

ST PETER'S CHURCH, CRINGLEFORD

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL**

for the year ended 31 December 2022

Rector

The Revd Graham Wilkins
The Vicarage
7a Newmarket Road
Norwich, NR4 6UE

Bank:

Barclays Bank PLC
Business Centre
Norwich

Independent Examiner:

**Hannah Ruth Lambert ACA (ICAEW)
8 Beatrice Road
Norwich
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NR1 4BB**

Registered Charity No: 1130484

ST. PETER'S CHURCH, CRINGLEFORD – ANNUAL REPORT FOR 2022

Background

St. Peter's PCC has the responsibility of co-operating with the incumbent for promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St Peter's Church, Church Hall Centre, and the grounds on which they stand on Newmarket Road, Cringleford.

Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. It was determined at the 2019 APCM that elected members of the PCC may if they wish, serve as many three year terms on the PCC without having to have a break of a year. It was agreed unanimously to adopt this method which comes into force at the APCM in 2020. It was determined by the 2011 APCM that, with effect from the 2012 APCM, the number of Elected Lay Members of the PCC should be twelve. A further two Lay Members may be co-opted.

		Telephone
Chairman:	The Revd Graham Wilkins	458467
(Ex-officio)	7a Newmarket Road, Cringleford, NR4 6UE	
Associate Priest & Pioneer Minister	The Revd Tim Yau	07964078330
(Ex-officio)	5 Poppy Close, Cringleford, NR4 7JZ	
Churchwardens:		
(Ex-officio)	Dr Shirley Wood, 65 Colney Lane, NR4 7RG	506539
(Ex-officio)	Mrs E F Talbot, 61 Keswick Road, NR4 6UQ	507378
Readers:		
(Ex-officio)	Dr Shirley Wood, 65 Colney Lane, NR4 7RG.	506539
	(Safeguarding Officer)	

Deanery Synod

2021-2023	Dr Roger Wood, 65 Colney Lane, NR4 7RG.	506539
2021-2023	Mr Philip Talbot, 61, Keswick Road, NR4 6UQ (PCC Lay Vice Chairman)	507378

During the year the following served on the PCC, having been elected at the APCM in 2022 or prior years:

Elected Members (with period of election)

2021-2024	Mrs Pam Scutter, 1 Brettingham Avenue, NR4 6XG	454841
2021-2024	Mrs Lois Elizabeth King, 14 Gurney Lane, NR4 7SB	507235
2021-2024	Mrs Jane Webster, Tall Trees, 3 Colney Drive, NR4 7RH	451740
2021-2024	Mr David Shein, 58 Bluebell Road, NR4 7LG (Deputy Churchwarden)	506708
2021-2024	Mrs Elizabeth Shein, 58 Bluebell Road, NR4 7LG	506708
2021-2024	Mrs Carolyn Ball,, 15 Cringleford Chase, NR4 7RS	455664
2021-2024	Mrs Karen Prior, 21 Tizzick Close, NR5 9HB	731140
2021-2024	Mr Daniel Morritt, 45 Keswick Road, NR4 6UG	07971 665694
2021-2024	Mr Roger Danes, 24 Kingfisher Close, NR4 7LL	07770 808176
2021-2024	Mrs Mary Edwards, 4 Harmer Crescent, NR4 7RX	455302
2021-2024	Mrs Abigail Mayhew, 5 Rose Drive, NR4 7SZ (Treasurer)	-
2022-2025	Mrs Rachel Dorling, 3 Harmer Lane, NR4 7RT	457320
Co-opted	Mrs Juliet Godier, 47 Gloucester Street, NR2 2DX (PCC Secretary & Electoral Roll Officer)	611916

Foundation Governors of Cringleford School

Revd Graham Wilkins
Angus McCrum
Mrs Rachel Dorling
Helen Morritt

Church Attendance

In 2022 we saw church services return to normal after the covid pandemic. However, church attendance has taken longer to get back to 'normal' and we continue to stream our 9.30am service on Zoom—averaging 13 households logging in.

Average 'in person' attendance when services resumed were:

8am: 11

9.30am:35 (10<16)

For special services, Maundy Thursday, Good Friday, Armistice Day, Remembrance, Christingle, Crib service and Midnight Communion average attendance was 54>16 and 27<16.

Hub Church is a community of people seeking to live well together, becoming disciples of Christ and going deeper in life, resourced by faith and sharing the love of God with those around us. It is a contextual expression of church aiming to meet the needs of those who have never been part of church before. It usually meets weekly Mondays 8.00-9.30 pm at 5 Poppy Close, Round House Park, NR4 7JZ.

Electoral roll

The Church Electoral Roll comprised 101 individuals of whom 19 are not resident in the Parish.
[2021; 104 including 20 non-residents]

Baptisms, Weddings & Funerals

During 2022 13 baptisms took place, 1 wedding & 1 renewal of wedding vows. Seven funeral services took place in the church & ten funeral services were conducted by a member of our ministry team at a crematorium. In addition there were six interment of ashes.

Rectors Report

There are enjoyable and frustrating things about APCM reports. The frustrating thing is that it is done by calendar year so I can't, technically mention any of the things that have happened since New Year's Day. But one of the real enjoyable things is looking back at last year's report and spotting signs of God's ongoing faithfulness year by year. It really is so often a sign of his mercies being new every morning.

One of the huge differences between 2021 and 2022 is how we have got back into a regular swing with so many of our activities which Covid curtailed or changed even into 2021. It seems like a lifetime away but in reality such little time has passed since our activities were essentially stopped in many ways.

So this has been a year of rebirth in many ways and we have seen some real blessings as we see how Jesus is making all things new in this time as well as in the end.

A lot of our groups have been now meeting uninterrupted over 2022 and you will find many reports of this throughout this larger report. These groups are a vital part of the worshipping life of our

church family and a key way in which we serve our local community. Whether it is Lunch Club, Cringletots, Memory Lane Café or any of our other wonderful groups they are a way that we can share the love of Jesus in our community.

