

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. ANDREW HOLT NORFOLK IN THE DIOCESE OF NORWICH

England & Wales - Charity number 1131726

Details

Other names	HOLT PAROCHIAL CHURCH COUNCIL
Status	Registered
Legal form	Previously excepted
Registered	2009-09-21
Register	View on the Charity Commission register

Contact

Address The Parish Office
St Andrew the Apostle
Church Road
Holt
NR25 6BB

Phone 01263713479

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Website www.holtchurch.org

Activities

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

Activities: Church of England church administering to the community of Holt, Norfolk

Classification

- **How:** 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

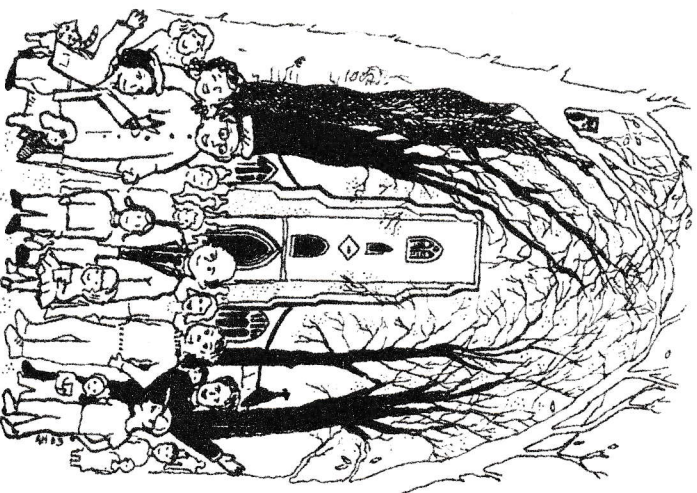
Period end	Income	Expenditure	Assets	Employees
2024-12-31	£170,074	£184,892	-	-
2023-12-31	£187,142	£155,540	-	-
2022-12-31	£179,216	£148,814	-	-
2021-12-31	£153,453	£154,503	-	-
2020-12-31	£170,884	£228,732	-	-

Trustees

Name	Role	Appointed
ANN ALBOROUGH		2026-05-03
CLAIRE GAYNOR ROBERTS		2026-05-26
Colin Jackson		2026-05-03
Darren Bunyan		2025-03-27
Dr Jane Anne Southward		2025-03-27
FRANCES CAROLINE JENKINSON		2026-05-26
Fay Denise Cookson		2026-05-26
Gary Tonks		2026-05-26
John Charles William Marshall		2025-03-27
Julie High		2026-05-26
Rev HOWARD STOKER		2011-03-20
Sarah Jane Bunyan		2025-03-27
Stephen Gillam		2026-05-26
Susan Margaret Watson		2025-03-27
Timothy John Bennett		2026-05-03

Accounts

**The Parish Church of St. Andrew the Apostle
with the District Church of
All Saints, High Kelling**



*"Seeking to love and serve
both God and our neighbour".*

Annual Report

2024

THE ANNUAL VESTRY & PAROCHIAL CHURCH MEETING

AGENDA Thursday 27th March 2025

The Annual Vestry Meeting

1. Apologies.
2. Appointment of Clerk to the Meeting
3. Minutes of the 2024 Annual Vestry Meeting.
4. To consider matters arising from these minutes.
5. Election of Churchwardens.
6. Election of Deputy Churchwardens for All Saints' District Church.
7. Election of Sidespeople to the Churchwardens.
8. To consider any proposals or other business proper to the Annual Vestry Meeting.

PARISH OF HOLT WITH HIGH KELLING

Minutes of the Annual Vestry Meeting Monday 15th April 2024

Present: Fiona Jolliffe, Sandra and Richard Copas, Ann Alborough, Sue Hebburn, Penelope Evans, Michael Evans, Steve Dyer, Julie High, Ted and Paula Hewitt, Sarah Fry, Janet Dickinson, John Allen, Frances Jenkinson, Robin and Marilyn Back, Julia Peart, Fay Cookson, Alan Holman, Muriel Holman, Derek and Jean Godfrey, Dan and Christina Enasescu, Sophia Sladden, Steve and Peta Benson, Diana Prentice, Anna Williams, Claire Bennett, Stephen Gillam, Judith Salter, Bob and Pat Chaplow, Claire Roberts.

Apologies: Liz Trainier, Doreen Cole, Jan Sherwood, Christine Shaw, Angela Elliott, Pat Dyer.

1. Dick Copas was appointed as Clerk to the meeting.
2. Minutes of the 2023 meeting were agreed – proposed by Janet Dickinson and seconded by Frances Jenkinson.
3. Matters arising from above meeting – none were raised.
4. Election of Churchwarden(s). There was only one nomination, Tim Bennett, who was proposed by Derek Godfrey and Dick Copas. Tim was duly elected and took his seat. Fr. Howard thanked Fiona and Tim for the enormous amount of time and commitment they had given to St. Andrew's over the last year. The meeting gave its unanimous support.
5. Election of Deputy Churchwardens for All Saints' District Church. Ann Alborough was proposed by Sue Hebburn, seconded by Michael Hebburn and was duly elected. Fr Howard thanked Ann for all her loyalty and hard work.
6. Election of Sidespeople who have agreed to assist the Wardens at Church Services and on occasions to act as warden – Tim Bennett being the one Warden elected at this meeting. The following agreed to be 'Sidesmen' and Fr. Howard thanked ALL who contributed so much to the working and spiritual life of the Parish.
Peta and Steve Benson, Richard and Sandra Copas, Margaret Glasspool, Derek and Jean Godfrey, Bev and Mick Harshorn, Paula and Edward Hewitt, Muriel and Alan Holman, Suzanne and Tony Hurling, Gill and Philip Murrell, Linda Peacock, Martin Potter, Stephen Gillam, Julia Peart, Diana Prentice, Sue and John Warfe, Janet Dickinson, Claire Roberts, Frances Jenkinson, Bob and Pat Chaplow, Michael and Sue Hebburn, David and P Conolly-Hart.
7. AOB. None. Meeting closed.

PARISH OF HOLT WITH HIGH KELLING

THE ANNUAL PAROCHIAL CHURCH MEETING

Thursday 27th March 2025

AGENDA

1. Apologies.
2. Minutes of the 2024 Annual Parochial Church Meeting.
3. Matters arising from the minutes.
4. Reports:

Rector's Report *page 10/11/12*
Church Electoral Roll *page 13*
Church Wardens Report *page 13*
Ministry Group *page 14*
Church Sewing Group *page 14*
Church Welcome Team *page 14*
Holt Community Support Fund *page 14*
Deanery Synod *page 15*
Church Tower & Bell Ringers *page 15*
Treasury Report *page 15*
Social Team *page 16*
Church Web Site *page 16*
Pastoral Team *page 17*
Health & Safety *page 17*
Young St. Andrew's *page 18*
Flower Arrangers *page 18*
All Saint's Report *page 19*
Safeguarding Report *page 19/20*
Fabric *page 21*
Churchyard Maintenance *page 22*
Meeting Room & Church Hall Bookings *page 23*
Ecochurch *page 23*
Music *page 24*
Rector's comments *not written*

5. Elections:
 - a) 4 PCC Members
 - b) 1 Deanery Synod Representative (casual vacancy)
 - c) Appointment of an Independent Examiner of the Annual Accounts & adoption of accounts
6. Questions from the floor.
7. Any other business.
The Grace.

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MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING MONDAY 15th APRIL 2024

Present : Please see list of those at the Annual Vestry Meeting of the same date.

Apologies : Please see list of those who sent apologies for APCM of the same date.

Matters arising from the minutes : None. Therefore the minutes were passed with Paula Hewitt proposing and Frances Jenkinson seconding the proposal.

Reports, where submitted, are included with documents prepared in advance of the meeting held on 15 April 2024. Additional information to these, are added here and should be read alongside the originals.

Rector's Report. Fr. Howard was as usual upbeat in his introduction. He thanked us for our contribution to Parish life and was generous in his praise of the many who give of their time and energy in supporting our community of St. Andrew's. He said that his life, if very busy, was richly enhanced by the response he received from his parishioners. Numbers are gradually returning to pre Covid levels but all of us are growing older! We would love to add more children, young and middle aged folk to our number. It would be good to have 'more staff doing less.' Pastoral needs are being met and John Allen testified to the pleasure of taking the Sacrament to the housebound.

Electoral Roll. Currently at about 160 and notice given that in 2025 a full revision of the roll is required.

Churchwardens' Report. Tim added to this by paying tribute to Fiona and underlining how fortunate we have been to have such a wise, caring, loving and hardworking leader for the last three years. Tim also took this opportunity of giving, on behalf of the Parishioners, unreserved thanks for the loving care lavished upon our congregation by our hardworking and committed Rector. Tim also mentioned the bad behaviour of a small group of youngsters who have abused our Church and have caused considerable damage. This appears to be on going and no help has been received from the local police. CCTV and publishing details in the EDP were suggestions from the floor.

Live streaming of services is much appreciated by those at home and residents in the local care/nursing homes.

Ministry Group. Less formal post Covid but nevertheless but many home visits are made both officially and by individuals.

Church Sewing Group. A victim of covid perhaps. Jean's arts group on Thursdays is thriving, as is the Church Hall Wednesday Men's group.

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Meeting Room and Church Hall bookings. Bookings through Howard Foale continue but the income barely covers the running expenses. The PCC are aware and will discuss asset/liability issues. Put up charges? Tout for more bookings?

Church Welcome Team. A victim of Covid.

Holt Community Support Fund. Despite good resources, £30 k+ the take up is slow at about £500 pcm. No more fund raising will take place after Sept. 2024. Details of need assessments are complex and require professional help. CAB cannot assist and so we work with the Cromer Foodbank. Discussions with them are continuing. We did the right thing in the right way!

Deanery Synod. No report – our representatives dutifully attend.

Church Tower and Bell Ringers. The group is thriving and a queue forms on Friday evenings for each rope! Services are invariably preceded by the wonderful chime of Church bells. The meeting asked for a vote of thanks to be passed to this rarely seen team of enthusiasts and wish to assure them that they are not taken for granted.

Treasury Report. These were presented by the Treasurer and as a result of some particularly generous donations our end of year finances seem in good shape. Robert was thanked from the floor by those who thought that the figures presented were clear and easily understood.

Social Team. No report. Partly as a result of Covid and the disintegration of an established team under the directions of the Murrells, the regular functions we have come to enjoy have been reduced in number. A vote of thanks was passed for Chrissie and John Hill for running things for the last 18 months – they did us proud at a number of successful events. Phillip and Gill are happy to continue in a limited way by dealing with equipment, kitchens, coffee rotas, bars and events at the Festival and Phillip remains our Licensee. If others would like to run a social event please come forward.

Website. Thank you Katharine for a very full report. Please read and do your best! Many of us are a little old to be very computer literate. We have a real professional looking after the St Andrew's website and this is the way forward.

Pastoral Team. At the moment the official team is small but still effective. The PCC is currently working to build a more structured group. Live streaming of services and visits to Loyd Court and the two newly opened care homes are on the radar. John Allen as lead emphasised the privilege he felt at taking the Sacrament to the household. He was duly thanked by those present.

