

# St Matthew's Church *Carver Street*



**The Annual Report of The Parochial Church Council of the Ecclesiastical Parish of  
Sheffield St Matthew  
Charity number: 1197801**

## REPORT OF THE CHURCH COUNCIL FOR 2023

St Matthew's P.C.C. has the responsibility of co-operating with the incumbent of the parish, in promoting the ecclesiastical parish, and the whole mission of the Church – pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St Matthew's Parish Church. The PCC is the Sole Member of St Matthew's House Ltd, a charity and company limited by guarantee, which trades as The Art House.

**Summary of Purposes of the Charity:** The Purposes of the charity are set out in The Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

**Summary of the main activities:** The Trustees lead the charity in promoting in the ecclesiastical parish the whole mission of the Church: The trustees have had regard to the guidance of issued by the Charity Commission on Public Benefit.

**Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit:** The trustees have had regard to the guidance of issued by the Charity Commission on Public Benefit.

### **Main Address of the Charity:**

The Parish Office 8 Backfields Sheffield

S1 4HJ

### **Membership**

Members of the P.C.C. are either *ex-officio* members or are elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules. During the year, the following served as members of the P.C.C. Since the AGM 2016 regular members are elected annually. The AGM in 2016 passed a resolution that Wardens could serve for longer than six successive terms if so desired and duly elected.

**Incumbent:** The Reverend Grant Lambert Naylor  
B.A. (Lampeter), M.Th (Oxon), SSC

**Hon Curate:** The Rev'd Alan Watson CMP, SSC

**Rtd Assisting  
Priest:**

The Rev'd Alun Price

**Churchwardens:** Dr Stuart Barfield & Mr Stephen Linskill

**General Synod**

**Representative:** Mrs Michaela Suckling

**Deanery Synod**

**Representatives:** Mr Ian Burgess & Mrs Holly Featherstone

**PCC Members:**

Carol Taylor (Safeguarding)

Sandra Palmer

Caroline Fisher

Minerva Fadoul

Zoe Kilner-Farr

Richard Dawidek

**P.C.C. Secretary:** Mrs Holly Featherstone

**P.C.C. Treasurer:** Mrs Caroline Fisher

### **Constitution**

## **Electoral Roll**

94 members were on the electoral roll at the last APCM. Over the course of the year with additions and subtractions with people moving in and away the electoral roll now stands at 104.

**Dr Hey-Long Ching - Electoral Roll Officer**

## **End of Year Reports Review of the Work of the P.C.C. for the year 2023**

The PCC consists of six elected members and seven ex-officio members.

Five PCC meetings took place over the course of the year with an average attendance of ten members.

The Regenerate Project was high on the agenda, but items discussed have been indicative of our growth and development more broadly including safeguarding, finances, fundraising, St Matthew’s House, issues with the church building, childrens’ and families ministry, students and young persons’ ministry including the planned Scriptorium, the Parish Nursing Project, Mission Action Planning and support networks and the enabling of disciples who can broaden the scope of what we do and support an increasingly large congregation.

I am continuing to get to grips with the role of PCC secretary and am very grateful for the support and encouragement of my colleagues on the PCC.

**Holly Featherstone - PCC Secretary**

## **The Vicar’s Review**

I am happy to report another really super year at St Matthew’s with significant growth in the numbers of people attending Mass and joining our community. I have been parish priest here for nine years now and I am greatly blessed by you all. Since 1855 we have sought to serve to worship God, serve the community and call people into the sacramental life and in many ways the work is the same as it always was. New members have been baptised, confirmed and reconciled to God. Members of the congregation have been married and have had children and are seeking to bring them up in the Catholic Faith. The congregation has sought to bless our wider community through good works and evangelism.

I am delighted by how so many more of you are sharing your faith and inviting friends, family and colleagues to church. I have also noticed how families are striving to teach the faith to their children at home – this is so vitally important as our homes should be domestic churches. It’s also been a great year of sharing our faith more on the streets. We had three wonderful street processions at Corpus Christi, The Assumption and our usual do for the Patronal. We were well received and our strategies for evangelizing the parish are bearing fruits. Thanks to the Holy Spirit and to you all being willing to share your faith on the street. Keep on keeping on! Everytime the church steps out onto the streets we literally prick the secular bubble and we can see the light of Grace penetrating the hearts of many.

