

# 2024



# ANNUAL REPORT

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

**THE PARISH OF SHEFFIELD MANOR COMPRISING  
ST AIDAN'S AND ST SWITHUN'S CHURCHES AND WILLIAM TEMPLE (TEMPLE PARK CENTRE)**

Correspondence Address:

St Aidan's Church, 2 Manor Lane, Sheffield, S2 1UF

**ANNUAL REPORT AND FINANCIAL STATEMENTS  
OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDING 31<sup>ST</sup> DECEMBER 2024**

**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 (to April 2024)  
The Revd Lucy Sablan (from 20 Feb 2025)

**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

**Churchwardens:** Sue Williams & Sioned-Mair Richards

The Parochial Church Council is an Excepted Charity.

## **NEW TEAM RECTOR'S INTRODUCTION**

*Lucy Sablan*

At the time of writing, I have not yet taken up my role as Team Rector, and so it feels odd to be contributing to the annual report. I will, therefore, be using this space to say thank you, introduce myself, acknowledge some of the challenges that face the parish and present some of my hopes for the coming years.

I want to start by thanking all those who have given their time, wisdom, gifts and expertise to support the parish during the vacancy both from within and outside of the congregation. The church wardens, Sue and Sioned, who have found themselves holding the church through a difficult time but have done so with great diligence. Those who have helped with occasional offices and services, the Ark team, vergers, sacristans, worship team, refreshments team, preachers and visiting clergy and all who give so beautifully of themselves to the worship and outreach of the churches. Thank you, and I look forward to partnering with you in the work of the gospel in this parish in the years to come.

By way of a short introduction to me, I have had the joy of living in S2 for almost 5 years and am excited to continue to call it home. I felt called to ordination from a young age, but that call was finally confirmed when I was working in a thriving church in one of the most deprived parishes in the UK and found out that not one person on the electoral roll lived in the parish. From that moment God ignited in me a desire to work in areas of multiple deprivation, and to try and help churches in marginalised communities to serve local people practically and spiritually. I love being outdoors, gardening, walking or running. I love reading but fall asleep mid chapter regularly and I watch more TV than I should. I have a wonderful husband who is currently doing a PHD and working with the House of Lords. My own spirituality is drawn from the breadth of Christian tradition, I deeply value liturgical rhythms rooted in tradition and find the most nourishment from contemplative practices.

I hope to be able to sit down with everyone from the church who wants to over the coming months to get to know you, find out what is important to you about the life of the church, what ideas there may be bubbling under the surface and how we can hold you in your faith well. This community holds a well of experience, wisdom and gifts and I am looking forward

discerning with you how we can work together to serve this community the Glory of God, and how I can be of service to you.

I know that the current state of St Aidan's Church building is a real challenge for this parish and a source of real pain for many in the community and congregation. I am amazed by the flexibility of the congregation in moving temporarily up the road to St Swithun's. I want to assure you that it is an utmost priority of mine to have St Aidan's watertight, heated and reopened as soon as possible. As we look to reopening St Aidan's, my hope is that we can think creatively about how the church is used throughout the week in a way that holds a pattern of prayer and serves the community alongside sacrament, Sundays and occasional offices.

I do believe the time at St Swithun's will not be wasted, as moving the congregation up there has highlighted the beauty of having a worshipping community there too.

In my interview for this role I shared my hope for St Aidan's to grow in community outreach that will feed into the Sunday congregation, and St Swithun's to grow a pattern of worship that complements the community outreach work that already happens there, so that both buildings would grow further as vibrant and active places of worship and sacrament, loving service and joy for the community. I look forward to discerning with the church and with the guidance of our God, how this might look.

You may have noticed my role is a slightly different one to previous Team Rectors. As an oversight minister in the Mission Area, I will have some roles in the wider area, primarily at St Leonard's where I will be retaining oversight although stepping back from much of the day-to-day operation. I am very fortunate to have a fantastic team of staff and volunteers there in whose hands the church and community centre will, I am certain, continue to thrive. My hope, along with other clergy in the Mission Area, is that we can increasingly look to collaborate where helpful while celebrating and preserving each other's distinct congregations and parishes.

After I have settled in the Parish, I will also be taking on the role of Canon of Urban Evangelism at the Cathedral. This role is primarily a resourcing one, and the Cathedral are being hugely generous in the support they are offering to resource mission and ministry in this Parish, and hopefully in due course further afield. I am certain that with their support,

along with the excellent team already in this parish, we will see the work of our churches thriving even more.



