St Luke's Church is situated at the corner of Hart Lane and Tunstall Avenue in Hartlepool. It is part of the Diocese of Durham within the Church of England and is a member of the Central Hartlepool Group Ministry. The correspondence address is St Luke's Church, Tunstall Avenue, Hartlepool, TS26 8NF.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

PCC members who have served from the APCM 23 May 2021 until the date this report was approved are:

*Incumbent:* Revd Canon Norman Shave: Priest-in-Charge.

*Group Ministers:* Revd Gemma Sampson (until 1 September), Revd Clive Hall, Revd Michelle Delves

*Wardens:* Ms Christine Amjad-Ali.  
Mr Robert Anthony Darling

*Representatives on the Deanery Synod:*  
Mr Robert Anthony Darling  
Mrs Julia Taylor

### *PCC Elected members:*

Mr David Errington  
Mrs Anne Greason  
Mrs Margaret Hammond (SGO)  
Mrs Pamela Harding  
Mrs Brenda Kloed  
Mrs Evelyn McAllister  
Mr Stephen McAllister *Hon. Treasurer*  
Mrs Joan Nixon (Lay Chair)  
Mrs Julia Taylor *Hon. Secretary*

### *Sidespersons:*

Rob Darling  
Margaret Drady  
David Errington  
Brenda Kloed  
Linda Smith

## Structure, governance and management

The method of appointment 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 Luke'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 has maintenance responsibilities for the Parish Centre and rooms attached to the east end of the church.

## The Covid-19 Pandemic

The Pandemic necessitated closure of the church building throughout January and February until Palm Sunday, 28 March 2021, when services resumed adhering to the government's rules on pandemic matters.

*The Parish Church of St Luke, Hartlepool*

## Electoral Roll Report

A review of the roll took place this year. The number on the roll has decreased to 62 from 64 with one new member and where three of our members have died. There has been one name change. The next renewal will be in 2025.

*Julia Taylor, Electoral Roll Officer*



## Vicar's Report for St Luke's Church 2021

*'Remain in me, and I will remain in you' John 15:4*

At the time of preparing these reports Revd Norman has been struck down with Covid and is also coping with a bereavement, care for his mother's needs and is looking after his wife Julie, who is currently poorly.

Elsewhere the events of 2021 are covered. It has been a most eventful year, and throughout Revd Norman has safely guided us. In July, Norman announced that he would be retiring in the summer of 2022 having postponed the date for a year in order to facilitate a good handover to a new incumbent, especially after the departure

of Revd Gemma left us with only one senior clergy member. We are thankful to him and Julie for this generosity. Norman is expected to chair the Annual Meetings on 8 May, where his report will be appended to this document.

We wish him and Julie well in their retirement.

*Julia Taylor, Hon. Secretary*

## Churchwardens Report : 2021

2021 began in lockdown with worship being provided across the Group via Zoom. On Mothers' Day daffodils were delivered to all on the Electoral Roll and regular members of the congregation.

The church was reopened for worship in March on Palm Sunday. Initially under some Covid restrictions – social distancing, wearing masks and hand sanitizing. By July things were largely back to normal with the Parish Centre being used by other groups and for refreshments after services. The PCC decided to withdraw the planning application for extending the use of the Parish Centre to new groups. This was due to objections from our neighbours.

In April and May repairs were done to the church roof to fix leaks caused by tiles slipping and puncturing the roof membrane.

At Christmas, 23 food hampers were given to Ward Jackson Primary School and Christmas Cards were delivered with the parish magazine.

After Mother Gemma's departure in August the Vicarage has been vacant. Rob and Ken have regularly walked round it to ensure it remains in good condition.

Pauline Shaw retired from the leading the Ways and Means Committee in July after many years of service. We would like to thank her for all she has done to support the Church finances.

Ann Lumley stepped back from her role as Sacristan at Sunday Services (after having trained Sheila Anderson and Rob to take on this role along with David Errington). She continues to serve as Sacristan on Wednesdays. We would like to thank her for her service over many years. We would also like to thank everyone who volunteers to be on the rotas and ensure that our services run well and people feel welcome in the church.

*Christine Amjad-Ali and Rob Darling, Churchwardens*

## The Central Hartlepool Group Ministry Report 2021

*One family, Three Parishes, Growing the Kingdom.*

*Members:* All Saints Stranton with Burbank, St Aidan's with St Columba's and St Luke's churches.



Central Hartlepool Group

One Family, Three Parishes,  
Growing the Kingdom.

*St Luke's Representatives:* Revd Norman Shave; Christine Amjad-Ali; Julia Taylor; Maggie Hammond

Faced with the restrictions due to Covid from 2020, the meeting in May 2021 again was set up on zoom; thereafter we met in person. The three PCCs were asked to comment on the group structure. All were in agreement that the Group Structure should remain and that we should seek to appoint into two permanent incumbent posts. Revd Gemma Sampson left in August to take up a post at St Paul's, Beaconsfield, Perth, Australia. She was also to be married and our congratulations were sent to her.

A project to use St Aidan's House as a Communities of Hope resource had to be cancelled because of the expense of repairs to the building, which were extensive.