It’s been a particular joy in the past year to have welcomed many high quality and godly visiting preachers. Chief amongst them Bishop Roger Jupp at Holy Week & Easter and Bishop Will Hazelwood

for the Catholic Evangelism Lecture and Patronal Festival. It was as ever kind of the diocesan bishop to join us for this and we thank Bishop Pete for his support. Bishop Stephen Race was with us to confirm in October and we thank God for raising up new candidates every year.

The Parish Nursing Project and St Matthew's House have been going from strength to strength under the able leadership of Michaela and Ben. We are working on new projects as collaborations between the constituent parts of our organization. St Matthew's House, trading as the Art House, has grown stronger links to the ethos of the church and this is evidenced by the website and closer working relationships. It is also in a stronger financial position.

The churchwardens, development worker and PCC have been a tremendous support to me. Thank you for all you do and for your assistance in making things work. Over the past year I have noticed how what we do is more integrated and how our fundraising blends in seamlessly with our missionary work. We have continued our fundraising for Regenerate and we anticipate that some of the work will be completed in 2024 with the majority of the work in 2025.

I have been blessed by the support and assistance of Fr Watson and Fr Price in maintaining and growing the regular worshipping congregations of St Matthew's.

The sacristy team, organist, servers and choir have all greatly contributed to the depth and dignity of our worship. Thank you for all you do! Fiona, thank you for growing the choir! Caroline and Holly have done so much to oversee and bless our finances.

It takes a whole congregation to form a church of missionary disciples. As your priest I am here to support and equip you to be the church of Jesus Christ in the world. I am excited about the year ahead, especially with our focus on rule of life. The Church is all of us. It is therefore us, in the name of Jesus, who are called to serve, bless and evangelise our community today. May God help us in this great commission.

Our vocation is to grow personally in Jesus and share Jesus with others. This is not a specialism for a few but as the Holy Father Pope Francis says:

*"To be Saints is not a privilege for the few. But a vocation for everyone!"*

My prayers for you all daily,

**Fr Naylor**  
**Vicar**

### **The Report of the Fabric and Ornaments of the Church**

It has been a relatively uneventful year in terms of the fabric of St Matthew's. There is however a lot of work planned over the coming year, including restoration of the sanctuary and installation of a ramp to improve access to the church, both subject to approval as part of the first stage of Regenerate.

The flooding of the crypt reported in last year's meeting has not reoccurred, but it left behind some damage to the Crypt door. This has been replaced in Accoya which is a wood preserved and guaranteed not to rot for at least 50 years.

We have had a quote to install lighting in the crypt, and are waiting for availability to proceed with this. Once the space is adequately lit we will assemble a working group to clear the sediment/ash from the old boiler to allow the damp under the steps to the high altar to dry out. This has been recommended by the architect as there is noticeable damp under the carpet at present.

The building work adjacent to the Art House is nearing completion, with the new buildings due to open later this year. When the hoarding is removed later this year the council planned to cover this area with stone paving.

We are in ongoing conversations with the council/Henry Boot regarding damage caused to the Art House during these works, which will include cleaning the church windows.

We have fewer issues with rats in the building since the building works have finished, and also have removed the wooden planter next to the main church entrance and blocked a likely entry point for rats into the church behind this.

There were some broken slate tiles above the vestry causing water ingress which were replaced. There is still damaged plaster above the window in the Lady Chapel, and work to find a suitable tradesman to repair continues.

The bell has been serviced last summer but a report on the works required is still pending.

In terms of ornaments we have received a gold altar frontal from the estate of Mary Wheatley, and have also been generously gifted a statue of St Joseph. We have requested permission to mount this to the wall in the Lady Chapel from the DAC, and once approved will mount this.

**Stuart Barfield**  
**Church Warden**

### **Director of Music's Report**

Since my last report in March 2023 the choir has grown steadily, especially since 2024. We still have 19 names on the list but regular attendance has improved. Of the 4 big services over Holy week/Easter the choir has averaged 12; we are often into double figures. Needing more time to rehearse, without going into a separate rehearsal, we now start earlier on Sunday at 10 o'clock.

There is a need though to still have longer rehearsal time to learn additional repertoire for major services especially as some of the singers are inexperienced. We recently experimented with an additional practice before Holy Week including a social lunch. This was well attended and felt positive. There are also plans for a 'choir day' to work on vocal techniques with the help of a vocal coach for added input.

