



# 2023 ANNUAL REPORT

St Aidan's & St Swithun's  
Churches and  
William Temple (Temple Park  
Centre)



## ANNUAL REPORT AND ACCOUNTS FOR YEAR ENDING 31<sup>ST</sup> DECEMBER 2023

**Website:** [www.manorparish.co.uk](http://www.manorparish.co.uk)

**Facebook:** @sheffieldmanorparish

### **Churches:**

St Aidan's Church, 2 Manor Ln, Sheffield, S2 1UF.  
St Swithun's Church, 2 Cary Road, Sheffield, S2 1JP  
William Temple (Temple Park Centre),  
197 Harborough Ave, Sheffield, S2 1QT

**Team Rector:** The Revd Sibylle Batten

**Bank:** Co-operative Bank PLC, 78 – 82 Pinstone  
Street, Sheffield, S1 2HP

**Parish Architect:** Tom Crooks  
Tom Crooks Architecture Ltd., 7 Moorland Road,  
Hathersage, Hope Valley, Derbyshire, S32 1BH

**Independent Examiner:** David Ryder FCA  
100 Ivy Park Road, Sheffield, S10 3LD

**Support & Development Worker:** Nicola Smith

## TEAM RECTOR'S INTRODUCTION

*Sibylle Batten*

The Annual Report is an opportunity to reflect on the very many activities which make up the life of this church community, and to give our thanks to all of you who make the life, mission and ministry of this parish possible. As every year, it also speaks of the generosity of our Patrons and funders who accompany us in friendship and with support, be it financial, practical or spiritual – all of it matters, and your faithfulness to our calling on the Manor is precious to us. This report also accompanies our annual accounts which cover the year of 2023 but, writing in the spring of 2024 it is also an opportunity to look ahead and comment on some of our emerging priorities for the coming year.

As I read the reports included in this publication I am heartened by the life of this church and the many activities taking place here and in our wider community because of you. As you read it, please consider whether there is a role for you too. Giving some of your time, volunteering on a one-off or regular basis helps us to get to know one another and be part of the life of this church. The more people who offer to help the less onerous it is on any one person so do please give this your serious and prayerful consideration. There are several behind the scenes roles as well as the more obvious ones!

When I look around the community which gathers on a Sunday morning I am grateful for the diversity of backgrounds, languages and ethnic groups who gather here. Where else are we able to meet people across the age groups, from babes-in-arms to the most elderly? Even within our families that might not be our experience. In the past people would attend their parish church, the church which was closest to their home. In our community we are a 'mixture': some of us have spent all our life on the Manor, others travel to church because it nurtures our understanding of God and it is where we feel welcome whoever we are.

I pray that you may have the power to comprehend, with all the saints, what is the breadth and length and height and depth, and to know the love of Christ that surpasses knowledge, so that you may be filled with all the fullness of God.  
Ephesians 3.18-19

Here on the Manor, we are one parish with three distinctive buildings, one of which is leased to the Manor Church and Community Project, and prayed in and supported by people who are serving the church and wider community with generosity of heart and spirit. We are committed to building stronger relationships with our Mission Area and particularly with our 'next-door neighbours' at St Leonards, as well as with our ecumenical partners locally.

Over the last year we have welcomed a number of new people to our regular worship, who bring their own gifts, interests and heritage which enriches all of us. While the newbuilds on the Manor estate speak of development and growth, we do recognise that life in our locality can be tough for many, and finances can be tight. This is also reflected in the life of our parish and the fabric of our church buildings and teaches us to reach out, offer support when we can and ask for help when we need, with humility and gratitude. The rhythm of 'give and receive' helps us to recognise how much more we have to learn about the liberating life of Jesus who challenges us all to seek the fullness of life for ourselves and each other. Thank you for being part of our journey.



**Annual Parochial Church Meetings,  
including the Annual Meeting of Parishioners  
& Annual Parochial Church Meeting  
St Aidan's Church, 21<sup>st</sup> April 2024, 12md**

**Agenda**

Welcome by the Team Rector

1. Opening prayers
2. Apologies for absence
3. Minutes of 2023 Annual Parochial Church Meetings
4. Matters Arising
5. Meeting of Parishioners – Election of Churchwardens
6. Presentation of Annual Report & Accounts
7. Election of Attercliffe Deanery Synod Representatives
8. Election of Lay Members to the PCC
9. Appointment of Independent Examiner
10. Final words of thanks
11. Closing prayers

**Minutes of the Annual Parochial Church Meetings  
of the Parish of Sheffield Manor  
held on Sunday 23<sup>rd</sup> April 2023, St Aidan's Church, Manor Parish**

**Present:** - Out of the **91** Electoral Roll members entitled to attend and vote, the following **19** members were in attendance: -

Julie Child-Cavill, Claire Dalpra, Natalie Dalpra, Chris Digman, Elizabeth Dziruni, David & Sylvia Elliott, Catherine Fish, Christine Humphries, Anne & Martin Lawton, Lynne & Stephen Ramshaw, Sioned-Mair Richards, Lilian & Michael Tootell, Julie Wagner, Sue Williams, Vickie Woodley.

**In attendance:** - Revd Sibylle Batten

- 1. Opening Prayer** led by Revd Sibylle Batten.
- 2. Apologies for absence:** - Amber Child-Cavill, Jessica Child-Cavill, Ashley Houlden, Catherine & Stuart Mirfin, Maureen Mundy, Rachael Oludipe, Nathaniel Oni , Jenny Richardson, Geoff Richardson, Andrew Wooding.
- 3. Minutes of the 2022 Annual Parochial Church Meeting**

These were signed and accepted as a true record with no Matters Arising.

- 4. Matters Arising** – None

- 5. Meeting of Parishioners - Election of Church Wardens**

Sue Williams is currently the only Churchwarden for Manor Parish and no additional nominations had been received. We are grateful to Sue for all her continued hard work and dedication to the Parish and for agreeing to continue for one final year, after which she will step down. She has also continued as the only Parish Verger for the last 7 years, which has proved demanding of her time and starting to affect her health. Consequently, she will be stepping down from this post and asked that more help be forthcoming from parishioners in future. The Annual Report had been collated and published by Sue since 2008 and she felt it long overdue to retire from this too, and hand this task over to someone new.

