

ST MARY'S CHURCH ATTLEBOROUGH PCC

England & Wales · Charity number 1130508

Details

Other names	ST MARY'S CHURCH ATTLEBOROUGH PCC, THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ATTLEBOROUGH, ATTLEBOROUGH PCC
Status	Registered
Legal form	Previously excepted
Registered	2009-07-10
Register	View on the Charity Commission register

Contact

Address	St. Marys Church Memorial Hall Church Street Attleborough NR17 2AH
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Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£183,471	£242,759	-	-
2023-12-31	£163,265	£177,238	-	-
2022-12-31	£189,020	£142,097	-	-
2021-12-31	£167,840	£147,725	-	-
2020-12-31	£165,050	£151,927	-	-

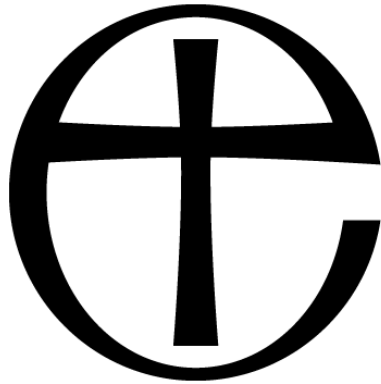
Trustees

Name	Role	Appointed
Rev MATTHEW CHRISTOPHER JACKSON	Chair	
BRENDA MAUREEN GREIG		2020-11-10
Carole Ann Burt		2020-11-10
Christine Mary Beales		2024-04-16
Christopher Brian MacKinnon		2021-04-13
DAVID ALAN BARTINGTON		2021-04-13
DAVID ROBERT STUBBERT		2020-11-10
Dorothy Woolliscroft		2025-04-03
EILEEN LESLEY ROBERTS		2020-11-10
Emma Lucy Neve		2021-04-13
Jacqueline Cherry Saunders		2021-04-13
MARION DAWE		2021-04-13
MR RICHARD PAUL ANDREW		2022-04-25
Mary Elizabeth Dark		2023-04-18
Nigel Peter Waring		2023-04-18
Nina Mary Knowles		2025-05-03
Rev Andrew Kenneth SLATER		2018-12-20
Stephen John Taylor		2024-04-16
Susan Mary WILSON		2020-11-10

Accounts

A Year in Review

Annual Report on 2024



for the Annual Parochial Church Meeting
of St Mary's Church Attleborough

Thursday 3 April 2025
7.30pm in the Church Hall and on Zoom
preceded by Holy Communion at 7pm

Registered Charity No: 1130508

Welcome to the report booklet prepared for the St Mary's Annual Meetings on Thursday 3 April 2025. The reports in this booklet are on church activities in 2024. Please do try to come to the meeting which starts at 7.30pm in the Church Hall. There is a service of Holy Communion at 7pm prior to the meeting.

The agenda for the meeting is enclosed and a full report on church activities for you to read before the meeting. There will be a chance to ask questions on the reports but as usual the reports themselves won't be read out. You will find the accounts in a supplement in the centre of the booklet and you can find the minutes of last year's meeting, which we need to approve, at the back.

*Revd Canon Matthew Jackson,
April 2025*

CONTENTS:

3	<i>Agenda</i>
4	<i>PCC Annual Report</i>
6	<i>Reports on Parish Life</i>
Between pages 12 & 13	<i>Financial Report</i>
21	<i>Minutes of the last meetings</i>

THE ANNUAL PARISH CHURCH MEETING

Thursday 3 April 2025 at 7.30pm in St Mary's Church
and on Zoom

AGENDA

Meeting 1

- 1 Apologies for absence
- 2 Minutes of the last meeting (16 April 2024)
- 3 Election of three Churchwardens
- 4 Close of meeting

Meeting 2

- 1 Apologies for absence
- 2 Minutes of the previous APCM/Matters arising (16 April 2024)
- 3 Elections
Parochial Church Council – four places for three years
- 4 Reports:
 - a. PCC
 - b. Churchwardens
(including Fabric, presentation of Logbook and Terrier)
 - c. Presentation of Church Accounts
 - d. Chairman's report: Revd Canon Matthew Jackson
- 5 Opportunity to ask questions on the reports in this booklet
- 6 Appointment of Independent Examiner
- 7 Presentation and Adoption of Electoral Roll
- 8 Appointment of Sidespeople
- 9 Any other business, including time for general discussion
of any matters of concern which may be brought to
the meeting

A short meeting of the new PCC will follow this meeting

ST MARY'S CHURCH – ANNUAL REPORT FOR 2024

Administrative information

St Mary's Church, Attleborough is part of the Norwich Diocese in the Thetford & Rockland Deanery. The correspondence address is St Mary's Church Office, Church Street, Attleborough, NR17 2AH. The Parochial Church Council (PCC) is registered with the Charity Commission (Number: 1130508).

Structure, governance and management

The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and activities

St Mary's PCC has the responsibility of co-operating with the Incumbent and Churchwardens in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for the building.

The main activities of the PCC are the provision of church services, baptisms, weddings, funerals, youth and children's work and teaching adults through home and prayer groups.

PCC membership and Report

Members of the PCC are either ex officio or elected at the Annual Parish Church Meeting (APCM), in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

<i>Incumbent:</i>	Revd Canon Matthew Jackson (<i>Chairman</i>)
<i>Assistant Priest:</i>	Revd Andrew Slater
<i>Assistant Curate:</i>	Revd Richard W Washington (<i>until September 2024</i>)
<i>Churchwardens:</i>	David Bartington Christine Beales Stephen Taylor
<i>Deanery Synod reps:</i>	Brenda Greig Eileen Roberts David Stubbart

Elected members: Paul Andrew
Carole Burt
Mary Dark
Marion Dawe (*Lay-Chair*)
Christopher MacKinnon
Emma Neve
Cherry Saunders
Jonathan Tidnam
Nigel Waring
Susan Wilson
Peter Wright (*until May 2024*)

Director of Music: Ben Miller
Secretary: Pat Buttolph
Treasurer: Yvonne O'Dell

In 2024 there were twenty people serving on the PCC – six ex-officio, and fourteen elected for a three-year term of office (including Deanery Synod representatives). Pat Buttolph, Ben Miller and Yvonne O'Dell can attend meetings as Secretary, Director of Music and Treasurer respectively.

Paul Andrew retires after having completed a three-year term of office, but is eligible to stand for a further three years if he wishes.

Jonathan Tidnam retires after having completed the maximum term of six years. We thank him for his commitment to the life of St Mary's during this time and wish him well in his new parish in Norwich.

Peter Wright retired as an elected PCC member in May and Revd Richard Washington moved to Great Yarmouth in September to take up the position of Team Vicar.

There were fourteen PCC meetings held during 2024, taking place in the Church Hall and/or on Zoom. The average attendance at meetings during the year was fifteen.

Extraordinary PCC meetings were held on 6 February to view the proposed plans for the Hall and Church Building Project, 21 May to discuss the way forward with fundraising for the Project, 16 July to meet with potential Fundraising Consultant Craigmyle and 24 July to meet with potential Fundraising Consultant Wootton George.

Reports were given at meetings on finance, deanery matters, youth & children's work, social & fundraising, church hall, fabric and music, when appropriate.

Other business discussed and implemented during the year included general maintenance of the church and plans for the seasons of Lent, Easter, Advent and Christmas. The monthly Artisan Markets and Summer Fete were discussed regularly.

Throughout the year members were informed and consulted on the Church and Hall Project, the progress of AMP (Attleborough Music Project) and the work of the Christian Aid Committee.

Safeguarding was an agenda item at each ordinary PCC meeting.

An approved copy of the minutes of the most recent PCC meeting is always displayed on the noticeboard in the church porch. Parishioners are encouraged to read the minutes and minutes of past meetings, which are available on request at the Church Office between Monday-Friday, 10-12 noon.

Pat Buttolph

Church attendance

On 31 December 2024 there were 134 parishioners on the Church Electoral Roll, of whom 40 were not resident within the parish.

Weekly attendance, taken on a 'normal' Sunday was 80 adults, 9 children and 5 online. Easter communicants numbered 97. Christmas communicants numbered 68. There were 20 baptisms during the year, 4 weddings, 22 funerals held in the church and 5 conducted at crematoriums or Colney Wood.

PCC account holders

Barclays Bank PLC and CCLA Investment Management Limited, The CBF Church of England Fund.

Signed on behalf of the PCC by Revd Canon Matthew Jackson

3 April 2025

REPORTS ON PARISH LIFE

Children's Society

We held our usual spring and autumn coffee mornings in 2024 with box opening for those who kindly put loose change into a house box.

The coffee mornings are held at 'Coffee and Chat' on Saturdays in the Church Hall and are advertised in advance. Please come to support this church charity if you can. If anyone would like a house box let me know as I have a spare one.

These events raised £497.65 at the coffee mornings and £1,113.52 from house boxes.

In addition, the Christian Aid committee gave their quiz night over to the Children's Society and a further £404 was raised there.

Matthew also designated the church Christmas card donations to the society and the amount of £470 was sent.

So in total we raised £2,485.65.

Again I was able to offer Children's Society Christmas cards for sale, with no postage charge. The cards are of a high quality and reasonably priced. We sent an order for £135 and they came very quickly and efficiently.

Thank you to all who support the work with children that the society does locally and countrywide.

Pauline Parnell-Hopkinson

Christian Aid

Our fundraising activities started with the curry evening in January and ended with a mulled wine and mince pies evening in December.

In total £3,877 was raised for the year and an additional £1,050 was raised for Christian Aid Week.

The continuing generosity of the congregation and people from outside the Church, together with the consistent support from the clergy and the members of the Christian Aid Committee is gratefully acknowledged.

Peter Wright

Church and Hall Project

Working to a brief developed from the outline provided by the PCC, a design has been created by architects Freeland Rees Roberts, working with other specialist consultants, which has now been costed.

The aim of the project is to update the Church and Hall buildings so as to update and improve their use for both liturgical and community purposes. This is to be achieved by various works of improvement and repair:

The Church - the internal space made flexible with the floor levelled throughout, new quiet and efficient heating and lighting, and new flexible furniture - chairs, altar area and choir stalls. The vestries are moved into the adjoining hall with the Mortimer Chapel brought back into use and linked to the hall through a new internal door. A number of measures are implemented to better insulate the church and outstanding internal and external repair items are completed with the church organ being refurbished

The Hall is extended eastwards at ground and first floor level and linked physically to the church along its northern elevation; with much improved interior layouts, especially on the first floor, more than doubling the useable space in the building. Modern equipment is installed throughout, including the ground floor kitchen, a smaller first floor kitchen, lift and sound insulation.

As a result, the hall will house clergy and choir vestries, halls and offices for church, Day Centre and other community uses. Given the size and quality of the facilities along with the church link, the project aims to attract more weddings and other such events to St Mary's along with increased amount of space available for external lettings

The whole project is designed to improve St Marys' sustainability footprint assuming electric heating supported by roof mounted photovoltaic cells, batteries and high levels of insulation.

The scheme has been designed out to a level that has enabled it to be costed and this stage is now complete. The DAC have seen the designs seeking no revisions in their supportive comments back to us.

Before proceeding to seek Planning and all other necessary approvals, a report has been commissioned from Wootton George Consulting (WG) Consultants and Experts in Fundraising, to review the potential to raise the sums necessary to implement the project and, if appropriate, create a project plan to do so. WG were engaged before Christmas, have visited Attleborough to see the scheme and meet with the PCC. They are now developing their report by talking to the local council and other relevant contacts and reviewing Trusts and other Funding bodies who could be expected to invest or contribute. This report is nearing completion and arrangements are underway for WG to present its findings to the Project Team and PCC.

Nigel Waring

Church Hall

During 2024 the committee have regularised the payment to the General Fund of £250.00 per month which means we now pay £3000 p/a towards the cost of the work which Pat does on our behalf.

It has been a difficult time and we have made every effort to keep our costs down and hire fees as realistic as possible by revising modestly upwards. However, it has been necessary to replace the water boiler, make major repairs to the steriliser, maintain the Air Con units in the Office and Upper Room, replace one cistern in a toilet, have all the toilets re-decorated and replace three threshold strips to doors. Arrangements have also been made to re-decorate the Main Hall early in 2025. Our major cost is still the gas heating, but we have done our best to maintain a reasonable balance between income and expenditure.

We did have a notification from Anglian Water of a water leak from the hall, but after long and complicated discussions, between Pat, our insurers, Norfolk Archeology (need for digging two holes in the churchyard) we were granted an interim Faculty; only to receive a letter from A.W. thanking us for repairing the leak!! No need for any further action.

David Stubbert, Chairman

Churchwardens

Christine was nominated as churchwarden in April 2024 and filled the position following Cherry's resignation from the post. She has settled in well and has become a valuable member of the churchwarden team.

Steve has completed eighteen months as churchwarden and settled in with ease. He is very obliging, cheerful and welcoming and takes on tasks with efficiency.

His fellow churchwardens thank David for his guidance, rota-collating and generally keeping the wheels turning.

We would also like to thank Cherry Saunders for her hard work during her tenure as Churchwarden and for her continued support with extra service duties and advice, when necessary.

All were sad to lose Richard Washington. He was an excellent curate and moved to be Team Vicar in Great Yarmouth in September, where we are sure he will serve them well. He must also be thanked for his work on the Eco Church project, for which we were pleased to achieve Bronze status. This project is now being overseen by James Trounce, to whom we are grateful.

As decided by the PCC, the Christingles were made at Messy Church, which worked well.

The usual Christmas Carol and Crib services were very well attended.

In the autumn we were pleased to have acquired new seating and floor covering for the children's corner.

We would like to thank all who are involved with the smooth running of St Mary's, in whatever capacity they fill, many taking on several roles. Also, our heartfelt thanks is given to the clergy for their fellowship, support and patience in guiding us in our duties and the smooth running of the ministry they are committed to.

David Bartington, Christine Beales & Steve Taylor

Coffee & Chat

Coffee and Chat meets every Saturday in the Church Hall from 10-11.30am and is run by a team of volunteers. It is an informal coffee morning, with hot and cold drinks, homemade cakes and a friendly atmosphere. It has been a very busy year for us, as we continued to welcome old friends and lots of new ones too. We have been very well supported and have raised an amazing amount of money which we have been able to donate to local and countrywide charities. The Saturday of the Flower Festival was extremely busy, and Coffee and Chat served record numbers of cups of tea and coffee and countless slices of cake. We are very thankful for our dedicated team of lovely volunteers and have been blessed by some new willing helpers joining us in 2024. We also had the pleasure of Millie's company and contribution as she worked towards her Bronze Duke of Edinburgh award. The Bring and Share table is available for people to visit during Coffee and Chat. You do not have to be coming to Coffee and Chat to partake of this. We are a non-profit

group and the money raised during 2024 has been donated to these charities; Open Doors, Age UK, Millie's Borneo Trip, Mothers' Union, Attleborough Life Long Learning, Red Cross, St Mary's Music and Building Projects, Club 99, Uganda Support Fund, Mercy Ships, British Heart Foundation, St Martin's, EACH, Alzheimer's Society, Compassion, Macmillan, Crisis, Salvation Army Winter Appeal, Treasures, Parkinsons UK. In total we have donated £2,250.00. We would love to have more people on the team. It involves coming along once a month on a Saturday to serve hot drinks and cake, clear tables and washing up. There is usually quite a bit of 'chatting' too. If you have a little spare time and feel that this is something you would enjoy, please contact Alison on 07789868853.

Alison Sayer

Community Lunch

We are a very friendly group who meet on the first, third and fifth Fridays of the month. We gather in the church hall from 12 noon onwards, aiming to serve the meal at 12.30pm. Diners each bring a small raffle prize and pay 30 pence for a raffle ticket; the proceeds of this raffle go towards Christmas gifts for diners and volunteers.

The Day Centre provide us with our first course, which is always delicious and plentiful. Dorothy supplies a variety of puddings. We have a loyal band of volunteers who set the tables, serve the meals and wash up. The meal costs £6 and is intended for those who live alone and would benefit from a good midday meal enjoyed in company. Applications should be made *via* the Rector.

Dorothy Woolliscroft

Deanery Synod

There were four meetings of the Thetford & Rockland Deanery Synod in 2024.

The first, in January, was held in St Mary's Church, Attleborough when the Rt Revd Ian Bishop, Bishop of Thetford, spoke to members and visitors of the path in his life which had brought him to his present position, and his passion to see growth within the Church of England.

In April the Diocesan Secretary, Tim Sweeting and the Generous Giving Team gave an update in East Harling Church on the Team, their purpose, the resource of the Parish Giving Scheme and the importance of encouraging legacies.

Frances Middleton spoke to members and visitors in July at St Peter's Church, Rockland St Peter, on becoming a church of sanctuary. She talked of her work volunteering at The Bridge Plus+, a small advice centre in Norwich for refugees who have come to live in Norwich, and that through this volunteer work she had become involved with the City of Sanctuary movement when it started in Norwich about 11 years ago.

On 15 October we heard Sue Brice from the Diocesan Safeguarding Team give a very interesting and informative talk at Cloverfield Community Church, Thetford. She spoke of the tremendous changes she had seen in the Diocese in relation to safeguarding over the 14 years she had worked there, and her views on the future of church safeguarding.

On Ascension Day, on 9 May, the Deanery was invited to attend a sung Holy Eucharist service in St Mary's, Attleborough if there were no services planned in their own parish/benefice.

Those elected in 2023 to represent Attleborough on the Synod of the Thetford and Rockland Deanery are Brenda Greig, Eileen Roberts and David Stubbart.

Pat Buttolph

Drop-in & Play

Throughout 2024, Drop in and Play has continued to thrive, with between 12 and 24 children attending with their parents, grandparents or carers. We have welcomed some new members this year and said 'Goodbye' to those children who have started school. Others have progressed from the baby corner, through the 'boddlers' and into the toddler areas. We aim to provide a safe and friendly environment for the various stages in the children's pre-school development, as well as enabling the adults to meet up and chat while keeping an eye on their children as they explore and play. Some weeks, we offer a craft activity, and we are grateful for Barbara's preparation of this, as well as her ingenuity and patience on the day. We are fortunate in having a large supply of toys, so it is not always the same things which are put out every week. We are also most grateful to James for bringing the things down early in the morning from the cupboards upstairs and to Matthew and Andrew who carry the equipment back up again at the end of the session. We have a dedicated group of helpers – Barabara, Rosemary, Linda, Catherine, Joan, Jenny and Margaret. We look to – and thank – Alison for her dedicated leadership of the group.

If you would like to volunteer to help at a session, please have a word with Alison Sayer.

New volunteers are always welcome, whether you want to do one session a month or every week.

Linda Trounce

Drop-in & Share

In the past 12 months (January – December 2024) St Mary's Attleborough has made 20 referrals to Trussell Trust Foodbank as well as holding in excess of 100 Table sessions (Thursdays and Saturdays) where people can obtain a few food items and some basic toiletries without filling in a form if they are struggling to make ends meet. Some folk come every week, some every few weeks, some once in a while and some guests that were coming have found more work and no longer need our help. As well as direct help in the form of tinned and packaged food items, laundry

products and food bank vouchers; we offered listening ears to those bruised by life's rough times and endeavoured to signpost people on to appropriate charities and services where we are able. People often remarked on how grateful they were for the help given. The Thursday Table is manned usually by a team of two from 11am - 12noon. The Saturday Table is loosely supervised from 10am - 11.15am by the coffee and chat team. Please approach me on 07581612412 if you feel led to volunteer for Thursdays or Alison Sayer for Saturdays. Alison can be contacted through the church office. We had 6 regular volunteers in the year and have maintained a stable volunteer profile. I would like to take this opportunity to say a sincere thank you to everyone who donates items to us and all our Wonderful hard-working volunteers who give up their time to make the Table work.

Attleborough is very blessed to have an amazing Social Supermarket in the form of the Kindness Cabin, but people still need to access what we can provide as well. God bless you all for your Christian faithfulness and love. If you are reading this and would find it difficult to access the Table on Saturdays and Thursdays, please speak in confidence to the clergy who will help you. If you are able to donate some items we have particular need for fruit squash drinks, tinned meat and fish, tinned sweetcorn, laundry liquid and toilet rolls. Attleborough Town Council very generously gave us a grant of £400 in the Autumn towards the costs of supplying items which we very much appreciated. Together with the Harvest Festival donations this was a tremendous help. Because we held in excess of 100 sessions in 2024 this equated to a cash donation of slightly above £4 per session. Therefore, congregational and community donations are essential to keep us going. If it is easier to donate money rather than items then please give it to Mrs Buttolph our Parish Administrator, so she can pay it in to the Drop-in & Share fund for us. Items for the Table can be left in the black box marked Drop-in & Share at the back of the church or in the Upper Room.

Cherry Saunders, Team Leader

Eco Church Project

A small working group within the Parish has developed an 'Eco-Church' project for St Mary's.

Following our successful start last year we have developed the project in practical ways this year.

The main aim has been to increase the environmental benefits from the Churchyard, while still maintaining its functionality for events such as the Summer Fayre. The revised mowing regime has allowed the Lady's Bedstraw to prosper and encouraged other wildflowers. Further work is planned for the rose garden to enhance its benefits to insects.

Following the achievement of the Eco-Church bronze award in 2023 we have been looking at areas we can focus on to achieve the silver and gold awards.

James Trounce, Lay Lead for Eco-Church

Electoral Roll

In 2025 every parish in the Church of England had to prepare a new Electoral Roll from scratch. This exercise takes place every six years, and all have to reapply to be on the Roll. The new Electoral Roll was completed on 15 March and has 98 members.

Carole Burt

Fabric

During April eight panes of glass were broken in one of the north wall windows. These were replaced in May. We still have issues with the roof leaking small amounts of water in several areas. We are hoping to include a restoration of the roof when the proposed church/hall building project is launched. We realise that the upkeep of our church is paramount whatever the outcome of the proposed hall extension. The repair of the south wall near the link door is still to be undertaken. Our contractors have been very busy with larger contracts and are hoping to complete the work in the near future. During the year the annual heating boilers were serviced. All portable electrical appliances were checked (PAT test), and fire extinguishers were serviced.

Paul Andrew

Foodbank

As a church, we continue to support the local food bank, run by The Trussell Trust and are now able to issue food vouchers. Donations of dried food, tins, jars and packets are welcome, as well as milk and other drinks in cartons. Although not used for the food parcels, things such as pet food, toiletries, laundry and washing up items, nappies and wipes can be offered to clients if needed and if available. The Attleborough Foodbank is open from 10.00 – 11.00 am on Tuesday mornings at The Lighthouse, 131 Hargham Road, Attleborough, NR17 2JP.

Joanna Slater

Flowers

In June 2024 we held a very enjoyable flower festival in St Mary's church titled 'A Musical Bouquet'. Sixteen displays illustrated music from pop to classical, jazz to modern musicals. We were blessed with fine weather and many hundreds of people passed through the church. Thanks to our generous sponsors we were able to donate £1,711 to the Attleborough Music Project. My personal thanks to all who contributed in many ways to making this a success.

Our weekly pedestal of flowers at the pulpit is appreciated by visitors and congregation and we welcome donations towards the cost. For example, in memory of a loved one or thanks for a birthday or special occasion.

Pat is happy to receive gifts in the office and a dedication can be made on the weekly news sheet.

Thank you to the arrangers who give their time and talent freely, especially Joan Smith. We welcome any new people to our rota and if you are interested speak to Pauline.

Pauline Parnell-Hopkinson

Friends of St Mary's Church

The trustees have met twice, and the clerk has ensured we have complied with charity regulation. Funds have slowly accumulated through regular giving and donations coming through 'Easyfundraising'.

To widen the scope of giving pathways the trust has set up a 'Just Giving' page for donations.

The Friends bank account has been reviewed and updated to be in line with the latest banking regulation.

As the Church Development project gathers momentum the role of the 'Friends' will need to be considered in the wider context.

James Trounce, Chair and Treasurer

Gift Aid

The amount of Gift Aid claimed back from HMRC in 2024 was £11785.97. Of this, £163.25 was from donations to the Music Project and £115 from donations to the Organ Fund.

The use of weekly envelopes has fallen slightly as use of the card reader becomes more popular. They were used by 13 people in 2024 with only 4 being gift aided.

The use of bank standing orders has remained the same at 55 and I was able to claim gift aid on 43 of these.

With regard to other methods of donating, 3 people who donate by direct bank credit were able to gift aid as were an average of 14 per quarter of those who donate via the card reader.

If anyone would like a set of the weekly envelopes or a gift aid declaration form, these are available from the Parish Office.

Arthur Peters

Green Sale

The Green Sale was started as part of our witness to promote our responsibility to care for the planet.

The stall is held every month on a Thursday morning. We have been defeated by the weather on a couple of occasions but otherwise we are there on the advertised dates from 9-11 am.

We are grateful to all those who have donated everything from toys to Christmas trees, books and pots and pans!

The stall does not make huge amounts of money as we aim to sell at reasonable prices to ensure someone else uses the items they buy. The message we hope to promote is that things can be passed on and reused instead of going to landfill. The money raised will eventually be used for 'Green' projects.

Thanks to Linda Trounce and Catherine Buckley who regularly help me every month.

Please continue to support us by donating and shopping.

Marion Dawe

Magazine distribution and collation

Our monthly magazine The Link contains diary dates for the month and fuller details of upcoming events than the Weekly Link has space for. It also contains reports on meetings and events, and articles. The printed copy is available in church and it is sent out each month to those on the mailing list. Please read it!

There are 10 issues per year: double issues in July/August and December/January. It is edited by Emma Neve, printed in the church office and collated by Christine Beales and her team. Christine also arranges for local firms to advertise in the magazine. Printed copies are then distributed to subscribers in the town, subscriptions of £7 p.a. collected in May/June. Families of newly baptised children receive a free copy for a year. As always, I thank those who distribute The Link faithfully month by month.

Diocesan news can be received by signing up to the weekly newsletter via the website Diocese of Norwich.

Dorothy Woolliscroft

Men's Group

In January 2024 we enjoyed a very good meal at The Royal Garden Chinese restaurant.

Paul Andrew

Messy Church

Messy Church at St Mary's, Attleborough has continued throughout 2024 following its revival in January 2023.

Messy Church is a form of church for children and adults that offers a relaxed and fun way to bring people together to celebrate God. This accessible form of worship means we usually welcome many people who don't usually come to church so it's a great outreach initiative.

We run our sessions on a Saturday morning in the church and they follow a general framework of initially welcoming people in from 9.30am and serving coffees, teas, squash, pastries and biscuits. The session is formally opened by Matthew at around 9.45/10.00am who introduces the theme. Children (with parents/carers) then

circulate around the crafts on offer. We usually provide four crafts, all imaginatively based around the theme and they may be edible, sticky, colourful ... and most of all messy! Meanwhile, down the central aisle we provide copious amounts of recyclable items (e.g. egg boxes, cereal cartons, Pringles tubes) and tape to allow children to participate in junk modelling whenever they wish. When everyone has had the chance to try out each craft (we usually allow around 40 minutes), we bring everyone together for the worship element. This can involve a reading, a talk, a TV show or even learning a song. Children also love to show their crafts at this point. The session closes with a prayer and blessing at around 11.15 and people are invited to the next session and given information on Sunday Club.

In 2024 we ran five Messy Church sessions based on the themes of Baptism, Crosses/New Life, The Altar and meaning of the cloth colours, Chapel/Prayer/Kneelers and Christingle. Attendance averaged around 15-20 children per session plus parents and carers.

The ongoing success of Messy Church is largely attributable to the faithful help of our organising team; our thanks go to Eileen, Rebecca, David, Laura, Cherry, Jane and Matthew. We are always on the lookout for new helpers so please contact us if you would like to be part of this rewarding venture.

Catherine Buckley and Susan Wilson

Monthly Artisan Markets

In its third year, 2024 saw a name change to the monthly craft markets which were renamed monthly artisan markets. This was to extend our invite to food and drink producers as well as welcoming craft producers. This attracted a few new stallholders, but the uptake was not as we had hoped. The markets took place on the 1st Saturday of each month from April through to September. Each market saw an average of 10 stall holders attend each month. Two markets were combined with other events which took place in the church (the Flower Festival in June and the Community Music Day in September). This was to increase customer footfall and bring Attleborough residents and visitors to the church and churchyard. Stallholders commented on how these events had helped with sales and brought a wonderful atmosphere to the markets.

Susan Wilson

Mothers' Union

The branch had another good year with sixteen branch members and one regular diocesan member attending.

We started the year with our AGM and continue to run by committee. During the year we had interesting talks from people in the church and the local community which were well attended.

Some of the members joined with other branches on a very informative and enjoyable visit to the Julian Centre in Norwich and we also were well supported at the MU Festival at Norwich Cathedral.

In October we displayed the Souls of our Shoes exhibition in the church which was very well received, with good involvement of the congregation giving donations of shoes.

In April our annual coffee morning was very well supported raising funds for AFIA and the Refugee Resettlement Fund.

We continue to work closely with other branches in South Norfolk particularly High Oak. Members are invited to attend events and talks at/by different branches and we share ideas for the future.

Mary Dark

Music

The choir continues to enjoy providing music for the weekly 10am Parish Eucharist and monthly services of Choral Evensong, plus occasional weekday and special services. This year the choir also sang for Choral Evensong at Norwich Cathedral on Saturday 20 April and Sunday 16 June. Particular musical highlights this year included Rheinberger's *Missa brevis* (Op. 83) and Handel's *Hallelujah! Chorus* for the Sunday services over the flower festival weekend (2 June), Bairstow's *Evening Service in D* for Choral Evensong on Choir Sunday (28 July), *Like as the hart deriseth the waterbrooks* by Howells for Richard's farewell service (1 September), and *Love came down at Christmas* by Helena Davis (composed for the BBC Radio 3 Christmas carol competition in 2021) at our Christmas carol service (22 December). The upper voices also gave the world premiere of a newly-composed setting by Ron Watson of *I sing of a maiden* as part of the Advent Procession (1 December), and the full choir enjoyed singing in Besthorpe for Choral Evensong at Harvest (6 October), All Saints' (3 November) and the Village carol service (22 December).

In 2024 we held an excellent concert series, which was again well attended throughout the summer. The highlight was a fantastic concert given by the Orchestra of the Age of Enlightenment on 29 June. Other concerts included performances by Robbie Carroll for International Organ Day (organ; 20 April), the Waveney Choir (11 May), the Cavick string quartet (19 May), Norwich Baroque with Sarahjane Stephen (soprano; 1 June), RAF Honington Voluntary Band (13 July), Cheryl Aughton Clark (soprano; 21 July), David Price (oboe) and George Inscoe (piano; 18 August), and Boglárka György (violin) and Amy Butler (piano; 14 September). We also hosted our Community Music Day on 28 September and the annual performance of Handel's *Messiah* on 29 December.

At the end of July, we said farewell to Judith Williams as our Attleborough Music Project (AMP) music outreach worker, after two very successful years working with local schools and running our AMP Voices children's choir and special music

workshops throughout the year. The AMP academic year went "out with a bang" as we welcomed the Orchestra of the Age of Enlightenment back to St Mary's on 11 July for a special music workshop that involved 300 children from both primary schools in the town visiting the church over the course of the day. Judith was instrumental in organising the day, so thanks go to her for all her hard work to make it such a success, and indeed for all her great work over the last two years. Although we were sad to say farewell to Judith, we were also delighted to welcome Tom Appleton in September as our new music outreach worker. Tom builds on Judith's work and continues to visit the local schools weekly and lead AMP Voices. In December, we were pleased to again welcome AMP Voices to sing in the Christmas carol service, this time with a starring role when they started the carol service by singing Britten's *Hodie Christus natus est* (from *A Ceremony of Carols*) in procession(!) before then singing the first verse of *Once in Royal David's city*. Overall, I'm pleased to report that music-making at St Mary's has continued to grow over the last 12 months, particularly through our outreach work and concerts, which have allowed us to welcome new faces to the church to enjoy listening to, making, and performing music. None of this would be possible without the support of many people, so my thanks go to all members of the choir, our organists (especially Nigel Waring, Assistant Director of Music, but also David Barnard, Simon Cole, Bob Gee and Ron Watson as assistant organists covering occasional services), Judith Williams, Tom Appleton, and the parents of the choristers, for all their commitment and support over the past year. Thanks also go to all of those who have supported our concerts and events, donated to the choir fund, and who have helped with organising and fundraising for AMP (especially the fabulous flower festival in June).

This year the organ has experienced a few faults, but these have been successfully repaired by EJ Johnson & Son Ltd, who continue to maintain and tune the organ. In addition to the one stop that is now no longer working because of mechanical issues due to the ageing instrument, two other stops have had regular problems, which we continue to monitor carefully. There is no major update on the organ rebuild work; the necessary faculty permission remains in place and fundraising continues. Choir funds this year have been used to purchase new copies of music (primarily anthems).

Ben Miller

Open the Book

Open The Book Bible presentations took place throughout 2024 as part of the school assemblies every fortnight on Wednesdays at Attleborough and Rosecroft Primary Schools. Two teams, led by volunteers and supported by clergy, offered performed Bible stories at Attleborough Primary School. Whenever possible, the children also took part. Matthew and Richard led the assemblies at Rosecroft Primary School.

Although both schools are secular, we continue to be blessed with excellent relationships built up over the years. We thank God and the school leadership for this opportunity to bring the Good News of Jesus Christ to the young children of our town.

