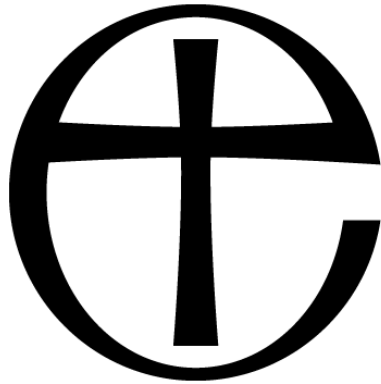


# A Year in Review

## 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*

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## 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**

- Meeting 1

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.
- |                  | Proposer       | Seconder          |
|------------------|----------------|-------------------|
| 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:
- |                              | Proposer       | Seconder             |
|------------------------------|----------------|----------------------|
| 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:

.....  ..... Chairman

.....  ..... 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
<b>INCOMING RESOURCES</b>	<b>£</b>	<b>£</b>
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
<b>TOTAL Incoming Resources</b>	<b>100,774</b>	<b>90,445</b>
<b>NET INCOMING RESOURCES</b>	<b>(608)</b>	<b>(3,371)</b>
Cash BALANCES B/FWD 1 JANUARY	8,321	11,683
Cash BALANCES C/FWD 31 DECEMBER	7,713	8,321
<b>Total asset balance b/fwd 1 JANUARY</b>	<b>15,059</b>	<b>18,431</b>
<b>Total asset balance c/fwd 31 DECEMBER</b>	<b>14,451</b>	<b>15,059</b>

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

	2024	2023
<b>RESOURCES EXPENDED</b>	<b>£</b>	<b>£</b>
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
<b>Fund raising Expenses</b>	<b>131</b>	<b>96</b>
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
<b>Coronation Expenses</b>	<b>0</b>	<b>551</b>
<b>Eco Church Expenses</b>	<b>0</b>	<b>96</b>
<b>TOTAL Resources Expended</b>	<b>101,382</b>	<b>93,817</b>

Note:  
Services in Crematorium  
Contributions to Parish Share: 210

	2024	2023
<b>RESOURCES EXPENDED</b>	<b>£</b>	<b>£</b>
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
<b>TOTAL RESOURCES EXPENDED</b>	<b>8,952</b>	<b>3,553</b>

<b>Designated Hall Fund</b>	2024	2023
<b>INCOMING RESOURCES</b>	£	£
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
<b>TOTAL INCOME RESOURCES</b>	<b>36,781</b>	<b>35,551</b>
<b>NET INCOMING RESOURCES</b>	<b>(3,582)</b>	<b>21</b>
<b>BALANCES B/FWD 1 JANUARY</b>	<b>31,179</b>	<b>31,158</b>
<b>BALANCES C/FWD 31 DECEMBER</b>	<b>27,597</b>	<b>31,179</b>

<b>RESOURCES EXPENDED</b>	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
<b>TOTAL RESOURCES EXPENDED</b>	<b>40,363</b>	<b>35,530</b>

### Restricted Funds Statement of Financial Activities

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

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

<b>Other Restricted Funds</b>	2024	2023
<b>INCOMING RESOURCES</b>	£	£
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
<b>TOTAL INCOMING RESOURCES</b>	<b>39,117</b>	<b>32,038</b>
<b>NET INCOMING RESOURCES</b>	<b>(52,945)</b>	<b>(12,299)</b>
<b>BALANCES B/FWD 1 JANUARY</b>	<b>20,622</b>	<b>32,921</b>
<b>BALANCES C/FWD 31 DECEMBER</b>	<b>(32,323)</b>	<b>20,622</b>

<b>RESOURCES EXPENDED</b>	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
<b>TOTAL RESOURCES EXPENDED</b>	<b>92,062</b>	<b>44,338</b>

### TOTALS INCOMING and EXPENDED RESOURCES

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

	2024	2023
	£	£
<b>TOTAL RESOURCES EXPENDED</b>	<b>242,759</b>	<b>177,238</b>

# 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	
	£	£	£	£	£	£
<b>FIXED ASSETS</b>						
Investments CBF	6,738					6,738
<b>CURRENT ASSETS</b>						
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					
<b>TOTAL CURRENT ASSETS</b>	<b>19,541</b>	<b>81,614</b>	<b>30,294</b>	<b>45,798</b>	<b>(32,322)</b>	<b>144,926</b>
Less Current Liabilities	11,829	0	2,697	0	0	14,526
<b>TOTAL NET CURRENT ASSETS</b>	<b>7,713</b>	<b>81,614</b>	<b>27,597</b>	<b>45,798</b>	<b>(32,322)</b>	<b>130,400</b>
<b>TOTAL NET ASSETS</b>	<b>14,451</b>	<b>81,614</b>	<b>27,597</b>	<b>45,798</b>	<b>(32,322)</b>	<b>137,138</b>

			2023			
	£	£	£	£	£	£
<b>FIXED ASSETS</b>						
Investments CBF	6,738					6,738
<b>CURRENT ASSETS</b>						
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					
<b>TOTAL CURRENT ASSETS</b>	<b>22,963</b>	<b>85,543</b>	<b>33,817</b>	<b>44,022</b>	<b>24,736</b>	<b>211,082</b>
Less Current Liabilities	14,642	0	2,638	0	4,114	21,393
<b>TOTAL NET CURRENT ASSETS</b>	<b>8,321</b>	<b>85,543</b>	<b>31,179</b>	<b>44,022</b>	<b>20,622</b>	<b>189,689</b>
<b>TOTAL NET ASSETS</b>	<b>15,059</b>	<b>85,543</b>	<b>31,179</b>	<b>44,022</b>	<b>20,622</b>	<b>196,427</b>

## 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.~~

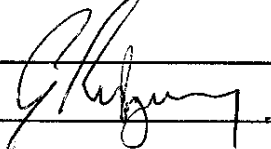
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below\*~~) which gives me cause to believe that in, any material respect:

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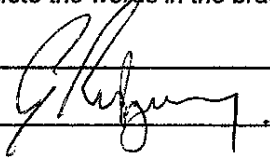
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*\* Please delete the words in the brackets if they do not apply.*

Signed:



Date:

24 FEBRUARY  
2025

Name:

GEORGE RIDGWAY

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

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FELLOW OF INSTITUTE OF CHARTERED ACCOUNTANTS  
IN ENGLAND & WALES

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## Section B

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