Annual Meeting of Parishioners Meeting Closed

- 6. Presentation of Annual Report and Accounts for 2022**

In her presentation, Revd Batten expressed thanks to Sue Williams for collating and producing the Annual Report and Accounts, as she will be handing this task on next year. The report was comprehensive in its coverage of the great variety of work undertaken in the parish, and Revd Batten was delighted that it looked forward in so many ways. She expressed sincere gratitude for everyone's involvement in so many aspects of church life, especially behind the scenes and welcomed the diversity and inclusivity shown in the planning of future growth in the parish. She went on to highlight plans for our churches to become Eco Churches, to increase our digital presence, have greater appeal to young

people, to continue work on our Mission Action Plan and make improvements in the fabric of our buildings.

## **Money and Finance**

Chris Digman presented his Treasurer's Report, summarising the key financial information:

2022 saw a surplus of £4459 recorded in our accounts for the Parish after carrying forward income appropriately into 2022 for wages. The surplus should have been £2619 however as the final payment towards the Common Fund came out just after the end of 2022. Overall our small surplus should be seen in the context that the Parish was in deficit of £4039 for 2021.

Although giving was down and we were still unable to hold Summer or Winter Fairs, Hall Lettings were double that of 2021. Contactless Giving via a card reader at St Aidan's was introduced with the plan of developing more digital and online giving in future.

Chris reminded us that there are still major maintenance issues to be faced and very urgent decisions to be made and that we may have a financial deficit next year, as so much major work needs doing urgently.

Thanks were expressed to Chris Digman for producing such an informative and comprehensive set of accounts.

It was proposed that this Meeting accept the Annual Report and Accounts as presented:

**Proposed: Martin Lawton    Seconded: Catherine Fish**

All in favour with no abstentions.

## **7. Election of Attercliffe Deanery Synod representatives**

Revd Batten explained the importance of the Synodical governance in the CofE, and how relevant it was to the parish. At grass roots level, we can make a difference by having the parish represented at Deanery Synod, as we then had the option of bringing PCC resolutions for discussion at Deanery Synod, and they could then be presented to Diocesan Synod for consideration to progress to General Synod. So we can, and should, make our voices heard in order to bring about change in the CofE.

The following nomination had been correctly received prior to the start of the meeting:

**Jenny Richardson                      Proposed: Sue Williams                      Seconded: Geoff Richardson**

Accepted and unopposed.

## **8. Election of Lay Members to the PCC**

Jenny Richardson was now an ex-officio member in her role as Deanery Synod Rep and resignations had been received from: Adele Nicholls-Lee, Alison Digman (in 2021), Eizabeth Dziruni, Catherine Fish who all received personal gifts of thanks from Revd Batten.

The following members continued their term on PCC for another year:

**Sioned-Mair Richards                      Julie Child-Cavill**

As this now left a possible 7 vacancies and no applications for membership had been received, the Meeting was pleased to receive the acceptance from **Stephen Ramshaw** to be Co-opted to the PCC for the forthcoming year.

**Proposed: Julie Child-Cavill      Seconded: Sioned-Mair Richards**

It was agreed that the new PCC needs to grow in number, as there were essential roles to fill particularly, PCC Secretary, Parish Safeguarding Officer and Electoral Roll Officer.

Thanks were given to all who had served on the PCC during 2022.

### 9. Appointment of Independent Examiner

David Ryder from St Mark's Broomhill & Broomhall, had accepted the invitation to take on the role, with the approval of this Meeting.

It was proposed that David Ryder be accepted as Independent Examiner for the forthcoming year.

**Proposed: Sue Williams      Seconded: Julie Child-Cavill** Accepted unanimously.

### 10. Final words of thanks

The Team Rector gave heartfelt thanks to everyone for all they are and all they do in their ongoing support to the Parish.

### 11. Closing Prayers

The meeting closed with The Grace.



## TEAM RECTOR'S REPORT

*Sibylle Batten*

If 2022 was a year of change, 2023 has been a year of growing – slowly – and consolidating, of responding to the long-term effects of the pandemic on members of our congregation and organisations around us, of discerning what to take up, and what to lay down or postpone to a later date.

If in 2022 we took many more funerals than baptisms, in 2023 we had many more baptisms than funerals, and celebrated a wedding and renewal of wedding vows, too. We were delighted when one of our young people decided that he was ready for confirmation, and we rejoiced with him and his family at this wonderful celebration at Sheffield Cathedral. Each of these occasions was an utter privilege and a time of being alongside people at a significant moment, whether sad or joyful, often forging lasting relationships.

It was also a year of exploring how we as a church community can connect better with our local services, organisations and activities, and what we can offer to enhance wellbeing. We want people to experience church in a way that's invitational and inclusive. Based on an estate, we are church in the public square and embedded in our local community, yet for many church is unknown territory. We want to make the first step over the church door threshold easier for them. There are moments of challenge and disappointment when the fabric of an ageing building is letting us down, alongside delight when a new support group for parents of disabled children takes off, with families of all shapes and sizes filling the centre to capacity and children loving the great play facilities on offer. The ups and downs of church life remind us to pay attention to God at work in and through us, to hold on to the glimpses of joy and live lives shaped by gratitude.