Many thanks to all the volunteers involved. If you would like to get involved and support this important work, please do not hesitate to speak to Matthew, Andrew or me.

Joanna Slater

Safeguarding

The Church of England states clearly that, “The care and protection of children, young people and adults involved in church activities are the responsibility of everyone who participates in the life of our church.”

Safeguarding does not have to be a complicated thing. If you have a concern about anybody involved in a church activity, young or old, please pass it on. All concerns will be taken seriously and will be discussed. If necessary, they will be passed on to the diocesan safeguarding officers for their consideration.

Safeguarding is everybody’s responsibility. Please never be afraid of raising a concern.

Many thanks.

Revd Andrew Slater

Servers

2004 has proved to be a more difficult year than of recent times and although we have been able to recruit one young person, we are badly in need of more volunteers to help spread the load. We have a couple of hopefuls in the wings, but we do need more. Anyone interested, or would like to know more, please speak to the Rector in the first instance.

During the year I had to make the decision to retire having started Serving in 1957 and received two messages from existing Servers to take over. David Bartington took over the preparation of the rota during the year and I am very grateful to David and indeed to all the Servers who carry out their tasks so diligently and willingly, so a big thank you to them all.

David Stubbart

Sidespeople

Life at St Mary’s has been busy throughout the year. Our dedicated sidespeople are essential in ensuring our services run smoothly and they have continued to provide excellent support. The welcome they provide is vital to all who come through our doors, be it for the first time, at a time of personal crisis or those who attend every week. This valuable ministry does not go unnoticed by young and old.

On behalf of the Churchwardens and Clergy, our thanks go to Enid Andrew, Paul Andrew, Jill Atkins, Bobbie Aughton, Sandra Blyth, Catherine Buckley, Diane Gordon, Nina Knowles, Pauline Parnell-Hopkinson, Rebecca Sangster, Joan Smith, Catherine Taylor, Susan Wilson, Dorothy Woolliscroft.

They have continued to work hard to make sure we are a welcoming community. Our sincere thanks to you all.

I also stand in as Warden at the 10am service on the first Sunday of the month and help out at festivals, when appropriate, to help ease the Churchwardens’ heavy load.

Pat Buttolph

Summer Fete – 6 July 2024

One thing I can say about the fete in 2024 was that the rain definitely wasn’t going to stop us. Everyone pulled together in our true church family way, and we battled through the down pours to make the fete a success. The gazebos went up and stayed up, providing much needed shelter. A big thank you to all the performers in the entertainments area who were literally singing in the rain with unwavering energy and enthusiasm. We were joined by our own choir, Chapel Green School, Attleborough Primary School, AMP Voices, Christian Manderfield and the Attleborough Players. The Church and Hall were a hive of activity with wonderful cakes on offer and fantastic hamper display tempting people to try to win it, the always popular jigsaw and book stall as well as the raffle, jewellery stall and bottle tombola. The rain unfortunately put pay to the BBQ, but the kitchen was in full swing, tempting people with bacon rolls, sausage rolls, cakes, teas and coffees. It was lovely to see so many people from the community coming to support us and getting involved with what was on offer as well as welcoming many craft stallholders who braved the rain.

Thanks go to everyone who helped towards the fete, for all those who donated items to sell, organised, prepared and manned a stall, advertise the event, helped with setting up and clearing away on the day as well as organising the finances and behind the scenes administration. It would not be as successful without everyone’s help and involvement.

The grand total raised on the day was £2,647.

Susan Wilson

Sunday Club

Sunday Club sessions run every other Sunday during term time. Children are invited to meet together in the Church Hall and participate in discussion and activities based on that week’s Bible readings. At the end of the service the children then share what they have been talking about with the rest of the congregation.

Numbers vary from week to week with an average of 4 children attending. Sunday Club is led by a rota of adults and we always have at least 2 adults present at the session. Parents are welcome to stay or return to the Service. On some of the alternate Sundays we hold an All Age Worship where children from Sunday Club may take a more active part in the sermon or can be invited to take on other roles within the Service such as delivering a reading.

Rebecca Sangster

**Minutes of the Annual Church Meetings
held on Tuesday 16 April 2024 at 7.30pm in St Mary’s Church Hall
and on Zoom**

- 1

Meeting 1

Apologies for absence

Terrie Ayres, David Bartington, Marion Dawe, Jane Minchin, Fr Martin & Margaret Smith, Revd Richard Washington, Dorothy Woolliscroft.

Thirteen people attended this meeting in person, with four on zoom.
- 2

Minutes of the Parishioners meeting held on 18 April 2023

It was proposed by Mary Dark, seconded by Steve Taylor and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings, and these were signed by the Chairman accordingly.
- 3

Election of churchwardens

The Rector thanked the Churchwardens of the past year, David Bartington, Cherry Saunders and Steve Taylor for their hard work and support. Special thanks was given to Cherry who felt unable to re-stand as Warden for a further year due to family commitments. Matthew presented Cherry with a bouquet of flowers in recognition of her hard work and commitment during her three years in this role.

Nominations for three churchwardens for the year April 2024/2025 had been put forward before the meeting. Churchwardens are elected annually and usually cannot stand for more than 6 years in succession.

	<u>Proposer</u>	<u>Second</u>
David Bartington	Yvonne O’Dell	Linda Trounce
Christine Beales	Eileen Roberts	Paul Andrew
Stephen Taylor	David Stubbart	Penelope Stubbart

- With there being no further nomination forms received by the Chairman prior to the meeting the above elections were agreed unanimously.
- 4

Close of meeting

The meeting closed at 7.40pm.

- Meeting 2**
- 1

Apologies for absence

Terrie Ayres, David Bartington, Marion Dawe, Jane Minchin, Fr Martin & Margaret Smith, Revd Richard Washington, Dorothy Woolliscroft.

Thirteen people attended this meeting in person, with four on zoom.
- 2

Minutes of the APCM meeting held on 18 April 2023

It was proposed by Mary Dark, seconded by Paul Andrew and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings, and these were signed by the Chairman accordingly.
- 3

Elections

(a) PCC members *(four places for three years)*

At the APCM in 2011 it had been agreed that although PCC members stand for a period of 3 years, members could be put forward to be elected for a further 3-year period, but could not stand for more than 6 years in succession.

The following were proposed and seconded to stand on the Attleborough PCC for a three-year term:

	<u>Proposer</u>	<u>Second</u>
Christopher MacKinnon	Frances Palmer	Alison Humphries
Emma Neve	Enid Andrew	Dorothy Woolliscroft
Jacqueline (Cherry) Saunders	Peter Rowles	Susan Wilson
Susan Wilson	Marion Dawe	Paul Andrew

With there being no further nominations, the above elections were agreed unanimously by all present.

4

Reports

(a) PCC, Deanery Synod, Churchwardens

Reports of the PCC, Deanery Synod and Churchwardens (including Fabric) were presented.

The Terrier and Logbook had been updated during the year and were available for inspection in the church office.

(b) Presentation of Audited Church Accounts for year ending 31.12.2023

The Chairman presented the accounts for the year ending 31 December 2023.

These had been approved by the PCC and signed by the Chairman and Treasurer at a PCC meeting on 12 March 2024 for presentation to the APCM.

The Chairman wished to record his thanks on behalf of the PCC to Yvonne O'Dell as treasurer for her conscientious dedication and sound handling of the St Mary's finances. It was agreed that flowers should be delivered to Yvonne to express our thanks.

(c) Chairman's Report

Matthew gave a short report and thanked everyone who had kept St Mary's running during his sabbatical, especially the Ministry Team, Parish Administrator, Treasurer and Wardens. He continued to thank everyone who pulls together in this very big team, making it a happy and rewarding place to be.

The Music Department was also thanked for their tremendous work throughout the year.

Matthew asked those present to draw up a list of everything that took place in the church, which was very varied, ranging from coffees served after the 10am church service, Community Lunch, Music, Servers, Sidespeople, Drop-In & Play, Christian Aid, Home visits, Baptisms, Weddings and Funerals, Sharing Table, Eco-Church, Sunday Club, MU, Green Sale, Lent Course, Flower arranging and many, many more things, too numerous to list.

Matthew also asked if there were things that we should be doing which needed to be on the list and weren't. Those present were asked to report back to Matthew after the meeting if they would like to comment on this. Matthew reiterated his thanks to all those involved in the above. and much more.

5

Opportunity to ask questions on reports in this booklet

There were no questions raised on the booklet.

6

Appointment of Independent Examiner

Thanks was expressed to George Ridgway who had been the Independent Examiner for the past year.

It was proposed by David Stubbert, seconded by Cherry Saunders and agreed by all present that George Ridgway be appointed Independent Examiner for 2024.

With there being no further nominations the above was duly appointed. It was agreed that Mr Ridgway be presented with a gift of wine for carrying out this task.

7

Presentation and adoption of Electoral Roll

There were 135 members on the Church Electoral Roll as at 1 April 2024. It was proposed by Paul Andrew, seconded by Susan Wilson and agreed by all present that the 2024/2025 Roll be adopted.

The Rector wished to record his thanks to Carole on behalf of the parish for her work as Electoral Roll Officer throughout the year.

It was noted that a completely new roll would be compiled for all parishes in 2025.

8

Appointment of sidespeople

The Rector thanked all sidespeople who had carried out their duties diligently over the past year.

Pat Buttolph proposed en-bloc elections to serve as sidespeople during the year April 2024/2025, with Pat Buttolph acting as Senior Sidesperson:

Enid Andrew, Paul Andrew, Jill Atkins, Bobbie Aughton, Sandra Blyth, Catherine Buckley, Pat Buttolph, Diane Gordon, Nina Knowles, Pauline Parnell Hopkinson, Rebecca Sangster, Joan Smith, Catherine Taylor, Susan Wilson, Dorothy Woolliscroft.

These were seconded by Cherry Saunders.

With there being no further nominations, the above fifteen people listed were duly elected.

9

Any Other Business

Thanks

It was wished for thanks to be recorded to Richard and Andrew, and Cherry Saunders gave official thanks to Matthew on behalf of the parish, for his dedicated ministry and leadership over the past year. She also thanked his wife Emma and his family for their undoubted support behind the scenes.

10

Close of meeting

The meeting closed at 8.20pm with The Grace being said together.

Financial Report and Accounts for the year ended 31 December 2024

Financial Review

General fund

Overall income from giving (collections, electronic and planned giving, standing orders, donations and Gift Aid claims) was a little under £4,000 higher than in 2023. Wedding and funeral fees of £1,818 and £3,908 respectively were also higher for 2024, compared to 2023. Fundraising income from the annual fete and monthly craft markets and also income from magazine sales and advertising were similar to that received in 2023.

Although income received during the year was higher than in 2023, there was a greater increase in the cost of goods and services and also higher energy costs compared to 2023, resulting in the General Fund showing an overall net loss and funds needing to be taken from reserves in order to pay the Parish Share. Whilst this was possible again this year, continuing to run at a deficit cannot be sustained.

A transfer of £7,000 from the Designated Legacies Fund to the General Fund towards payment of the Parish Share has been shown.

Designated Legacies Fund (Unrestricted)

Received was a legacy of £3,201 during the year.

Designated Hall Fund

The Hall Fund showed a deficit of £(3,582) at the year end. Energy costs were considerably higher than in 2023 and extra expenses were incurred during the year for redecoration of the hall and replacement of some expensive items. A transfer of £2,000 towards administration costs was made to the General Fund.

Fabric & Heating Fund (Restricted)

No legacies were received during the year. There were no expenses incurred in 2024.

Other Restricted Funds

In December an appeal was made to raise £15,000 for adding an electrically operated chiming mechanism to the church bells, which had started well.

The restricted fund for the Attleborough Music Project (AMP) received a little under £11,000 in sponsorship and fundraising from a programme of concerts and recitals performed during the year and together with donations made a similar income to that of 2023. A summer flower festival was held, raising a further £2,358.

The specialist music outreach work and AMP Voices, an inclusive singing group open to all primary school-aged children and for music outreach activities in the local community, continued throughout the year.

Grants had been received in respect of expenses and VAT relating to the church and hall development project.

All other restricted funds continued satisfactorily throughout the year.

Fixed Assets

The value of the two trust fund investment assets at the year end was £12,717 (2023: £12,432).

Reserves Policy

It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2024 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall. The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes. It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 4 MARCH 2025 by:

.....*n. c. [Signature]*..... Chairman

.....*yho Del [Signature]*..... Treasurer

St Mary's Church, Attleborough

FINANCIAL STATEMENT for the Year to 31 December 2024

Unrestricted Funds Statement of Financial Activities

General fund	2024	2023
INCOMING RESOURCES	£	£
Collections	5,139	6,232
Non-Gift Aid planned giving	2,177	2,159
Collections Gift Aid	5,723	4,498
Standing Order Gift Aid	29,561	29,517
Standing Order Non Gift Aid	6,300	5,089
Tax refund on Gift Aid	11,967	11,319
Fees Weddings	1,818	1,012
Funeral Services & memorials	3,908	2,576
Utilities	1,170	715
Donations wall safe & candles	1,009	816
Electronic Giving	5,216	4,291
Other donations	2,654	1,889
Donations Gift Aid	1,535	1,380
Donations for Charities	1,531	1,145
Dividends/Interest (deposit a/c's)	1,108	1,298
Summer fête & other fundraising	5,680	5,365
Churchyard Green Stall	332	197
Patronal Festival	0	0
Magazines and cards etc	1,522	1,584
Magazines advertising	2,000	1,730
Donations for printing	126	72
Other income	499	13
Hire/Donations for use of church	800	750
Coronation Grant and donations	0	703
Eco Church	0	95
Transfer from Designated Legacies Fund (Parish Share)	7,000	0
Transfer from Designated Hall Fund (Admin Costs)	2,000	6,000
TOTAL Incoming Resources	100,774	90,445
NET INCOMING RESOURCES	(608)	(3,371)
Cash BALANCES B/FWD 1 JANUARY	8,321	11,683
Cash BALANCES C/FWD 31 DECEMBER	7,713	8,321
Total asset balance b/fwd 1 JANUARY	15,059	18,431
Total asset balance c/fwd 31 DECEMBER	14,451	15,059

Designated Legacies Fund	2024	2023
INCOMING RESOURCES	£	£
Legacies	3,201	2,000
Interest (deposit a/c's)	1,822	1,553
TOTAL INCOMING RESOURCES	5,023	3,553
NET INCOMING RESOURCES	(3,929)	(1)
BALANCES B/FWD 1 JANUARY	85,543	85,544
BALANCES C/FWD 31 DECEMBER	81,614	85,543

	2024	2023
RESOURCES EXPENDED	£	£
Parish share	60,015	56,934
Clergy expenses	630	1,373
Other Clergy Costs	2,165	2,102
Church Admin. salaries & NI	9,285	8,738
Stationery, postage, misc.admin.	7,816	6,302
Insurance & Associated Costs	3,780	3,604
Heating & Lighting	5,456	3,458
Cleaning/Misc. minor maint.	301	437
Norwich Dioc. Assoc. of Bells	10	10
Director of music	7,565	7,561
Other Music expenses	806	635
Stewardship expenses	85	85
Online Worship Streaming Licence	270	144
Donations to charities	1,602	1,135
Fund raising Expenses	131	96
Churchyard Green Stall	0	0
Patronal Festival Expenses	0	0
Church magazine and cards	540	515
Publicity	0	0
Donations & gifts	87	42
Miscellaneous	838	0
Coronation Expenses	0	551
Eco Church Expenses	0	96

TOTAL Resources Expended	101,382	93,817
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Note:
Services in Crematorium
Contributions to Parish Share: 210

	2024	2023
RESOURCES EXPENDED	£	£
Miscellaneous Maintenance	672	0
Piano/organ/microphone	1,280	543
Computer equipment - Meeting Owl & Office PC	0	3,010
Online worship - equipment maintenance	0	0
Transfer to General Fund (Parish Share)	7,000	0
TOTAL RESOURCES EXPENDED	8,952	3,553

Designated Hall Fund	2024	2023
INCOMING RESOURCES	£	£
Day Care Hire fees	27,000	26,400
Community Luncheon Club	715	650
Coffee & Chat	455	571
Slimming World	4,742	4,138
Other Hire fees	2,235	2,400
Other Income	0	0
Dividends & Interest	1,635	1,393
TOTAL INCOME RESOURCES	36,781	35,551
NET INCOMING RESOURCES	(3,582)	21
BALANCES B/FWD 1 JANUARY	31,179	31,158
BALANCES C/FWD 31 DECEMBER	27,597	31,179

RESOURCES EXPENDED	2024	2023
	£	£
Administration salaries & NI	15,611	14,682
Insurance & Associated Costs	2,770	2,655
Heating & Lighting	10,912	6,916
Water	1,517	1,282
Cleaning & misc. & sundries	2,220	1,568
Repairs and Hall upkeep	4,187	1,124
Health & Safety	1,146	1,323
Donations to charities	0	0
Transfer to General Fund (Admin Costs)	2,000	6,000
TOTAL RESOURCES EXPENDED	40,363	35,530

Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2024	2023
INCOMING RESOURCES	£	£
Interest (deposit a/c's) Fabric	1,776	1,514
Legacy	0	0
Donations	0	164
TOTAL INCOMING RESOURCES	1,776	1,678
NET INCOMING RESOURCES	1,776	1,678
BALANCES B/FWD 1 JANUARY	44,022	42,345
BALANCES C/FWD 31 DECEMBER	45,798	44,022

RESOURCES EXPENDED	2024	2023
	£	£
Architects fees	0	0
Structural Engineers fees	0	0
Church Heating/New Boiler	0	0
TOTAL RESOURCES EXPENDED	0	0

Other Restricted Funds	2024	2023
INCOMING RESOURCES	£	£
Flowers donations	0	0
Choir Fund	461	669
Community Lunch	2,504	1,711
Messy Church Fund	53	81
Friday Fun Club	0	14
Drop In & Play	244	378
Drop In & Share Sharing Table	490	350
Mother's Union	872	1,172
Organ Fund	635	1,000
Grant for Music Outreach Worker	0	13,210
Attleborough Music Project	12,756	12,722
AMP Flower Festival	2,358	0
Church & Hall Development Project	9,550	0
Grant for VAT on Church & Hall Project	8,692	0
Bells Fund/Interest (deposit a/c's)	503	732
TOTAL INCOMING RESOURCES	39,117	32,038
NET INCOMING RESOURCES	(52,945)	(12,299)
BALANCES B/FWD 1 JANUARY	20,622	32,921
BALANCES C/FWD 31 DECEMBER	(32,323)	20,622

RESOURCES EXPENDED	2024	2023
	£	£
Flowers	0	0
Choir	30	926
Community Lunch	2,637	1,811
Messy Church Fund	59	127
Friday Fun Club	13	52
Drop In & Play	329	413
Drop In & Share Sharing Table	435	315
Mother's Union	1,106	844
Organ Fund	0	0
Music Outreach Worker costs	16,424	10,319
Attleborough Music Project	13,339	5,891
AMP Flower Festival	637	0
Church & Hall Development Project	57,053	23,640
Bells expenses	0	0
TOTAL RESOURCES EXPENDED	92,062	44,338

TOTALS INCOMING and EXPENDED RESOURCES

	2024	2023
	£	£
TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS	183,471	163,265
NET INCOMING RESOURCES and MOVEMENT IN FUNDS	(59,288)	(13,973)
BALANCES B/FWD 1 JANUARY	196,425	210,398
BALANCES C/FWD 31 DECEMBER	137,137	196,425

	2024	2023
	£	£
TOTAL RESOURCES EXPENDED	242,759	177,238

Attleborough Parochial Church Council

Balance Sheet at 31 December 2024

(Figures rounded to nearest £)

	Unrestricted			Restricted		Total
	General Fund	Designated Legacy Fund	Hall Fund	Fabric & Heating Fund	Other Restricted funds	
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	16,294	41,313	0	9,518	(34,521)	32,604
Deposit CBF	0	40,301	30,293	36,281	2,147	109,021
Cash						0
Debtors	3,248	0	0	0	53	3,300
less Suspense	0					
TOTAL CURRENT ASSETS	19,541	81,614	30,294	45,798	(32,322)	144,926
Less Current Liabilities	11,829	0	2,697	0	0	14,526
TOTAL NET CURRENT ASSETS	7,713	81,614	27,597	45,798	(32,322)	130,400
TOTAL NET ASSETS	14,451	81,614	27,597	45,798	(32,322)	137,138

			2023			
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	18,899	50,157	2,040	9,518	21,012	101,626
Deposit CBF	0	35,386	31,751	34,505	2,042	103,684
Cash						0
Debtors	4,065	0	25	0	1,683	5,773
	0					
TOTAL CURRENT ASSETS	22,963	85,543	33,817	44,022	24,736	211,082
Less Current Liabilities	14,642	0	2,638	0	4,114	21,393
TOTAL NET CURRENT ASSETS	8,321	85,543	31,179	44,022	20,622	189,689
TOTAL NET ASSETS	15,059	85,543	31,179	44,022	20,622	196,427

Analysis of 'Other' restricted funds

FUND Year	Bells	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop In & Play	Drop In & Share	Mother's Union	Organ Fund	Music Outreach Worker	Attleboro Music Project	AMP Flower Festival	Develop. Project	TOTAL Other
2024	3,095	605	446	1,012	599	611	300	330	203	5,068	(2,601)	18,741	1,721	(62,451)	(32,322)
2023	2,592	605	579	581	605	624	385	275	437	4,433	13,823	19,324	0	(23,640)	20,622

Notes to the financial statements for the year ended 31 December 2024

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body.

Funds

Restricted funds represent income, donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £21,696 (2023: £21,018).

b) Payments to PCC members. As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £5,065 and this payment is included in Director of Music expenses.

6. Debtors

For 2024 General fund 'Debtors' is uncleared receipts at the end of December of £228 from funerals, tax refund due from Gift Aid of £3,010 (2023: Gift Aid £3,109), £10 donations. 'Other Debtors' relates to the Music and Organ funds' Gift Aid refund of £53 (2023: £52).

Creditors (Current Liabilities)

The year 2024 General fund 'Current Liabilities' are the outstanding instalments for Parish Share £7,015, fees payable to the Diocese of £1,205, insurance £923 (2023: £885), electricity and gas bills of £822 (2023: £824), benefice Christmas card £470, copier charges £1,394. The Hall Fund 'Current Liabilities' are insurance £923 (2023: £885), electricity and gas bills of £1,643 (2023: £1,647) and miscellaneous other £131 (2023: £106).

Independent Examiners Certificate

Report to the trustees/ members of:

ATTLEBOROUGH PAROCHIAL CHURCH COUNCIL

On accounts for the year ended:

31 DECEMBER 2024

Charity no (if any):

1130508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024

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.~~

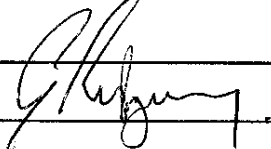
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below*~~) which gives me cause to believe that in, any material respect:

- 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:

24 FEBRUARY
2025

Name:

GEORGE RIDGWAY

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

RETIRED
FELLOW OF INSTITUTE OF CHARTERED ACCOUNTANTS
IN ENGLAND & WALES

Address:

ALMA HOUSE

STATION ROAD

ATTLEBOROUGH

NR17 2AS

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

Independent Examiners Certificate

Report to the trustees/ members of:	ATTLEBOROUGH PAROCHIAL CHURCH COUNCIL
On accounts for the year ended:	31 DECEMBER 2024
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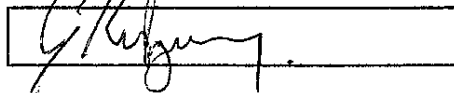
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* Please delete the words in the brackets if they do not apply.

Signed:



Date:

24 FEBRUARY
2025

Name:

GEORGE RIDGWAY

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

RETIRED
FELLOW OF INSTITUTE OF CHARTERED ACCOUNTANTS
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Section B

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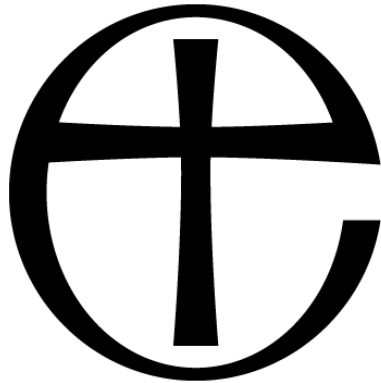
Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

Accounts

A Year in Review

Annual Report on 2023



for the Annual Parochial Church Meeting
of St Mary's Church Attleborough

Tuesday 16 April 2024
7.30pm in the Church Hall and on Zoom
preceded by Holy Communion at 7pm

Registered Charity No: 1130508

Welcome to the report booklet prepared for the St Mary's Annual Meetings on Tuesday 16 April 2024. The reports in this booklet are on church activities in 2023. Please do try to come to the meeting which starts at 7.30pm in the Church Hall. There is a service of Holy Communion at 7pm prior to the meeting.

The agenda for the meeting is enclosed and a full report on church activities for you to read before the meeting. There will be a chance to ask questions on the reports but as usual the reports themselves won't be read out. You will find the accounts in a supplement in the centre of the booklet and you can find the minutes of last year's meeting, which we need to approve, at the back.

Rev'd Matthew Jackson, April 2024

CONTENTS:

3

4

6

Between pages 12 and 13

20

Agenda

PCC Annual Report

Reports on Parish Life

Financial Report

Minutes of the last meetings

THE ANNUAL PARISH CHURCH MEETING

Tuesday 16 April 2024 at 7.30pm in St Mary's Church Hall
and on Zoom

AGENDA

Meeting 1

- 1 Apologies for absence
- 2 Minutes of the last meeting (18 April 2023)
- 3 Election of three Churchwardens
- 4 Close of meeting

Meeting 2

- 1 Apologies for absence
- 2 Minutes of the previous APCM/Matters arising (18 April 2023)
- 3 Elections
Parochial Church Council – four places for three years
- 4 Reports:
 - a. PCC
 - b. Churchwardens
(including Fabric, presentation of Log Book and Terrier)
 - c. Presentation of Church Accounts
 - d. Chairman's report: Revd Matthew Jackson
- 5 Opportunity to ask questions on the reports in this booklet
- 6 Appointment of Independent Examiner
- 7 Presentation and Adoption of Electoral Roll
- 8 Appointment of Sidespeople
- 9 Any other business, including time for general discussion
of any matters of concern which may be brought to
the meeting

A short meeting of the new PCC will follow this meeting

ST MARY'S CHURCH – ANNUAL REPORT FOR 2023

Administrative information

St Mary's Church, Attleborough is part of the Norwich Diocese in the Thetford & Rockland Deanery. The correspondence address is St Mary's Church Office, Church Street, Attleborough, NR17 2AH. The Parochial Church Council (PCC) is registered with the Charity Commission (Number: 1130508).

Structure, governance and management

The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and activities

St Mary's PCC has the responsibility of co-operating with the Incumbent and Churchwardens in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for the building.

The main activities of the PCC are the provision of church services, baptisms, weddings, funerals, youth and children's work and teaching adults through home and prayer groups.

PCC membership and Report

Members of the PCC are either ex officio or elected at the Annual Parish Church Meeting (APCM), in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

<i>Incumbent:</i>	Rev'd Matthew Jackson	<i>(Chairman)</i>
<i>Assistant Priest:</i>	Rev'd Andrew Slater	
<i>Assistant Curate:</i>	Rev'd Richard Washington	
<i>Licensed Lay Minister (PtO)</i>	Robert Andrews	<i>(RIP 7 September 2023)</i>
<i>Licensed Lay Minister</i>	Brenda Greig	<i>(also Deanery Synod rep)</i>
<i>Licensed Lay Minister</i>	Jane Minchin	<i>(from September 2023)</i>
<i>Churchwardens:</i>	David Bartington	
	Stephen Taylor	
	Cherry Saunders	
<i>Deanery Synod reps:</i>	Eileen Roberts	
	David Stubbart	

Elected members: Paul Andrew
Catherine Buckley
Carole Burt
Mary Dark
Marion Dawe (*Lay Vice-Chairman*)
Christopher MacKinnon
Emma Neve
Jonathan Tidnam
Nigel Waring
Dorothy Woolliscroft
Peter Wright

Director of Music: Ben Miller
Secretary: Pat Buttolph
Treasurer: Yvonne O'Dell

In 2023 there were twenty one people serving on the PCC – eight ex-officio, and thirteen elected for a three-year term of office (including Deanery Synod representatives). Sadly Bob Andrews, Licensed Lay Minister, died in September 2023.

Pat Buttolph, Ben Miller and Yvonne O'Dell attend meetings as Secretary, Director of Music and treasurer respectively.

Emma Neve and Chris MacKinnon retire after having completed a three-year term of office, but are eligible to stand for a further three years if they wish.

Catherine Buckley and Dorothy Woolliscroft retire after having completed the maximum term of six years. We thank them all for their commitment to the life of St Mary's over this time.

There were ten PCC meetings during 2023, all being held in the Church Hall and on Zoom. The average attendance at meetings during the year was sixteen.

Reports were given at meetings on finance, deanery matters, youth & children's work, social & fundraising, church hall, fabric and music, when appropriate.

Other business discussed and implemented during the year included general maintenance of the church and plans for the seasons of Lent, Easter, Advent and Christmas. The new monthly craft markets and summer fete were discussed regularly.

Members were informed and consulted regularly on the Church and Hall Project, the progress of AMP (Attleborough Music Project) and the work of the Christian Aid Committee.

Safeguarding was an item on each PCC meeting agenda.

An approved copy of the minutes of the most recent PCC meeting is always displayed on the notice board in the church porch. Parishioners are encouraged to read the minutes and minutes of past meetings, which are available on request at the Church Office between Monday-Friday, 10-12 noon.

Pat Buttolph

Church attendance

On 31 December 2023 there were 134 parishioners on the Church Electoral Roll, of whom 39 were not resident within the parish.

Weekly attendance, taken on a 'normal' Sunday was 75 adults, 10 children and 5 online. Easter communicants numbered 114, Christmas communicants numbered 102. There were 13 baptisms during the year, 2 weddings, 20 funerals held in the church and 13 conducted at crematoriums or Colney Wood.

PCC account holders

Barclays Bank PLC and CCLA Investment Management Limited, The CBF Church of England Fund.

Signed on behalf of the PCC by Rev'd Matthew Jackson

16 April 2024

REPORTS ON PARISH LIFE

Children's Society

2023 was our first 'normal' year since covid. It seems a distant memory now when we were unable to hold our twice-yearly coffee mornings and box opening.

Our May coffee morning raised £186 and the box opening at that time £367.

In late October our second coffee morning raised £215 including donations. The boxes added another £27.

So our annual totals were down by over two hundred pounds, however a generous donor added £600 as a gift to the society.

For Christmas 2023 I offered people the opportunity to order Children's Society Christmas cards, with no postage charge by doing a bulk order. This proved to be popular as the cards are of a high quality and a reasonable price. £154 was taken and I will do this again.

So in total we were able to send £1,639 to the Society for their vital work among children in this country.

Thank you very much to those who give so generously and if anyone else would like a house box to collect spare cash I have a couple, just ask.

Pauline Parnell-Hopkinson

Christian Aid

Our fundraising activities started with the curry evening in January and ended with the wine tasting evening in November. We held one new event for 2023 - the Fairtrade Summer Extravaganza.

In total £4165 was raised for the year, which was £863 less than was raised in 2022. The absence of the annual Knit-in clearly had an impact. An additional £1000 was raised for Christian Aid Week, which was £283 more than the 2022 sum, making the combined totals £580 less for 2023.

The continuing generosity of the congregation and people from outside the Church, together with the consistent support from the clergy and the members of the Christian Aid Committee is gratefully acknowledged.

Peter Wright

Church and Hall Project

Following PCC discussions about the 'Vanburgh' viability report, which presented options for reordering the Church and Hall, including rebuilding the church organ, the Cambridge based firm of Architects, Freeland Rees Roberts were formally appointed after interviews of three prospective firms. This also followed an evening of Community Consultation when those who use the church in the wider community were given the opportunity to offer input and ideas.

Three FRR personnel are working on the project, including Henry Freeland, founding partner of the firm. FRR are bringing significant expertise, experience and energy to the project and good progress has been made. Their recommendation to make further appointments to the professional team has been accepted and 3 GCC (Quantity Surveyors), Rossi Long (Structural Engineers) and CCD (Mechanical Engineering and Heating) have been appointed, also after competitive tenders. Alongside these principal consultants, Construction Health and Safety, Environmental and Ecological experts have been appointed.

A number of meetings have been held with the architects and the wider professional team, during which design ideas have been considered, refined and progressed. As a result, a scheme has been created that has been drawn up in some detail, and subsequently costed by the Quantity Surveyor.

In broad summary, under the proposal, the Nave section of the church would be made more flexible for liturgical, concert and event use by removal of the Altar platform in favour of delineation in the floor surface, and lighting, new furniture and a new floor that is level throughout the church. The floor under the tower would be brought up to the level of the Nave and the Mortimer Chapel would be brought back into use as a chapel by relocating the vestries into the church hall. A new, silent, under floor heating system is being considered throughout, supported by double glazing the clerestory windows and an interior lobby to the North Porch to stifle drafts. The rebuilt organ would be in the same North Eastern position but the console would be moveable.

The hall would be significantly enlarged by enlarging the ground floor eastwards and rebuilding the first floor to have the same footprint as the ground floor. The hall will be physically linked along its entire North elevation by a part glazed roof joining the church wall in a similar fashion to the Cathedral Refectory. Via this link, the hall will have a secondary entrance into the Mortimer Chapel through a newly created door.

