

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SWAFFHAM

England & Wales · Charity number 1134160

## Details

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Other names	ST PETER & ST PAUL'S PCC, SWAFFHAM, SWAFFHAM PAROCHIAL CHURCH COUNCIL
Status	Registered
Legal form	Previously excepted
Registered	2010-02-05
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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## Activities

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

**Activities:** Religious activities for all people, making grants to organisations and providing buildings and facilities for public use.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **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	£125,138	£100,006	-	-
2023-12-31	£88,379	£85,266	-	-
2022-12-31	£72,695	£82,101	-	-
2021-12-31	£63,031	£60,369	-	-
2020-12-31	£64,048	£55,496	-	-

## Trustees

Name	Role	Appointed
<b>Rev Nigel Owen Tuffnell</b>	Chair	2025-03-26
Andrew William Beresford Mash		2024-04-01
GERALDINE ELLISON		2013-09-12
Gillian Mary Gay		2024-04-01
IRENE KATHLEEN SALLY RANNER		
Jean Irene Bishop		2024-04-01
Melvyn Anthony Gay		2024-04-01
NIGEL MAGGS-OOSTERHAGEN		2024-04-01
Ralph Clarke		2021-04-01
SHEILA KATHLEEN FOWLER		
Veronica Maria Hutchby		2024-04-01

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SWAFFHAM**

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# Accounts

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***St Peter & St  
Paul  
Swaffham***

**Church  
Annual**

# Reports 2025

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### **Electoral Roll**

In accordance with the Church six year cycle of the electoral roll , which happened this year, the old roll was deleted and a new one established. This took place in March; the final date for enrolment to allow voting at the AGM was March 23rd. I am pleased to say that the membership of the electoral at this time stands at 69. Obviously, the roll can be joined at any time in accordance with the stipulations on the application forms. These enrolment forms will be available at the back of the Church or from me. I would be grateful if anyone knows, as the year moves on, of a member moving away or has, sadly, died would keep me informed in order to update the roll.

**Michael Atkinson - Electoral Roll Officer**

### **Churchwardens Report**

To summarise this very busy year, items are listed alphabetically after Church Services which are, after all, the focus of the Church. To begin:

**Church Services** - Our sincere thanks go to Canon Neil, Canon Stuart, Revd John, Padre Eddie and Andy Mash those who have provided our services including Sundays, weekdays, Baptisms, Weddings, Funerals and all the Festival and one-off services during the year. Canon Stuart ensured that nothing was missed using his long list of contacts when our regulars were otherwise engaged. We must not forget the team of servers, chalice assistants, readers and sidesmen who willingly support the services.

We acknowledge the considerable work of Ralph Clarke who organises the rotas for the readers and chalice assistants, prints the readings, puts together the Pew Sheet every week without fail, opens the church for Sunday and Wednesday services, prepares the altar, lights candles, ensures the heating is programmed, to name but a few of the tasks he quietly undertakes, and he looks after the finances. Thank you Ralph.

And we are also indebted to Bridget Lewin who organises the Sunday coffee rota. Bridget is always ready to step in if someone is unable to take their turn, and always without a grumble. These are an important way for us to mingle and enjoy being part of the church family.

**Christmas Bazaar and Tree Festival** - The Bazaar at the end of November was a success as in previous years. December 2023 saw the Tree Festival successfully rebooted by Lindsey Beech. This year we were very grateful to have the experienced team of Gill and Keith Creed and the 'Just Hair' team. And it was a great success. Many parishioners and friends volunteered to help in the various aspects of the nine-day event, with Gill running a furrow in the path between her salon and the church to ensure it ran smoothly and that her clients were not neglected.

**Church as a Venue** - St Peter and St Paul is a splendid venue for events in this town and has been enjoyed for concerts, a film launch, antiques valuation day and cream teas during the year. We are looking forward to more such events in the coming year.

**Churchyard Tidying** - Thanks to a recommendation from our sister church in Sporle, we were successful in engaging the Community Payback Scheme to assist with this. They arrived at the start of the year and within a few weeks had cleared ground gulleys, wall moss, overgrown shrubs, path edges, and the ashes interment plots. Many local residents have commented on the improvements. This will hopefully continue as we are now on their list to return as and when required.

**Cleaning** – This large church needs much care and we are very grateful to our loyal team of volunteers who keep the dust at bay and ensure regular attenders and visitors alike find a church that is cared for. Added to this, many hours of spring cleaning this year has brought an extra shine to the church.

**Coffee Mornings** – Saturday Coffee mornings are an essential part of our outreach and fund raising. Each week delicious cakes and savoury items are on sale with probably the cheapest coffee in the area if not the country. We are grateful to Susan Butler who has organised this for many years and is now ably assisted by Susan Nairn, and to all who bake, serve, wash-up and take the cash. Visitors and market shoppers join with some of our church attenders in enjoying the delicious bakes and having a good ‘mardle’.

**Entrance upgrade / Visitors** – Early summer saw a brighter and more welcoming entrance to the church. Large blue banners and a card donation machine have helped to raise both our profile and much needed funds.

**Flowers and Flower Festival** – Each day outside of Lent, fresh flowers are displayed in the church by a loyal and talented team of flower arrangers. Their skills are to be admired, and particularly so during the Biennial Flower Festival which was a great success at the August Bank Holiday.

**General Maintenance** – Quietly and probably unnoticed by many, little (and not so little) maintenance tasks are attended to in the church. Not all are to be envied such as unblocking toilets and clearing pigeon droppings from the belfry tower, but all are essential & we are immensely grateful to Bernard Hunt for his commitment to this.

**Lucky Ball** – 2024 saw this launched and it is proving successful at raising funds. It was mooted a couple of years ago but didn’t take off for many reasons. However, we are grateful to two supporters of our Saturday Coffee mornings, Zoe Gabriele and Di Smith, who stepped forward and organised this.

**Music & Church Choir** – Mel Gay in his report has not mentioned his own role during the music interregnum. Veronica, as a Churchwarden and a member of the choir, would like to say that it was due to his, not inconsiderable, efforts that enabled the smooth continuation of the choir’s role in services. This involved selecting and providing all the music and taking choir practices over a period of three months. All accomplished with Mel’s inimitable good humour. The choir and Keith, our temporary organist, appreciate all that he has done to make things as easy and pleasant as possible during a difficult time.

**Repairs** – Major repairs to the Nave and the Belfry Chamber were urgently required. The Fabric Team of Denis Bishop, Mel Gay and Bernard Hunt battled the complexities of paperwork, permissions and insurance claims. Together they achieved excellent results with repaired louvres in the bell tower, and a nave floor that is now safe to walk on. The gutters are cleared and preliminary steps taken towards improving the drainage at the west end so that any future flood risk is mitigated.

**Safeguarding** – Thanks to the work of Nigel Maggs-Oosterhagen we are all now trained, aware of safeguarding issues and updated with the diocese.

**Website and Publicity** – The website may be last on the list but it was one of the first things to be tackled. Like all technology, the old website was tired, out of date and difficult to manage. Denis Bishop found a contact, Paul Long of Blackbox, who built a new website and has given many hours of his time to supporting us. He has done this without charging us for his labour. We are grateful to Denis for designing and sourcing the banners, updating the visitor information guide and organising the printing of all material such as cards and guides. We now have a striking image that is reproduced across our publicity. Visual impact is vitally important in the 21st century.

In conclusion, none of the above would have been achieved without effort, time and commitment. We are immensely grateful to all who help in any way and together we are hopefully in a good position to move forward with Revd Nigel. Thank you all.

**Veronica Hutchby - Churchwarden**

### **Alms & Missions**

In September 2024 members of the Committee met to review the giving of 2024 and to compose the pattern of giving for 2025.

It was agreed that the ‘Second Collection’ should continue to support local, national and world-wide charities. Recent collections have been lower this year, possibly owing to the fact that less cash is being used generally, but this is still a very important part of our outreach as a Parish.

It is hoped that a representative of one of the charities may come to address our congregation during 2025.

Forthcoming planned collections: April-Leprosy Mission; May -Christian Aid; June - Malawi Music Fund; July- Mission to Seafarers; August - Swaffham & Litcham Home Hospice; September - Discretionary Fund.

**Gillian Gay.**

**Bellringers**

2024-25 has been a year of consolidation. We sustain a weekly practice which can withstand the occasional absences by experienced ringers, which we weren't really able to do a year ago. Several of our ringers help with practices at Castle Acre also, on a Wednesday evening.

In August '24 during the school holidays, we organised a very successful mid-week outing to North-East Suffolk, visiting Wilby, Tannington, Dennington, Badingham, Chediston and Rumburgh. We held a Christmas meal at Cressingham Windmill, rather spoiled by a very intrusive and loud live music event - a different venue this year!

We have rung on Sundays for key services during the year and will identify more opportunities to do so during the coming year. Of course, we've had the usual set of weddings to ring for and it has been a pleasure not to have to spend lots of time trying to find ringers from across the county to visit to help.

There have been no major maintenance issues during the year ; the only real issues being a failure of the clock's striking mechanism which was quickly identified and resolved at no cost - thank you Bernard! The bell-chamber remains tidy and repairs to the bell-chamber louvres mean that the space is well-protected from both the weather and pigeons.

We have a mix of experienced older ringers and some younger (and older) learners, making good progress. Our Friday sessions are sociable and fun, even on the coldest of Winter evenings! We welcome any visitors interested to see what ringing is about; we meet at 7:30pm.

I should conclude this short report by formally thanking those who visit us to help - particularly Frank Rivett and Philippa Whittington from Dereham, who have committed huge amounts of their time to help us and assist teaching our learners. We are also grateful for the support and encouragement of Rev. Stuart Nairn who has rung with us on some occasions but always been supportive and encouraging.

**Simon Rudd (Tower Captain)**

**Breckland Deanery Synod Report 2024**

**Two Deanery Synod meetings** were held. The first on 22<sup>nd</sup> May at Ashill but none of our elected members had been able to attend. Irene Ranner gave a brief report from the minutes that she had received, which basically listed nominations for the forthcoming Diocesan Synod plus request for payment of our Parish Share.

The second was on 13<sup>th</sup> November at Watton, when again none of our representatives were able to attend & no report available to give to the PCC meeting. Our current representatives are Geraldine Ellison and myself with one vacancy.

**Irene Ranner - Synod Representative**

**Commonwealth War Graves**

Within the Eastern area of the Churchyard, we have four WW1 CWGC burials. Two have the traditional CWGC headstone and two private (family) headstones.

BANHAM	Karl Felgate	Able Seaman	Royal Navy
BUCKERIDGE	Guy Dennis	Lieutenant	Royal Flying Corps
HUDSON	Arthur	Private	Lancashire Fusiliers
REGESTER	George	Rifleman	Rifle Brigade



Last summer, the Church received correspondence from the CWGC informing us that as part of their funding review, if we did not reply with clarification that we wished to continue receiving the very small triannual grant, it would be discontinued. I duly completed the form requesting that we remain on their payment list, and they responded in the affirmative.

I have continued to keep the war grave areas weed free and in a tidy condition, but combatting the disturbance caused by rabbits is an ongoing problem.

The CWGC representatives inspect the graves on an approximate two-year cycle, they inspect and report, but do not maintain. When it becomes necessary, the private gravestones will be replaced with a traditional CWGC headstone.

During the Royal British Legion Poppy Appeal period, I placed remembrance crosses on each grave. In addition, there are two other sites in the town with CWGC graves, the Baptist Chapel graveyard in White Cross Road (WW1) and the Brandon Road, Town Cemetery (WW2).

**WE WILL REMEMBER THEM.**

**Bernard Hunt - March 2025**

### **Criss Cross (formerly Churches Together)**

CrissCross, aka Churches Together, in Swaffham and Sporle. It may be helpful to be reminded of the circumstances that brought CrissCross into being. The AGM of Churches Together in Swaffham was held in May 2023, convened before the Revd. Janet Allan retired. Sadly, it was very poorly attended, and the decision was taken by those present to alter the structure of our inter-denominational relationship. It was agreed to dispose of the money in the CT bank account and to clear it by making a donation to Cafod, and to Christian Aid. It was also agreed that a new relational association would be established that was to be known as CrissCross and it would not have the formality of a constitution, regular meetings, an AGM, a bank account, a chair, secretary, treasurer and elected committee members etc. It was also agreed that the clergy/leaders of the denominations would commit to regular meetings, and that an email/WhatsApp group and Facebook page would be set up to facilitate good communications and inter-church notices of events. The latter was set up by the Revd. Jacqui Horton, Methodist Minister, and the 'administrator' is now the Revd. Anne Richardson, the present Methodist Minister. It was also agreed that wherever and whenever possible, the existing CT events would be continued. Since then, there have been a number of ecumenical events: a united Harvest Thanksgiving service; the Week of Prayer for Christian Unity in January; the interdenominational World Day of Prayer in March; several ecumenical services during Lent as well as frugal lunches. Plus, of course the Food Bank that was originally set up under the auspices of the CT and continues its valuable work to this day. Unfortunately, it has not been possible to reinstate the May street collections for Christian Aid Week. CrissCross asks for support and prayers, and if anyone would like to be included in the CrissCross email/WhatsApp/Facebook please ask the undersigned.

**John Handley (Revd).**

### **Fabric Report**

1. At the Annual Vestry & Church Meeting held in the church at 11.00am following the Morning Service on Sunday April 2024 no person had come forward to take on the position of Fabric Officer.
2. After considerable discussion PCC Members Denis Bishop and Melvyn Gay agreed to meet with Bernard Hunt in an attempt to establish a Fabric Team and to share the Fabric operation during the interregnum.
3. The Team met following the AV&CM, agreed to proceed by sharing the many and varied Fabric issues.
4. The Team reviewed the current situation, considered the latest Quinquennial Report, carried out a visual survey of the interior and external fabric of the church, contacted the quinquennial report architect and established an initial Project priority list for the May 2024 PCC meeting.
5. The team agreed to share the varied activities as they became current and included: - annual and renewable service contracts, urgent or immediate maintenance, longer term projects, funding, contact with architects and contractors, and PCC reporting.
6. A realistic priority list included:-
  - a. Day to day maintenance items - managed by Church Wardens and BH
  - b. Tolling Bell and striking bar - Tower Captain and BH
  - c. Maintaining audio system - BH and RC
  - d. Review service contracts and contacts - ALL
  - e. Heating boiler/system maintenance and refurbish - BH and RC
  - f. West Door external drainage survey - DB and Spire Architect COMPLETE
  - g. Flood damage to nave floor & subsequent insurance claim - All with MG dealing with Insurers COMPLETE
  - h. Belfry louvred windows - DB COMPLETE**
  - i. North and South elevation guttering and downpipe clearance - DB COMPLETE
  - j. Pigeon damage and protection against further damage - BH
  - k. Trees in Church Walk - BH and Church Warden COMPLETE
7. A number of priority projects have been initiated, developed and completed during the interregnum and the immediate day to day maintenance issues have been managed by the church wardens and the Fabric Team members.

8. The future priority schedule and the current quinquennial will require discussion with the PCC  
**Denis Bishop. Melvyn Gay, Bernard Hunt - Fabric Team**

**Flower Group Report** - see 'Churchwardens' report.

### **Mother's Union Swaffham Report 2024**

Our group had another active and enjoyable year. We currently have 16 members but are regularly joined at meetings by non- members who we actively encourage to come along.

We continued on occasions to join with other groups in our area. In August we joined with others at Fakenham Church for Mary Sumner day and a shared lunch; in May we joined South Wootton's meeting for a talk about the Pandora charity which helps victims of domestic violence.