Ecochurch. A full report from Fiona and Stephen. It was said that the work is gradually widening in the town and thus was drawing a few more into the church community.

Young St, Andrew's. In good heart with Little Lambs and apparently increasing interest from young parents in the area. Other commitments include Sunday morning teaching, open the Church, prayer space and the Festival craft tent. Thanks to Gresham's for again waiving some car park charges on Wednesday mornings.

Flower Arrangers. Thanks again to the team of 11/12 who decorate the Church weekly and put together some wonderful arrangements for festivals and special occasions.

All Saints High Kelling. The report from Ann was upbeat and very encouraging – on Thursdays the Eucharist and coffee/discussion is regularly attended by some from Holt and the plans for the All Saints Centenary Celebrations are well under way. Watch this space because High Kelling residents are going to have priority for the ticketed events!

Safeguarding and Health and safety. We thank our lucky stars that Claire does most of the work for us. Her reports, her coaching sessions and her experience in this area are invaluable. We should look after her! A defibrillator has been installed in the Meeting Room and members of the PCC will be instructed in its operation although we are assured that the machine itself will tell us what to do.

Church Fabric and Churchyard Report. Tim has taken on BOTH roles, and has produced two very thorough reports detailing some of what has been dealt with in the last twelve months. Importantly the quinquennial items have been completed, and the internal decoration of the Church has begun. All this alongside routine running repairs and even vandalism has taken both time and money. The churchyard working group is much smaller than it was and so Tim and others have made decisions to reduce the area to be mown whilst increasing wilding. The whole area 'works' and there were many compliments about how good everything looks again this Spring. Thankyou Tim for all you have done for us.

Music at St. Andrew's. A modest report from our maestro Mark! A vote of thanks from the floor is to be minuted for all the wonderful music on offer in our Church. The hardworking choir, the Evensongs, the organ music, the concerts, the Fringe programme – all are much enjoyed by parishioners and visitors alike. Thank you.

Vote of thanks to our Associate Priests. Those present asked that a sincere vote of thanks be passed to our Associate Priests for their huge contribution to the life of the Parish. This was fully endorsed by Father Howard.

There being no further business the meeting was closed with the Grace at 9.15 pm.

Next meeting of the PCC 4.15 pm. Thursday 9th May in the MR (Ascension Day).

**PARISH OF HOLT WITH HIGH KELLING
ANNUAL PAROCHIAL CHURCH MEETING 27th MARCH 2025**

Elections Church Wardens: Tim Bennett
Proposer Derek Godfrey Seconder Dick Copas

Ann Alborough
Proposer Michael Hebburn Seconder Sue Hebburn

Member of the PCC: Fay Cookson
Proposer Fiona Jolliffe Seconder Steve Benson

PCC Officers:	Proposer	Seconder
Lay Chair Frances Jenkinson	Julie	Tim
Treasurer Robert Hodge	Tim	Julie
Secretary Sarah Bunyan	Julie	Claire
Safeguarding Claire Roberts	Julie	Frances
Health & Safety Claire Roberts	Julie	Frances
Fire Officer		
Deanery Synod Reps		
Independent Examiner of Accounts	Ian Barber	

FROM THE RECTOR; Revd Canon Howard Stoker

The tragic events of Sunday 22nd December which resulted in the death of Sheila and Campbell Welsh cast a long shadow over the past year. No-one could have foreseen what happened as they left after the carol service at All Saints, High Kelling and were hit by a car while crossing the A148. Together with their family, members of our faith and wide community were devastated by this awful tragedy and struggled to come to terms with what had happened. Also, during the year, we said goodbye to other members of our community Martin Potter, Dr Wallace White and of course, Barbara Leech, church hall booking secretary and PCC member, Theo Crowder, one time tower captain and passionate bell ringer and Patrick Whitmore, one time churchwarden, server and faithful steward and servant of the Church. I am immensely grateful for all that each one of these people contributed to the life of the church in the parish and helped build a community of faith that people want to belong to.

And I am immensely proud to belong this very same community of wonderful people. It has been both a joy and privilege to have served this community for the past 25 years, the anniversary of which was so generously celebrated in June and for which I am immensely grateful. Once again I was overwhelmed by people's generosity, support, friendship and expressions of goodwill. I remain committed to serve the people of the parish as best I can.

Eventhough the year ended tragically, and was not without its challenges, there have been signs of growth and much to be thankful for. This annual report is testimony to the commitment people have to the mission and ministry of the church and while we may sometimes seen preoccupied with buildings, finance, and fund raising, the church seeks to continue to bear witness in word and deed to the proclamation of the Gospel, the good news of God's love revealed in Christ Jesus. Prayer and worship rightly remain the heart beat of the church and from this all else naturally flows. Faith and fellowship is enjoyed by those who meet in small groups and we even managed a residential pilgrimage to the Shrine of Our Lady of Walsingham, which was thoroughly enjoyed by those who went. I continue to maintain a church presence in the local community primary school and still

am a trustee of 1st Holt Scouts. I welcomed 8 new members of the church through baptism, joined 3 couples together in holy matrimony and officiated at 18 funerals.

One highlight of the past year was surely the Centenary Celebrations at All Saints, High Kelling.: a weekend of events, a flower festival, an open air concert and services, cream teas, and pizza's and burgers! People came together to help the wider community mark 100 years in the life of All Saints, since it was built in 1924 as the chapel to the nearby TB sanatorium. It was a memorable weekend which was also blessed with fine weather!

The Holt Festival also brought in 1000's of visitors into the parish church to enjoy music, art, children's activities and refreshments. It is wonderful to see people enjoying being in the church and the two week long festival has become a major fund raising event for the church. Likewise the wonderful and extraordinary quilt festival in September drew in the crowds and raised much needed funds.

There has also been a flow of new people moving to the parish who find their way to Church and the fact that there are 23 new members on the electoral roll is indicative of this trend. There is evidence to suggest as a church we are becoming more diverse, and I know hard to believe, but younger! While numbers attending church are not the same as pre-covid they are nevertheless encouraging and the church continues to grow. However, I am very much aware that while we can make good contact with a number of families we need to more proactive in seeking to integrate, nurture and welcome families and young people into the sacramental life of the church.

Over the past year we also sought to provide for the growing pastoral needs of the parish with two trained and authorised pastoral assistants. Susan Pearcey, parish visitor to the new residential homes and Darren Bunyan who works in the parish on Thursday are a good addition to our ministry team. I am grateful too, for the ministry of John Allen, retired Lay Reader with permission to officiate as he takes holy communion to the housebound. The associate priests also provide valuable help and support and their preaching provides a welcome change! I am immensely grateful to everyone who give of their time, talent and wealth, often unseen and unheard, to maintain the mission and ministry of the Church in the Parish.

I would particularly wish to express my appreciation to our churchwarden Tim Bennett, deputy churchwarden with responsibility for All Saints, Ann Alborough, PCC Treasurer Robert Hodge, safe guarding officer Claire Roberts, and members of the PCC & DCC for the time they have given to exercise their duties over the past year. Others who should be rightly mentioned and thanked are those who serve the church as sides people, intercessors, servers, readers, sacristan, coffee makers, food producers, cleaners, brass cleaners, flower arrangers, bell ringers, vergers, young St Andrew's leaders, members of eco-church, carers of the church yard, music makers, our talented director of music Mark Jones, organists including Michael Allard, choir members, pastoral visitors, parish clergy, licensed lay reader and of course anyone else I have forgotten to mention!

As we look to the future, and pray that God will continue to add to our number those whom he is calling, I am mindful that in the power of the Holy Spirit, God calls us all to serve him, in and through his Son, our Lord Jesus Christ. Therefore, I would welcome anyone who feels that they can use their talents and gifts in the life of the Church and/or help us engage in some strategic thinking and planning with regard to the management of our buildings, financial planning, mission and ministry to get involved. Please do not to wait to be asked, rather, speak with either me or our churchwardens about areas of church life where we need more help.

Thank you to you all of you for being who you are and for all that you bring to the life of our wonderful community of faith.

Your servant in Christ,

Fr. Howard
Revd Canon Howard Stoker

REPORTS FOR 2024

ELECTORAL ROLL REPORT

This year has seen a complete revision of the Electoral Roll. Everyone who wished to remain on the Roll was required to fill in a new form.

We now have 161 people on the Roll for the Parish of Holt with High Kelling. 140 people are resident in the parish and 21 reside elsewhere.

23 new people have joined our number.

15 have either died or are known to have moved away.

34 people are no longer on the Roll who had previously been, six who asked to be removed and 28 who made no contact.

Julia Pearl, Electoral Roll Officer

CHURCHWARDENS' REPORT

Church attendance especially over Christmas has been at a constantly high level with around 80 being the average on a Sunday – on-line viewers have increased with the nursing homes tuning in and is a valuable asset for maintaining numbers.

Evensong is becoming more popular and the quality of music at this and in the Church generally is much appreciated.

Vandalism- we have suffered various incidences but the Police are very limited in their ability to prosecute without CCTV and this is something the PCC have approved for installation.

We strive to keep the Church open for those who would like to visit and find a prayerful peace.

There have been various fund-raising and social events and this has contributed to funds for the re-decoration of the church and the conviviality has been enjoyed by many.

The annual parish lunch was very well attended.

I would like to thank Peta Benson, Colin Jackson and others who have been a great support whilst there has only been one Churchwarden.

May I take this opportunity to thank Father Howard for his ministry; he works tirelessly on our behalf and we are very blessed to have him as our parish priest – often we only see the visible work that he undertakes but, as we all know, his support encompasses many areas – this ensures that St Andrews remains at the very heart of Holt and the Church plays an important, yet demanding, role in religious and civic life.

Many thanks.

Tim Bennett, Churchwarden

MISSION & MINISTRY

See Fr. Howard's report.

CHURCH SEWING GROUP

No report

CHURCH WELCOME TEAM

Not held. No report.

HOLT COMMUNITY SUPPORT FUND

The Community Support Fund continues to help those in fuel poverty by giving grants to local families to help pay for their fuel needs.

We have also helped one local resident to install a new boiler and he will be repaying over 2 months.

Another Holt resident was struggling with household bills and we provided £500 which, after allowing for a normal grant, will be repaid.

We have fund-raised in the past and still receive two monthly standing orders but our main aim is to widen the publicity and dispense the funds we already have to those in need.

So far we have helped 113 families with a total of 313 people and have dispensed **£10850.98.**

The scheme was due to run for two years but is now in its third year.

Thank you to all those who contributed so generously.

Tim Bennett, Treasurer HCSDF

HOLT DEANERY REPORT

No report.

TOWER AND BELL RINGERS

It's been an honour and privilege to ring our lovely bells at St Andrew's for every Sunday service and special services throughout the year. We are very lucky to have such well maintained bells and an enthusiastic band of ringers who are very proud of our church. There are currently 15 of us in the band with a regular number of 16 on most Friday evenings including our weekly visitors, we have been teaching a couple from Northrepps to help start up their band, sharing our skills and then anything up to 10 ringers for services. We have had four ringers retire this year and gained two new ones. We do find it's a squeeze during practice at times and difficult to fit everything in throughout the evening, a good problem to have.