A number of our church activities which were forced online in 2020-2021 are now back in person. We are regularly back into the school with Open The Book, a cast larger than some musicals took to the stage for our nativity, and we have been able to have some certainty that we can meet for church services in person – even if we now have the added option of being online. Our Lent and Advent courses have also been in person in 2022. Advent was a particularly wonderful course looking at how strange the Christmas Story is and meeting up in two groups to give people more options to join. Listening to feedback there is a slight alteration to 2023's Lent courses, which hopefully will lead into being home groups, that we now have an afternoon and an evening group. 2022 also saw a return of the Quiz, an Easter Coffee Morning and the Christmas Fair.

As well as regular church activity we have once again been a focus of some of local celebrations and remembrance. We held events to celebrate the Queen's Platinum Jubilee and then later in the year to commemorate her death. We were able to hold Remembrance services 'normally' for the first time in a few years. We hosted school events at Christmas. We continued to rejoice with those who rejoiced and weep with those who weep. We also had a full return to Sunday Club life and it has been wonderful to see so many people benefitting from and leading in this ministry.

And yet there is always something new happening in God's good grace. One of those things this year is that we have been blessed by having John Wigfield join us as curate. It has been wonderful to welcome him to Cringleford and life at St. Peter's.

As always there are a huge number of people to thank – far too many to mention. A special mention for Elisabeth and Shirley as Churchwarden, Juliet for everything (and it really is everything!) that she does and for Tim for his support and desire to see where God is moving in our community. Tim is off to Sprowston in 2023 and we pray that he will bless the people of North Norwich as he has blessed us.

I know that how God is working in this place is more than all that is in this report or this booklet. It is how we have all been serving God's in acts of obedience, love and generosity. If you have a moment take a piece of paper and write down what you would like to thank God for this year and what you would love to see in the year to come.

In many ways it feels like 2022 was a time of plants re-emerging after a long winter. We pray that 2023 will be a year where we see God continue that growth and that we will see his plans for this community flourish.

Revd. Graham Wilkins
Rector

Churchwardens report for 2022

We are required to report on the fabric, goods and ornaments of the church. We can confirm that the Terrier (inventory) is current and up to date. It is available for inspection upon request. The old record books recording baptisms, marriages, service records etc. have been indexed and deposited with the Norfolk Records Office in accordance with Diocesan policy.

The Church

The last Quinquennial report on 7th November 2018 stated that the fabric of the church was generally in good condition with the exception of the roof. The next report is scheduled for 2023 when the condition of the roof will be investigated further.

Following two years of Covid restrictions church life was more or less back to normal. Church services continued to be held in person and on “Zoom”. We are grateful to Roger Danes for his time and expertise which has primarily helped to improve the quality of the output for those joining us on Zoom.

We were pleased to welcome Archdeacon Steven Betts at our services on Sunday March 13th as part of his Visitation to the parish.

We thank David Shein for his diligent work as Fabric Officer and the support he gets from the small group of willing helpers. We are also grateful to those who helped to give the church a “deep clean” in the Spring.

The Churchyard

We are grateful to Graham Webster who continues to carry out regular checks of the gravestones biannually to ensure their stability. No problems have been identified in this respect. A new wooden seat has replaced one that had become unsafe. The PCC has adopted a ‘no further reservation’ policy for burial. There are plentiful plots for interment of ashes. We remain grateful to the churchyard working party headed by Richard and Carolyn Ball which meets regularly to keep the area safe and looking beautiful throughout the year.

The Church Hall Centre

The church hall remains an important part of our outreach to the wider village and community. We thank those who have helped in keeping the hall and surrounds well maintained, including the flower border and hedges. The Guide Hut is no longer used and consideration is being given to its removal.

Insurance

The Church’s Insurance Policy covers both our buildings, the liability of the church to third parties as well as an engineering policy which covers inspection and examination of the boilers in the church and church hall and the organ blower. As a PCC we are guided by the insurers as to the sums to be insured.

Charity Commission

The church is a registered charity (1130484) under the control of the Charity Commission and as such members of the PCC are ‘de facto’ trustees of the charity. If you have any questions about this please visit the Charity Commissioners website www.charitycommission.gov.uk. Our Parish Administrator is

the correspondent for the Charity Commission and will be filing our report and accounts for 2022 and updating the list of trustees after the APCM on behalf of the PCC.

In Summary

Under Revd Graham's continued spiritual leadership the church continues to thrive and we are encouraged by the numbers of new faces we see regularly. He has been blessed by the support of the Revd Tim Yau, Shirley Wood, John Wigfield and Fiona Munn. So much is done by volunteers drawn from both the church and the wider community in order to maintain and grow the life of the church at St Peter's. To all those who contribute in so many different ways we express our grateful thanks for this invaluable support.

Elisabeth Talbot & Shirley Wood-Churchwardens

Safeguarding Report 2022

It is good practice to have Safeguarding as an item on the agenda for every PCC meeting and this has been advice followed whenever there has been anything to bring to the attention of the PCC. Norwich Diocese encourages all benefices to start to use software called 'Parish Dashboards' to record and monitor Safeguarding policies and records of information to show compliance. This has been used to produce a 'Parish Dashboards Safeguarding Action Plan for Cringleford' which can be used to help the PCC to formulate and take forward a Safeguarding action plan for the Parish.

The new House of Bishops Guidance, Safer Recruitment and People Management has now been published and came into effect on 4th January 2022.

It is a large piece of guidance but it is important to note that we do not need to apply the new guidance for people who already have a church officer role and we have until January 2024 to fully implement the changes required.

The notable areas of change are:

1. Job/Role adverts for both volunteer and paid roles should now include:
 - o The church body's commitment to safeguarding.
 - o What pre appointment checks are required for this role
2. Ensure gaps in employment are addressed/queried.
3. Ask for proof of qualifications.
4. DBS checks will change to 3 yearly:
 - o The safeguarding team have had a meeting with Due Diligence Checking (DDC) the umbrella service used to work out the best way to smoothly transition this and on the basis of the data received it is considered simplest to change the date for all DBS checks for parish roles on 1st March 2022.