*So let me share some of the highlights of 2023:*

- After a year without dedicated Safeguarding Officer, Moni Ifayomi offered her services along with her expertise as a Nurse Tutor, and we are so pleased that she has taken on this role;
- A successful grant application to the Sheffield Church Burgesses Trust for the post of Support & Development Worker for which we are most grateful;
- Witnessing to our faith takes many forms: a prayer walk with local people during Lent led to the now well-established monthly 'Manor Parish Litter Pick', a time to prayerfully look after our area, often followed by sharing home-made cake and a natter once the litter has been bagged up;
- Our Children's Leaders were inspired by the 'Joined Up' conference for Christian Youth Leaders across the region, while our young people had a great time at 'Breathe Deep' at the cathedral which has become a firm favourite in the annual calendar;
- This year we offered 'Ashes to Go' outside St Aidan's on Ash Wednesday which led to deep conversations, carried a cross to the city centre on Good Friday as a form of public witness, and offered to pray with people around the cross who asked for prayer;
- At the annual Chrism Mass at the Cathedral one of our young people was chosen to read and represent lay people in the diocese, and we were very proud of him.
- As we opted to return to sharing the chalice, we authorised four new Eucharistic Ministers, a diverse and faithful group of people committed to building up God's Church;



- We are supporting a member of the congregation who is a student on the Foundation Programme at St Peter's College;
- Music which draws on different traditions: beautiful organ music and thoughtful hymn choices offered by our Worship Leader Catherine Fish; drumming and singing workshops for all generations; the We Who Worship group who are introducing us to new worship songs; joint celebrations with the Zimbabwean Shona community and African drumming; a visit by the Steel City Choristers, whose glorious singing nearly raised the roof and generated much interest among our children and their families in traditional choral singing, and so much more ...;
- Making links with Whirlow Grange Spirituality Centre and encouraging members of the congregation to make use of this peaceful space for retreats and time for reflection;
- Paying attention to contemplation and activism, offering church space for personal and communal prayers for justice and peace;
- Hosting of the Amos Trust Christmas Tour, a Places of Peace Christmas Event for Gaza with 120 people sharing food and listening to poetry and stories, with guests from Palestine;
- We registered as an Eco Church and are keen to make progress in 2024.

*There have also been challenges:*

- Responding to the problems typical of ageing buildings with obsolete heating systems;
- Addressing anti-social behaviour around St Swithun's during the summer months;
- Exploring ways of keeping our young people involved and interested as they grow older;
- Seeking to respond to the growth of poverty and social pressures within the parish which has been exacerbated by the continued rise in the cost of living;
- Reaching out to the individuals and families who have moved into the new-builds on the estate, many of whom are from abroad and have few local connections;
- Trying to increase the number of volunteers at church when most people are already very busy with work and family commitments, or have poor health
- Trying to Increase giving to church when many in the congregation are struggling financially.

#### *Outreach/Wider Community*

The Manor Parish has a long history of being very much part of its local community, and this is something to build on as our area is changing with its new housing developments, people from a wide range of backgrounds moving into the area, and local organisations and services are responding to the growing demands of the neighbourhood.

Over the last year we have continued to host the busy S2 Foodbank, and are glad that clients receive support with debts and now also have access to the new Food Shop across the road from St Swithun's.

Our relationships with the local primary schools remain strong, with regular visits to our buildings and assemblies; I am also governor of two of the schools. We join in with the 186<sup>th</sup> Scout Group whenever possible, and were glad to mark Remembrance Sunday with a parade with scouts and the Seventh Day Adventists' Pathfinder Group joining us – the excellent drumming could be heard across the estate! I have regular meetings with the local GP representative to explore areas for collaboration and support, and was delighted to be able

to offer a 'home' to the Forget-Me-Nots, a dementia-friendly community choir needing a practice space. We are also in regular conversation with our local councillors and can help make connections between different parts of the community.

As parish priest for all the parish I have taken a large number of funerals, and bereavement support is important to us; in 2023 we facilitated a group which was particularly appreciated by young(er) people who had experienced loss, and attended the Baby Loss Service at Whirlow Grange together. Our annual Memorial Service was much appreciated, and gave space to adults and a large group of children to grieve and find comfort. While this brief 'run-through' of our community engagement can only provide a snapshot, this year's Christingle was a noteworthy event, as it was hosted by us and supported by a choir from the Ethiopian Pentecostal community. It was a beautiful, international and inclusive service, with oranges sponsored by one of our local Funeral Directors, and a lovely way to see in Advent.



### *Spirituality and Worship*

Spirituality and worship, outreach and the wider community, mission, ministry and evangelism are all interwoven here in the Manor Parish. Our Sunday worship is always a Eucharist and as we have now returned to the Common Cup, we have commissioned four new Eucharistic Ministers. We are delighted that this group includes both the young and the more mature in years, a snapshot of our congregation.

The children stay with the adults for the first part of the service, and then leave for Sunday Club, and return for the Eucharist. We all now follow the lectionary, with the children's leaders using the Roots programme and integrating Godly Play into their sessions.

Welcome, music and worship leading, children's work, leading intercessions and preaching, the tech desk, setting up for services and taking care of the linen, providing refreshments and washing up – all of this is such a team effort, and we are grateful for all of you who take on tasks 'front of house' or behind the scenes.

On Wednesday nights we meet on zoom for Night Prayer, which is hosted by a small team and provides a quiet space which is sometimes joined by members of the congregation who temporarily live abroad. Together we pray, reflect on the day, are community to each other.

Occasional offices are important to us: we seek to be alongside people in their grief and joys, and help them mark the transitions in life. In 2023 I conducted 6 funerals, one wedding and one renewal of wedding vows, baptised 15 children and one adult, and celebrated one thanksgiving for the safe delivery of a baby. Being allowed to be alongside people at such times is an utter privilege which I shall never take for granted.



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The flow of the liturgical year runs through parish ministry: a Lent Group exploring Acts run jointly with St Mark's Broomhill, a group for those exploring faith using material from 'Leading Your Church into Growth' facilitated by us for the wider mission area and hosted by ecumenical partners, baptism and confirmation preparation sessions, a retreat offered by the diocesan Lights for Christ worker, regular preaching by our Church Army representative, individual visits to the diocesan spirituality centre arranged for members of the parish – all these are the building blocks laying the foundations for closer cooperation with the Mission Area and other faith communities in Sheffield S2.