Our biggest change for this year has been the recent fitting of the training bell (it isn't actually a bell but a small weight on a wheel) this has been placed in the clock room and we then ring in our usual ringing chamber with a simulated sound on a computer. There are quite a few advantages to practicing on a training bell: no outside noise, lighter, easier to ring, safer for the ringer and the tower. It can be used to teach a new ringer as well as teaching any ringer a new method, this also helps improve better striking. As it's early days yet and we are still learning and tweaking its settings. Our first non-ringer to have a go has been Claire.

We are deeply saddened by the loss of Theo Crowder and she is never far from our thoughts. We are attempting a quarter peal in her memory in two days time. She taught me to ring ten years ago now. I shall miss her words of wisdom and wicked sense of humour.

I completed the ART level 2 teaching programme and have been signed off as a full ART tutor. Three more ringers have taken part in the ART level 1 course making an excellent teaching team.

We joined in with the bell Sunday and volunteer services in May.

If anyone would like to have a go on the training bell, watch a demonstration or have a look at the 'bell' let me know, I'd be happy to show you.

*Adelene Clifton
Tower Captain*

TREASURY REPORT

See Accounts booklet.

SOCIAL TEAM

No report.

WEBSITE

General summary

The website has 11 main sections (known as landing pages) at the top as follows:

Home, About Us, Our Ministry, Get Involved, What's On, Donate, Hire a Space, History, Safeguarding and Privacy.

There are **Search, YouTube** and **Donate** functions available under the top navigation too. There is no functional footer.

Each landing page has between three and five dropdown pages of information, except for Privacy and Safeguarding which are one. All information is up to date unless there is any Policy updated that is needed.

Home is designed to be the main point of call for most visitors to the website. From there visitors can find or be signposted to anything that they might be looking for. It is comprehensive.

The main landing page (Home) contains three functional features:

What's On Today calendar (portal) – arguably the most important feature of the website, which most visitors will want to find and use. It is visible and it is run out of/by the Parish Administrator's office.

News and Events signposts/tabs – a maximum of ten different pages which requires regular updating to keep it populated and interesting.

Quick Links – signposts to three webpages: Church Opening and Service Times, What's On (which could contain the weekly pew sheet) and Safeguarding.

Home contains two attractive features:

James Sidgwick's photographs of Holt St Andrew's stained-glass windows. These photos provide an attractive identity to the website and a Holt St Andrew "brand" in general.

Holt St Andrew graphic design/brand which features on every webpage.

All updates to the website are welcome and, most importantly, updates to names, telephone numbers and email addresses for those involved in the parish church.

What's next

The website is over ten years old and has given good service to Holt St Andrew. During 2024, Katharine Jones (website manager) spoke to Josh Dyball (whose business, Josh Biz, hosts the website) and Father Howard to discuss an upgrade to the website using WordPress Ultra.

The upgrade will involve the redevelopment of around 40 pages/posts on a building/staging site which will then be transferred to the current URL. The staging site is already set up. Katharine plans to take time off work this year to do the redevelopment. She plans to undertake the development in two stages. The first stage, to move the website as it now looks to WordPress Ultra and then to develop all the pages over time. In summary, the "new website" will use a more advanced form of WordPress, it will be adaptive to laptops and phones, will have enhanced security, and will generally be of a higher specification. There will be limited costs to Holt St Andrew to do this.

Father Howard has said he would like to use photographs of parish activities on the new website which is an excellent idea. Katharine recommends that the PCC spearheads an initiative to encourage everyone/anyone to take photographs that can be used on the website. She will be using James Sidgwick's photographs as a main feature of the website.

Katharine Jones

PASTORAL TEAM REPORT

See Fr Howard's report.

HEALTH & SAFETY REPORT

Incidents

There have been four incidents reported to the PCC during the year, three of which were at St. Andrew's. This has included a near miss in which a person working on his own on the link roof becoming trapped when his ladder fell to the ground across the main entrance doorway to the link. Fortunately, no one was entering or leaving the building at the time and the situation was recognised by others who were in the Meeting room and was resolved. A review of lone working on site has now taken place to prevent such a recurrence.

There have been two cases of vandalism and threatening behaviour involving the same group of individuals, all were reported to the police. Access to the link is now locked and other recommendations from the police are in the process of being implemented.

In December there was a serious and tragic incident at All Saints' church in which two members of the congregation at the carol service were involved in a fatal road traffic collision in which both individuals died on the road outside the church. The risk assessment and safety measures for the site will be fully re-visited once the Coroner's report is published.

Policies

The Health & Safety policy was reviewed and re-ratified on the 9th May 2024.

St. Andrew's church underwent a fire risk assessment visit in March 2024 from Norfolk Fire Protection service and a new Fire Prevention policy and evacuation procedure was ratified by the PCC on the 27th June 2024. New fire procedure notices were installed in both churches and the church hall.

Risk assessments

All activities undertaken under the auspices of Children's Services and Activities have been subject to a risk assessment. In addition, a risk assessment was completed for the All Saints' church site in May 2024 plus specific risk assessments for recognised church activities such as the choir, pastoral visiting, serving and providing refreshments as well as significant church events such as the centenary celebrations at All Saints. A risk assessment has been undertaken for the use of the scaffolding tower in church during the re-decoration of the interior of St. Andrew's and safety measures put in place.

Clare Roberts

Health & Safety Officer

YOUNG ST ANDREWS

Little Lambs

Meeting each Wednesday in term time 9.15-11am in Church Hall. A drop in group for children of preschool age and their parents/grandparents/carers. A good year with numbers of children between 8-17. A positive friendly welcome into a safe play space, where children and parents can meet others. Teas and coffee available to adults. Fr Howard joins us when ever possible to chat and get to know the young families.

Sunday Morning

Numbers of children able to attend have been very variable. There is always a prepared activity linked with the relevant Gospel reading. The children's corner is bright and welcoming to visitors with colouring sheets, books and information.

Open the Church

A half term activity afternoon 2-4pm held in the Meeting Room and Church for accompanied children from 3-10years of age. Varied and successful themes have been explored including Lent, Easter, Caring for God's Creation. This is a fun and sharing afternoon with lots of different activities, and great outreach to families who do not attend Church. An opportunity to not only engage with the children but to share time with parents in a positive friendly environment.

Prayer Space

The Deanery Prayer Space visited Holt Community Primary School in May. This year's theme was The Lords Prayer, led by Fr Howard. Each class enjoyed time and reflection in the transformed dining area and several children returned at the end of the day to show their parents.

Holt Festival St Andrew's Craft Tent

Monday 22nd-Friday 26th July 10-12noon

Church led and organised during the first week of the school holidays we generate a fun space for children and their families to come and have fun. This year's theme was Moses (early years). Very successful week of activities with a huge and fabulous scene/back drop of Egypt complete with pyramids and River Nile in the Church porch. Over 110 children with families joined us, great outreach. We were grateful that this event was supported by funding from Holt Deanery Youth Fund.

Christmas Eve Crib Service was well attended with the Mawson family providing the speaking and lead parts. Lots of children dressed as Angels, Shepherds and kings, and Milan playing his part as baby Jesus

We are continually grateful for the support and shared ideas of friends, we are very much a team.

Julie High YSA

FLOWER ARRANGERS

The flower team continues to enjoy decorating the church for festivals and throughout the year.

If anyone would like to join the team you would be very welcome.

Peta Benson.

ALL SAINTS DISTRICT CHURCH, HIGH KELLING

In the Parish of Holt with High Kelling

Our small church in the woods, which started life 100 years ago as the chapel for a TB sanatorium, continues to provide a peaceful place of prayer and worship for the local population.

The big event of 2024 was the celebration of All Saints 100th birthday. This took place over the last weekend of June, when we were blessed with good weather. A flower festival was held in the church with arrangements of flowers commemorating events that happened over the previous 100 years. Also, a concert of light classical music in the Church, an outdoor evening event with the local group, The Shantymen, and a Sunday afternoon Songs of Praise with music provided by The Cromer and District Brass Band took place. There was catering all weekend and the many volunteers who assisted us are to be praised and thanked for their commitment, cheerfulness and hard work. It was a glorious weekend.

All Saints held a Carol Service on December 22nd. We had a wonderful and uplifting service with much goodwill and happiness in evidence. However, the afternoon ended in tragedy when, after the service, Sheila and Campbell Welsh were killed when crossing the A148 to reach their car. This accident took away our beloved friends. We mourn their deaths and pray that they rest in peace.

Ann Alborough – Deputy Church Warden

SAFEGUARDING

Safeguarding continues to be a core item on the agenda at every Parochial Church Council (PCC) meeting. The need to ensure good safeguarding practice has continued to underpin all developments and discussions. The parish has reflected on the debate about safeguarding within the wider church and this year kept Safeguarding Sunday with a service centred on the importance of safeguarding within our Christian community.

During the year the PCC has received reports on the parish's progress towards meeting the Church of England's Quality Assurance Framework for Safeguarding. Progress has been made in all five standards that are seen as a measure of good safeguarding culture and practice.

The Diocesan Safeguarding Dashboard is updated as progress is made. The parish reached Level 3 compliance during the year when full compliance with training requirements was achieved and risk assessments were completed for all church activities. This report summarises the developments that have taken place and the progress to date.

Training

The Church of England's Learning and Development Framework specifies the recommended training requirements for all office holders within the parish and specifically those involved in working with children or vulnerable adults. There have been significant strides this year in ensuring that all office holders are up to date with their safeguarding training and we are now fully compliant.

Within the parish, the incumbent, retired clergy, licensed lay minister and authorised pastoral assistants have completed all the required training for their roles. The rector and parish safeguarding officer renewed their leadership training and one newly retired priest completed his permission to officiate training during this year.

SAFEGUARDING CONTINUED:

Safer recruitment

The process of developing role descriptions for voluntary roles within the parish has continued throughout the year and each new description has been submitted to the PCC for approval. An additional five roles have been approved this year including that of sides person, server, sacristan, member of the choir and coffee team member.

The DBS Administrator has completed the required DBS checks on all new appointees and has maintained a DBS clearance record that supports re-checking at three yearly intervals for those still in office.

Policies

The PCC has approved the following policies and guidelines this year:

Parish Safeguarding policy 2nd May 2024

Guidelines for the use of Photographs or Videos 30th August 2024

Safeguarding Incidents

There have been no safeguarding incidents reported this year.

Risk assessments

Risk assessments have been completed from a safeguarding perspective for the following church activities: pastoral visiting, the choir, serving in the sanctuary, the weekly coffee morning and refreshments after the main Sunday Eucharist.

Conclusion

St. Andrew's has continued to offer a safe and inclusive welcome to all those that participate in the life of the church and to those that visit throughout the year. Good safeguarding practice is seen as fundamental to our Christian beliefs and values.

During the coming year there will be a continued focus on meeting the quality standards within the National Quality Assurance Framework and ensuring that the wider congregation are engaged in developing our safeguarding culture.