Those who have to be elected (parish positions) are not subject to the SRPM prior to being elected- essentially we are reliant on individuals making a declaration that they are not subject to barring and

they also complete the Confidential Declaration Form.

In June I attended an Induction Course for Parish Safeguarding Officers run by Ruth Walker, the Diocesan Safeguarding Trainer for Norwich Diocese. Since the report by the Independent Inquiry into Child Sexual Abuse (IICSA) on child safeguarding in the Church of England made recommendations which have been accepted by the Archbishops' Council and the Bishops, many changes in Safeguarding practice and procedures have been made since 2020.

'The Goal Posts have moved' and we need to keep abreast of these changes.

The Parish Safeguarding Handbook is now largely out of date, and it is hoped that a new version will be published later this year.

Training courses have been modified and renamed and many of them are available online through the [Church of England Safeguarding website training portal](#).

It is a requirement for all PCC members to complete the Foundations course in Safeguarding as well as course on Safer Recruitment and Domestic Abuse. which are all available via the Church of England Safeguarding website training portal.

Safeguarding policies are reviewed and signed off by the PCC annually and displayed in the church and church hall.

Shirley Wood, Parish Safeguarding Officer

Deanery Synod Report 2022

There was one hybrid Deanery Synod meeting held in 2022. This was a most unpleasant meeting with one of the clergy members objecting to the Diocese Registrar having been invited to the meeting. Most members supported his presence. The intention was for some of the history that had occurred within the Deanery to be set aside and some reconciliation to occur. In the event nothing was resolved! That resulted in many issues which should have been discussed (and in particular the Living in Love and Faith Report) to be set aside as few wished for the ill-feeling to be perpetuated.

However, since then, Wymondham has gained a permanent priest and has held a valid APCM in 2023 at which Deanery Representatives have been elected.

But the Deanery is still without a Rural Dean having lost 3 in the past 3 years. Also, it was announced in 2022 that the Deanery would be losing the Upper Tas Valley Benefice. That does affect the anticipated Lay Chair of the Deanery from mid-2023.

Roger Wood

Cringleford HUB

2022 was a good year for Cringleford Hub as Covid stopped having such a huge impact on our activities and the things we helped to support.

During 2022 we ran the following...

Bounce and Rhyme Toddler Group

This resumed after the pandemic and met weekly throughout the year as a place for young children and their adults to come and meet and get chance to be together.

Cringleford Assembly

This is a monthly place for people to get to meet their neighbors and think together about what life is all about. It meets on a Sunday morning in Cringleford School Hall and there is always coffee, croissants and craft as well as lego and challenges to give people of any age chance to engage not just with the them of the day but also with each other.

Easter

To commemorate Easter the Hub created a series of ten reflections to retell the story of Jesus at Easter, through the medium of Lego bricks. The pictures and thoughts were posted everyday on social media on the ten days leading up to Easter Sunday. Also, posters featuring the material were hung on the small grove of trees opposite Cringleford School. The ten vignettes used the Easter story to explore the following themes: happiness; loneliness; betrayal; humiliation, burden, slavery, murder; trust, grief, and wonder. On each poster there was the opportunity to scan a QR code so that you could watch an animation of the Lego Easter story on Youtube.

Jubilee Picnic

As one of the events to mark Queen Elizabeth's platinum jubilee we hosted a bring your own picnic with jubilee themed games and music. This was a great success with people from all over the community as we gathered with games and picnics to celebrate the Jubilee. A particular shout out to all those who dressed as a monarch, to those who brought (and shared!) a platinum pudding and to the school who allowed us to move inside when it became clear the afternoon was going to be very wet indeed.

Halloween—Light in the dark

The Hub and St. Peter's Church joined forces and hit the streets dressed as angels, spreading some light on a dark night, all treats, no tricks. We gave out 300 glow sticks and over 400 lollipops, whilst meeting our neighbours, having fun and bringing some light.

Christmas with the PTA

This year The Hub combined with the School PTA's Christmas event to share a fun filled evening of carols, games and other Christmas Music with some amazing things put on by the PTA as part of it.

AN OVERVIEW OF CHURCH LIFE IN 2022

Church life during 2022 finally got back to normal and our groups were once again able to meet on a regular basis. On the next few pages is an overview of what they did during the year.

SUNDAY CLUB

Sunday Club has continued to be a place for the younger members of our congregation to gather on the 2nd and 4th Sundays of the month for learning more about God and having fun together. It has been amazing to see how it has grown these last 12 months. A huge thank you to the small but brilliant team which run our session and also a thank you to the Cheeky Pandas who have provided quite a bit of video joy over the last 12 months as well.

CHURCH MUSIC

There has been much to celebrate; a return to live singing with the lifting of Covid restrictions, some new faces and technical improvements to the sound system. It has been a delight to welcome Lyn Glover and Anne Abbott. We are also very grateful to Roger Danes who has given generously of his time and knowledge to improve the sound system for us and in the process simplifying the setting up. My grateful thanks to all those who contribute to the music, for their commitment and enthusiasm.

Philip Talbot—Organist and Music Group leader

SOCIAL AND FUNDRAISING COMMITTEE REPORT

It is pleasing to report a successful year of fundraising following the lifting of Covid restrictions. As always the main aim is to reach out to the wider village community at the same time raising funds for the church. The Easter Coffee Morning proved to be very popular with cakes and produce for sale, a plant stall, raffle and Easter egg tombola. The Autumn quiz was a sell-out with a quiche and salad supper followed by magnum ice creams. Our grateful thanks go to Pete and Sue Johns for organising this and to Ivan Fisher Funeral Director for his very generous sponsorship. The year ended with the ever popular Christmas Fair. Thanks must go to the small band of hard working committee members including Carolyn Ball and Gill Wright who have stood down after many years but we are pleased to welcome Linda Meanwell to our group.