Other music has seen instrumentalists coming forward to form a Christmas music group and to help with the Palm Sunday procession.

The 2023 Patronal Mass brought in extra singers, string and brass players for a Haydn mass setting and accompanying along to the hymns.

Lots of positive comments afterwards; these singers and players seem very keen to come back and support our church.

**Fiona Law**  
**Director of Music**

### **St Matthews Children's Ministry**

Over the past 12 months the number of families and children in the congregation has continued to increase. The PCC has secured a grant for three years from the Burgesses Educational Trust to employ a part time Children's and Families worker and the Diocese of Sheffield seem keen to match this in order to create a post for a two day a week Centenary Project worker. We are hoping that someone will be in post by May 2024.

## **Report from the Mission Partnership Development Worker**

In 2023 our growth both in activities and number of people really has exceeded my capacity to have detailed knowledge of each event or ministry. This was a year of supporting the growth of new leaders to take charge of their own ministries and taking a supporting and advising role. In particular I have experienced great joy in seeing the student and young adult ministry mature and take on its own life and now prepare to launch a major new ministry to students. Many thanks to Richard and Liam for their commitment to the mission of this Parish amongst younger people and their enthusiasm for growing as leaders.

High-profile events have marked the calendar, not least the Coronation and the second annual Beer Festival. These events drew significant support from many who do not profess faith and do not call St Matthew's their spiritual home. They also handily raised funds for the Regenerate project. In my role supporting these events I got to see how the congregation of St Matthew's has truly shifted its attitude to outreach to become bold, confident, and generous. Even our 'civil' events (Remembrance and Carol Service) take on a missionary spirit.

The first building phase of the Regenerate Project is now on the horizon thanks to the grants won and the work of our architect. With the firm plans for the restoration of the Sanctuary I have been able to target more specific funding opportunities including the *Society of Antiquaries* and *Yorkshire Historic Churches Trust*. As DAC approvals are granted I will be able to reach for more significant funding pots as these tend to require assurance of legal authorisation for the work.

Now having spent my third Christmas and Easter at St Matthew's I am pleased to see how our marketing voice has connected with the people of Sheffield helping us to see ever greater numbers of visitors at high festivals. With bold evangelistic teaching and a welcoming and hospitable congregation it is no wonder that many of these visitors go on to make professions of faith and join in our common life.

**Ian Burgess**

**Parish Development Worker**

### **Parish Nursing Project**

Dear Friends,

It's hard to believe that the Parish Nursing Project is now in its 5th year, we could never have got here without your unfailing support and prayers and for that we are very grateful!

During 2023 the project faced its share of joys and challenges, which inevitably had an impact on our work. As a result of my taking time off to support my husband, Rupert, and due to the team taking time out to recover and re-evaluate after the death of a dear friend and client, things have been quieter than in previous years, yet we've still achieved a great deal.

Change is a constant in life and we were sad to say our goodbyes to both Marjorie and Maria who left the Parish Nursing team to embark on new projects. It has also been a time of transition for Scott who is taking a break from front-line work to develop his role within the church and the Art House. We wish our friends "good luck" and our best wishes go with them on their future journeys. You will be missed!

Following our recruitment day in the Summer, we've also had the joy and excitement of welcoming our new Parish Nurse, Louise Smith, who has quickly become a real asset to the team with her cheerful, friendly manner and broad and impressive skill set. Welcome Louise!

A huge highlight of the year was our Parish Nursing Sunday celebration held on September the 17th, when we had the privilege to welcome the High Sheriff of South Yorkshire, Professor Jaydip Ray and his wife, both NHS doctors, to celebrate with us and it was a very proud moment for the Parish Nursing Team to receive the High Sheriff's Award for outstanding work in building up the project and working tirelessly for the vulnerable. Fr Naylor was also honoured with an award for his contribution to the community and county.

Through our outreach work, as well as through our presence on the Parish Nursing stall in the Moor Market, our service has seen 500 clients this year, all this despite limiting circumstances. This was made possible with the generous support of 153.75 volunteer nurse hours plus 774 hours from other volunteers. In financial terms this is the monetary equivalent of £10371.33 donated by our hardworking and dedicated team!