**ANNUAL PAROCHIAL CHURCH MEETINGS**  
**INCLUDING THE ANNUAL MEETING OF PARISHIONERS**  
**& ANNUAL PAROCHIAL CHURCH MEETING**  
**ST SWITHUN'S CHURCH, 27<sup>TH</sup> APRIL 2025 12 NOON**

**AGENDA**

**Welcome by Team Rector**

- 1. Opening prayers**
- 2. Apologies for absence**
- 3. Minutes of 2024 Annual Parochial Church Meetings**
- 4. Matters Arising**
- 5. Meeting of Parishioners – Election of Churchwardens**
- 6. Presentation of Annual Report and 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 21st April 2024,  
St Aidan's Church, Manor Parish**

**Present:** - Out of the Electoral Roll members entitled to attend and vote, the following members were in attendance: - Julie Child-Cavill, Amber 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, Andrew Wooding, Vickie Woodley.

In attendance: - Revd Sibylle Batten

**1. Opening Prayer** led by Revd Sibylle Batten.

**2. Apologies for absence:** - Jessica Child-Cavill, Ashley Houlden, Catherine & Stuart Mirfin, Maureen Mundy, Rachael Oludipe, Nathaniel Oni, Jenny Richardson, Geoff Richardson,

**3. Minutes of the 2023 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 had been the only Churchwarden for Manor Parish. 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 would step down. 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.

Sioned-Mair Richards was proposed for the role of second church warden by Martin Lawton & Anne Lawton. This was agreed unanimously.

Annual Meeting of Parishioners Meeting Closed

**6. Presentation of Annual Report and Accounts for 2023**

In her presentation, Revd Batten expressed thanks to Sue Williams for collating and producing the Annual Report and Accounts. 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.

She expressed sadness that she would be leaving the Parish on 28<sup>th</sup> April to become chaplain at Holy Rood House at Thirsk but knew that this was the right move for her.

## Money and Finance

Chris Digman presented his Treasurer's Report, summarising the key financial information. Although giving was down and we were still unable to hold Summer or Winter Fairs, Hall Lettings were continuing well. 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: Julie Child-Cavill, Seconded: David Elliott. 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

Jenny Richardson & Sue Williams continued in these roles unopposed.

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

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 2023.

Lillian Tootell was proposed by Julie Child-Cavill, seconded by David Elliott of the PCC. Martin Lawton was proposed by Sioned-Mair Richards; Seconded by Julie Child-Cavill. Both were agreed unanimously.

### **9. Appointment of Independent Examiner**

David Ryder from St Mark's Broomhill & Broomhall, had accepted the invitation to continue the role, with the approval of this Meeting. It was therefore proposed that David Ryder continue as Independent Examiner for the forthcoming year. Proposed: Martin Lawton 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 and wished us all well during the future vacancy.

### **11. Closing Prayers**

The meeting closed with The Grace.



## **CHURCHWARDENS' REPORT**

*Sue Williams & Sioned-Mair Richards*

Last year Sue wrote "Age and health issues added to my decision to leave but, since the news of Sibylle Batten'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." Along with so many others, we were sad that we have said goodbye to Sibylle, but also blessed to have experienced her love, service, and devotion she had given to the parish. She left with all our good wishes for her future and life at Holy Rood House.

So now what wardens do in a Vacancy other than usual Sunday meeting, greeting and setting up for the services? Bottom line is we are responsible for the parish and its continued functioning on a day-to-day basis. The legal responsibility, which lies with the vicar, is now jointly with the Area Deans, Sue Stewart and Lucy Sablan, and the Wardens, Sioned and Sue. We are appointed as 'sequestrators' with the Churchwardens being appointed as Parish Representatives during the Vacancy process.

- Maintaining the smooth continuation of the church services so we shared the planning and preparation. Sioned was able to fill the service rota with clergy from the Mission Area and Cathedral to lead our worship, Catherine Fish suggested hymns and Sue focussed on preparing the liturgy and transferring it to PowerPoint presentations. She undertook to be on the 'Tech Desk' each Sunday, as Sioned took charge of ensuring all went well on the day. Our sincere thanks to all clergy who were invited to take services and ensure our worship continued seamlessly.
- Maintaining links with our User Groups at St Aidan's and St Swithun's.
- Liaising with the Mission Area Support Team
- Taking care of the vicarage and visiting the house inside and out regularly to check for damage, leaks, etc.
- Liaising with the Diocesan Surveyor and contractors involved with work to upgrade the vicarage with solar panels, Air Source Heat Pump, interior insulation, new kitchen and more. (The vicarage is now a warm building!)