At the beginning of October groups from the whole Diocese gathered in Norwich cathedral for our annual Festival Service. This is always a very uplifting occasion, and the Bishop of Thetford gave the address.

We have valued these opportunities to share fellowship and ideas with others.

Mothers Union continued to support Rev Adrian Bell and Rev Stuart Nairn at Baptisms, of which there were 8 this year. We then send cards to the families on the anniversaries until the child is 5.

We were very proud this year in July to mount an exhibition entitled "Souls of our shoes ", as part of a national initiative to highlight the serious issues related to domestic violence. We received extremely positive feedback from this, and it was viewed by a large number of visitors.

We have met monthly as always and enjoyed some excellent speakers; Rev John Handley began the year for us, followed in February by Caroline Dudley from " Riding for the disabled". In March we celebrated Holy Communion together in church and also provided hospitality on Maundy Thursday to the Student Cross Pilgrims, en route to Walsingham.

In April we attended a Diocesan Members Day at St. Luke's church in Norwich, where our Chaplain, the Rev James Stewart, helped provide entertainment by playing the piano for a lively sing song!

In May we held a fund-raising coffee morning and Bring and Buy in aid of one of our charities - AFIA (Away from It All holidays).

Our speaker in June was meant to be Mrs. Joy Taylor (wife of Rev Taylor) but she was, sadly, seriously ill and has since passed away. Rev Canon Neil Crawford- Jones very kindly stepped in, with a talk entitled "3 promises ".

Inspired by the talk about Riding for the Disabled, we arranged a visit in July to their centre in Runcton Holme, which included a delicious cream tea!

In September one of our Diocesan Trustees, Jenny Holcombe, updated us on Mother's Union's involvement with the Norfolk Refugee programme.

In October we welcomed Maggie Anderson from Baby Basics. Based in Dersingham, this is one of the charities we support regularly.

In November one of our members, Beryl Neyt, led us in a Christmas Craft session and we ended our year as always with a special Christmas meeting of carols, readings and a shared lunch.

Throughout the year alongside these activities, we never forget our purpose as Mothers Union members; prayer underpins everything we do, and we begin each meeting with worship and prayer. We have raised funds for our Diocesan charities, particularly AFIA- Away From It All, providing family holidays for those in need. At Christmas we supported the Angel Tree project and supplied (in conjunction with the Prison Fellowship) gifts for prisoner's children at Wayland Prison in Watton. We had a stall at the Church Bazaar with the majority of our profit going to church funds, and the rest for our charities. We had an MU tree at the church Christmas tree festival, and we have also supported Baby Basics and the Syrian refugee families in Norwich, for whom Mothers Union provides all the bedding in their allocated housing.

We have supported international projects and national campaigns, such as Rise Up, which focuses on domestic violence.

I would like to sincerely thank our retired clergy- Revs Stuart, Neil and John, and lay- reader Andy, during this interregnum, for their support for Mothers Union. We are also most grateful to the Baptist Church for the use of their lovely room, and thanks to Father Mark from Our Lady of Pity for letting us use their church car park.

Last but definitely not least I am so grateful to our loyal members, and particularly our very hard-working committee, for their enthusiasm and support throughout the year.

**Julia Higbee (Branch Leader)**

### **Organist & Choir Report 2024**

We are very fortunate to still have a church choir, and one which can sing in 4 parts.

2024 was another satisfying year for the choir, for the most part, under the leadership of our organist Johnathon White. I'm sure Johnathon would wish me to express his thanks to the choir for all their hard work, loyalty and dedication. I would also like to express thanks to Johnathon for all he did

to ensure that the Sunday Services were well supported musically and for his closing organ voluntaries which were very much appreciated by everyone.

Unfortunately Johnathon decided it was time to move to pastures new and he resigned with his last service being at the end of September. The congregation and Choir made a small presentation and wished him well in the future.

This left a vacancy for the position of Organist and we were so very pleased and thankful that our own Keith Baines was immediately able to step into the post for October and November. He then went into temporary retirement whilst David Flood took over fully as Organist and Choirmaster for December.

We were delighted to be under the direction of David and with his vast experience the augmented choir presented both Advent and Christmas Carol services with challenging music to a high standard. It was a rewarding and satisfying experience for the choir and I hope for the congregation. We are most grateful to David and express our sincere thanks to him.

Keith Baines came back out of retirement once again for January.

We have seen several changes during 2024 and now have more to come. We extend a very warm welcome to Jonathan Dodd our new Organist and Choir leader and we look forward to working under his professional direction.

Finally I would like to say how much we miss Shirley Matthews who has been an important and loyal member of our choir. I would like to think she is having a short break and that she will find the strength to join us again when she is ready. Meantime Shirley we send our love and good wishes.

**Melvyn Gay (Chorister)**

### **Saturday Coffee**

A big thank you to all those who gave of their time and talents during 2024-25 Coffee Mornings, making it such a success, raising a magnificent total of £12142.00, an increase of £3956.25 on the previous year.

Unfortunately near the end of the year, several of our members have stood down and another has moved away but thankfully others have stepped forward to fill the gap. However, we would still like to hear from anyone who would be interested in joining us in this important outreach and we would also welcome anyone who could help us with the occasional baking or willing to cover emergencies. Once again many thanks to all our helpers, servers, bakers, cashiers, washers up and the movers of tables & chairs, without whose tireless efforts those mornings would not be possible. A special thank you also goes to Veronica Hutchby, who has agreed to take over keeping our provisions well stocked. After 24 years, I have decided to stand down from organizing the Saturday Coffee Rota, and Susan Nairn has kindly agreed to take this on. To anyone who has helped me over years in any way a big THANK YOU.

**Susan Butler (Organiser)**

### **Schools**

#### **HEARTWOOD CHURCH of ENGLAND PRIMARY SCHOOL, SWAFFHAM (White Cross Road)**

The school continues to embed and embolden its relationship with the parish church and a joyous and fruitful interaction is regularly enjoyed by all. Principally through its full-school services in the church at Easter, Harvest Thanksgiving and Christmas 2024 and at the end of the previous academic year. Members of our Ministry Team have maintained a presence at all such occasions throughout the interregnum (usually the Lay Reader). The Church has also been represented on the school's Ethos Monitoring Group; has responded to pupils' enquiries about the RE Curriculum; and was invited to contribute specifically to the recent application pack for a new Headteacher.

A new RE Co-Ordinator (Becky Watts) from Spring 2024 has enhanced the relationship and worship occasions still further. Services in the church are rich and uplifting in devotional quality, led by pupils and filled with interactive participation; and they are well-attended by parents, families and friends (the church is invariably full). Collective Worship in school is provided by a variety of denominational visitors.

The former Headteacher, Emily McMillen, left for promotion at Christmas 2024 and her successor was appointed in February 2025: Rebecca ("Bex") Starman, who was previously the Deputy Head.

The school receives rightful praise and acclaim from external sources (such as the Diocese) for its best practice in "spirituality" and Religious Education and for its underpinning Christian values and ethos. It is never less than hospitable and always open to fresh ideas. Whilst, as a Church of England school of course being inclusive and welcoming to those of all faiths or none, it wears its C of E tradition and affinity with humble pride and diligence and values its relationship with the parish church highly.

I am not aware of a similar level of regularity or depth of interaction at present with the parish's other Church of England Primary School/Academy (Brandon Road). But then, its location is a longer walking distance away from the church for young children; and the cost (and ready availability) of coach transport is beyond most schools' budgets these days.

Places for Parish Church representatives on the governing bodies of both schools have been unfilled since the departures of our former Incumbent and Curate (although Heartwood's governors include several known to be supportive and knowledgeable of church schools). Governance at the Brandon Road C of E Academy is directed by the Diocesan multi-academy trust (MAT) of which it is a member. (A similar depth of relationship and interaction exists between the Benefice and its other C of E Primary School [Academy] at Sporle where the parish church/PCC and Ministry Team also enjoy strong and regular involvement; and where MAT governance arrangements are similar).

**Andy Mash (Lay Reader & PCC member)**

### **Social Committee**

Our years fundraising began with a St George's Day Soup & Pudding Lunch which raised £430.00. Our next event was on 6<sup>th</sup> June, D-Day, this lunch raised £515.00. A Strawberry tea followed on 18<sup>th</sup> July & £632.00 was raised. This included a Tombola. Our last event was the Harvest Supper. This was not so well attended and only raised £309.00. The total for the year was £1886.00.

Our thanks to all who made soup, cakes and puddings etc., and to Kim who gave the strawberries for our Strawberry Tea.

My thanks to Jean Clarke, Sheila Fowler, Meg Heale, Linda Burton & Ralph Clarke, also to Geraldine Ellison on Raffle Duty and Jan Edwards for running the Tombola, Shirley Matthews for her endless supply of meringues at the Strawberry Tea, plus all those who help with the washing up. Thanks also to Gloria & Bernard Hunt for packing away the tables & chairs.

To everyone - THANK YOU.

**Dorothy Starling (Social Chairman)**

### **Sunday Coffee**

The number of helpers on the Sunday coffee rota is much reduced this year so I am most grateful for the dedication and hard work of these willing volunteers who ensure that we are able to continue to offer refreshments after the Sunday service each week. This is an important time during which we can welcome visitors, catch up with news and discover whether anyone is needing help or support. I must also thank those members of the congregation who step in to help when we are busy. We look forward to the arrival of our new vicar and his wife and give thanks for the retired clergy and the Chaplain from RAF Marham who have worked hard to cheerfully guide us through the interregnum.

**Bridget Lewin (Rota Organiser)**

**Website and Social Media report** – see 'Churchwardens' report.

**Swaffham PCC**  
**Receipts and payments**  
**Selected period: 01 January 2024 to 31 December 2024**

Note	From To	01 January 2024 31 December 2024	01 January 2023 31 December 2023
<b>Fabric Des - Fabric Des (Designated) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Donations (Restricted)		430.00	-
Listed Places of Worship Grants		533.31	-
Legacies		1,119.00	-
	Total Donations and legacies	2,082.31	-
Other trading activities			
Sale of fittings		100.00	-
	Total Other trading activities	100.00	-
Investments			
CBF Deposit Int		426.52	219.21
Transfer from General (Part CBF Div)		2,546.83	2,507.83
	Total Investments	2,973.35	2,727.04
		<b>5,155.66</b>	<b>2,727.04</b>
<b>Total Income and endowments</b>			
<b>Expenditure</b>			
Other expenditure			
Heating System Maintenance		700.80	-
Minor Repairs		505.51	2,008.67
Routine maintenance/cleaning		231.17	-
Audio system		1,119.00	-
	Total Other expenditure	2,556.48	2,008.67
		<b>2,556.48</b>	<b>2,008.67</b>
<b>Total Expenditure</b>			
Excess of Income and endowments over Expenditure		2,599.18	718.37
Brought forward balance		7,906.29	7,187.92
Transfers to/(from)		-	-
		<b>10,505.47</b>	<b>7,906.29</b>
<b>Total carried forward balance</b>			
<b>Church Rooms - Church Rooms Fund (Designated) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Grants		4,658.73	6,987.72
	Total Donations and legacies	4,658.73	6,987.72
		<b>4,658.73</b>	<b>6,987.72</b>
<b>Total Income and endowments</b>			
<b>Expenditure</b>			
Other expenditure			
Insurance		-	410.64
Utilities		-	245.92
	Total Other expenditure	-	656.56
		<b>-</b>	<b>656.56</b>
<b>Total Expenditure</b>			
Excess of Income and endowments over Expenditure		4,658.73	6,331.16

Note	From To	01 January 2024 31 December 2024	01 January 2023 31 December 2023
Brought forward balance		(4,658.73)	(10,989.89)
<b>Total carried forward balance</b>		-	<b>(4,658.73)</b>
<b>Discretionary - Discretionary (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		0.44	0.27
<b>Total Investments</b>		<b>0.44</b>	<b>0.27</b>
<b>Total Income and endowments</b>		<b>0.44</b>	<b>0.27</b>
Excess of Income and endowments over Expenditure		0.44	0.27
Brought forward balance		9.32	9.05
<b>Total carried forward balance</b>		<b>9.76</b>	<b>9.32</b>
<b>Organ - Organ (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		145.23	87.39
<b>Total Investments</b>		<b>145.23</b>	<b>87.39</b>
<b>Total Income and endowments</b>		<b>145.23</b>	<b>87.39</b>
<b>Expenditure</b>			
Other expenditure			
Organ Maintenance		500.00	-
<b>Total Other expenditure</b>		<b>500.00</b>	<b>-</b>
<b>Total Expenditure</b>		<b>500.00</b>	<b>-</b>
Excess of Income and endowments over Expenditure		(354.77)	87.39
Brought forward balance		3,038.98	2,951.59
<b>Total carried forward balance</b>		<b>2,684.21</b>	<b>3,038.98</b>
<b>Filling The Gap - Filling The Gap (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		12.93	7.82
<b>Total Investments</b>		<b>12.93</b>	<b>7.82</b>
<b>Total Income and endowments</b>		<b>12.93</b>	<b>7.82</b>
Excess of Income and endowments over Expenditure		12.93	7.82
Brought forward balance		270.62	262.80
<b>Total carried forward balance</b>		<b>283.55</b>	<b>270.62</b>
<b>Flowers Festival - Flowers Festival (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Donations (Restricted)		50.00	-
<b>Total Donations and legacies</b>		<b>50.00</b>	<b>-</b>
Other trading activities			
Other Fund Raising		1,219.80	50.00

Note	From To	01 January 2024 31 December 2024	01 January 2023 31 December 2023
	Total Other trading activities	1,219.80	50.00
Investments			
CBF Inv Fund Income		128.14	-
	Total Investments	128.14	-
<b>Total Income and endowments</b>		<b>1,397.94</b>	<b>50.00</b>
<b>Expenditure</b>			
Other expenditure			
Flower Festival Expenses		1,447.94	-
	Total Other expenditure	1,447.94	-
<b>Total Expenditure</b>		<b>1,447.94</b>	-
Excess of Income and endowments over Expenditure		(50.00)	50.00
Brought forward balance		50.00	-
<b>Total carried forward balance</b>		<b>-</b>	<b>50.00</b>

### Fabric Rest - Fabric Rest (Restricted) Fund

#### Income and endowments

Donations and legacies  
Town Estates

	14,964.00	5,000.00
Total Donations and legacies	14,964.00	5,000.00

Investments  
CBF Deposit Int  
CBF Inv Fund Income

	1,148.37	685.54
	137.95	102.33
Total Investments	1,286.32	787.87

#### Total Income and endowments

#### Expenditure

Other expenditure  
Churchyard  
Heating System Maintenance  
Tower repairs  
CCTV  
Electricity circuitry test and maintenance  
Routine maintenance/cleaning  
Oct23 flood damage repair

	91.20	780.00
	-	773.19
	8,040.00	-
	1,230.07	1,596.57
	604.52	1,152.00
	636.00	-
	1,644.00	346.80
Total Other expenditure	12,245.79	4,648.56

#### Total Expenditure

Excess of Income and endowments over Expenditure  
Brought forward balance

#### Total carried forward balance

	12,245.79	4,648.56
	4,004.53	1,139.31
	23,159.28	22,019.97
<b>Total carried forward balance</b>	<b>27,163.81</b>	<b>23,159.28</b>

### Windows East Rest - Windows East Rest (Restricted) Fund

#### Income and endowments

Donations and legacies  
Income Tax Recovered  
Donations (Restricted)