From July, and the upcoming vacancies, we were tasked to take back to our PCCs for comment the Prioritisation Process (PP) as presented to us by Revd Sheila Bamber. We are most grateful to Sheila for her invaluable input into the process of applying for a new incumbent. We are also grateful to Revd Norman for delaying his planned retirement to summer 2022. Following a number of meetings as a Group and with our own PCCs (including two with the Archdeacon) the final PP documents and profiles for each parish were sent in December to Sheila to enable her to produce a final Profile for the Group.

Messy Church was reintroduced at St Matthew's Community Centre for families of all ages.

Racial Justice course: October was *Black History Month*. Attendees at the course explored what the Bible has to say about racial justice and we shared, and prayed with each other about what our own experiences have taught us. It was at Stranton over three weeks in November, led by Michelle Delves and Andrew Craig.

Finally, a good time of fellowship was had when we gathered at the Golden Lion for a Group Christmas meal – thanks to Katherine Batty for organising that.

*Julia Taylor*

## Hon. Treasurer's Report – Jan – Dec 2021

### Financial review

The Covid-19 pandemic has continued to have a significant impact on the finances of St Luke's Church which is reflected in the deficit recorded in the year of £7,622.



There are various underlying reasons for this with regular fundraising events not being held until Covid restrictions allowed. The events were well attended, and fundraising income has increased on 2020 but is still below its pre-pandemic levels. Likewise, income from hiring out the Parish centre is significantly lower in 2021 than in previous years as amounts paid in advance in 2020 were utilised against the 2021 hall use, which was delayed due to the extended Covid-19 restrictions.

Overall total income has fallen by £5k – a 10% fall. This has mainly been driven by the lack of hall hire income as noted above but there has also been a drop in the number of regular givers, mainly as a result God's call for people to move onto pastures new.

The church also received a donation towards the purchase of a new laptop in the year which is used with the screens which we are grateful for.

The church continues to encourage congregants to use the Parish Giving Scheme to help with the administration of the church but in 2021 uptake has been low. The church has been blessed to receive £1,995 of donations through its annual gift day at St Luke's.

It goes without saying that during such turbulent times the giving of the congregation has helped to sustain the church and allowed us to meet our Parish Pledge again in 2021 so thank you to everyone who has graciously given.

Looming large over the church finances are the significant repairs that will be required to the church windows in the not-too-distant future. During 2021 we have received £750 towards the window fund which has been used towards architect's fees for their work in guiding the PCC in this area.

Expenditure has also fallen but the reduction in costs was only by £4.6k, an 8% fall. There has been a concerted effort to keep costs down as far as possible and utility costs are lower than normal due to a lower level of activity than in pre-pandemic years. This has been successful but the drop in income is greater than the drop in expenditure which will need to be addressed going forward. Thankfully the church has a fixed agreement for its gas prices and so has been shielded from rising prices thus far.

The annual charity allocations also went ahead at a reduced amount of £150 per charity. The five charities chosen this year were Alice House Hospice, Great North Air Ambulance, Shelter, Safe Families UK, and the British Red Cross's Afghanistan Appeal. The 2020 allocation was paid in 2021 so is showing as a designated payment in the 2021 accounts.

Our thanks once again go to Martin Firth for carrying out the independent exam of the accounts.

### Reserves

The reserves policy is to hold 3 months expenditure at any one time which, based on 2021's expenditure, is £13,049. Unrestricted reserves at 31<sup>st</sup> December 2021 are £18,389. As a result the PCC have taken the decision to fund a deficit budget for 2022 by around £5,000, funded through the reserves held in excess of the reserves policy.

### Other funds

St Luke's is entitled to a Church Hall Trust Fund which is held by the Durham Diocesan Board of Finance as Custodian Trustee. The funds are available for repairs to the church and have been earmarked for repair works required to the church windows. At the year end the funds contained £34,744 of cash and £54,491 of investments.

### Related party transactions

During the year one PCC member received payments from the church for vergers' fees and through employment as the church administrator. No PCC members are paid for their roles as trustees of the church.

In all cases where pay rates for these roles are discussed by PCC the relevant PCC members declare an interest and do not take part in the discussions made by PCC.