- Supporting Nicola Smith in her work with our finances and as Support & Development Worker.
- Ensuring PCC and other meetings ran smoothly.
- Arranging extra PCC meetings, meetings with the Area Deans -Sue and Lucy, the Archdeacon -Malcolm Chamberlain, the Associate Archdeacon Transition Enabler – Chris Stebbing.
- Preparing the Parish Profile which has two main purposes:
  1. The first is to say what we the parish are looking for in the person to be appointed. This is our opportunity to describe to the Bishop and Patrons the needs and traditions of the parish and our aims and plans for the future.
  2. Secondly, the Profile acts as an advertising brochure describing the parish. It presents an overall picture of our parish, our surrounding area, and summarizes our church life, both our Sunday services and weekday life. It gives detailed information on the parish, the forms of services and weekday activities, attendance, the number of baptisms, weddings and funerals, the schools in the parish, demographics of the local community, our parish financial situation (briefly) and the vicarage. With helpful guidance from senior clergy and our Link Burgess, Steve Eccleston, we managed to put together an inspiring, attractive document for potential applicants.

Fortunately, the Vacancy was neither long nor protracted, as the numerous conversations and meetings resulted in unanimous acceptance of just one candidate applying for the post. We were relieved that the interview was held in December and the candidate accepted the post. In January 2025, the parish was delighted to announce that Revd Lucy Sablan was to be our new Team Rector of Sheffield Manor Parish and Oversight Minister in the North Attercliffe Mission Area, remaining as Minister of St Leonard Community Church in the Parish of Heeley with Arbourthorne and Norfolk Park.

## **FABRIC & MAINTENANCE**

We are grateful to our Parish Support and Development Worker, Nicola Smith, Treasurer, Chris Digman, and Independent Examiner, David Ryder for keeping a watchful eye on parish

finances and highlighting what we can afford for maintenance.

The damaging effects of the severe water ingress and lack of heating continues to be a major issue at St Aidan's, and has probably been hindered by the long and drawn-out response from the insurers and loss adjusters. We decided to close the building on November 3rd and move our Sunday services to St Swithun's, as it was far too cold and damp to remain at St Aidan's.

We continued to meet with our architect, funding consultant and Diocesan Buildings Officer in finding a way forward to making St Aidan's fit for purpose again soon, and our new Team Rector will be leading this once she is settled in the parish.

During the Vacancy, all regular servicing and maintenance has continued, but it has not been prudent or possible to move ahead with any major projects without finances being in a better position and a committed team of clergy and laity to take responsibility. We are confident that next year's report will bear happier news about our lovely churches.



## **ATTERCLIFFE DEANERY SYNOD**

*Jenny Richardson & Sue Williams*

Revd Sue Stewart (Mosborough St Marks) and Revd Lucy Sablan (St Leonard's) started the year in their new roles as Co-Area Deans, chairing meetings which included some excellent speakers and items, with opportunities for small group discussions.

Jo Edwards, Diocesan Church Buildings officer spoke to the meeting, highlighting the many ways in which the Buildings officers, as part of the Mission Area Support Team (MAST), can help parishes and churchwardens.

MAST can help with

- List A, List B and Faculty applications.
- Annual Church maintenance plans, new building and reordering projects.
- Drone inspection of church buildings is possible along with thermal imaging.
- Net zero targets and buildings related training sessions.
- Heating system advice and deal with general church building queries.
- Working with other Church House teams and other teams in the diocese,
- Attending the DAC, Environment working group, net zero team and the communications team.

They also meet with external teams such as architects and QI inspectors, borough and city councils, contractors, SY Fire and rescue, Ecclesiastical Insurance, A Rocha and Caring for God's Acre. They offer workshops, training, and guidance throughout the year, and prepared a Heritage Tourism Week in May featuring Sheffield churches, a joint day conference with Generosity and Giving team was also well attended.