	13.75	6.25
	15.00	102.00
Total Donations and legacies	28.75	108.25

Investments  
CBF Deposit Int

	303.97	181.89
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Note	From To	01 January 2024 31 December 2024	01 January 2023 31 December 2023
	Total Investments	303.97	181.89
<b>Total Income and endowments</b>		<b>332.72</b>	<b>290.14</b>
Excess of Income and endowments over Expenditure		332.72	290.14
Brought forward balance		6,363.58	6,073.44
<b>Total carried forward balance</b>		<b>6,696.30</b>	<b>6,363.58</b>
<b>Flowers Gen - Flowers Gen (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Donations (Restricted)		110.00	60.00
	Total Donations and legacies	110.00	60.00
Other trading activities			
Other Fund Raising		531.07	433.50
	Total Other trading activities	531.07	433.50
Investments			
CBF Deposit Int		156.57	53.93
CBF Inv Fund Income		-	125.36
	Total Investments	156.57	179.29
<b>Total Income and endowments</b>		<b>797.64</b>	<b>672.79</b>
<b>Expenditure</b>			
Other expenditure			
General Flower Expenses		666.81	311.70
Harvest Flowers		39.00	171.00
Patronal Festival Flowers		-	255.00
	Total Other expenditure	705.81	737.70
<b>Total Expenditure</b>		<b>705.81</b>	<b>737.70</b>
Excess of Income and endowments over Expenditure		91.83	(64.91)
Brought forward balance		878.85	943.76
<b>Total carried forward balance</b>		<b>970.68</b>	<b>878.85</b>
<b>Bells - Bells (Restricted) Fund</b>			
<b>Income and endowments</b>			
Other trading activities			
Donations/Fees for Church Use		-	80.00
	Total Other trading activities	-	80.00
Investments			
CBF Deposit Int		56.59	33.01
	Total Investments	56.59	33.01
<b>Total Income and endowments</b>		<b>56.59</b>	<b>113.01</b>
Excess of Income and endowments over Expenditure		56.59	113.01
Brought forward balance		1,184.36	1,071.35
<b>Total carried forward balance</b>		<b>1,240.95</b>	<b>1,184.36</b>
<b>Flowers Legacy - Flowers Legacy (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			

Note	From To	01 January 2024 31 December 2024	01 January 2023 31 December 2023
CBF Deposit Int		-	37.25
CBF Inv Fund Income		386.72	381.58
<b>Total Investments</b>		<b>386.72</b>	<b>418.83</b>
<b>Total Income and endowments</b>		<b>386.72</b>	<b>418.83</b>
<b>Expenditure</b>			
Other expenditure			
Christmas Flowers		624.90	99.35
Easter Flowers		130.00	23.45
Confirmation Service Flowers		105.00	-
<b>Total Other expenditure</b>		<b>859.90</b>	<b>122.80</b>
<b>Total Expenditure</b>		<b>859.90</b>	<b>122.80</b>
Excess of Income and endowments over Expenditure		(473.18)	296.03
Brought forward balance		2,206.16	1,910.13
<b>Total carried forward balance</b>		<b>1,732.98</b>	<b>2,206.16</b>
<b>Church Rooms Investment - Church Rooms Sale Investment Fund (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Inv Fund Income		4,128.16	1,026.94
<b>Total Investments</b>		<b>4,128.16</b>	<b>1,026.94</b>
<b>Total Income and endowments</b>		<b>4,128.16</b>	<b>1,026.94</b>
Excess of Income and endowments over Expenditure		4,128.16	1,026.94
Brought forward balance		1,026.94	-
<b>Total carried forward balance</b>		<b>5,155.10</b>	<b>1,026.94</b>
<b>General - General Fund (Unrestricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Tax Efficient Planned Giving		19,195.74	17,832.61
Income Tax Recovered		11,996.73	6,434.72
Collections (Cash)		5,652.42	5,255.26
Other Planned Giving		1,452.00	1,567.00
Visitors Donations		4,210.20	2,183.92
Donations (General)		31.90	874.48
Legacies (General)		2,531.03	-
2nd and Other Collections		1,856.15	1,002.27
Town Estates		6,235.00	2,000.00
Grants		30.00	840.00
<b>Total Donations and legacies</b>		<b>53,191.17</b>	<b>37,990.26</b>
Other trading activities			
Christmas Bazaar		1,987.11	2,229.24
Flower Festival		5,382.94	-
Cycle Ride		698.25	581.88
Other Fund Raising		2,309.50	2,927.66
Patronal Festival		-	538.70
Bookstall sales		109.70	50.00
Christmas Tree Festival		4,333.43	4,874.11
Sunday Coffee		417.23	365.15
Saturday Morning Coffee		12,142.00	8,185.75

Note	From To	01 January 2024 31 December 2024	01 January 2023 31 December 2023
Statutory Fees		4,790.00	4,923.00
Donations/Fees for Church Use		1,360.00	912.00
	Total Other trading activities	33,530.16	25,587.49
Investments			
CBF Inv Fund Income		5,093.67	5,015.67
	Total Investments	5,093.67	5,015.67
Other income			
Anon income		-	1,615.00
	Total Other income	-	1,615.00
<b>Total Income and endowments</b>		<b>91,815.00</b>	<b>70,208.42</b>
<b>Expenditure</b>			
Raising funds			
Bookstall		458.51	51.12
Social Events/Presentations		75.34	100.62
Saturday/Sunday Coffee Expenses		140.25	15.98
Fund Raising Costs		1,303.57	155.00
Card payment charges		106.46	-
	Total Raising funds	2,084.13	322.72
Expenditure on charitable activities			
2nd/Other Collections		1,856.15	1,002.27
	Total Expenditure on charitable activities	1,856.15	1,002.27
Other expenditure			
Parish Share		36,000.00	54,000.00
Church running costs		189.06	144.53
Costs of Services		2,151.34	1,688.70
Insurance		7,277.72	6,995.30
Utilities		19,995.87	7,309.52
Organist Salary		3,825.00	4,950.00
Admin/Posts/Phones/Stationery		5,186.56	2,984.19
Bank Charges		577.30	500.69
Transfer to Fabric (Designated)		2,546.83	2,507.83
	Total Other expenditure	77,749.68	81,080.76
<b>Total Expenditure</b>		<b>81,689.96</b>	<b>82,405.75</b>
Excess of Income and endowments over Expenditure		10,125.04	(12,197.33)
Brought forward balance		(2,195.97)	10,001.36
Transfers to/(from)		-	-
<b>Total carried forward balance</b>		<b>7,929.07</b>	<b>(2,195.97)</b>

## Independent Examiners Certificate

<b>Report to the trustees/ members of:</b>	ST PETER & ST PAUL CHURCH SWAFFHAM PCC
<b>On accounts for the year ended:</b>	31 DECEMBER 2024
<b>Charity no (if any):</b>	1134160

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/24 pages 1-12

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

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

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

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

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

Signed: *Susan Nairn* Date: 31/03/2025

Name: SUSAN NAIRN

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SWAFFHAM**

England & Wales - Charity number 1134160

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# Accounts

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***St Peter & St Paul  
Swaffham***

**Church  
Annual  
Reports  
2023**

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### Electoral Roll

This year, 2024, is the sixth and final year of the current Electoral Roll. The next Roll will not be compiled until 2025 and so I would urge anyone whose name is not on the current Roll to complete one of the forms which are available at the back of the church.

Our Electoral Roll currently stands at 88, up from 87 last year, 5 new names being added but with 4 removed, following the passing of a member of our church family.

**Ralph Clark - Electoral Roll Officer**

### Churchwardens Report

Sadly Revd Janet Allan decided to take early retirement, but we are very lucky to have retired clergy to help us out in our interregnum for which we, as a Parish, are very grateful.

Our Saturday Morning Coffee & Cake are back on track, thanks to our dedicated team of ladies who give their valuable time and talents with delicious mouth-watering cakes etc.

We have Coffee Mornings, Lunches, Strawberry Teas and Harvest Supper to raise money for Church Funds and Flowers.

The Royal British Legion Festival was held at SS Peter & Paul Church, Swaffham. Elizabeth Lodge did a Piano Recital Rockavox Concert and Mid-Norfolk Singers Christmas Concert, were all enjoyed.

Our Carol Service, Christingle and Midnight Mass were well attended.

We are grateful to Johnathan White, our Organist/Choirmaster and our Choir for leading us in Worship. Also our special thanks go to Ralph Clarke and Bernard Hunt, as their help and support has been invaluable. Thanks go to all our other volunteers, too many to mention by name, but you know who you are!!

We welcome Veronica Hutchby, as our new Churchwarden; Congratulations!

**Sheila Fowler - Churchwarden**

### Bellringers

With Linda Ballard's wish to hand over responsibility for the tower and my recent retirement, I discussed the situation with Linda and agreed to offer my services. I had organised ringing at Swaffham in the past during the incumbency of John Smith.

After a few months of intermittent practices with variable attendances, we used the warmer Spring weather of March 2023 to seek to establish a regular weekly practice - the first time in a long while that this had been possible. I am pleased to report that this has proved popular and we have only missed a few weeks since we started meeting weekly. A few new recruits have come forward and some who were ringing during my previous involvement have returned, this time with two teenage recruits! The bells were rung for the Coronation of King Charles on 6th May by 12 of the local team.

In the Summer, Oliver and James Clifton rang in the Norfolk team at the Ringing World National Youth Contest in York and rang the bells at York Minster.

We have not yet established a regular routine of Sunday ringing, but we did ring for Remembrance Sunday, having borrowed a set of muffles from St Peter Mancroft to create the traditional solemn sound on this Sunday.

We also rang for the Carol Service on 17th December and again on Christmas Day. The next Sunday ringing was for the Confirmation Service on 14th January. Perhaps the highlight of the year was our ringing for Easter Day, when we rang all 8 bells with our local team for morning service, but then went on to East Raynham to ring all 8 there also, for Stuart's service at 10:30am.

The bell installation remains reasonably stable with no major issues but at some stage we will need to address some ongoing issues such as giving the 1900 bell-frame a clean and a new coat of paint. Fortunately, the ingress of weather and birds is reasonably controlled, preventing the awful guano I found on my very first visit up there years ago and which dear old Roger Peckham and I cleared out.

I am heartened by the level of support we have received in the past year and this bodes well. We are blessed with assistance from several excellent teachers of ringing and this has meant that our less experienced ringers have received a high quality of assistance and made good progress.

I am also grateful to Stuart Nairn and Adrian Bell for their support and encouragement - it is appreciated.

I am personally delighted that the iconic and perhaps most elegant tower in the whole county has its own team of ringers who are an exemplary and committed group. I look forward to more successes in 2024/25.

**Simon Rudd (Tower Captain) 07957 406172 [simon@enterprise-cs.co.uk](mailto:simon@enterprise-cs.co.uk)**

### Breckland Deanery Synod Report 2023

Last meeting of the Synod was in November 2022 when Bishop Graham Usher attended, this meeting had been an 'Open' meeting to which all PCC members had been invited. Next meeting is scheduled for Wednesday, 22<sup>nd</sup> May at the Fountain of Life, Ashill.

The current team are due for re-election this year, with Swaffham representatives Geraldine Ellison and myself prepared to continue & Shirley Matthews standing down.

**Irene Ranner - Synod Representative**

## Commonwealth War Graves

Within the Eastern area of the Churchyard, we have four WW1 CWGC burials. Two have the traditional CWGC headstone and two private (family) headstones.

BANHAM	Karl Felgate	Able Seaman	Royal Navy
BUCKERIDGE	Guy Dennis	Lieutenant	Royal Flying Corps
HUDSON	Arthur	Private	Lancashire Fusiliers
REGESTER	George	Rifleman	Rifle Brigade



The CWGC representatives inspect the graves on an approximate two-year cycle, they inspect and report, but do not maintain. When it becomes necessary, the private gravestone will be replaced with a traditional CWGC headstone.

Prior to the Covid restrictions, our CWGC graves and the War Memorial Chapel within the Church, were maintained and cleaned by the Cadets from 1894 (Swaffham) Squadron, RAF Cadets. Unfortunately, during the Covid Lockdown the Squadron was disbanded.

With no routine maintenance, the War Graves in our Churchyard rapidly fell into a neglected state, with weeds growing both within and outside the marked areas. Nettles in the immediate area were a particular problem. Considering the state of the graves, and a lack of others willing to assume the responsibility, I have undertaken the care and maintenance of the graves and War Memorial Chapel.

During the Royal British Legion Poppy Appeal period, remembrance crosses are placed on each grave.

In addition, there are two other sites in the town with CWGC graves, the Baptist Chapel graveyard in White Cross Road (WW1) and the Brandon Road, Town Cemetery (WW2).

## **WE WILL REMEMBER THEM.**

**Bernard Hunt**

### Criss Cross (formerly Churches Together)

The AGM of Churches Together in Swaffham was held in May 2023, convened before vicar Janet retired. Sadly, it was very poorly attended, and the decision was taken by those present to alter the structure of our inter-denominational relationship. It was agreed to dispose of the money in the CT bank account and to clear it by making a donation to Cafod, and to Christian Aid. It was also agreed that a new relational association would be established that was to be known as CrissCross. It would not have the formality of regular meetings, an AGM, a bank account, a chair, secretary, treasurer and elected committee members etc. It was also agreed that the clergy/leaders of the denominations would commit to regular meetings, and that an email group and Facebook page would be set up to facilitate good communications and inter-church notices of events. The latter has been set up by the Revd. Jacqui Horton, Methodist Minister, and it has been a lot of hard and time consuming labour for which we are very grateful. It was also agreed that where/whenever possible, the existing CT events would be continued. Since then there have been a number of ecumenical events: a united Harvest Thanksgiving on the Campinglands in September; the Week of Prayer for Christian Unity in January; the interdenominational World Day of Prayer in March; several ecumenical services during Lent. Plus, of course the Food Bank that was originally set up under the auspices of the CT and continues its valuable work to this day. Unfortunately it has not been possible to arrange a street collection for Christian Aid this year. CrissCross asks for support and prayers, and if anyone would like to be included in the CrissCross email/Facebook please ask the undersigned.  
**Revd John Handley**

### Fabric Report - For the period March 2023 - February 2024

A replacement Fabric Officer, is still required & the search continues for someone who would be prepared to take the task on.

**Meanwhile Bernard Hunt** continues to give attention to Fabric matters and grateful thanks are recorded to him for his continued commitment, also for his regular monthly updates to the PCC on Fabric matters.

### Summary of Fabric Works which have been carried out / in progress / outstanding:

- i. **Ashes Plot** - Rules & regulations regarding this were checked (**RC**) & answer given was that such requests, subject to the PCC agreement, require a faculty which the individual persons have to apply & pay for.
- ii. **Audio matters** - legacy received from Derek Thackery (£2600) was used towards update of the audio system.
- iii. **Bollards**. Quotation requested (Reece) for possible replacement & making good of roadway.
- iv. **Church Car Park & Walk Lighting** - it was agreed that to prevent accidents occurring, in due course, a floodlight is required to illuminate the Car Park and also the Church Drive inside the main gates. Necessary permissions to be sought from Iceland & the Town Council for these works to be carried out.
- v. **Heating in the Bell Chamber** - when in use by the ringers, heating is required. Reece asked to quote and then install as necessary.
- vi. **Main Aisle floor** - due heavy rain & flooding into Church, the floor next to the West End back two pews had been washed out & became unstable. After inspection by the Architect & following his recommendations, temporary repair work was carried out to restore safe access down the aisle at that point. So far some £350 has been spent on this. **A Contract has been signed by Nick Warnes** for him to proceed with the necessary floor procedures & water ingress problems.
- vii. **Pigeon problems** were reported to Nick Warnes & his advice awaited. Meanwhile regular clearing is undertaken.
- viii. **Power Failures** & other lighting & heating problems; investigations are underway.
- ix. **Toilets** - investigation and possible ideas will be implemented to enable easier disabled access.
- x. **Tower drainage** - cleared
- xi. **Vestry Room** - Access up and down it is not easy & suggestion was made that a handrail should be considered for the stairway. Architect's (Reece) advice sought & answer awaited.
- xii. **West End, incursion of rainwater** - the present gully/drainage scheme does not appear to be sufficient. A new gully might be the answer, but would involve further consultation with the Town Council.
- xiii. **West End Wooden Doors** were replaced with **Glass Doors**.