CHURCHYARD WORKING PARTY

The Churchyard Working Party met monthly during 2022 (March to end November) to keep St Peter's Churchyard in a presentable and acceptable order. Due to the unusually hot summer, the grass did not require cutting as often as normal especially in July and August. This however, gave us the opportunity to concentrate more on maintenance and tidying up.

Graham Reeder cuts the grass when needed and has now completed at least twenty two years doing this work. Strimming around the many gravestones and the path edges was done as and when needed. Sweeping all the pathed areas was carried out regularly.

The front hedge was tidied up and low lying tree branches were removed as necessary. The shrubbery around the pathway from the Church entrance to the Vestry was cut back twice. The Rose Garden necessitated more frequent attention to ensure the flowers continual growth and to keep it pristine and greenfly free. The area adjacent to the Rose Garden was similarly attended to. A large area of wild garlic near the toilet area was treated or it would have become very invasive on and between the graves.

Unfortunately newly planted plants and fresh pots of flowers seem to go 'missing' too often! Redundant terracotta and stone pots were often found 'dumped' behind trees and shrubs. These we clear away but the practice continues.

The Working Party is a small band of ageing volunteers and although we do manage to 'keep our heads above water' we could do with more help especially during the heavy part of the growing season. However, we do look forward as a group to again keeping St Peter's Churchyard in a presentable condition and to not only enjoy the fellowship but our usual cup of tea/coffee and biscuits after the labours of the day.

MEN'S BREAKFAST

The highlight was our meeting in August when we put on a fundraiser to help two of our younger church members Matthew Prior and Sam Davey who have been selected to attend the next World Scout Jamboree taking place in South Korea in 2023. We wish them well and look forward to hearing about their experience! Other guest speakers during the year included Andy Sexton who spoke to our Open meeting about the work of the Matthew Project and Trevor Wang, chair of the parish council who spoke about the challenges and opportunities presented by the continued growth of Cringleford. The group meets on the third Saturday of the month at 8.00am. Friendship and fellowship assured, new members always welcome.

Philip Talbot

CHURCH HALL

We would like to thank, Nicky Roberts and her team of “Lady Gardeners”, who keep the flower beds in front of the hall looking so colourful and welcoming. Chris Eke and the working party for keeping the hedge round the car park trimmed so nicely, and last but by no means least, Graham Webster, who regularly comes to my aid, when I have a problem that needs to be dealt with urgently. Thank you all.

David Shein

CHURCH HALL ENTERPRISE CLUB

This was set up in 2014, specifically to provide a fund for the maintenance and improvement of the Church Hall. We have one prize draw each month, and in addition we have two “star prizes”, one at Christmas and the second in the spring. Our prize fund is between 40% and 50% of our total fund.

In the nine years since we started fund raising we have raised just over £31,000 for the hall. Some of it has been spent, on new entry doors to improve the wheelchair access, we contributed towards having the roof made watertight, and insulated, and in 2019 we funded the refurbishment of the kitchen, assisted by some generous donations.

Hopefully, by the time this APCM is held, we will have replaced all the main lights in the hall with LED’s, which should reduce our electricity consumption by just over 50%. Unfortunately this won’t reduce our bill as our unit costs for electricity have more than doubled

The next thing we are looking at is how we can reduce our carbon footprint even more, and our fuel bill, by changing the old gas heaters in the hall, for air source heat pumps. Our unit price for gas in the hall has risen by over 300%, so this move will undoubtable save us money in the longer term. But, and there is always “a but”, we have nowhere near sufficient funds to finance this for the foreseeable future.

So that remains on our wish list, which includes, redecorating throughout, updating the toilets, replacing the carpet tiles in the hallway and committee room, replacing the roof lights in the kitchen, improving the car park surface at the entrance, removing the old guide hut, and increasing the size of the car park This is a community asset and we need to keep it updated and in a good condition, for future generations.

If you would like to join us in our efforts, you can pick up an application form, from Juliet in the Office or contact David Shein (01603 506708). For just £1 a week you would be helping to keep the Church Hall alive, remember all the money we raise is restricted to use within the Church Hall. We look forward to hearing from you.

David Shein

St Peters Outreach Activities

The past year has seen us slowly emerge from the restrictions of the Covid-19 pandemic and we have had more direct contacts with our outreach partners—both overseas and at home.

The Vidiyal Trust

Overseas our main focus continues to be assisting the Vidiyal Trust in its work with indigent slum dwellers in the city of Madurai in Southern India. St Peters has for several years provided help to elderly women without resources, to children with cancer and to families living in the leper colony on the outskirts of Madurai.

In October, we held our first fund-raising lunch since 2019. Those who came were able to hear Pat Atkinson, the managing trustee, give a moving talk about her recent visit. Thanks to very generous donations from those who attended and other members of our congregation and their friends, we raised £3,514. £2,500 of this will be used to keep open for the whole of next year our 'Crangle Ford' drop-in centre, which provides more than 50 elderly and indigent people from the slum with a daily meal, periodic health checks by a visiting nurse, and very importantly much needed love and attention from the Trust's staff and volunteers. The remaining £1,000 will be used to help children with cancer. It will provide stimulating games and activities for the children who are in hospital and essential medicines and extra nutrition for those who have returned home. Pat told us that the help for these children made possible by our donations last year, without any doubt at all, saved many lives. She also said that for people confined to small crowded shacks with no electricity, water or sanitation the fact that people far away in Cringleford are trying to help them brings not only relief but hope.

Our Local Outreach

We continued to provide gifts and support for local disadvantaged children and homeless adults through our two outreach partners, the **Salvation Army** and **St Martin's Trust**. Once again, some members of the congregation purchased gifts for distribution while others made a financial donation that was used by the two organisations to buy gifts in our name tailored to the people who needed them. We have had letters from both the Salvation Army and St Martin's Trust asking for us to warmly thank all who contributed. They wrote that our gifts had brought the light of Christmas into the lives of some of Norwich's most disadvantaged people.

We continue to collect items for the **Food Bank**, which, sadly, has been busier than ever. Food items are collected during the third week of each month and are delivered directly to the Food Bank. In addition, several members of the congregation pay a monthly standing order direct to the Food Bank.