Many Thanks to:

- HARC for their generous gift of £1300
- Joseph Rank Trust for their commitment to support us for 3 years.
- Fellowship of St John the Evangelist for their continued and ongoing support for the next 3 years
- The NHS for support in hospital discharge package for our homeless cohort.
- Sheffield City Council for their support for outreach and funding for clinical supervision and registration.
- Macmillan for the purchase of additional self-check breast and testes models.
- Sheffield Diocese and the Sheffield Church Burgesses for their funding for Louise's role.
- Wesleyan for their support for salaries and volunteer costs/ development.
- Vodafone for provision of sim cards to enable clients to keep in touch.

Many thanks are also owed to Richard Dawidek and Fr Alun Price for their support in making funding applications.

Last, but not least, huge thanks to all of you who give so generously from your own pocket, either as regular monthly givers, or in acts of spontaneous generosity...

In 2023 we received a fantastic £3733.87 from you, our regular monthly givers!!!

Your donations have directly contributed to outreach gifts including:

- Sleeping bags
- Taxis to hospital/ home
- Bus passes
- Supported two people to attend the Walsingham Pilgrimage
- A fruit hamper and clothes drier for a new mum
- Provided drinks for the Sheffield Carers Roadshows
- Gifts such as dog food, a saucepan, a laptop charger, little things which make a massive difference!
- 60 mobile phones

We have also been lucky enough to receive donations of beautiful hand knitted and crocheted items from Christine Brown of St Mary's Church, Handsworth and by members of the Mothers Union - skilled hands serving Lord and neighbour!

## **Training and Development**

The team has accessed:

- The "Effective Parish Nursing Assistant Course" in September via Zoom through Parish Nursing Ministries UK to develop best practice for church volunteers or employees who are formally attached to a parish nurse or parish nursing team.
- Michaela has attended training on the subjects of hoarding and domestic abuse via Sheffield Council.
- Trauma Informed Training has also been undertaken by many of the team provided by South Yorkshire Violence Reduction Unit.
- The Mental Health First Aid course has already been undertaken by some of the team and we are aiming for all members to complete this by the end of the year.
- In August we had a fantastic morning with partners RiteTrax and Unity Outreach brushing up on our first aid skills with Dave and Sasha from Yorkshire Ambulance Service NHS Trust
- Holly attended an administration course and made some useful links with UCAN the UK Church Administrators Network to aid efficiency and provide support in this role.
- More recently team members have undertaken blood pressure training via the NHS.

Louise and Michaela both attended the Parish Nursing Symposium in Derbyshire, where Parish nurses from across the country gathered for CPD, professional supervision and time for their rest, renewal and spiritual care. The focus was on compassion and resilience, as it was revealed that the female nursing workforce has the highest suicide rate of all female working roles! As a result we are moving forward with clinical supervision for Michaela and Louise and developing compassion focused supervision for the team this year.

## **Looking to the Future**

We are looking forward to grabbing 2024 with both hands. We have such great potential to extend our reach as our team has expanded with the recruitment of an additional nurse and a number of new volunteers. Numerous new opportunities have opened up with our partners for increased joint work and support to extend the help we can offer for the benefit of our city – watch this space! Whatever the year brings we will approach it prayerfully as a team, and remain deeply grateful for all your prayers, donations and support which are essential for us to continue our vital work – THANK YOU!

## **Michaela Suckling – Lead Parish Nurse – February 2024**

### **Safeguarding Report**

At St Matthew's Church safeguarding is taken very seriously. I have continued to be Safeguarding Officer, but safeguarding is seen as the responsibility of us all. We have Safeguarding Policies in place for children and vulnerable adults, and also for issues relating to domestic abuse. These are on display in the porch, including local and national contact details and phone numbers, and are reviewed annually. Diocesan updates and newsletters are shared with Father Naylor and the PCC, and the monthly newsletters are also displayed in the porch.

Last year I attended the first diocesan Safeguarding Officers' day, with Bishop Pete, held in Rotherham. This was an opportunity to meet and gain fellowship with others in the same role, as well as to ask questions of a range of experienced speakers.

All current PCC members at St Matthew's have a Disclosure and Barring Service (DBS) check in place, and any church employees, new PCC members and certain volunteers are also required to undergo this process as appropriate, including those working with our Parish Nurses. These checks are now to be undertaken every 3 years, rather than every 5 years, reflecting the importance placed on them, and are an essential part of our work and volunteering.