#### *Outlook for 2024*

- After a successful day workshop on 'Shaping your Church' offered to the congregation and wider community in January 2024 which started the Vision and Mission Action Planning we need to continue the process and agree priorities for the parish;
- Following agreement to appoint a Centenary Worker to engage with our families and young people we need to work with the diocese on funding and recruitment;
- Continuing to work through our maintenance plan to ensure our buildings are in good order and fit for purpose paying particular attention to St Aidan's water ingress, heating system and floor;
- Deepening our relationship with our Mission Area and ecumenical partners;
- Registered as an Eco-Church, we need to commence preparations for the bronze status assessment;
- Continue to provide spaces where we can explore spirituality and faith, prayer and scripture, and develop a sense of belonging and service to our church family and wider community.

I am writing this report with a sad and grateful heart. In January 2024 I announced that due to life changes which I hadn't anticipated, I would be leaving the parish and Sheffield at the end of April to move with my partner to her new post in North Yorkshire. My overriding sense at the moment is gratitude for all that has been. I feel truly blessed to be your Rector and part of the community on the Manor, and I thank God for each and every one of you. May we face the changes which lie ahead of us with grace and lovingkindness.

Revd Sibylle Batten,  
Oversight Minister for the North Attercliffe Mission Area and Team Rector, The Manor Parish

## FABRIC AND MAINTENANCE

*Sue Williams*

The Churchwarden's role is really without boundaries despite being neatly bundled into Management, Maintenance and Mission (3Ms), and is only achievable through the wonderful support of our congregation, staff, PCC and those User Groups who hire our premises. Safeguarding is deemed to be everyone's business and, in my mind, so are the 3Ms. Without helpful comments pointing out maintenance needs; health and safety hazards; attending various meetings and workshops, and willing help from volunteers, our churches would not function. So it is with my thanks to everyone who makes our churches work.

Maintenance of church buildings is essential in ensuring that our lovely church buildings continue to be welcoming and safe places for people to come. It is also key to taking the first steps in reducing carbon emissions and saving energy. The Diocesan Buildings Team, together with the Giving & Generosity team provide much-needed advice and resources to assist churchwardens and parishes, providing a variety of useful and informative workshops, and I have made full use of these excellent people and resources.

Sadly, our finances don't allow us to keep up with so many of the problematic maintenance issues that appear on our ever-growing 'Things To Do' list. I am grateful to our Parish Support and Development Worker, Nicola Smith and Treasurer, Chris Digman, for keeping a watchful eye on how much we can afford to spend and, together with our Rector, Sibylle Batten, we are prioritising the issues as funding allows.

Our architect, Tom Crooks provided an outline report on possible improvements and refurbishment at St Swithun's, but our planning was overtaken during the summer holidays by anti-social behaviour around the site. Stones thrown at cars; minor arson; groups of children and young people (young teens) vandalising the area around the church, all very intimidating with impact on the foodbank and shop. PCSOs/police were involved and CCTV in operation. Eventually, the situation did improve once the children returned to school.

St Aidan's was badly affected by summer storms damaging the roof, with loose slates on the spire slipping and causing major water ingress in the hall resulting in more damage to the wooden block flooring, and an almost permanent collection of assorted containers collecting rainwater. The storms also broke some of the guttering and caused more water to flood the accessible toilet, which has been rendered unsafe and unusable since then.



After 24 years the inefficient, and now obsolete, heating system at St Aidan's finally gave up the ghost at the height of winter and is in urgent need of replacing. As our Energy Footprint Tool shows our carbon emissions are unacceptably high, I am delighted that we are now signed up to working towards the Bronze Eco Award, so this will impact on the type of system we need and can afford.

Meetings have been held with the architect and contractors regarding the way forward in dealing with the roof damage, acquiring a new heating system, replacing the Accessible toilet, as well as replacing the outdated and obsolete fire and intruder alarm systems at both churches. In order to access the roof space at St Aidan's, we also need to plan and install a safe access system usable by all contractors.

I am grateful to Revd Sibylle Batten in her tireless pursuit of seeking the appropriate sources of funding for so much of the work needed, and hope that 2024 will see major improvements to our beautiful church buildings. I would love to produce a much happier and positive report next year!

How grateful I have been for the support and kindness of so many people in our parish. I had planned on not standing as Churchwarden for another year, as I'd only agreed to support the parish through the Vacancy of 2020-21 and continue to support our new Rector during their first year. Age and health issues added to my decision to leave but, since the news of Sibylle's planned departure in April 2024, I have agreed to support the parish through another Vacancy which we all hope will not be long and protracted. Bless you all and thank you for continuing to make my job bearable, rewarding and worthwhile! It has been an honour to serve the parish and community for another year.

## **PCC REPORT FOR 2023**

*Sue Williams*



The PCC works as a team, a team that meets 5 times a year and is responsible for the well-being, spiritual and practical aspects of our churches, the members, the building, and the contents. So, diversity is of the essence. We could really do with a full team of 9 plus the Rector, Churchwarden and Deanery Synod Reps. During the year we welcomed Stephen Ramshaw to full membership following his co-option and in June, we welcomed the co-option of Martin Lawton to the PCC.

At the APCM in April we will still need a few more new faces to help make up the number and diversity of skills needed, so PLEASE do consider it, everyone has something to offer even though you may not realise it!