CRINGLEFORD LUNCH CLUB

Luncheon Club is pleased to report that in 2022 lunch was served in the Church Hall on a regular basis throughout. It remains a popular event, so much so a waiting list is in use. A tea party was held in the Church Hall in August.

Luncheon Club was nominated by one of its members, Freda Turk, for an award under the Community Group of the Year section, organised by South Norfolk District Council. The Club made it through to the final shortlist, although we didn't actually win.

The Queen's Jubilee was celebrated with a three-course meal based on the menu that the Queen was served on her day of coronation in 1953. This was served to all the members, with volunteers invited to join the members for a light buffet lunch with tea and coffee and cake while light music was provided by a duo of saxophonist Satyadaka and his pianist Charles. Christmas was also celebrated with a fine meal followed by everyone singing carols with music provided by the Church Organist. In addition, because the Christmas holiday was unusually long an extra meal, serving soup and a pudding, for all those who wanted to attend was held.

MEMORY LANE CAFÉ

Apart from July, when it was just too hot for many of us to do anything, Memory Lane Café ran as planned during 2022. It was the first full year of monthly activities since 2019. With Covid-19 still at the forefront of our minds last January 2022 and also the knowledge that it could still be a threat to some of our more vulnerable members, we ran the café with our covid secure measures in place and met for a shorter time period. We also continued with a flexible and simple approach, focussing on friendship and companionship. This served us well despite a couple of incidents that could have derailed our plans.

As the year progressed and our confidence returned, we reverted to running for 2 hours again.

We delivered Goodie Bags twice last year; at Christmas and also at very short notice in July. This was a last minute decision due to the heat, to convert all the planned activities into a pack for everyone to enjoy in their own time. Once again the bags brought much joy and in one case, great hilarity due to using too much glue in the process of making crackers! My grateful thanks to the committee and a key volunteer member for their help in pulling these bags together.

We said our thanks and goodbyes to Sharon Smith in the summer as she wished to focus on her family. She had been a founding member of the café since it began in 2014 and we miss her insight, help and support.

Our experiences over the year proved our strategy to run a scaled down version of the café works well and we can safely run with only 5-6 volunteers each month. We will continue on this basis for the foreseeable future. That doesn't mean we should become complacent and looking ahead to this year, my chief concern continues to be whether we have enough volunteers who are willing and able to

help. Plus the monthly organisation and administration of the café which requires additional resource.

Our regular attendees say Cringleford Memory Lane Café provides so much friendship and joy to so many each month. Having learnt that other local Dementia Cafés are no longer running let's hope we can continue with such a valued resource.

Anita Wood
Memory Lane Café

CRINGLETOTS

Cringletots has, as usual, been utterly fantastic and usually very, very busy. It still seems to be the first port of call for parents with new children in Cringleford and I think it is a sign of the wonderful hospitality shown by our fantastic cringletots helpers through this year. One thing we are especially thankful for is the new fencing at the back of the church hall, funded by the Enterprise Club, so the little ones can get outside in the warmer months. A huge thank you to all those who help out and everyone who comes and makes Thursday mornings in the Church Hall such a warm and welcoming place to be.

Below is a list of contact names and numbers of all our church groups. If you would like any further information please contact the person listed.

CHURCH GROUPS

Music including the choir and music group - Philip Talbot Organist (507378)

Flowers - Annie Tann

Deanery Synod - Dr Roger Wood 506539)

Ecumenical Links St Peter's continues to provide hospitality to the German Lutheran Church who meet in the Church each month – Parish Office (259138)

Youth and Children (including seasonal workshops and holiday club), First Sunday, "Sunday Club" (2nd & 4th Sunday of each month) – Sunday Club team led by Anna and Rev Graham Wilkins (458467)

Men's Breakfast – Philip Talbot (507378)

Church Library – Mary Edwards (455302)

Cringleford Mothers' Union – Parish Office (259138)

Cringleford Voluntary Aided Church of England Primary School

Julia Humphrey Head Teacher

Church Cleaning – Contact Parish Office (259138)

Church Hall Centre Maintenance Group – David Shein (506708)

Churchyard Working Party—Carolyn & Richard Ball (455664)

MISSION & OUTREACH

Parish Magazine and Publicity – Contact Parish Office (259138)

Advertising & Co-ordination of Distribution—Parish Office (259138)

Any enquiries regarding the Parish Magazine or distribution should be directed to the Parish Office.

Memory Café—Committee appointed. Point of contact Anita Wood (01603 503573)

Cringletons (Mother & toddler group) Rev Graham Wilkins (01603 458467)

Faith in Action – Michael Blackwell (504248)

Christian Aid – Elizabeth Armstrong (454608)

Cringleford Lunch Club – Isobel Brewin (503770)

Food Bank—Parish Office (259138)

SUPPORTING THE WORK AND MINISTRY OF THE CHURCH

The Parish Office and Resource Centre is a first point of contact for all sorts of enquiries from members of the church and local people. – Juliet Godier, Manager (01603 – 259138)

Gift Aid – Kai Davey (01603 – 452114)

CRINGLEFORD CE VA PRIMARY SCHOOL

We are delighted to share a brief overview of the highlights from Cringleford CEVA Primary School. Background – since our last report, we have seen a few changes to staff and the staff structure in school. Rachel Bradshaw, who previously taught Year 1 until 2021 when she also became an Assistant Headteacher, has stepped into a full time Deputy Head role. She completed the Senior Mental Health Lead training and is instrumental in our work around well-being. Two new full time teachers joined us in September 2022 along with 5 teaching assistants and a finance officer. Steven McNicholas has continued with his dual role of Year 6 Teacher and Assistant Head, with the majority of his leadership time focused on instructional coaching – our in-house training which focusses on teaching and learning skills.