The June Synod included two major items from Manor Parish. The first resulting from Manor Parish PCC agreeing to endorse a motion from Carlisle Diocesan Synod, which had been waiting to be included in a General Synod agenda since 2021. The motion called on the Church of England to be more proactive in its support and solidarity with Palestinian Christians, and is based on Cry for Hope, a call from Palestinian Christians, which is supported by Manor Parish.

Jenny Richardson presented it to Synod where a motion to endorse it at General Synod was passed. The Deanery then presented a motion to support its discussion at Sheffield Diocesan Synod in November which, after some discussion, was passed.

The motion from Carlisle Diocese had been placed on General Synod's agenda in February 2025. However, because the situation in Palestine had changed considerably since 2021, Carlisle Diocesan Synod was given the opportunity to update it. This revision is planned for March 25 and it will be on the General Synod agenda in July 2025.

Sue Williams spoke about the resolution passed by Manor PCC approving the resolution *“That the Team Rector and PCC affirm the use of Prayers of Love and Faith (and suite of resources) as currently authorised within existing acts of worship; and will adopt any future authorisations for their use within stand-alone services, even if this church is without an incumbent at the time. The Manor Parish is committed to fully affirming same-sex relationships and will actively encourage applications from clergy who will explicitly support this resolution.”* They have received a supportive response from the Diocesan Bishop for this action. We continue to pray for General Synod to hold inclusive and positive talks and take this forward within a sensible and practical timescale. We live in hope.

Revd Louise Castle, Bishop's Adviser for Healing & Wholeness, was warmly welcomed in October, as she gave a presentation around the work and purpose of the Diocesan Healing and Wholeness Team, she answered questions and encouraged members of synod to find out more by participating in its activities.

The vacancy process at Manor Parish continued, alongside recent vacancies at St. Catherine of Siena and the chaplaincy at Shrewsbury Hospital Almshouses. Luke Graham has already begun as Curate in Charge at St John's Park in June, but is likely to be licenced as Vicar in 2025.

There was a Deanery Day on 9th November when Bishop Pete attended a park run, a community coffee morning at Mosborough St Mark's, a men's mindful lunch at the Birley Bath House, litter picking in Attercliffe and Bingo at St. Leonard's. There had been a meeting at Heeley the previous week with the Strategic Development Funding group which a few of our deanery members had attended.

## **CHILDREN'S WORK**

### *The Children's and Youth Leaders*

Sunday Club and Ark continued throughout 2024 led by Claire Dalpra, Andrew Wooding, Vickie Woodley and Julie Child-Cavill. Our heartfelt thanks to Lilian Tootell who stepped down from helping in the early summer; her gentle presence in Sunday Club over the years has been invaluable. Thanks, too, to Moni who works behind the scenes to support us as our Parish Safeguarding Officer.

At the start of the year, the 2024 Breathe Deep diocesan youth day took place in Sheffield cathedral. Thanks to Andrew for making arrangements for the five young people attending. Then came Shrove Tuesday when Julie heroically cooked pancakes for 30 guests at St Aidan's.

In March, we helped to prepare flowers and intercessions on Mothering Sunday. On Good Friday, due to bad weather we organised an indoor gathering at St Swithun's with games, a short reflective story and lunch. We had around 15 in all. After Easter, we welcomed several classes of children from Pipworth school on their annual visit to St Swithun's.

Ark has taken place in different spaces over the year due to building constraints. One month we gathered in St Aidan's church lounge to stay warm only to have too many attending for the space! We've been wonderfully supported by Gemma Wellum (mum, teacher and regular Ark attender) who supplies us with excellent craft ideas. Another Ark encouragement was the baptism of Ryah, the young daughter of another regular Ark family, at the April Ark before Sibylle left.

The broken heating at St Aidan's and Sibylle's unexpected departure has 'kept us on our toes' this year. As always, we have more ideas that we can execute but we've been mindful of pacing ourselves during vacancy.

One of the new tasks the team have taken on this year is Baptism preparation and verger duties at baptism services. Thanks to Nicola, Lucy and Britt for making it a fairly easy process. Also, Claire, Britt and Lucy were able to respond to invitations from Manor Lodge school to contribute to Harvest and Advent assemblies as well as share a bit during RE lessons.

One significant development this year has been Justin (13) helping with serving the chalice and becoming a regular member of the diocesan young people's online discussion group.