Claire Roberts,

Parish Safeguarding Officer

FABRIC OFFICER'S REPORT

Please find below the work that has been done in the Church in the past year:

- The main aim has been to finish off the Quinquennial report before the next one in 2025. This is due in October and I am hoping that the re-decoration – which was the last remaining major item – will have been completed
- Progress is steady though mainly because the scaffold has to be taken down for any major events in the Church life and being higher up is slower and there is a lot more cleaning because of the bats.
- The Church is damp in several areas and we have undertaken to keep the gullies lower and clear of vegetation
- The eagle lectern has been repaired after the recent vandalism and we must give thanks for John Marshall's skills in such an excellent repair
- Meeting room has been sanded and oiled and the chairs and tables have been taped to prevent scratching – however, we will monitor this as may need varnishing.
- In the Church hall the skylight has been re-sealed
- The sound amplifier in Church has been replaced and the quality has much improved.
- The bell-ringers asked for, and we obtained a Faculty, to install a Training bell for novices
- During the year we carried out roof repairs/replaced tiles and re-pointed flintwork.
- We have applied for a Faculty to install 3 CCTV cameras
- The Fire Officer inspected – following our Fire Risk Assessment - and has approved all our systems there is a debate about installing a strobe light in the bell ringing chamber and this is to be discussed at the Archdeacon's visitation.
- The boilers have been serviced – however, there have been many issues with both boilers and pipework. We have replaced the thermostatic radiator valves in the Hall and flushed all the pipes which will hopefully reduce costs and make more efficient.
- The boiler broke down in November and we hired portable gas heaters
- The old radiator was taken out of the hall and the outside brickwork bricked up.
- All portable appliances have been PAT tested.
- The hot water heater in the hall has had a new switch
- New taps were installed in the Church W.C
- Repairs were made to the pathway lighting.
- The roof alarm, lighting conductor and fire extinguishers have all been serviced
- The Church and hall are insured
- There have been many smaller repairs but on the whole the church is in a good state of repair – our gratitude must go to Charlotte and Dean who help with many small repairs and keep the Church and Hall clean and tidy

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Tim Bennett
Fabric Officer

CHURCHYARD MAINTENANCE GROUP

(NB from January to March 2024 Churchyard Management was under Tim Bennett's jurisdiction.)

The Churchyard is managed in accordance with advice from NWT on caring for grasslands in churchyards and Tony Leech's 2020 Churchyard Management Plan.

The overall aim is for careful conservation, proper management and good stewardship of what has been entrusted to us, with the protection of flora and fauna being of paramount importance. The Count on Nature week in June recorded approx. 100 Vascular plant varieties in the Churchyard, including Bee Orchids and Fritillaries.

- Regular mowing and general maintenance carried out by volunteer groups, including students from Gresham's School, who also attended on Field Days in June and October.
- Strimming and weedkilling took place in July in accordance with the Eco plan. Weed killer is used only on the brick paths. Further wild areas were strimmed and raked in the Autumn.
- Gullies and drains around the Church building cleared regularly.
- Ivy removed from walls where it is causing damage.
- Space for burials and interment of ashes becoming very limited. Areas at the E end, near the S wall, have been cleared for this purpose.
- An overwintering area has been left at the N end. Re-wilding areas left.
- A dead hedge and log piles have been created as habitat for insects and small mammals. There is also a 'hedghog dormitory.'
- Neglected headstones and flat memorials are gradually being cleared so that inscriptions can be deciphered.
- The Yew tree at the NW corner has been cut back.
- The compost areas have been improved significantly, and bonfires of non-compostable matter have taken place.
- Lime tree suckers have been cut back.
- Paths and the courtyard are swept regularly and fallen branches collected.
- Courtyard benches teak oiled.
- Several requests were received for the bench to be reinstated at the N end and this has been done.
- Two planters were removed from the courtyard and re-sited at the Link entrance. Children from the October 'Open the Church' planted bulbs ready for Spring.
- It has been noted that the Church Hall car park needs to be kept free of weeds, and this is on the itinerary.
- North Norfolk Garden Machinery at Bodham contacted for servicing of mowers and grass cutters before new cutting season.
- An open meeting took place in September for those interested in churchyard management. Another is planned for Spring.
- Regular liaison with Eco Church
- Grateful thanks to all those who give their time to help keep the Churchyard well-tended and looking beautiful.

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Fay Cookson
Churchyard Manager

MEETING ROOM & CHURCH HALL BOOKINGS

Meeting Room: Many regular church and associated groups book the space for meetings and various activities. The Poppy Centre and H&D DS group and Art & Craft Group use the Meeting Room frequently, as does the church choir and weekly Men's Group. Church Office on Wednesday and Sunday each week is held here. Friends of Kelling Hospital and the Holt Society have held several events here. Holt Lowes and H&D DS Group hold meetings and training sessions here. Yoga class has now stopped. A number of external users have booked meetings, including the Town Council and Love Holt, as well as for funeral wakes. Holt Festival used our facilities for nearly 3 weeks this year in July. The Meeting Room is advertised in the Chronicle and on the web site.

Church Hall: The hall is fairly busy and is used by ad hoc and regular users as well as for church activities and celebrations. Children's birthday parties are often booked/enquired for. Regular users are a dance company who use the hall for 3 long clear every week, a dog club and two keep fit groups. Little Lambs use the hall once a week in term times. Craft and charity sales take place throughout the year. Holt Festival and NNPS used the hall for exhibitions. The hall is fairly well used but enquiries have reduced a little I feel in the last year. The hall is advertised in the Chronicle and on the web site.

Howard Foadle, Parish Administrator

ECCO CHURCH

The 8 strong committee met eight times during the year and continue in partnership with Greening Holt. We were delighted to be given the A Rocha Silver Award in June by the Bishop of Norwich at the Towards Net Zero Conference at Wiveton in July.

Other events during the year included:

- A successful season of 3 Winter Talks held in the Meeting Room.
- The Annual February Holt Litter Pick. This attracted 25 helpers and all areas of the town including the Bypass and roads coming into Holt covered.
- Replacing our 2 beehives thanks to donations from the congregation
- Recycling blister packs, now temporarily discontinued until we can find a new company to take them
- Taking over management of the Churchyard under Fay's leadership, planning new signage and wildlife checklists
- A Big Plastic Count which was carried out by several members of the congregation, who were shocked at the amount of plastic used.
- The St Andrews Net Zero Carbon Plan drafted by Stephen Gillam who also completed the Energy Footprint Tool. This provides a baseline against which future progress in cutting carbon consumption can be measured.
- Count on Nature Week - involving visits to our churchyard, Kelling Hospital, Holt Lowes and the Tree House to survey and record the plant life.
- Putting up a display about a Sustainable Christmas and again having a community board of Christmas cards.
- Applying for a grant through Orsted's Hornsea 3 Community Fund to put up solar panels on the roof of the Church Hall.

We continue to look for ways of "treading more gently upon this earth".

Fiona Jolliffe and Stephen Gillam

ST. ANDREW'S MUSIC

Choir

2024 was again a good one for the choir with some fine singing throughout the year. As well as singing on the 2nd and 4th Sundays of the month the choir has sung at all the major festivals and important Saints days. The evensongs are particularly successful. The repertoire of the choir continues to grow and there is a wide range of music which they perform. At our maximum we have 15 members of the choir. We are always on the lookout for new singers.

St Andrew's Festival

During the Holt Festival we had five lunchtime concerts in addition to the Festival Service on the Sunday.

Concerts were given by:

Mark Jones – organ

Piano trio – With Liz Partridge (violin), Philip Trzebiatowski (cello) and Mar.

Jones (piano)

Sarah de Bats – Flute

Norfolk Young Musicians – Reva spigel (voice) and Sophie and Lucy Detmon

(violin &

viola)

North Norfolk Chamber Opera

Attendances were good and the standard of the concerts was very high.

Mark Jones

Director of Music

Accounts of the Parochial Church Council for the Year Ended 31 December 2024

St Andrew's Church, Holt

St Andrew's Church, Holt
Accounts of the Parochial Church Council
for the Year Ended
31 December, 2024

Independent Examiner's Report to the Trustees of St Andrew's Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2024 which are set out on pages 4 to 8.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility

- to examine the accounts (under section 145 of the 2011 Act)
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act, and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Ian Barber FCA

15 May 2025

TREASURER'S REPORT

Excluding the decrease in cash held on behalf of the Holt Community Support Fund, and a small increase in the value of investments, assets at the disposal of the PCC fell by a little over £9,300 in the course of 2024.

In view of the much larger deficits initially forecast, this smaller deficit of £9,300 in 2024 is welcome and encouraging. The result was affected by three major events and decisions:

- first, the decision to continue with the project to clean and redecorate the church interior, coupled with the determination to raise the money to pay for it;
- second, a generous donation allowing the church to employ a part time Pastoral Assistant as well as a volunteer
- third, the decision to restrict our payment of parish share to only 70% of the amount requested by the diocese.

As will be seen from the accounts, the 2024 cost of labour, materials, and equipment for the redecoration was just less than £18,000. Against this, donations, fundraising and sponsored activities, and a special appeal raised nearly £16,000. A net cost to the PCC at this stage of less than £2,000. Many thanks are due to the energy and commitment of the Fundraising Committee, and to Tim Bennett, our Churchwarden, for his pursuit of donations and his long-distance sponsored walking.

In a parish and community of this size and composition, one or more Pastoral Assistants may be regarded as a necessity. Thanks are due to the donor who has allowed the PCC to employ a Pastoral Assistant in addition to a volunteer. The donation should cover more than the next two years, but the PCC should be aware that further fund-raising will be necessary to preserve the same level of service in the future.

The result of PCC's decision to pay only 70% of the Diocesan share requested was a saving of nearly £21,000. Without that saving our 2024 deficit would have been more than £30,000.

This is the third year in which I have had to report a deficit in the PCC's accounts. While the PCC still has valuable investments, the situation is not critical, but it must be addressed. Short term solutions are available, but the PCC should also plan to deal with the problem in the long term

Robert Hodge

STATEMENT OF ASSETS

note	at 31 December	
	2024	2023
	£	£
	Bank and Cash	
	Santander Business Account	57,823 17,578
	Santander Business Savings Account	3,675 3,557
	NatWest Current Account	37,474 92,747
	Cash held in Safe	181 89
	CBLA CBF Deposit Account	9,564 9,564
	Total Bank and Cash	<u>108,718</u> <u>123,535</u>
	Investments	
1	Shares in CBF C of E Investment Fund	101,494 99,223
3	Endowment held by Diocese of Norwich	23,724 23,193
	TOTAL	<u>£233,935</u> <u>£245,951</u>

Note 1 The PCC accounts are prepared on the basis of the receipts and payments made in the period. On this basis only the financial assets (cash and investments) of the PCC are included. Debtors, creditors and physical assets (e.g. the Church Hall, furniture, office equipment, etc.) are not included.

Note 2 The PCC holds 4389.35 shares in the CBF C of E Investment Fund. These shares were acquired at an original cost of £70,984, and are shown in the accounts at mid-market value of 23.1228 on 31 December 2024

Note 3 The endowment arises from the sale of the old National School in Norwich Road, and is invested in 1026 shares in the CBF C of E Investment Fund, held on trust by the Diocese. The shares are shown at mid-market value on 31 December 2024. The PCC receives dividend income, but has no access to the capital without the breaking of the trust (see Note 10 below).