*Stephen McAllister* Hon. Treasurer

# St Luke's Church, Hartlepool

## Financial Statements for the year ended 31 December Receipts and Payments Accounts

2021

|   | Note | Unrestricted<br>Fund | Unrestricted<br>Designated<br>Fund | Restricted<br>Funds | Endowment<br>Funds | Investment<br>funds | Total Funds<br>2021 | Total Funds<br>2020 |
|---|------|----------------------|------------------------------------|---------------------|--------------------|---------------------|---------------------|---------------------|
|   |      | £                    | £                                  | £                   | £                  | £                   | £                   | £                   |
| <b>Receipts</b>                         |      |                      |                                    |                     |                    |                     |                     |                     |
| <b>Voluntary receipts:</b>              |      |                      |                                    |                     |                    |                     |                     |                     |
| Planned giving                          |      | 20,266               | -                                  | 1,765               | -                  | -                   | 22,031              | 23,226              |
| Collections                             |      | 2,788                | -                                  | -                   | -                  | -                   | 2,788               | 3,214               |
| Gift Aid recovered                      |      | 5,968                | -                                  | 370                 | -                  | -                   | 6,338               | 9,371               |
| All other giving/voluntary              | 2    | 4,026                | 14                                 | 1,317               | -                  | -                   | 5,357               | 6,588               |
|   |      | <b>33,048</b>        | <b>14</b>                          | <b>3,452</b>        | <b>-</b>           | <b>-</b>            | <b>36,514</b>       | <b>42,398</b>       |
| <b>Activities for generating funds</b>  | 3    | <b>3,403</b>         | <b>-</b>                           | <b>-</b>            | <b>-</b>           | <b>-</b>            | <b>3,403</b>        | <b>1,714</b>        |
| <b>Investment income</b>                | 4    | <b>2</b>             | <b>-</b>                           | <b>-</b>            | <b>-</b>           | <b>4</b>            | <b>6</b>            | <b>64</b>           |
| <b>Church activities:</b>               |      |                      |                                    |                     |                    |                     |                     |                     |
| Income from trading                     | 5    | 1,824                | 10                                 | -                   | -                  | -                   | 1,834               | 4,347               |
| Other receipts                          | 6    | 2,816                | -                                  | -                   | -                  | -                   | 2,816               | 1,121               |
|   |      | <b>4,640</b>         | <b>10</b>                          | <b>-</b>            | <b>-</b>           | <b>-</b>            | <b>4,650</b>        | <b>5,468</b>        |
| <b>Total receipts</b>                   |      | <b>41,093</b>        | <b>24</b>                          | <b>3,452</b>        | <b>-</b>           | <b>4</b>            | <b>44,573</b>       | <b>49,644</b>       |
| <b>Payments Church activities:</b>      |      |                      |                                    |                     |                    |                     |                     |                     |
| Parish share                            |      | 28,280               | -                                  | -                   | -                  | -                   | 28,280              | 28,000              |
| Clergy and staffing costs               | 7    | 858                  | -                                  | 4,160               | -                  | -                   | 5,018               | 4,818               |
| Church running expenses                 | 8    | 13,734               | -                                  | -                   | -                  | -                   | 13,734              | 16,579              |
| Hall running costs                      | 9    | 2,265                | -                                  | -                   | -                  | -                   | 2,265               | 3,820               |
| Mission giving and donations            | 10   | 750                  | 1,134                              | 68                  | -                  | -                   | 1,952               | 1,026               |
| Costs of trading                        | 11   | 246                  | -                                  | -                   | -                  | -                   | 246                 | 21                  |
| Repairs and redecorations               | 12   | -                    | -                                  | -                   | -                  | -                   | -                   | 1,960               |
| Asset purchases                         | 13   | -                    | -                                  | 499                 | -                  | -                   | 499                 | -                   |
|   |      | <b>46,133</b>        | <b>1,134</b>                       | <b>4,727</b>        | <b>-</b>           | <b>-</b>            | <b>51,994</b>       | <b>56,224</b>       |
| <b>Cost of generating funds</b>         | 14   | <b>201</b>           | <b>-</b>                           | <b>-</b>            | <b>-</b>           | <b>-</b>            | <b>201</b>          | <b>591</b>          |
| <b>Total payments</b>                   |      | <b>46,334</b>        | <b>1,134</b>                       | <b>4,727</b>        | <b>-</b>           | <b>-</b>            | <b>52,195</b>       | <b>56,814</b>       |
| <b>Excess of receipts over payments</b> |      | <b>(5,241)</b>       | <b>(1,110)</b>                     | <b>(1,275)</b>      | <b>-</b>           | <b>4</b>            | <b>(7,622)</b>      | <b>(7,170)</b>      |
| Transfers between funds                 |      | <b>(952)</b>         | <b>99</b>                          | <b>853</b>          | <b>-</b>           | <b>-</b>            | <b>-</b>            | <b>-</b>            |
|   |      | <b>(6,193)</b>       | <b>(1,011)</b>                     | <b>(422)</b>        | <b>-</b>           | <b>4</b>            | <b>(7,622)</b>      | <b>(7,170)</b>      |
| Cash at bank and in hand at 1 Jan       |      | <b>16,633</b>        | <b>1,120</b>                       | <b>8,582</b>        | <b>-</b>           | <b>7,945</b>        | <b>34,280</b>       | <b>41,450</b>       |
| Cash at bank and in hand at 31 Dec      | 15   | <b>10,440</b>        | <b>109</b>                         | <b>8,160</b>        | <b>-</b>           | <b>7,949</b>        | <b>26,658</b>       | <b>34,280</b>       |

**St Luke's Church, Hartlepool**
**Financial Statements for the year ended 31 December**
**2021**
**Statement of assets and liabilities at the end of the year**