The Parish was entitled to have **9** elected members of the laity on the PCC, due to the fact there were **91** members on the Electoral Roll and during 2023 the following people served on the PCC:

<u>EX-OFFICIO</u>		<u>TERM DATES</u>
Revd Sibylle Batten	Team Rector / Oversight Minister	From September 2022
Sue Williams	Church Warden / Verger /Deanery Synod Rep / Diocesan Synod Rep	Apr 2021 - Apr2027
Chris Digman	Parish Treasurer / Deanery Synod Rep	Apr 2022- Apr 2025
Jenny Richardson	Deanery Synod Rep	Apr 2023-Apr 2026
<b><u>ELECTED LAY MEMBERS</u></b>		
Julie Child-Cavill	Children’s Team	Apr 2022 – Apr 2028
Sioned-Mair Richards	Lay Vice Chair	Apr 2022 – Apr 2028
Stephen Ramshaw	Church Army	Apr 2023 – Apr 2029
<b><u>CO-OPTION</u></b>		
Martin Lawton		From June 2023

## TREASURER'S SUMMARY FOR THE YEAR 2023

*Chris Digman*



This year saw a deficit of £1145 recorded in our accounts for the Parish. This is in comparison to 2022 where the Parish had a surplus of £4459. The final payment (£1841) of the 2022 Common Fund was made in early January 2023 along with £352 of Diocesan Fees, totalling £2193. Our Common Fund pledge for 2023, was £22087, whereas our 2023 contribution was £19896, a short fall of £2191 (very close to the 2022 payments that were made). Without the 2022 payments, we would have been at a similar deficit level and made our 2023 Common Fund commitment.

Our accounts show funds as unrestricted, unrestricted designated and restricted. This means:

- Restricted funds are those that have been given for a specific purpose
- Unrestricted are not for any particular purpose and can be spent as deemed fit.

- Unrestricted designated have been set aside for specific purpose, in our case typically for works for the building and fabric.

## **Income**

We are extremely grateful for congregational giving. Overall, giving was up compared with 2022 in all areas (Gift Aid giving, Envelope, Sunday Eucharist and Individual Donations). Considering the struggle and pressures the cost-of-living crisis has placed on families, we have been blessed by the Parish's continued generosity. This formed 45% of our total unrestricted income. It's worth noting that our individual donations are high. This is primarily due to giving from individuals in the Parish that cannot be gift aided (as they typically have effectively been gift aided through their work).

Our hall lettings were higher than those received in 2022 which has been particularly helpful with a near £8000 increase. Our letting income continues to be boosted by payments from the food bank based at St Swithun's Church which is a critical service to the local community. We did not hold church fayres again this year which represents circa £2000 of income not coming in.

Grants were significant in 2023 in particular for the high energy bills. A total £5300 was received.

In 2022 we installed contactless giving facilities to enable those attending and visiting the church to more easily give. This yielded a small return and will take time to embed this practice. We hope this alternative giving method can create an uplift in giving during services and in particular at celebratory one-off services such as Baptisms and Weddings.

## **Expenditure**

As noted in the opening of the summary, we paid close to 11 out of 12 months of the Common Fund to the Diocese in 2023 and made up the shortfall in 2022.

Our utility costs were greater than in 2022 as buildings become more utilised and we started to see the increase in costs as a result of higher gas and electricity prices. The combined bills for 2023 were around £18700, an increase of about £10000 compared with 2022 bills. A significantly higher water bill was paid in 2023 compared with 2022, due to an internal plumbing problem in the men's toilets at St Swithun's.

Maintenance and repairs expenditure was typically similar to years prior to 2022. Work here included addressing health and safety issues. Our other costs remained similar to 2022.

We continue to witness prudence and hard effort by many in the Parish to keep our expenditure as low as possible.

## **Financial support to the Parish**

The Sheffield Burgesses Church Trust are good friends to us, and we are very grateful for their generosity. The Manor Parish was one of the eight parishes with an allocation of £9,375 of additional funding from the Burgesses which was paid directly the Diocese. We

also received from them the funding for our Support and Development Worker again who is essential in helping to run the Parish.

Our Support and Development Worker will continue to support the PCC and Rector in exploring other grant funding and income generating opportunities to make us financially more resilient whilst making the church environment more welcoming and therefore more 'mission-friendly'.

The Burgesses also contributed to the ecumenical funding mix reflected in the partnership which is the Manor Church and Community Project (MCCP) and which pays for the Community and Cohesion Worker. But besides their significant financial contribution our Link Burgess also offers a listening ear and takes the role of a much-appreciated 'critical friend'.

## **2024**

Looking forward, we recognise that each year provides its own financial difficulties. The shift in utility prices down for gas and electricity is very welcome. We will continue to keep a close eye on the finances and be prudent in our expenditure. We will continue to rely in part on the generous giving of the Parish and maintaining similar levels of income from letting. In addition, the Parish team continues to work hard to obtain grants which we apply for (often we do not receive notification for until later in the year).

Finally, I would like to thank all those who manage the parish finances across the churches, limit expenditure and maximise income. In particular Nicola Smith (Support and Development Work), Sue Williams (Church Warden) and Sibylle Batten (Rector). Thanks also to David Ryder who was our Independent Examiner and provided helpful advice on improving our practice.

## **MANOR CHURCH & COMMUNITY PROJECT (MCCP)**

*Revd Debora Marschner – Chairperson of MCCP*

A full year ago, in the middle of January 2023, our Community Outreach and Cohesion Worker Lisa Wigfield took up her new role. It's been 12 months filled with new ideas, new initiatives and new faces. Lisa has hit the ground running, and has worked hard to make connections with partners, volunteers, local community agencies and groups. She rekindled previous working relationships, has fostered new ones and has initiated and contributed to some exciting new ventures.

- Revival of the Tuesday Lunch Club with outings
- Coffee mornings, lunch and warm space
- Craft sessions
- Good relationships and cooperation with MASKK (Manor After School Kids Klub) & Pinders Dance:
  - Move & Groove Session
  - SEND Sundays



## Community Events:

**Celebration Afternoon** at the end of September 2023, hosted by MCCP at Temple Park Centre:



**Massive inflatable snow globe** at TPC as part of the Manor Park Christmas Light Switch On:

Our **Crafternoons** and **Lunch Club** continued



Lisa organised an outing to Sheffield Cathedral for all volunteers and crafters to see the wonderful Threads Through Creation textile panels – what a joy!

THANK YOU to all the trustees, old and new, for their dedication and hard work.

We are sad to have to say goodbye to Revd Sibylle Batten in April, and hope that a new Rector will be appointed soon.