STATEMENT OF FUNDS

note	at 31 December	
4	2024	2023
	£	£
General Purposes	169,113	183,537
5 Restricted Funds:		
6 Church & Churchyard	12,008	12,978
7 Church Redecoration	(1,913)	-
8 Pastoral Assistant	7,978	-
9 Holt Community Support	23,025	26,243
10 Endowment	23,724	23,193
TOTAL	£233,935	£245,951

- Note 4 The Statement of Funds shows the different purposes for which the PCC'S assets are held and available for use.
- Note 5 Restricted Funds arise when monies are received for specific, limited purposes. While such monies are not held in separate bank accounts, the value received is recorded separately in a note or fund to show the value held for that purpose, and the value of any subsequent spending for that purpose is deducted. The value remaining on a restricted fund will then represent: *value held by the PCC which may not be spent for any other purpose.*
- Note 6 The Church and Churchyard Fund represents value held only for the maintenance and repair of the church building and the churchyard.
- Note 7 The Church Redecoration Fund represents value raised specifically for the internal cleaning and redecoration of the church, against which the cost of work done in the year has been charged, resulting in a deficit at the 2024 year-end (see Movements on Funds). Since both the work and related fund-raising activities continue into 2025, the fund remains open, although in deficit. Any deficit remaining when work and fund-raising cease, will be transferred to the General Purposes Fund.
- Note 8 The Pastoral Assistant Fund represents the remaining value of a donation given in 2024 to support the employment of an Authorised Pastoral Assistant (see Note 12 and Movements on Funds)
- Note 9 The Holt Community Support Fund was set up in 2022, to help local people facing difficulties in the fuel price crisis. In view of the banks' refusal at that time to open new accounts for charities, the PCC has allowed the Support Fund to use its banking facilities. All receipts and payments of the Support Fund are under independent supervision and control. (See also Note 11 below.)
- Note 10 The object of the Endowment Fund is to provide the parish with an income for unrestricted general expenditure (see Note 3 above).

Accounts of the Parochial Church Council for the Year Ended 31 December 2024

St Andrew's Church, Holt

STATEMENT OF RECEIPTS

note	year ended 31 December 2024			2023	
	General Purposes	Restricted	Total	Total	
	£	£	£	£	
	Regular Giving	31,287		31,287	30,857
	Collections at services	23,130		23,130	23,934
11	Holt Community Support		2,720	2,720	15,060
12	All other giving	24,592	17,514	42,106	49,684
	Gift Aid recovered	16,291		16,291	15,525
	Legacies received			-	3,134
	Grants	200		200	6,859
13	Fundraising activities		9,768	9,768	4,086
	Income from investments	3,934		3,934	3,741
	Wedding & Funeral fees	11,583		11,583	6,767
14	Trading activities	17,556		17,556	19,956
15	Other income	11,499		11,499	7,541
	TOTAL	<u>£140,072</u>	<u>£30,002</u>	<u>£170,074</u>	<u>£187,142</u>

Note 11 The Community Support Fund is now accepting no new donations. (See also Note 9 above.)

Note 12 All Other Giving includes a donation of £10,000 to support the employment of an authorised pastoral assistant, as well as donations to special appeals for cleaning and redecoration of the church and for work in the churchyard.

Note 13 Fundraising activities were largely in support of work to clean and redecorate the church.

Note 14 Receipts for Trading Activities arise for the most part as rental charges for use of the Church Hall, the Car Park, and the Meeting Room.

Note 15 Other income includes All Saints contribution of £6,500 to the parish share of Diocese costs, and retiring collections following music and other events in the church.

Accounts of the Parochial Church Council for the Year Ended 31 December 2024

St Andrew's Church, Holt

STATEMENT OF PAYMENTS

note	year ended 31 December 2024			2023	
	General Purposes	Restricted	Total	Total	
	£	£	£	£	
	Costs of Fund Raising Activities	455	-	455	1,002
	Mission Giving & Donations	4,257	-	4,257	2,087
	Holt Community Support		5,938	5,938	6,904
16	Share of Diocese Costs	57,425	-	57,425	58,975
	Salaries Wages & Honoraria	14,930	2,022	16,952	16,930
	Clergy & Staff Expenses	2,129	-	2,129	2,977
	Mission & Evangelism Costs	2,065	-	2,065	1,240
17	Church Running Expenses	40,471	2,347	42,818	31,190
	Church Utility Bills	13,537	-	13,537	5,748
18	Costs of Trading	17,139	-	17,139	14,378
19	Major Repairs - Church	3,221	17,818	21,040	9,918
	Major Repairs - Church Hall	-	-	-	2,880
	Other Expenditure	1,137	-	1,137	1,311
	TOTAL	<u>£156,767</u>	<u>£28,125</u>	<u>£184,892</u>	<u>£155,540</u>

Note 16 Share payments made to the Diocese in this year include £8,005 in respect of the share assessed for 2023. The 2024 share payment requested by the diocese was £70,240. Full payment of the amount requested would have incurred an unacceptably large deficit for the year.

Note 17 Church Running Expenses include £2,347 costs of upkeep of the churchyard, which have been charged to the restricted fund for Church and Churchyard.

Note 18 Costs of Trading represent running costs of the Church Hall. Meeting Room costs attributable to rental use cannot be separately identified, and are included in Church Running Expenses. Car Park costs are negligible.

Note 19 Major Repairs to the Church include £17,818 in respect of work to clean and redecorate the interior, which has been charged to a restricted fund (see the Movements on Funds).

Accounts of the Parochial Church Council for the Year Ended 31 December 2024

St Andrew's Church, Holt

MOVEMENTS ON FUNDS

year ended 31 December 2024							
note	General Purposes	Church & Ch'yard	Church Redec'n	Pastoral Assistant	Community Support	Endow-ment	Total
	£	£	£	£	£	£	£
Brought forward	183,537	12,978	-	-	26,243	23,193	245,951
Receipts	140,072	1,376	15,906	10,000	2,720	-	170,074
Payments	(156,767)	(2,347)	(17,818)	(2,022)	(5,938)	-	(184,892)
20 Unrealised Gains	2,271	-	-	-	-	531	2,802
Carried forward	<u>£169,113</u>	<u>£12,008</u>	<u>£(1,913)</u>	<u>£7,978</u>	<u>£23,025</u>	<u>£23,724</u>	<u>£233,935</u>

Note 20 Unrealised Gains represent the 2024 increase in market value of the shares held by the PCC and by the Diocese in the Endowment Fund (see the Statement of Assets, including Notes 2 and 3).

Independent Examiner's Report to the Trustees of St Andrew's Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2024 which are set out on pages 4 to 8.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility

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- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act), and
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Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Ian Barber FCA

15 May 2025

Accounts

St Andrew's Church, Holt
Accounts of the Parochial Church Council
for the Year Ended
31 December, 2023

Independent Examiner's Report to the Trustees of St Andrew's Parochial Church Council

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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Ian Barber FCA

10 April 2024

TREASURER'S REPORT

Excluding funds held for the Holt Community Support Fund, the PCC's accounts show a surplus of £23,445 for the year 2023. On the face of it, a good result. But this was achieved only after receipt of just three exceptional donations totalling £36,000 (see note 11 to the accounts below).

Without these extraordinary donations, the PCC would have reported a deficit of £12,555 for the year, which would have been even larger if a final £8,000 payment of our 2023 parish share had not been accidentally delayed into 2024.

As to the future, the PCC may be hit hard by the expiry of pre-crisis fixed price energy contracts. One of our four contracts expired in 2023, and the remaining three will expire in 2024 or shortly after. In short, despite this year showing an actual increase in cash, there is no room for complacency.

In conclusion I must again thank Rosemary Whitmore for her invaluable work on Gift Aid recovery, and Julie High and the counting team for their regular weekly help with cash collections.

Robert Hodge

Accounts of the Parochial Church Council for the Year Ended 31 December 2023
St Andrew's Church, Holt

STATEMENT OF ASSETS

note	at 31 December	
1	2023	2022
	£	£
Bank and Cash		
Santander Business Account	17,578	14,550
Santander Business Savings Account	3,557	3,528
NatWest Current Account	92,747	64,183
Cash held in Safe	89	108
CBLA CBF Deposit Account	9,564	9,564
Total Bank and Cash	123,535	91,934
Investments		
2 Shares in CBF C of E Investment Fund	99,223	90,690
3 Endowment held by Diocese of Norwich	23,193	21,199
TOTAL	£245,951	£203,823

Note 1 The PCC accounts are prepared on the basis of receipts and payments, and include only the financial assets of the PCC. Physical assets (e.g. the Church Hall, furniture, office equipment, etc.) and liabilities are not included.

Note 2 The PCC holds 4389.35 shares in the CBF C of E Investment Fund, acquired at an original cost of £70,984, and shown in the accounts at mid-market value of 2260.53 on 31 December 2023

Note 3 The endowment arises from the sale of the old National School in Norwich Road, and is invested in 1026 shares in the CBF C of E Investment Fund, shown at market value on 31 December 2023. Under the terms of the trust, the PCC receives the resulting dividend income, but has no access to the capital without the breaking of the trust (see Note 9 below).

STATEMENT OF FUNDS

note	at 31 December	
	2023	2022
	£	£
General Purposes	183,537	145,433
5 Restricted Funds:		
6 Church Fabric	-	4,164
7 Church & Churchyard	12,978	14,940
8 Holt Community Support	26,243	18,087
9 Endowment	23,193	21,199
TOTAL	£245,951	£203,822.6

Note 4 The Statement of Funds shows the different purposes for which value is held and available for use.

Note 5 Restricted Funds arise when monies are received for specific, limited purposes. While such monies are not held in separate bank accounts, the value received is recorded separately in a note or 'fund' to show the value held for that purpose, and the value of any subsequent spending for that purpose is deducted. The value remaining on a restricted fund will then represent: *value held by the PCC which may not be spent for any other purpose.*

Note 6 The Church Fabric Fund represents value specifically held for the maintenance and repair of the church building.

Note 7 The Church and Churchyard Fund represents value specifically held for the maintenance of the church and churchyard. Included in the total is a value of £1,110, representing a legacy given for a memorial for the interment of ashes in the churchyard.

Note 8 The Holt Community Support Fund was set up with other local organisations in the autumn of 2022, to help local people facing difficulties in the imminently expected fuel crisis. In view of the banks' refusal at that time to open new accounts for charities, the PCC has allowed the Support Fund to use its banking facilities. All receipts and payments of the Support Fund are under independent supervision and control.

Note 9 The object of the Endowment Fund is to provide the parish with an income for unrestricted general expenditure (see Note 3 above).