In December, we held our fifth Christmas Toddler Disco. Organised by Julie, we welcomed between 30 families to Victoria Methodist Church. Ruth Mills was the DJ, Sunday Club leaders and volunteers organised hot dogs and drinks, and Santa turned up in person in the grotto.

Prince Edward School were glad to be able to use St Swithun's for their Year 5/6 Christmas concerts where over 60 children took part and this year's Christingle at St Swithun's was attended by around 50, with oranges generously donated by Simpson Funeral Directors. It was ably led by Vickie, we couldn't have done the service without her!

## **MANOR CHURCH & COMMUNITY PROJECT**

*Claire Dalpra, Debora Marschner and Lisa Wigfield*

The Manor Church and Community Project manages the third building in our parish - Temple Park Centre - and employs our Community Cohesion and Outreach Worker, Lisa Wigfield.

This is Lisa's second year in post. Through Lisa's amazing work, we continue to make good progress in our aims and outcomes. In 2024, we had 11 groups using the building, as well as our permanent tenant, MASKK. Over the year, we held five 'Crafternoons' to share faith stories and engage with local families.

Lisa continues to work closely with MASKK staff - sharing the building, collaborating on projects and offering informal relational support. While not faith-based, the fortnightly 'SEND Sunday' gatherings are a particularly exciting development through our link with MASKK; families with children with special educational needs and disabilities meet at Temple Park Centre to socialise in a safe space.

Lisa has a team of over 10 volunteers to help run her groups, many of whom are gaining valuable work experience and qualifications. Julie Child-Cavil has joined the Tuesday Lunch

Club team and Debora and Claire visit to share a Christian story from time to time. The Monday craft group members helped us facilitate our first summer fair in August.

Lisa faithfully networks with Friends of Manor Park Fields, Best Start, Manor and Castle TARA, Green Estates and many more. Lisa played a key part in the 2024 Halloween and Bonfire Night community events; lantern making was a great way of engaging as Lisa provided instructions and resources for scouts, MCDT men's group and MCDT women's group.

Lisa has a very good working relationship with Pinders Dance who have increased the number of sessions at TPC this year. In addition, both Weston Park Cancer Charity and Manor Castle and Development Trust now have workers visiting Temple Park Centre weekly to offer a Citizen's Advice service.

We finished the year with the wonderful news that we had been successful in securing additional funding from the Diocese of Sheffield for Lisa's post until the end of 2025. This is good news indeed as Lisa has plenty of ideas for the coming year!, Currently room rent approximately covers building costs; we rely on grants from the Church Burgesses, the URC Synod Mission Fund and the Sheffield Methodist District and Circuit to pay for Lisa's role.

For those of you who have not seen our [MCCP promotional video](#), this gives a good introduction to the work of the project.





## **HAVEN@TABLE 2024**

*Jenny Richardson*

Haven@Table has continued throughout 2024, meeting around the table, and sharing an informal meal. We enjoy feasting on all sorts of things ... soup, bread, crumble made with local fruit, dips and crisps and carrot sticks! We have fun and some more serious moments, as we share our stories, poems, relevant words from Bible, favourite music – and much more. We have times of sharing 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 finding beauty and finding God in the ordinary things of life, winds of change, creation providing harvest; re-creation providing refreshment, being nurtured, being still, the place of anger and lament – a varied range of themes, led by different people! As always, we found plenty to chat about, and as always, Haven@Table has been a place for us all to relax and be ourselves.

This year, we have met on 10 occasions; regulars juggle varied personal health and family commitments, and from time to time we agree not to meet. Most of the time we have been face to face around the table, once in the garden to enjoy the good weather, once on Zoom.

The group continues with 10 regulars, a couple of new people who have joined us on one occasion, 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 website for details.

## **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."*

Manor Parish this year endorsed a motion based on this Cry for Hope, that will be presented at General Synod. (More details of this are in the Deanery Synod report)

During 2024, the situation in the whole of Palestine, and particularly Gaza, escalated to what many term a genocide of the Palestinian people. Manor Parish has continued to pray for, and work towards, justice and peace in the land,

The weekly parish newsletter often contains updates about the Holy Land, and intercessions for those in the land have been a regular feature in the church. Church members, alongside other Christians, have supported vigils and protests in the city centre. This included a vigil by the cross in Sheffield city centre during Holy Week.