We continue to seek opportunities to network with other schools and educational groups with much of our subject leadership training delivered through St Benet's MAT. We engage with the Angles Maths Hub and NCETM for maths mastery training, participate in the Diocese Racial Justice groups, the LA EAL and safeguarding networks. We have been delighted to offer 2 PGCE places and 2 City College student places this year. Where possible, we visit local schools to see and reflect on their provision, with reciprocal visits to our school. We often host external training in the Adult Learning Room.

Pupil Numbers – we currently have 448 children in the school, across 15 classes. There are very few vacancies though, when a child moves away or returns home to another part of the world, the places are quickly filled. Appeals, where there are no spaces, tend to take place a few times each half term. We anticipate welcoming 60 children into the Early Years Class again this September.

Demographics – as reported last time, we remain in line with the national data for children recorded as having English as a second language. Our work to develop the Young Interpreters continues and we have submitted an application to be accredited as a School of Sanctuary. We have established links with schools in Norwich who have similar pupil profiles, meeting with staff, arranging for the children to meet too and working collaboratively in writing plans for Black History Month. And, as mentioned above, through our engagement in Racial Justice networks and EAL groups, we are in the process of setting up a Culture Society, with children applying for the opportunity. In June we shall hold a Day of Welcome, incorporating this with a celebration of the school's 10th Birthday (on the current 'new' site)

School development highlights so far this year –

- School Vision – we use our new vision statement – **CE VA Primary School aims to celebrate its diverse community by providing an inclusive education of the highest quality through the Christian beliefs of compassion and courage** to inform all aspects of our provision and in particular, through Collective Worship, we explore each of the value words – compassion, courage and community, and discuss how we can learn from others and put what we hear into action in our communities. The wonderful Open the Book Team have returned to lead Collective Worship twice a month – they are such a dedicated group and the children love to see them.

- Phonics – our newly introduced (September 2021) Little Wandle phonics scheme last year has continued to be developed this year. We were very encouraged by the 2022 end of year data from the national screening check in Year 1 where 87% met the expected standard – higher than the national average of 75%. This year, children who arrive new to the school in Year 3 or above and those who need additional support with phonics and reading, have embarked on a programme built into Little Wandle called Rapid Catch up.
- Year 6 – we were also very pleased with the 2022 Year 6 outcomes from the national SATS tests where, in reading, writing and maths, our data was above the national. Children also demonstrated great progress from their end of Year 2 SATS tests. While test data is important, we know that preparation for high school is too. Each year we look to support transition and character development with an end of year residential, school play, music performances and leavers assemblies.
- Forest School – we have been delighted that the Forest School offer which had always been incorporated into the Early Years curriculum, has, this year, been extended into Year 1. Through the employment of a Forest School Lead, we have begun developing the school grounds – the pond has been cleared, new trees planted and the willow dome undergoing some much needed work.
- Enrichment – we continue to participate in the Norwich Sports Partnership events and competitions with recent success in the cross country, football and netball. Music and instrument tuition remain strong with 85 children currently attending instrument lessons (violin, cello, guitar and ukulele, piano and woodwind, plus drums) on site. Our musicians love to play as the rest of the children join Friday's celebration assembly. Trips and visits have continued this year with the addition of a Year 5 visit to the Leicester Space Centre in December. We have recently participated in maths competitions against other schools. Children from St Michaels Primary School met with our school council children this year and the school participated in a Black History Month online quiz together. Our School Council have worked alongside the Norse catering manager in gathering feedback and suggesting alternatives to the dinner menu. The introduction of ketchup to fish and chip day was very well received! Our PTA continue to organize bake, ice cream and book sales, discos and Christmas raffles. Recently they have started to sell nearly new school uniform, coats, Christmas jumpers and World Book Day outfits.
- Parent sessions – in addition to open evenings and parent consultations, we have arranged an information and training session about phonics with the Early Years and Year 1 parents, and some online computing training for all. Our newsletter now includes a 'spotlight on' section where we aim to highlight and promote an aspect of the curriculum.

And finally

- Ofsted – our inspection in November 2022 and the report which followed, motivated us further in our refinement of the school curriculum. It gave us time to work with an external group to validate our self evaluations and confirm our next steps.

Following the publication, we were delighted to receive a letter from Paul Dunning, the Diocese of Norwich's Director of Education. He was delighted that the report had captured the way we are successfully and passionately living out our Christian ethos. He was keen to highlight these themes and phrases -

- ◇ A shared vision for achieving the very best for pupils
- ◇ A curriculum with ambition at its core
- ◇ Good support for pupils with SEND delivered with compassion for the full range of pupils' needs by well trained staff
- ◇ Leaders at all levels are reflective and reinforce high expectations
- ◇ Everyone celebrates ethnicities, cultures and languages of the school community with pupils seeing uniqueness as a strength.

As with our previous report, it is hard to cover everything about the school but we hope this gives you a flavour of life at Cringleford CEVA Primary. Please let me know if you have any questions or suggestions.

Julia Humphrey Headteacher

St Peter's Church Cringleford

Comparison to Budget

31 December 2022

Receipts			Actual Unrestrd	Actual Desgntd	Actual Restrd	Actual Total
31/12/21			31/12/22	31/12/22	31/12/22	31/12/22
£			£	£	£	£
2,516	Voluntary Income	Plate Collections	4,616			4,616
-		Envelopes	-			-
30,406		Gift Aid Standing/Order	20,252			20,252
6,581		Donations	15,774			15,774
800		CAF Vouchers	4,356			4,356
12,742	Inland Revenue	Tax Relaimed	10,074			10,074
500	Legacies & Bequests		3,000			3,000
2,640	Fund Raising		5,144		-	5,144
2,953	Magazine	Sales	2,592			2,592
5,845		Advertising	3,790			3,790
547	Cringleford		1,565			1,565
4,522	Hall Hire etc		8,440	2,110		10,551
50	Hall Donations			100		100
5,722	Fees		6,377			6,377
-	Appeal Fund		-			-
5,626	Hall Enterprise Fund		-		5,473	5,473
-	Breakfast Church	The Hub		6,730		6,730
19	Bank Interest		-			-
1,939	Churchyard		-		1,041	1,041
-	Parish Day		-			-
700	Donations for other charities		-		100	100
2,000	Grants		-			-
2,693	JRS Grants		-			-
250	Guide Hut		-			-
9	Other Receipts		31			31
-	Church Wall Repair Fund			500		500
88,042	Total Receipts		85,980	11,440	6,614	104,034
						100,862.15 TOTAL net of Diocesan share of Fees