Accounts of the Parochial Church Council for the Year Ended 31 December 2023

St Andrew's Church, Holt

STATEMENT OF RECEIPTS

note	year ended 31 December 2023			2022	
	General Purposes	Restricted	Total	Total	
	£	£	£	£	
	Regular Giving	30,857	30,857	29,193	
	Collections at services	23,934	23,934	28,647	
10	Holt Community Support	-	15,060	15,060	18,087
11	All other giving	48,684	1,000	49,684	27,820
12	Gift Aid recovered	15,525		15,525	10,148
	Legacies received	3,134		3,134	20,250
	Grants	6,859		6,859	5,284
	Fundraising activities	4,086		4,086	4,818
	Income from investments	3,741		3,741	3,395
13	Wedding & Funeral fees	6,767		6,767	9,865
14	Trading activities	19,956		19,956	16,865
15	Other income	7,541		7,541	4,845
	TOTAL	£ 171,082	£16,060	£187,142.00	£179,216.2

Note 10 Receipts of the Community Support Fund include a donation of £10,000 from Holt Town Council.

Note 11 All Other Giving includes unrestricted gifts of £30,000 from a member of the parish and £5,000 from an anonymous donor. A restricted gift of £1,000 was given by a parishioner for the upkeep and maintenance of the churchyard.

Note 12 No Gift Aid has yet been reclaimed on donations to the Community Support Fund.

Note 13 In addition to its own fees, the PCC is obliged to collect and remit certain fees to the diocese. The PCC's accounts show only the fees that are retained in the parish.

Note 14 Receipts for Trading Activities arise for the most part as rental charges for use of the Church Hall, the Car Park, and the Meeting Room.

Note 15 Other income includes All Saints contribution of £5,400 to the parish share of Diocese costs, and retiring collections following music and other events in the church.

Accounts of the Parochial Church Council for the Year Ended 31 December 2023

St Andrew's Church, Holt

STATEMENT OF PAYMENTS

note	year ended 31 December 2023			2022	
	General Purposes	Restricted	Total	Total	
	£	£	£	£	
	Costs of Fund Raising Activities	1,002		1,002	551
	Mission Giving & Donations	2,087		2,087	6,908
	Holt Community Support	-	6,904	6,904	-
16	Share of Diocese Costs	58,975		58,975	68,300
	Salaries Wages & Honoraria	16,930		16,930	13,754
	Clergy & Staff Expenses	2,977		2,977	2,664
	Mission & Evangelism Costs	1,240		1,240	1,184
17	Church Running Expenses	29,228	1,962	31,190	31,062
	Church Utility Bills	5,748		5,748	4,066
18	Costs of Trading	14,378		14,378	12,517
19	Major Repairs - Church	4,754	5,164	9,918	-
	Repairs to Church Hall roof	2,880		2,880	-
	Other Expenditure	1,311		1,311	7,808
	TOTAL	£141,510	£14,030	£155,540	£148,814

Note 16 The 2023 share of Diocese costs apportioned to the PCC was £67,400, against which credit of £420 was allowed, leaving a balance payable of £66,980. Of this, £58,975 was paid in 2023, the remaining £8,005 being paid in January 2024 (within the qualifying period for payment of the 2023 share).

Note 17 Church Running Expenses include £1,962 costs of upkeep of the churchyard, which have been charged to the restricted fund for Church and Churchyard.

Note 18 Costs of Trading represent running costs of the Church Hall. No attempt has been made to identify or include any Meeting Room costs attributable to rental use. Car Park costs are negligible.

Note 19 Major Repairs to the church include repairs to the church clock, and ongoing works on the interior surfaces of the church walls. These have been charged to the Church Fabric Fund in so far as the balance on the fund would allow.

Accounts of the Parochial Church Council for the Year Ended 31 December 2023

St Andrew's Church, Holt

MOVEMENTS ON FUNDS

note	year ended 31 December 2023					
	General Purposes	Church Fabric	Church & Churchyard	Community Support	Endowment	Total
	£	£	£	£	£	£
Brought forward	145,433	4,164	14,940	18,087	21,199	203,823
Receipts	171,082	1,000	-	15,060		187,142
Payments	(141,510)	(5,164)	(1,962)	(6,904)		(155,540)
20 PCC unrealised gain	8,532					8,532
21 Endowment unrealised gain					1,994	1,994
Carried forward	<u>£183,537</u>	<u>-</u>	<u>£12,978</u>	<u>£26,243</u>	<u>£23,193</u>	<u>£245,951</u>

Note 20 The PCC unrealised gain represents the 2023 increase in market value of the investment in the CBF C of E Investment Fund (see the Statement of Assets, including Note 2).

Note 21 The Endowment unrealised gain represents the 2023 increase in market value of the investment held in trust for the PCC by the diocese. (See Notes 3 and 9 above).

Accounts

St Andrew's Church, Holt
Accounts of the Parochial Church Council
for the Year Ended
31 December, 2022

Independent Examiner's Report to the Trustees of St Andrew's Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2022 which are set out on pages 2 to 7.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility

- to examine the accounts (under section 145 of the 2011 Act)
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act, and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Ian Barber FCA

10 July 2023

TREASURER'S REPORT

2022 marks the beginning of a return to normal activity in the church after the Covid crisis. It has also seen two exceptional events which materially affect the understanding of these accounts.

In March, the church received an exceptionally generous legacy of £20,000 for the upkeep of the church and churchyard.

In the autumn, the Holt and District Community Support Fund was established by a number of individuals and institutions in Holt, to support local residents facing difficulties arising from the fuel price crisis. In view of the delays and difficulties involved in opening a new bank account for the Community Fund, the PCC agreed to hold the fund's money in one of the PCC's accounts, subject to joint supervision of that account by the treasurer and a representative of the fund. By the date of these accounts, the Community Fund had raised £18,087, which was received and held in the PCC's NatWest account pending the first payments out of the Fund in January 2023.

As a result of these developments, the PCC's receipts for 2022 include £20,000 which cannot be expected to recur, and £18,087 which is not available for the purposes of the PCC. There were no exceptional or non-recurring items of expenditure.

Stripping out the two exceptional and non-recurring items (total £38,087) from the PCC's total receipts of £179,216 leaves a total for receipts from regular sources, of £141,129. This may be compared with payments of £148,814, all for regular and recurring purposes.

In summary then, excluding exceptional receipts, the regular receipts and payments of the PCC in 2022 would have given rise to a deficit of £7,865 for the year. While it cannot be the purpose of the church to make and retain a regular annual surplus, it must be recognised that a series of similar annual deficits would reduce the capacity of the church to respond to exceptional needs for expenditure in the future.

In conclusion I would like to thank all those who have helped me to survive my first year as Treasurer - especially the members of the Counting Team, and Rosemary Whitmore, who deals with all of our Gift Aid records and claims for Gift Aid recovery. I would also like to thank Barry Holliss, my predecessor as Treasurer. Some shocking failures in the service provided by our banks prevented me from taking over my full responsibilities as treasurer until the summer. During that time I would have been unable to continue without Barry's help and advice. For which I am very grateful.

Robert Hodge

Accounts of the Parochial Church Council for the Year Ended 31 December 2022
St Andrew's Church, Holt

STATEMENT OF ASSETS

		at 31 December	
		2022	2021
note		£	£
1 Bank and Cash			
	Santander Business Account	14,550	31,038
	Santander Business Savings Account	3,528	3,525
	NatWest Current Account	64,183	17,354
	Cash held in Safe	108	50
	CBLA CBF Deposit Account	9,564	9,564
	Total Bank and Cash	91,934	61,532
Investments			
2	Shares in CBF C of E Investment Fund	90,690	101,698
3	Endowment held by Diocese of Norwich	21,199	23,772
	TOTAL	£203,823	£187,002

Note 1 The accounts are prepared on the receipts and payments basis, and include only the financial assets of the PCC. Physical assets (e.g. the Church Hall, furniture, office equipment, etc.) are not included.

Note 2 The holding consists of 4389.35 shares, shown in the accounts at market value on 31 December 2022, and acquired at an original cost of £70,984.

Note 3 The endowment arises from the sale of the old National School in Norwich Road. Its capital is invested in 1026 shares in the CBF C of E Investment Fund, and shown at market value on 31 December 2022. Under the terms of the trust, the PCC receives the resulting dividend income, but has no access to the capital without the breaking of the trust (see Note 9 below).

STATEMENT OF FUNDS

		at 31 December	
		2022	2021
note		£	£
4	General Purposes	146,543	158,356
5	Restricted Funds:		
6	Church Fabric	4,164	3,764
7	Church & Churchyard	13,830	1,110
8	Holt Community Support	18,087	
9	Endowment	21,199	23,772
	TOTAL	£203,823	£187,002

Note 4 The Statement of Funds shows the different purposes for which the PCC holds its assets.

Note 5 Restricted Funds: all monies received are deposited in the PCC's bank accounts and shown in the Statement of Assets without distinction as to their purpose. However when money is given for a specific restricted purpose, the value received is recorded separately in a note or 'fund' to show the value held for that purpose, and the value of any money subsequently spent for that purpose is deducted. The value remaining on a restricted fund will then represent:
value held by the PCC which may not be spent for any other purpose.

Note 6 The Church Fabric Fund represents value received and held for the maintenance and repair of the church building.

Note 7 The Church and Churchyard Fund represents value received and held for the maintenance of the church and churchyard. The brought forward value represents a legacy given for a memorial for the interment of ashes in the churchyard.

Note 8 The Holt Community Support Fund was set up with other local organisations in the autumn of 2022, to help local people facing difficulties in the fuel crisis. In view of the delays and difficulties involved in opening a bank account, the PCC agreed to allow the Support Fund to use one of its bank accounts. All receipts and payments of the Support Fund are under independent supervision and control.

Note 9 The Endowment Fund is shown here in respect of its purpose, being to provide the parish with an investment income (see Note 3 above).

Accounts of the Parochial Church Council for the Year Ended 31 December 2022
St Andrew's Church, Holt

STATEMENT OF RECEIPTS

note	year ended 31 December 2022			2021	
	General Purposes	Restricted	Total	Total	
	£	£	£	£	
	Regular Giving	29,193		29,193	49,195
	Collections at services	28,647		28,647	743
10	All other giving	27,420	18,487	45,907	15,715
	Gift Aid recovered	10,148		10,148	19,799
11	Legacies received	250	20,000	20,250	
	Grants	5,284		5,284	11,362
	Fundraising activities	4,818		4,818	5,890
	Income from investments	3,395		3,395	3,628
12	W & F fees retained by PCC	9,865		9,865	6,799
	Trading activities	16,865		16,865	10,084
13	Other income	4,845		4,845	4,767
	TOTAL	£140,729	£38,487	£179,216	£127,983

Note 10 The restricted element of All Other Giving includes a donation of £400 for the maintenance of the church building, and £18,087 donated for the benefit and purposes of the Holt Community Support Fund (see Notes 5 and 8).

Note 11 The restricted element of Legacies Received relates to a legacy for the maintenance of the church and churchyard.

Note 12 Certain statutory wedding and funeral fees are payable direct to the diocese. The accounts of the PCC include only the value that may be retained in the parish.

Note 13 The major element of Other Income in 2022 is a contribution to the parish share, received from All Saints, High Kelling.