### Flower Group Report

2023 has been an uneventful year, there being no flower or patronal festival this year. However our group of very accomplished ladies have continued to provide wonderful flower arrangements to welcome visitor and worshipers at the Church entrance and High Altar, throughout the year when appropriate.

In addition a group of us produced our traditional Mothering Sunday posies to hand out alongside the Mothers Union prayer cards. After the period of Lent with no flowers we celebrated Easter with our traditional decoration of the church with exuberant white and golden arrangements throughout. Many thanks to all those responsible for creating such a joyous celebration with their flower arrangements.

The church was again appropriately dressed to celebrate the Harvest Festival, with flowers, foliage and produce, to showcase the bounty we produce each year.

Remembrance Sunday saw our usual respectful Poppy arrangements to honour our fallen soldiers to accompany the civic service.

To round off the year following a very successful Christmas Tree Festival the church was joyously resplendent with red themed arrangements to welcome all for the Christmas festivities.

During the year we have also hosted a number of fund raising events to raise funds for the Church & Flower funds which included a Saint Patrick Day Soup & Pudding lunch; Afternoon Tea; Traditional Strawberry Tea and a Harvest Supper.

A very big thank you to everyone for all their hard work, creativity and generosity throughout the year helping to keep our church looking so wonderful.

**Meg Heale - Church Flower Group**

### Mother's Union Swaffham Report 2023

Our group had another active and enjoyable year. We currently have 16 members but are regularly joined at meetings by non- members who we actively encourage to come along.

Sadly we lost one of our oldest and most loyal members, Eileen Lawrence, as she passed away in the summer. She will be greatly missed.

One of the most enjoyable aspects of our year was the result of a new initiative from the Diocesan Trustees, that groups in our area (some of which are very small) should get together more.

Consequently we visited, and were visited by, groups from South Wootton, Dersingham, Fakenham and Dereham. For example, together we celebrated Mary Sumner Day with a joint service at St. Nicholas Church, Dereham, followed by a picnic lunch. Also in October we hosted a Members Day (usually held in Norwich) in Swaffham. We attended the licensing of our new Chaplain, Rev. Aubrey- Jones, in Dersingham, and we shared a coach together for a delightful outing to the Bishop of Norwich's Garden Party and strawberry tea.

We have valued these opportunities to share fellowship and ideas with these other groups, and we particularly thank Eunice Norwood (a Fakenham MU member and Trustee) for working so hard to facilitate the initiative.

Something else new was that we were invited by Rev Canon Stuart Nairn and Rev Canon Adrian Bell to assist at Baptisms. This has been a good experience to get to know new families and welcome them to the church family

both with our presence and a card. We shall send the family a card on the yearly anniversary of the Baptism until the child is 5.

We have met monthly as always, and enjoyed some excellent speakers; we have welcomed Andy Mash with his rhyming new year message, the Blood Bikers, Susan Smith with anecdotes of her Northumbrian grandma, Sheila Tuffield on MU Enterprises, and Phil Jesson with a talk on modern day slavery. A special thank you to one of our committee, Jenny Bell, who stood in at short notice with a talk when a speaker was unable to attend!

In addition we gave our usual hospitality to the Pilgrim Cross group, walking from London to Walsingham, on Maundy Thursday; we held a fund raising coffee morning and Bring and Buy we met at West Acre Nurseries for lunch in July, and had a book discussion session in August. In November one of our members, Beryl Neyt, led us in a Christmas Craft session and we ended our year as always with a special Christmas meeting of carols, readings and a shared lunch.

Throughout the year alongside these activities, we never forget our purpose as Mothers Union members and we begin each meeting with worship and prayer. We have raised funds for our Diocesan charities, particularly AFIA-Away From It All, providing family holidays for those in need. At Christmas we supported the Angel Tree project and supplied (in conjunction with the Prison Fellowship) gifts for prisoner's children at Wayland Prison in Watton. We have also supported Baby Basics and the Syrian refugee families in Norwich, for whom Mothers Union provides all the bedding in their allocated housing.

We have supported international projects and national campaigns, such as Rise Up, which focuses on domestic violence.

I would like to sincerely thank our retired clergy - Revs Stuart, Adrian, Neil and John - during this interregnum, for their support for Mothers Union. Thanks to the Baptist Church for the use of their lovely room, and thanks to Father Mark from Our Lady of Pity for letting us use the church car park.

Most of all I am so grateful to our members, and particularly our very hard-working committee, for their enthusiasm and support throughout the year.

**Julia Higbee - Branch Leader**

### **Organist & Choir Master Report 2023**

Over the last year the choir has continued to grow in number, with Susan joining the Soprano's and Susie an addition to the Alto's. We have also welcomed back Beckie following a break due to family commitments. In total we now have 14 members and most Sunday's we have at least 12 which is a great achievement.

Over the last year we have seen several changes to services following Janet's 'early retirement'. This has been a bit of a challenge with communication sometimes being an issue with information not being passed on. It's certainly been good to see a few extra people in the congregation towards the end of the year.

My sincere thanks are due to Shelagh Langbridge who purchased enough music copies of the Mission Praise hymn book for the choir, so now we can use the word copies that had been sitting in the cupboard unused since before the pandemic. We now use Mission Praise on the 1st, 3rd & when there's a 5th Sunday as well, where we have been learning some of the more modern worship songs as well as reviving the older ones some of us grew up with. Also, I must thank Keith for covering me during holiday's and at short notice when Dad had a fall one Sunday morning during the year, it is much appreciated.

Unfortunately, with the changes to services since Revd Janet's departure, we have still not revived the Family Service, at least once a month, which I think is a great shame. We almost filled the church for the Christingle service with young families (although not as many this year as I have seen previously) but what is there to offer and encourage them back to church before next year's Christingle? This is just my opinion and I know it's a PCC decision to make but felt it needed to be mentioned.

So now moving into 2024 we hope for a promising year and for news of a new incumbent soon to lead us forward for the future and to see Swaffham Church flourishing once again

**Johnathon White (Organist/Choirmaster)**

### **Saturday Coffee**

A big 'thank you' to all those who gave of their time and talents during 2023 Coffee Mornings making it such a success. We raised a magnificent total of £8185.75, an increase of £1438.85 on the previous year. This does not include the refreshment takings from the Christmas Bazaar or the Christmas Tree Festival which are recorded separately.

Unfortunately, near the end of the year, two of our members stood down but we are hoping to gain two replacements shortly, bringing our numbers up to 25 on the rota. However, we would still like to hear from anyone who would be interested in joining us in this important outreach and we would also welcome anyone who could help with the occasional baking or willing to cover emergencies.

Once again many thanks to all our helpers, servers, bakers, cashiers, washers-up and the movers of tables & chairs; without whose tireless efforts these mornings would not be possible. A special 'thank you' to Veronica Hutchby, who has agreed to take over keeping our provisions well stocked.

We now look forward to another successful year during 2024.

**Susan Butler. (Rota Organiser)**

### **Social Committee**

We started our year of Fund Raising with a St Patrick's Day Lunch, this raised £385.36. This was followed by a lunch in June which raised £433.50. Our last event was the Harvest Supper which raised £505.80.

Thank you to all those who brought savory items, puddings and cakes to our events during the year, especially for the Harvest Supper when we had a wonderful selection of savory & sweet delights.

My thanks also to Jean Clarke, Sheila Fowler, Meg Heale and all those that help with the washing up etc., and of course to Ralph Clarke and Geraldine Ellison on Raffle duty.

**Dorothy Starling (Social Chairman)**

### **Sunday Coffee**

I would like to thank all the members of the team who volunteer to serve coffee, tea, and biscuits (and sometimes cake!) after the 9.30 Sunday morning service in church. This allows us to provide a welcome to visitors, to friends from our sister parish of Sporle when they are with us, and also gives the congregation a chance to chat and catch up. We value this social time together.

My thanks also go to the members of the congregation who willingly step in to help when we are busy. New members are always welcome on the team rota.

**Bridget Lewin (Rota Organiser)**

### **Website and Social Media report**

The Facebook Social Media account was held by Revd Janet Allan after Revd Tori moved to Dereham.

Unfortunately, it took a while to trace the account administrator and so I did not have any input until it was transferred to me at the end of March 2024. It had been mothballed for nearly a year.

I aim to publish relevant information about services and events and welcome news and photographs from all.

**Veronica Hutchby**

## Independent Examiners Certificate

<b>Report to the trustees/ members of:</b>	ST PETER & ST PAUL CHURCH SWAFFHAM P.C.C.
<b>On accounts for the year ended:</b>	31 DECEMBER 2023
<b>Charity no (if any):</b>	1134160

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023 Pages 1 to 14

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

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

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

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

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

Signed: Susan J. Nairn. Date: 23/04/2024

Name: SUSAN NAIRN

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SWAFFHAM**

England & Wales - Charity number 1134160

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# Accounts

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***St Peter & St Paul  
Swaffham***

**Church  
Annual  
Reports  
2022**

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### **Electoral Roll**

This year, 2023, is the fifth year of the current Electoral Roll. The next Roll will not be compiled until 2025 and so I would urge anyone whose name is not on the current Roll to complete one of the forms which are available at the back of the church.

Our Electoral Roll currently stands at 87, up from 84 last year, 4 new names being added but with 1 removed, following the passing of a member of our church family.

**Ralph Clark - Electoral Roll Officer**

### **Churchwardens Report**

This report covers the year from 22<sup>nd</sup> March 2022 to the present.

Saturday Coffee Mornings have now resumed as usual. We have also been able to resume Fund Raising events again with Lunches & teas etc.

St John Ambulance Brigade held their Carol Service / Award Ceremony in our Church.

We held our usual Carol Service, Christingle & Midnight Mass, all were well attended. We have also been able to have our Annual Flower Festival again after missing out over the last two years due to Covid restrictions. This event also included a Concert by the 'Pot of Gold Shanty Crew'.

We held an 'Afternoon Tea' to celebrate the late Queen's Platinum Jubilee and this was enjoyed by all. There was also a Civic Service in Church for the Town Mayor, Peter Bell.

Workshops have included one for Children's Craft and another was Mosaics in recognition of the Carter Centenary.

Our Christmas Coffee & Table Top Sale were held, together with the Christmas Tree Festival, both being very successful and well supported.

Our curate, Revd Tori Venimore-Rowland, has been on training placement in Dereham for three months at the beginning of 2023.

The Church Rooms, which were closed some 5 years ago, were cleared out and have now been sold with plans for this building to be converted into two flats. There have been many other functions and activities etc. which have been enjoyed there and will hold many happy memories for the Church folk and Town's people.

Thanks must be recorded to all our volunteers, too many to mention by name, but you know who you are.

However special thanks must be made to Ralph Clarke and Bernard Hunt as their help and support has been invaluable.

**Sheila Fowler & Janice Buckley-Stevens - Churchwardens**

### **Bellringers**

During 2022 it became very clear that maintaining sufficient numbers even to maintain a once a month practice session or to ring for service once a month was almost impossible. This was exacerbated by Linda's wish to step down and her subsequent retirement from ringing.

I have an affection for the tower, having built up a band of ringers there during John Smith's incumbency.

Circumstances have led me elsewhere, but I now have custody of the keys for the tower and have arranged ringing for weddings for the past few months.

The cold winter evenings are not conducive to encouraging new ringers to come out to a dark and freezing tower and so I have postponed positive action until the warmer weather arrived.

I hope to schedule an initial practice in March and from there, launch a recruitment drive to see if we can encourage a group of new ringers to take up the art. Also, in March, I will go up and give the bells an inspection and report back on any issues that I find.

For those to whom I am a stranger, I am a ringer of more than 50 years' experience, having started at the age of 10. I have lived and rung in Norfolk for 30 years and am currently the Master of the ringers at the church of St Peter Mancroft in Norwich where we have a specific and dedicated training centre for new and existing ringers.

**Simon Rudd (Tower Captain) 07957 406172 [simon@enterprise-cs.co.uk](mailto:simon@enterprise-cs.co.uk)**

### **Breckland Deanery Synod Report 2022**

Current elected team from Swaffham of representatives are Geraldine Ellison, Shirley Matthews and myself.

**Irene Ranner - Synod Representative**

### **Children's Ministry Report / Buzzbox / Filling the Gap**

Iris Reeve kindly provided a Sunday School during the year and Revd Tori Venmore-Rowland ran an Easter crafting workshop for children, which was well supported. Plans for a new monthly family service on Sunday afternoons were started but needed to be delayed owing to Revd Tori's absence through illness and then on placement.

Work with both Church of England Primary Schools continued with strengthening relationships as coronavirus receded, and children from Heartwood Church of England VC Primary and Swaffham Church of England VA Primary Academy (SPA) visited church for special services and visits throughout the year, with good attendance from parents and carers too.

The Filling the Gap project to help feed our school families during the holidays continued in each holiday period and was much appreciated. Many thanks to all who have helped.

The Vicar is a governor at Heartwood & Revd Tori Venmore-Rowland is a governor at SPA.

### Churches Together

Ecumenical activities have continued as far as possible as we come out of the pandemic, with the ministers keeping in close touch. Churches Together will be formally reconstituted in May 2023, having stopped short of their Annual Meeting in 2020 and needing new officers and a committee and a handover of accounts.

### Fabric Report - For the period March 2022 - 2023

In June 2022, due the resignation of Fabric Officer the Rev'd Janet gave a brief update on matters.

**Vote of Thanks** was recorded to Jan Hayes-Griffin for the work that she carried out & achieved whilst in Office. 'Thank You' card will be sent to her in acknowledgement of this.

**Thoughts** to be given to possible replacement officer, with suggestions to Revd Janet requested. This doesn't necessarily have to be a PCC appointment, though preferred, but basically this position is for someone who would be prepared to take the task on.

**Meanwhile Bernard Hunt** is still giving attention to Fabric matters, assisted by his wife Gloria. Grateful thanks recorded to them both for this.

#### 1. Works carried out:

- i. **Ashes Plot pathway:** March 2022 Noted that work had been completed by the Town Council at this site and 'thanks' received, for this updated work, from grateful members of the public now using this. **September 2022** - Thanks recorded to Elder Blake Botright and the group of US Airmen who had come last Saturday and made significant clearance to this area. Noted that attention will be required to bulk up the soil around some of the stones in order to prevent 'rabbit attack'! Helpers sought to address this.
- ii. **Main Aisle Moveable Mirror - June 2022** - now relocated from the Main Aisle to new position at the front of the main pews by the electric organ. Hopefully this will give greater ease of access to those wheelchair users coming down the main central aisle.
- iii. **Recycling Collection Bin. June 2022** - Will now be left outside of the Church Building. Hopefully it will not be used 'inappropriately' by others than Church users! It was agreed by the meeting that this new siting should at least be 'tried' and will allow easier access in the toilet area.