## **ATTERCLIFFE DEANERY SYNOD**

*Sibylle Batten*

2023 has been a year of change in our deanery: we said good-bye to our Area Dean, Fr Philip Knowles who retired from this post, and in early 2024 we welcomed Revd Lucy Sablan and Revd Sue Steward, our new Co-Area Deans.

2023 also saw many clergy appointments in the deanery, all vacancies were filled, and this brought renewed energy and focus to Deanery Synod meetings. We value the opportunity to represent the parish in these meetings and are committed to ensuring that the voices of estates parishes such as ours are heard within the diocese and beyond. In our meetings throughout the year we were exploring how we could better share resources across mission areas and the deanery, support each other in governance, and suggesting workshops on topics including building regulations, church growth and youth work, the work of St Peter's College, and how to create a more inviting online presence for parishes.

In October Bishop Pete and senior staff spent a day in the deanery. Accompanied by members of the Manor Parish, they prayer walked the area and heard first-hand about the joys and challenges of life on the estate, and the important role churches play in communities such as ours where life can be tough for many people. The day included conversations with clergy and PCC members about the future strategy of the diocese, links with the national church and funding opportunities. We were encouraged to dream, to use our imagination – what do we need to flourish as community? As a deanery we took this challenge on board and are continuing the conversation with lively and engaged discussions at our synod meetings and 'getting to know each other' sessions which will stand us in good stead moving forward.

## **SAFEGUARDING**

*Revd Sibylle Batten*



Manor Parish continues to follow the recommendations and guidelines set out in the Diocesan Safeguarding Policy. There have been no incidents reported in the year ending December 2023. After nearly a year without designated Parish Safeguarding Officer (PSO), with the Team Rector and Churchwarden taking the safeguarding lead, we are delighted that Moni Ifayomi has offered her services and considerable expertise in the field through her

work as a Nursing Tutor, and we are thankful to the Diocesan Safeguarding Team for their support in inducting her into her new role.

We have reviewed and updated our Parish Safeguarding Policy. We also reviewed the training and DBS requirements for church personnel/volunteers. DBS checking is a slow and onerous process. We have compiled our own records showing DBS and training status. The

latter is necessary to ensure that people have done training as we have no ability to access CofE records. So this relies on people feeding back to the PSO or Team Rector and providing copies of their training certificates. We rely greatly on people doing their training promptly and giving feedback. If volunteers are unable to access or complete online application forms or training material, we facilitate access for them.

All documentation is stored correctly by the parish in accordance with current legislation. Safeguarding continues to be a standard item on the agenda of each PCC meeting. All PCC members have been encouraged to register to receive the Diocesan Safeguarding newsletter as this is a valuable source of information and it clearly explains a range of current issues and points of interest within the Church of England. All training within the Diocese can be accessed directly from the newsletter. The Parish Safeguarding Team: Moni Ifayomi, PSO, Sue Williams, Churchwarden and Revd Sibylle Batten, Team Rector, are available for people to contact if they have any questions or concerns. Happily, we have not had to pass on any safeguarding concerns to the DSA in the past year nor have we had to raise any concerns with the PCC. Manor Parish will continue to adapt and review all relevant policies and risk assessments thus ensuring that we do everything possible to safeguard all members of our church community.

## **CHILDREN'S AND YOUTH WORK**

*Claire Dalpra*

Sunday Club and Ark continued throughout 2023 led by Claire Dalpra, Andrew Wooding, Vickie Woodley, Julie Child-Cavill, Lilian Tootell (when she can help) and Malcolm Simmons (before his health complications).

At the start of the year, the 2023 Breathe Deep diocesan youth day took place in Sheffield cathedral. Thanks to Andrew for organising, Nicola for booking the tickets, and Julie and Sibylle helping to supervise the eight young people attending.

In the Spring, Rachael, Emma and Sibylle attended a local conference for all-age worship and Emma, Sibylle and Claire attended the Joined-Up conference (the diocesan day for children's and youth leaders). For Mothering Sunday, we made clay angels to give to out to our congregation. Sibylle also arranged for a drumming worship at St Aidan's.

On Good Friday, we organised the outdoor gathering on Manor Fields with games, a short Good Friday reflective service and picnic lunch. We had 30 in all, and were blessed with good weather again. After Easter, we welcomed children from Pipworth school on their annual visit to St Swithun's.

Attendance is extremely variable with between 2-8 children in Sunday Club and between 15 and 30 people at Ark. Therefore, over the summer - led by Sibylle - we reviewed our existing work. After much discussion, we decided to keep Ark as it is but arrange the chairs in a semi-circle, which feels more welcoming. In Sunday Club, we made the decision to return to using Roots material which follows the lectionary more closely than our previous monthly themes.

In September, we waved goodbye to three of our older teenagers who were leaving home for university and blessed them (and everyone else) for a new start to the school year. In October, we invited everyone to stay after Ark for a harvest lunch.

In November, Emma Okpalaeke organised a well-attended Remembrance Day service with the Cubs and Scouts. Later in the month, one of our young people got confirmed at the cathedral.

In December, we held our fourth Christmas Toddler Disco. Organised by Julie, we welcomed between 30 and 40 families from the community into our building for the disco. Ruth Mills was the DJ, Sunday Club leaders and volunteers organised hot dogs and drinks, and Santa turned up in person for a grotto, with his elves giving out a wrapped present for every child.

This year's Christingle was well-attended with 70 oranges, generously donated by Simpson's Funeral Directors. A few of us joined together for the Crib Service at St Swithun's on Christmas Eve.

The Children's and Youth Leaders



## **HAVEN@TABLE**

*Jenny Richardson*

We have all enjoyed Haven@Table being back to “normal” (for us!) – gathering around the table, for an informal shared meal. We all bring something, and feast on all sorts of things ... soup, bread, a trifle, apple crumble, dips and crisps and carrot sticks! We chat, and laugh together. We share our stories, poems, relevant words from Bible, favourite music – and much more, with quiet prayer and reflection.