|   | Note | Unrestricted<br>Funds | Unrestricted<br>Designated<br>Fund | Restricted<br>Funds | Endowment<br>Funds | Investment<br>funds | Total Funds<br>2021 | Total Funds<br>2020 |
|---|------|-----------------------|------------------------------------|---------------------|--------------------|---------------------|---------------------|---------------------|
|   |      | £                     | £                                  | £                   | £                  | £                   | £                   | £                   |
| <b>Cash funds</b>   |      |                       |                                    |                     |                    |                     |                     |                     |
| Bank current account  |      | 10,440                | 110                                | 8,160               | -                  | -                   | 18,710              | 26,335              |
| Other cash funds  |      |                       |                                    |                     |                    |                     | -                   |                     |
|   |      | 10,440                | 110                                | 8,160               | -                  | -                   | 18,710              | 26,335              |
| <b>Other assets assets</b>  |      |                       |                                    |                     |                    |                     |                     |                     |
| Income tax recoverable  |      | 487                   | -                                  | -                   | -                  | -                   | 487                 | 1,498               |
| Prepayments   |      | 472                   | -                                  | 222                 | -                  | -                   | 694                 | -                   |
|   |      | 959                   | -                                  | 222                 | -                  | -                   | 1,181               | 1,498               |
| <b>Investment assets - held by St Luke's Church</b>                   |      |                       |                                    |                     |                    |                     |                     |                     |
| CBF deposit fund  | 4    | -                     | -                                  | -                   | -                  | 7,949               | 7,949               | 7,945               |
|   |      | -                     | -                                  | -                   | -                  | 7,949               | 7,949               | 7,945               |
| <b>Investment assets - held by DDBF on behalf of St Luke's Church</b> |      |                       |                                    |                     |                    |                     |                     |                     |
| CBF deposit fund  | 5    | -                     | -                                  | 1,402               | 33,342             | -                   | 34,744              | 34,817              |
| CBF investment fund   | 5    | -                     | -                                  | -                   | 54,491             | -                   | 54,491              | 47,641              |
|   |      | -                     | -                                  | 1,402               | 87,833             | -                   | 89,235              | 82,458              |
| <b>Liabilities</b>  |      |                       |                                    |                     |                    |                     |                     |                     |
| Accruals  |      | 651                   | -                                  | 1,256               | -                  | -                   | 1,907               | 1,219               |
| Hall rent paid in advance   |      | 523                   | -                                  | -                   | -                  | -                   | 523                 | 1,244               |
|   |      | 1,174                 | -                                  | 1,256               | -                  | -                   | 2,430               | 2,463               |

|   |    | Fund   | Designated Fund | Funds | Funds | funds | 2021   | 2020   |
|---|----|--------|-----------------|-------|-------|-------|--------|--------|
|   |    | £      | £               | £     | £     | £     | £      | £      |
| <b>Receipts</b>                               |    |        |                 |       |       |       |        |        |
| <b>All other giving/voluntary receipts:</b>   | 2  |        |                 |       |       |       |        |        |
| Other regular gifts                           |    | 1,995  | -               | -     | -     | -     | 1,995  | 1,905  |
| Donations, appeals,                           |    | 2,031  | 14              | 1,317 | -     | -     | 3,362  | 4,493  |
| etc Legacies                                  |    | -      | -               | -     | -     | -     | -      | 180    |
|   |    | -      | -               | -     | -     | -     | -      | 10     |
| Other funds generated                         |    | 4,026  | 14              | 1,317 | -     | -     | 5,357  | 6,588  |
| <b>Activities for generating funds:</b>       |    |        |                 |       |       |       |        |        |
| Magazine income - advertising                 | 3  | 154    | -               | -     | -     | -     | 154    | -      |
| Other events, etc                             |    | 3,249  | -               | -     | -     | -     | 3,249  | 1,714  |
|   |    | 3,403  | -               | -     | -     | -     | 3,403  | 1,714  |
| <b>Investment Income:</b>                     |    |        |                 |       |       |       |        |        |
| Bank and building society interest            | 4  | 2      | -               | -     | -     | 4     | 6      | 64     |
|   |    | 2      | -               | -     | -     | 4     | 6      | 64     |
| <b>Income from Trading:</b>                   |    |        |                 |       |       |       |        |        |
| Church hall lettings - trading                | 5  | 931    | 10              | -     | -     | -     | 941    | 3,245  |
| Parish magazine sales                         |    | 800    | -               | -     | -     | -     | 800    | 832    |
| Use of photocopier                            |    | -      | -               | -     | -     | -     | -      | 50     |
| Other income                                  |    | 93     | -               | -     | -     | -     | 93     | 220    |
|   |    | 1,824  | 10              | -     | -     | -     | 1,834  | 4,347  |
| <b>Other receipts:</b>                        |    |        |                 |       |       |       |        |        |
| PCC Fees for weddings and funerals            | 6  | 2,791  | -               | -     | -     | -     | 2,791  | 878    |
| Assigned Fees for weddings and funerals       |    | 15     | -               | -     | -     | -     | 15     | -      |
| Sundry income                                 |    | 10     | -               | -     | -     | -     | 10     | 243    |
|   |    | 2,816  | -               | -     | -     | -     | 2,816  | 1,121  |
| <b>Payments Church activities:</b>            |    |        |                 |       |       |       |        |        |
| Missionary giving and donations               | 10 | 750    | 1,134           | 68    | -     | -     | 1,952  | 1,026  |
| Clergy and staffing costs activities          | 7  | 858    | -               | 4,160 | -     | -     | 5,018  | 4,818  |
| Church running costs                          | 8  | 11,175 | -               | -     | -     | -     | 11,175 | 11,605 |
| Church utility costs                          | 8  | 2,559  | -               | -     | -     | -     | 2,559  | 4,974  |
| Hall running costs                            | 9  | 2,265  | -               | -     | -     | -     | 2,265  | 3,820  |
| Costs of trading                              | 11 | 246    | -               | -     | -     | -     | 246    | 21     |
|   |    | 17,853 | 1,134           | 4,228 | -     | -     | 23,215 | 26,264 |
| <b>Major repairs and building works:</b>      |    |        |                 |       |       |       |        |        |
| Church major repairs                          | 12 | -      | -               | -     | -     | -     | -      | 1,960  |
|   |    | -      | -               | -     | -     | -     | -      | 1,960  |
| <b>Asset purchases:</b>                       |    |        |                 |       |       |       |        |        |
| Purchase of fixed assets                      | 13 | -      | -               | 499   | -     | -     | 499    | -      |
| <b>Cost of generating voluntary income:</b>   |    |        |                 |       |       |       |        |        |
| Fund raising activities                       | 14 | 201    | -               | -     | -     | -     | 201    | 28     |
| Fees paid out for weddings and other services |    | -      | -               | -     | -     | -     | -      | 563    |
|   |    | 201    | -               | -     | -     | -     | 201    | 591    |