#### 2. Works in progress/outstanding:

- i. **Bells & works relating to Tower works.** In May 2022 a quotation from Nicholas Warnes received, but not discussed.
- ii. **East Window works: March 2022** Nothing further heard from the Diocese on this.
- iii. **Quotations awaited from: March 2022** Taylors - work to the Bells; EES - Lady Chapel works.
- iv. **Bollards.** November 2022 - Query was made as to the raising & lowering of these. It was finally decided that if an access route was required then permission was needed as a courtesy so as to check it is the best route whilst the bollard remains broken. **Bollards Reflective tape Installation (SF & GE)** is in hand.
- v. **Church Yard & paths Lighting** was also queried in November 2022 as this has presented some difficulties, especially when the bollards are up. This will be brought to the attention of the Town Council, in the hopes they will install better lighting and that they will apply for the required faculty to do so. Agreed to install reflective tape on the bollards (SF & GE) until better lighting is installed & also hopefully the Town Council will ensure that the Car Park will be lit at night.
- vi. **February 2023** The Town Council have replied that their responsibility is for the graves and paths but not the path lighting! This comes under the jurisdiction of the Breckland Council and matters taken up with them! Exact responsibility to be sorted as soon as possible.
- vii. **Lighting of the Car Park** is also a matter that requires clarification.

#### In November 2022 three items raised:

- **Toilets** The lack of child changing facilities in the toilets was raised & agreed possible installation of 'drop-down' tables would be the best option. This subject to expert advice as the 'disabled' facility has also to be maintained. **February 2023.** This matter is still 'under discussion' & was suggested that advice be sought from a 'Disability Advisor' to ensure that any alteration to insert a baby-changing shelf did not compromise accessibility.
- **Lack of ability to hear. November 2022** - Concerns that our audio system does not transmit into the Chancel. Choir+ are unable to hear deliveries from the Lectern & Pulpit areas. The Church main body seems well. Bernard H to be consulted as to possible solution or whether this is a matter for a 'Sound Engineer' to resolve. **Audio matters - February 2023** - still unresolved. This to be looked into further
- **Filming of Weddings & Funerals.** Possibility of 'camera installation costings' in order that these events could be recorded and copied then be available for respective parties at their request.

#### In February 2023 the following was raised:

**Main Aisle floor gaps.** This is becoming a safety hazard and had been identified as such in the quinquennial. Various suggestions made at the meeting but none would resolve the matter in the short term. Further expert advice to be sought.

#### **Other Fabric matters update:**

- i. **Lady Chapel works; June 2022** temporarily repaired but advice received that it would not see through the winter. **Quotation received - £1960+VAT for fuller, permanent works** to be carried out. As there are funds available it was agreed that this work be done. **BH** informed of this decision
- ii. **Fleche lights; June 2022 - Quotation received £670+VAT.** As there are funds in hand it was agreed that it seems reasonable to continue with this work. **BH** informed of this decision
- iii. **North side roof; top guttering; June 2022** -This has been inspected and now looks to be clear of debris
- iv. **Trip hazard West End Main Aisle**
- v. **East Window works:** Nothing further heard from the Diocese;
- vi. **Broken Gravestones** in the Car Park area+. **June 2022** - As the families, who would normally be requested regarding for such work are long gone, it was agreed that Reece be asked to give the matter his attention. 'Trenching' seems to be the most reasonable answer & he is happy to do this. This is subject to the Archdeacon's agreement. Unanimously agreed 'That Bernard Hunt & Reece be requested to sort this matter out'. **July 2022** nothing further to report.
- vii. **South Porch Drain & Guttering - June 2022** this matter had been dealt with, but there was still a blockage. Reece asked, by **BH**, to sort this matter out.
- viii. **Roof Alarm** - July 2022 - this has been playing up again. Workmen have been in to check but engineers will be required again (**RC** liaising). It is thought that further regular, periodic, checks will be required.
- ix. **Tower** - June 2022 - **BH** has cleaned out the top of the Tower & part of the stairwell; both were severely contaminated with pigeon droppings.
- x. **Loop System cabling exposure** - by South Porch steps. **July 2022** - Noted that attention / repair required, area has been 'coned' in order to prevent 'trip hazard'.
- xi. **Pelican September 2022** - had been 'broken off' one of the front pews; it has been found, but it is not known if the damage was accidental or deliberate. Awaiting Diocesan and conservator advice as to its re-fixing.  
**Repaired** by Bernard Hunt **October 2022**. Diocese and conservator confirmed in November 2022 that they will not require a retrospective faculty application on this occasion, and are happy with this high-quality repair, but that any subsequent damage must not be repaired until they have determined the faculty requirement.
- xii. **Car access to church door, September 2022** - especially after evening functions. Noted that this had caused problems with the fixed bollard as only one path accessible if it is not lowered, and lowering can cause a trip hazard (after the previous vandalism), especially after dark. This matter will be looked into.
- xiii. **Damaged Plaster in South Porch** / Ian Clews raised this matter in February 2023 and suggested a solution in order to improve this damaged area. Needs to be taken in conjunction with the Quinquennial Inspection and DAC to be asked - concerns re damp in the south porch.

### **3. Church Rooms Campingland - Church Rooms sale:**

**In March 2022** the Diocese had collated the offers received from prospective buyers & these details had been circulated to members prior to the meeting. A **unanimous decision** from all the PCC was reached that '**Offer 3 be accepted**'; this being from a Mr Parker who offered £160,000.

The meeting was also advised that any monies resulting from this sale will be invested for us, by the Diocese, as had been before when the Church Cottage was sold. We then would receive the interest from such investment but hopefully should receive refund of the monies spent between times before such investment is made.

**May 2022** The offer made was accepted and planning application now underway for this property now to be converted into two flats

**July 2022.** Necessary details have been supplied to the Land Registry by Ralph Clarke so that the sheds can be added. The sale can then proceed.

**October 2022** -The sale matters are progressing slowly. No advice has been received from the solicitors. However, the meeting was advised that the Town Council have received request for planning permission for conversion to two flats.

**November 2022** - The sale matters are still progressing. Ordnance Survey has visited, and now boundary details require confirmation before the Land Registry can issue their final reply.

**February 2023** - Sale is still progressing. Confirmation that paperwork has now been signed by relevant parties so exchange & completion dates can now go ahead.

Question raised again regarding the monies that the Church will receive from the sale. Answer being that this is very dependent on final figure, after Solicitor's / Land registry costs etc. The Diocese then invests the money on the PCC's behalf and will advise.

**Clearance of contents** completed with the aid of a clearance firm. Thanks recorded, especially to Ralph for his assistance given in moving of Church Rooms chairs to the Church; the comfort appreciated by PCC members!

#### **4. Quinquennial Review -**

The Quinquennial review of the Church Fabric **took place in September 2022** & full report, (77 detailed pages) prepared by Nicholas Warnes on behalf of the Diocese, **received in February 2023**. Circulated electronically, with hardcopy available in the Vestry. Agreed that Fabric Committee constituted in May 2021 should finally meet, but supplemented by all interested parties from PCC as 2 key people no longer available. Meeting to be held as soon as possible to discuss a Two-year Plan. The Architect would be happy to visit, but this would incur a fee and should be used appropriately.

#### **Flower Group Report**

We had a rather slow start to 2022 due to the gradual emergence of the Covid restrictions, and running into Lent. Thankfully we were able to make our traditional Mothering Sunday posies to accompany the Mother's Union cards. A very grateful nod to normality after so long in isolation. Following this we were able to celebrate Easter with flower arrangements.

On April 27th we held our first post Covid meeting where Meg Heale was voted in as chairperson, Ralph Clarke kindly agreeing to continue as treasurer with Kay Tracy and Jan Edwards agreeing to be secretaries. At this meeting the upcoming Flower Festival was our main consideration. As it was the Queens Jubilee year we unanimously agreed on the theme Monarchy. Leaving all participants to decide which area they would represent. It was also decided to hold a fundraising lunch on May 19th and approach the Shanty Crew to hold a concert for us.

Our next meeting On May 23rd reported we raised £260 at our Church lunch and all tickets for our Jubilee afternoon tea have been sold. At this point we have £1,226 in the flower fund to go towards the cost of the flower festival. Examples of covers for the program were shown for consideration.

June 20th meeting was to clarify how everyone's plans are progressing and what sponsors have been found. In lieu of sponsorship Kurt from the White Heart has offered to include us in the town Scarecrow competition waiving the £50 fee. And helping to advertise our own event.

July 26th meeting saw everyone on track for the Flower Festival. The Mothers Union kindly agreed to take over the making of our Scarecrow, a lady vicar holding a basket of posies, to stand outside at the church door. All pieces of writing for the program were proof read and ready for in house compilation. Final checks of board allocation and dispersal of money for flowers were made. August 24th setting up began for festival culminating with the opening on Friday 26th. On Saturday 27th judges for the Scarecrow Competition awarded us first prize, congratulations to the Mothers Union team.

Our Flower Festival was a triumph, very well attended and much enjoyed. A real celebration of our monarch and the church & raised valuable income for the church. We had a debriefing meeting on September 5th when arrangements which were wilting where taken down and others redistributed around the church.

Once restrictions were lifted the Flower Group continue to arrange beautiful arrangements at the High Altar and Welcome Pedestal throughout the year, including our usual Remembrance Day arrangements followed by Christmas displays to end the year.

Many thanks to all the flower people for their unstinting time, talent and dedication to helping make our church such a beautiful place to worship in, and enjoy.

**Meg Heale - Chair of Church Flower Group**

#### **Mother's Union Swaffham Report 2022**

This was a busy year of great contrasts, as we joyfully celebrated our 121<sup>st</sup> Anniversary in June, and nearly 3 months later we had the sadness of the sudden death of Denise Gore, our joint leader, who is greatly missed.

We began our year with the Wave of Prayer in church. At our January meeting we welcomed Rev John Smith and his wife Kate as our speakers. John was a much loved Vicar here in Swaffham for many years, running the Mothers Union with Kate, and we invited all parishioners to join us to meet up with the Smiths again!

In February Marguerite Phillips came to speak to us about AFIA.

March was our annual Corporate Communion in church, and in April, on Maundy Thursday, we provided refreshments at church for the Pilgrim Cross (formerly Student Cross) on their witness walk to Walsingham from London. We have provided hospitality for this group for many years, and it's always a joyful occasion as we hear of their adventures and join them in worship before they leave for their next stop.

We used our May meeting to discuss final arrangements for June's Anniversary Service and we included some craft work for our presentation slot at the event.

June was our Anniversary Service, where we welcomed around 80 guests, including Felicity our newly elected Diocesan President, Trustees, members from other branches, representatives of different Swaffham community groups and churches, and the Mayor. The service was led by Dr Jane Steen, Bishop of Lynn, and our members gave a presentation of the history of our branch, with memories from older members. We also talked about our current projects, represented by decorative leaves placed on a symbolic tree. This was followed by delicious refreshments, including a special cake made by Anne Handley, former Branch leader.

Our July meeting was a shared lunch in the lovely garden of Jenny Bell, one of our members, including a Bring and Buy in aid of AFIA.

In August our members contributed to the Swaffham community pyramid mosaic project with a craft session, making mosaic triangles. It was led by Carolyn Ash, the artist in charge of the project. This was a new skill for all of us and much enjoyed.

In September our curate, Tori, spoke of her faith journey, and Dr Sue Gattuso, local historian, was our speaker in October on the subject of St. Mary's, Houghton-on-the-Hill.

In November Sister Rachel Seabrook gave a talk about the Church Army.

December was our Carol service and shared lunch.

Last year we also planted a tree on Campingland in Swaffham, commemorating our 121<sup>st</sup> Anniversary. Throughout the year we raised funds for AFIA, Angel Tree, (we provided two gifts for children), refugees, the Kings Lynn hospital hygiene project, Make a Mother's Day, and the Sudan literacy project; all this was achieved through a Bring and Buy coffee morning, the church Christmas Tree event, the church Christmas Bazaar, the Anniversary service and our previously mentioned Bring and Buy at our summer garden party. We are grateful for the hard work of our members and their generosity, as well as the generosity of the people of Swaffham.

We were also proud to receive first prize in the Swaffham scarecrow trail held in August! Three of our members, Trish, Betty and Beryl, created a wonderful Reverend Scarey to stand outside the church to welcome visitors to our flower festival on the same weekend.

We see these events as a form of outreach as well as getting MU more widely known in the community.

Last year members also attended the Members event at St Luke's in Norwich, the Diocesan service in Norwich Cathedral, a talk by Andy Turner about Angel Tree hosted by South Wooton, the installation of Felicity as President at Fakenham, and the Advent Service in St. Nicholas church Dereham. We are grateful for these enjoyable opportunities to meet together in fellowship with other members from around the diocese, particularly in our area.

We finished the year with a membership of 19, with one new prospective member. We also welcomed Trish Revill onto our committee.

Finally I want to thank all the members of our group for their continued loyal commitment to MU and the committee for their hard work through this busy year, with a special mention for Betty Harrison as both Secretary and Treasurer. I am personally so very grateful to everyone for the support they have given me since we lost Denise.

**Julia Higbee - Branch Leader**

### **Organist & Choir Master Report 2022**

2022 felt like a good year as everything gradually returned to a more normal way of life following the pandemic which is thankfully now starting to feel like a distant memory. The Choir and myself were saddened to learn of the sudden death of James who had formerly been a very dedicated Choir member and had only recently left the Choir to move away, may he rest in peace. During the year the Choir have remained as dedicated as ever, only missing a practice due to holidays or sickness, meaning we usually have a minimum of 11 or 12 each week, something which is becoming rarer in other parts of the county, an achievement we should be proud of. It's been a shame to see the Church looking so empty some Sunday mornings, perhaps we need look at why so many have left the Church and try to turn around this trend. It was certainly unfortunate that the planned Family Services had to be delayed as Tori, who had worked so hard on planning them, got an extended placement in the Dereham benefice. Hopefully these will start up on Tori's return during 2023 bringing some new faces into Church. Although the work on the pipe organ has been delayed due to other commitments, I'm pleased to report that access has now been cleared down the side which is making maintenance and inspections much easier and less time consuming. I have finally managed to organise a date with some old work colleagues to have a good look and give their opinion. More to report on this in due course... The Makin organ had a couple of faults during 2022, but nothing too serious and easily repaired by the engineer. Also, one of the pedal lights failed but I never got to play without it as Keith spotted it and had fixed it before I next played it - many thanks to Keith for this! Finally, thanks to Keith, David Shippey & David Flood for playing the organ when I have taken annual leave, it is much appreciated and good to know I can leave the organ in good and capable hands in my absence. Let's hope for 2023 to be a successful year.

**Johnathon White**

### **Social Committee**

During this last year we have been able to hold more fundraising events as most restrictions re Covid have been relaxed.

We started the year with a 'Soup & Pudding Lunch' on St Patrick's Day, which raised £363.00. A lunch in May raised £260.00. An 'Afternoon Tea' to celebrate her late Majesty's Platinum Anniversary was a great success and raised £778.00. A 'Strawberry Tea' in July raised £430.05 and we enjoyed a Concert by the Shanty Men, serving wine & nibbles, which raised £350.00. The year ended with our Harvest Supper, which raised £360.00.

We also served wine & refreshments after the Civic Service for our new Mayor. This was not a fund raising event and all the wine and food were provided by the Mayor.

Thank you to all who have helped in any way over the last year. Sheila, Jean, Meg, Geraldine and Ralph and to all those kind ladies who brought puddings, cakes etc.