Anyone involved in recruitment processes (either voluntary or paid) at church has to undertake Safer Recruitment training, to ensure that safeguarding processes are followed throughout. There is a training requirement for all PCC members, plus anyone working with children or vulnerable adults, to complete two basic awareness courses about safeguarding in the life of the church.

Once the new PCC is in place, new members will need to complete a basic online course, and I can then organise a session in church, if required, to complete the further mandatory training, as a group. This can include any volunteers and those who need a refresher session. It is a much richer experience if we are together for this.

Father Naylor, and also the church wardens, myself, the Parish Nurses, recruiters, volunteers and home visitors, are all required to complete relevant additional training, and have a personal responsibility to keep up to date with this. Please can everyone let Stuart Barfield know when they have completed any training as he is keeping a central list.

A Safeguarding Team, currently consisting of Father Naylor, Michaela Suckling (Parish Nurse), Stuart Barfield (Church Warden), and myself as Safeguarding Officer, meet every six months to ensure that everything has been considered and is up to date. I am hoping to try out a digital dashboard to ensure we are completing all that is required. Thank you to Ian Burgess, who helps with the administration of DBS checks.

If anyone has safeguarding concerns, they can speak with Father Naylor or myself, the Church Wardens, Parish Nurses or any PCC member. This has happened periodically through the past year, and processes are followed accordingly. The diocesan administrator, based at church House in Rotherham, is Deborah Corker-Vaughn, and the local safeguarding adviser is Sian Checkley. Contact details are on display in the porch in the latest newsletter. Local 24 hour council numbers for Sheffield and Rotherham are also given. Urgent issues should be referred to the emergency services as appropriate, and urgent, out of hours, safeguarding advice can also be obtained from 'thirtyone:eight' on 0303 003 11 11. If anyone is in immediate danger, the emergency services should be called.

Thirtyone:eight is an independent Christian Safeguarding Charity, which supports us with the DBS checks and more general advice. Their website has a wealth of advice and resources, available to all. The name refers to Proverbs 31:8, which implores us to speak up for those people who cannot speak for themselves. We all share the common aim of 'Creating safer places. Together'.

**Carol Taylor**  
**Safeguarding Officer**

### **Parish statistics for 2022**

Church attendance has continued to increase steadily over the past year. This is helped by word of mouth and also because our services and activities are well advertised both online and via the 'Church near You' page, making it easier for people to find out about us. We must give thanks to Don Lewin for keeping our 'Church near you' website up to date. Our situation appears to be rare since people can find

out each regular service and also what's happening each week with access to the weekly sheet. Whenever we've looked for information about local church services before going on holiday the pages are woefully out of date and have no topical service information, so are of little help.

Attendance on Sundays and at all the major festivals increased in 2023; at both Easter and Christmas we had our best attendances for many years.

During the year there were 13 Baptisms: 4 infants, 1 child and 8 adults – all of church families. We give thanks that between 8 and 14 children attended church on most Sunday morning masses.

We had 15 Confirmations.

Dina and Loua were married here and have since produced twins whom we look forward to meeting soon.

Our student population continues to increase.

We pray routinely for growth in the church and have much to give thanks for in our vibrant and diverse congregation. Long may we continue to flourish and grow.

**Joyce Linskill**

### **Moor Market Chapel**

As before, we were given the use of a stall to use as a chapel for Advent and Christmas and Lent and Easter. On both occasions we had the same stall, in a different part of the market, facing the café area.

Far fewer prayers were left at both seasons, possibly because the stall was a bit 'off the beaten track' and less readily visible. The previous stall was more central, and near the Parish Nurses' clinic so they were able to keep an eye on it, and a nearby stall holder helped with opening and closing and lighting the candles. For various reasons we've been unable to develop this support in the current chapel, but it's early days and hopefully that will improve.

It would really help if anyone going down to the market during Advent or Lent could visit the chapel and if possible sit for a few minutes. It is always a prayerful space and invariably someone will stop to talk.

We are grateful to the market management for their generosity in allocating us a stall at no cost and also for their welcome and support in setting it up. It is neither commonplace nor easy to secure a Christian presence in a secular organisation. We are blessed to be given this opportunity to be witnesses for Christ within our parish. I pray that we can continue to maintain our presence in the Moor Market.