Payments			Actual	Actual	Actual	Actual
			Unrestd	Desgntd	Restd	Total
31/12/21	Payments		31/12/22	31/12/22	31/12/22	31/12/22
£			£	£	£	£
2,339	Church	Cleaning & Maintenance	1,408			1,408
1,026		Heat/Light/Water	983			983
282		Organ	266	-		266
1,365		Insurance	1,367			1,367
-		Major Repairs	-	-	-	-
830	Churchyard		-		1,615	1,615
618	Clergy Expenses inc Telephone		742			742
3,390	Fees paid to Diocese		3,072			3,072
2,245	Choir/Organist/Verger		2,800			2,800
1,850	Pastoral & Misc Church Expenses		1,054			1,054
10,433	Office	Salaries/Staff Costs	10,414			10,414
406		Printing & Stationery	804			804
527		Telephone	509			509
17		Postage	62			62
60		Website	-			-
42,000	Parish Share		54,000			54,000
3,408	Magazine Expenses		3,685			3,685
981	Hall	Maintenance (incl. Hall Kitchen)	2,375			2,375
949		Heat/Light/Water	2,480			2,480
577		Cleaning	1,085			1,085
-		Performance Licence	-			-
952		Insurance	1,164			1,164
-		Major Repairs	-	-	-	-
504		Hall hire refunds (Covid)	-	-	-	-
-	Cringletons		-			-
666	Breakfast Church	The Hub		1,438		1,438
776	Collections/Donations for other Charities		-		3,365	3,365
3,190	Hall Enterprise Fund		-		2,060	2,060
-	Guide Hut		-			-
697	Other Sundry Expenses		744			744
-	Fund-raising expenses		476			476
79,800	Total Payments		88,122	1,438	7,060	97,640
						94,567.73 TOTAL net of Diocese share of Fees
8,242	TOTAL NET		- 3,141	10,002	- 466	6,394
Total	Movement in Funds for the Year		Unrestd	Desgntd	Restd	Total
31/12/21			31/12/22	31/12/22	31/12/22	31/12/22
23,242	Excess of income over Payments		- 3,141	10,002	- 466	6,394
-	Debtors/Creditors previous year		-	-	-	-
-	Debtors		-	-	-	-
640	Creditors		-	-	-	-
-	Prepayments		-	-	-	-
23,882	Movement in Funds for the Year		- 3,141	10,002	- 466	6,394

Statement of Balances and Reconciliation of Accounts for 2022

As at	31/12/22	Balance at 31/12/21	Movement in year	Balance now
		£	£	£
Barclays		16,748	10,142	26,890
TSB/Barclays No2		32,436	- 7,321	25,115
Hall Enterprise		16,832	3,493	20,325
Coffee Money		74	80	154
Petty Cash		9	-	9
Debtors		-	-	-
Creditors		- 320	-	320
Total Balance of Funds		65,779	6,394	72,173

Allocation of Funds 01/01/21

	31/12/22	Unrestricted	Designated	Restricted	Current Total
		£	£	£	£
15,178 General		8,651	-	-	8,651
- Legacies		-	-	-	-
15,000 Church Wall Repair	Designated Fund	-	500	15,000	15,500
13,779 Repair Fund	Designated Fund	-	15,989	-	15,989
14,832 Hall Enterprise	Repair Fund	-	-	18,325	18,325
2,000 Hall Enterprise	Prize Fund	-	-	2,000	2,000
5,613 Churchyard Fund		-	-	5,039	5,039
- 303 Hub Church	Designated Fund	-	6,989	-	6,989
- Debtors		-	-	-	-
- 320 Creditors		- 320	-	-	320
65,779 Total Balance of Funds		8,331.16	23,478.28	40,363.63	72,173.07

Approval

We confirm our approval of the annexed accounts

 Date: 9th April 2023

Mrs Abigail Mayhew (Treasurer)
5 Rose Drive
Cringleford
Norwich
NR4 7SZ

 Date: 06/05/23

Rvd Graham Wilkins (Rector)
The Vicarage
Newmarket Road
Cringleford
Norwich
NR4 6UE



Full Year 2022 Treasurer's Annual Report

Income

Income in 2022 totalled £104,034 (£88,042). The increase is due largely to a donation of £8,730 following closure of the Hub Charity and these funds are designated for use in connection with church activities on Round House Park. Voluntary income from plate collections, envelopes, standing orders and Gift Aid totalled £55,072 (£52,245). Hall income and fundraising income has substantially returned to pre Covid levels.

Expenditure

Expenditure in 2022 totalled £97,640 (£79,800) and included payment of £54,330 towards the parish share request for £57,707.

Cash in hand

Total funds at the end of 2022 amounted to £72,173 of which £63,842 is either restricted or designated for church/church hall repairs including the church wall. There was an increase in funds of £6,394 mainly due to the Hub transfer.

Outlook for 2023

The budget for 2023 reflects our continued determination to pay our parish share in full and a recognition of the increased energy costs.

Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2016 and S43 of the Charities Act 2005 on an accruals basis

Funds

General funds represent the funds of the PCC that are available for application to the general purposes of the PCC. These include funds designated for a specific purpose by the PCC.

Reserves

At the 31st December 2022 the Church's level of free reserves was below the requirement of our formal reserves policy. This was a key reason for not being able to meet our parish share request in full.