| <b>15 Statement of funds</b> | <b>Brought forward</b> | <b>Income</b> | <b>Expenditure</b> | <b>Transfers</b> | <b>Carried forward</b> |
|------------------------------|------------------------|---------------|--------------------|------------------|------------------------|
| <u>Unrestricted funds</u>    |                        |               |                    |                  |                        |
| Unrestricted funds           | 24,578                 | 41,097        | (46,334)           | (952)            | 18,389                 |
| Designated funds             | 1,120                  | 24            | (1,134)            | 99               | 109                    |
| Total unrestricted funds     | 25,698                 | 41,121        | (47,468)           | (853)            | 18,498                 |
| <u>Restricted funds</u>      |                        |               |                    |                  |                        |
| Administrator fund           | 1,831                  | 2,135         | (4,160)            | 853              | 659                    |
| Roof fund                    | 1,813                  | -             | -                  | -                | 1,813                  |
| Window fund                  | 1,678                  | 750           | -                  | -                | 2,428                  |
| Children's fund              | 3,260                  | -             | -                  | -                | 3,260                  |
| Donations                    | -                      | 567           | (567)              | -                | -                      |
| Total restricted funds       | 8,582                  | 3,452         | (4,727)            | 853              | 8,160                  |
| Total funds                  | 34,280                 | 44,573        | (52,195)           | -                | 26,658                 |

Designated funds are made up of deposits for weddings and parties.

The administrator fund is donations towards the cost of the church administrator. The roof fund is donations towards the upkeep of the church roof.

The window fund is donations towards the upkeep of the church windows which have been identified as requiring repair.

The children's fund is donations towards the church's ministry to children and young people.

The restricted donations were towards a church laptop and collections for charities which have been expensed in the year.

- 16 The Church collects funds on behalf of Durham Diocese for weddings and funerals as an agent. At the year end £164 was held by the Church which is due to the Diocese. The Church also held £134 from collections for other charities, £180 of funeral fees due to funeral homes, and £65 due to an organist at the year end. The sum total of £543 is not included in the figures above and has been paid over to the relevant third party in 2022.
- 17 The Church has £7,949 of funds in a CBF deposit fund held by CCLA. The funds are unrestricted.
- 18 The endowment fund (Church Hall Trust Fund) is held by DDBF as Custodian Trustee. The capital and income in this fund are available for repairs to the church of St Luke, Hartlepool. Income of £1,402 was received into the trust in the year.



## **PCC and Shared Ministry Development Team**

Throughout 2021, due to the continued pandemic, SMDT's meetings were severely curtailed, the only meeting being in May, where 'Priorities coming out of lockdown' were discussed. Andrew McAllister resigned and he was thanked for his most valuable contribution to the SMDT, and well wishes were given for his upcoming studies at Cranmer.

We marked the passing of the Duke of Edinburgh with a quiet time on 19 April.

Holy Communion was restarted on Palm Sunday in one kind only for all, with Clergy taking the cup of wine on behalf of the body of Christ. From Pentecost receiving bread intincted was offered.

The July Garden Party was postponed due to high infection numbers, but was held in the grounds and hall on 18 September, always an important opportunity to welcome our neighbours to visit church, this time as part of a 'Back to Church' weekend with a special service on the 19th.

Because numbers are small, coffee-time after service was reintroduced on Wednesday only from 28 July and then for the Sunday congregation from 22 August.

Harvest was held on Sunday 3rd October in support of Women's Refuge and Foodbank.

The Bible Study group began meeting twice a month on Thursdays from 14th October, and we thank Christine Amjad-Ali for being prepared to lead this small but enthusiastic group.

Our All Souls and Remembrance Day services went ahead this year, and we thank the people involved in the preparations for them.

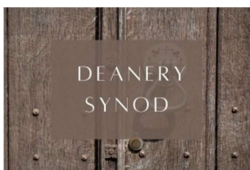
Last Christmas we sent 20 or so hampers to Ward Jackson Primary School, so it was decided to do it again for 2021 and thanks to everyone's generosity 23 hampers were sent. Thank you Evelyn for organising this.