**Joyce Linskill**

### **Student Report**

This year has seen continued strength and growth in the student and young adult life of St Matthew's. It has been a pleasure to oversee and I'd like to thank Ian as always for his assistance.

Our year kicked off with a customary pizza and prosecco night that, by great fortune, tied in with the end of the beer festival. We were pleased to welcome new and returning students and especially to show ourselves as a new home for those who are away from their own, perhaps for the first time and perhaps in a new country.

Walks in the Peak District followed as well as lunches and socialising at Wetherspoons and getting involved in the church's events up to Christmas. We saw great engagement with the student/young adult cafe where we used the Student Alpha course as a focal point for the teaching/evangelism section

alongside some great food from the talented cooks among the cohort. This was quite interesting as a back-to-basics exploration of the faith even for those who have been immersed in it for years but also served well to help bring in new members of the church leading to baptisms and confirmations along the way.

Going forwards we have started to develop plans to launch Scriptorium Sheffield at St Matthew's. The Scriptorium concept is for a structured, independent study day open to all students with a Christian underpinning. Bookended by prayer, we will offer a space for students to come and work in 75-90 minute blocks with food, drinks, Mass and prayer throughout the day. The church applied for a grant from the Diocese to support a worker full time on this and I'm pleased to say that Liam Westlake will take up the day to day running of Scriptorium assisted by myself, Ian and a team of student volunteers. If something like this sounds of interest to your studies please come along to one of the sessions (you can drop in and out!) and see what it's like. I'd particularly recommend this for those writing up PhDs or dissertations - I could have done with it in my day!

Thank you to all who've come along to any of our events or sessions, especially those who have helped volunteer their time. If you'd like to get involved in the student and young adult life in any way please reach out to me - I am always happy to talk on WhatsApp or after Mass.

**Richard Dawidek**

### **Deanery Synod Report**

Ian has now completed his first year on Deanery Synod and it has been great working with him. We have had three meetings this year. High on the agenda has been "Focal Ministry" and the Diocesan Vision to enable lay leaders within the church. The meeting on November the 22nd also included a visit by Bishop Sophie to Ecclesall Deanery.

Other issues discussed include those of Covid recovery and rebuilding congregation numbers as well as what we churches have learned post pandemic.

Evangelism through the local church, outreach projects and ways to grow the church have also been explored, culminating in a lecture given by Canon Mark Brown on the 9th of October which included some very positive and encouraging statistics and ideas.

We were also lucky enough to have Canon Brown attend our PCC meeting of July 12th to share his support and encouragement with us.

### **News from around the Diocese...**

Whirlow Spirituality Centre has a new Chaplain, Alison Richards.

Revd. Dr. Ela Nutu Hall was installed as priest-in-charge and oversight minister of St Augustine's Brocco Bank.

Ruth Ling has taken over as PA to the Area Dean.

Ben Shires is due to be licensed and start at St James and St Peter's on 24th June this year.

Alistair Stevenson was instituted as Vicar of St Gabriel's Greystones earlier this year.

At the last Deanery Synod the issue of clergy wellbeing was addressed and the Dean wanted PCCs to be aware of the mental health needs of clergy in general.

They are still looking for a Lay Chair and Secretary.

**Mrs Holly Featherstone and Mr Ian Burgess**

## **St Matthew's House Ltd (The Art House at St Matthew's)**

The first nine months of his employment Ben concentrated on simplifying the business, building networks, marketing what and who we are, and creating new income streams. The focus from January 2023 was on ensuring we had processes and a working cash-flow that allowed us to operate and the ability to react quickly to opportunities or areas of our provision that weren't working.

This was done whilst training a new Administration and Pottery team, and creating new data collection that was then the base of the management team's decision making.

With new processes and some amendments to policies we were able to put in place the first steps for growth by concentrating on financial independence through building our commercial offer.

This did not stop our charitable aims with the continuation of our Pottery Wellbeing Group which is now financially supported by developing the income in the pottery department.

Funding was also gained from Gray's for a new kiln, as well as Ward Funding to reconfigure the Reception area and a grant from South Yorkshire Housing Association via their positive Activities Fund, this continued the improvement in the lower ground floor with a new kitchen and improved cafe area. This enabled us to deliver The Anderson Green Project helping people needing support with their mental health with hot homemade food and art and pottery wellbeing workshops.