In December, the parish, with Kairos Sheffield, was due to host a return visit from the Amos Trust Christmas tour, “Steal all the flowers”, as a result of the warm welcome they had received in 2023. However, this became impossible with St Aidan’s church building temporarily out of use. The Philadelphia Centre offered to host this event- “Requiem for Gaza”. Members of Manor parish helped with publicity and also provided practical support on the day.

We continue to pray for justice and peace in the Holy Land

#### **PCC REPORT FOR 2024**

*Sioned-Mair Richards*

<b><u>EX-OFFICIO</u></b>	<b><u>POSITION</u></b>	<b><u>MAXIMUM TERM DATES</u></b>
Revd Sibylle Batten	Team Rector / Oversight Minister	September 2022 – April 2024
Sue Williams	Churchwarden /Deanery Synod Rep / Diocesan Synod Rep	CW - 2021 – 2027 Deanery – 2021 -2024
Sioned-Mair Richards	Churchwarden, PCC Secretary	Apr 2024 – Apr 2030
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, Electoral Roll Officer, Lay Vice Chair	Apr 2022 – Apr 2028
Martin Lawton		Apr 2024 – Apr 2030
Stephen Ramshaw	Church Army	Apr 2023 – Apr 2029
Lilian Tootell		Apr 2024 – Apr 2030

## **TREASURER'S SUMMARY FOR THE YEAR 2024**

*Chris Digman*

This year saw a surplus of £8,054 recorded in our accounts for the Parish. This is in comparison to 2022 where the Parish had a deficit of £1,145. The 2024 surplus however has several parts and is not as substantial as the value suggests. The £8,054 is made up of unrestricted funds £2,242, unrestricted designated funds £126 and restricted funds of £5,686. Therefore, it is more appropriate from a day-to-day basis running the Parish to consider we have made a surplus of £2,242.

A summary of the different types of funds are as follows:

- 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.

We did not pay our full Common Fund commitment this year. We paid £16,350 out of a total of £22,529 which we had pledged to give to the Diocese.

### **Income**

We are extremely grateful for congregational giving. Overall, giving was down compared with 2023 in all areas (Gift Aid giving, Envelope, Sunday Eucharist and Individual Donations).

However Gift Aid recovery was higher, this is due to when claims are made to recover the gift aid allowable by the Parish. Considering the struggle and pressures the cost-of-living crisis has placed on families, we are blessed by the Parish's continued generosity. This giving 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 before the money comes to us).

Our hall lettings were lower than those received in 2023 (by about £2,300) which has been challenging, impacted by the situation with St Aidan's Church. 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 fairs again this year which represents circa £2,000 of income not coming in.

Grants were minimal in 2024 compared with the significant energy grants in 2023. We did receive donations of £5,000 designated for the heating repairs in St Aidan's Church which will be used once we have raised sufficient funds. We also continued to receive support from the Sheffield Burgesses Church Trust for the Support and Development Worker Post, for which we are very grateful for and has been critical in keeping the work of the church going.

### **Expenditure**

As noted in the opening of the summary, we paid circa 70% of our Common Fund commitment.

Our utility costs were substantially less than in 2023, in part as a result of not using St Aidan's Church for the whole year. The combined bills for 2023 were around £10,400, a reduction of over £8,000. Water bills were back to expected levels. Maintenance, service and repairs expenditure were slightly lower than in 2023. 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.

## 2025

Looking forward, we recognise that each year provides its own financial difficulties. The utility prices remain uncertain. 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 will be working hard to obtain grants which we apply for (often we do not receive notification for until later in the year).

The current partial closure of St Aidan's presents a risk in loss of rental income, in which we are working hard to minimise and we are seeking to maximise the use of St Swithun's Church.

With the surplus in 2024, we will consider as a PCC to whether an element of this should be paid towards our pledge to the Common Fund.

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 Worker), Sue Williams and Sioned-Mair Richards (Church Wardens) and Sibylle Batten (previous Rector). Thanks also to David Ryder who was our Independent Examiner and provided helpful advice on improving our practice.