Accounts of the Parochial Church Council for the Year Ended 31 December 2022
St Andrew's Church, Holt

STATEMENT OF PAYMENTS

note	year ended 31 December 2022			2021
	General Purposes	Restricted	Total	Total
	£	£	£	£
	Costs of Fund Raising Activities	551	551	1,722
	Mission Giving & Donations	6,908	6,908	3,189
	Share of Diocese Costs	68,300	68,300	67,400
	Salaries Wages & Honoraria	13,754	13,754	19,738
	Clergy & Staff Expenses	2,664	2,664	1,695
	Mission & Evangelism Costs	1,184	1,184	1,337
	Church Running Expenses	31,062	31,062	21,317
	Church Utility Bills	4,066	4,066	3,805
14	Costs of Trading	12,517	12,517	8,690
	Major Repairs - Church		-	15,168
	Major Repairs - other PCC property		-	
	New Building		-	
15	Other Expenditure	1,638	6,170	10,442
	TOTAL	£142,644	£6,170	£154,503

Note 14 Costs of Trading includes costs related to the running and maintenance of the Church Hall.

Note 15 Other Expenditure includes repair of bell ropes, and maintenance of the churchyard (charged to a restricted fund).

Accounts of the Parochial Church Council for the Year Ended 31 December 2022

St Andrew's Church, Holt

MOVEMENTS ON FUNDS

note	General Purposes	Church Fabric	Church & Churchyard	Community Support	Endowment	Total
	£	£	£	£	£	£
Brought forward	158,356	3,764	1,110		23,772	187,002
Receipts	140,729	400	20,000	18,087		179,216
Payments	(142,644)		(6,170)			(148,815)
16 PCC unrealised loss	(11,008)					(11,008)
17 Endowment unrealised loss					(2,573)	(2,573)
Carried forward	<u>£145,433</u>	<u>£4,164</u>	<u>£14,940</u>	<u>£18,087</u>	<u>£21,199</u>	<u>£203,822</u>

Note 16 The PCC unrealised loss is the 2022 loss in value of the PCC's holding of shares in the CBF C of E Investment Fund (see the Statement of Assets, including Note 2). These shares remain above their original cost of acquisition and are held for dividend income, rather than capital growth.

Note 17 The Endowment unrealised loss is the 2022 loss in value of shares held by the diocese in trust to provide income for the parish. (see the Statement of Assets, including Note 3).

Accounts

ST ANDREW'S CHURCH, HOLT

NORFOLK

Registered Charity No. 1131726

PAROCHIAL CHURCH COUNCIL

ACCOUNTS

2021

In accordance with the
CHARITIES ACT (2011) GUIDELINES

Issued:
v4

02/03/22

AUDITORS CERTIFICATE

INDEPENDENT EXAMINERS CERTIFICATE

REPORT TO THE TRUSTEES OF HOLT PAROCHIAL CHURCH COUNCIL ON
THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

The charity's trustees are responsible for the preparation of these accounts. The charity's trustees consider that an audit is not required for this year under s144 of the Charities Act 2011 (the Act) and that an independent examination is needed. It is my responsibility to

- a] examine the accounts under s145 of the Act
- b] to follow the procedures laid down in the general Directions given by the Charities Commission in s145(5)(b) of the Act and
- c] to state whether particular matters have come to my attention.

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention (other than that disclosed below*)

1 which gives me reasonable cause to believe that, in any material respect, the requirements

- a] to keep accounting records in accordance with s130 of the Act
- b] to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed I. BARBER

Date 28TH FEB 2022

Name I BARBER

Address M+A. PARTNERS, URMER.

The original certificate is held in the PCC minutes with a copy lodged at the Norwich Diocesan Board of Finance

* delete as appropriate

TREASURERS REPORT

The year 2021 cannot be considered as anything except unusual as far as accounting management is concerned. At the beginning of the year the PCC accepted a budget which showed a possible £33,000 shortfall in funding. This being because no-one really knew what the year was to bring because of the effects of the COVID pandemic. However the accounts for the year show that in the end St Andrews was £5284 in surplus!

Upon examination it is evident that, *inter-alia*, this transition from 'dark to light' was brought about by generous grants from HMG towards the loss of income from our halls; a Gift Day resulting in £9376 being received; an increase in regular giving; an increase of 30% over 2020 in Gift Aid giving; and an increase of some £2,600 from visitors making their offering through the newly installed credit card machine. This improvement in income was further aided by a careful consideration of other than fixed (eg: Share) expenditure

This is my final year as Treasurer and over the eight years I have been in post I have always been struck by the generosity of both the town and the parishioners towards St Andrews both in time and talent. This time has not been inconsiderable and there always is a personal cost as part of this to the donor and their family. For this assistance I give heartfelt thanks.

I am sure that St Andrews will continue to go forward in the maintenance of the structures and increase in the outreach and pastoral care to the increasing population of Holt. It is in a good financial state of which I have no doubt it will continue to be.

Barry R Holliss, ACMA
Hon. Treasurer
5th January 2022

The Church has funds allocated for various purposes as shown below.

	As at 31st Dec 2021	As at 31Dec 2020
Investment revaluation	12137.43 Note 1	18553.37
General Funds (Unrestricted)	92422.68	67870.22
Petty Cash Holding	50.00	50.00
With-held cash	-47.60 Note 3	-24.87
StART Fund	2246.56	2108.56
		0
TOTAL GENERAL FUNDS	106809.07	88557.28
Building M'tce (Restricted)	3764.08 Note 4	3764.08
Capital reserve Fund	35423.90 Note 5	41028.18
Capital Projects Fund (Designated)	16018.44 Note 6	16850.00
Endowment Fund	23766.16	20929.07
TOTAL ALLOCATED FUNDS	78972.58	82571.33
Ring Fenced YSA	571.91	504.53
Ring Fenced Live Streaming	100.00	988.72
Ring Fenced Choir Fund	488.69	426.19
Ring Fenced Easter Flower Fd	30.62	
TOTAL RING FENCED	1191.22 Note 17	1919.44
TOTAL FUNDS	186972.88	173048.05

The funds which back the above are held in the following places

	2021	Movement between years	2020
Endowment Fund	23766.16 Note 7	2837.09	20929.07
Invested Funds	101674.46 Note 8a	12137.43	89537.03
sub-total	125440.63	14974.53	110466.10
Deposited Funds	9564.34 Note 8b	0.00	9564.34
With bankers	51917.91 see below	-1049.70	52967.61
Petty Cash Holding	50.00	0.00	50.00
TOTAL FUNDS	186972.88	13924.83	173048.05

Cash held with Santander Bank Current account	31038.48
Santander Bank Deposit account	3525.19
Nat West Bank Current account	17354.24
TOTAL	51917.91

Note 1 Investment revaluation.

This is the difference between the value of the PCC's investments, other than the Endowment Fund, on 1st January 2021 and on the last trading day for 2021, being 21st Dec.

Value as at 31.01.21	89537.03
Value as at last trading day	101674.46
Revaluation	<u>12137.43</u>

Note 2. Operating Accounts.

In 2021 the church received the undermentioned income from supporters or through the use of it's facilities, which was used to support its ministry and pastoral work together with the day to day maintenance of it's buildings. Overall it received £5284 more than it spent which amount is carried over into the General Fund in 2022.

Operating Accounts	Income		Expenditure	Net
Share	0.00		67400.00	-67400.00
Parish Funding	94,826.93		756.79	94070.14
NET	94,826.93	0.00	68,156.79	26,670.14
Mission & Ministry	541.68		11905.40	-11363.72
Asset Management	11269.10		24077.71	-12808.61
Fund Raising & Social	5890.21		1528.23	4361.98
Administration	12231.22		16776.96	-4545.74
Finance Committee	3628.14		658.11	2970.03
Control Accounts	14580.45		14580.45	0.00
TOTAL	142967.73	0.00	137683.65	5284.08

Note 3. With-held cash is money held by the Treasurer until full bags of coin are ready for paying in to the bank or Post Office who will not readily accept loose cash

Note 4 Fabric Fund (Restricted). That is money given specifically for this purpose
No money has been drawn from this fund in 2021

Balance brought in from 2020	3764.08
Expenditure	0.00
Balance carried forward	3764.08

Note 5 Capital Reserve Fund

Balance brought in from 2020	41028.18
less new church boiler	-5300.00
less new mower	-308.00
less towards camera system	-331.28
plus specific donations to fund	335.00
TOTAL	35423.90

Note 6 Capital Projects Fund

This fund has been used for the following purposes

Balance brought in from 2020		16850.00
add:		
Grant for hall improvements	8097.00	
less cost of improvements	-2149.84	5947.16
Legacy for cost of memorial for interment of ashes		1110.00
Towards cost of streaming camera system		-7888.72
Balance carried forward		16018.44

Note 7 Endowment Fund

Arising from the sale of the Old National School in Norwich Road the Diocese holds in trust for the benefit of the church 1026 shares in the CCLA CBF Investment Fund valued by CCLA on the last trading day at £23,766.16

It must be noted that although these funds are shown within the financial assets of the church that they cannot be accessed without the agreement of the Diocese and the breaking of the Trust. Dividend income, however, comes to the church and is credited to the operating accounts.

Note 8 Funds**(a) Invested Funds**

These Funds consists of the following CCLA Investment Income shares

Church a/c	Shares	Bought for	31.12.21
GP Fund	732.2	10983.66	16960.61
GP Fund	2423.43	40000.00	56136.09
		50983.66	73096.70
CPF Fund	1233.72	20000.00	28577.77
	Totals	70983.66	101674.46

The split between the Funds is purely a designation as none of the money was given for a specific purpose. Dividend income is credited to the operating accounts.

(b) Deposited Funds

£9564.34 is deposited with CCLA. Interest on this is credited to the operating accounts

Note 9 Valuations

The church hall is insured for £2,960,000 for both building and contents.
The church is insured for £11,180,000 for both building and contents.

Note 10. the total income and expenditure of the church in the year was

Area	Note	Income	Expenditure	Net
Share	Note 11	0.00	67400.00	-67400.00
Parish Funding	Note 12	94,826.93	756.79	94070.14
Mission and Ministry		541.68	11905.40	-11363.72
Asset Management	Note 13	11269.10	24077.71	-12808.61
Fund Raising & Social	Note 14	5890.21	1528.23	4361.98
Administration		12231.22	16776.96	-4545.74
Finance Committee		3628.14	658.11	2970.03
Control Accounts		14580.45	14580.45	0.00
Balance Sheet		10485.12	16818.90	-6333.78
	TOTALS	<u>153452.85</u>	<u>154502.55</u>	<u>-1049.70</u>

Note 11 Share

The Parish Share is levied on the Benefice in the sum of £67,400. All Saints has contributed £5,400.00 In the year the PCC paid £67,400.00 of the Share

Note 12 The net amounts received for Parish Funding were

Giving and Tax Reclaim	69572.21
Funeral & Wedding Fees	7341.50
Contribution from All Saints	5400.00
Gift day	9431.27
Through Electronic Giving	2325.16
TOTAL	<u>94070.14</u>

Note 13 The net figures for the Asset Management Group are

Extension	2134.75
Church	-9036.79
Churchyard	-3317.72
Church Hall	-4693.12
Church Hall Car Park	3943.44
Safety & Security	-1839.17
TOTAL	<u>-12808.61</u>

Note 14. The net figures for Fund raising and Social are:

Festival and Fringe	2674.89
Fund Raising & Social	1489.31
Sale of Christmas cards	197.78
TOTAL	<u>4361.98</u>

Note 15 Funds collected at funerals for specified charities have been

£845.85

Charity	Value
Alheimers Society	74.50
British Heart Foundation	184.00
Cancer Research Campaign	110.07
Carter Trust	151.86
Helping Norfolk Hedgehogs	19.50
RAF Benevolent Fund	171.00
Royal National Lifeboat Institution	37.50
Stroke Association	65.42
The Dogs Trust	32.00
TOTAL	<u>845.85</u>

Note 16 Funds collected for Good Causes

Payments made to other charities coming from collections for the specific causes=

Cause	Value
Holt Youth Project	150.00
Holt Caring Society	150.00
Bishops Fund for Refugees	228.79
YANA	428.53
Kings Lynn Night Shelter	444.83
DEC Afghan Relief Fund	173.77
TOTAL	<u>1575.92</u>

*

Note 17 Ring fenced Items

Ring Fencing is where money has been given to the church for keeping by persons or groups for use in the future on specific projects or in specific areas.