The hall will contain a large ground hall supported by a commercial sized kitchen for existing Day Centre use as present, but also designed to support wedding receptions and other such parties and events. On the ground floor there would be a clergy vestry and secure sacristy along with Day Centre and Parish Offices. The first floor, linked by stair and lift, would have choir vestry, a further office and mid- sized room for meetings or events.

Sustainability and the Carbon footprint of the church are at the forefront of all design aspects of the scheme, currently assuming air source heat pump fed from PV cells and linked into energy saving batteries.

An exercise is underway to further refine the scheme so as to ensure that the total cost is no greater than necessary, before further consultation leading to an application for Planning and other permissions.

In parallel, strategies are being developed in order to raise the funds necessary to pay for the scheme through grants and other sources of income.

An annual concert programme has been successfully established and the project has attracted the appointment of a number of high profile patrons all to support the required fundraising campaign.

Nigel Waring

Church Hall

Due to uncertainties regarding possible building works, we have really been marking time with the committee meeting in person only twice, with urgent matters being dealt with in person, by telephone or email.

In order to approve the transfer of £6000 to the PCC General Account, all members were circulated by telephone.

Bookings throughout 2023 have been satisfactory and charity bookings in connection with the Saturday morning Coffee and Chat have been regularised.

Our thanks are extended to Pat who deals with the bookings and my personal thanks also to the committee.

David Stubbert, Chairman

Churchwardens

We were very sad to lose Marion's expertise as she stood down after completing 6 years of dedicated service in April 2023. Typically, Marion helped the wardens at big services even after she had stepped down, such as Remembrance Sunday and Maundy Thursday. I would like to take this opportunity to thank Marion personally

for all her help and support. Also, we are very grateful to Pat Buttolph and Paul Andrew for covering wardens' duties when needed, e.g. when holidays and important family visits weave themselves into the rota. We welcomed Steve Taylor to replace Marion as Churchwarden and are very grateful to him for taking on these responsibilities in conjunction with his sidesperson duties at the 8am service. Likewise grateful thanks to David Bartington for combining his Churchwarden duties with 8am duties, serving as crucifer and helping at Messy Church as well as fulfilling Fabric Officer duties. Cherry continues to co-ordinate the rota and help with shopping for the sharing table, lead Drop-in and Play once a month alongside her Churchwarden, Sunday Club and Messy Church duties.

Services ran smoothly and well in the main during 2023. The period of Matthew's sabbatical went very well due to his diligent planning in making sure all services had clergy and all duties were covered by our remaining dedicated clergy team. We are very pleased to have welcomed some new members to the congregation and hope they will continue to feel happy and settled among us. The whole mission of the church has fared well in 2023 with a resurgent Messy Church congregation with upwards of 20 children at each session of particular note. Sunday Club has been very fortunate to have a rota of leaders and helpers who have stepped forward to fill the gap left by Lorna Goodrich. It was particularly gratifying to see numbers back to pre-covid levels for Easter Day and the main Christmas Services. The Christmas Eve Crib and Midnight Mass services were especially joyful and packed with people. The Easter Vigil was poorly attended and the clergy are resolved to address this issue when planning for Easter 2024. It was noted that there were many Christingles left over at the end of the Crib service, therefore it has been decided by the clergy and PCC to stop the distribution of the Christingles at the Crib service to prevent food waste in line with our ethos as an aspiring Eco church. Instead, a small number of Christingles will be used as a teaching aid in Messy Church activities during Advent 2024. For all these things we give thanks to God. I would like to take this opportunity to thank all the clergy for their fellowship and support 'in the vestry'.

Cherry Saunders

Coffee & Chat

Throughout 2023 Coffee and Chat continued to meet in the Church Hall on Saturday mornings and we are very thankful for all those who continued to support us.

We are very fortunate to have a dedicated team of lovely ladies, who regularly bake, serve and give a warm welcome to our guests.

We are a non-profit group and the money raised is donated to various charities.

In 2023 we gave to the following;

Attleborough Guides
Uganda

EACH

St Martin's Housing

Marie Curie

Zipper Club

Caitlin Hutson

Mothers' Union

Christian Aid

Topaz Thailand Project

British Heart Foundation

Red Cross

Mercy Ships

Alzheimer's Society

East Anglia Air Ambulance

Compassion Christmas Appeal

St Mary's Building Project

Salvation Army

The Bring and Share table is also available on a Saturday morning.

Alison Sayer

Community Lunch

We are a very friendly group who usually meet on the first, third and fifth Fridays of the month. We gather in the church hall from 12.00 onwards, aiming to serve the meal at 12.30 p.m. Diners each bring a small raffle prize and pay 30 pence for a raffle ticket; the proceeds of this raffle go towards Christmas gifts for diners and volunteers.

The Day Centre provides us with our first course, which is always delicious and plentiful. Dorothy supplies a variety of puddings. We have a loyal band of volunteers who set the tables, serve the meals and wash up. The meal costs £6 and is intended for those who live alone and would benefit from a good midday meal enjoyed in company. Applications should be made *via* the Rector.

Dorothy Woolliscroft

Deanery Synod

There were four meetings of the Thetford & Rockland Deanery Synod in 2023.

The first, in January, was held in St Mary's Church Hall, Attleborough with guest speaker Gemma Fraser from the Norwich Diocese, promoting Eco Church.

The meeting in May was held at All Saints' Church, Old Buckenham when Alison Hannah, Project Leader and Old Buckenham PCC Secretary, gave a very interesting and encouraging explanation of the amazing works which had taken place in All Saints' Old Buckenham over the last 10 years.

On Ascension Day, 18 May, all in the deanery were invited to attend a sung Holy Eucharist service in St Mary's, Attleborough if there were no services planned in their own parish/benefice.

At the meeting in September at St Mary's Church, Kenninghall we were pleased to welcome The Very Revd Andrew Braddock. Dean of Norwich Cathedral, as guest speaker. Andrew had been installed in this position in Norwich Cathedral in January 2023.

In November Caroline Herbert, as elected member to General Synod for nearly 10 years, gave a very interesting and entertaining talk on her experiences of General Synod. The meeting was held at St Cuthbert's, Thetford.

The triennial elections to Deanery Synod were held at APCMs in 2023, with members standing from 1 July 2023 until 30 June 2026. Those elected to stand to represent Attleborough are Brenda Greig, Eileen Roberts and David Stubbart.

Pat Buttolph

Drop-in & Play

Drop-in and Play 2023 has continued to thrive, with 18-25 children attending with their parents, grandparents or carers. We have welcomed some new members this year. Numbers dropped when the schools were closed for any reason on a Thursday during term time because we are unable to offer facilities for school-age children. Many of those who attend have been with us since we re-opened following Covid closures, progressing from the baby corner, through the 'boddlers' and into the toddler areas. We aim to provide a safe and friendly environment for the various stages in the children's pre-school development, as well as enabling the adults to meet up and chat while keeping an eye on the children whilst they play together. Every other week, there is a 'seasonal' craft activity on offer, and we are grateful for Barbara's preparation of this, as well as her ingenuity and patience on the day. We are fortunate in having a large supply of toys, so it is not always the same things which are put out every week. We are also most grateful to Matthew, Andrew and Richard who take it in turns to carry the equipment downstairs early in the morning and then back up again at the end of the session. We have a dedicated group of helpers – Linda, Barbara, Catherine, Cherry, Joan, Jenny and Margaret and were delighted to welcome Rosemary this year. We look to – and thank – Alison for her dedicated leadership of the group.

If you would like to volunteer to help at a session, please have a word with Alison Sayer.

New volunteers are always welcome, whether you want to do one session a month or every week.

Linda Trounce

Drop-in & Share

The sharing table provision expanded in 2023 to Thursday AND Saturday mornings in order to reach as many people as possible. Sadly, the extreme rise in inflation, together with rising mortgage costs and fuel costs volatility has meant that there was a marked upswing in demand for items from the table and for food bank vouchers that can be redeemed at Trussell Trust Foodbanks and their affiliates.

Anecdotally, the main drivers for people needing to access the table are unemployment with delayed universal credit payments, unstable employment, low waged employment coupled with rising cost of living and disability necessitating family members giving up jobs to fulfil caring responsibilities. Thursday guest numbers increased to the 13-19 range. Guests started to attend very regularly. It soon became clear that people were experiencing food insecurity in the context of a host of other problems such as homelessness, fuel poverty, debt increase and rent/mortgage arrears. I drew up a file of charities and local council support which we could use to signpost guests towards further help. This has proved invaluable in helping folk get to a place of stability. There are no numbers for Saturday guests as the table is unmanned and accessed mainly by folk attending coffee and chat.

Fortunately, Attleborough Town Council were able to increase their annual grant in the Autumn to £300 to help augment the congregation donations. We are extremely grateful for this vital support, which has been a lifeline for us. Please consider donating a couple of items regularly, or you can pay a cash donation to Pat Buttolph in the Church Office which will be added to the Drop-in and Share fund. Regular shops are done to top up donations. People often ask us "what items are most needed?". This is tricky to answer because of variability, but there is a consistent demand for long life milk, tea bags, coffee and laundry detergents. We also try and supply tinned meat and fish, pies, tinned vegetables and fruit, packet mashed potato, tinned pulses, porridge, fortified cereals, rice, pastas, custard powder and ready-made custard, biscuits, fruit juice and basic toiletries including sanitary products. There is a need for all of these items. Donations can be left in the upper room or the Drop-in and Share box at the back of the church near the boiler room. If a surplus builds up, items are transported to the Trussell Trust Food Bank situated at Christ Community Church in Halford Road. A sincere thank you to everyone who has donated items in 2023. Your generosity in "loving neighbour as self" is much appreciated by us and the people we serve. Our brief at Drop-in and Share is to give non-judgmental support to folk who are at their most vulnerable. There is no criteria and no questions are asked unless a foodbank form has to be filled out. If you would like to help with this ministry please approach me. I would like to take this opportunity to give sincere thanks to Richard Washington, Alison Sayer and her team, Enid Andrew, Paul Andrew, Sara Shaw and Linda Goff for all their faithful support and commitment.

Cherry Saunders

Eco Church Project

A small working group within the Parish has developed an 'Eco-Church' project for St Mary's.

In our first year two significant achievements were made.

St Mary's has been registered as an Eco-Church with A Rocha, a Christian organisation who set standards for environmental practice for churches. We have undertaken an audit of our current practice and from that have achieved a Bronze status. The audit has also enabled us to focus on areas where we can develop practice to move onto Silver and Gold award status.

Running parallel with the audit, a revised management plan for the Churchyard has been developed, in collaboration with the town council and the Attleborough Bloomers group. This has been based on a survey of the churchyard conducted by the Norfolk Wildlife Trust which identified some rare plants within the grass sward and recommended changes in mowing management for part of the churchyard. This will become apparent in 2024. Further steps are planned to increase biodiversity and particularly provide habitat and food source for insects.

James Trounce

Electoral Roll

The past year has seen 2 additional names added to the Electoral Roll and 4 people who sadly died during the year have been removed. The current total, as at 1 April 2024, stands at 135.

Carole Burt

Fabric

During 2023 no major alterations or repairs were required on St. Mary's. In the future, there will have to be work carried out on the roof. With proposed improvements being debated. An action plan will be agreed, as soon as finances will allow.

Foodbank

As a church, we continue to support the local food bank, run by The Trussell Trust and are now able to issue food vouchers. Donations of dried food, tins, jars and packets are welcome, as well as milk and other drinks in cartons. Although not used for the food parcels, things such as pet food, toiletries, laundry and washing up items, nappies and wipes can be offered to clients if needed and if available.

The Attleborough Foodbank is open from 10.00 – 11.00 am on Tuesday mornings at The Lighthouse, 131 Hargham Road, Attleborough, NR17 2JP.

Joanna Slater

Flowers

It has been good to have a year of seasonal arrangements of flowers beside the Pulpit in 2023. My grateful thanks go to all the ladies who week by week ensure that our church is decorated with fresh flowers. It is rare to be arranging when no one comes in to look round, say a prayer, ask a question, or have a word.

Thanks to those who donate money to remember a loved one, celebrate a birthday, or a special occasion. We do appreciate this generosity as it helps with the cost of providing flowers. Pat is always happy to receive any gifts in the office and a dedication can be placed on the weekly news sheet if desired.

My personal thanks to the arrangers who give their time and talents freely and especially to Joan. We would welcome any new recruits to our rota.

Pauline Parnell-Hopkinson

Friends of St Mary's Church

The trustees have met twice in 2023, and the clerk has ensured we have complied with charity regulation. Funds have slowly accumulated through regular giving and donations coming through 'Easyfundraising'.

To widen the scope of giving pathways the trust is setting up a 'Just Giving' page for donations.

As the Church Development project gathers momentum the role of the 'Friends' will need to be considered in the wider context.

James Trounce, Chair and Treasurer

Gift Aid

In 2023 the amount of Gift Aid claimed back from HMRC was £11908.00. Of this, £133.00 was from donations to the Music Project and £150.00 from donations to the Organ Fund. The total is lower than the figure for 2022 which was boosted by donations from people sponsoring the Hymn Marathon. Therefore, do please complete a Gift Aid declaration form if you are eligible and have not already done so. These are available from me or the Parish Office.

The use of weekly envelopes and yellow envelopes was much the same as 2022.

There were 14 people using the weekly envelopes but only 5 were gift aided.

If anyone would like a set of weekly envelopes, there are some available from the Parish Office.

The number of people donating by bank standing order increased slightly from 51 to 55 and 44 of these were gift aided. I was also able to claim Gift Aid on donations made on the card reader and by direct bank credit by eligible donors.

Arthur Peters

Green Sale

Last August (2023) as part of our eco church work I started a Green Sale. This consists of any items that people have finished with, or in some cases brand new unwanted items and even lovely items made by our talented makers.

The sale is held once a month on Thursday mornings in the churchyard and to date sales have been very successful. Jig saw puzzles, books, items of clothing (especially for children) have been very successful. All sorts of items have sold, some kitchenware and garden items too. The money raised to date is £304.55.

We will use the money for green issues in the church and although it may not buy solar panels ... every little helps!

In addition, we are keen to get the message across that just because we no longer have use for something it doesn't have to go to waste (landfill).

Thank you to everyone who has supported us so far. Donations in future can be left in the Parish Office. Special thanks to Linda Trounce and Catherine Buckley who have braved the cold (and sometimes wet weather) to stand in the church yard with me.

Marion Dawe

Magazine distribution and collation

The Link is issued ten times per year. The magazine is edited by Emma Neve; three hundred copies are printed in house by Pat Buttolph and a new cover is created for each month. The magazine is sent out each month by email to all who have requested it.

Christine Beales arranges for local firms to advertise in the magazine and heads the collation team which meets usually on the last Thursday or Friday in the month.

Nineteen distributors then deliver to the subscribers on their round. The price is 70 pence per copy (£7 per year). All subscriptions are now collected in May/June.

After a baptism the family receives the magazine free for a year.

News from the Norwich diocese is now available weekly on their website.

May I thank once again those who collate and distribute. I do urge all members of our congregation to read the magazine. It contains details of coming events, reports on our activities and interesting articles. In recent years we have made a great effort to increase the variety and interest of the magazine's content; please send your contributions via the Parish Office.

Dorothy Woolliscroft

Monthly Craft Markets

2023 saw the return of the St Mary's monthly craft markets. In its second year we were looking to build upon the markets, making them a shopping destination for locals and visitors to Attleborough whilst giving local crafters and small businesses the opportunity to show case their homemade produce, gifts and treats.

The markets in 2023 were combined with two other church events which helped increase the customer footfall and also brought a wonderful community feeling to the church and church yard. In May we celebrated the King's Coronation. As well as the craft market we had a children's colouring competition, singing from AMP Voices, an organ recital and refreshments served on the grass. In June the market paired up with the valuation day. Stallholder numbers fluctuated throughout the months, but were always healthy, seeing returning stallholders as well as some new faces.

Susan Wilson

Mothers' Union

Our branch at St Mary's Church in Attleborough continued very positively in 2023. We have 17 members and a good attendance at most of the meetings.

With our church notice board and regular articles in the Link magazine we have tried to increase our profile within the church community and hope to attract more members to our branch.

The monthly programme throughout the year proved interesting and uplifting, with many speakers on a variety of topics, from round tower churches to life experiences both here and abroad.

Our annual tombola and coffee morning in April was very successful and we were able to send a good donation to be used for AFIA. We also participated in the Angel Tree project and with our regular raffles have a healthy bank balance, some of which can be donated to diocesan projects in this coming year.

Collaboration with High Oak and Little Melton branches continued during the year and it is hoped to be able to attend events with them when possible in the coming months.

As always the wonderful support of the committee, members and our clergy have helped the branch successfully continue to offer fellowship to each other and help those in need in the UK and abroad.

Mary Dark

Music

The choir continues to enjoy providing music for the weekly 10am Parish Eucharist and monthly services of Choral Evensong, plus occasional extra evening services. This year the choir also sang for several services at cathedrals, including at Norwich Cathedral on Sunday 26 March (Eucharist and Choral Evensong) and Sunday 2 July (Choral Evensong), and Ely Cathedral on Saturday 30 December (Choral Evensong). Particular musical highlights this year included Eccard's *When to the temple Mary went* for the Confirmation service (29 January), Parry's *I was glad* for the Coronation Celebration service (7 May), Schubert's *Mass in G* (with strings) at Pentecost (28 May), Vierne's *Messe solennelle* to mark Christ the King (26 November), and Rachmaninov's *Bogoroditse Devo* at the Advent Procession

(3 December). The upper voices and men's voices sang their first services of Choral Evensong alone (upper voices on 29 October, and men's voices on 19 November), and the full choir enjoyed singing in Besthorpe for Choral Evensong at Harvest (1 October) and the Village Carol Service (17 December). We also welcomed the Josquin Singers on Low Sunday (16 April), who sang Josquin's *Missa Pange Lingua*. Numbers in the choir have remained steady in the last year and we have welcomed two new adult members (but no new choristers). The choir is always on the lookout for new members (both adults and children), so do get in touch if you're interested in singing with the choir.

In 2023 we held a successful summer concert series, including performances by Nigel Waring (organ; 8 May), early music trio 'Hexachordia' (14 May), the Cavick string quartet (3 June), Matthew Bond (piano; 11 June), Cawston Band (24 June), Barbershop 'United in Harmony' (15 July), Rhiannon Roberts (soprano; 23 July), Jill Crossland (piano; 13 August), David Dunnett (organ; 2 September) and Norwich Baroque (16 September). We also welcomed the Norwich Salvation Army Band for a Christmas concert (with standing room only!) on 19 December and hosted the annual performance of Handel's Messiah on 29 December. All of our 2023 concerts were well-attended, and, with generous local sponsorship, helped to raise over £2,500 to support the Attleborough Music Project (AMP).

Our music outreach worker, Judith Williams, continues to run the popular AMP Voices choir (with ~20 children attending regularly at sessions on Tuesday afternoons during term time), plus additional free one-day music workshops during the school holidays. On 9 October, in partnership with the Norfolk Music Hub, we welcomed members of the Britten Sinfonia and over 150 local school children to St Mary's for an Izzy Gizmo-themed children's concert. On 23 September we also held our Community Music Day, where 12 different local groups (from hand-bell groups to African drummers, and choirs, instrumentalists, singers and bands, from ages 8 to 80!) performed at St Mary's throughout the day. Particular thanks to Alison Humphreys, Emma Neve and Richard Washington for their help and support with organising the Community Music Day. Following its success, we hope to make the Community Music Day an annual fixture in the church diary!

Overall, I'm pleased to report that music-making at St Mary's has continued to grow over the last 12 months, particularly through our outreach work and concert series, which together have allowed us to welcome many new faces to the church to enjoy listening to, making, and performing music. None of this would be possible without the support of many people, so my thanks go to all members of the choir, our organists (especially Nigel Waring, Assistant Director of Music, but also David Barnard, Simon Cole, Bob Gee and Ron Watson as assistant organists covering occasional services), Judith Williams, and the parents of the choristers, for all their commitment and support over the past year. Thanks also go to all of those who have supported our concerts, events and who have donated to the choir fund and helped with fundraising for AMP.

A special mention must also go to David Hilton, who sadly passed away on 12 November, but who was a great supporter of music at St Mary's over many years, especially in his roles as conductor and organist.

This year the organ has experienced a few minor faults, with most of these successfully repaired by EJ Johnson & Son Ltd, who continue to maintain and tune the organ. One stop is now no longer working because of mechanical issues due to the ageing instrument. There is no major update on the organ rebuild work; the necessary faculty permission remains in place and fundraising continues. Choir funds this year have been used to purchase new copies of music (anthems and communion service settings).

Ben Miller

Open the Book

Open the Book Bible presentations in schools took place throughout 2023.

Presentations took place twice a month on Wednesdays during term time, at Attleborough Primary in the morning and Rosecroft Primary in the afternoon. Two teams, led by volunteers and whenever possible supported by the clergy, offered performed Bible stories for Attleborough Primary. Children from the school often and very willingly and excellently took part. For Rosecroft Primary the format was a bit different: Matthew and Richard, as a duo or singly, read the Open the Book Bible stories and used the supporting materials.

We continue to be blessed by the excellent relationships we have built up with the local primary schools so that we can present Bible stories in this way. We thank God for this opportunity and pray that the Good News of Jesus Christ is able to reach our children through our work.

Huge thanks to the amazing work and commitment of our teams who have offered themselves and their talents so wholeheartedly throughout the year.

Richard Washington

Safeguarding

The Church of England states clearly that "The care and protection of children, young people and adults involved in church activities are the responsibility of everyone who participates in the life of our church."

Safeguarding does not have to be a complicated thing. If you have a concern about anybody involved in a church activity, young or old, please pass it on. All concerns will be taken seriously and will be discussed. If necessary, they will be passed on to the diocesan safeguarding officers for their consideration.

Safeguarding is everybody's responsibility. Please never be afraid of raising a concern.

Many thanks.

Andrew Slater

Servers

As with last year I am pleased to report that the Serving Team is up to full strength and with two young people in training, one of whom will be starting in early 2024. We are well supplied with Servers now, but as usual anyone with a burning desire to fulfil a role in Serving, should please speak to the clergy in the first instance.

No experience is required as full training will be given.

I would like to offer my personal thanks to all the team for continuing with their work in this field and their willingness to fill any sudden empty spaces.

David Stubbart

Sidespeople

There were a few changes in the sidespersons rota in 2023. Steve Taylor was elected Churchwarden but continued in the sidesperson role for the Sunday 8am service alongside Catherine Buckley, Catherine Taylor, Jill Atkins, Christine Beales, Dorothy Woolliscroft and Sandra Blyth. At the Sunday 10am service Nina Knowles, Enid Andrew, Bobbie Aughton, Pauline Parnell-Hopkinson, Rebecca Sangster, Joan Smith, Susan Wilson and Dorothy Woolliscroft were sidespersons. Bob Gandell stepped down from the rota for 8am. Thank you for your service Bob. As well as giving out service and notice sheets sidespersons play a valuable role in welcoming people to our services. I very much appreciate the support given to the churchwardens with this ministry of welcome, which frees up wardens to move furniture as necessary and have those in-depth conversations with parishioners and clergy which often occur before Sunday services. Also, they support in encouraging new people to come to coffee after the service whilst the warden is busy locking the collection in the safe, cleaning and putting away communion vessels and other equipment, tidying and recycling dated service sheets, tidying the church and turning off lights etc. If this is a role you would like to undertake in the future; please have a word with Matthew or Pat. Sidespersons are elected at the APCMs but it is possible to help out as a steward informally until the next APCM occurs.

Most people have a regular Sunday in the month when they make themselves available to do these duties and of course it is understood that holidays and family visits will weave themselves into the rota.

Cherry Saunders

Summer Fete 1st July 2023

It all started in February 2023 with the first fete planning meeting. All meetings were well attended and took place online throughout the preparation stages. It was an early start, but the sun was shining on the 1st July 2023. The whole church family were involved in making the fete a real success. We welcomed 5 local groups who performed in the entertainments area. There were 18 craft stalls which were pitched both inside and outside the church. There was an array of our own manned stalls such as plants and garden produce, preserves, children's clothes,

toys and games, jigsaws, books, bric a brac, jars tombola, cakes, bottle tombola, water into wine, jewellery, tombola, raffle and an assortment of fete games. We received support from local businesses who donated items such as eggs, BBQ items and raffle prizes which we were very grateful for.

There was a wonderful atmosphere with lots of enjoyment had. It was well attended and supported by the whole town community.

Thanks goes to everyone who helped towards this year's fete, for all those who donated items to sell, organised, prepared and manned a stall, advertised the event, helped with setting up and clearing away as well as organising the finances and behind the scenes administration.

It is such a team effort by the whole church family. The total raised was £3,256.

Susan Wilson

Sunday Club

There have been a few changes to Sunday Club in 2023. We said goodbye to Lorna Goodrich as leader at the end of the summer term. We were sorry to see Lorna go but understood that she wanted her family to be able to worship together again at Wymondham Abbey. It was decided that we would try a team approach after the summer break to spread the load of leadership. A rota for leading and helping is distributed each term and all the helpers keep in touch by WhatsApp.

Sunday Club continues to meet fortnightly during school term times and the first session of each half term is now an All-Age Eucharist where the children stay in for the whole service and are more involved.

We'd love to welcome new children - please tell your family, friends and neighbours about Sunday Club. Dates are available on the website for the whole year or from the office.

Matthew Jackson

Minutes of the Annual Church Meetings held on Tuesday 18 April 2023 at 7.30pm in St Mary's Church Hall and on Zoom

Meeting 1

Apologies for absence

Jennifer Elliott de Riverol, Brenda Greig, Laura McIlroy, Arthur Peters, Mike Rayner, Cherry Saunders, Joan Smith, Margaret Smith, Martin Smith, David Stubbart, Penny Stubbart, Rev'd Richard Washington, Susan Wilson, Dorothy Woolliscroft, Tom Wright.

Thirteen people attended this meeting in person, with four on zoom.

2 Minutes of the Parishioners meeting held on 26 April 2022

It was proposed by Paul Andrew, seconded by Eileen Roberts and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3 Election of churchwardens

The Rector thanked the Churchwardens of the past year, David Bartington, Marion Dawe and Cherry Saunders for their hard work and support. Special thanks was given to Marion who had completed six consecutive years as Churchwarden, and therefore was standing down from this role. Marion had been a tremendous support over this time, especially with her work with the children of the church, and it was very much hoped that she would continue to share her advice and expertise.

Matthew presented Marion with a bouquet of flowers from the parish in thanks for her steadfast dedication over the past six years.

Nominations for three churchwardens for the year April 2023/2024 had been put forward before the meeting.

Churchwardens are elected annually and usually cannot stand for more than 6 years in succession.

	<u>Proposer</u>	<u>Seconder</u>
David Bartington	Jill Atkins	Christine Beales
Cherry Saunders	Paul Andrew	Eileen Roberts
Stephen Taylor	Dorothy Woolliscroft	David Bartington

With there being no further nomination forms received by the Chairman prior to the meeting the above elections were agreed unanimously.

4 Close of meeting The meeting closed at 7.40pm.

Meeting 2

I Apologies for absence

Jennifer Elliott de Riverol, Brenda Greig, Laura McIlroy, Arthur Peters, Mike Rayner, Cherry Saunders, Joan Smith, Margaret Smith, Martin Smith, David

Stubbert, Penny Stubbert, Rev'd Richard Washington, Susan Wilson, Dorothy Woolliscroft, Tom Wright.

2 Minutes of the APCM meeting held on 26 April 2022

It was proposed by Jonathan Tidnam, seconded by Paul Andrew and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3 Elections

(a) PCC members *(five places for three years)*

At the APCM in 2011 it had been agreed that although PCC members stand for a period of 3 years, members could be put forward to be elected for a further 3-year period, but could not stand for more than 6 years in succession.

The following were proposed and seconded to stand on the Attleborough PCC for a three-year term:

	<u>Proposer</u>	<u>Seconder</u>
Carole Burt	Emma Neve	Ben Miller
Mary Dark	Alison Humphreys	Fran Palmer
Marion Dawe	Alison Humphreys	Fran Palmer
Nigel Waring	David Stubbert	Jonathan Tidnam
Peter Wright	Dorothy Woolliscroft	Cherry Saunders

With there being no further nominations, the above elections were agreed unanimously by all present.

(b) Deanery Synod members

The following were proposed and seconded to stand as lay representatives of the Attleborough PCC on the Thetford & Rockland Synod for a three year term from 1 July 2023:

	<u>Proposer</u>	<u>Seconder</u>
Brenda Greig	Paul Andrew	David Stubbert
Eileen Roberts	Joan Smith	Darrell Smith
David Stubbert	David Bartington	Marion Dawe

With there being no further nominations, the above elections were agreed unanimously by all present.

4

Reports

(a) PCC, Deanery Synod, Churchwardens

Reports of the PCC, Deanery Synod and Churchwardens (including Fabric) were presented.

The Terrier and Log Book had been updated during the year and were available for inspection in the church office. It was noted that the grand piano and font bowl in memory of Pauline Groom had been added to the Terrier and this would be signed by all churchwardens after the meeting.

(b) Treasurer

Presentation of Audited Church Accounts for year ending 31.12.2022

The Chairman presented the accounts for the year ending 31 December 2022.

These had been approved by the PCC and signed by the Chairman and Treasurer at a PCC meeting on 16 March 2023 for presentation to the APCM.

With there being no questions raised, it was proposed by Jonathan Tidnam, seconded by Marion Dawe, and agreed by all present that the accounts for 2022 be commended.

The Chairman wished to record his thanks on behalf of the PCC to Yvonne O'Dell as treasurer for her conscientious dedication and sound handling of the St Mary's finances. It was agreed that flowers be delivered to Yvonne to express our thanks.

(c) Chairman's Report

Matthew gave his report as Rector of the parish and Chairman of Attleborough PCC.

A copy of this would be printed in the May 2023 edition of *The Link* parish magazine and filed on record with the 2022 Annual Report. Printed copies were also available on the table at the back of the church.

5

Opportunity to ask questions on reports in this booklet

(a) Servers' Report

Mike Rayner wished it to be noted that the Servers' Report was factually inaccurate. Mike had not decided to retire from serving, but had resigned following complaints when he had been thurifer.

It was noted that these complaints had not been made by Matthew. The allegation of his retirement was premature since he had been invited to join the team of servers at Norwich Cathedral, as soon as he had undergone the relevant safeguarding procedures.

(b) Renovation of porch fascia

It was noted that when R & J Hogg Builders renovated the fascia of the porch it had not weathered well and did not appear to be in keeping with the ancient building.

Paul Andrew would contact Hoggs to investigate if an improvement to this work could be made.

6

Appointment of Independent Examiner

Thanks was expressed to George Ridgway who had been the Independent Examiner for the past year.

It was proposed by Paul Andrew, seconded by Marion Dawe and agreed by all present that George Ridgway be appointed Independent Examiner for the coming year.

With there being no further nominations the above was duly appointed.

It was agreed that Mr Ridgway be presented with a gift of wine for carrying out this task.

7

Presentation and adoption of Electoral Roll

There were 137 members on the Church Electoral Roll as at 3 April 2023.

It was proposed by Mary Dark, seconded by Ben Miller and agreed by all present that the 2023/2024 Roll be adopted.

The Rector wished to record his thanks to Carole on behalf of the parish for her work as Electoral Roll Officer throughout the year.

8

Appointment of sidespeople

The Rector thanked all sidespeople who had carried out their duties diligently over the past year in which services had slowly returned to normal.

Marion Dawe proposed en-bloc elections to serve as sidespeople during the year April 2023/2024, with Pat Buttolph acting as Senior Sidesperson: Enid & Paul Andrew, Jill Atkins, Bobbie Aughton, Christine Beales, Sandra Blyth, Pat Buttolph, Bob Gandell, Nina Knowles, Pauline Parnell Hopkinson, Rebecca Sangster, Joan Smith, Catherine Taylor, Susan Wilson, Dorothy Woolliscroft. These were seconded by Paul Andrew.

With there being no further nominations the above fifteen persons listed were duly elected.

9

Any Other Business

Thank you to Matthew

Marion Dawe thanked Matthew, on behalf of the parish, for his dedicated ministry and leadership over the past year. She also thanked Matthew's wife Emma and his family for their support behind the scenes.

10

Close of meeting

The meeting closed at 8.25pm with The Grace being said together.

Financial Report and Accounts for the year ended 31 December 2023

Financial Review

General fund

Overall income from giving (collections, electronic and planned giving, standing orders, donations and Gift Aid claims) is £3,400 lower than in 2022. Since fewer weddings and funerals took place during the year, there is a reduction in this income of £1,875 and £1,454 respectively compared to 2022. Fundraising income from the annual fete, monthly craft markets etc and also income from magazine sales and advertising were similar to that received in 2022.

High inflation and rising prices continued and increases in day to day running costs for gas and electricity and for goods and services were incurred, with expenditure in 2023 being over £1,500 higher than in 2022.

A transfer of £6,000 from the Designated Hall Fund to the General Fund towards the Parish Share has been shown.

Due to the reduced income and increased expenses over the year, the General fund shows an overall net loss of £(3,371), which had to be taken from reserves and, whilst this has been possible this year, it cannot be sustained and every effort must be made to increase income to cover expenditure in the future.

Designated Legacies Fund (Unrestricted)

Received was a legacy of £2,000 during the year. This fund was used to update office computer equipment and to purchase a meeting Owl.