The new kitchen has been used by St Matthew's Student Group, Alpha, Church Events, Sheffield Young Carers, Sheffield Vulnerable Women's Group, Staying Close Government Scheme and others.

A new website with back-office has been created, and a strategy put in place that puts at least 6 months of commercial courses on sale.

Using data, we analysed what we sold the most, and put more on, and what we sold the least, which we stopped and implemented with trial workshops, this was done in collaboration and support from the whole team.

Operationally and strategically, it was a very big year for the charity this has resulted in a stable cash-flow, growth and a pathway to profitability.

2024 will be moving forward to gain profitability with an eighteen-month delivery plan and continuing to make decisions based on data and with the aim of being as financially independent as possible through collaboration and development.

**Ben Clowes**  
**Strategic Lead St Matthew's House Ltd**

## **Treasurer's Report for the year ending 31st December 2023**

### **Overall Financial position**

This year for, the first time, the accounts have been prepared on an accrual rather than on a receipts and payments basis. Figures for previous years are as originally reported.

Total income from all activities is £22,500 lower than in 2022, however this fall in income is related to the lower value of grant income received in the year which this year has reduced by £50,000 but this has been offset by a £27,500 increase in funds from other sources. Total receipts for the year across all funds

were £261,299. This is broken down as follows Unrestricted funds managed as the Church General Fund, £99,020, £92,361 of Designated funds which is mainly represented by £79,400 held as the Regenerate fund, a fundraising project to repurpose the interior of the church planned to commence in 2024, and £69,218 of Restricted funds which includes £60,330 from our Parish Nursing outreach project, and also includes incoming receipts for pilgrimage mission activity.

Total expenditure for the year was £187,986, an increase of £39,000 on the previous year, predominantly resulting from the following increases; £15,000 interim professional fees associated with the ongoing Regenerate project, additional employment costs £7,000, and £8,000 aligned to altar costs for the purchase of a statue, gong and ombrellino which were all funded by specific donations from parishioners. The overall split of expenditure was £99,625 on Unrestricted funds to support the day to day running of the Church, £38,284 Designated funds mainly fundraising costs, and £53,077 on Restricted funds to support our outreach and mission.

At 31/12/2023 the church currently had 5 bank accounts. Of these 2 are held with Lloyds which cover the general activities of the church and the restoration appeal totalling £294,215 (£224,699 31/12/2022), and 3 with the CCLA which are investment funds, with a value of £87,522 (£57,128 31/12/2022). This increase in the value of investments is due to the recognition in the accounts of the gain on the value of the Legacy fund held with the CCLA. On 5th December 2017 £33,558.86 from the Legacies Fund was invested in the CBF Church of England Investment Fund, a further £2,000 was invested on 23rd January 2018. In previous years this has been shown in the accounts as the total amount invested of £35,588.86, without recognising the increase in the value of the shares, the current value of the shares at 31st December each year has been included in the notes to the accounts. This year the value shown against the current asset has been increased to show the market value at 31st December 2023 of £59,261 and the increase of £23,702 over the previously reported amount has been shown as a movement on reserves under Gains on investment assets. Of the total gain of £23,702, £6,615 relates to the gain in this financial year.

In November 2023 the PCC applied to Lloyd's bank to open a 95-day notice account earning a higher rate of interest, to hold the majority of the funds raised to date for the Regenerate campaign with a view to moving £200,000 to this account. Due to delays in opening this account the transfer of funds was not made until January 2023.

### **Unrestricted funds (Church General Fund)**

The Church General fund covers all the day to day income and expenditure of the church. Overall, our income shows an increase on the previous year income in the year of £17,000. This is in part due to claiming tax relief on donations to the restoration appeal that were made in previous years but also due to an increase in our planned giving of £7000 and increases of £2000 in both other donations and other sources of income. The figure for collections which includes giving through the plate, wall boxes and through the card machine has remained consistent with 2022.

As at December 2023 we now have 56 regular pledges to our General Fund bringing in £4100 per month, £49200 per year before any gift aid.

In terms of payments our biggest expenditure is still our contribution to the Diocese in the form of the Common fund payment at £23,400, in the coming 2024 year we have pledged to increase this by 8% to £25,395. Expenditure in the year was higher than the previous year by £15,000. In previous years costs of £23,000 for employing the mission development worker, organist, and all other related costs for the choir and organ were funded from the Building Capacity Fund which was fully utilised at the end of 2022, and these now sit within the General Fund. There are also £2000 of professional fees that should have been charged to the Regenerate fund which will be reflected in a funds transfer in 2024 to redress this.