We meet once a month, each time focusing on a particular theme. We’ve had a varied year: we’ve thought about loving ourselves as our neighbours; we’ve challenged ourselves with Pope Francis’ words about fasting in Lent; we’ve learned from Christian Aid’s big pea challenge (and eaten peas!), we’ve thought about Palestine and been inspired by their “Sumud” (steadfastness), and we have performed together at Victoria Methodist’s Christmas concert. As always, Haven@Table has been a place for us all to relax and be ourselves.

During the year, we have met on 10 occasions. One month we didn’t meet because of holidays, and on one occasion everyone was busy with other commitments. As in other years, ill health, holidays away and family commitments sometimes prevent people participating, and occasionally extra family members have joined in, but the group continues with 12 regulars, and an average of between 8 and 9 people each month. We’d love to welcome you to one of our evenings. If you think you’d enjoy this, please just turn up! See the church notice sheets for dates, times and where to come – or just ask!

## **MANOR PARISH, GAZA AND THE HOLY LAND**

*Geoff and Jenny Richardson*

Manor Parish has already signed “Cry for Hope”, a call for action to the worldwide, ecumenical church from Palestinian Christians. They say, “We make this call out of concern for the future of both peoples. ... our call is rooted in the logic of love that seeks to liberate both the oppressor and oppressed in order to create a new society for all the people of the land.”

The weekly parish newsletter often contains updates about the Holy Land, and intercessions for those there have been a regular feature in the church. Church members, alongside other Christians, have supported vigils and protests in the city centre.

The situation in Palestine, and particularly Gaza, became more extreme from October. In December, the parish with Kairos Sheffield hosted “Places of peace, a Christmas event for Gaza”, part of an Amos Trust tour. This was planned in the summer, but the escalation of violence in Gaza drew a larger number of people. Members of the congregation were very supportive, welcoming and catering for around 120 people from a variety of denominations and places. The event included the Sheffield Tadhamon choir, part of Sheffield’s Coalition campaigning for Sheffield to become an Israeli apartheid free zone.





**Ecumenical Parish of Sheffield Manor**

**Financial Statements**

**for the year ended 31<sup>st</sup> December 2023**



## Ecumenical Parish of Sheffield Manor

Financial Statements for the Year Ended 31st December 2023

### Receipts and Payments Accounts

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2023	Totals 2022
	£	£	£	£	£
<b>RECEIPTS</b>					
<b>VOLUNTARY RECEIPTS</b>					
Gift Aid Giving	9,024	-	-	9,024	9,410
Gift Aid Recovered	2,770	-	-	2,770	3,473
Envelope Giving	2,977	-	-	2,977	2,185
Sunday Eucharist Collection	1,964	-	-	1,964	954
Other Service Collections	107	-	-	107	650
Coffee Donations	205	-	-	205	0.00
Individual Donations	11,044	-	-	11,044	9,184
Special Collections	-	-	-	-	85
Baptism Collections	295	-	-	295	292
Wedding Collections	29	-	-	29	104
Miscellaneous Fundraising	54	-	-	54	84
	<b>28,469</b>	<b>-</b>	<b>-</b>	<b>28,469</b>	<b>26,421</b>
<b>OTHER RECEIPTS</b>					
Wedding Fees	677	-	-	677	1,278
Funeral Fees	1,632	-	-	1,632	5,302
Certificates	102	-	-	102	160
Dividends	163	-	-	163	162
Grants	5,517	-	-	5,517	278
Insurance Claims	-	-	-	-	4,573
Minibus Collection	514	-	-	514	562
Hall Lettings	25,997	-	-	25,997	18,088
Charity Giving	79	-	-	79	100
Parish Miscellaneous	56	-	-	56	874
Church Burgesses Grant to Fund Support and Development Worker	-	-	6,670	6,670	6,306
	<b>34,737</b>	<b>-</b>	<b>6,670</b>	<b>41,407</b>	<b>37,683</b>
<b>Total Receipts</b>	<b>63,206</b>	<b>-</b>	<b>6,670</b>	<b>69,876</b>	<b>64,104</b>

## Ecumenical Parish of Sheffield Manor

Financial Statements for the Year Ended 31st December 2023

### Receipts and Payments Accounts (continued)

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2023	Totals 2022
	£	£	£	£	£
<b>PAYMENTS</b>					
<b>MINISTRY</b>					
Vicarage Water	-	-	-	-	130
Volunteer/Churchwarden Travel	17	-	-	17	-
	<u>17</u>	<u>-</u>	<u>-</u>	<u>17</u>	<u>130</u>
<b>PREMISES</b>					
Cleaning & Caretaking	3,016	-	-	3,016	2,545
Church Gas Supply	11,973	-	-	11,973	5,029
Church Electricity Supply	6,702	-	-	6,702	3,210
Church Water Supply	3,802	-	-	3,802	1,432
Insurance Repairs	642	-	-	642	4,211
Church Insurance	5,365	-	-	5,365	4,434
Church Building Sundries	94	-	-	94	10
One-off renewals	359	-	-	359	258
Maintenance and repairs	3,695	-	-	3,695	1,674
Servicing	1,909	-	-	1,909	2,297
	<u>37,557</u>	<u>-</u>	<u>-</u>	<u>37,557</u>	<u>25,100</u>
<b>WORSHIP AND MISSION</b>					
Sacristy Supplies	130	-	-	130	123
Organist Expenses	-	-	-	-	130
Vergers Fees (see note 1 on page 4)	105	-	-	105	560
Young Peoples Work	77	-	-	77	56
Worship Resources	11	-	-	11	42
Catering expenses and refreshments	9	-	-	9	607
	<u>332</u>	<u>-</u>	<u>-</u>	<u>332</u>	<u>1,518</u>
<b>WIDER CHURCH</b>					
Anglican Diocesan Common Fund Contribution	21,737	-	-	21,737	20,246
Charities	79	-	-	79	-
Licences & Subscriptions	679	-	-	679	556
Minibus Costs	904	-	-	904	1,013
	<u>23,399</u>	<u>-</u>	<u>-</u>	<u>23,399</u>	<u>21,915</u>