Designated Hall Fund

There was increased use of the hall in 2023, resulting in this year's income being over £6,000 higher than 2022 and with only a small increase in expenditure, this allowed for the transfer of £6,000 to be made to the General Fund.

Fabric & Heating Fund (Restricted)

No legacies were received during the year. There were no expenses in 2023.

Other Restricted Funds

The restricted fund for the Attleborough Music Project (AMP) received over £10,000 in fundraising from a programme of concerts and recitals performed during the year and together with donations made a similar income to that of 2022. Associated expenses also include initial consultation costs relating to the proposed hall expansion and music centre.

A further grant was received from the National Fund Youth Music for the specialist Music Outreach Worker who leads music outreach activities with children, the elderly and disabled people in the local community. AMP Voices was also formed, a new inclusive singing group open to all primary school-aged children.

All other restricted funds continued satisfactorily throughout the year.

Fixed Assets

The value of the two trust fund investment assets at the year end was £12,432 (2022: £11,363).

Reserves Policy

It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2023 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall. The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes. It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 12.3.2024 by:

.....*A.C. [Signature]*..... Chairman

.....*YHO Dell*..... Treasurer

St Mary's Church, Attleborough

FINANCIAL STATEMENT for the Year to 31 December 2023

Unrestricted Funds Statement of Financial Activities

General fund	2023	2022
INCOMING RESOURCES	£	£
Collections	6,232	6,560
Non-Gift Aid planned giving	2,159	2,417
Collections Gift Aid	4,498	4,583
Standing Order Gift Aid	29,517	27,567
Standing Order Non Gift Aid	5,089	6,557
Tax refund on Gift Aid	11,319	11,774
Fees		
Weddings	1,012	2,887
Funeral Services & memorials	2,576	4,030
Utilities	715	600
Donations wall safe & candles	816	1,010
Electronic Giving	4,291	4,053
Other donations	1,889	5,089
Donations Gift Aid	1,380	976
Donations for Charities	1,145	2,147
Dividends/Interest (deposit a/c's)	1,298	449
Summer fête & other fundraising	5,365	6,106
Churchyard Green Stall	197	0
Patronal Festival	0	0
Magazines and cards etc	1,584	1,289
Magazines advertising	1,730	1,920
Donations for printing	72	25
Other Income	13	0
Hire/Donations for use of church	750	830
Coronation Grant and donations	703	0
Boiler grant	0	0
Eco Church	95	0
Norwich diocese grant for children's activities	0	0
Transfer from Designated Legacies Fund (Parish Share)	0	3,000
Transfer from Designated Hall Fund (Parish Share)	6,000	0
TOTAL Incoming Resources	90,445	93,868
NET INCOMING RESOURCES	(3,371)	1,590
Cash BALANCES B/FWD 1 JANUARY	11,693	10,102
Cash BALANCES C/FWD 31 DECEMBER	8,321	11,693
Total asset balance b/fwd 1 JANUARY	18,431	16,840
Total asset balance c/fwd 31 DECEMBER	15,059	18,431

Designated Legacies Fund	2023	2022
INCOMING RESOURCES	£	£
Legacies	2,000	27,758
Interest (deposit a/c's)	1,553	439
TOTAL INCOMING RESOURCES	3,553	28,197
NET INCOMING RESOURCES	(1)	18,048
BALANCES B/FWD 1 JANUARY	85,544	67,496
BALANCES C/FWD 31 DECEMBER	85,543	85,544

RESOURCES EXPENDED	2023	2022
	£	£
Parish share	56,934	56,128
Clergy expenses	1,373	983
Other Clergy Costs	2,102	2,688
Church Admin. salaries & NI	8,738	8,035
Stationery, postage, misc.admin.	6,302	6,369
Insurance & Associated Costs	3,604	3,556
Heating & Lighting	3,458	3,040
Cleaning/Misc. minor maint.	437	743
Norwich Dioc. Assoc. of Bells	10	10
Director of music	7,561	7,210
Other Music expenses	635	580
Stewardship expenses	85	82
Online Worship Streaming Licence	144	144
Donations to charities	1,135	2,047
Fund raising Expenses	96	134
Churchyard Green Stall	0	0
Patronal Festival Expenses	0	0
Church magazine and cards	515	486
Publicity	0	0
Donations & gifts	42	43
Miscellaneous	0	0
Coronation Expenses	551	0
Boiler	0	0
Eco Church Expenses	96	0
TOTAL Resources Expended	93,817	92,278

Note:

Services in Crematorium

Contributions to Parish Share:

420

RESOURCES EXPENDED	2023	2022
	£	£
Electrical testing & certification	0	5,461
Piano/organ/microphone	543	1,688
Computer equipment - Meeting Owl & Office PC	3,010	0
Online worship - equipment maintenance	0	0
Transfer to General Fund (Parish Share)	0	3,000
TOTAL RESOURCES EXPENDED	3,553	10,149

Designated Hall Fund	2023	2022
INCOMING RESOURCES	£	£
Day Care Hire fees	26,400	23,652
Community Luncheon Club	650	0
Coffee & Chat	571	480
Slimming World	4,138	2,965
Other Hire fees	2,400	1,949
Other Income	0	40
Dividends & Interest	1,393	394
Administration salaries & NI furlough payments	0	0
TOTAL INCOME RESOURCES	35,551	29,480
NET INCOMING RESOURCES	21	661
BALANCES B/FWD 1 JANUARY	31,158	30,497
BALANCES C/FWD 31 DECEMBER	31,179	31,158

RESOURCES EXPENDED	2023	2022
£	£	£
Administration salaries & NI	14,662	13,747
Insurance & Associated Costs	2,655	2,607
Heating & Lighting	6,916	6,031
Water	1,282	1,229
Cleaning & misc. & sundries	1,568	1,738
Repairs and Hall upkeep	1,124	2,383
Health & Safety	1,323	1,085
Donations to charities	0	0
Transfer to General Fund (Parish Share)	6,000	0
TOTAL RESOURCES EXPENDED	35,530	28,819

Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2023	2022
INCOMING RESOURCES	£	£
Interest (deposit a/c's) Fabric	1,514	428
Legacy	0	860
Donations	164	0
Grant for feasibility study of church & rooms	0	0
Grant for VAT on feasibility study	0	1,465
TOTAL INCOMING RESOURCES	1,678	2,753
NET INCOMING RESOURCES	1,678	2,153
BALANCES B/FWD 1 JANUARY	42,345	40,191
BALANCES C/FWD 31 DECEMBER	44,022	42,345

RESOURCES EXPENDED	2023	2022
£	£	£
Architects fees	0	0
Structural Engineers fees	0	0
Church Heating/New Boiler	0	0
Church & rooms feasibility study, CAD & Planning	0	600
TOTAL RESOURCES EXPENDED	0	600

Other Restricted Funds	2023	2022
INCOMING RESOURCES	£	£
Flowers donations	0	208
Choir Fund	669	650
Community Lunch	1,711	2,143
Messy Church Fund	81	0
Friday Fun Club	14	139
Grant for Friday Fun Club	0	0
Drop In & Play	378	625
Drop In & Share Sharing Table	350	250
Mother's Union	1,172	142
Organ Fund	1,000	1,938
Attleborough Music Project	12,722	13,603
Grant for Music Outreach Worker	13,210	15,000
Bells Fund/Interest (deposit a/c's)	732	25
TOTAL INCOMING RESOURCES	32,038	34,722
NET INCOMING RESOURCES	(12,299)	24,470
BALANCES B/FWD 1 JANUARY	32,921	8,451
BALANCES C/FWD 31 DECEMBER	20,622	32,921

RESOURCES EXPENDED	2023	2022
£	£	£
Flowers	0	189
Choir	926	113
Community Lunch	1,811	1,748
Messy Church Fund	127	0
Friday Fun Club	52	235
Drop In & Play	413	591
Drop In & Share Sharing Table	315	10
Mother's Union	844	33
Organ Fund	0	0
Attleborough Music Project	29,531	3,265
Music Outreach Worker costs	10,319	4,068
Bells expenses	0	0
TOTAL RESOURCES EXPENDED	44,338	10,252

TOTALS INCOMING and EXPENDED RESOURCES

	2023	2022
£	£	£
TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS	163,265	189,020
NET INCOMING RESOURCES and MOVEMENT IN FUNDS	(13,973)	46,923
BALANCES B/FWD 1 JANUARY	210,398	163,475
BALANCES C/FWD 31 DECEMBER	196,425	210,398

	2023	2022
£	£	£
TOTAL RESOURCES EXPENDED	177,238	142,097

Attleborough Parochial Church Council

Balance Sheet at 31 December 2023

(Figures rounded to nearest £)

	Unrestricted			Restricted		Total
	General Fund	Designated Legacy Fund	Hall Fund	Fabric & Heating Fund	Other Restricted funds	
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	18,899	50,157	2,040	9,518	21,012	101,626
Deposit CBF	0	35,386	31,751	34,505	2,042	103,684
Cash						0
Debtors	4,065	0	25	0	1,683	5,773
less Suspense	0					
TOTAL CURRENT ASSETS	22,963	85,543	33,817	44,022	24,736	211,082
Less Current Liabilities	14,642	0	2,638	0	4,114	21,393
TOTAL NET CURRENT ASSETS	8,321	85,543	31,179	44,022	20,622	189,689
TOTAL NET ASSETS	15,059	85,543	31,179	44,022	20,622	196,427

			2022			
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	25,115	51,711	3,021	9,354	30,759	119,959
Deposit CBF	0	33,833	30,358	32,991	1,952	99,134
Cash						0
Debtors	5,762	0	0	0	211	5,972
	0					
TOTAL CURRENT ASSETS	30,875	85,544	33,380	42,345	32,921	225,066
Less Current Liabilities	19,183	0	2,222	0	0	21,404
TOTAL NET CURRENT ASSETS	11,693	85,544	31,158	42,345	32,921	203,661
TOTAL NET ASSETS	18,431	85,544	31,158	42,345	32,921	210,399

Analysis of 'Other' restricted funds

FUND Year	Bells	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop in & Play	Drop in & Share	Mother's Union	Organ Fund	Attleboro Music Project	Music Outreach Worker	TOTAL Other
2023	2,592	605	579	581	605	624	385	275	437	4,433	(4,316)	13,823	20,622
2022	1,860	605	679	838	651	662	420	240	109	3,433	12,494	10,932	32,921

Notes to the financial statements for the year ended 31 December 2023

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body.

Funds

Restricted funds represent income, donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £21,018 (2022: £19,940).

b) Payments to PCC members. As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £4,821 and this payment is included in Director of Music expenses.

6. Debtors

For 2023 General fund 'Debtors' is uncleared receipts at the end of December of £509 from funerals, tax refund due from Gift Aid of £3,109 (2022: Gift Aid £3,328), £447 from collections and donations from services. 'Hall Debtors' is £25 for hall hire. 'Other Debtors' relates to the Music, Organ and Choir funds and includes £52 Gift Aid refund (2022: £211), £1,566 ticket sales from 'The Messiah' and £65 donations.

Creditors (Current Liabilities)

The year 2023 General fund 'Current Liabilities' are the outstanding instalments for Parish Share £8,934, fees payable to the Diocese of £2,001, insurance £885 (2022: £834), electricity and gas bills of £824 (2022: £535), benefice Christmas card £510, miscellaneous other £1,488 (2022: £1,204). The Hall Fund 'Current Liabilities' are insurance £885 (2022: £834), electricity and gas bills of £1,647 (2022: £1,071) and miscellaneous other £106 (2022: £318). The Other Restricted Funds 'Current Liabilities' are £2,917 for outstanding consulting fees, £1,120 for musicians and other fees relating to 'The Messiah' and Salvation Army concerts at the end of December, and for miscellaneous other £77.

Independent Examiners Certificate

Report to the trustees/ members of:	Attleborough Parochial Church Council
On accounts for the year ended:	31st December 2023
Charity no (if any):	1130508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/ 12 / 2023

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.~~

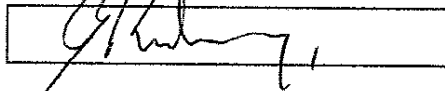
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~ *) which gives me cause to believe that in, any material respect:

- 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:

21/02/2024

Name:

GEORGE RIDGWAY

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

Fellow of Institute of Chartered Accountants in England & Wales

Address:

Alma House,

Station Road,

Attleborough, Norfolk NR17 2AS

Section B

Disclosure

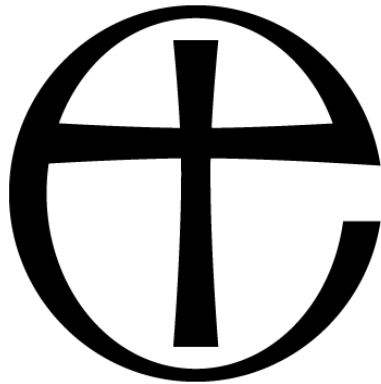
Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

Accounts

A Year in Review

Annual Report on 2022



for the Annual Parochial Church Meeting
of St Mary's Church Attleborough

Tuesday 18 April 2023
7.30pm in the Church Hall and on Zoom
preceded by Holy Communion at 7pm

Registered Charity No: 1130508

Welcome to the report booklet prepared for the St Mary's Annual Meetings on Tuesday 18 April 2023. The reports in this booklet are on church activities in 2022. Please do try to come to the meeting which starts at 7.30pm in the Church Hall. There is a service of Holy Communion at 7pm prior to the meeting.

The agenda for the meeting is enclosed and a full report on church activities for you to read before the meeting. There will be a chance to ask questions on the reports but as usual the reports themselves won't be read out. You will find the accounts in a supplement in the centre of the booklet and you can find the minutes of last year's meeting, which we need to approve, at the back.

Revd Matthew Jackson, April 2023

CONTENTS:

3
4
6
Between pages 12 and 13
19

Agenda
PCC Annual Report
Reports on Parish Life
Financial Report
Minutes of the last meetings

THE ANNUAL PARISH CHURCH MEETING

Tuesday 18 April 2023 at 7.30pm in St Mary's Church Hall
and on Zoom

AGENDA

Meeting 1

- 1 Apologies for absence
- 2 Minutes of the last meeting (26 April 2022)
- 3 Election of three Churchwardens
- 4 Close of meeting

Meeting 2

- 1 Apologies for absence
- 2 Minutes of the previous APCM/Matters arising (26 April 2022)
- 3 Elections
Parochial Church Council – four places for three years
– one place for two years
Deanery Synod – three places for three years
- 4 Reports:
 - a. PCC
 - b. Churchwardens
(including Fabric, presentation of Log Book and Terrier)
 - c. Presentation of Church Accounts
 - d. Chairman's report: Revd Matthew Jackson
- 5 Opportunity to ask questions on the reports in this booklet
- 6 Appointment of Independent Examiner
- 7 Presentation and Adoption of Electoral Roll
- 8 Appointment of Sidespeople
- 9 Any other business, including time for general discussion
of any matters of concern which may be brought to
the meeting

A short meeting of the new PCC will follow this meeting

ST MARY'S CHURCH – ANNUAL REPORT FOR 2022

Administrative information

St Mary's Church, Attleborough is part of the Norwich Diocese in the Thetford & Rockland Deanery. The correspondence address is St Mary's Church Office, Church Street, Attleborough, NR17 2AH. The Parochial Church Council (PCC) is registered with the Charity Commission (Number: 1130508).

Structure, governance and management

The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and activities

St Mary's PCC has the responsibility of co-operating with the Incumbent and Churchwardens in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for the building.

The main activities of the PCC are the provision of church services, baptisms, weddings, funerals, youth and children's work and teaching adults through home and prayer groups.

PCC membership and Report

Members of the PCC are either ex officio or elected at the Annual Parish Church Meeting (APCM), in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

<i>Incumbent:</i>	Revd Matthew Jackson	<i>(Chairman)</i>
<i>Assistant Priest:</i>	Revd Andrew Slater	
<i>Assistant Curate:</i>	Revd Richard WASHINGTON	
<i>Licensed Lay Minister (PtO)</i>	Robert Andrews	
<i>Licensed Lay Minister</i>	Brenda Greig	<i>(also Deanery Synod rep)</i>
<i>Churchwardens:</i>	David Bartington	
	Marion Dawe	<i>(Lay Vice-Chairman)</i>
	Cherry Saunders	

Deanery Synod rep: Eileen Roberts

Elected members: Paul Andrew
Catherine Buckley
Carole Burt
Christopher MacKinnon
Emma Neve
Arthur Peters
David Stubbert
Jonathan Tidnam
Susan Wilson
Dorothy Woolliscroft

Director of Music: Ben Miller
Secretary: Pat Buttolph
Treasurer: Yvonne O'Dell

There are currently nineteen people serving on the PCC – eight ex-officio, and eleven elected for a three-year term of office (including Deanery Synod representatives).

Pat Buttolph, Ben Miller and Yvonne O'Dell can attend meetings as Secretary, Director of Music and treasurer respectively.

Carole Burt retires after having completed a three-year term of office, but is eligible to stand for a further three years if she wishes. David Stubbert and Susan Wilson retire after having completed the maximum term of six years. Arthur Peters wishes to retire from the PCC after having completed a one-year term. We thank them for their commitment to the life of St Mary's over this time.

There were 11 PCC meetings during 2022, all being held in the Church Hall and on Zoom. The average attendance at meetings during the year was 15.

Reports were given at meetings on finance, deanery matters, youth & children's work, social & fundraising, church hall, fabric and music, when appropriate.

Other business discussed and implemented during the year included general maintenance of the church and plans for the seasons of Lent, Easter, Advent and Christmas. The new monthly craft markets and summer fete were discussed regularly.

Members were informed regularly of the progress of AMP (the Attleborough Music Project) and the work of the Christian Aid Committee.

Safeguarding was an item on each PCC meeting agenda.

An approved copy of the minutes of the most recent PCC meeting is always displayed on the notice board in the church porch. Parishioners are encouraged to read the minutes and minutes of past meetings, which are available on request at the Church Office between Monday-Friday, 10-12 noon.

Pat Buttolph

Church attendance

On 31 December 2022 there were 128 parishioners on the Church Electoral Roll, of whom 37 were not resident within the parish.

Weekly attendance, taken on a 'normal' Sunday was 84 adults, 10 children and 8 online. Easter communicants numbered 99, Christmas communicants numbered 80. There were 27 baptisms during the year, 10 weddings, 26 funerals held in the church and 13 conducted at crematoriums or Colney Wood.

PCC account holders

Barclays Bank PLC and
CCLA Investment Management Limited, The CBF Church of England Fund,
Senator House, 85 Queen Victoria Street, London, EC4V 4ET.

Signed on behalf of the PCC by Revd Matthew Jackson

18 April 2023

REPORTS ON PARISH LIFE

Bell ringing

Throughout 2022, bell ringing teams were assembled for particular services and for weddings by the Revd Jan May and her family. We are extremely grateful to Jan and her team members for their service to our Benefice.

Bible Study Group

The Bible Study Group, which meets on Monday evenings in the Church Hall, has made a good recovery from the limitations of Covid restrictions and now has more members than ever. In the course of the year we have studied passages from both Old and New Testaments, learning new things about the Bible and the way it relates to our own discipleship and contemporary issues. Our discussions are relaxed and wide ranging and occasionally provoke lively debate! In the autumn we went "back to basics" with a series of studies looking at the fundamentals of our faith. We were delighted to be joined by some of those looking forward to Confirmation as part of their preparation.

The group is always ready to welcome new members. Further details from Canon Bob Baker.

Bob Baker

Children's Society

It was good to be able to return to our normal routine in 2022 and have two coffee mornings and house box openings during the year.

At our June and November coffee mornings we took a total of £469.

The two box collections raised £777.

Many thanks to those who regularly support the Children's Society by coming to our fund raising events, baking, giving items for sale, donations and especially buying from our stalls and raffle.

The Harvest Quiz profit of £315 was also given as was the money donated for the church Christmas card of £401.

New house boxes are available for anyone who feels able to put their loose change into one.

Children's wellbeing is doubly important as many have been affected by the lack of regular school attendance and ongoing issues caused by the Covid situation. The Society is working to help children in need. Thank you, your support is appreciated.

Pauline Parnell-Hopkinson

Christian Aid

The lifting of Covid restrictions in 2022 enabled us to resume our previous fundraising activities, starting with the curry evening in January and ending with the wine tasting evening in November. We try and hold one new event each year and for 2022 it was 'Hoisting of The Flags'.

In total £5028 was raised for the year with an additional £717 raised for Christian Aid Week. The combined totals were about £700 less than was raised for 2021.

This was not caused by the cost-of-living crisis which is a testament to the continued generosity of our supporters but to easing back on some fundraising events to enable funds to be raised for the equally important Children's Society and John Aves Education Project, and an exceptional sum being raised by the Tana Lawn Cushion Draw in 2021.

Peter Wright

Church Hall

After a long break the Hall Committee were at last able to meet in November and outstanding items were dealt with.

A small freezer was purchased for the sole use of church activities.

The emergency lighting was all replaced as a survey revealed that the existing system was no longer satisfactory.

The ceiling fans were removed, but as yet, it has not been possible to dispose of them.

The Hall bookings have now returned to a more satisfactory position and we hope to maintain this situation.

David Stubbart, Chairman

Churchwardens

As Covid restrictions eased the role of the warden has reverted to what it has traditionally been on a Sunday.

We have tried to ensure that the services have run well and that those who were hesitant about returning to church have felt comfortable.

Covid gave us many opportunities to learn new ways of doing things, social distancing became the norm, although not everyone understood, and as wardens we had to ensure that we stuck to the guidelines. For this we would thank the congregation who were all so understanding of the challenges we faced together. As I step down as warden having served my full term of office, my thanks go to my fellow wardens, David and Cherry, both of whom have worked tirelessly to make sure things run smoothly. Our thanks to everyone who has worked hard to ensure the life and witness at St Mary's has continued and slowly returned to what it was before Covid, and more; and for that we thank God.

Marion Dawe

Coffee & Chat

We are very thankful for all those who continued to support Coffee and Chat during 2022 as we continued meeting regularly every Saturday morning from 10am to 11.30am in the Church Hall.

We are also thankful for our dedicated team of lovely volunteers, who willingly give up their Saturday mornings to serve hot drinks and cakes with a smile and warm welcome for all our customers.

We are a non-profit group and the money raised is donated to mainly local charities. During 2022 we gave to the following charities:

St Mary's Sunday Club
St Martin's Housing Trust
Ukraine Relief Fund
Friday Fun Club
Drop In and Play
Attleborough Music Project
Club 99
Christian Aid
Air Ambulance
MacMillan Cancer Support
Uganda Support Fund
Sparklers
Alzheimer's Society

The Bring and Share table is available for people to visit during Coffee and Chat and is a help and blessing for many people.

Alison Sayer

Community Lunch

We are a very friendly group who usually meet on the first, third and fifth Friday of the month. We gather in the church hall from 12.00 onwards, aiming to serve the meal at 12.30 p.m. Diners each bring a small raffle prize and pay 30 pence for a raffle ticket; the proceeds of this raffle pay for Christmas gifts for diners and volunteer helpers. The Day Centre provides our first course which is always delicious and plentiful. Dorothy supplies a variety of puddings. We have a loyal band of volunteers who set the tables, serve the meals and wash up. The meal costs £6, payable on the day, and is intended for those who live alone and who wish to benefit from a good midday meal enjoyed in company. Applications should be made via the Rector.

Dorothy Woolliscroft

Deanery Synod

There were four meetings of the Thetford & Rockland Deanery Synod in 2022. The first was on 12 January at Cloverfield Community Church when Revd Jennifer Elliott de Riverol gave a talk and led discussion on Visions and Reality: seeking a rich prayer life through spiritual direction. At this meeting Revd Canon Steve Wright informed members that he would be taking up a post in Northumberland in February and therefore this would be the last Synod meeting he would chair as Rural Dean.

The Rt Revd Graham Usher, Bishop of Norwich, took part in a Questions and Answers session in St James's Church, Great Ellingham on 31 March. A service of Compline followed, during which Bishop Graham Commissioned Revd Matthew Jackson as Rural Dean of the Thetford & Rockland deanery. This would be the second time that Matthew had held this office.

On Ascension Day, 26 May, all in the deanery were invited to attend a sung Holy Eucharist service in St Mary's, Attleborough if there were no services planned in their own parishes.

On 9 June Revd Richard Washington, Assistant Curate in the Attleborough and Besthorpe benefice, spoke to members at All Saints' Besthorpe of his knowledge and first-hand experiences of working in the Diocese in Europe.

In November members met in The Garnier Hall, Eccles when Revd Canon Bob Bakers spoke of YANA (You Are Not Alone), a local charity which supports the mental health of farmers and others who have countryside occupations.

St Mary's Deanery representatives on the Synod are Brenda Greig and Eileen Roberts, with myself as Secretary. Elections for three candidates to stand for three years on the Synod will take place at the APCM in April 2023.

Pat Buttolph

Drop-in & Play

Drop in and Play 2022 proved another successful year with attendance averaging 18 - 23 children most weeks we were open. Towards the end of the year the Methodist Church sadly closed and with it the Tall and Small toddler group. This change benefitted our numbers and our attendance increased steadily to the mid 20s with an abundance of toddlers. We opened for a few weeks of the summer holidays to our 0-5s plus older siblings, but this was deemed unsuccessful due to overcrowding because of a very high take up. The children enjoyed the activities very much. We were able to take advantage of the increase in donations to make some exciting purchases: a space rocket with figures, a large metallic stacking tower and metallic mystery balls (which have proved extremely popular with our young guests) a set of super hero figures, ocean scene creatures and various mats for the Tuff Tray. Due to serious illness in Cherry's family, from October onwards the group was driven forward by Alison, Linda and Catherine under Alison's thoughtful leadership ably assisted by Joan, Jenny, Margaret and Barbara. If you would like to volunteer to help at a session, please have a word with Alison Sayer. New volunteers always welcome, whether you want to do one session a month or every week.

Cherry Saunders

Drop-in & Share

Towards the Autumn I felt moved to set up a Sharing Table in St Mary's Church to help people who were struggling with the cost of living crisis occasioned by the war in Ukraine and runaway food inflation. This came about after conversations with some young mums and my own observations about the ever-increasing cost of food. I concluded that a lot of people who wouldn't qualify for foodbank help needed a top up of a few items to help stretch their housekeeping. Also, we could help to prevent food waste by encouraging donations of items near their sell by date. After talking with Matthew, Enid and Paul and Jacq and Cliff, Catherine and Alison we decided this was the right course of action for a Christian Community. The decision was taken to run the table consecutively with Drop in and Play I am to 12 noon every Thursday but including holidays. In this way we could help young families as well as pensioners and other groups likely to be struggling. Donations of tinned and packaged food items were sought from the congregation and community along the lines of "bring, share and take". Matthew supported with advertising and flyers to schools to reach as wide an audience as possible. It soon became obvious that items like toothpaste, deodorant and baby items were also needed. Initially people felt very shy about taking items, but by the end of the year we were regularly helping about 8 families connected to Drop in and Play and lone individuals in need. After encouragement from Matthew I applied for a Town Council Grant in October and was awarded £250 to spend on food. We decided to eke this out on a weekly spend of £10 augmented by congregational donations, to navigate the energy intensive winter months. I would like to take this opportunity to thank

Matthew, Enid Andrew, Robin Nash, Bobbie Aughton, Marion Dawe, Sara Shaw and Linda Goff for all their support for this venture, and to all parishioners who have so generously donated food/toiletry items to benefit others less fortunate than themselves. Thank you. At Matthew's suggestion we ended the year by applying to become a referral agency for Thetford Food Bank and working towards setting up a second Sharing Table at Saturday Coffee and Chat in the Link Corridor. Items needed include UHT milk, tea, coffee, sugar, tinned meat and fish, pasta, tinned tomato juice and squash, soups, tinned beans and pasta. Items can be left in the upper room or brought in on Sharing Table days.

Cherry Saunders

Electoral Roll

The past year has seen 16 additional names added to the Electoral Roll and 2 people who sadly died during the year have been removed. The current total, as at 3 April 2023, stands at 137.

Carole Burt

Fabric

We are indebted to Mike May who took on the task of clearing a great deal of pigeon guano from the bell tower. Mike also arranged to have the louvres repaired/replaced and new wire netting fitted to stop the pigeons entering. There are a number of other issues with the fabric of the church which have been reported in previous reports. It has been agreed to include these issues in the fund raising scheme as we are planning to refurbish the organ, reorder the church, and extend the parish hall. We are confident that grants will be available for the scheme if we are able to raise a percentage of the funds ourselves.

Foodbank

Although the Methodist Church closed in April 2022, we were allowed to continue using the building for the Foodbank until an alternative suitable premises was found. Our team continued to serve the local community on a fortnightly rota, every Saturday morning. It was noticeable the increase of people needing to use the Foodbank, due to rising energy costs and inflation.

We were still receiving many food donations from individuals and local Churches, on a weekly basis.

On 8th November, The Lighthouse Community Church, in agreement with the Thetford Trussell Trust, took on the responsibility of the Foodbank. We were informed that the day would also change to a Tuesday from 10am to 11am.

As most of our team of volunteers worked during the week, we had suggested that Saturday was the best day to serve those in need, but to no avail. Therefore, not being available on a week-day, all of the original volunteers have been lost.

I do not serve on The Lighthouse team, but still continue to take the St Mary's Church foodbank donations to the Community Church, on an opportunity basis.

Peter Rowles

Flowers

What a joy it has been to have regular services and flowers back in our church in 2022.

Our usual pulpit arrangements are skillfully placed by the team of ladies who do their job without fuss or recompense. I am grateful to them for their support and talent.

After Lent it is such a wonderful contrast to have Easter flowers filling the church to celebrate our Lord's resurrection. Visitors often comment on how beautiful our church is and like to see our flowers.

Thank you to people who have given donations in memory of loved ones or to celebrate an anniversary or birthday. Money can be given to Pat in the church office and this helps with our weekly costs and particularly for festivals.

My thanks to all the ladies (and new helpers are welcome) but especially to Joan Smith who is my right-hand girl!

Pauline Parnell-Hopkinson

Friday Fun Club

After the stop start of the pandemic we were finally able to resume our meetings. Some of the young people had moved away and many had grown up and out of the group, so our numbers were depleted.

We had fun together, cooking, playing, learning and creating through a whole range of activities. Throughout the year we raised money through our monthly 'green' challenges, the proceeds from which were donated to a variety of good causes, from Christian Aid to the Benjamin Foundation and the East Anglian Air Ambulance to name but a few.

As ever particular thanks to Glynis Baker and Catherine Buckley who provided regular support for this group.

Marion Dawe

Friends of St Mary's Church

The trustees have met twice, and the clerk has ensured we have complied with charity regulation. Funds have slowly accumulated through regular giving and donations coming through 'Easyfundraising'.

To broaden the Trustee base approaches have been made to both the Town Council and to the Attleborough Heritage Group asking for nominations.

As the Church Development project gathers momentum the role of the 'Friends' will need to be considered in the wider context.

James Trounce, Chair and Treasurer

Gift Aid

The amount of Gift Aid claimed back from HMRC in 2022 was £12974.15. Of this, £852.21 was from donations to the Music Project and £327.50 from donations to the Organ Fund.

People who donated online when the church was closed during the pandemic have continued to do so and more people are now using the card reader. This has reduced the use of both weekly and yellow envelopes. At the end of 2022 there were 13 people using weekly envelopes of which 4 were gift aided. The number of people donating by standing order stayed broadly the same with 51 using this method of which 41 were able to gift aid their donations.

I would encourage donors to check whether they are eligible to gift aid their donations as, if so, the church can claim an additional 25% at no cost to themselves. Gift aid declaration forms can be obtained from me or the Parish Office.

Arthur Peters

Magazine distribution and collation

The Link is issued ten times per year. December/January and July/August are joint issues. The price remains 50 pence per copy (£5 per year). Four hundred copies are printed in house by Pat Buttolph and a new cover is created for each month. Christine Beales arranges for local firms to advertise in the magazine and heads the collation team which meet usually on the last Thursday or Friday of the month. Nineteen distributor then deliver to subscribers on their round. Annual subscriptions are collected in June. After a baptism the family receives the magazine free for a year. Diocesan news is available weekly on the Diocese of Norwich website.

May I offer my annual thanks to those who collate and distribute. I do urge all members of the congregation to read *The Link*, either in its paper form or online: Matthew sends an electronic copy out at the beginning of each month. It contains details of coming events, reports on our activities and interesting articles. In the past couple of years we have made a great effort to increase the variety and interest of the magazine's content and the Rector will welcome contributions from parishioners.

Dorothy Woolliscroft

Monthly Craft Market

St Mary's announced a new summer venture in 2022 and the monthly craft markets were introduced. The idea was to encourage residents and visitors to come and enjoy the church and its beautiful surroundings at the same time as offering local crafters and small businesses the opportunity to showcase their homemade produce, gifts and treats. What a success it was! On the 2nd Saturday of each month from April through to June we welcomed on average 15 stalls a month. The sun seemed to always be shining which helped to create a wonderful atmosphere and the churchyard was a hive of activity. Word spread and each

month the number of stall holders and visitors increased, we even added an extra date in September. Due to the success of this new venture, we are doing it all again in 2023!

Susan Wilson

Mothers' Union

Although we sadly lost our branch leader Pauline Simper during the first part of the year we were able to keep the branch moving forwards with excellent support from our members and committee.