Accounts

ST ANDREW'S CHURCH, HOLT

NORFOLK

Registered Charity No. 1131726

PAROCHIAL CHURCH COUNCIL

ACCOUNTS

2020

In accordance with the
CHARITIES ACT (2011) GUIDELINES

Issued: 29/03/21

TREASURERS REPORT

I cannot do anything else but say that 2020 has been difficult. After March we have never really had any firm base upon which to plan but still we have managed to have our organ refurbished a new money saving lighting system installed and the long planned path from Gresham car park to the West Door opened.

The end of year shows that we have managed to be in the black as far as the operating costs against income are concerned by £5047. However this would not have been possible without a fantastic Gift Day (£9686) or the grants received from the Government (£13850) and the Furlough Scheme. In addition the decision was taken not to pay the Parish Share in full by £12400. Had these items not been received or the reduction decided upon then the outcome for the year would have meant that ST Andrews would have run at a loss of about £33000 for the year.

2021 will again start in an uncertain manner but I have every faith in our fellowship, and town, to continue to support the church in their own fantastic way and for the PCC to make the correct decisions as and when necessary.

This year, in particular, has shown how the fellowship can pull together and once again I have to express my gratitude, not only my wife for her support, but to ALL who have stepped up to the mark and done such a lot of hard work behind the scenes so as to keep St Andrews going.

Barry R Holliss, ACMA
Hon. Treasurer

The Church has funds allocated for various purposes as shown below.

As at	31st Dec 20	31st Dec 19
Investment revaluation	18764.06 Note 1	0
General Funds (Unrestricted)	67870.22 Note 2	16677.62
Petty Cash Holding	50.00	300.00
With-held cash (code 93)	-24.87 Note 3	-127.90
StART Fund	2108.56 Note 4	1623.08
SALSA	0.00 Note 14	71830.37
Cash management Account	0.00	11080.16
TOTAL GENERAL FUNDS	88767.97	101383.33
Building M'tenance restricted	3764.08	3764.08
Capital Reserve Fund	41028.18 Note 5	78423.29
Capital Projects Fund (Designated)	16850.00 Note 6	7441.23
Endowment Fund	20978.31 Note 7	19623.76
TOTAL ALLOCATED FUNDS	82620.57	109252.36
Ring Fenced YSA	504.53	238.94
Ring Fenced Live Streaming	988.72	0.00
Ring Fenced Choir Fund	426.19	426.19
TOTAL RING FENCED	1919.44 Note 8	665.13
TOTAL FUNDS	173307.99	211300.82

The funds which back the above are held in the following places

Endowment Fund	20978.31 Note 7	19623.76
Invested Funds	89747.72 Note 9	70983.66
sub-total	<u>110726.04</u>	
Deposited Funds	9564.34	27564.34
With bankers	52967.61 see below	92663.79
Cash in Hand	0	165.27
Petty Cash Holding	50.00	300.00
TOTAL FUNDS	<u>173307.99</u>	211300.82

Cash held with Santander Bank Current account	38050.61
Santander Bank Deposit account	3524.83
Nat West Bank Current account	11392.17
Nat West Bank Deposit account	0.00
sub-total	<u>52967.61</u>
Income not yet on statement	0.00
Total	<u>52967.61</u>

Note 1. Investment revaluation.

The value of the invested shares is now shown at bid value on the last trading day of the year. On 31st December 2020 the value of the investments was 2044.67p per share giving a valuation of £89747.72. The value of the shares has risen since purchase by £18704.06 and in 2020 by £5797.01

Note 2. Unrestricted General Fund

This is made up by:

Area	Income	Expenditure	Net
Parish Funding			
Parish Share	0.00	55870.00	-55870.00
Parish Funding	83,180.85	1475.84	81705.01
Net cost of Parish Funding	83,180.85	57345.84	25835.01
Mission & Ministry	2109.24	10619.51	-8510.27
Asset Management	8605.50	25822.05	-17216.55
Fund Raising & Social	3330.63	932.82	2397.81
Administration	14076.37	14380.36	-303.99
Finance Committee	3254.08	383.87	2870.21
Control Accounts	26763.12	26787.70	-24.58
TOTAL	141319.79	136272.15	5047.64
			Movement
Bt fwd from 2019			16677.62
Operating Net (see above)			5047.64
Movement on General Fund see below			46144.96
TOTAL			67870.22

The movement on the General Fund is made up by:

Transfer in from funding to recompense account re Organ and Lights	40000.00
Carry forward of tax due into 2021	207.36
To increase charitable giving Christmas 2020	-112.02
Late 2019 costs	-479.81
Return of Petty Cash float	250.00
Part of donation transferred to Capital Funding account	-4900.73
Closure of cash Management Account as separate identity	11080.16
Donation received specific for the General Fund	100.00
TOTAL	46144.96

Note 3. The Post Office will not accept coin unless it is contained within a complete bag for the coin tendered eg: £20 x £1 coins, or £10 in 50p coins. This money is that held over for banking.

Note 4 START Fund

This fund (St Andrews Arts) arises from concert income which is then allocated to support arts and craft activity within the community.

Note 5 Capital Reserve Fund. (Renamed from Fabric Fund)

Bt Fwd from 2019	78423.29
less part cost of replacement hall boiler	-553.45
less part costs of new lighting and	
refurbishment of organ	-40000.00
add balance of unused SALSA fund	3158.34
TOTAL taken forward	41028.18

Note 6 Capital Projects Fund (Designated)

Bt fwd from 2019		7441.23
cost of pathway to church from car park	-11197.41	
less donations received	<u>1230.00</u>	-9967.41
less part cost of replacement hall boiler		-2374.55
donations received re new video system		11750.73
donations received for future projects		10000.00
TOTAL taken forward		<u><u>16850.00</u></u>

Note 7

Arising from the sale of the Old National School in Norwich Road the Diocese holds in trust for the benefit of the church 1026 shares in the CCLA CBF Investment Fund valued by CCLA on 31st Dec at £20,978.31

It must be noted that although these funds are shown within the financial assets of the church that they cannot be accessed without the agreement of the Diocese and the breaking of the Trust

Note 8 Ring Fenced Funds

Ring Fencing is where money has been given to the church for keeping by persons or groups for use in the future on specific projects or in specific areas. These areas are, Church Choir, Young St Andrews, and Live Streaming of services

Note 9 Invested Funds

These Funds consists of the following CCLA Investment Income shares

Church a/c	Shares	Bought for	Value 31.12.20
GP Fund	732.2	10983.66	14971.07
GP Fund	2423.43	40000.00	49551.15
		<u>50983.66</u>	
CPF Fund	1233.72	20000.00	25225.50
	Totals	70983.66	89747.72

The split between the Funds is purely a designation as none of the money was deposited for a specific purpose

The total income and expenditure of the church in 2020 was:

Area	Note	Income	Expenditure	Net
Share	NOTE 10	0.00	55870.00	-55870.00
Parish Funding	NOTE 11	83,180.85	1475.84	81705.01
Mission and Ministry		2109.24	10619.51	-8510.27
Asset Management	NOTE 12	8605.50	25822.05	-17216.55
Fund Raising & Social	NOTE 13	3330.63	932.82	2397.81
Administration	NOTE 16	14076.37	14380.36	-303.99
Finance Committee		3254.08	383.87	2870.21
Control Accounts	NOTE 15	26763.12	26787.70	-24.58
Balance Sheet		29564.27	92460.27	-62896.00
	TOTALS	170884.06	228732.42	-57848.36

Note 10**Share.**

The Parish share is levied on the Benefice in the sum of £67,400. Of this £55,000 was paid with £870 being claimed in lieu of fees.

Note 11**The net amounts received for Parish Funding are:**

Giving and Tax Reclaim	62257.85
Funeral & Wedding Fees	4861.45
Share contribution from All Saints	4900.00
Gift day	9685.71
TOTAL	81705.01

Note 12**The net figures for the Asset Management Group are:**

Extension	-225.32
Church	-11165.33
Churchyard	-2782.50
Church Hall	-4946.56
Church Hall Car Park	3994.60
Safety & Security	-2091.44
TOTAL	-17216.55

The church hall is insured for £2,900,000 for both building and contents.

The church is insured for £11,180,000 for both building and contents.

Note 13**The net figures for Fund raising and Social are:**

150 Club	-520.00
Festival and Fringe	0.00
Fund Raising & Social	2799.81
Christmas Cards	118.00
TOTAL	2397.81

The deficit on the 150 Club is caused by the payment of prizes out of the subscriptions paid in 2019. With the Club in abeyance for 2020/1 no income has been received this year

Note 14. SALSA Fund

The movement on the Fund set up to provide monies for new lighting and the refurbishment of the Organ has been:

	Expenditure		Income
Cost of Lighting	43186.61	Concerts and Recitals	1601.24
Refurbishment of Organ	33245.83	Specific Donations	3875.67
Cost of raising funds	237.41	Spring Fair	975.82
		Other income	1545.09
	<u>76669.85</u>		<u>7997.82</u>
bt fwd from 2019	71830.37		
add income	7997.82		
less expenditure	<u>-76669.85</u>		
Transferred to	3158.34		
Capital Reserve Fund			

NOTE 15 Within the Control Accounts are included
Payments to Charities and Good Causes

Payments to charities

Charity	Value
Alzheimers Society	14.50
East Anglia Air Ambulance	68.80
East Anglia Childrens Hospice	223.25
Haematology Research	75.68
Holt Rugby Club	115.53
Holt Youth Project	57.50
Norfolk & Norwich Hospitals Trust	366.50
Priscilla Bacon Lodge	238.50
Sheringham Stroke Club	74.00
St Andrews Church, Thursford	115.53
Stroke Association	216.30
TOTAL	1566.09

Payments to good causes

Cause	Value
Norfolk Churches Trust	20.00
Holt Youth Project	212.66 *
Kings Lynn Night Shelter	212.66 *
Tree House Café Project, Holt	212.66 *
Bishops Lent Appeal	156.58
TOTAL	814.56

*In addition to the amounts collected above a further £112.02 was added from Church Funds and £100, specifically for Kings Lynn Night Shelter, was paid direct by a parishioner

Note 16. Administration

The income includes grants in aid because of COVID19 from H M Government