**Dorothy Starling (Social Chairman)**

### **Sunday Coffee**

We continue to provide coffee, tea and biscuits on Sunday mornings after the 9.30 service. We value this time together; a chance to catch up, chat and welcome any visitors. This year we are a much reduced group but everyone on the rota has willingly agreed to serve the refreshments single handed, with gratefully received help from members of the congregation if needed. I would like to thank the team for their commitment and hard work.

**Bridget Lewin (Rota Organiser)**

### **Website and Social Media report**

This is an excellent way of reaching people outside our normal circles & work continues on it to make it relevant and accessible.

We also have Facebook and Twitter accounts for the Church. These continue to keep in touch with the wider community, apprising them of current events. We have a reasonable reach within the local community through these and the more they are updated, the more they will grow.

Our services continue to be streamed to Facebook and this is great outreach for those who cannot attend in person.

**Rev'd Tori Venmore-Rowland**

**Swaffham PCC**  
**Receipts and payments**  
**Selected period: 01 January 2022 to 31 December 2022**

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
<b>Windows Green Des - Windows Green Des (Designated) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Listed Places of Worship Grants		1,201.36	-
	Total Donations and legacies	1,201.36	-
Investments			
CBF Deposit Int		-	2.85
	Total Investments	-	2.85
		<b>1,201.36</b>	<b>2.85</b>
<b>Total Income and endowments</b>			
<b>Expenditure</b>			
Other expenditure			
Window reglazing		-	8,282.09
	Total Other expenditure	-	8,282.09
		<b>-</b>	<b>8,282.09</b>
<b>Total Expenditure</b>			
Excess of Income and endowments over Expenditure		1,201.36	(8,279.24)
Brought forward balance		(1,201.36)	7,077.88
	<b>Total carried forward balance</b>	<b>-</b>	<b>(1,201.36)</b>
<b>Church Rooms - Church Rooms Fund (Designated) Fund</b>			
<b>Expenditure</b>			
Other expenditure			
Minor Repairs		154.50	123.72
Insurance		2,810.15	2,548.72
Utilities		392.82	301.25
	Total Other expenditure	3,357.47	2,973.69
		<b>3,357.47</b>	<b>2,973.69</b>
Excess of Income and endowments over Expenditure		(3,357.47)	(2,973.69)
Brought forward balance		(7,632.42)	(4,658.73)
	<b>Total carried forward balance</b>	<b>(10,989.89)</b>	<b>(7,632.42)</b>
<b>Fabric Des - Fabric Des (Designated) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		88.66	3.93
Transfer from General (Part CBF Div)		2,524.58	2,427.33
	Total Investments	2,613.24	2,431.26
		<b>2,613.24</b>	<b>2,431.26</b>
<b>Total Income and endowments</b>			
<b>Expenditure</b>			
Other expenditure			

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
		292.00	676.74
		1,700.33	375.40
		834.00	-
		5.99	1,360.80
	Total Other expenditure	2,832.32	2,412.94
<b>Total Expenditure</b>		<b>2,832.32</b>	<b>2,412.94</b>
	Excess of Income and endowments over Expenditure	(219.08)	18.32
	Brought forward balance	7,407.00	7,388.68
	Transfers to/(from)	-	-
<b>Total carried forward balance</b>		<b>7,187.92</b>	<b>7,407.00</b>
<b>Fabric Rest - Fabric Rest (Restricted) Fund</b>			
<b>Income and endowments</b>			
	Donations and legacies		80.50
	Income Tax Recovered	-	-
	Donations (Restricted)	200.00	-
	Town Estates	886.00	5,851.00
	Listed Places of Worship Grants	978.99	-
	Total Donations and legacies	2,064.99	5,931.50
	Investments		
	CBF Deposit Int	318.54	12.75
	CBF Inv Fund Income	67.96	97.17
	Total Investments	386.50	109.92
<b>Total Income and endowments</b>		<b>2,451.49</b>	<b>6,041.42</b>
<b>Expenditure</b>			
	Other expenditure		
	Heating System Maintenance	532.00	-
	Mnor Repairs	333.60	1,599.59
	Tower repairs	1,044.00	1,087.20
	CCTV	1,337.09	4,311.99
	Roof repairs	2,352.00	-
	Total Other expenditure	5,598.69	6,998.78
<b>Total Expenditure</b>		<b>5,598.69</b>	<b>6,998.78</b>
	Excess of Income and endowments over Expenditure	(3,147.20)	(957.36)
	Brought forward balance	25,167.17	26,124.53
<b>Total carried forward balance</b>		<b>22,019.97</b>	<b>25,167.17</b>
<b>Filling The Gap - Filling The Gap (Restricted) Fund</b>			
<b>Income and endowments</b>			
	Donations and legacies		10.00
	Donations (Restricted)	130.00	-
	Grants	-	200.00
	Total Donations and legacies	130.00	210.00
	Investments		
	CBF Deposit Int	2.96	0.02
	Total Investments	2.96	0.02
<b>Total Income and endowments</b>		<b>132.96</b>	<b>210.02</b>
<b>Expenditure</b>			

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
Expenditure on charitable activities Missions/Relief Agencies		10.68	-
	Total Expenditure on charitable activities	10.68	-
Other expenditure Clergy Expenses		69.50	-
	Total Other expenditure	69.50	-
<b>Total Expenditure</b>		<b>80.18</b>	-
Excess of Income and endowments over Expenditure		52.78	210.02
Brought forward balance		210.02	-
<b>Total carried forward balance</b>		<b>262.80</b>	<b>210.02</b>
<b>Windows East Rest - Windows East Rest (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Income Tax Recovered		6.25	38.25
Donations (Restricted)		3.00	71.00
Legacies		1,000.00	-
	Total Donations and legacies	1,009.25	109.25
Investments			
CBF Deposit Int		67.29	2.42
	Total Investments	67.29	2.42
<b>Total Income and endowments</b>		<b>1,076.54</b>	<b>111.67</b>
Excess of Income and endowments over Expenditure		1,076.54	111.67
Brought forward balance		4,996.90	4,885.23
<b>Total carried forward balance</b>		<b>6,073.44</b>	<b>4,996.90</b>
<b>Bells - Bells (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Donations (Restricted)		40.00	166.05
Listed Places of Worship Grants		33.21	-
	Total Donations and legacies	73.21	166.05
Other trading activities			
Donations/Fees for Church Use		160.00	200.00
	Total Other trading activities	160.00	200.00
Investments			
CBF Deposit Int		12.88	0.34
	Total Investments	12.88	0.34
<b>Total Income and endowments</b>		<b>246.09</b>	<b>366.39</b>
<b>Expenditure</b>			
Other expenditure			
Mnor Repairs		-	199.26
	Total Other expenditure	-	199.26
<b>Total Expenditure</b>		<b>-</b>	<b>199.26</b>
Excess of Income and endowments over Expenditure		246.09	167.13
Brought forward balance		825.26	658.13

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
<b>Total carried forward balance</b>		<b>1,071.35</b>	<b>825.26</b>
<b>Flowers Legacy - Flowers Legacy (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		2.75	1.38
CBF Inv Fund Income		510.31	490.64
<b>Total Investments</b>		<b>513.06</b>	<b>492.02</b>
<b>Total Income and endowments</b>		<b>513.06</b>	<b>492.02</b>
<b>Expenditure</b>			
Other expenditure			
Christmas Flowers		128.00	-
<b>Total Other expenditure</b>		<b>128.00</b>	<b>-</b>
<b>Total Expenditure</b>		<b>128.00</b>	<b>-</b>
Excess of Income and endowments over Expenditure		385.06	492.02
Brought forward balance		1,525.07	1,033.05
<b>Total carried forward balance</b>		<b>1,910.13</b>	<b>1,525.07</b>
<b>Flowers Gen - Flowers Gen (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Income Tax Recovered		-	50.00
Donations (Restricted)		235.00	-
<b>Total Donations and legacies</b>		<b>235.00</b>	<b>50.00</b>
Other trading activities			
Other Fund Raising		260.00	-
Wedding Flowers		-	70.00
Christmas Flower Decs		-	170.00
<b>Total Other trading activities</b>		<b>260.00</b>	<b>240.00</b>
Investments			
CBF Deposit Int		39.60	-
<b>Total Investments</b>		<b>39.60</b>	<b>-</b>
<b>Total Income and endowments</b>		<b>534.60</b>	<b>290.00</b>
<b>Expenditure</b>			
Other expenditure			
General Flower Expenses		164.90	-
Christmas Flowers		220.00	15.00
Flower Festival Flower Cosrs		212.96	-
Harvest Flowers		44.00	64.14
Wedding Flowers Exp		-	96.20
<b>Total Other expenditure</b>		<b>641.86</b>	<b>175.34</b>
<b>Total Expenditure</b>		<b>641.86</b>	<b>175.34</b>
Excess of Income and endowments over Expenditure		(107.26)	114.66
Brought forward balance		1,051.02	936.36
<b>Total carried forward balance</b>		<b>943.76</b>	<b>1,051.02</b>

**Windows Green Rest - Windows Green Rest (Restricted) Fund****Income and endowments**

Donations and legacies  
Listed Places of Worship Grants

2,078.77 -  
Total Donations and legacies 2,078.77 -

Investments  
CBF Deposit Int

- 5.94  
Total Investments - 5.94

**Total Income and endowments**

**2,078.77 5.94**

**Expenditure**

Other expenditure  
Masonry repair  
Window reglazing

- 4,800.00  
- 12,472.63  
Total Other expenditure - 17,272.63

**Total Expenditure**

**- 17,272.63**

Excess of Income and endowments over Expenditure  
Brought forward balance

2,078.77 (17,266.69)  
(2,078.77) 15,187.92

**Total carried forward balance**

**- (2,078.77)**

**Discretionary - Discretionary (Restricted) Fund****Income and endowments**

Investments  
CBF Deposit Int

0.12 -  
Total Investments 0.12 -

**Total Income and endowments**

**0.12 -**

Excess of Income and endowments over Expenditure  
Brought forward balance

0.12 -  
8.93 8.93

**Total carried forward balance**

**9.05 8.93**

**Flowers Festival - Flowers Festival (Restricted) Fund****Income and endowments**

Donations and legacies  
Donations (Restricted)  
Sponsor's donations

120.00 -  
485.00 -  
Total Donations and legacies 605.00 -

Other trading activities  
Flower Festival

40.00 -  
Total Other trading activities 40.00 -

**Total Income and endowments**

**645.00 -**

**Expenditure**

Raising funds  
Fund Raising Costs

35.00 -  
Total Raising funds 35.00 -

Other expenditure  
Flower Festival Flower Cosrs

1,318.31 -

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
	Total Other expenditure	1,318.31	-
<b>Total Expenditure</b>		<b>1,353.31</b>	<b>-</b>
Excess of Income and endowments over Expenditure		(708.31)	-
Brought forward balance		708.31	708.31
<b>Total carried forward balance</b>		<b>-</b>	<b>708.31</b>
<b>Organ - Organ (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		38.63	1.78
	Total Investments	38.63	1.78
<b>Total Income and endowments</b>		<b>38.63</b>	<b>1.78</b>
<b>Expenditure</b>			
Other expenditure			
Organ Maintenance		300.00	535.00
	Total Other expenditure	300.00	535.00
<b>Total Expenditure</b>		<b>300.00</b>	<b>535.00</b>
Excess of Income and endowments over Expenditure		(261.37)	(533.22)
Brought forward balance		3,212.96	3,746.18
<b>Total carried forward balance</b>		<b>2,951.59</b>	<b>3,212.96</b>
<b>General - General Fund (Unrestricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Tax Efficient Planned Giving		17,119.32	17,631.57
Income Tax Recovered		6,281.36	6,501.74
Collections (Cash)		4,791.78	2,233.72
Other Planned Giving		1,742.28	2,134.42
Visitors Donations		2,272.64	1,387.34
Donations (General)		212.95	5,163.29
Legacies (General)		-	10,500.00
2nd and Other Collections		1,069.24	-
Town Estates		773.00	5,896.38
Grants		-	30.00
	Total Donations and legacies	34,262.57	51,478.46
Other trading activities			
Christmas Bazaar		1,801.19	1,596.85
Flower Festival		3,741.18	-
Cycle Ride		441.75	475.48
Other Fund Raising		2,196.05	1,054.70
Christmas Tree Festival		3,402.36	-
Sunday Coffee		336.41	68.96
Saturday Morning Coffee		6,746.90	360.28
Statutory Fees		4,550.00	2,791.00
Donations/Fees for Church Use		913.00	350.00
	Total Other trading activities	24,128.84	6,697.27
Investments			
CBF Deposit Int		2.44	0.28
CBF Inv Fund Income		5,049.15	4,854.63

Note	From To	01 January 2022 31 December 2022	01 January 2021 31 December 2021
	Total Investments	5,051.59	4,854.91
<b>Total Income and endowments</b>		<b>63,443.00</b>	<b>63,030.64</b>
<b>Expenditure</b>			
Raising funds			
Social Events/Presentations		49.35	-
Saturday/Sunday Coffee Expenses		343.70	-
Fund Raising Costs		533.87	77.17
	Total Raising funds	926.92	77.17
Expenditure on charitable activities			
Missions/Relief Agencies		2,675.00	-
2nd/Other Collections		1,069.24	-
	Total Expenditure on charitable activities	3,744.24	-
Other expenditure			
Parish Share		33,000.00	37,000.00
Clergy Expenses		490.91	516.42
Costs of Services		1,730.46	956.42
Minor Repairs		-	107.52
Insurance		6,607.81	6,354.57
Utilities		6,896.48	5,838.14
Organist Salary		4,500.00	4,500.00
Admin/Posts/Phones/Stationery		2,757.55	2,269.47
Bank Charges		485.91	321.78
Transfer to Fabric (Designated)		2,524.58	2,427.33
	Total Other expenditure	58,993.70	60,291.65
<b>Total Expenditure</b>		<b>63,664.86</b>	<b>60,368.82</b>
Excess of Income and endowments over Expenditure		(221.86)	2,661.82
Brought forward balance		10,223.22	7,561.40
Transfers to/(from)		-	-
<b>Total carried forward balance</b>		<b>10,001.36</b>	<b>10,223.22</b>

## Independent Examiners Certificate

Report to the trustees/ members of:

SWAFFHAM P.C.C.

On accounts for the year ended:

31 DECEMBER 2022

Charity no (if any):

1134160

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

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

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

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

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

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

Signed:

Susan J. Nairn

Date:

5/3/2023

Name:

SUSAN NAIRN

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SWAFFHAM**

England & Wales - Charity number 1134160

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# Accounts

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**SWAFFHAM PARISH CHURCH  
PAROCHIAL CHURCH COUNCIL**

Following a directive from the Diocese in March 2020, due to COVID restrictions imposed, all meetings were cancelled with the last PCC meeting held on 19<sup>th</sup> February 2020. The first meeting after this imposed break was held on 7<sup>th</sup> October (pre AV&CM) and the annual meeting took place Sunday, 11<sup>th</sup> October 2020. This was followed by a more routine return of monthly meetings with first one being held on 28<sup>th</sup> October 2020.