**Ecumenical Parish of Sheffield Manor**

**Financial Statements**  
**for the year ended 31<sup>st</sup> December 2024**

## Ecumenical Parish of Sheffield Manor

### Financial Statements for the Year Ended 31st December 2024

#### Receipts and Payments Accounts

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2024	Totals 2023
	£	£	£	£	£
<b>RECEIPTS</b>					
<b>VOLUNTARY RECEIPTS</b>					
Gift Aid Giving	5,208	-	-	5,208	9,024
Gift Aid Recovered	3,492	-	-	3,492	2,770
Envelope Giving	1,671	-	-	1,671	2,977
Sunday Eucharist Collection	2,375	-	-	2,375	1,964
Other Service Collections	32	-	-	32	107
Coffee Donations	271	-	-	271	205
Individual Donations	8,747	250	-	8,997	11,044
Special Collections	310	-	-	310	-
Baptism Collections	199	-	-	199	295
Wedding Collections	7	-	-	7	29
Summer/Winter Fairs	84	-	-	84	-
Miscellaneous Fundraising	-	-	5,000	5,000	54
	<b>22,396</b>	<b>250</b>	<b>5,000</b>	<b>27,646</b>	<b>28,469</b>
<b>OTHER RECEIPTS</b>					
Wedding Fees	767	-	-	767	677
Funeral Fees	1,354	-	-	1,354	1,632
Certificates	108	-	-	108	102
Dividends	165	-	-	165	163
Interest Received	-	58	-	58	-
Grants	118	-	200	318	5,517
Minibus Collection	50	-	-	50	514
Hall Lettings	23,626	-	-	23,626	25,997
Charity Giving	67	-	-	67	79
Parish Miscellaneous	299	-	-	299	56
Church Burgesses Grant to Fund Support and Development Worker	-	-	7,060	7,060	6,670
	<b>26,554</b>	<b>58</b>	<b>7,260</b>	<b>33,872</b>	<b>41,407</b>
<b>Total Receipts</b>	<b>48,950</b>	<b>308</b>	<b>12,260</b>	<b>61,518</b>	<b>69,876</b>

# Ecumenical Parish of Sheffield Manor

## Financial Statements for the Year Ended 31st December 2024

### Receipts and Payments Accounts (continued)

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2024	Totals 2023
	£	£	£	£	£
<b>PAYMENTS</b>					
<b>MINISTRY</b>					
Volunteer/Churchwarden Travel	-	-	-	-	17
	-	-	-	-	17
<b>PREMISES</b>					
Cleaning & Caretaking	3,205	-	-	<b>3,205</b>	3,016
Church Gas Supply	5,742	-	-	<b>5,742</b>	11,973
Church Electricity Supply	4,634	-	-	<b>4,634</b>	6,702
Church Water Supply	1,643	-	-	<b>1,643</b>	3,802
Insurance Repairs	-	-	-	-	642
Church Insurance	5,478	-	-	<b>5,478</b>	5,365
Church Building Sundries	158	-	-	<b>158</b>	94
One-off renewals	94	-	-	<b>94</b>	359
Maintenance and repairs	2,836	-	-	<b>2,836</b>	3,695
Repairs and maintenance - St Swithun's	-	182	-	<b>182</b>	-
Servicing	1,767	-	-	<b>1,767</b>	1,909
	<b>25,557</b>	<b>182</b>	-	<b>25,739</b>	37,557
<b>WORSHIP AND MISSION</b>					
Sacristy Supplies	189	-	-	<b>189</b>	130
Organist Expenses	70	-	-	<b>70</b>	-
Vergers Fees (see note 1 on page 4)	300	-	-	<b>300</b>	105
Young Peoples Work	49	-	-	<b>49</b>	77
Worship Resources	19	-	-	<b>19</b>	11
Catering expenses and refreshments	81	-	-	<b>81</b>	9
	<b>708</b>	-	-	<b>708</b>	332
<b>WIDER CHURCH</b>					
Anglican Diocesan Common Fund Contribution	16,350	-	-	<b>16,350</b>	21,737
Charities	67	-	-	<b>67</b>	79
Licences & Subscriptions	573	-	-	<b>573</b>	679
Fundraising Expenses	29	-	-	<b>29</b>	-
Minibus Costs	113	-	-	<b>113</b>	904
	<b>17,132</b>	-	-	<b>17,132</b>	23,399