The theme for this year's Advent displays was 'At the Heart of Christmas', which were much enjoyed by visitors throughout December. The, what's become, annual Cheese and Wine and Carols by Candlelight event in the Parish Centre was enjoyed by all, even though we missed Andrew's thumping rendition of The 12 Days of Christmas, we still enjoyed the CD version tracked down by Evelyn.

The Nativity service attendance was down, and we really need more children to come and take part, but we were able to hold it despite the pandemic still being with us.

As always, we appreciate your continued prayers.

*Julia Taylor (on behalf of the SMDT)*



## **Deanery Synod Report**

Deanery Synod representatives at the beginning of the year were Janice Tarn and Christine Amjad-Ali. Janice transferred to St Aidan's and from the APCM Julia Taylor was elected.

February's meeting was held via zoom. Synod was asked to consider, "What is the new need in our area? What has Covid pointed us towards? Rather than saying 'do this' the Diocesan Priority is for us to plan to do what your church can do and should do for the community. Members outlined what is already happening in their parishes such as, keeping in touch via telephone, letter and email, changes in clients at the Kitchen and Foodbank, Forest Church, keep on smiling!, financial and mental health pressures, meetings with schools, engaging with new housing, on-line youth work and worship reaching far beyond our area. We revisited the Deanery Plan from 2016, looking particularly at clergy number in the light of expected changes this year.

The main business at the May meeting was to elect the officials, results were... Lay Chair, Stewart Burton; Minute Secretary, Julia Taylor; Treasurer, Sylvia Shepherd; Standing Committee, Julia Taylor, Stewart Burton, Revd Roz Hall, Fr Graham Buttery, Wendy Borthwick Anne Todd replaced WB, Anne Johnson, Andrew Rogers, Revd Phillip Bullock, Marie McIntosh, Susan Allison, Sylvia

Shepherd; and the results for Diocesan Representative Elections – **House of Laity** – Andrew Rogers, Anne Johnson, Wendy Borthwick, Sylvia Shepherd; **House of Clergy** - Revd Verity Brown, Revd Canon Graham Buttery, Revd Canon Janet Burbury.

In November we discussed the most recent Diocesan Priority, 'Caring for God's World'. Bp Sarah has said of all four Priorities – 'do what you can do!', i.e. look at what's possible within your context. Revd Janet noted that those under 50 are much more animated about climate change and introduced Luke Mason who, with Hilary Squire, outlined what they have been doing at Hart Church over the last few years to become an Eco Church which is a scheme run by A Rocha UK equipping churches to care for God's creation through their worship, buildings, land, community engagement, and individual lifestyles.

Fr Graeme Buttery announced that he will be taking up a new post at a parish in Blackburn. It has been agreed that St Oswald and St Paul's will be resourced by one full time priest. *Julia Taylor*

## **SAFEGUARDING REPORT May 2022**



Margaret Hammond, Parish Safeguarding Officer.

*The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).*

St Luke's PCC continues to actively support the safety and welfare of Church members and all those within the Parish in line with the House of Bishop's safeguarding statement and guidance (See Below). Margaret (Maggie) Hammond continues as the Parish Safeguarding Officer and regularly updates PCC Members about any

issues or changes to Diocesan guidance or Policy.

St Luke's Safeguarding policy was reviewed in March 2022 and a copy is freely available within both the church and Parish centre. The annual Safeguarding Checklist was reviewed in March 2022 and we are fully compliant.

All members of the PCC have DBS clearance (Ensuring they are deemed safe to work with vulnerable adults, children and Young People), and complete training as required by the Diocese. All those leading groups within the Church have also obtained DBS Clearances and undertaken required training. Such training now includes the recognition and support of those who are sufferers or abusers of domestic violence.

Recent changes to rules around the recruitment and support of volunteers have meant some changes to how Parishioners take on roles within the Church with the support of the Parish Safeguarding Officer.

The Parish Safeguarding Officer maintains our Safeguarding Log, which confidentially records all safeguarding concerns raised within the church and the actions

It remains the case that if anyone has any concerns about the safety to others for whatever reason, and they believe they are unable to protect themselves, they should speak to either the Safeguarding Officer (Maggie) or Priest-in-Charge (Norman).

### **"House of Bishop's Statement"**

The Church of England, its archbishops, bishops, clergy and leaders are committed to safeguarding as an integral part of the life and ministry of the Church.

Safeguarding means the action the Church takes to promote a safer culture. This means we will promote the welfare of children, young people and adults, work to prevent abuse from occurring, seek to protect those that are at risk of being abused and respond well to those that have been abused.

We will take care to identify where a person may present a risk to others, and offer support to them whilst taking steps to mitigate such risks.

The Church of England affirms the 'Whole Church' approach to safeguarding. This approach

encompasses a commitment to consistent policy and practice across all Church bodies, Church Officers and that everyone associated with the Church, who comes into contact with children, young people and adults, has a role to play.

The Church will take appropriate steps to maintain a safer environment for all and to practice fully and positively Christ's Ministry towards children, young people and adults; to respond sensitively and compassionately to their needs in order to help keep them safe from harm."

*Margaret Hammond*

## **Health and Safety**

Health and safety legislation applies to church buildings, as it does to any other public building; and PCC members are responsible for compliance with this. Church members, visitors, hirers of the hall, employees and volunteers all need to be kept safe, whilst the Church carries out its worship, mission and ministry.