2022 proved a very positive year with a full programme of events, good attendance at meetings, three enrolments into the branch and new people coming along with the likelihood of joining in the future.

Apart from our regular meetings with a variety of interesting speakers we held our annual coffee morning to raise money for the AFIA project, which helps to provide holidays for families in need of a break from their problems. We also had an enjoyable summer tea in a member's garden during the hot weather and were joined by members of High Oak branch. Collaboration between High Oak and Little Melton branches has proved very supportive.

The branch was also able to contribute to other Mothers' Union initiatives including the Mothering Sunday Appeal funding literacy workers in Africa, the Jubilee Summer of Hope helping needy families in the UK and abroad and the Angel Tree project which provides gifts for prisoners' children in this area.

Mary Dark

Music

Music-making at St Mary's this year has returned to normal again following the pandemic, with the full choir singing for the weekly 10am Parish Eucharist and monthly services of Choral Evensong, plus occasional extra evening services. The choir has enjoyed being able to sing together regularly again, and highlights included Handel's *Hallelujah! Chorus* on Easter Eve, our Christmas carol service (including Howell's *A Spotless Rose* and Lauridsen's *O magnum mysterium*) and a joint concert with the Sillars Orchestra on 2 July (including *Jerusalem* and *Land of hope and glory* with full orchestra). On Sunday 26 June, we enjoyed singing for Richard's first Eucharist, which included Bruckner's *Locus iste* and Leighton's *Communion Service in D*, and then a trip to Norwich Cathedral in the afternoon to sing with the combined choirs from across Norfolk for the Royal School of Church Music Festival Service. We marked the Platinum Jubilee of Queen Elizabeth II with a special service on Sunday 5 June (including the anthem *In our service*, composed by Hewitt Jones and sung by choirs across the country), and then joined the national mourning following the death of the Queen with a special service on Friday 16 September (including Purcell's *Thou knowest, Lord, the secrets of our hearts*). The upper voices sang for the Patronal Festival at All Saints' Church, Besthorpe (30 October), and the full choir enjoyed singing in Besthorpe for Choral Evensong at Harvest (3 October) and the Village Carol Service (18 December). This year we also welcomed the

Wymondham Choristers to sing Choral Evensong at St Mary's on two Sundays (13 February and 10 July).

Numbers in the choir have remained steady in the last year and we have welcomed two new adult members (and no new choristers). The choir is always on the lookout for new members (both adults and children), so do get in touch if you're interested in singing with the choir.

In 2022 we held a number of concerts, including the South Norfolk Youth Symphonic Band (7 May), Classical Chill with violinist Noel Vine (21 May), Norwich Cathedral Choir (19 June), Sillars Orchestra and St Mary's Church Choir (2 July), Hitchin Concert Band (21 August), and an Organ Recital performed by Ashley Grote, Director of Music at Norwich Cathedral (17 September). These concerts have helped to raise funds to support our music project (the Attleborough Music Project, AMP), whilst also allowing us to welcome many new people into our wonderful building. Our biggest fundraising event was the Hymn Marathon (Friday 26 – Monday 29 August), when we sang the entire way through our hymn book non-stop. In total it took 56 hours to complete and was only possible through the help of lots of volunteers including 29 organists, 100s of singers, and a team serving refreshments during the day and night! The event was a fantastic weekend and managed to raise over £10,000 for AMP, so many thanks again to everyone who was involved, provided help or sponsorship.

I'm pleased to report that Judith Williams started as our music outreach worker at the end of August 2022. Judith immediately went into the schools to lead singing sessions and formed the children's choir AMP Voices in the autumn term. The choir had their first performance at St Mary's at the Carol-oke (27 November), with over 30 children singing (with great enthusiasm!) one of the songs that they had been learning from the Norfolk schools pantomime.

Overall, I'm glad to report that music-making at St Mary's has been able to continue strongly over the last 12 months, whilst also embark on new activities, including our outreach work and renewed concerts programme. None of this would be possible without the support of many people, so my thanks go to all members of the choir, our organists (especially Nigel Waring, Assistant Director of Music, but also David Barnard, Simon Cole, Bob Gee and David Hilton as assistant organists covering occasional services), Judith Williams, and the parents of the choristers, for all their commitment and support over the past year. Thanks also go to all of those who have supported our concerts, events and who have donated to the choir fund and helped with fundraising for AMP.

The organ has experienced a few minor faults over the past year, as expected with an ageing instrument, but these have been repaired by EJ Johnson & Son Ltd, who continue to maintain and tune the organ. There is no major update on the organ rebuild work; the necessary faculty permission remains in place and fundraising continues. Choir funds this year have been used to purchase new copies of music (anthems and communion service settings).

Ben Miller

Open the Book

Open the Book Bible presentations were able to re-establish themselves and grow from strength to strength throughout 2022.

Presentations took place twice a month on Wednesdays during term time, at Attleborough Primary in the morning and Rosecroft Primary in the afternoon. Two teams, led by volunteers and supported by the clergy, offered performed Bible stories for Attleborough Primary. For Rosecroft Primary, Matthew and Richard offered a clergy double-act, reading the Open the Book Bible stories and using the supporting materials.

For the Spring Term of 2022 all the work was done online. The plan to live-broadcast Open the Book presentations into Attleborough Primary, which had been devised the previous autumn, was put into action. The teams performed the stories using St Mary's camera system, supported by Matthew and Richard. For Rosecroft, Matthew and Richard made live broadcasts using a lap top.

Occasional problems with IT and communications from the schools meant that sometimes these broadcasts were not able to go ahead. Nonetheless the experience was a positive one, allowing the teams to establish their work together after the long hiatus caused by the pandemic. This served to ready us for a return to in-person assemblies.

To everyone's relief, on 27 April 2022 in-person presentations resumed and were very well received. These continued throughout the Summer and Autumn Terms of 2022. It was a great joy to be back to interacting directly with the children and staff. As Covid restrictions eased we were able to involve children at Attleborough Primary directly in the action, with children playing Biblical characters.

We have been very blessed and grateful to be able to take the Bible into schools in this way. We pray that our work is having a positive impact on the lives of the children we meet. Many thanks to everyone on the teams for their talent and their commitment to enabling this ongoing mission to our primary aged children.

Richard Washington

Safeguarding

The Church of England states clearly that, "The care and protection of children, young people and adults involved in church activities is the responsibility of everyone who participates in the life of our church."

Safeguarding does not have to be a complicated thing. If you have a concern about anybody involved in a church activity, young or old, please pass it on. All concerns will be taken seriously and will be discussed. If necessary, they will be passed on to the diocesan safeguarding officers for their consideration.

Safeguarding is everybody's responsibility. Please never be afraid of raising a concern.

Andrew Slater

Servers

I am pleased to report that the Serving team is back to full strength and we are very grateful for their continued work. However we were sorry that Mike decided to retire and we thank him for his service.

Full strength means that we have just enough Servers to fulfil the demands of the services, but we are as usual always looking out for more volunteers to spread the load. If you feel a call to help out in this valuable and rewarding way please do mention it to the Clergy or me. No previous experience is necessary as full training will be given.

David Stubbart

Sidespeople

During the last year the role of the sidesperson has changed a little. We have moved from the constant lockdown and a closed church to slightly more relaxed covid precautions interspersed with caution both from those attending to those supporting worship.

During the last year we have relied on our excellent sidespeople to be the friendly face at the door either from behind a mask and socially distanced or face to face. We are grateful to everyone who has undertaken this most important role.

Marion Dawe

Summer Fete 9 July 2022

It all started in February 2022 with the first fete planning meeting. All meetings were well attended and took place online throughout the preparation stages. It was an early start, but the sun was shining on the 9th July, the whole church family was involved in making the 2022 fete a real success. We welcomed five local groups who performed in the entertainments area. There were 22 craft stalls which were pitched both inside and outside the church. There was an array of our own manned stalls such as plants and garden produce, children's clothes, toys and games, jigsaws, books, bric a brac, jars tombola, cakes, bottles tombola, water into wine, jewellery, tombola and raffle.

We received support from the local businesses who donated items such as eggs, BBQ items and raffle prizes which we were very grateful for. There was a wonderful atmosphere with lots of enjoyment had. The fete was well attended and supported by the whole town community.

Thanks goes to everyone who helped towards this year's fete, for all those who donated items to sell, organised, prepared and manned a stall, advertised the event, helped with setting up and clearing away as well as organising the finances and behind the scenes administration. It is such a team effort by the whole church family.

The total raised was £3,365.

Susan Wilson

Sunday Club

Sunday Club ran every other week during term time in 2022. Between 7 and 12 children typically attended each session. We are extremely grateful for the small core of parents who have supported Sunday Club by helping out during lessons or leading sessions.

Sessions typically start with a game, or introductory activity. Afterwards, the children hear the story for the day (usually the Gospel reading) and then consolidate their learning with a craft activity. The children have enjoyed the opportunity to share their learning with the rest of the congregation, on their return to the service at communion.

At Easter, the children were kindly donated Easter Eggs which were gratefully received.

A highlight of the year is always the Sunday Club nativity play. We had a small cast of children playing the main roles. Some of the older children took on the responsibility of narrating. The nativity play ended with the children singing away in a manger, supported by the choir.

Lorna Goodrich

Minutes of the Annual Church Meetings held on Tuesday 26 April 2022 at 7.30pm in St Mary's Church Hall and on Zoom

Parishioners Meeting

1. **Apologies for absence**

Carole Burt, James and Sue Lynch, Graham and Sharon Negus, Arthur Peters, Joan Smith, David and Penny Stubbert, Revd Richard Washington, Peter Wright.

Fifteen people were in attendance in person at this meeting with eight on Zoom.

2. **Minutes of the Parishioners meeting held on 13 April 2021**

It was proposed by Susan Wilson, seconded by Jonathan Tidnam and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3. **Election of churchwardens**

The Rector thanked the Churchwardens of the past year, David Bartington, Marion Dawe and Cherry Saunders for their hard work and support.

Nominations for three churchwardens for the year April 2022/2023 had been put forward before the meeting.
Churchwardens are elected annually and usually cannot stand for more than 6 years in succession.

	<u>Proposer</u>	<u>Seconder</u>
David Bartington	Pauline Parnell Hopkinson	Eileen Roberts
Marion Dawe	Ben Miller	Sally Crockford
Jacqueline (Cherry) Saunders	Dorothy Woolliscroft	Linda Trounce

With there being no further nomination forms received by the Chairman prior to the meeting the above elections were agreed unanimously.

4. **Close of meeting** The meeting closed at 7.40pm.

Annual Parochial Church Meeting

1. **Apologies for absence**

Carole Burt, James and Sue Lynch, Graham and Sharon Negus, Arthur Peters, Joan Smith, David and Penny Stubbert, Revd Richard Washington, Peter Wright.

2. **Minutes of the APCM meeting held on 13 April 2021**

It was proposed by Marion Dawe, seconded by Ben Miller and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3. **Elections**

(a) PCC members *(four places for three years)*

At the APCM in 2011 it had been agreed that although PCC members stand for a period of 3 years, members could be put forward to be elected for a further 3-year period, but could not stand for more than 6 years in succession.

The following were proposed and seconded to stand on the Attleborough PCC for a three-year term:

	<u>Proposer</u>	<u>Seconder</u>
Paul Andrew	Jacqueline (Cherry) Saunders	Marion Dawe
Arthur Peters	Paul Andrew	Susan Wilson
Jonathan Tidnam	Chris MacKinnon	Enid Andrew

4. **Reports**

(a) PCC, Deanery Synod, Churchwardens

Reports of the PCC, Deanery Synod and Churchwardens (including Fabric) were presented.

The Terrier and Log Book had been updated during the year and were available for inspection in the church office.

(b) Treasurer

Presentation of Audited Church Accounts for year ending 31.12.2021

The Chairman presented the accounts for the year ending 31 December 2021. These had been approved by the PCC and signed by the Chairman and Treasurer at a PCC meeting on 8 March 2022 for presentation to the APCM. With there being no questions raised, it was proposed by Dorothy Woolliscroft, seconded by Susan Wilson, and agreed by all present that the accounts for 2021 be commended.

The Chairman wished to record his thanks on behalf of the PCC to Yvonne O'Dell as treasurer for her conscientious dedication and sound handling of the St Mary's finances.

(c) Rector's Report

Revd Matthew Jackson gave his report as Rector of the parish and Chairman of the Attleborough PCC.

A copy of this would be printed in the May 2022 edition of *The Link* parish magazine and filed on record with the 2021 Annual Report. Printed copies were also available on the table at the back of the church.

5. Appointment of Independent Examiner

Thanks was expressed to George Ridgway who had been the Independent Examiner for the past year.

It was proposed by Dorothy Woolliscroft, seconded by Marion Dawe and agreed by all present that George Ridgway be appointed Independent Examiner for the coming year.

With their being no further nominations the above was duly appointed.

It was agreed that Mr Ridgway be presented with a gift of wine for carrying out this task

6. Presentation and adoption of Electoral Roll

There were 123 members on the Church Electoral Roll as at 4 April 2022.

It was proposed by Marion Dawe, seconded by Susan Wilson and agreed by all present that the 2022/23 Roll be adopted.

The Rector wished to record his thanks to Carole on behalf of the parish for her work as Electoral Roll Officer throughout the year.

7. Appointment of sidespeople

The Rector thanked the sidespeople who had attempted to carry out the task of welcoming people during the past year, under difficult circumstances.

It was hoped that this role may return to a more normal welcome in the coming year as things slowly return to past sidesperson duties pre pandemic.

Marion Dawe proposed the following en-bloc for election to serve as sidespeople during the year April 2022/2023, with Pat Buttolph acting as Senior Sidesperson: Enid & Paul Andrew, Jill Atkins, Bobbie Aughton, Sandra Blyth, Pat Buttolph, Bob Gandell, Pauline Parnell Hopkinson, Joan Smith, Catherine and Steve Taylor, Susan Wilson.

These were seconded by Dorothy Woolliscroft.

With there being no further nominations the above twelve persons listed were duly elected.

8. Any Other Business

Thank you to Matthew

Marion Dawe thanked Matthew, on behalf of the parish, for his dedicated ministry and leadership as Rector during the past year. She also thanked Matthew's wife Emma and his family for their vital support behind the scenes.

9. Close of meeting

The meeting closed at 8.15pm with The Grace being said together.

Financial Report and Accounts for the year ended 31 December 2022

Financial Review

General fund

Overall income from giving (collections, standing orders, donations and Gift Aid claims) was almost £3,500 higher than in 2021. Income from wedding/funeral fees was almost £3,000 above 2021. In addition to the annual fete, craft markets were held during the year and income from fundraising was £700 more than 2021. Income was received from advertising in 2022 of £1,920 whereas none had been received in 2021.

Expenditure for 2022 was some £6,000 higher than in 2021, in part due to the rising cost of heating, together with the general increase in the cost of living.

A transfer of £3,000 from the Unrestricted Legacies Fund to the General Fund has been shown, towards the Parish Share.

The overall result for the General fund is very satisfactory, with a net income of £1,590.

Designated Legacies Fund (Unrestricted)

There was a large income from a legacy of £27,799 in April. The cost of electrical testing and certification was taken from this fund.

Designated Hall Fund

There was increased use of the hall in 2022, resulting in this year's income being some £2,500 higher than 2021 but this was offset by increased expenditure, mainly due to the large increases to the cost of gas and electricity and the cost of living. Net income is therefore similar to that of 2021.

Fabric & Heating Fund (Restricted)

Received was a small legacy of £500 and a residual legacy of £360 restricted to be used for the church fabric.

Other Restricted Funds

The restricted fund for the Music Project Fund established in 2021 was renamed the Attleborough Music Project (AMP). The AMP held a successful Hymn Marathon during the August Bank Holiday weekend which raised over £10,400. Additional donations were received during the year for this fund and also for the organ fund.

A grant was received from the National Fund Youth Music for a specialist Music Outreach Worker who was employed in August to lead music outreach activities with children, the elderly and disabled people in the local community.

New restricted funds for Mother's Union and for Drop In & Share Sharing Table were created, the latter receiving a grant for its start-up.

Fixed Assets

The mid market value of the two trust fund investment assets at the year end was £11,363 (2021: £12,879).

Reserves Policy

It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2022 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall. The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes. It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 16th 17th by:

.....*A. C. [Signature]*..... Chairman

.....*YHO. Dell*..... Treasurer

St Mary's Church, Attleborough

FINANCIAL STATEMENT for the Year to 31 December 2022

Unrestricted Funds Statement of Financial Activities

General fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Collections	6,560	4,582	Parish share	56,128	55,503
Non-Gift Aid planned giving	2,417	2,222	Clergy expenses	983	618
Collections Gift Aid	4,583	5,603	Other Clergy Costs	2,688	1,633
Standing Order Gift Aid	27,567	28,469	Church Admin. salaries & NI	8,035	7,750
Standing Order Non Gift Aid	6,557	4,476	Stationery, postage, misc.admin.	6,369	5,708
Tax refund on Gift Aid	11,774	11,902	Insurance & Associated Costs	3,556	2,843
Fees Weddings	2,887	1,278	Heating & Lighting	3,040	1,959
Funeral Services & memorials	4,030	2,736	Cleaning/Misc. minor maint.	743	255
Utilities	600	480	Norwich Dioc. Assoc. of Bells	10	10
Donations wall safe & candles	1,010	980	Director of music	7,210	6,237
Donations Give a Little online (SumUp)	2,622	3,303	Other Music expenses	580	559
Donations Give a Little card reader (SumUp)	1,431	657	Stewardship expenses	82	111
Other donations	5,089	2,525	Online Worship Streaming Licence	144	198
Donations Gift Aid	976	2,400			
Donations for Charities	2,147	1,259	Donations to charities	2,047	1,456
Dividends/Interest (deposit a/c's)	449	330			
Summer fête & other fundraising	6,106	5,407	Fund raising Expenses	134	0
Patronal Festival	0	320	Patronal Festival Expenses	0	265
Magazines and cards etc	1,289	1,289	Church magazine and cards	486	460
Magazines advertising	1,920	0	Publicity	0	0
Donations for printing	25	8	Donations & gifts	43	19
Other Income	0	0	Miscellaneous	0	0
Hire/Donations for use of church	830	0			
Boiler grant	0	0	Boiler	0	339
Church Admin. salaries furlough payments	0	351			
Norwich diocese grant for children's activities	0	450			
Transfer from Designated Legacies Fund (Parish Share)	3,000	5,000			
Transfer from Designated Hall Fund (Parish Share)	0	1,000			
TOTAL Incoming Resources	93,868	87,027	TOTAL Resources Expended	92,278	85,921
NET INCOMING RESOURCES	1,590	1,107			
Cash BALANCES B/FWD 1 JANUARY	10,102	8,996	Note:		
Cash BALANCES C/FWD 31 DECEMBER	11,693	10,102	Services in Crematorium		
			Contributions to Parish Share:	420	
Total asset balance b/fwd 1 JANUARY	16,840	15,734			
Total asset balance c/fwd 31 DECEMBER	18,431	16,840			
Designated Legacies Fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Legacies	27,758	28,437	Electrical testing & certification	5,461	1,195
Interest (deposit a/c's)	439	14	Piano/organ/microphone	1,688	743
			Transfer to General Fund (Parish Share)	3,000	5,000
Online worship streaming installation					
Online worship - Att Town Lands Charity grant	0	14,295	Online worship - installation	0	15,098
Online worship - Allchurches Trust grant	0	4,550	Online worship - Allchurches Trust grant	0	2,892
TOTAL INCOMING RESOURCES	28,197	47,296	TOTAL RESOURCES EXPENDED	10,149	24,927
NET INCOMING RESOURCES	18,048	22,369			
BALANCES B/FWD 1 JANUARY	67,496	45,127			
BALANCES C/FWD 31 DECEMBER	85,544	67,496			

Designated Hall Fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Day Care Hire fees	23,652	21,005	Administration salaries & NI	13,747	13,433
Community Luncheon Club	0	704	Insurance & Associated Costs	2,607	2,843
Coffee & Chat	480	191	Heating & Lighting	6,031	3,918
Slimming World	2,965	1,634	Water	1,229	485
Other Hire fees	1,949	754	Cleaning & misc. & sundries	1,738	1,287
Other Income	40	0	Repairs and Hall upkeep	2,383	1,891
Dividends & Interest	394	17	Health & Safety	1,085	870
Administration salaries & NI furlough payments	0	2,680	Donations to charities	0	0
			Transfer to General Fund (Parish Share)	0	1,000
TOTAL INCOME RESOURCES	29,480	26,986	TOTAL RESOURCES EXPENDED	28,819	25,728
NET INCOMING RESOURCES	661	1,258			
BALANCES B/FWD 1 JANUARY	30,497	29,239			
BALANCES C/FWD 31 DECEMBER	31,158	30,497			

Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Interest (deposit a/c's) Fabric	428	24	Architects fees	0	0
Legacy	860	0	Structural Engineers fees	0	0
Donations	0	0	Church Heating/New Boiler	0	0
Grant for feasibility study of church & rooms	0	1,900	Church & rooms feasibility study, CAD & Planning	600	9,000
Grant for VAT on feasibility study	1,465	0			
TOTAL INCOMING RESOURCES	2,753	1,924	TOTAL RESOURCES EXPENDED	600	9,000
NET INCOMING RESOURCES	2,153	(7,076)			
BALANCES B/FWD 1 JANUARY	40,191	47,267			
BALANCES C/FWD 31 DECEMBER	42,345	40,191			

Other Restricted Funds	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Flowers donations	208	40	Flowers	189	100
Choir Fund	650	299	Choir	113	164
Community Lunch	2,143	503	Community Lunch	1,748	508
Messy Church Fund	0	0	Messy Church Fund	0	0
Friday Fun Club	139	6	Friday Fun Club	235	90
Grant for Friday Fun Club	0	0			
Drop In & Play	625	260	Drop In & Play	591	439
Drop In & Share Sharing Table	250	0	Drop In & Share Sharing Table	10	0
Mother's Union	142	0	Mother's Union	33	0
Organ Fund	1,938	493	Organ Fund	0	0
Attleborough Music Project	13,603	3,005	Attleborough Music Project	3,265	849
Grant for Music Outreach Worker	15,000	0	Music Outreach Worker costs	4,068	0
Interest (deposit a/c's) Bells	25	1	Bells expenses	0	0
TOTAL INCOMING RESOURCES	34,722	4,607	TOTAL RESOURCES EXPENDED	10,252	2,149
NET INCOMING RESOURCES	24,470	2,458			
BALANCES b/fwd 1 JANUARY	8,451	5,992			
BALANCES c/fwd 31 DECEMBER	32,921	8,451			

TOTALS INCOMING and EXPENDED RESOURCES	2022	2021		2022	2021
	£	£	TOTAL RESOURCES EXPENDED	£	£
TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS	189,020	167,840		142,097	147,725
NET INCOMING RESOURCES and MOVEMENT IN FUNDS	46,923	20,116			
BALANCES b/fwd 1 JANUARY	163,475	143,360			
BALANCES c/fwd 31 DECEMBER	210,398	163,475			

Attleborough Parochial Church Council

Balance Sheet at 31 December 2022

(Figures rounded to nearest £)

	Unrestricted			Restricted		Total
	General Fund	Designated Legacy Fund	Hall Fund	Fabric & Heating Fund	Other Restricted funds	
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	25,115	51,711	3,021	9,354	30,759	119,959
Deposit CBF	0	33,833	30,358	32,991	1,952	99,134
Cash						0
Debtors	5,762	0	0	0	211	5,972
less Suspense	0					
TOTAL CURRENT ASSETS	30,875	85,544	33,380	42,345	32,921	225,066
Less Current Liabilities	19,183	0	2,222	0	0	21,404
TOTAL NET CURRENT ASSETS	11,693	85,544	31,158	42,345	32,921	203,661
TOTAL NET ASSETS	18,431	85,544	31,158	42,345	32,921	210,399

	2021					
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	22,366	34,102	1,690	7,629	6,524	72,311
Deposit CBF	0	33,394	29,964	32,563	1,927	97,847
Cash						0
Debtors	4,411	0	0	0	0	4,411
	0					
TOTAL CURRENT ASSETS	26,777	67,496	31,655	40,191	8,451	174,569
Less Current Liabilities	16,674	0	1,157	0	0	17,832
TOTAL NET CURRENT ASSETS	10,102	67,496	30,497	40,191	8,451	156,738
TOTAL NET ASSETS	16,840	67,496	30,497	40,191	8,451	163,476

Analysis of 'Other' restricted funds

FUND Year	Bells	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop in & Play	Drop In & Share	Mother's Union	Organ Fund	Attleboro Music Project	Music Outreach Worker	TOTAL Other
2022	1,860	605	679	838	651	662	420	240	109	3,433	12,494	10,932	32,921
2021	1,835	586	284	300	651	758	386	0	0	1,495	2,156	0	8,451

Notes to the financial statements for the year ended 31 December 2022

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body.

Funds

Restricted funds represent income, donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £19,940 (2021: £20,050).

b) Payments to PCC members

As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £4,510 and this payment is included in Director of Music expenses.

6. Debtors

For 2022 General fund 'Debtors' is uncleared receipts of £2,422 from funerals held at the end of December, a tax refund due from Gift Aid of £3,539, of which £211 relates to the music and organ funds (2021: Gift aid refund £3,396), and donations of £11.

Creditors (Current Liabilities)

The year 2022 General fund 'Current Liabilities' are the outstanding instalments for Parish Share £13,128, outstanding fees payable to the Dioceses of £3,482, insurance £834 (2021: £746), electricity and gas bills of £535 (2021: £118), miscellaneous other £1,204 (2021: £1,067).

The Hall Fund 'Current Liability' is the outstanding instalments of its share of the insurance £834 (2021: £746), electricity and gas bills of £1,071 (2021: £235) and miscellaneous other £318 (2021: £176).

Independent Examiners Certificate

Report to the trustees/ members of:

ATTLEBOROUGH PAROCHIAL CHURCH COUNCIL

On accounts for the year ended:

31 DECEMBER 2022

Charity no (if any):

11 30 508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022

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 [INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND & WALES]]. 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:

16 02 2023

Name:

GEORGE RIDGWAY

Independent Examiners Certificate

Report to the trustees/ members of:

ATTLEBOROUGH PAROCHIAL Church Council

On accounts for the year ended:

31 DECEMBER 2022

Charity no (if any):

11 30 508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022

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 [INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND & WALES]]. Delete [] if not applicable.~~

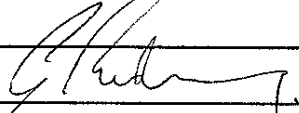
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- 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:

16 02 2023

Name:

GEORGE RIDGWAY

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

FELLOW OF INSTITUTE OF CHARTERED ACCOUNTANTS
IN ENGLAND & WALES

Address:

ALMA HOUSE

STATION ROAD

ATTLEBOROUGH, NORFOLK, NR17 2AS

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

Financial Report and Accounts for the year ended 31 December 2022

Financial Review

General fund

Overall income from giving (collections, standing orders, donations and Gift Aid claims) was almost £3,500 higher than in 2021. Income from wedding/funeral fees was almost £3,000 above 2021. In addition to the annual fete, craft markets were held during the year and income from fundraising was £700 more than 2021. Income was received from advertising in 2022 of £1,920 whereas none had been received in 2021.

Expenditure for 2022 was some £6,000 higher than in 2021, in part due to the rising cost of heating, together with the general increase in the cost of living.

A transfer of £3,000 from the Unrestricted Legacies Fund to the General Fund has been shown, towards the Parish Share.

The overall result for the General fund is very satisfactory, with a net income of £1,590.

Designated Legacies Fund (Unrestricted)

There was a large income from a legacy of £27,799 in April. The cost of electrical testing and certification was taken from this fund.

Designated Hall Fund

There was increased use of the hall in 2022, resulting in this year's income being some £2,500 higher than 2021 but this was offset by increased expenditure, mainly due to the large increases to the cost of gas and electricity and the cost of living. Net income is therefore similar to that of 2021.

Fabric & Heating Fund (Restricted)

Received was a small legacy of £500 and a residual legacy of £360 restricted to be used for the church fabric.

Other Restricted Funds

The restricted fund for the Music Project Fund established in 2021 was renamed the Attleborough Music Project (AMP). The AMP held a successful Hymn Marathon during the August Bank Holiday weekend which raised over £10,400. Additional donations were received during the year for this fund and also for the organ fund.

A grant was received from the National Fund Youth Music for a specialist Music Outreach Worker who was employed in August to lead music outreach activities with children, the elderly and disabled people in the local community.

New restricted funds for Mother's Union and for Drop In & Share Sharing Table were created, the latter receiving a grant for its start-up.

Fixed Assets

The mid market value of the two trust fund investment assets at the year end was £11,363 (2021: £12,879).

Reserves Policy

It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2022 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall. The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes. It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 16th 17th by:

.....*A. C. [Signature]*..... Chairman

.....*YHO. Dell*..... Treasurer

St Mary's Church, Attleborough

FINANCIAL STATEMENT for the Year to 31 December 2022

Unrestricted Funds Statement of Financial Activities

General fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Collections	6,560	4,582	Parish share	56,128	55,503
Non-Gift Aid planned giving	2,417	2,222	Clergy expenses	983	618
Collections Gift Aid	4,583	5,603	Other Clergy Costs	2,688	1,633
Standing Order Gift Aid	27,567	28,469	Church Admin. salaries & NI	8,035	7,750
Standing Order Non Gift Aid	6,557	4,476	Stationery, postage, misc.admin.	6,369	5,708
Tax refund on Gift Aid	11,774	11,902	Insurance & Associated Costs	3,556	2,843
Fees Weddings	2,887	1,278	Heating & Lighting	3,040	1,959
Funeral Services & memorials	4,030	2,736	Cleaning/Misc. minor maint.	743	255
Utilities	600	480	Norwich Dioc. Assoc. of Bells	10	10
Donations wall safe & candles	1,010	980	Director of music	7,210	6,237
Donations Give a Little online (SumUp)	2,622	3,303	Other Music expenses	580	559
Donations Give a Little card reader (SumUp)	1,431	657	Stewardship expenses	82	111
Other donations	5,089	2,525	Online Worship Streaming Licence	144	198
Donations Gift Aid	976	2,400			
Donations for Charities	2,147	1,259	Donations to charities	2,047	1,456
Dividends/Interest (deposit a/c's)	449	330			
Summer fête & other fundraising	6,106	5,407	Fund raising Expenses	134	0
Patronal Festival	0	320	Patronal Festival Expenses	0	265
Magazines and cards etc	1,289	1,289	Church magazine and cards	486	460
Magazines advertising	1,920	0	Publicity	0	0
Donations for printing	25	8	Donations & gifts	43	19
Other Income	0	0	Miscellaneous	0	0
Hire/Donations for use of church	830	0			
Boiler grant	0	0	Boiler	0	339
Church Admin. salaries furlough payments	0	351			
Norwich diocese grant for children's activities	0	450			
Transfer from Designated Legacies Fund (Parish Share)	3,000	5,000			
Transfer from Designated Hall Fund (Parish Share)	0	1,000			
TOTAL Incoming Resources	93,868	87,027	TOTAL Resources Expended	92,278	85,921
NET INCOMING RESOURCES	1,590	1,107			
Cash BALANCES B/FWD 1 JANUARY	10,102	8,996	Note:		
Cash BALANCES C/FWD 31 DECEMBER	11,693	10,102	Services in Crematorium		
			Contributions to Parish Share:	420	
Total asset balance b/fwd 1 JANUARY	16,840	15,734			
Total asset balance c/fwd 31 DECEMBER	18,431	16,840			
Designated Legacies Fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Legacies	27,758	28,437	Electrical testing & certification	5,461	1,195
Interest (deposit a/c's)	439	14	Piano/organ/microphone	1,688	743
			Transfer to General Fund (Parish Share)	3,000	5,000
Online worship streaming installation					
Online worship - Att Town Lands Charity grant	0	14,295	Online worship - installation	0	15,098
Online worship - Allchurches Trust grant	0	4,550	Online worship - Allchurches Trust grant	0	2,892
TOTAL INCOMING RESOURCES	28,197	47,296	TOTAL RESOURCES EXPENDED	10,149	24,927
NET INCOMING RESOURCES	18,048	22,369			
BALANCES B/FWD 1 JANUARY	67,496	45,127			
BALANCES C/FWD 31 DECEMBER	85,544	67,496			

Designated Hall Fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Day Care Hire fees	23,652	21,005	Administration salaries & NI	13,747	13,433
Community Luncheon Club	0	704	Insurance & Associated Costs	2,607	2,843
Coffee & Chat	480	191	Heating & Lighting	6,031	3,918
Slimming World	2,965	1,634	Water	1,229	485
Other Hire fees	1,949	754	Cleaning & misc. & sundries	1,738	1,287
Other Income	40	0	Repairs and Hall upkeep	2,383	1,891
Dividends & Interest	394	17	Health & Safety	1,085	870
Administration salaries & NI furlough payments	0	2,680	Donations to charities	0	0
			Transfer to General Fund (Parish Share)	0	1,000
TOTAL INCOME RESOURCES	29,480	26,986	TOTAL RESOURCES EXPENDED	28,819	25,728
NET INCOMING RESOURCES	661	1,258			
BALANCES B/FWD 1 JANUARY	30,497	29,239			
BALANCES C/FWD 31 DECEMBER	31,158	30,497			

Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Interest (deposit a/c's) Fabric	428	24	Architects fees	0	0
Legacy	860	0	Structural Engineers fees	0	0
Donations	0	0	Church Heating/New Boiler	0	0
Grant for feasibility study of church & rooms	0	1,900	Church & rooms feasibility study, CAD & Planning	600	9,000
Grant for VAT on feasibility study	1,465	0			
TOTAL INCOMING RESOURCES	2,753	1,924	TOTAL RESOURCES EXPENDED	600	9,000
NET INCOMING RESOURCES	2,153	(7,076)			
BALANCES B/FWD 1 JANUARY	40,191	47,267			
BALANCES C/FWD 31 DECEMBER	42,345	40,191			

Other Restricted Funds	2022	2021		2022	2021
INCOMING RESOURCES	£	£	RESOURCES EXPENDED	£	£
Flowers donations	208	40	Flowers	189	100
Choir Fund	650	299	Choir	113	164
Community Lunch	2,143	503	Community Lunch	1,748	508
Messy Church Fund	0	0	Messy Church Fund	0	0
Friday Fun Club	139	6	Friday Fun Club	235	90
Grant for Friday Fun Club	0	0			
Drop In & Play	625	260	Drop In & Play	591	439
Drop In & Share Sharing Table	250	0	Drop In & Share Sharing Table	10	0
Mother's Union	142	0	Mother's Union	33	0
Organ Fund	1,938	493	Organ Fund	0	0
Attleborough Music Project	13,603	3,005	Attleborough Music Project	3,265	849
Grant for Music Outreach Worker	15,000	0	Music Outreach Worker costs	4,068	0
Interest (deposit a/c's) Bells	25	1	Bells expenses	0	0
TOTAL INCOMING RESOURCES	34,722	4,607	TOTAL RESOURCES EXPENDED	10,252	2,149
NET INCOMING RESOURCES	24,470	2,458			
BALANCES b/fwd 1 JANUARY	8,451	5,992			
BALANCES c/fwd 31 DECEMBER	32,921	8,451			

TOTALS INCOMING and EXPENDED RESOURCES	2022	2021		2022	2021
	£	£	TOTAL RESOURCES EXPENDED	£	£
TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS	189,020	167,840		142,097	147,725
NET INCOMING RESOURCES and MOVEMENT IN FUNDS	46,923	20,116			
BALANCES b/fwd 1 JANUARY	163,475	143,360			
BALANCES c/fwd 31 DECEMBER	210,398	163,475			

Attleborough Parochial Church Council

Balance Sheet at 31 December 2022

(Figures rounded to nearest £)

	Unrestricted			Restricted		Total
	General Fund	Designated Legacy Fund	Hall Fund	Fabric & Heating Fund	Other Restricted funds	
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	25,115	51,711	3,021	9,354	30,759	119,959
Deposit CBF	0	33,833	30,358	32,991	1,952	99,134
Cash						0
Debtors	5,762	0	0	0	211	5,972
less Suspense	0					
TOTAL CURRENT ASSETS	30,875	85,544	33,380	42,345	32,921	225,066
Less Current Liabilities	19,183	0	2,222	0	0	21,404
TOTAL NET CURRENT ASSETS	11,693	85,544	31,158	42,345	32,921	203,661
TOTAL NET ASSETS	18,431	85,544	31,158	42,345	32,921	210,399

	2021					
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	22,366	34,102	1,690	7,629	6,524	72,311
Deposit CBF	0	33,394	29,964	32,563	1,927	97,847
Cash						0
Debtors	4,411	0	0	0	0	4,411
	0					
TOTAL CURRENT ASSETS	26,777	67,496	31,655	40,191	8,451	174,569
Less Current Liabilities	16,674	0	1,157	0	0	17,832
TOTAL NET CURRENT ASSETS	10,102	67,496	30,497	40,191	8,451	156,738
TOTAL NET ASSETS	16,840	67,496	30,497	40,191	8,451	163,476

Analysis of 'Other' restricted funds

FUND Year	Bells	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop in & Play	Drop In & Share	Mother's Union	Organ Fund	Attleboro Music Project	Music Outreach Worker	TOTAL Other
2022	1,860	605	679	838	651	662	420	240	109	3,433	12,494	10,932	32,921
2021	1,835	586	284	300	651	758	386	0	0	1,495	2,156	0	8,451

Notes to the financial statements for the year ended 31 December 2022

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body.