# Ecumenical Parish of Sheffield Manor

## Financial Statements for the Year Ended 31st December 2024

### Receipts and Payments Accounts (continued)

	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2024	Totals 2023
	£	£	£	£	£
<b>PAYMENTS (continued)</b>					
<b>ADMIN COSTS, WAGES AND OTHER PAYMENTS</b>					
Parish Telephone and internet	1,524	-	-	1,524	1,190
Parish Stationery, Postage, Photocopying, Printing	325	-	-	325	633
Bank Charges	18	-	-	18	-
Diocesan Fees	913	-	-	913	1,484
Parish Miscellaneous	129	-	-	129	110
Special Collection Expenditure	306	-	-	306	-
Support and Development					
Worker Salary	-	-	6,574	6,574	6,241
Employment Costs	96	-	-	96	58
	<u>3,311</u>	<u>-</u>	<u>6,574</u>	<u>9,885</u>	<u>9,716</u>
<b>Total Payments</b>	<b><u>46,708</u></b>	<b><u>182</u></b>	<b><u>6,574</u></b>	<b><u>53,464</u></b>	<b><u>71,021</u></b>
Excess Receipts (Payments) for the year	2,242	126	5,686	8,054	(1,145)
Cash at bank and in hand at 1st January	<u>4,121</u>	<u>3,504</u>	<u>5,511</u>	<u>13,136</u>	<u>14,281</u>
<b>Cash at bank and in hand at 31st December</b>	<b><u>6,363</u></b>	<b><u>3,630</u></b>	<b><u>11,197</u></b>	<b><u>21,190</u></b>	<b><u>13,136</u></b>

### STATEMENT OF ASSETS AND LIABILITIES

	Endowment Fund	Unrestricted Fund	Unrestricted Designated Fund	Restricted Fund	Totals 2024	Totals 2023
	£	£	£	£	£	£
<b>Cash Funds</b>						
Bank Current Account	-	6,108	-	-	6,108	3,998
Cash in hand	-	86	-	-	86	123
Add: MCCP Agency balance owed (see note 2 on page 4)	-	169	-	-	169	-
Bank Current Account for Wages (see note 3 on page 4)	-	-	-	5,997	5,997	5,511
Bank Current Account for Buildings/Fabric (see note 4 on page 4)	-	-	-	5,200	5,200	3,504
Charity Bank Account (see note 5 on page 4)	-	-	3,630	-	3,630	-
	<u>-</u>	<u>6,363</u>	<u>3,630</u>	<u>11,197</u>	<u>21,190</u>	<u>13,136</u>
<b>Investment Assets</b>						
Investment Fund Shares at mid market value (see note 6 on page 5)	<u>6,068</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,068</u>	<u>5,934</u>

# Ecumenical Parish of Sheffield Manor

## Financial Statements for the Year Ended 31st December 2024

### Notes

#### 1. Verger's fees

Verger's fees totalling £60 (£70 in 2023) 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.

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
MCCP total receipts in year	<b>10,391</b>	13,059
MCCP total payments in year	<b>10,560</b>	13,535
Net Receipts/(Payments) in year	<b>(169)</b>	(476)
Agency balance at 1st January	-	476
Agency balance at 31st December	<b>(169)</b>	-

#### 3. Manor Support and Development Worker's Salary

The Parish's Support and Development Worker's salary is funded from an annual grant from the Sheffield Church Burgesses paid into the Manor Wages bank account which is a restricted fund. The balance on this account at 31st December 2024 of £5,997 represented the unused grant at that date carried forward into the next year.

#### 4. Unrestricted Designated Funds

In June 2024 the remaining unrestricted designated funds held in our Cooperative Bank Buildings A/C were transferred into an Ethical 40-Day Notice Charity Bank Account. The current balance in that account is £3,630.

#### 5. Restricted Fundraising/Grants

We have received donations of £4,000 and £1,000 towards a new heating system at St Aidan's, and LED Energy Grants of £100 each for St Aidan's and St Swithun's from the Diocese of Sheffield. These donations and grants are restricted funds and have been placed in our Cooperative Bank Buildings A/C until such time as they will be spent during 2025. The total currently in this account is £5,200.

## 6. 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 2024                      299 shares            £5,934 (mid-market value)

**Unit holding as at 31st December 2024                      299 shares            £6,068 (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 1-5 were approved by the Parochial Church Council on 27th March 2025            and signed on its behalf by:



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Christopher Digman - Treasurer



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Reverend Lucy Sablan - Team Rector

## **Ecumenical Parish of Sheffield Manor**

### **Financial Statements for the Year Ended 31st December 2024**

#### **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 2024 which are set out on pages 1-5.

#### **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

28th March 2025