As a church we understand that we owe a duty of care to ensure the safety of those who visit or use our church, hall or church grounds. We also know that, where we are an employer or control premises in certain circumstances, we have to meet the requirements of health and safety law. We employ fewer than five employees, and are not required to have a written health and safety policy under Section 2(3) of the Health and Safety at Work etc. Act 1974.

**Risk Assessments:** We will complete risk assessments to identify what we need to do to comply with health and safety law. We will record our findings, implementing any necessary precautions. We will review and revise these where we suspect that they are no longer valid.

**Information and Training:** We will provide any necessary information and training for our employees and volunteers in a timely manner. We will keep a record of what is provided. We will also give relevant information to contractors and self-employed people who may need this to complete their work safely.

**First Aid:** We provide adequate first aid facilities including a suitably stocked first aid box kept in the kitchen and a person is appointed to take charge of the first aid arrangements. We will also provide relevant information for employees and volunteers.

**Monitoring:** We will make periodic checks to ensure that our precautions remain effective and adequate. We also ensure that any lifting, work or electrical equipment and church utilities are inspected as necessary to ensure that they remain safe. We will keep records of the checks we make.

**Contractors:** If we employ contractors, we make sure that they have their own health & safety policy and public and Employers Liability Insurance by asking to see copies of the relevant documents.

**Record Keeping:** Our Health and Safety Risk Assessments, records and other documents are kept in the office.

## **Ways and Means**

In 2021 after a long gap we resumed fundraising activities with a Plant Sale in May that raised £393.85.

Anne Greason took on a challenge to walk with a group of people an actual 500 miles between them. By the end, with all the people who joined her, over 1,000 miles were walked and £685.42 (inc. Gift Aid) was raised. Thank you and Good Job Anne!

Our coffee mornings are a good way of meeting the people of our parish and town, as well as raising funds for St Luke's Church. We held our next of 2021, the postponed Summer Fair, on 18



September, and thanks to Rob for organising it; we raised £713.70 after expenses.

The Luketide Coffee Morning and Gift Day happened on 17 October, and was planned more as a social event; nevertheless £128.30 was raised at the stalls and the Gift Day raised a magnificent £1,995.00, before Gift Aid.

Two events in December were the Christmas Fayre on Saturday 4th which raised £670.46 and also the Cheese and Wine night on the 11th which raised £235.28.

We can't close without thanking Pauline who has stepped down from organising the Coffee Mornings and the huge effort she made over many years, and she's carried on with her personal fundraising efforts selling plants and marmalade throughout the year. Thank you Pauline.

*Julia Taylor*



### **Communities of Hope**

Please find below a list of some of our activities.

Jess: 07597308751

Jo: 07597308748

**Homeless Outreach (around the town centre)** Fridays 2.30 – 4pm. This ministry is very much about sharing the hope of Christ with people..

**Pop-up café (outside St Matthew's Community Centre)** Fridays 10-12pm. Engaging with the Burn Valley community, people who like to have a chat, especially about Jesus!! We'd also appreciate any offers of baking!.

**Prayer spaces in schools (differing primary schools in the parishes)** Usually Wednesday afternoons/Monday mornings. This is creative prayer with 5-11 year olds, both indoors and out, it's super fun and rewarding.

**Emotional Literacy sessions in schools (differing primary schools in the parishes)**

Days/times during which we go into school vary depending on their availability. We use a secular emotional literacy programme but deliver this alongside the introduction of prayer as a coping mechanism and to help build resilience.

**Hope café, breakfast club (The Blacksmiths Arms, Stranton)** Wednesdays 9-10.30am. This is a post-school run free breakfast club for parents/carers/individuals. We're building relationships with those who attend.

**Open Skies Forest Church (St. Aidan's Primary School nature garden)** Last Sunday of every month, 3pm. We are welcoming children with reading, prayer stations - an informal, family-focussed, outdoor church event where we explore nature and faith together. . The first Forest Church session was on 30th May 2021 and took place monthly thereafter.



### **Foodbank and other collections**

The year has seen the actual return of clients to the Foodbank premises. The need is still there and the people of St Luke's continue to support generously. Thank you.

*Evelyn* This year the Harvest

collection was sent to the Food bank and St Aidan's Kitchen.

A collection of Easter Eggs 2021 was sent to the Community of Hope.

### **Church Group and Prayer Chain**



The WhatsApp Prayer Chain as well as the WhatsApp Church group continue to be valuable outreach resources. The online links to the streamed services are put onto the Church group and the Prayer Chain regularly receive requests for prayer enabling members to respond quickly, ensuring that intercessions to our Lord God

are heard promptly.



**BIBLE STUDY:** Cell Groups have been replaced by a Bible Study Group. We are very fortunate to have Christine Amjad-Ali who once again has been producing Cell Notes for us, and our thanks go to her. A small group was able to meet in the Parish Centre twice a month to enjoy thoughtful and instructive talks together. *Julia Taylor*

A Note from Pam Harding: It is with regret that after almost 30 years I have to announce the end of my group, formerly known as the Home Study Group. I took over from Revd Alan Milne when he left and it was very successful with outings, meals out and faith suppers attended by enthusiastic members. However, the numbers have declined and it is no longer viable. Thanks to all friends past and present who made it a success. *Pamela Harding*

**Website:** The website is at [www.stlukeshartlepool.org](http://www.stlukeshartlepool.org). Many thanks to Sarah Anderson for keeping it up-to-date. We regularly get requests for information coming through via the 'Contact' page. *Julia Taylor*



#### Report 2021

We were able to restart our meetings in September last year after stopping for about 18 months due to the pandemic.