**Summary of meeting minutes, held Wednesdays as permitted during 2020/21.  
(12 regular meetings; 1 extra meeting; no meetings in August & December.**

**Chairman:** Revd J Allan (13); **Parish Officers & Committee members:** Messrs R Clark (Gift Aid & Electoral Roll Officer)(8); N Revill (**Treasurer**) (3); Revd Hilary de Lyon (1); Revd V Venmore-Rowland (4); Mesdames J Buckley-Stevens (9); G Ellison (8); S Fowler (**Churchwarden**)(9); J Hayes-Griffin(Fabric Officer)(8); M Heale (5); B Humes (1); S Matthews(10); I Ranner (**Secretary**) (13); (*figure in brackets denotes meetings attended*)

**1. Matters Arising from the AC&VM 11<sup>th</sup> October 2020 & agreed at the post-AVCM meeting on 28<sup>th</sup> October 2020**

- a. i. **Parish Officers were elected** as follows:
  - Vice Chair** - no-one proposed; **Secretary** - Irene Ranner; **Treasurer** - Norman Revill; **Gift Aid Officer & Electoral Roll Officer** - Ralph Clarke; **Fabric Officer** - Jan Hayes-Griffin; (Mike Flynn will continue as Projects Manager but not a member of the PCC).
  - ii. **Churchwarden** - due to Covid restrictions no Archdeacon's Visitation services were held so our churchwarden, **Sheila Fowler**, was sworn in by phone, by the Rural Dean, Revd Stephen Thorp.
  - iii. **Deanery Synod** only one representative, Irene Ranner, was elected for a 3 year term at the APCM in October 2020; but no Synod meetings had been held since 16<sup>th</sup> October 2019. At the 28<sup>th</sup> October meeting, two PCC members, Geraldine Ellison & Shirley Matthews, volunteered to fill the other two vacancies and all were unanimously approved.
  - iv. **Sidesmen** review & vacancies still in hand.
  - v. **PCC member** co-opted at the meeting - Becky Humes
- b. **Annual Church Meeting dates for 2021** - It was agreed that these would be held as two separate meetings;
  - i. **Annual Meeting of Parishioners (Vestry meeting)**, to elect Churchwardens, Sunday, **18<sup>th</sup> April 2021 - 10.30am**, in Church at the end of the 9.30am Eucharist service.
  - ii. **Annual Parochial Church Meeting**, for PCC reports & election of PCC members, Sunday, **16<sup>th</sup> May 2021 - 10.30am**, in Church at the end of the 9.30am Eucharist service.
- c. **Committees review** - ongoing.

**2. Matters Arising from the Annual meetings as listed below:**

- a. **Annual Vestry Meeting, 18<sup>th</sup> April '21 & agreed at the PCC meeting on 28<sup>th</sup> April 2021.**

This meeting had taken place within the 9.30am Eucharistic Service & was attended by Revd Janet Allan (Chair) & 36 parishioners.

**Nominations for Churchwarden** had been received from Sheila Fowler & Jan Buckley-Stevens. Both were duly elected. A volunteer, Iris Reeve, was willing to assist & the current meeting agreed that she should be appointed as a Deputy Churchwarden & necessary paperwork will be completed.

Thanks were recorded to Sheila Fowler for her commitment over the last months when she, single-handedly, covered all duties required.
- b. **Annual Parochial Church Meeting 16<sup>th</sup> May '21 & agreed at the PCC meeting on 26<sup>th</sup> May 2021**

This meeting had taken place after the 9.30am Eucharistic Service & was attended by Revd Janet Allan (Chair) & 25 parishioners.

During this the **Receipt of the Renewed Electoral Roll** was presented. This now stands at 83. In the last 12 months one new name was added and names of 3 deceased members removed. A reminder was given that it was important to ensure that everyone who regularly attends the Church ensures that their name & details are added to this list.

**Parish Officers** were elected as follows:

**Vice Chair** - no-one proposed; **Secretary** - Irene Ranner; **Treasurer & Electoral Roll Officer** - Ralph Clarke; **Fabric Officer** - Jan Hayes-Griffin; **Safeguarding Officer** - Irene Ranner; **Standing Committee - Vicar, Churchwardensx2, Secretary & Treasurer & Fabric Officer.**

**3. Matters Arising** from the PCC meetings: (listed alphabetical order for ease of collation)

**a. Diocesan Matters:**

**i. Archdeacon's Deanery Plan** - This thought-provoking plan had been supported by a useful handout detailing the whole scheme & plans for a successful outcome. Discussion to continue during the coming year.

**b. Parish Matters & Pastoral**

- **Revd Hilary** de Lyon was appointed as Assistant Priest to the Launditch & Upper Nar Parish; her licensing took place at the end of July. Her 'Farewell' service took place in Church, on **Sunday, 25<sup>th</sup> July**, after 9.30am Eucharist.
- **Appointment of new curate: Revd Victoria Venmore-Rowland**, joined us in June 2021. Her ordination, in Norwich Cathedral, was at 10.30am, 27<sup>th</sup> June 2021.
- **Thanks** recorded to **Revd Adrian Bell**, for his help in our benefice since his retirement from Wayland. Also good wishes recorded, on their retirements, to Revd Stuart Nairn (Narborough / Castle Acre / former rural dean), Gerry Foster (Watton) & Jane Atkins (Ashill).
- **Visiting Clergy:**  
**Archdeacon of Lynn, Revd Ian Bentley - Sunday 8<sup>th</sup> August.** He officiated at service & met with the congregation afterwards.

**New Bishop to Deanery - Rt Revd Dr Jane Steen**, visited for morning of **Tuesday 7<sup>th</sup> September.**

- i. Children's Ministry** - Buzzbox Group has not been holding its regular Saturday morning sessions, this being due to COVID restrictions. However, it is hoped that sessions will be able to resume, in the future under a re-designed format, with the focus being on Festivals & special themes; perhaps being held on a different day or by introducing a craft element into the monthly Family Service. Advent / Christmas plans were formulated and reviewed, as we come out of lockdown, as to the best times for activities, services etc. The clergy are also planning further involvement of children in our main service, looking for a way of accommodating Sunday School & strengthening links with both Swaffham schools. It is also hoped to introduce a 'Mother & Toddler' morning, possibly on a Tuesday.
- ii. Christmas Tree Festival** - a smaller, downsized version, than that of previous years, took place commencing on 29<sup>th</sup> November. This had been preceded by a Christmas Coffee morning on 27<sup>th</sup> November, which had been organized by Revd John & Anne Handley.
- iii. Church Services** - were held within the COVID 19 guidelines current at that time. All these details were published, wherever possible, in local newsletter & posted to the Parish & Church of England websites.
- After second lockdown, 9.30am services resumed again on **Sunday 6<sup>th</sup> December 2020.**
  - **'Test & Trace'** listing was introduced & continues for all attendees - congregation & visitors.
  - The Church was opened for **Individual private prayer**, but only when continuous stewarding could be arranged.
  - **Easter Services 2020** - Palm Sunday (28<sup>th</sup> March), Maundy Thursday (1<sup>st</sup> April) & Good Friday (2<sup>nd</sup> April); Easter Sunday service (4<sup>th</sup> April)
  - **Christmas Services 2020 & 2021: - Midnight Mass** 11.30pm; Christmas **Day** Eucharist 10.00am.
  - In addition there was a St John's Ambulance service on Sunday, 12<sup>th</sup> December '21 & the local Schools also held their own services for Christmas.
  - **A Christingle Service** was held on Friday, **24<sup>th</sup> December '21** at 4.00pm
  - There was a **9.30am** Eucharist service on **Sunday 27<sup>th</sup> December '21**
- iv. Mission and Administration.** The Listen stream of the Diocesan Mission Strategy 2021 offered to fund a full year of the online church management software, 'iKnowChurch'. Revd Janet took up this offer, it was set up & looks promising; we have access to this for a year+.
- v. Parish Memorial Service, for Prince Philip, Duke of Edinburgh, took place on Friday 16<sup>th</sup> April 2021.** This service was attended by Lady Roberts, the Town Mayor & Town Councillors, plus representatives of various other local groups, as well as members of the congregation. Baroness Gillian Shepherd also came from Norwich to join us & thanked us for inviting her. She was very complimentary about the service, the address by Andrew Mash, & music in particular.

- vi. **Parish Newsletter:** Rev'd Janet continued to prepare and arrange distribution of regular updates, together with the continued help of Rev'd John Handley, these full details were published in the local 'free' papers.
  - vii. **Past & Future Events** - Were all postponed in **2020**, due to 'lockdown' restrictions. This included the Christmas Tree Festival '20 and other similar events which had previously taken place in past years.
  - viii. **Remembrance Service, Sunday 8<sup>th</sup> November 2020.** The arranged event at the War Memorial & afterwards in Church was cancelled. Wreath laying took place without the ceremony of previous years.  
**Thanks recorded** to Bernard & Gloria Hunt for stewarding, thus enabling the Church to be open after this, for 2 hours, from 11.00am - 1.00pm.
  - ix. **RBL Festival of Remembrance Thursday 11<sup>th</sup> November, 7.30pm** was held in Church.
  - x. **Retirements; Resignations & Welcome**
    - i. **Norman Revill** retired as Treasurer wef Tuesday 16<sup>th</sup> March 2021 and handed all Finance matters back to **Ralph Clarke**, who was subsequently co-opted onto the PCC prior to the ACM.  
Vote of Thanks recorded to Norman for his attention & work as Treasurer whilst in post.
    - ii. **Janice Buckley-Stevens** was duly elected (18 04 21) as Churchwarden.
  - xi. **Schools** - The links between Church & Swaffham Schools continue:
    - i. **Infants School** - Regular updates have been given by Revd Janet Allan.
    - ii. **Junior School** - Progress reports were received from school governor, Revd Hilary De Lyon.
  - xii. **Services.** Following a request, from Anne Handley to the Annual Meeting, in respect of replacing one main Eucharist a month with a Family Service, there was discussion of alternatives for family provision. This matter to be reviewed.
  - xiii. **St Martin's in the Field's Voices, presented Concert on Friday, 15<sup>th</sup> October '21.** After staying overnight & they also held a workshop for our choir & others.
- d. **Miscellaneous**
- i. **Access to the Ashes site** - provision of paved pathway. The Town Council requested that they would like to install a paved pathway from the South footpath to the paved Ashes Memorial site. It was agreed that this suggestion has our support. This matter is still in hand & future progress awaited.
  - ii. **Cleaning of the Church** during lockdown had been undertaken by Shelagh Langbridge and since has continued to rely on volunteers, without a cleaner being employed. This new team commenced duties during April 2021. Bats continue to make an additional cleaning requirement.
  - iii. **Communications**  
Now there is more to report a regular News Sheet is now produced, together with leaflets publicising future events like Harvest, All Saints, Advent etc., also with news of general interest by topic.  
Both the Clergy & our Treasurer, Ralph, are proficient in basics of website; with the Clergy handling A Church Near You & Facebook; it is also hoped to pick up the Twitter account. Attention is being given to the website by the clergy, since the retirement of editor Ron Westrup, as they are anxious to see this facility continuing.
  - iv. **Dossal cleaning** this was undertaken by Traci Horton (Poppi's). The re-setting & re-ordering of the Lady Chapel was completed mid / late November 2020 by Ralph Clarke.
  - v. **Duck invasion of the Churchyard.** This matter continues to be an on-going problem. Feeding of the birds, by specific individuals, is being discouraged but with very little success.
  - vi. **Filling the Gap - Food Parcels from the Diocese for distribution to certain families in need.** In February 2020 the Diocese sent 11 parcels to our Parish & 6 to Sporle. **Deliveries** continued to be made during the following various school holidays. The Vicar recorded thanks to those who helped sort & distributed these.
  - vii. **Safeguarding** - The required annual renewal of the policies for vulnerable adults and for children was agreed. A signed copy will be displayed on the noticeboard in.
  - viii. **Use of Zoom & other on-line systems for future communication.** **Zoom** was introduced for meetings in order to maintain regular Parochial Church Council meetings.  
Availability of '**on-line**' **service transmission**' has also been a new feature, made available to those within the congregation for whom it helps & also the wider community, who could not come to church in person.  
The Church has a (monthly) professional subscription. **Facebook** continues to have value in outreach to the wider community.

#### 4. Committee reports as received were circulated:

Alms & Missions; Breckland Deanery Synod; Churches Together; Flower Group; Buzzbox Team; Mother's Union; Schools - Infant & Junior; Social; Website & Electronic Media.

**I Ranner (Secretary)**

**Swaffham PCC**  
**Receipts and payments**  
**Selected period: 01 January 2021 to 31 December 2021**

Note	From To	01 January 2021 31 December 2021	01 January 2020 31 December 2020
<b>Windows Green Des - Windows Green Des (Designated) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		2.85	-
	Total Investments	2.85	-
		<b>2.85</b>	<b>-</b>
<b>Total Income and endowments</b>			
<b>Expenditure</b>			
Other expenditure			
Window reglazing		8,282.09	-
	Total Other expenditure	8,282.09	-
		<b>8,282.09</b>	<b>-</b>
<b>Total Expenditure</b>			
Excess of Income and endowments over Expenditure		(8,279.24)	-
Brought forward balance		7,077.88	7,077.88
Adjustments		-	7,077.88
	<b>Total carried forward balance</b>	<b>(1,201.36)</b>	<b>7,077.88</b>
<b>Church Rooms - Church Rooms Fund (Designated) Fund</b>			
<b>Expenditure</b>			
Other expenditure			
Minor Repairs		123.72	-
Insurance		2,548.72	-
Utilities		301.25	-
	Total Other expenditure	2,973.69	-
		<b>2,973.69</b>	<b>-</b>
<b>Total Expenditure</b>			
Excess of Income and endowments over Expenditure		(2,973.69)	-
Brought forward balance		(4,658.73)	(4,658.73)
Adjustments		-	(4,658.73)
	<b>Total carried forward balance</b>	<b>(7,632.42)</b>	<b>(4,658.73)</b>
<b>Fabric Des - Fabric Des (Designated) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		3.93	-
Transfer from General (Part CBF Div)		2,427.33	-
	Total Investments	2,431.26	-
		<b>2,431.26</b>	<b>-</b>
<b>Total Income and endowments</b>			
<b>Expenditure</b>			
Other expenditure			
Heating System Maintenance		676.74	-
Minor Repairs		375.40	-

Note	From To	01 January 2021 31 December 2021	01 January 2020 31 December 2020
Routine maintenance/cleaning		1,360.80	-
	Total Other expenditure	2,412.94	-
<b>Total Expenditure</b>		<b>2,412.94</b>	-
Excess of Income and endowments over Expenditure		18.32	-
Brought forward balance		7,388.68	7,388.68
Adjustments		-	7,388.68
<b>Total carried forward balance</b>		<b>7,407.00</b>	<b>7,388.68</b>
<b>Fabric Rest - Fabric Rest (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Income Tax Recovered		80.50	-
Town Estates		5,851.00	-
	Total Donations and legacies	5,931.50	-
Investments			
CBF Deposit Int		12.75	-
CBF Inv Fund Income		97.17	-
	Total Investments	109.92	-
<b>Total Income and endowments</b>		<b>6,041.42</b>	-
<b>Expenditure</b>			
Other expenditure			
Mnor Repairs		1,599.59	-
Tower repairs		1,087.20	-
CCTV		4,311.99	-
	Total Other expenditure	6,998.78	-
<b>Total Expenditure</b>		<b>6,998.78</b>	-
Excess of Income and endowments over Expenditure		(957.36)	-
Brought forward balance		26,124.53	26,124.53
Adjustments		-	26,124.53
<b>Total carried forward balance</b>		<b>25,167.17</b>	<b>26,124.53</b>
<b>Filling The Gap - Filling The Gap (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Donations (Restricted)		10.00	-
Grants		200.00	-
	Total Donations and legacies	210.00	-
Investments			
CBF Deposit Int		0.02	-
	Total Investments	0.02	-
<b>Total Income and endowments</b>		<b>210.02</b>	-
Excess of Income and endowments over Expenditure		210.02	-
Brought forward balance		-	-
<b>Total carried forward balance</b>		<b>210.02</b>	-
<b>Windows East Rest - Windows East Rest (Restricted) Fund</b>			
<b>Income and endowments</b>			