Within our unrestricted total overall the PCC has set up some Designated funds to allow more transparency of certain items monies can be moved within and between these funds at the discretion of the PCC.

**Mission Fund** - £2,242 being donations received from outside the congregation this is intended to fund our wider outreach in the future.

**Mission Development Fund**- CCLA bank account with a balance of £19,242, it is hoped to keep this money available as an additional reserve should it be needed

**Regenerate Fund** - this fund was set up to manage donations, fundraising and grants received along with the costs associated with the project to redevelop the Nave. After another successful year of applying for grants and fundraising the balance on this fund stands at £228,299. This reflects the monies that have actually been received to date, however much work has also gone into applying for grants where the money will only be received once certain stages of the project are completed. Further details of the funds “achieved” so far are contained within the separate Restoration report to the meeting.

**Reserves Fund** – CCLA bank account with a balance of £3,316.

**Specific Donations Fund** – this contains donations either for a specific item or where a general donation has been made towards repair and replacement of items as needed. At present this fund is currently showing as overspent, this will be redressed in 2024 by a transfer for the £1725 of Gift Aid claimed on donations currently held in the general fund and a further transfer of £750 from the General fund to cover the restoration of the painting of Fr Ommaney over and above the donations received from parishioners to cover this work. Additionally, the purchase of the new gold vestments has been made in 2023 but is being paid for by a parishioner later in 2024. The fund also contains a donation of £1000 for a new frontal to be purchased in 2024.

**Vicars Discretionary Fund** – current balance £2,923 this is used to support Charitable work within the parish this fund goes to the heart of what we do here in supporting those most in need. It is clear that there is still a need for support as expenditure against this fund has increased by 50% on 2022, however this has been more than matched by generous donations from parishioners.

**Legacies Fund** – CCLA investment account current value £59,661 recognising all gains to date.

#### **Restricted Funds**

These funds can only be used for their specific purpose.

**Building Capacity Fund** – closed and balance of £1,331 taken to General Fund at start of 2023.

**Student Ministry Fund** – £1,591. The number of activities is now increasing as we are able to host more events to reflect the growing number of students St Matthews attracts. Expenditure has increased on last year whilst donations remain fairly constant, however the activities have been supported by the successful bid for a grant by the student team for £500 from the Diocese of Sheffield.

**Parish Nursing Fund** – £29,926 this is supported from a grant received in 2019 and has been successful in receiving substantially increased grant funding and also donations in this year compared to last. The fund pays for the costs of employing our Parish Nurses and covering the volunteer costs and outreach work the project delivers, including the provision of a stall in the Sheffield Moor Markets. A transfer was made from this fund to the general fund as a management fee for the other costs incurred in running this project.

**Pilgrimage-** provision of annual pilgrimage to Walsingham and other pilgrimages as they occur. This fund is currently showing as overspent by £880, however a prepayment was missed as part of the year end for the deposits for the coach and accommodation for the 2024 pilgrimage to Walsingham amounting to £850. This cost should be covered by the payments received from the pilgrims attending in 2024. At the end of 2024 any future year costs will be deferred into the next year giving a true balance on the fund which if in surplus will be carried forward to provide assisted places for those in need on future pilgrimages.

**Flower funds** – to provide the flowers for church from donations. It is hoped that the use of specific gift envelopes at Christmas and Easter will encourage the congregation to give towards the flower fund to enable us to keep the church beautifully decorated particularly at these seasons. At present Gift aid is not directly credited to this fund on donations but held in the General fund, any overspend on flowers at the end of the year as in this year of £166 is covered by a transfer in the future year from the General fund.

**Richard Buckley fund** - funded from a legacy donation in 2019 to be used to support young people attending Walsingham pilgrimages. This year it has not been necessary to utilise this fund to support places as sufficient other donations have been received within the pilgrimage fund. It remains at £2901 available for use in future years.

After 4 years as Treasurer, I have decided to step down this year. I felt that this was a good time as it would allow us to have the new person in place before we start on the re-ordering project itself. I intend to do a couple of months handover and I will remain available to provide any information and assistance as the rest of the year unfolds.

**Caroline Fisher**  
**Treasurer.**