Independent Examiners Certificate

Report to the trustees/ members of:

ST PETERS CRINGLEFORD

On accounts for the year ended:

31 DECEMBER 2022

Charity no (if any):

1130484

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/22

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of []. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

30/3/23

Name:

HANNAH LAMBERT

Relevant professional qualification(s) or body (if any)

ACA / ICAEW

Address:

8 BEATRICE RD, NORWICH, NR1 4BB

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose

Policy Statements-

Parish Safeguarding Handbook
Church of England

Parish Safeguarding Policy

The Parish of St Peter's, Cringleford and St Andrew's, Colney SAFEGUARDING POLICY PROMOTING A SAFER CHURCH

The following policy was agreed at the Parochial Church Council (PCC) meeting held on 9th March 2022

In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Incumbent

G. Williams

Churchwardens

J. Taylor S. Wood

Date:

11/03/2022

DATA PRIVACY NOTICE

The Parochial Church Council (PCC) of St Peter's Church, Cringleford.

1. Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

2. Who are we?

The PCC of St Peter's, Cringleford is the data controller (contact details below) and the policy extends to its staff, volunteers and anyone else processing data on our behalf from time to time. This means it decides how your personal data is processed and for what purposes.

3. How do we process your personal data?

The PCC of St Peter's, Cringleford complies with its obligations under the "GDPR" by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes: -

- To administer membership records;
- To distribute the Parish Magazine, if subscribed to;
- To fundraise and promote the interests of the charity;
- To manage our employees and volunteers;
- To maintain our own accounts and records (including the processing of gift aid applications);
- To inform you of news, events, activities and services running at St Peter's
- To operate the Cringleford & Colney Churches website and deliver the services that individuals have requested.

4. What is the legal basis for processing your personal data?

- Explicit consent of the data subject so that we can keep you informed about news, events,

activities and services and process your gift aid donations and keep you informed about diocesan events.

- Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement;
- Processing is carried out by a not-for-profit body with a political, philosophical, religious or trade union aim provided: -
 - ◊ the processing relates only to members or former members (or those who have regular contact with it in connection with those purposes); and
 - ◊ there is no disclosure to a third party without consent.

5. Sharing your personal data

Your personal data will be treated as strictly confidential and will only be shared with other members of the church in order to carry out a service to other church members or for purposes connected with the church. We will only share your data with third parties outside of the parish with your consent.

6. How long do we keep your personal data?

We keep data in accordance with the guidance set out in the guide “Keep or Bin: Care of Your Parish Records” which is available from the Church of England website [see footnote for link]. Specifically, we retain electoral roll data while it is still current; gift aid declarations and associated paperwork for up to 6 years after the calendar year to which they relate; and parish registers (baptisms, marriages, funerals) permanently.

7. Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data: -

- The right to request a copy of your personal data which the PCC of St Peter’s, Cringleford holds about you;
- The right to request that the PCC of St Peter’s, Cringleford corrects any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for the PCC of St Peter’s, Cringleford to retain such data;
- The right to withdraw your consent to the processing at any time
- The right to request that the data controller provide the data subject with his/her personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability), (where applicable) [*Only applies where the processing is based on consent or is necessary for the performance of a contract with the data subject and in either case the data controller processes the data by automated means*].
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;

- The right to object to the processing of personal data, (where applicable) [*Only applies where processing is based on legitimate interests (or the performance of a task in the public interest/ exercise of official authority); direct marketing and processing for the purposes of scientific/ historical research and statistics*]
- The right to lodge a complaint with the Information Commissioners Office.

8. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

9. Contact Details

To exercise all relevant rights, queries of complaints please in the first instance contact the PCC Secretary / Parish Administrator at St Peter's Parish Office, Newmarket Road, Cringleford, Norwich, NR4 6UE.

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9

Policy Statement on Health and Safety

The Parochial Church Council's policy is to take all reasonable steps to maintain a safe and healthy environment for the congregation, any volunteer workers, hirers of and visitors to church premises including the church hall centre and comply with all relevant legislation including that relating to electricity and gas. It is the responsibility of the congregation, any volunteer workers, hirers of and visitors to church premises including the church hall centre to exercise due care and attention on their own and others' behalf. Should any hazard or defect be noticed or an accident involving an injury take place, please notify, one of the church wardens, the Rector or Juliet Godier in the Church Office and complete the accident/defects record located on the noticeboard in church hall centre.

The following matters should be noted by all:-

- a) Appropriate fire extinguishers are provided in the church and church hall. In case of a fire the assembly point for both the church and the church hall centre is the vicarage forecourt.
- b) First aid kits are located in the vestry in the church and in the kitchen in the church hall centre.
- c) No portable appliances of any kind whatsoever should be brought on to church property (whether it be the church premises or the church hall premises) unless it has undergone an electrical test by a properly qualified person during the previous year and bears a proper sticker to confirm this.

The Parochial Church Council undertakes to display a copy of this policy statement in the church porch and at the church hall centre. This policy statement was agreed by the parochial church council of St Peter's and will be reviewed annually at the annual general meeting.

Policy Statement on Unsafe Gravestones

Faced with the problems of Health & Safety Issues arising out of gravestones which become a threat to personal safety, the Parochial Church Council ("the PCC") adopted a policy for dealing with gravestones which represent such a safety hazard. This policy, adopted at the PCC meeting held on 20th September 2006, is as follows:

- a) Where the family* of the deceased can be traced and they are prepared to pay for the necessary repairs, these shall be carried out by a contractor approved by the PCC at the expense of the family.
- b) If the family cannot be traced or if the family are not prepared to pay for any necessary repairs, the gravestone concerned shall be laid flat with the ground to eliminate the safety hazard. If subsequently a family member is identified who is prepared to pay for the necessary repairs the gravestone shall be re-erected by a contractor approved by the PCC at the expense of the family.

Families are reminded that gravestones are erected, with the approval of the incumbent, at the expense of the family concerned and it is the family who have legal responsibility for the care and maintenance of such memorials. With the introduction of more stringent regulations regarding health and safety in churchyards, the PCC have an obligation to take action in respect of gravestones that represent a safety hazard.

Families are advised to check their memorials at least yearly and to ensure that such memorials are completely stable.

*The term family used throughout this statement includes the legal heirs of the deceased with whom the responsibility for maintenance of gravestones lies.