We are pleased to report that we have four new members, three people are new to MU and one is a transfer from another branch, so we now have 18 members which is very good. We are always hoping more people will join us. We try to get speakers each month and in July go on a visit somewhere.

We meet on the 3<sup>rd</sup> Wednesday of each month in the Parish Centre, 2.00pm -3.30pm, and visitors are always welcome. Why not give us a try.

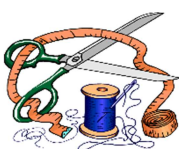
*Joan Mills, Secretary*

#### Sunday Club



Closed due to lack of any children attending church.

*Evelyn McAllister*



**ST LUKE'S SEWING PARTY:** The Sewing Party restarted in September 2021 following the temporary closure due to the Pandemic. The original group of members has shrunk during closure, leaving a core group of about four ladies of varying ages and abilities.

The decision to move meetings into the Parish Centre initially proved successful as the membership has grown, and now includes one gentleman! Unfortunately numbers are again dropping, due to diary conflicts and, unfortunately the sad loss of Doreen, one of our newest members.

Despite the setbacks, the ladies continue to be productive and we have an assortment of hand made goodies to sell at our regular Christmas and Easter fayres. Christmas 2021, our first event since the beginning of 2020 was accompanied by the tail end of storm Arwen. Despite the poor turnout we managed to raise over three hundred pounds, and together with accumulated sales

over the previous year we were able to give our regular donations to the Vellore hospital in India and this year for the first time St Luke's Window fund.

The group continues to meet every Tuesday taking the opportunity to share skills and experiences and to produce goods to sell. This year, we are looking forward to our Easter Fayre on 2nd April and our Christmas Fayre in Early November.

*Margaret Hammond, Treasurer.*



### **St Luke's Savings Club 2021**

Unfortunately the Savings Club have nothing to report for 2021. Due to the lockdown we never got started. Though we are pleased to say we have managed to start the savings again in 2022.

*Brenda Kloed & Pamela Harding*



### **Altar Flower Fund**

Thank you to Pam Harding and Joanne Wheatley who have taken on the task of keeping fresh flowers in church.



### **Fairtrade Stall**

Although the stall is still not running at the moment due to such small attendances, we did have the sale of Christmas Cards and Gifts, taking £190.

Thank you all for your continued support.

*Evelyn McAllister*

## **Church Magazine**

Our subscriber numbers continue to shrink, though there have been a couple of additions and I would encourage everyone to ask their family and friends if they would like to receive a copy of The Magazine (80p per edition - unchanged for quite a few years now) so that we can continue to keep this valuable outreach resource. Our thanks go to the team of people who put The Magazine together and distribute it.

Our special thanks go to Nigel Shaw who after doing a long spell as Editor has stepped down. We are looking for someone with vision to take this on. If interested, please get in touch.

*Julia Taylor*



### **OPEN THE BOOK**

#### *Open the Book in Throston School*

A stop and start year in 2021 due to Covid infections once again. We finally made it back into Throston School. At the moment the children cannot join in with the acting but are able to participate in crowd scenes, effects like 'the wind' etc.

The stories we performed were:

- Creation
- Adam and Eve
- The Good Samaritan
- The Prodigal Son

In December we made Christingles and Year4 paid a visit to the church to learn about Advent. They (and the team) had a good time learning about Advent and different types of calendars. We also made paper advent wreaths.

We're sad that Janice Tarn has decided to step back for the time being and we as a team are grateful for her contributions over the last years. This has meant that Joanne Wheatley has joined the team, having helped at the Nativity.

Things are starting to return to normal and we look forward with anticipation. Thanks Team!

*Evelyn McAllister*



## **St Luke's Brownie Guides 29th Hartlepool**

### **Annual Report 2021/22**

It has been a difficult few years for every one with Covid, and the Brownies have also had their challenges. From January 2021 we held weekly Zoom meetings. Although this ensured we kept some contact with the girls we were very happy to return to face to face meetings. We held a couple of outside activities before the summer holidays and enjoyed a visit to Seaton Carew and a talk by the Wildlife Trust about the nesting birds on the beach. We held an enrolment ceremony also on the beach and enjoyed fish and chips.

From September 2021 we met again back in the Parish Centre, although restrictions were still in place, it was great to be back to meeting face to face. We have taken part in many Unit activities including our recent Easter Build A Bear workshop. The Brownies made a wish and placed a heart into each of their bears, these were stitched together by a leader and the Brownies named their bear and completed an adoption certificate.

We currently have 9 Brownies. Our numbers are slowly increasing, and we are looking forward to the lighter evenings and taking the opportunity to play games outdoors again.

Gillian Rodgers  
Guider

29th Hartlepool St Luke's Brownies

No reports received from



**LITTLE ANGELS**