Funds

Restricted funds represent income, donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £19,940 (2021: £20,050).

b) Payments to PCC members

As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £4,510 and this payment is included in Director of Music expenses.

6. Debtors

For 2022 General fund 'Debtors' is uncleared receipts of £2,422 from funerals held at the end of December, a tax refund due from Gift Aid of £3,539, of which £211 relates to the music and organ funds (2021: Gift aid refund £3,396), and donations of £11.

Creditors (Current Liabilities)

The year 2022 General fund 'Current Liabilities' are the outstanding instalments for Parish Share £13,128, outstanding fees payable to the Dioceses of £3,482, insurance £834 (2021: £746), electricity and gas bills of £535 (2021: £118), miscellaneous other £1,204 (2021: £1,067).

The Hall Fund 'Current Liability' is the outstanding instalments of its share of the insurance £834 (2021: £746), electricity and gas bills of £1,071 (2021: £235) and miscellaneous other £318 (2021: £176).

Independent Examiners Certificate

Report to the trustees/ members of:

ATTLEBOROUGH PAROCHIAL CHURCH COUNCIL

On accounts for the year ended:

31 DECEMBER 2022

Charity no (if any):

11 30 508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022

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 [INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND & WALES]]. 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:

16 02 2023

Name:

GEORGE RIDGWAY

Independent Examiners Certificate

Report to the trustees/ members of:

ATTLEBOROUGH PAROCHIAL Church Council

On accounts for the year ended:

31 DECEMBER 2022

Charity no (if any):

11 30 508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022

Responsibilities and basis of report

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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 [INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND & WALES]]. Delete [] if not applicable.~~

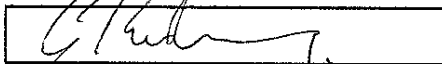
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- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which 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:

16 02 2023

Name:

GEORGE RIDGWAY

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

FELLOW OF INSTITUTE OF CHARTERED ACCOUNTANTS
IN ENGLAND & WALES

Address:

ALMA HOUSE

STATION ROAD

ATTLEBOROUGH, NORFOLK, NR17 2AS

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

Accounts

A Year in Review

Annual Report on 2021



Welcome to the report booklet prepared for the St Mary's Annual Meetings on Tuesday 26 April 2022. The reports in this booklet are on church activities in 2021. Please do try to come to the meeting which starts at 7.30pm in the Church Hall. There is a service of Holy Communion at 7pm prior to the meeting.

The agenda for the meeting is enclosed and a full report on church activities for you to read before the meeting. There will be a chance to ask questions on the reports but as usual the reports themselves won't be read out. You will find the accounts in a supplement in the centre of the booklet and you can find the minutes of last year's meeting, which we need to approve, at the back.

Revd Matthew Jackson, April 2022

for the Annual Parochial Church Meeting
of St Mary's Church Attleborough

Tuesday 26 April 2022
7.30pm in the Church Hall and on Zoom
preceded by Holy Communion at 7pm

THE ANNUAL PARISH CHURCH MEETING

Tuesday 26 April 2022 at 7.30pm in St Mary's Church Hall
and on Zoom

AGENDA

Meeting 1

- 1 Apologies for absence
- 2 Minutes of the last meeting (13 April 2021)
- 3 Election of three Churchwardens
- 4 Close of meeting

Meeting 2

- 1 Apologies for absence
- 2 Minutes of the previous APCM/Matters arising (13 April 2021)
- 3 Elections
Parochial Church Council – four places for three years
- 4 Reports:
 - a. PCC
 - b. Churchwardens
(including Fabric, presentation of Log Book and Terrier)
 - c. Presentation of Church Accounts
 - d. Chairman's report: Revd Matthew Jackson
- 5 Opportunity to ask questions on the reports in this booklet
- 6 Appointment of Independent Examiner
- 7 Presentation and Adoption of Electoral Roll
- 8 Appointment of Sidespeople
- 9 Any other business, including time for general discussion
of any matters of concern which may be brought to
the meeting

A short meeting of the new PCC will follow this meeting

ST MARY'S CHURCH – ANNUAL REPORT FOR 2021

Administrative information

St Mary's Church, Attleborough is part of the Norwich Diocese in the Thetford & Rockland Deanery. The correspondence address is St Mary's Church Office, Church Street, Attleborough, NR17 2AH. The Parochial Church Council (PCC) is registered with the Charity Commission (Number: 1130508).

Structure, governance and management

The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and activities

St Mary's PCC has the responsibility of co-operating with the Incumbent and Churchwardens in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for the building.

The main activities of the PCC are the provision of church services, baptisms, weddings, funerals, youth and children's work and teaching adults through home and prayer groups.

PCC membership and Report

Members of the PCC are either ex officio or elected at the Annual Parish Church Meeting (APCM), in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

<i>Incumbent:</i>	Revd Matthew Jackson	<i>(Chairman)</i>
<i>Assistant Priest:</i>	Revd Andrew Slater	
<i>Assistant Curate:</i>	Revd Richard Washington	<i>(from July 2021)</i>
<i>Licensed Lay Minister {PtO}</i>	Robert Andrews	
<i>Licensed Lay Minister</i>	Brenda Greig	<i>(also Deanery Synod rep)</i>
<i>Churchwardens:</i>	David Bartington	
	Marion Dawe	<i>(Lay Vice-Chairman)</i>
	Cherry Saunders	

Deanery Synod rep: Eileen Roberts

Elected members: Catherine Buckley
 Carole Burt
 Sally Crockford
 Christopher MacKinnon
 Sharon Negus
 Emma Neve
 David Stubbert
 Susan Wilson
 Jonathan Tidnam
 Dorothy Woolliscroft
 Peter Wright
Co-opted: Paul Andrew (Fabric Officer)

Director of Music: Ben Miller
Secretary: Pat Buttolph
Treasurer: Yvonne O'Dell

There are currently twenty one people serving on the PCC – eight ex-officio, twelve elected for a three-year term of office (including Deanery Synod representatives) and one co-option. Pat Buttolph, Ben Miller and Yvonne O'Dell attend meetings as Secretary, Director of Music and treasurer respectively. Sally Crockford, Sharon Negus and Jonathan Tidnam will retire after having completed a three year term of office, but are eligible to stand for a further three years if they wish. Peter Wright retires after having completed the maximum term of six years. We thank them for their commitment to the life of St Mary's over this time. There were 10 PCC meetings during 2021, with the first 7 of the year only on Zoom and meetings from September held in the Church Hall and also on Zoom. The average attendance at meetings during the year was 17. Reports were given at meetings on finance, deanery matters, youth & children's work, social & fundraising, church hall, fabric and music, when appropriate. Other business discussed and implemented during the year included general maintenance of the church, plans for the seasons of Lent, Easter, Advent and Christmas, working around Covid. Plans for the grand summer fete were discussed regularly. Safeguarding was an item on each PCC meeting agenda. An approved copy of the minutes of the most recent PCC meeting is always displayed on the notice board at the back of the church. Parishioners are encouraged to read the minutes and minutes of past meetings, which are available on request at the Church Office between Monday-Friday, 10-12 noon.

Pat Buttolph

Church attendance

On 31 December 2021 there were 121 parishioners on the Church Electoral Roll, of whom 32 were not resident within the parish. Weekly attendance, taken on a 'normal' Sunday was 88 adults and 10 children, **with online**. Easter communicants numbered 86, Christmas communicants numbered 83. There were 22 baptisms during the year, 3 weddings, 22 funerals held in the church and 17 conducted at crematoriums or Colney Wood.

PCC account holders

Barclays Bank PLC, 45 Market Street, Wymondham, NR18 0AL.
 CCLA Investment Management Limited, The CBF Church of England Fund, Senator House, 85 Queen Victoria Street, London, EC4V 4ET.

Signed on behalf of the PCC by Revd Matthew Jackson

26 April 2022

REPORTS ON PARISH LIFE

Bell Ringing

There has been no ringing done during the pandemic due to covid restrictions and the severe lack of available ringers. We hope to begin ringing again in April 2022. Before the pandemic a large proportion of ringers were elderly, aged 80 years or more, and few younger people were taking up ringing due to the time commitment needed to become proficient. Many older ringers have now decided to stop ringing or to limit ringing to their home towers. We currently have 5 ringers attached to our tower, one fewer than needed as our 6th ringer has moved away, but ringing 5 bells still sounds good.

I will continue to try to get bands when asked but please be mindful that this is now much more difficult than before the pandemic.

Jan May

Bible Study Group

Undaunted by Covid, the Monday evening Bible Study Group has continued to meet regularly during term time. The year began with Zoom meetings which enabled most of our regular members to take part, but as restrictions eased, we were able to move to the church hall, remaining socially distant but able to talk face to face. A series of studies entitled "What can we believe these days" covered topics ranging from *The Bible in an age of science*, *Doubts*, *Miracles*, and *Sharing our faith*. More recently we have been thinking about *The Fruit of The Spirit*. New members are always welcome, and no knowledge of the Bible is required!

Bob Baker

Children's Society

The covid pandemic curtailed many of our usual fund raising events in 2021 however we were finally allowed to empty house collecting boxes. This was a momentous occasion and we counted £799.20 which was then taken to the bank in a wheeled suitcase!

In November we were able to hold a coffee morning, which again was well supported and raised £369.62. This included some generous donations. Thank you to all who have continued to support the Society and especially the seven people who have taken new house boxes. We shall take them in for emptying at our next coffee morning in June.

The work of the Children's Society has been active during the pandemic as more children than ever have needed help and encouragement. My sincere thanks to those who continue to help.

Pauline Parnell-Hopkinson

Christian Aid

The challenges brought on by Covid and the range of restrictions including a national lockdown for the first three months of 2021 meant the Group had to come up with new money-raising ideas and, as the Norfolk motto goes, "Do Different".

This we did, and a Tana Lawn Cushion Draw, Easter Egg Raffle and Adopt a Country Appeal were introduced to replace the curry evening, Lent lunches, the main quiz, and the concert. These events together with the established knit-in, wine tasting evening, an Autumn quiz and the Benefice Christmas card enabled the Group to raise more than £5700 for Christian Aid. USAID match-funding of 17:1 on £1850 of this translated into an additional £31,450 being generated.

In addition, delivery-only envelopes enabled £764 to be raised for Christian Aid Week.

I am grateful to be part of such a supportive Group which in turn is given tremendous support from the clergy and congregation at St Mary's and increasingly (and pleasingly) from outside the church.

Peter Wright

Church Hall

Due to the Covid pandemic, the Hall had to be closed for a while and the Day Centre was suspended.

After a while the Day Centre were able to use the kitchen at a reduced hire rate to enable hot meals to be prepared on 5 days per week and delivered around the town.

The Hall committee has not met during the last 2 years as there was no reason, but we hope to be calling a meeting shortly to catch up. After many years Anne Tinker

has retired as secretary and we are all indebted to her for her long service and hard work. Andrea Lawson has kindly agreed to take on the role.

As you will see from the accounts the Hall income has been very modest as for some time we were not able open, and then only for limited use. As everything seems to be settling down now we look forward to returning to full strength before long.

David Stubbart, Chairman

Churchwardens

As I write this report I reflect on yet another year like no other. We have had restrictions lifted but as a community have remained cautious. A prudent measure. As wardens we have undertaken some of the duties you would expect prior to lockdown but to comply with the covid-19 regulations we did not undertake our usual duties. We still did our best to get the services to run smoothly and to offer a welcome to everyone but it has been a challenge behind a mask !

Newcomers were asked for a name for test and trace... not our usual style but I know we got to know a few more people this way so every cloud ...

AS I write this we are looking forward to back to normal... many of us have had covid 19 but we need to be mindful of all who remain scared or hesitant or who have just got out of the habit of coming to church.

My thanks go to my fellow wardens, David and Cherry, both of whom have worked tirelessly to make sure things run smoothly. Our thanks to everyone who has worked hard to ensure the life and witness at St Mary's has continued.

Marion Dawe

Coffee & Chat

It was a real joy to be able to open Coffee and Chat in September 2021, to greet old friends and to welcome some new faces too, tinged also with some sadness for the people that are no longer able to join us.

We are continuing much as before, although I think everyone will agree that Sean is not only missed for his company but also for the delicious scones and cakes that he kindly baked for us. We do thank him for his devotion and generosity. It has also been strange not to have Robert with us in the kitchen. I know many of you enjoyed his unique 'humour', and I have certainly missed his administration and accounting skills. Happily, he is now back in the UK and has told me that he has not hung up his pinny yet!

We are blessed with a team of lovely volunteers, who willingly give up their Saturday mornings to help with the running of Coffee and Chat; thank you ladies and gents, your help is invaluable and your smiles welcoming.

We do thank all our regular guests for their support not just for returning after the pandemic, but also before. I know that some of you have been coming to Coffee and Chat for many, many years.

We are a non-profit group and the funds that we raise are distributed to mainly local charities. Since September 2021, with the support of our customers we have been able to donate to the following causes;

Uganda Support Fund, Drop In and Play, St Martins Housing Trust.

Total donation amount of £200.00

We also received a donation from Catherine Clark who sold her cards when the Listening Ear group came on 23 October. The amount was £12.00.

If you run a local charity/organisation, or would like to suggest one, please let me know as we would be pleased to be able to help you financially if we can.

Finally, if you have yet to visit us, please do. We are open every Saturday (apart from Christmas week) from 10am to 11.30am.

Alison Sayer

Community Lunch

We are a very friendly group who usually meet on the first, third and fifth Fridays of the month. We gather in the church hall from 12.00 onwards, aiming to serve the meal at 12.30 p.m. Diners each bring a small raffle prize and pay 20 pence for two raffle tickets; the proceeds go towards Christmas gifts for diners and volunteers.

We did not meet between March 2020 and September 2021. When we resumed, we asked the Day Centre to provide us with our first course, which is always delicious and plentiful. Dorothy supplies a variety of puddings. We have a loyal band of volunteers who set the tables, serve the meals and wash up. The meal costs £6 and is intended for those who live alone and would benefit from a good midday meal enjoyed in company. Applications should be made *via* the Rector.

Dorothy Woolliscroft

Deanery Synod

There were two meetings of the Thetford & Rockland Deanery Synod in 2021.

The first of these was on 20 June at Eccles, this being the first meeting since September 2019! Revd Canon Steve Wright was Commissioned as Rural Dean at this meeting by the Rt Revd Alan Winton, following Revd Matthew Jackson retiring from this role after 11 years.

The second meeting was on 19 October at Old Buckenham when Revd Canon Steve Wright led us in discussion on the subject of 'Diocesan Vision and Reality – What can happen when the two collide?'

St Mary's representatives on the Synod are Brenda Greig and Eileen Roberts, with myself as Secretary.

Pat Buttolph

Drop-in & Play

Drop in and Play started again in May 2021 under the new name of Book in and Play in order to meet contemporary government coronavirus guidelines. This in itself was no mean feat as we were managing the group before the July target of all adults being offered Covid vaccines. However, guided by the Local Outbreak Management team in Wymondham we were able to produce and implement an appropriate Covid 19 Risk Assessment which served us well. Due to Covid rates we opted to give provision in term time only. Our main priority was to afford enough space for adults and children to meet and play safely in a Covid secure environment. Alison Sayer sourced new and beautiful baby blankets and an abundance of ergonomically designed baby toys. Each baby was given their own "pod" with a thick blanket and their own box of toys for use in the session to avoid cross contamination. This system was welcomed by parents and is still in use at the time of writing. We split the Hall into defined Baby and Toddler areas to facilitate safe play and provided a changing weekly provision of crafts, miniature world, books, puzzles and games. Alison produced beautiful Play Plans to help support this new way of working. We had many comments expressing gratitude that at long last parents could socialise their tots and babies in a group environment to help improve their development which had suffered in the isolation of the pandemic. We served roughly 20 families according to our track and trace register, with average weekly attendance between 12- 16 children albeit with big variations depending on infection rates and illness. As Covid rules relaxed we very gradually eased our infection control protocols, so that by the end of the year we were able to introduce singing at the request of parents. At Christmas Matthew showed the group a charming cartoon version of the Christmas Story as seen through the eyes of a mouse living in the stable. 10 hard back books about the Christmas Story were given to families. I would like to take this opportunity to say a sincere thank you to Alison, Joan, Margaret, Jenny, Jonathan, Linda, Catherine and Barbara for their dedicated solid hard work in making the group such a success.

Cherry Saunders

Electoral Roll

The past year has seen 4 additional names added to the Electoral Roll and 3 people who sadly died during the year have been removed. The current total, as at 4 April 2022, stands at 123.

Carole Burt

Fabric

During 2021 no structural work was carried out on St Mary's.

At the beginning of the year the diocese informed the PCC of a scheme that offered help in installing roof alarms to the church as several churches around East Anglia had lead stripped from their roofs. Although it was felt that our building was

safer than rural churches, the PCC agreed to having an alarm fitted, which was installed on 28 May.

During the early spring an area of plaster fell from the wall close to the south (link) door. We have received a quote for repair (£2,500); the company who quoted specified that their workload was such that they couldn't take on the work immediately. It was felt that as long as there was no danger in prolonging the repair, this should be delayed.

In August the heating boilers were serviced and in November an in-depth electrical survey was carried out by Alan Cross Electricians. This is required for insurance purposes.

Paul Andrew

Foodbank

The Methodist Church is closing, Pastor Sean will be delivering his last sermon over the Easter period. I'm pleased to report, that the Foodbank will continue to have access to the Church Hall and facilities for some time, but no definite finite date. In regard to an alternative suitable premises, that is in the hands of the Thetford Trussell Trust.

We are currently running with two small teams on a fortnightly rota, to serve the need of the local community, every Saturday morning. This has been the situation since the onset of the Covid pandemic. We are now looking for volunteers especially Team Leaders which will enable expansion of the rota.

We receive many food donations from individuals and the local Churches, which is most appreciated. There is always a greater need over holiday periods, Christmas was very busy and we were able to provide extra festive food, including frozen chickens and various meat joints.

Our volunteer Teams are there to serve and help, often people have a need to talk and share their problems; we are good listeners! Pastor Sean was available every Saturday, providing pastoral care and good advice on many personal problems and issues, he will be greatly missed.

Peter Rowles

Flowers

2021 was a disrupted year for us all and when on 4 January we went into lockdown, schools closed and church became an online event. Flowers in church stopped too of course. What joy therefore to be able to arrange flowers again for Easter in April.

Thank you to the people who have given donations in memory of loved ones or in celebration of special occasions. Our weekly flowers are appreciated by members of the congregation and visitors.

Thank you to the ladies who take a turn to arrange our pulpit flowers and to Joan Smith who assists me in many ways in the planning at festivals. New arrangers are welcome.

Donations can be given to Pat in the church office for flowers at any time but particularly for festivals.

Pauline Parnell-Hopkinson

Friday Fun Club

This group met infrequently during the last year and there was an element of stop start due to the pandemic. Our fundraising activities came to a halt as did any of the other things we did. We managed to keep in touch and have now resumed our regular sessions and look forward to many exciting new opportunities.

Marion Dawe

Friends of St Mary's Church

A quiet year for the 'Friends', The trustees have met and the clerk has ensured we have complied with charity regulation. Funds have slowly accumulated through regular giving and donations coming through 'Easyfundraising'.

As we move out of Covid restrictions it is hoped to become more proactive, though this may need to be considered in the context of wider Church Building development plans.

James Trounce, Chair and Treasurer

Gift Aid

In 2021 we were able to claim back from HMRC the sum of £11951.47 on donations made by people who had either signed a gift aid declaration or used one of the yellow envelopes. This figure includes our annual allowance for plate collections.

The designated weekly envelopes were used by 14 people of which 5 were gift aided. Monthly bank standing order donations were made by 53 people and 44 of these were gift aided.

During the periods when the church was closed due to the pandemic, more use was made of the options to donate online and by direct credit to the bank. When the church is open it is also possible to donate via the card reader. Now that there are several different ways to donate it is important that donors consider whether they are able to gift aid their donations. If they can, a signed gift aid declaration is required which enables us to claim an extra 25% at no cost to the donor.

Please contact me if you would like a gift aid declaration form or if you are not sure if you are eligible to gift aid.

Arthur Peters

Magazine distribution and collation

The Link is issued ten times per year. The price remains 50 pence per copy (£5 per year). Four hundred copies are printed in house by Pat Buttolph and a new cover is created for each month. Christine Beales arranges for local firms to advertise in the magazine and heads the collation team which meets usually on the last Thursday or Friday in the month. Nineteen distributors then deliver to the subscribers on their round. What used to be the Diocesan News magazine is now discontinued, but news from the Norwich diocese is now available weekly on their website.

For a few months during the pandemic The Link did not appear, but soon became available monthly on the parish website, as it still is. Last year all subscriptions were collected in June to bring all payments in line and they will henceforth be collected in June for the following year. After a baptism the family receives the magazine free for a year.

May I thank once again those who collate and distribute. I do urge all members of our congregation to read the magazine. It contains details of coming events, reports on our activities and interesting articles. Recently we have made a great effort to increase the variety and interest of the magazine's content and the Rector will welcome contributions from parishioners.

Dorothy Woolliscroft

Mothers' Union

Following an 18 month break during the Covid pandemic we were finally able to meet in September 2021.

A general meeting was held to discuss the way forward for the branch in the coming year. As our branch leader had been unable to continue through ill health, it was decided to run the branch by committee. Many of our existing members attended this meeting, plus three new people who transferred from other branches having moved to the area and who are now members of our congregation.

The October meeting was a social event where members could introduce themselves to others and in November we looked at the long history of our church including a tour of the church pointing out interesting details.

Our annual carol service followed by refreshments took place in December and we had arranged a full programme of speakers and events for the coming year.

Discussions with High Oak and Wymondham Abbey branches took place with the hope that we can collaborate more closely in future, joining together for some meetings and events.

We are very fortunate to have excellent support from our clergy and a positive response from our members which will enable us to keep this branch moving forward.

Mary Dark

Music

The COVID-19 pandemic has continued to affect music-making at St Mary's this year, with the choir not permitted to sing at services during the spring lockdown. During this time, the weekly 10am Sunday service was streamed online from the church, with hymns played on the organ, and the choir had a go at some online singing (although it was agreed by all that singing together is much easier in person!). Following an easing in the government restrictions, we were permitted to have singers again during Holy Week, with soloists providing music on Maundy Thursday and Good Friday, and a quartet of socially distanced singers singing on Easter Eve (including a joyful rendition of Mozart's *Spatzenmesse*) and Easter Day. Over the following weeks, services were sung by either men's voices or upper voices (all socially distanced by two metres), occasionally joining together for larger services including a successful "Hymns from home" so that members of the congregation could sing hymns together from home. Unfortunately, the rules changed again in May meaning that only groups of 6 singers were permitted, but the choir nobly rose to this challenge and a rota system was soon established to allow four-part harmony to return! At the end of June, we resumed our monthly Choral Evensong, and by July congregational hymn singing was back (although with face masks) and the full choir was able to return and sing through the entire summer. In the autumn the choir resumed a relatively normal schedule of rehearsals and services, singing for the weekly 10am Parish Eucharist and monthly services of Choral Evensong, plus occasional extra evening services. The men again sang for the Patronal Festival at All Saints' Church, Besthorpe, and the full choir enjoyed singing for Choral Evensong at Harvest (3 October), Eucharist on Christ the King (21 November, including Mozart's *Missa Brevis in D, KV 194*) and two Christmas carol services at Besthorpe and St Mary's (19 December).

It has been heartening to receive so much support from members of the choir throughout all the difficulties of this year – even when COVID-19 guidance and rules have changed at relatively short notice! I'm pleased to report that numbers in the choir have remained steady, although unfortunately several choristers have not returned after the lockdowns and restrictions on our singing. That said, we have three very dedicated choristers who sing with us regularly, and I'm hopeful that we can rebuild the number of choristers as we emerge from the pandemic. The choir is always on the look-out for new members (both adults and children), so do please get in touch if you might be interested in finding out more about joining.

Despite the pandemic, we were able to hold two concerts in 2021, including a performance by early music trio *Hexachordia* (23 May) and an organ and harpsichord recital by Malcolm Archer (former Director of Music at Wells and St Paul's Cathedrals), including a selection from Bach's *Goldberg Variations* (28 August). We were also kindly gifted a grand piano for the church, so many thanks to the donor (who wishes to remain anonymous) for this very generous gift, which will be used to support our music-making over the coming years. In addition, we were awarded a grant by Youth Music to establish a music outreach programme for

children in the local community, working in partnership with the Norfolk Music Hub. This grant will be used to fund a part-time music outreach worker to be based at St Mary's and working with local schools from 2022, and will kick start our music project.

Overall, the year has not been without its troubles, but I'm pleased to report that music-making has been able to continue strongly at St Mary's over the last 12 months. None of this would be possible without the support of many people, so many thanks to all members of the choir, our organists (especially Nigel Waring, Assistant Director of Music, but also David Barnard, Simon Cole, Bob Gee and David Hilton as assistant organists covering occasional services), and the parents of the choristers, for all their commitment and support over the past year. Thanks also go to all of those who have supported our concerts, events and who have donated to the choir fund and help fundraise for the music project.

The organ has experienced a few minor faults over the past year, as expected with an ageing instrument, but these have been repaired by EJ Johnson & Son Ltd, who continue to maintain and tune the organ. Faculty permission has now been granted for the proposed organ rebuild. Choir funds this year have been used to purchase new copies of music (anthems and communion service settings).

Ben Miller

Open the Book

As with so many activities, regular Open the Book (OTB) presentations in schools came to an abrupt end in March 2020. Though Matthew was able to resume assemblies online, the OTB teams did not function through most of 2021 because of the Covid restrictions in place in schools.

However, with the installation of the new camera and sound system in St Mary's in the first half of 2021, it became apparent that this could be used to broadcast live OTB presentations into assemblies at Attleborough Primary, without the need to be physically present. After receiving a positive response to the idea from the school, Matthew asked Richard to take on this project and discuss it with the members of the OTB teams.

In October 2021 it was decided with the teams to test out the viability of doing this during a regular 10am Service at St Mary's. All 10am Eucharists are now broadcast live on YouTube providing an effective testing environment. There was also the added benefit of allowing the regular 10am congregation a chance to get a better sense of this important element of our church community's mission and evangelism to young people.

The All Saints' Service on 31 October was chosen because the Gospel reading for that day (John 11.32-44) corresponded exactly to Module 4/1 of the *Year Three Bible Story Book*. The plan was announced in the weeks before All Saints' with an invitation to all church members to join the project should they wish to.

Working together as one team, seasoned team members, joined by some new faces, planned and rehearsed the presentation. They then presented the story during the service on 31 October in place of the sermon. It went well and was well received, showing that an online broadcast could work as a means of presenting Bible stories to children in assemblies. Equally, the successful presentation led to a renewed sense of purpose for the project and a plan to start broadcasts direct into Attleborough Primary from January 2022.

Warm and heartfelt thanks to all involved for their enthusiasm, talents and commitment and for what was a fun, fulfilling and engaging experience.

Richard Washington

Safeguarding

The Church of England states clearly that, "The care and protection of children, young people and adults involved in church activities is the responsibility of everyone who participates in the life of our church."

Over the past year, we have sought to help people involved at Saint Mary's to understand their responsibilities and to know what to do if they have a concern. A new safeguarding poster and a leaflet have been produced with contact details and information about what to do.

In January, a short presentation took place after the 10.00 a.m. Eucharist. Twenty-eight questionnaires were completed regarding safeguarding practice which allowed me to get a snap shot of what further training may be necessary. The results were presented to a P.C.C. meeting in February and were also published in the Parish Magazine. The questionnaires were anonymous and informed a discussion after they were completed as part of the presentation.

Safeguarding does not have to be a complicated thing. If you have a concern about anybody involved in a church activity, please pass it on. All concerns will be taken seriously and will be discussed. If necessary, they will be passed on to the diocesan safeguarding officers for their consideration.

Safeguarding is everybody's responsibility. Please never be afraid of raising a concern.

Andrew Slater

Servers

Over the last two years the Serving team have spent a good deal of time in "hibernation".

When we were able to recommence activities it was, of necessity, in a very modest way and we all look forward to being "back to normal" at Easter.

Many of you will have noticed that Margaret Smith and Jasmin Jackson have now retired. We are very grateful for their unstinting work over many years and wish them a restful retirement.

We have been fortunate that Mike Rayner has been a very enthusiastic addition to our serving team as he has a lifetime of serving experience to share. Paul has been able to return after a short break and we look forward to Nina's return in the summer, when we all hope to be back stronger and fitter.

We have been blessed with a great team, willing to learn something new, and very helpful and cooperative and we are all most grateful for their continued work to the Glory of God.

As usual if anyone feels called to this ministry please contact me, or any of the clergy; no previous experience is necessary.

David Stubbart

Sidespeople

Our excellent sides people have had very little continuity in their roles this year. Meet and greet seemed to consist of signing in and washing hands and keeping our distance so we look forward with hope to the next year when we can get back to having our sidespeople to meet and greet as before. This is such a vital role in the church as we are often judged by the greeting we give.

Marion Dawe

Sunday Club

2021 was a challenging year in many ways and started with a national lockdown. This meant that Sunday Club was unable to meet safely until lockdown restrictions eased later in the year.

In the spring of 2021, Marion Dawes, who coordinated Sunday Club for many years and organised inspiring and creative lessons, decided to step down from the role. We are hugely grateful for all she has done for Sunday club during her time leading it and want to thank her for her dedication to the children and young people in St. Mary's.