## Ecumenical Parish of Sheffield Manor

Financial Statements for the Year Ended 31st December 2023

### Receipts and Payments Accounts (continued)

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2023	Totals 2022
	£	£	£	£	£
<b>PAYMENTS (continued)</b>					
<b>ADMIN COSTS, WAGES AND OTHER PAYMENTS</b>					
Parish Telephone and internet	1,190	-	-	1,190	1,003
Parish Stationery, Postage, Photocopying, Printing	633	-	-	633	1,071
Diocesan Fees/Self-Supporting Minister Fees	1,484	-	-	1,484	2,404
Publicity (inc internet hosting)	-	-	-	-	34
PA/AV Equipment	-	-	-	-	144
Parish Miscellaneous	110	-	-	110	153
Special Collection Expenditure Support and Development	-	-	-	-	85
Worker Salary	-	-	6,241	6,241	6,035
Employment Costs	58	-	-	58	53
	<u>3,475</u>	<u>-</u>	<u>6,241</u>	<u>9,716</u>	<u>10,982</u>
<b>Total Payments</b>	<u><b>64,780</b></u>	<u><b>-</b></u>	<u><b>6,241</b></u>	<u><b>71,021</b></u>	<u><b>59,645</b></u>
Excess Receipts (Payments) for the year	(1,574)	-	429	(1,145)	4,459
Cash at bank and in hand at 1st January	<u>5,695</u>	<u>3,504</u>	<u>5,082</u>	<u>14,281</u>	<u>9,822</u>
<b>Cash at bank and in hand at 31st December</b>	<u><b>4,121</b></u>	<u><b>3,504</b></u>	<u><b>5,511</b></u>	<u><b>13,136</b></u>	<u><b>14,281</b></u>

## STATEMENT OF ASSETS AND LIABILITIES

	Endowment Fund	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2023	Totals 2022
	£	£	£	£	£	£
<b>Cash Funds</b>						
Bank Current Account	-	3,998	-	-	3,998	6,048
Cash in hand	-	123	-	-	123	123
Less: MCCP Agency balance held (see note 2 on page 4)	-	-	-	-	-	(476)
Bank Current Account for Wages (see note 3 on page 4)	-	-	-	5,511	5,511	5,082
Bank Current Account for Buildings/Fabric	-	-	3,504	-	3,504	3,504
		<u>4,121</u>	<u>3,504</u>	<u>5,511</u>	<u>13,136</u>	<u>14,281</u>
<b>Investment Assets</b>						
Investment Fund Shares at mid market value (see note 4 on page 5)	<u>5,934</u>	-	-	-	<u>5,934</u>	<u>5,434</u>

## Ecumenical Parish of Sheffield Manor

### Financial Statements for the Year Ended 31st December 2023

#### Notes

##### 1. Verger's fees

Verger's fees totalling £70 (£560 in 2022) were claimed by Sue Williams during the year which are declared in these Financial Statements due to her being Churchwarden and a member of the PCC.

##### 2. MCCP Agency balance held at year end

The Parish's former church of William Temple is now leased to Manor Church and Community Project ("MCCP") which operates as a separate entity. The Parish still processes some receipts and payments relating to MCCP as its agent and these are transferred between the Parish and MCCP monthly. The total transactions in the year are shown below. As these agency transactions do not relate to the Parish they have been excluded from its Receipts and Payments Account.

	2023	2022
	£	£
MCCP total receipts in year	13,059	9,465
MCCP total payments in year	13,535	8,989
Net Receipts/(Payments) in year	<u>(476)</u>	<u>476</u>
Agency balance at 1st January	476	-
Agency balance at 31st December	<u>-</u>	<u>476</u>

##### 3. Manor and Foodbank Salaries

Until 31st March 2023, the Parish handled through its payroll the salaries of two workers at the S2 Foodbank at St Swithun's. The relevant salary payments were fully reimbursed to the Parish each month by the S2 Foodbank. As these agency transactions do not relate to the Parish they have been excluded from its Receipts and Payments Account. This arrangement has now come to an end. The total receipts and payments that have been processed through the Parish bank account in the year are as follows:

	2023	2022
	£	£
Total funding receipts in year from Foodbank (inc. payroll costs)	8,638	31,907
Total Foodbank salaries paid through Parish payroll (inc. payroll costs)	8,638	31,907
Agency balance at 31st December	<u>-</u>	<u>-</u>

The Parish's Support and Development Worker's salary is funded from an annual grant from the Sheffield Church Burgesses paid into the Manor (and formerly Foodbank) Wages bank account which is a restricted fund. The balance on this account at 31st December 2023 of £5,511 represented the unused grant at that date carried forward into the next year.

#### 4. Manor Parish Investment Account

COIF Charities Investment Income CO3056793-001 (formerly account number 300210001T)

Kate Emma Fieldsend for Sale Memorial Church Walls and Fabric Repair

Unit holding as at 1st January 2023                      299 shares              £5,434 (mid-market value)

**Unit holding as at 31st December 2023                      299 shares              £5,934 (mid-market value)**

The dividend income from this investment is paid into the Parish's current account and is used for general purposes.

These Financial Statements as shown on pages 2-6 were approved by the Parochial Church Council on <sup>17<sup>th</sup></sup> ~~March 2024~~ and signed on its behalf by:



Christopher Digman - Treasurer



Reverend Sibylle Batten - Team Rector

## Ecumenical Parish of Sheffield Manor

### Financial Statements for the Year Ended 31st December 2023

#### Report of the Independent Examiner to the members/trustees of the Ecumenical Parish of Sheffield Manor Parochial Church Council.

I report on the financial statements of the Parochial Church Council of the Ecumenical Parish of Sheffield Manor ("the charity") for the year ended 31st December 2023 which are set out on pages 2 to 6.

#### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

#### Basis of independent examiner's report

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 financial statements and accounts therein, and seeking explanations from you as 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 matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding

of the accounts to be reached.



David Ryder FCA

100 Ivy Park Road, Sheffield, S10 3LD

7th April 2024