In June, COVID restrictions had eased, and Sunday Club was able to restart. We held lessons outside in the churchyard to begin with and moved back into the church hall once the weather turned cooler in the Autumn Term. It has been wonderful to see children coming together in Sunday Club again and I would like to thank all those who have supported Sunday Club this year by running sessions and supervising children.

It was a joy to be able to hold a nativity again this year. The children loved putting on their costumes and acting out the Christmas story. The nativity wouldn't have taken place without Marion who wrote the script, cast the parts, and organised the children perfectly.

Lorna Goodrich

Uganda Support Fund

Due to the ongoing pandemic, our fundraising in 2021 was very limited.

Schools in Uganda remained closed until January 2022 but we sent some funds to New Glory School for ongoing maintenance which was made possible due to kind donations from individual supporters.

Scovia qualified as a midwife and we were able to support her with her nursing registration fees. Thank you to various supporters who continue to donate monthly.

Our regular stalls at coffee and chat have started again now and we are grateful for your support at these. Now that schools have opened in Uganda, we are continuing to support New Glory School and various individual children who require school fees.

Please do contact us for further information.

Clare Bakashaba & Sylvia Webster

Minutes of the Annual Church Meetings held on Tuesday 13 April 2021 at 7.30pm on Zoom

Parishioners Meeting

1. Apologies for absence

David Bartington, Catherine Buckley, Sharon Negus.

Twenty six people were in attendance at this Zoom meeting.

2. Minutes of the Parishioners meeting held on 10 November 2020

It was proposed by Brenda Greig, seconded by Susan Wilson and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3. Election of churchwardens

The Rector thanked the Churchwardens of the past difficult year, Paul Andrew, Marion Dawe and Ed Tyrer for their hard work and support. Ed had fulfilled the maximum of 6 years in this role and Paul wished to stand down from this post owing to other commitments and all expressed their thanks to them for the work they had given to St Mary's as Churchwardens.

Nominations for three churchwardens for the year April 2021/2022 had been put forward before the meeting.

Churchwardens are elected annually and usually cannot stand for more than 6 years in succession.

	<u>Proposer</u>	<u>Seconder</u>
David Bartington	Edward Tyrer	Marion Dawe
Marion Dawe	Anne Tinker	Cliff Amos
Jacqueline (Cherry) Saunders	Paul Andrew	Eileen Roberts

With there being no further nomination forms received by the Chairman prior to the meeting the above elections were agreed unanimously.

4. Close of meeting The meeting closed at 7.35pm.

Annual Parochial Church Meeting

1. Apologies for absence

David Bartington, Catherine Buckley, Sharon Negus,

2. Minutes of the APCM meeting held on 10 November 2020

It was proposed by David Stubbert, seconded by Eileen Roberts and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3. Elections

(a) PCC members *(four places for three years)*

At the APCM in 2011 it had been agreed that although PCC members stand for a period of 3 years, members could be put forward to be elected for a further 3 year period, but could not stand for more than 6 years in succession.

The following were proposed and seconded to stand on the Attleborough PCC for a three year term:

	<u>Proposer</u>	<u>Seconder</u>
Catherine Buckley	Mary Dark	Susan Wilson
Chris MacKinnon	Sally Crockford	David Stubbert
Emma Neve	Ben Miller	Emma Jackson
Dorothy Woolliscroft	Pauline Parnell-Hopkinson	Yvonne O'Dell

2 Reports

Reports of the PCC, Deanery Synod and Churchwardens (including Fabric) were presented.

The Terrier and Log Book had been updated during the year and were available for inspection in the church office.

(b) Treasurer

Presentation of Audited Church Accounts for year ending 31.12.2020

In the Treasurer's absence the Chairman presented the accounts for the year ending 31 December 2020.

These had been approved by the PCC and signed by the Chairman and Treasurer at a PCC meeting on 9 March 2021 for presentation to the APCM.

With there being no questions raised, it was proposed by Dorothy Woolliscroft, seconded by Susan Wilson, and agreed by all present that the accounts for 2020 be commended.

The Chairman wished to record his thanks to treasurer Yvonne O'Dell for her conscientious dedication and sound handling of the St Mary's finances.

(c) Rector's Report

Revd Matthew Jackson gave his report as Rector of the parish and Chairman of the Attleborough PCC.

A copy of this would be printed in the May 2021 edition of *The Link* parish magazine and filed on record with the 2020 Annual Report. Printed copies were also available on the table at the back of the church.

6. Appointment of Independent Examiner

Thanks was expressed to Anne Lister who had been the Independent Examiner for the 2020 accounts but felt that she did not wish to continue in this role.

It was therefore proposed by Dorothy Woolliscroft, seconded by David Stubbart and agreed by all present that George Ridgway be appointed Independent Examiner for the coming year.

With their being no further nominations the above was duly appointed.

It was agreed that Anne Lister be presented with a gift from the PCC in thanks for her work as Examiner in 2020.

7. Presentation and adoption of Electoral Roll

There were 122 members on the Church Electoral Roll as at 29 March 2021.

It was proposed by Marion Dawe, seconded by Susan Wilson and agreed by all present that the 2020/21 Roll be adopted.

The Rector wished to record his thanks to Carole on behalf of the parish for her work as Electoral Roll Officer throughout the year.

8. Appointment of sidespeople

Owing to the current Covid restrictions regarding sidespeople it was agreed that that these elections be deferred until the next APCM.

9. Any Other Business

(a) Thank you to Matthew

Marion Dawe thanked Matthew, on behalf of the parish, for his dedicated ministry and leadership as Rector during the past year. Also to Matthew's wife Emma and his family for their vital support behind the scenes.

10. Close of meeting

The meeting closed at 8.10pm with The Grace being said together.

Financial Report and Accounts for the year ended 31 December 2021

Financial Review

General fund

A third Government national lockdown was imposed in the early part of the year as the Coronavirus pandemic continued and St Mary's, as other churches, was again unable to hold 'in person' worship from early January until almost the end of March. This resulted in income items in the General Fund Account being lower than had been hoped for in 2021 and were not sufficient to cover expenditure, thereby producing a deficit in net income of £(3,893).

Income from giving (collections, donations, and any Gift Aid claims thereon) and standing order donations have increased in 2021 compared to 2020, and online and card reader donations have continued to enhance this income. Income from magazine sales has increased but no advertising income was received during the year due to the disruption caused to local advertisers by covid.

With the relaxed coronavirus measures, some weddings were held and therefore wedding fees have increased slightly over 2020.

St Mary's was able to hold a Summer Fete this year and with other fundraising gave income of a little over £5,400. Salary payments remain similar to 2020 although less was received from the Government as the furlough scheme was phased out during the year.

A withdrawal from the deposit account was necessary in March since there was insufficient income into the General Fund to meet on-going expenditure. There was a large income from a legacy in September and a transfer of £5,000 from the Unrestricted Legacies Fund to the General Fund has been shown.

It is hoped subsequent years will show improved income and more usual results.

Designated Legacies Fund (Unrestricted)

A legacy of £28,437 was received during the year. Expenses were for the online worship streaming installation, which was covered by grants, and for the cost of electrical testing and certification.

Designated Hall Fund

Following phased lifting of the Government's lockdown and coronavirus measures, there was increased use of the hall, resulting in this year's income being higher than 2020. Servicing to the boiler and fans incurred a cost of £1,891.

Fabric & Heating Fund (Restricted)

A feasibility study of the church and rooms was carried out, with some of this expenditure being offset by way of a grant.

Other Restricted Funds

There was a new restricted fund, the Music Project Fund. Donations received during the year were mainly in respect of this fund.

Fixed Assets

The mid market value of the two trust fund investment assets at the year end was £12,879 (2020: £11,268).

Reserves Policy

It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2021 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall. The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes. It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 8/3/2022 by:

..... M. C. Smith Chairman

..... YHO Dell Treasurer

Unrestricted Funds Statement of Financial Activities

General fund		2021	2020			2021	2020
INCOMING RESOURCES		£	£	RESOURCES EXPENDED		£	£
Collections		4,582	2,788	Parish share		55,503	55,407
Non-Gift Aid planned giving		2,222	1,562	Clergy expenses		618	392
Collections Gift Aid		5,603	5,473	Other Clergy Costs		1,633	2,365
Standing Order Gift Aid		28,469	28,930	Church Admin. salaries & NI		7,750	7,596
Standing Order Non Gift Aid		4,476	4,532	Stationery, postage, misc.admin.		5,708	5,393
Tax refund on Gift Aid		11,902	9,971	Insurance & Associated Costs		2,843	2,708
Fees Weddings		1,278	984	Heating & Lighting		1,959	2,291
Funeral Services & memorials		2,736	3,415	Cleaning/Misc. minor maint.		255	267
Utilities		480	400	Norwich Dioc. Assoc. of Bells		10	10
Donations wall safe & candles		980	1,226	Director of music		6,237	5,441
Donations Give a Little via website (SumUp)		3,303	1,779	Other Music expenses		559	543
Donations Give a Little via card reader (SumUp)		657	186	Stewardship expenses		111	112
Other donations		2,525	3,787	Online Worship		198	50
Donations Gift Aid		2,400	1,055				
Donations for Charities		1,259	882	Donations to charities		1,456	896
Dividends/Interest (deposit a/c's)		330	366				
Donations for Virtual Fete		0	1,243				
Bazaar & other fundraising		5,407	710	Fund raising Expenses		0	80
Patronal Festival		320	0	Patronal Festival Expenses		265	0
Magazines and cards etc		1,289	854	Church magazine and cards		460	0
Magazines advertising		0	1,650	Publicity		0	0
Donations for printing		8	85	Donations & gifts		19	13
Other income		0	0	Miscellaneous		0	0
Hire/Donations for use of church		0	1,005				
Boiler grant		0	324	Boiler		339	324
Church Admin. salaries furlough payments		351	527	Youth & Children's Work		0	0
Norwich diocese grant for children's activities		450	0	Transfer to Youth fund		0	0
Transfer from Designated Legacies Fund		5,000	10,000				
Transfer from Designated Hall Fund (Parish Share)		1,000	0				
TOTAL Incoming Resources		87,027	81,734	TOTAL Resources Expended		85,921	83,889
NET INCOMING RESOURCES		1,107	(2,155)				
Cash BALANCES B/FWD 1 JANUARY.		8,996	11,151	Note:			
Cash BALANCES C/FWD 31 DECEMBER.		10,102	8,996	Services in Crematorium			
				Contributions to Parish Share:		600	
Total asset balance b/fwd 1 JANUARY.		15,734	17,889				
Total asset balance c/fwd 31 DECEMBER.		16,840	15,734				
Designated Legacies Fund		2021	2020			2021	2020
INCOMING RESOURCES	£	£		RESOURCES EXPENDED	£	£	
Legacies		28,437	5,000	Electrical testing & certification		1,195	0
Interest (deposit a/c's)		14	213	Piano/organ/microphone		743	330
				Transfer to General Fund		5,000	10,000
Online worship streaming installation							
Online worship - Att Town Lands Charity grant		14295	0	Online worship - installation		15098	0
Online worship - Allchurches Trust grant		4550	0	Online worship - Allchurches Trust grant		2892	0
TOTAL INCOMING RESOURCES		47,296	5,213	TOTAL RESOURCES EXPENDED		24,927	10,330
NET INCOMING RESOURCES		22,369	(5,117)				
BALANCES B/FWD 1 JANUARY		45,127	50,244				
BALANCES C/FWD 31 DECEMBER		67,496	45,127				

Designated Hall Fund	2021	2020
INCOMING RESOURCES	£	£
Day Care Hire fees	21,005	17,356
Community Luncheon Club	704	120
Coffee & Chat	191	110
Slimming World	1,634	1,485
Dementia Café	0	198
Other Hire fees	754	419
Other Income	0	0
Dividends & Interest	17	127
Administration salaries & NI furlough payments	2,680	3,927
TOTAL INCOME RESOURCES	26,986	23,742
NET INCOMING RESOURCES	1,258	34
BALANCES B/FWD 1 JANUARY	29,239	29,205
BALANCES C/FWD 31 DECEMBER	30,497	29,239

Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2021	2020
INCOMING RESOURCES	£	£
Interest (deposit a/c's) Fabric	24	116
Legacy	0	18,175
Donations	0	0
Grant for VAT on Building work	0	3,243
Grant for feasibility study of church & rooms	1,900	0
TOTAL INCOMING RESOURCES	1,924	21,535
NET INCOMING RESOURCES	(7,076)	19,861
BALANCES B/FWD 1 JANUARY	47,267	27,407
BALANCES C/FWD 31 DECEMBER	40,191	47,267

Other Restricted Funds	2021	2020
INCOMING RESOURCES	£	£
Flowers donations	40	50
Choir Fundraising	0	0
Choir Fund donations	199	0
Choir Fund fees	100	0
Community Lunch	503	398
Messy Church Fund	0	7
t/f PCC Resolution to Friday Fun Club	0	0
Friday Fun Club	6	394
Grant for Friday Fun Club	0	0
Drop In & Play	163	43
Drop In & Play donations	97	0
Organ Fundraising	0	0
Organ Fund donations	493	678
Music Project Fundraising	5	0
Music Project Fund donations	3,000	0
Donations to Window Fund	0	20,100
Donations to Window Fund tax refund on Gift Aid	0	5,000
Grant for VAT on Window Restoration	0	5,140
Transfer from Fabric & Heating Fund	0	1,008
Interest (deposit a/c's) Bells	1	8
TOTAL INCOMING RESOURCES	4,807	32,825
NET INCOMING RESOURCES	2,458	500
BALANCES b/fwd 1 JANUARY	5,992	5,493
BALANCES c/fwd 31 DECEMBER	8,451	5,992

TOTALS INCOMING and EXPENDED RESOURCES

	2021	2020
£	£	£
TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS	167,840	165,050
NET INCOMING RESOURCES and MOVEMENT IN FUNDS	20,116	13,123
BALANCES b/fwd 1 JANUARY	143,360	130,237
BALANCES c/fwd 31 DECEMBER	163,475	143,360

RESOURCES EXPENDED	2021	2020
£	£	£
Administration salaries & NI	13,433	13,547
Insurance & Associated Costs	2,843	2,708
Heating & Lighting	3,918	4,582
Water	485	574
Cleaning & misc. & sundries	1,287	1,848
Repairs and Hall upkeep	1,891	108
Health & Safety	870	342
Donations to charities	0	0
Transfer to General Fund (Parish Share)	1,000	0
TOTAL RESOURCES EXPENDED	25,728	23,708

RESOURCES EXPENDED	2021	2020
£	£	£
Architects fees	0	0
Structural Engineers fees	0	666
Church Heating/New Boiler	0	0
Church & rooms feasibility study & CAD drawings	9,000	0
Transfer to Window Fund	0	1,008
TOTAL RESOURCES EXPENDED	9,000	1,674

RESOURCES EXPENDED	2021	2020
£	£	£
Flowers	100	121
Choir expenses	164	100
Community Lunch Expenses	508	489
Messy Church Fund Expenses	0	82
Friday Fun Club	90	178
Drop In & Play	439	0
Organ Fund	0	0
Music Project Fund	849	0
Window Fund	0	31,248
Bells expenses	0	108
TOTAL RESOURCES EXPENDED	2,149	32,326

	2021	2020
£	£	£
TOTAL RESOURCES EXPENDED	147,725	151,927

Attleborough Parochial Church Council

Balance Sheet at 31 December 2021

(Figures rounded to nearest £)

	Unrestricted General Fund	Designated Legacy Fund	Hall Fund	Restricted Fabric & Heating Fund	Other Restricted funds	Total
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	22,366	34,102	1,690	7,629	6,524	72,311
Deposit CBF	0	33,394	29,964	32,563	1,927	97,847
Cash						0
Debtors	4,411	0	0	0	0	4,411
less Suspense	0					
TOTAL CURRENT ASSETS	26,777	67,496	31,655	40,191	8,451	174,569
Less Current Liabilities	16,674		0	1,157	0	17,832
TOTAL NET CURRENT	10,102	67,496	30,497	40,191	8,451	156,738
TOTAL NET ASSETS	16,840	67,496	30,497	40,191	8,451	163,476

2020

	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	6,787	747	1,119	5,729	4,067	18,449
Deposit CBF	0	44,380	29,947	41,538	1,926	117,791
Cash						0
Debtors	4,165	0	0	0	0	4,165
less Suspense	0					
TOTAL CURRENT ASSETS	10,952	45,127	31,066	47,267	5,993	140,405
Less Current Liabilities	1,956	0	1,827	0	0	3,784
TOTAL NET CURRENT	8,996	45,127	29,239	47,267	5,993	136,622
TOTAL NET ASSETS	15,734	45,127	29,239	47,267	5,993	143,360

Analysis of 'Other' restricted funds

FUND Year	Bells	Window Fund	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop in & Play	Organ Fund	Music Project Fund	TOTAL Other
2021	1,835	0	586	284	300	651	758	386	1,495	2,156	8,451
2020	1,834	0	646	290	164	651	842	565	1,002	0	5,993

Notes to the financial statements for the year ended 31 December 2021

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body.

Funds

Restricted funds represent income, donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £20,050 (2020: £19,796).

b) Payments to PCC members

As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £4,495 and this payment is included in Director of Music expenses.

6. Debtors

For 2021 General fund 'Debtors' is uncleared banked cheques of £821 from services over the Christmas period, a tax refund due from Gift Aid of £3,396 (2020: Gift aid refund £3,014), and donations of £194.

Creditors (Current Liabilities)

The year 2021 General fund 'Current Liabilities' are the outstanding instalments for Parish Share £13,502, outstanding fees payable to the Dioceses of £1,241, insurance £746 (2020: £902), electricity and gas bills of £118 (2020: £306), miscellaneous other £1,067 (2020: £748).

The Hall Fund 'Current Liability' is the outstanding instalments of its share of the insurance £746 (2020: £902), electricity and gas bills of £235 (2020: £611) and miscellaneous other £176 (2020: £314).

Independent Examiners Certificate

Report to the trustees/ members of:

ATTLEBOROUGH PAROCHIAL CHURCH COUNCIL

On accounts for the year ended:

31 DECEMBER 2021

Charity no (if any):

1130508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021

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.~~

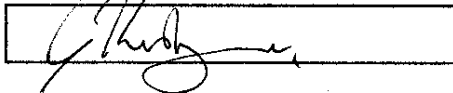
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below*~~) which gives me cause to believe that in, any material respect:

- 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:

21 FEBRUARY 2022

Name:

GEORGE RIDGWAY

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

CHARTERED ACCOUNTANT ICAEW

Address:

ALMA HOUSE

STATION ROAD

ATTLEBOROUGH NORFOLK NR17 2AS

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

A Year in Review

Annual Report on 2021



Welcome to the report booklet prepared for the St Mary's Annual Meetings on Tuesday 26 April 2022. The reports in this booklet are on church activities in 2021. Please do try to come to the meeting which starts at 7.30pm in the Church Hall. There is a service of Holy Communion at 7pm prior to the meeting.

The agenda for the meeting is enclosed and a full report on church activities for you to read before the meeting. There will be a chance to ask questions on the reports but as usual the reports themselves won't be read out. You will find the accounts in a supplement in the centre of the booklet and you can find the minutes of last year's meeting, which we need to approve, at the back.

Revd Matthew Jackson, April 2022

for the Annual Parochial Church Meeting
of St Mary's Church Attleborough

Tuesday 26 April 2022
7.30pm in the Church Hall and on Zoom
preceded by Holy Communion at 7pm

THE ANNUAL PARISH CHURCH MEETING

Tuesday 26 April 2022 at 7.30pm in St Mary's Church Hall
and on Zoom

AGENDA

Meeting 1

- 1 Apologies for absence
- 2 Minutes of the last meeting (13 April 2021)
- 3 Election of three Churchwardens
- 4 Close of meeting

Meeting 2

- 1 Apologies for absence
- 2 Minutes of the previous APCM/Matters arising (13 April 2021)
- 3 Elections
Parochial Church Council – four places for three years
- 4 Reports:
 - a. PCC
 - b. Churchwardens
(including Fabric, presentation of Log Book and Terrier)
 - c. Presentation of Church Accounts
 - d. Chairman's report: Revd Matthew Jackson
- 5 Opportunity to ask questions on the reports in this booklet
- 6 Appointment of Independent Examiner
- 7 Presentation and Adoption of Electoral Roll
- 8 Appointment of Sidespeople
- 9 Any other business, including time for general discussion
of any matters of concern which may be brought to
the meeting

A short meeting of the new PCC will follow this meeting

ST MARY'S CHURCH – ANNUAL REPORT FOR 2021

Administrative information

St Mary's Church, Attleborough is part of the Norwich Diocese in the Thetford & Rockland Deanery. The correspondence address is St Mary's Church Office, Church Street, Attleborough, NR17 2AH. The Parochial Church Council (PCC) is registered with the Charity Commission (Number: 1130508).

Structure, governance and management

The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and activities

St Mary's PCC has the responsibility of co-operating with the Incumbent and Churchwardens in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for the building.

The main activities of the PCC are the provision of church services, baptisms, weddings, funerals, youth and children's work and teaching adults through home and prayer groups.

PCC membership and Report

Members of the PCC are either ex officio or elected at the Annual Parish Church Meeting (APCM), in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

<i>Incumbent:</i>	Revd Matthew Jackson	<i>(Chairman)</i>
<i>Assistant Priest:</i>	Revd Andrew Slater	
<i>Assistant Curate:</i>	Revd Richard Washington	<i>(from July 2021)</i>
<i>Licensed Lay Minister {PtO}</i>	Robert Andrews	
<i>Licensed Lay Minister</i>	Brenda Greig	<i>(also Deanery Synod rep)</i>
<i>Churchwardens:</i>	David Bartington	
	Marion Dawe	<i>(Lay Vice-Chairman)</i>
	Cherry Saunders	

Deanery Synod rep: Eileen Roberts

Elected members: Catherine Buckley
 Carole Burt
 Sally Crockford
 Christopher MacKinnon
 Sharon Negus
 Emma Neve
 David Stubbert
 Susan Wilson
 Jonathan Tidnam
 Dorothy Woolliscroft
 Peter Wright
Co-opted: Paul Andrew (Fabric Officer)

Director of Music: Ben Miller
Secretary: Pat Buttolph
Treasurer: Yvonne O'Dell

There are currently twenty one people serving on the PCC – eight ex-officio, twelve elected for a three-year term of office (including Deanery Synod representatives) and one co-option. Pat Buttolph, Ben Miller and Yvonne O'Dell attend meetings as Secretary, Director of Music and treasurer respectively. Sally Crockford, Sharon Negus and Jonathan Tidnam will retire after having completed a three year term of office, but are eligible to stand for a further three years if they wish. Peter Wright retires after having completed the maximum term of six years. We thank them for their commitment to the life of St Mary's over this time. There were 10 PCC meetings during 2021, with the first 7 of the year only on Zoom and meetings from September held in the Church Hall and also on Zoom. The average attendance at meetings during the year was 17. Reports were given at meetings on finance, deanery matters, youth & children's work, social & fundraising, church hall, fabric and music, when appropriate. Other business discussed and implemented during the year included general maintenance of the church, plans for the seasons of Lent, Easter, Advent and Christmas, working around Covid. Plans for the grand summer fete were discussed regularly. Safeguarding was an item on each PCC meeting agenda. An approved copy of the minutes of the most recent PCC meeting is always displayed on the notice board at the back of the church. Parishioners are encouraged to read the minutes and minutes of past meetings, which are available on request at the Church Office between Monday-Friday, 10-12 noon.

Pat Buttolph

Church attendance

On 31 December 2021 there were 121 parishioners on the Church Electoral Roll, of whom 32 were not resident within the parish. Weekly attendance, taken on a 'normal' Sunday was 88 adults and 10 children, **with online**. Easter communicants numbered 86, Christmas communicants numbered 83. There were 22 baptisms during the year, 3 weddings, 22 funerals held in the church and 17 conducted at crematoriums or Colney Wood.

PCC account holders

Barclays Bank PLC, 45 Market Street, Wymondham, NR18 0AL.
 CCLA Investment Management Limited, The CBF Church of England Fund, Senator House, 85 Queen Victoria Street, London, EC4V 4ET.

Signed on behalf of the PCC by Revd Matthew Jackson

26 April 2022

REPORTS ON PARISH LIFE

Bell Ringing

There has been no ringing done during the pandemic due to covid restrictions and the severe lack of available ringers. We hope to begin ringing again in April 2022. Before the pandemic a large proportion of ringers were elderly, aged 80 years or more, and few younger people were taking up ringing due to the time commitment needed to become proficient. Many older ringers have now decided to stop ringing or to limit ringing to their home towers. We currently have 5 ringers attached to our tower, one fewer than needed as our 6th ringer has moved away, but ringing 5 bells still sounds good.

I will continue to try to get bands when asked but please be mindful that this is now much more difficult than before the pandemic.

Jan May

Bible Study Group

Undaunted by Covid, the Monday evening Bible Study Group has continued to meet regularly during term time. The year began with Zoom meetings which enabled most of our regular members to take part, but as restrictions eased, we were able to move to the church hall, remaining socially distant but able to talk face to face. A series of studies entitled "What can we believe these days" covered topics ranging from *The Bible in an age of science*, *Doubts*, *Miracles*, and *Sharing our faith*. More recently we have been thinking about *The Fruit of The Spirit*. New members are always welcome, and no knowledge of the Bible is required!

Bob Baker

Children's Society

The covid pandemic curtailed many of our usual fund raising events in 2021 however we were finally allowed to empty house collecting boxes. This was a momentous occasion and we counted £799.20 which was then taken to the bank in a wheeled suitcase!

In November we were able to hold a coffee morning, which again was well supported and raised £369.62. This included some generous donations. Thank you to all who have continued to support the Society and especially the seven people who have taken new house boxes. We shall take them in for emptying at our next coffee morning in June.

The work of the Children's Society has been active during the pandemic as more children than ever have needed help and encouragement. My sincere thanks to those who continue to help.

Pauline Parnell-Hopkinson

Christian Aid

The challenges brought on by Covid and the range of restrictions including a national lockdown for the first three months of 2021 meant the Group had to come up with new money-raising ideas and, as the Norfolk motto goes, "Do Different".

This we did, and a Tana Lawn Cushion Draw, Easter Egg Raffle and Adopt a Country Appeal were introduced to replace the curry evening, Lent lunches, the main quiz, and the concert. These events together with the established knit-in, wine tasting evening, an Autumn quiz and the Benefice Christmas card enabled the Group to raise more than £5700 for Christian Aid. USAID match-funding of 17:1 on £1850 of this translated into an additional £31,450 being generated.

In addition, delivery-only envelopes enabled £764 to be raised for Christian Aid Week.

I am grateful to be part of such a supportive Group which in turn is given tremendous support from the clergy and congregation at St Mary's and increasingly (and pleasingly) from outside the church.

Peter Wright

Church Hall

Due to the Covid pandemic, the Hall had to be closed for a while and the Day Centre was suspended.

After a while the Day Centre were able to use the kitchen at a reduced hire rate to enable hot meals to be prepared on 5 days per week and delivered around the town.

The Hall committee has not met during the last 2 years as there was no reason, but we hope to be calling a meeting shortly to catch up. After many years Anne Tinker

has retired as secretary and we are all indebted to her for her long service and hard work. Andrea Lawson has kindly agreed to take on the role.

As you will see from the accounts the Hall income has been very modest as for some time we were not able open, and then only for limited use. As everything seems to be settling down now we look forward to returning to full strength before long.

David Stubbart, Chairman

Churchwardens

As I write this report I reflect on yet another year like no other. We have had restrictions lifted but as a community have remained cautious. A prudent measure. As wardens we have undertaken some of the duties you would expect prior to lockdown but to comply with the covid-19 regulations we did not undertake our usual duties. We still did our best to get the services to run smoothly and to offer a welcome to everyone but it has been a challenge behind a mask !

Newcomers were asked for a name for test and trace... not our usual style but I know we got to know a few more people this way so every cloud ...

AS I write this we are looking forward to back to normal... many of us have had covid 19 but we need to be mindful of all who remain scared or hesitant or who have just got out of the habit of coming to church.

My thanks go to my fellow wardens, David and Cherry, both of whom have worked tirelessly to make sure things run smoothly. Our thanks to everyone who has worked hard to ensure the life and witness at St Mary's has continued.

Marion Dawe

Coffee & Chat

It was a real joy to be able to open Coffee and Chat in September 2021, to greet old friends and to welcome some new faces too, tinged also with some sadness for the people that are no longer able to join us.

We are continuing much as before, although I think everyone will agree that Sean is not only missed for his company but also for the delicious scones and cakes that he kindly baked for us. We do thank him for his devotion and generosity. It has also been strange not to have Robert with us in the kitchen. I know many of you enjoyed his unique 'humour', and I have certainly missed his administration and accounting skills. Happily, he is now back in the UK and has told me that he has not hung up his pinny yet!

We are blessed with a team of lovely volunteers, who willingly give up their Saturday mornings to help with the running of Coffee and Chat; thank you ladies and gents, your help is invaluable and your smiles welcoming.

We do thank all our regular guests for their support not just for returning after the pandemic, but also before. I know that some of you have been coming to Coffee and Chat for many, many years.

We are a non-profit group and the funds that we raise are distributed to mainly local charities. Since September 2021, with the support of our customers we have been able to donate to the following causes;

Uganda Support Fund, Drop In and Play, St Martins Housing Trust.

Total donation amount of £200.00

We also received a donation from Catherine Clark who sold her cards when the Listening Ear group came on 23 October. The amount was £12.00.

If you run a local charity/organisation, or would like to suggest one, please let me know as we would be pleased to be able to help you financially if we can.

Finally, if you have yet to visit us, please do. We are open every Saturday (apart from Christmas week) from 10am to 11.30am.

Alison Sayer

Community Lunch

We are a very friendly group who usually meet on the first, third and fifth Fridays of the month. We gather in the church hall from 12.00 onwards, aiming to serve the meal at 12.30 p.m. Diners each bring a small raffle prize and pay 20 pence for two raffle tickets; the proceeds go towards Christmas gifts for diners and volunteers.

We did not meet between March 2020 and September 2021. When we resumed, we asked the Day Centre to provide us with our first course, which is always delicious and plentiful. Dorothy supplies a variety of puddings. We have a loyal band of volunteers who set the tables, serve the meals and wash up. The meal costs £6 and is intended for those who live alone and would benefit from a good midday meal enjoyed in company. Applications should be made *via* the Rector.

Dorothy Woolliscroft

Deanery Synod

There were two meetings of the Thetford & Rockland Deanery Synod in 2021.

The first of these was on 20 June at Eccles, this being the first meeting since September 2019! Revd Canon Steve Wright was Commissioned as Rural Dean at this meeting by the Rt Revd Alan Winton, following Revd Matthew Jackson retiring from this role after 11 years.

The second meeting was on 19 October at Old Buckenham when Revd Canon Steve Wright led us in discussion on the subject of 'Diocesan Vision and Reality – What can happen when the two collide?'

St Mary's representatives on the Synod are Brenda Greig and Eileen Roberts, with myself as Secretary.

Pat Buttolph

Drop-in & Play

Drop in and Play started again in May 2021 under the new name of Book in and Play in order to meet contemporary government coronavirus guidelines. This in itself was no mean feat as we were managing the group before the July target of all adults being offered Covid vaccines. However, guided by the Local Outbreak Management team in Wymondham we were able to produce and implement an appropriate Covid 19 Risk Assessment which served us well. Due to Covid rates we opted to give provision in term time only. Our main priority was to afford enough space for adults and children to meet and play safely in a Covid secure environment. Alison Sayer sourced new and beautiful baby blankets and an abundance of ergonomically designed baby toys. Each baby was given their own "pod" with a thick blanket and their own box of toys for use in the session to avoid cross contamination. This system was welcomed by parents and is still in use at the time of writing. We split the Hall into defined Baby and Toddler areas to facilitate safe play and provided a changing weekly provision of crafts, miniature world, books, puzzles and games. Alison produced beautiful Play Plans to help support this new way of working. We had many comments expressing gratitude that at long last parents could socialise their tots and babies in a group environment to help improve their development which had suffered in the isolation of the pandemic. We served roughly 20 families according to our track and trace register, with average weekly attendance between 12- 16 children albeit with big variations depending on infection rates and illness. As Covid rules relaxed we very gradually eased our infection control protocols, so that by the end of the year we were able to introduce singing at the request of parents. At Christmas Matthew showed the group a charming cartoon version of the Christmas Story as seen through the eyes of a mouse living in the stable. 10 hard back books about the Christmas Story were given to families. I would like to take this opportunity to say a sincere thank you to Alison, Joan, Margaret, Jenny, Jonathan, Linda, Catherine and Barbara for their dedicated solid hard work in making the group such a success.

Cherry Saunders

Electoral Roll

The past year has seen 4 additional names added to the Electoral Roll and 3 people who sadly died during the year have been removed. The current total, as at 4 April 2022, stands at 123.

Carole Burt

Fabric

During 2021 no structural work was carried out on St Mary's.

At the beginning of the year the diocese informed the PCC of a scheme that offered help in installing roof alarms to the church as several churches around East Anglia had lead stripped from their roofs. Although it was felt that our building was

safer than rural churches, the PCC agreed to having an alarm fitted, which was installed on 28 May.

During the early spring an area of plaster fell from the wall close to the south (link) door. We have received a quote for repair (£2,500); the company who quoted specified that their workload was such that they couldn't take on the work immediately. It was felt that as long as there was no danger in prolonging the repair, this should be delayed.

In August the heating boilers were serviced and in November an in-depth electrical survey was carried out by Alan Cross Electricians. This is required for insurance purposes.

Paul Andrew

Foodbank

The Methodist Church is closing, Pastor Sean will be delivering his last sermon over the Easter period. I'm pleased to report, that the Foodbank will continue to have access to the Church Hall and facilities for some time, but no definite finite date. In regard to an alternative suitable premises, that is in the hands of the Thetford Trussell Trust.

We are currently running with two small teams on a fortnightly rota, to serve the need of the local community, every Saturday morning. This has been the situation since the onset of the Covid pandemic. We are now looking for volunteers especially Team Leaders which will enable expansion of the rota.

We receive many food donations from individuals and the local Churches, which is most appreciated. There is always a greater need over holiday periods, Christmas was very busy and we were able to provide extra festive food, including frozen chickens and various meat joints.

Our volunteer Teams are there to serve and help, often people have a need to talk and share their problems; we are good listeners! Pastor Sean was available every Saturday, providing pastoral care and good advice on many personal problems and issues, he will be greatly missed.

Peter Rowles

Flowers

2021 was a disrupted year for us all and when on 4 January we went into lockdown, schools closed and church became an online event. Flowers in church stopped too of course. What joy therefore to be able to arrange flowers again for Easter in April.

Thank you to the people who have given donations in memory of loved ones or in celebration of special occasions. Our weekly flowers are appreciated by members of the congregation and visitors.

Thank you to the ladies who take a turn to arrange our pulpit flowers and to Joan Smith who assists me in many ways in the planning at festivals. New arrangers are welcome.

Donations can be given to Pat in the church office for flowers at any time but particularly for festivals.

Pauline Parnell-Hopkinson

Friday Fun Club

This group met infrequently during the last year and there was an element of stop start due to the pandemic. Our fundraising activities came to a halt as did any of the other things we did. We managed to keep in touch and have now resumed our regular sessions and look forward to many exciting new opportunities.

Marion Dawe

Friends of St Mary's Church

A quiet year for the 'Friends', The trustees have met and the clerk has ensured we have complied with charity regulation. Funds have slowly accumulated through regular giving and donations coming through 'Easyfundraising'.

As we move out of Covid restrictions it is hoped to become more proactive, though this may need to be considered in the context of wider Church Building development plans.

James Trounce, Chair and Treasurer

Gift Aid

In 2021 we were able to claim back from HMRC the sum of £11951.47 on donations made by people who had either signed a gift aid declaration or used one of the yellow envelopes. This figure includes our annual allowance for plate collections.

The designated weekly envelopes were used by 14 people of which 5 were gift aided. Monthly bank standing order donations were made by 53 people and 44 of these were gift aided.

During the periods when the church was closed due to the pandemic, more use was made of the options to donate online and by direct credit to the bank. When the church is open it is also possible to donate via the card reader. Now that there are several different ways to donate it is important that donors consider whether they are able to gift aid their donations. If they can, a signed gift aid declaration is required which enables us to claim an extra 25% at no cost to the donor.

Please contact me if you would like a gift aid declaration form or if you are not sure if you are eligible to gift aid.

Arthur Peters

Magazine distribution and collation

The Link is issued ten times per year. The price remains 50 pence per copy (£5 per year). Four hundred copies are printed in house by Pat Buttolph and a new cover is created for each month. Christine Beales arranges for local firms to advertise in the magazine and heads the collation team which meets usually on the last Thursday or Friday in the month. Nineteen distributors then deliver to the subscribers on their round. What used to be the Diocesan News magazine is now discontinued, but news from the Norwich diocese is now available weekly on their website.

For a few months during the pandemic The Link did not appear, but soon became available monthly on the parish website, as it still is. Last year all subscriptions were collected in June to bring all payments in line and they will henceforth be collected in June for the following year. After a baptism the family receives the magazine free for a year.

May I thank once again those who collate and distribute. I do urge all members of our congregation to read the magazine. It contains details of coming events, reports on our activities and interesting articles. Recently we have made a great effort to increase the variety and interest of the magazine's content and the Rector will welcome contributions from parishioners.

Dorothy Woolliscroft

Mothers' Union

Following an 18 month break during the Covid pandemic we were finally able to meet in September 2021.

A general meeting was held to discuss the way forward for the branch in the coming year. As our branch leader had been unable to continue through ill health, it was decided to run the branch by committee. Many of our existing members attended this meeting, plus three new people who transferred from other branches having moved to the area and who are now members of our congregation.

The October meeting was a social event where members could introduce themselves to others and in November we looked at the long history of our church including a tour of the church pointing out interesting details.

Our annual carol service followed by refreshments took place in December and we had arranged a full programme of speakers and events for the coming year.

Discussions with High Oak and Wymondham Abbey branches took place with the hope that we can collaborate more closely in future, joining together for some meetings and events.

We are very fortunate to have excellent support from our clergy and a positive response from our members which will enable us to keep this branch moving forward.

Mary Dark

Music

The COVID-19 pandemic has continued to affect music-making at St Mary's this year, with the choir not permitted to sing at services during the spring lockdown. During this time, the weekly 10am Sunday service was streamed online from the church, with hymns played on the organ, and the choir had a go at some online singing (although it was agreed by all that singing together is much easier in person!). Following an easing in the government restrictions, we were permitted to have singers again during Holy Week, with soloists providing music on Maundy Thursday and Good Friday, and a quartet of socially distanced singers singing on Easter Eve (including a joyful rendition of Mozart's *Spatzenmesse*) and Easter Day. Over the following weeks, services were sung by either men's voices or upper voices (all socially distanced by two metres), occasionally joining together for larger services including a successful "Hymns from home" so that members of the congregation could sing hymns together from home. Unfortunately, the rules changed again in May meaning that only groups of 6 singers were permitted, but the choir nobly rose to this challenge and a rota system was soon established to allow four-part harmony to return! At the end of June, we resumed our monthly Choral Evensong, and by July congregational hymn singing was back (although with face masks) and the full choir was able to return and sing through the entire summer. In the autumn the choir resumed a relatively normal schedule of rehearsals and services, singing for the weekly 10am Parish Eucharist and monthly services of Choral Evensong, plus occasional extra evening services. The men again sang for the Patronal Festival at All Saints' Church, Besthorpe, and the full choir enjoyed singing for Choral Evensong at Harvest (3 October), Eucharist on Christ the King (21 November, including Mozart's *Missa Brevis in D, KV 194*) and two Christmas carol services at Besthorpe and St Mary's (19 December).

It has been heartening to receive so much support from members of the choir throughout all the difficulties of this year – even when COVID-19 guidance and rules have changed at relatively short notice! I'm pleased to report that numbers in the choir have remained steady, although unfortunately several choristers have not returned after the lockdowns and restrictions on our singing. That said, we have three very dedicated choristers who sing with us regularly, and I'm hopeful that we can rebuild the number of choristers as we emerge from the pandemic. The choir is always on the look-out for new members (both adults and children), so do please get in touch if you might be interested in finding out more about joining.

Despite the pandemic, we were able to hold two concerts in 2021, including a performance by early music trio *Hexachordia* (23 May) and an organ and harpsichord recital by Malcolm Archer (former Director of Music at Wells and St Paul's Cathedrals), including a selection from Bach's *Goldberg Variations* (28 August). We were also kindly gifted a grand piano for the church, so many thanks to the donor (who wishes to remain anonymous) for this very generous gift, which will be used to support our music-making over the coming years. In addition, we were awarded a grant by Youth Music to establish a music outreach programme for

children in the local community, working in partnership with the Norfolk Music Hub. This grant will be used to fund a part-time music outreach worker to be based at St Mary's and working with local schools from 2022, and will kick start our music project.

Overall, the year has not been without its troubles, but I'm pleased to report that music-making has been able to continue strongly at St Mary's over the last 12 months. None of this would be possible without the support of many people, so many thanks to all members of the choir, our organists (especially Nigel Waring, Assistant Director of Music, but also David Barnard, Simon Cole, Bob Gee and David Hilton as assistant organists covering occasional services), and the parents of the choristers, for all their commitment and support over the past year. Thanks also go to all of those who have supported our concerts, events and who have donated to the choir fund and help fundraise for the music project.

The organ has experienced a few minor faults over the past year, as expected with an ageing instrument, but these have been repaired by EJ Johnson & Son Ltd, who continue to maintain and tune the organ. Faculty permission has now been granted for the proposed organ rebuild. Choir funds this year have been used to purchase new copies of music (anthems and communion service settings).

Ben Miller

Open the Book

As with so many activities, regular Open the Book (OTB) presentations in schools came to an abrupt end in March 2020. Though Matthew was able to resume assemblies online, the OTB teams did not function through most of 2021 because of the Covid restrictions in place in schools.

However, with the installation of the new camera and sound system in St Mary's in the first half of 2021, it became apparent that this could be used to broadcast live OTB presentations into assemblies at Attleborough Primary, without the need to be physically present. After receiving a positive response to the idea from the school, Matthew asked Richard to take on this project and discuss it with the members of the OTB teams.

In October 2021 it was decided with the teams to test out the viability of doing this during a regular 10am Service at St Mary's. All 10am Eucharists are now broadcast live on YouTube providing an effective testing environment. There was also the added benefit of allowing the regular 10am congregation a chance to get a better sense of this important element of our church community's mission and evangelism to young people.

The All Saints' Service on 31 October was chosen because the Gospel reading for that day (John 11.32-44) corresponded exactly to Module 4/1 of the *Year Three Bible Story Book*. The plan was announced in the weeks before All Saints' with an invitation to all church members to join the project should they wish to.

Working together as one team, seasoned team members, joined by some new faces, planned and rehearsed the presentation. They then presented the story during the service on 31 October in place of the sermon. It went well and was well received, showing that an online broadcast could work as a means of presenting Bible stories to children in assemblies. Equally, the successful presentation led to a renewed sense of purpose for the project and a plan to start broadcasts direct into Attleborough Primary from January 2022.

Warm and heartfelt thanks to all involved for their enthusiasm, talents and commitment and for what was a fun, fulfilling and engaging experience.

Richard Washington

Safeguarding

The Church of England states clearly that, "The care and protection of children, young people and adults involved in church activities is the responsibility of everyone who participates in the life of our church."

Over the past year, we have sought to help people involved at Saint Mary's to understand their responsibilities and to know what to do if they have a concern. A new safeguarding poster and a leaflet have been produced with contact details and information about what to do.

In January, a short presentation took place after the 10.00 a.m. Eucharist. Twenty-eight questionnaires were completed regarding safeguarding practice which allowed me to get a snap shot of what further training may be necessary. The results were presented to a P.C.C. meeting in February and were also published in the Parish Magazine. The questionnaires were anonymous and informed a discussion after they were completed as part of the presentation.

Safeguarding does not have to be a complicated thing. If you have a concern about anybody involved in a church activity, please pass it on. All concerns will be taken seriously and will be discussed. If necessary, they will be passed on to the diocesan safeguarding officers for their consideration.

Safeguarding is everybody's responsibility. Please never be afraid of raising a concern.

Andrew Slater

Servers

Over the last two years the Serving team have spent a good deal of time in "hibernation".

When we were able to recommence activities it was, of necessity, in a very modest way and we all look forward to being "back to normal" at Easter.

Many of you will have noticed that Margaret Smith and Jasmin Jackson have now retired. We are very grateful for their unstinting work over many years and wish them a restful retirement.

We have been fortunate that Mike Rayner has been a very enthusiastic addition to our serving team as he has a lifetime of serving experience to share. Paul has been able to return after a short break and we look forward to Nina's return in the summer, when we all hope to be back stronger and fitter.

We have been blessed with a great team, willing to learn something new, and very helpful and cooperative and we are all most grateful for their continued work to the Glory of God.

As usual if anyone feels called to this ministry please contact me, or any of the clergy; no previous experience is necessary.

David Stubbart

Sidespeople

Our excellent sides people have had very little continuity in their roles this year. Meet and greet seemed to consist of signing in and washing hands and keeping our distance so we look forward with hope to the next year when we can get back to having our sidespeople to meet and greet as before. This is such a vital role in the church as we are often judged by the greeting we give.

Marion Dawe

Sunday Club

2021 was a challenging year in many ways and started with a national lockdown. This meant that Sunday Club was unable to meet safely until lockdown restrictions eased later in the year.

In the spring of 2021, Marion Dawes, who coordinated Sunday Club for many years and organised inspiring and creative lessons, decided to step down from the role. We are hugely grateful for all she has done for Sunday club during her time leading it and want to thank her for her dedication to the children and young people in St. Mary's.

In June, COVID restrictions had eased, and Sunday Club was able to restart. We held lessons outside in the churchyard to begin with and moved back into the church hall once the weather turned cooler in the Autumn Term. It has been wonderful to see children coming together in Sunday Club again and I would like to thank all those who have supported Sunday Club this year by running sessions and supervising children.

It was a joy to be able to hold a nativity again this year. The children loved putting on their costumes and acting out the Christmas story. The nativity wouldn't have taken place without Marion who wrote the script, cast the parts, and organised the children perfectly.

Lorna Goodrich

Uganda Support Fund

Due to the ongoing pandemic, our fundraising in 2021 was very limited.

Schools in Uganda remained closed until January 2022 but we sent some funds to New Glory School for ongoing maintenance which was made possible due to kind donations from individual supporters.

Scovia qualified as a midwife and we were able to support her with her nursing registration fees. Thank you to various supporters who continue to donate monthly.

Our regular stalls at coffee and chat have started again now and we are grateful for your support at these. Now that schools have opened in Uganda, we are continuing to support New Glory School and various individual children who require school fees.

Please do contact us for further information.

Clare Bakashaba & Sylvia Webster

Minutes of the Annual Church Meetings held on Tuesday 13 April 2021 at 7.30pm on Zoom

Parishioners Meeting

1. Apologies for absence

David Bartington, Catherine Buckley, Sharon Negus.

Twenty six people were in attendance at this Zoom meeting.

2. Minutes of the Parishioners meeting held on 10 November 2020

It was proposed by Brenda Greig, seconded by Susan Wilson and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3. Election of churchwardens

The Rector thanked the Churchwardens of the past difficult year, Paul Andrew, Marion Dawe and Ed Tyrer for their hard work and support. Ed had fulfilled the maximum of 6 years in this role and Paul wished to stand down from this post owing to other commitments and all expressed their thanks to them for the work they had given to St Mary's as Churchwardens.

Nominations for three churchwardens for the year April 2021/2022 had been put forward before the meeting.

Churchwardens are elected annually and usually cannot stand for more than 6 years in succession.

	<u>Proposer</u>	<u>Seconder</u>
David Bartington	Edward Tyrer	Marion Dawe
Marion Dawe	Anne Tinker	Cliff Amos
Jacqueline (Cherry) Saunders	Paul Andrew	Eileen Roberts

With there being no further nomination forms received by the Chairman prior to the meeting the above elections were agreed unanimously.

4. Close of meeting The meeting closed at 7.35pm.

Annual Parochial Church Meeting

1. Apologies for absence

David Bartington, Catherine Buckley, Sharon Negus,

2. Minutes of the APCM meeting held on 10 November 2020

It was proposed by David Stubbert, seconded by Eileen Roberts and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

3. Elections

(a) PCC members *(four places for three years)*

At the APCM in 2011 it had been agreed that although PCC members stand for a period of 3 years, members could be put forward to be elected for a further 3 year period, but could not stand for more than 6 years in succession.

The following were proposed and seconded to stand on the Attleborough PCC for a three year term:

	<u>Proposer</u>	<u>Seconder</u>
Catherine Buckley	Mary Dark	Susan Wilson
Chris MacKinnon	Sally Crockford	David Stubbert
Emma Neve	Ben Miller	Emma Jackson
Dorothy Woolliscroft	Pauline Parnell-Hopkinson	Yvonne O'Dell

2 Reports

Reports of the PCC, Deanery Synod and Churchwardens (including Fabric) were presented.

The Terrier and Log Book had been updated during the year and were available for inspection in the church office.

(b) Treasurer

Presentation of Audited Church Accounts for year ending 31.12.2020

In the Treasurer's absence the Chairman presented the accounts for the year ending 31 December 2020.

These had been approved by the PCC and signed by the Chairman and Treasurer at a PCC meeting on 9 March 2021 for presentation to the APCM.

With there being no questions raised, it was proposed by Dorothy Woolliscroft, seconded by Susan Wilson, and agreed by all present that the accounts for 2020 be commended.

The Chairman wished to record his thanks to treasurer Yvonne O'Dell for her conscientious dedication and sound handling of the St Mary's finances.

(c) Rector's Report

Revd Matthew Jackson gave his report as Rector of the parish and Chairman of the Attleborough PCC.

A copy of this would be printed in the May 2021 edition of *The Link* parish magazine and filed on record with the 2020 Annual Report. Printed copies were also available on the table at the back of the church.

6. Appointment of Independent Examiner

Thanks was expressed to Anne Lister who had been the Independent Examiner for the 2020 accounts but felt that she did not wish to continue in this role.

It was therefore proposed by Dorothy Woolliscroft, seconded by David Stubbart and agreed by all present that George Ridgway be appointed Independent Examiner for the coming year.

With their being no further nominations the above was duly appointed.

It was agreed that Anne Lister be presented with a gift from the PCC in thanks for her work as Examiner in 2020.

7. Presentation and adoption of Electoral Roll

There were 122 members on the Church Electoral Roll as at 29 March 2021.

It was proposed by Marion Dawe, seconded by Susan Wilson and agreed by all present that the 2020/21 Roll be adopted.

The Rector wished to record his thanks to Carole on behalf of the parish for her work as Electoral Roll Officer throughout the year.

8. Appointment of sidespeople

Owing to the current Covid restrictions regarding sidespeople it was agreed that that these elections be deferred until the next APCM.

9. Any Other Business

(a) Thank you to Matthew

Marion Dawe thanked Matthew, on behalf of the parish, for his dedicated ministry and leadership as Rector during the past year. Also to Matthew's wife Emma and his family for their vital support behind the scenes.

10. Close of meeting

The meeting closed at 8.10pm with The Grace being said together.

Accounts

Financial Report and Accounts for the year ended 31 December 2020

Financial Review

General fund

As a consequence of the Coronavirus pandemic and the Government lockdowns, St Mary's, like other churches, was unable to hold 'in person' worship for much of the year. As a result, during 2020 most income items in the General Fund Account are significantly less than expected and were not sufficient to cover expenditure, thereby producing a deficit in net income of £(12,183).

Income from giving (collections, donations, and any Gift Aid claims thereon), has particularly suffered although this was offset to some extent by online, card reader and other donations. Donations by standing order are slightly lower than in 2019.

Additionally, as a result of the church being closed, income from magazine sales, advertising, printing etc was also reduced, as were both wedding fees and funeral fees.

The 2020 Summer Fete was cancelled and whilst donations were received for the Virtual Fete, Fundraising was reduced by almost £4,000, compared to 2019.

Payments made in respect of salaries remain similar to 2019 and have been offset to some extent by way of the Government furlough scheme.

During the year there was insufficient income into the General Fund to meet its expenditure. However, there was large income from the legacies which meant a withdrawal from the deposit account was not necessary. A transfer of £10,000 from the Unrestricted Legacies Fund to the General Fund has been shown.

It is hoped subsequent years will show more usual results whereby income balances expenditure.

Designated Legacies Fund (Unrestricted)

A legacy of £5,000 was received during the year.

Designated Hall Fund

Although income and expenses were both lower than 2019 due to some restricted use of the hall during the coronavirus pandemic, this year's income more or less balanced expenses.

Fabric & Heating Fund (Restricted)

A legacy of £18,175 was received during the year. As hoped, the grant for VAT of £3,243 in respect of replacing the boilers in 2019 was received.

Other Restricted Funds

Donations, including a large donation of £20,000, were received towards the window restoration of £30,840, which together with the Gift Aid tax refund claim and a grant for VAT covered most of the cost. The small deficit of £1,008 has been transferred from the Fabric & Heating Fund to the Window Fund to enable the fund to be closed.

Reserves Policy

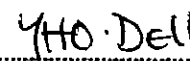
It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2020 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall.

The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes.

It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 9 March 2021 by:

 Chairman

 Treasurer

St Mary's Church, Attleborough
FINANCIAL STATEMENT for the Year to 31 December 2020
Unrestricted Funds Statement of Financial Activities

General fund	2020	2019
INCOMING RESOURCES	£	£
Collections	2,788	8,809
Non-Gift Aid planned giving	1,952	2,911
Collections Gift Aid	5,473	7,559
Standing Order Gift Aid	26,890	28,540
Standing Order Non Gift Aid	4,532	4,430
Tax refund on Gift Aid	9,971	11,118
Fees		
Weddings	894	2,382
Funeral Services & memorials	3,415	5,593
Utilities	400	610
Donations wall safe & candles	1,225	631
Donations Give a Little via website (SumUp)	1,779	0
Donations Give a Little via card reader (SumUp)	185	0
Other donations	3,787	1,962
Donations Gift Aid	1,055	489
Donations for Charities	882	787
Dividends/Interest (deposit a/c's)	368	414
Donations for Virtual Fete	1,243	0
Bazaar & other fundraising	710	5,822
Magazines and cards etc	854	1,522
Magazines advertising	1,650	2,730
Donations for printing	85	349
Other income	0	34
Hire/Donations for use of church	1,005	900
Boiler grant	324	0
Church Admin. salaries through payments	827	0
Norwich diocese grant for children's activities	0	100
Transfer from Designated Legacies Fund	10,000	
TOTAL Incoming Resources	81,734	87,731
NET INCOMING RESOURCES	(2,155)	(76)
Cash BALANCES B/FWD 1 JANUARY.	11,151	11,227
Cash BALANCES C/FWD 31 DECEMBER.	8,996	11,151
Total asset balance b/fwd 1 JANUARY.	17,889	17,965
Total asset balance c/fwd 31 DECEMBER.	15,734	17,889
Designated Legacies Fund	2020	2019
INCOMING RESOURCES	£	£
Legacies	5,000	0
Interest (deposit a/c's)	213	488
Transfer from General Fund	0	0
TOTAL INCOMING RESOURCES	5,213	488
NET INCOMING RESOURCES	(5,117)	(2,274)
BALANCES B/FWD 1 JANUARY	50,244	52,618
BALANCES C/FWD 31 DECEMBER	45,127	50,244

RESOURCES EXPENDED	2020	2019
	£	£
Parish share	55,407	55,939
Clergy expenses	392	1,238
Other Clergy Costs	2,305	1,497
Church Admin. salaries & NI	7,698	7,798
Stationery, postage, misc.admin.	5,393	4,813
Insurance	2,708	2,487
Heating & Lighting	2,291	2,341
Cleaning/Misc. minor maint.	287	614
Norwich Dioc. Assoc. of Bells	10	10
Director of music	5,441	6,753
Other Music expenses	543	863
Online worship streaming licence	50	0
Church magazine and cards	0	515
Youth & Children's Work	0	178
Donations to charities	898	1,675
Publicity	0	322
Donations & gifts	13	121
Stewardship expenses.	112	188
Fund raising Expenses	50	295
Miscellaneous	0	201
Transfer to Youth fund	0	0
Boiler	324	0
TOTAL Resources Expended	83,889	87,907

Notes:
Services in Crematorium
Contributions to Parish Share:

720

RESOURCES EXPENDED	2020	2019
	£	£
Candles & lighting	0	483
Piano/organ/microphone	330	2,279
Transfer to General Fund	10,000	0
TOTAL RESOURCES EXPENDED	10,330	2,763

Designated Hall Fund	2020	2019
INCOMING RESOURCES	£	£
Day Care Hire fees	17,366	24,364
Weight Watchers	0	700
Community Luncheon Club	120	660
Coffee & Chat	110	760
Slimming World	1,485	2,890
Dementia Cafe	198	348
Other Hire fees	419	1,269
Other Income	0	0
Dividends & Interest	127	279
Administration salaries & NI furlough payments	3,927	0
TOTAL INCOME RESOURCES	23,742	31,229
NET INCOMING RESOURCES	34	(2,639)
BALANCES B/FWD 1 JANUARY	29,205	31,744
BALANCES C/FWD 31 DECEMBER	29,239	29,205

Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2020	2019
INCOMING RESOURCES	£	£
Interest (deposit a/c's) Fabric	116	369
Legacy	18,175	15
Donations	0	3,000
Grant for VAT on Building work	3,243	515
TOTAL INCOMING RESOURCES	21,538	3,889
NET INCOMING RESOURCES	19,861	(16,739)
BALANCES B/FWD 1 JANUARY	27,407	44,146
BALANCES C/FWD 31 DECEMBER	47,267	27,407

Other Restricted Funds	2020	2019
INCOMING RESOURCES	£	£
Flowers donation	60	0
Choir Fund Raising	0	60
Choir Fund donations	0	745
Choir Fund fees	0	100
Community lunch	398	2,846
Messy Church Fund	7	78
W/FPOC Resolution to Friday fun club	0	0
Friday fun club	394	104
Grant for Friday fun club	0	0
drop in & play	43	551
Donation for drop in & play	0	100
Organ fund raising	0	224
Donations to Organ fund	678	100
Donations to Window fund	20,100	0
Donations to Window fund tax refund on Gift Aid	5,000	0
Grant for VAT on Window Restoration	6,140	0
Transfer from Fabric & Heating Fund	1,006	0
Interest (deposit a/c's) Bells	8	18
TOTAL INCOMING RESOURCES	32,826	4,728
NET INCOMING RESOURCES	500	144
BALANCES B/FWD 1 JANUARY	5,493	5,349
BALANCES C/FWD 31 DECEMBER	5,992	5,493

TOTALS INCOMING and EXPENDED RESOURCES

	2020	2019
£	£	£
TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS	165,050	128,064
NET INCOMING RESOURCES and MOVEMENT IN FUNDS	13,123	(21,486)
BALANCES B/FWD 1 JANUARY	130,237	151,722
BALANCES C/FWD 31 DECEMBER	143,360	130,237

RESOURCES EXPENDED	2020	2019
£	£	£
Administration salaries & NI	13,547	12,620
Insurance	2,706	2,466
Heating & Lighting	4,682	4,683
Water	574	1,113
Clearing & misc. & sundries	1,848	1,931
Repairs and Hall upkeep	106	2,970
Gazebos (2019 Fridge & Dishwasher)	0	260
Air Conditioning for hall (2018: Boiler)	0	7,090
Health & Safety	342	677
Donations to charities	0	0
TOTAL RESOURCES EXPENDED	23,706	33,768

RESOURCES EXPENDED	2020	2019
£	£	£
Architects fees	0	0
Structural Engineers fees	666	1,170
Church Heating (2018 Boiler Repairs)	0	19,458
Transfer to Window Fund	1,006	0
TOTAL RESOURCES EXPENDED	1,674	20,628

RESOURCES EXPENDED	2020	2019
£	£	£
Flowers	121	152
Choir expenses	100	885
Community Lunch Expenses	488	2,448
Messy Fund Expenses	82	82
Friday fun club	178	398
drop in & play	0	639
Organ Fund	0	0
Window fund	31,248	0
Bells expenses	108	0
TOTAL RESOURCES EXPENDED	32,326	4,582

	2020	2019
£	£	£
TOTAL RESOURCES EXPENDED	151,927	149,546

Attleborough Parochial Church Council

Balance Sheet at 31 December 2020

(Figures rounded to nearest £)

	Unrestricted General Fund	Designated Legacy Fund	Hall Fund	Restricted Fabric & Heating Fund	Other Restricted funds	Total
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	6,787	747	1,119	5,729	4,067	18,449
Deposit CBF	0	44,380	20,947	41,538	1,926	117,791
Cash						0
Debtors	4,165	0	0	0	0	4,165
less Suspense	0					
TOTAL CURRENT ASSETS	10,952	45,127	31,066	47,267	5,993	140,405
Less Current Liabilities	1,956	0	1,827	0	0	3,784
TOTAL NET CURRENT ASSETS	8,996	45,127	29,239	47,267	5,993	136,622
TOTAL NET ASSETS	15,734	45,127	29,239	47,267	5,993	143,360

	2019					
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	122	77	9	78	3,576	3,859
Deposit CBF	12,056	50,167	29,820	27,332	1,917	121,292
Cash						0
Debtors	2,911	0	279	0	0	3,190
TOTAL CURRENT ASSETS	15,089	50,244	30,107	27,407	5,493	128,341
Less Current Liabilities	3,938	0	902	0	0	4,841
TOTAL NET CURRENT ASSETS	11,151	50,244	29,205	27,407	5,493	123,500
TOTAL NET ASSETS	17,889	50,244	29,205	27,407	5,493	130,238

Analysis of 'Other' restricted funds

FUND Year	Bells	Window Fund	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop in & Play	Organ Fund	TOTAL Other
2020	1,534	0	846	290	164	851	842	666	1,002	5,993
2019	1,934	0	717	381	284	726	626	522	324	5,493

Notes to the financial statements for the year ended 31 December 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body.

Funds

Restricted funds represent income, donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £19,796 (2019: £19,481).

b) Payments to PCC members

As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £4,421 and this payment is included in Director of Music expenses.

6. Debtors

For 2020 General fund 'Debtors' is tax refund due from Gift Aid of £3,014 (2019: Gift aid refund £2,911), funeral and associated fees due of £1,016 and advertising fees due of £135.

Creditors (Current Liabilities)

The year 2020 General fund 'Current Liabilities' are the outstanding instalments for insurance £902 (2019: £902), electricity and gas bills of £306, miscellaneous other £748. The Hall Fund 'Current Liability' is the outstanding instalments of its share of the insurance £902 (2019: £902), electricity and gas bills of £611 and other £314.

Independent Examiners Certificate

Report to the trustees/ members of:

St Marys Church Attleborough

On accounts for the year ended:

31st December 2020

Charity no (if any):

1130508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

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:

A. Lister

Date:

3/3/2021

Name:

Anne Lister

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

—

Address:

48 Chapel Road
Oundleborough
Norfolk NR17 2DS

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

Rector's report on 2020

I sat down to write this report thinking that I'd use the same approach as normal, looking through past issues of 'the Link' to remind me of what had been happening. But of course 2020 was anything but a normal year. Pre-pandemic feels long ago that it may as well have been a different lifetime. That's why I shied away from giving a report at the last APCM which was held in November after being deferred from earlier in the year.

We were in the middle of a PCC meeting in March last year, discussing our worship and activities in the light of the increasing level of the virus, when an email arrived from the Archbishop of Canterbury instructing us to cease all services and everything else associated with our Church life with immediate effect. Our Church Buildings were to remain locked. Like many others I wasn't unduly concerned - it was only going to be for a few weeks. We'd probably be back in Church for Easter. But Easter came and went, as did Pentecost and the weeks turned into months.

Of course this didn't mean we weren't doing anything. On Mothering Sunday the ministry team celebrated the Eucharist behind closed doors on behalf of everyone else. It didn't feel comfortable though. Shortly afterwards I was invited to a meeting using a video conferencing website. Within a couple of weeks we had daily prayer online with a Sunday Service streamed to Youtube. By Easter we'd discovered Zoom and our online worship became more elaborate and could include those phoning in to join us too.

By June 'the Link' included a wonderful picture of all that was happening in our virtual world: Services and prayers, virtual choir recordings, online men's group meetings, a youth group. Some of these things have lent themselves better to the online world more than others. Social groups have been particularly difficult to recreate in a virtual environment but it was important that we tried.

Unlike many Churches I took the decision, rightly or wrongly, that our online services wouldn't be communion services. Without the majority able to receive the sacrament it felt exclusive. And I didn't take up the Bishops' dispensation to celebrate communion at home. It would have felt like private feasting while everyone else was fasting. One of the highlights of this time was being joined by the Bishop of Norwich for our Service for Pentecost.

The June 'Link' also contained the sad news that the fete had been cancelled. It was one of a number of major blows to our finances which left us, at the end of the year, some £12k overspent. My thanks to everyone who contributed so generously in the last year. I was pleased that we paid our Parish Share in full from reserves but we clearly can't sustain those sorts of losses again too many times going forward.

There are many things which we could have done better in the last year but we were all feeling our way through this together. Over the course of the year a few members of the congregation temporarily and unintentionally slipped off the radar. I'm always really sorry when this happens but try as we might it seems impossible to constantly keep track of everyone. We've learnt from our mistakes and each time we lose track of someone we try to put measures in place to stop the same thing happening again. As I have said in more normal times, if you're unwell, lonely or low (or know someone who is) please tell us. I'd rather be told six times than not at all.

It has been a pleasure to have Richard join us during the year, although not quite in the way we expected. For many months he joined us from Warsaw, bringing an international dimension to our worship. I look forward to Richard finally relocating to Attleborough and joining us as Curate in the summer.

The two words which keep coming to mind are 'thank you'. I owe a huge debt of gratitude to my colleagues who've worked so hard in the past year (as always). Andrew and Brenda who have principally shared the leading of worship. Pat for her usual hand on the rudder in the office (even when the office was closed for month on end) our musicians for taking our music online and the Churchwardens. And to you all, a big thank you. 2020 was a year the likes of which none of us has encountered before and which we hope not to see again but we got through it together, living stones at work in our community in so many ways.

We look now to brighter days; to restarting many of our usual activities and to moving forward together into the future.

MJ, 13th April 2021