Note	From To	01 January 2021 31 December 2021	01 January 2020 31 December 2020
Donations and legacies			
Income Tax Recovered		38.25	-
Donations (Restricted)		71.00	-
	Total Donations and legacies	109.25	-
Investments			
CBF Deposit Int		2.42	-
	Total Investments	2.42	-
<b>Total Income and endowments</b>		<b>111.67</b>	-
Excess of Income and endowments over Expenditure		111.67	-
Brought forward balance		4,885.23	4,885.23
Adjustments		-	4,885.23
<b>Total carried forward balance</b>		<b>4,996.90</b>	<b>4,885.23</b>
<b>Bells - Bells (Restricted) Fund</b>			
<b>Income and endowments</b>			
Donations and legacies			
Donations (Restricted)		166.05	-
	Total Donations and legacies	166.05	-
Other trading activities			
Donations/Fees for Church Use		200.00	-
	Total Other trading activities	200.00	-
Investments			
CBF Deposit Int		0.34	-
	Total Investments	0.34	-
<b>Total Income and endowments</b>		<b>366.39</b>	-
<b>Expenditure</b>			
Other expenditure			
Mnor Repairs		199.26	-
	Total Other expenditure	199.26	-
<b>Total Expenditure</b>		<b>199.26</b>	-
Excess of Income and endowments over Expenditure		167.13	-
Brought forward balance		658.13	658.13
Adjustments		-	658.13
<b>Total carried forward balance</b>		<b>825.26</b>	<b>658.13</b>
<b>Flowers Legacy - Flowers Legacy (Restricted) Fund</b>			
<b>Income and endowments</b>			
Investments			
CBF Deposit Int		1.38	-
CBF Inv Fund Income		490.64	-
	Total Investments	492.02	-
<b>Total Income and endowments</b>		<b>492.02</b>	-
Excess of Income and endowments over Expenditure		492.02	-
Brought forward balance		1,033.05	1,033.05
Adjustments		-	1,033.05
<b>Total carried forward balance</b>		<b>1,525.07</b>	<b>1,033.05</b>

**Flowers Gen - Flowers Gen (Restricted) Fund****Income and endowments**Donations and legacies  
Income Tax Recovered

	50.00	-
Total Donations and legacies	50.00	-

Other trading activities  
Wedding Flowers  
Christmas Flower Decs

	70.00	-
	170.00	-
Total Other trading activities	240.00	-

**Total Income and endowments**

<b>290.00</b>	<b>-</b>
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**Expenditure**Other expenditure  
Christmas Flowers  
Harvest Flowers  
Wedding Flowers Exp

	15.00	-
	64.14	-
	96.20	-
Total Other expenditure	175.34	-

**Total Expenditure**

<b>175.34</b>	<b>-</b>
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Excess of Income and endowments over Expenditure  
Brought forward balance  
Adjustments

114.66	-
936.36	936.36
-	936.36

**Total carried forward balance**

<b>1,051.02</b>	<b>936.36</b>
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**Windows Green Rest - Windows Green Rest (Restricted) Fund****Income and endowments**Investments  
CBF Deposit Int

	5.94	-
Total Investments	5.94	-

**Total Income and endowments**

<b>5.94</b>	<b>-</b>
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**Expenditure**Other expenditure  
Masonry repair  
Window reglazing

	4,800.00	-
	12,472.63	-
Total Other expenditure	17,272.63	-

**Total Expenditure**

<b>17,272.63</b>	<b>-</b>
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Excess of Income and endowments over Expenditure  
Brought forward balance  
Adjustments

(17,266.69)	-
15,187.92	15,187.92
-	15,187.92

**Total carried forward balance**

<b>(2,078.77)</b>	<b>15,187.92</b>
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**Discretionary - Discretionary (Restricted) Fund**Excess of Income and endowments over Expenditure  
Brought forward balance  
Adjustments

-	-
8.93	8.93
-	8.93

**Total carried forward balance**

<b>8.93</b>	<b>8.93</b>
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**Flowers Festival - Flowers Festival (Restricted) Fund**

Note	From To	01 January 2021 31 December 2021	01 January 2020 31 December 2020
		-	-
		708.31	708.31
		-	708.31
		<b>708.31</b>	<b>708.31</b>
<b>Organ - Organ (Restricted) Fund</b>			
<b>Income and endowments</b>			
		1.78	-
		1.78	-
		<b>1.78</b>	-
<b>Expenditure</b>			
		535.00	-
		535.00	-
		<b>535.00</b>	-
		(533.22)	-
		3,746.18	3,746.18
		-	3,746.18
		<b>3,212.96</b>	<b>3,746.18</b>
<b>General - General Fund (Unrestricted) Fund</b>			
<b>Income and endowments</b>			
		17,631.57	-
		6,501.74	-
		2,233.72	-
		2,134.42	-
		1,387.34	-
		5,163.29	-
		10,500.00	-
		5,896.38	-
		30.00	-
		51,478.46	-
		1,596.85	-
		475.48	-
		1,054.70	-
		68.96	-
		360.28	-
		2,791.00	-
		350.00	-
		6,697.27	-
		0.28	-
		4,854.63	-
		4,854.91	-

Note	From To	01 January 2021 31 December 2021	01 January 2020 31 December 2020
<b>Total Income and endowments</b>		<b>63,030.64</b>	-
<b>Expenditure</b>			
Raising funds			
Fund Raising Costs		77.17	-
	Total Raising funds	77.17	-
Other expenditure			
Parish Share		37,000.00	-
Clergy Expenses		516.42	-
Costs of Services		956.42	-
Minor Repairs		107.52	-
Insurance		6,354.57	-
Utilities		5,838.14	-
Organist Salary		4,500.00	-
Admin/Posts/Phones/Stationery		2,269.47	-
Bank Charges		321.78	-
Transfer to Fabric (Designated)		2,427.33	-
	Total Other expenditure	60,291.65	-
<b>Total Expenditure</b>		<b>60,368.82</b>	-
Excess of Income and endowments over Expenditure		2,661.82	-
Brought forward balance		7,561.40	7,561.40
Adjustments		-	7,561.40
<b>Total carried forward balance</b>		<b>10,223.22</b>	<b>7,561.40</b>

## Independent Examiners Certificate

Report to the trustees/ members of:	ST PETER & ST PAUL CHURCH SWAFFHAM
On accounts for the year ended:	31 DECEMBER 2021
Charity no (if any):	1134160

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021 - pages 1-19

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

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

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

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

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

Signed:

Susan J Nairn

Date:

21/02/2022

Name:

SUSAN NAIRN

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SWAFFHAM**

England & Wales - Charity number 1134160

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# Accounts

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**SWAFFHAM PARISH CHURCH  
PAROCHIAL CHURCH COUNCIL**

No meetings took place between March & October 2020 due to COVID restrictions imposed, essential business being conducted via email. First meeting held was the pre-Annual Meeting of Parishioners ('Vestry' Meeting) and Annual Parochial Church Meeting (APCM), which had been postponed from March 2020. This eventually took place on Wednesday 7<sup>th</sup> October 2020 & was followed by the annual meetings on Sunday, 11<sup>th</sup> October 2020

**Summary of meeting minutes, held Wednesdays as permitted during 2020/21.**  
(5 regular meetings; 1 extra meeting; no meetings in August & December)

Chairman: Revd J Allan (6); Parish Officers & Committee members: Messrs N Revill (Treasurer/ Gift Aid Officer) (4); R Clarke (1); Revd Hilary de Lyon (1) Mesdames J Buckley-Stevens (4); G Ellison (5); S Fowler (Churchwarden) (6); J Hayes-Griffin (6); M Heale (3); B Humes (1); S Matthews (5); I Ranner (Secretary) (6); (*figure in brackets denotes meetings attended*)

**1. Matters Arising** from the last AC&VM on 24<sup>th</sup> March 2019

- a. **Deanery Synod** only one representative was elected for a 3 year term at the APCM in October 2020; but no Synod meetings had been held since 16<sup>th</sup> October 2019. Two PCC members subsequently volunteered but as the PCC is not normally the electoral body for Deanery Synod, procedures needed to be checked, **Sidesmen** review & vacancies still in hand.
- b.
  - i. **Annual Church Meeting dates for 2021** - It was agreed that these would be held as two separate meetings; **Annual Meeting of Parishioners (Vestry meeting)**, to elect Churchwardens, Sunday, 18<sup>th</sup> April 2021 - 10.30am, in Church at the end of the 9.30am Eucharist service.
  - ii. **Annual Parochial Church Meeting**, for PCC reports & election of PCC members, Sunday, 16<sup>th</sup> May 2021 - 10.30am, in Church at the end of the 9.30am Eucharist service.
- c. **Committees review** - ongoing.

**2. Matters Arising** from the PCC meetings: (listed alphabetical order for ease of collation)

- a. **Diocesan Matters:**
  - i. **Archdeacon's Deanery Plan** - The October 2020 meeting opened with a slide show which explained the thoughts behind the proposed re-organisation and plans for the Development of Ministry in the Breckland Deanery for the future 20 years. A thought-provoking plan which was supported by a useful handout detailing the whole scheme & plans for a successful outcome.
  - ii. **Confirmation:** Two candidates, Becky Humes & Irene Gibbon, from our congregation were confirmed at a Deanery Service on **Sunday, 23<sup>rd</sup> February**, 10.30am at Breccles Church (Wayland Group).
- b. **Electronic Media & Website:** Ron Westrup continued to oversee this important form of communication.
- c. **Fabric:** Mike Flynn continues to assist greatly, whilst not resuming the Fabric Officer role and not a PCC member. The role of Fabric Officer remains under discussion with some hopeful avenues explored.
- d. **Fund Raising & future events:** All ideas have been postponed until further notice due to 'lockdown' restrictions. This included the Christmas Tree Festival and all the other similar events which have previously taken place at various times in past years.  
However Anne Handley organised a **Christmas Raffle** again for Church Funds & invited everyone to take part.
  - i. **Christingle** - (monies for Childrens Society); usually December service, postponed until Feb 2021.
  - ii. **Christian Aid** - Churches Together have been asked to fund raise within their own churches.
- e. **Future planning & outreach.** Whilst restrictions remained, attention was given to several ideas which were looked at, explored & implemented. This included introducing 'Zoom', for PCC & other meetings for those who are able to participate; plus the transmission of weekly service via Facebook in order to maintain contact with the wider congregation.
- d. **Parish Matters & Pastoral**
  - i. **Appointment of new curate:** Confirmed that **Victoria Venmore-Rowland**, currently training at Cuddesdon, should be joining us in June 2021. Her ordination will be at 10.30am, 27<sup>th</sup> June, in Norwich Cathedral.
  - ii. **Church representatives, PCC members & other parish groups.** These have been impacted by Covid regulations and their consequences.
    - **Churchwarden** - due to current Covid restrictions no Archdeacon's Visitation services were held so our churchwarden, **Sheila Fowler**, was sworn in by phone, by the Rural Dean, Revd Stephen Thorp.
    - **PCC** - there are still vacancies.
    - **Deanery Synod** - two new representatives to be elected at the Annual meeting of parishioners.
  - iii. **Church Services for December & Christmas** - were held within the COVID 19 guidelines current at that time. All these details were published, wherever possible, in local newsletter & posted to the Parish & Church of England websites.
    - After second lockdown, 9.30 services resumed again on **Sunday 6<sup>th</sup>**.
    - The Church was opened for **Individual private prayer**, but only when continuous stewarding could be arranged.
    - **Christmas Services:** - **Midnight Mass** 11.30pm; **Christmas Day** 10.00am Eucharist.
    - There was a **9.30am** Eucharist service on **Sunday 27<sup>th</sup> December**

- iv. **Parish Newsletter:** Rev'd Janet continues to prepare and arrange distribution of regular updates. Also, with the help of Rev'd John Handley, full details have also been published in the local 'free' papers.
- v. **Remembrance Service, Sunday 8<sup>th</sup> November.** The arranged event at the War Memorial & afterwards in Church was cancelled. Wreath laying took place without the ceremony of previous years. Schools held their own ceremonies, the Vicar provided videos for the Swaffham Primary Schools, and a 2 minute silence was observed in Church on 11<sup>th</sup> November.  
Thanks recorded to Bernard & Gloria Hunt for stewarding, thus enabling the Church to be open after this, for two hours, from 11.00am - 1.00pm.
- e. **Retirements; Resignations & Welcome**
  - i. **Norman Revill** retired as Treasurer and handed all Finance matters, wef Tuesday 16<sup>th</sup> March, over to Ralph Clarke, who was subsequently co-opted onto the PCC prior to the ACM.  
Vote of Thanks recorded to Norman for his attention & work as Treasurer whilst in post.
- f. **Schools** - The links between Church & Swaffham Schools continue
  - i. **Infants School** - Regular updates have been given by Revd Janet Allan.
  - ii. **Junior School** - Progress reports were received from school governor, Revd Hilary De Lyon.
- g. **Miscellaneous**
  - i. **Access to the Ashes site** - provision of paved pathway. A letter had been received from the Town Council requesting the installation of a paved pathway from the South footpath to the paved Ashes Memorial site. It was agreed that this suggestion has our support. The Town Council applied for the faculty, will proceed with their plans to install the upgraded path, as & when the faculty is received.
  - ii. **Ashes site reserve request**, from family of Jean Steed, to reserve the space in front of that of her twin, Joyce Askew. PCC unanimously agreed to this request. Family will proceed accordingly, contacting the Diocese directly etc.
  - iii. **Bench in the Churchyard by Ashes site.** Request received but denied after due consideration. Given the number of recent requests this was agreed as policy.
  - iv. **Churchyard / Duck invasion** Concern over the ever increasing number now 'in residence'. Town Council was approached in regard of the best way to deal with this. This matter is on-going & continually monitored by various PCC members. Feeding of the birds, by specific individuals, is being discouraged.
  - v. **Cleaning of the Church** - Thanks recorded to those who have assisted on an ad hoc basis since the deep clean took place earlier in the year. Several future alternatives were proposed, but it was agreed that it would need to be done by volunteers in the immediate future.
  - vi. **'Bats'** are an additional problem. Ideas were mooted & still to be investigated as how best to improve the church environment and reduce the health risk to congregations and visitors.
  - vii. **Dossal cleaning** this was undertaken by Traci Horton (Poppi's). The re-setting & re-ordering of the Lady Chapel was completed mid / late November by Ralph Clarke.
  - viii. **Food Parcels from the Diocese for distribution to certain families in need.** The Diocese initially sent 11 parcels to our Parish & 6 to Sporle. Deliveries were carried out during summer holiday & will do so during future school holidays. The Vicar recorded thanks to those who distributed these.
  - ix. **Use of Zoom for future communication.** In order to maintain regular Parochial Church Council meetings as well as availability to those within the congregation for whom it helps, and who cannot come to church in person, we have a (monthly) professional subscription. Facebook continues to have value in outreach to the wider community.

### 3. Committee reports as received were circulated:

Alms & Missions; Breckland Deanery Synod; Churches Together; Flower Group; Buzzbox Team; Mother's Union; Schools - Infant & Junior; Social; Website & Electronic Media.

*I Ranner (Secretary)*

## Independent Examiners Certificate

Report to the trustees/ members of:

SWAFFHAM P.C.C.

On accounts for the year ended:

31 DECEMBER 2020

Charity no (if any):

1134160

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

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

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

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

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

Signed:

Susan J Nairn.

Date:

8/2/2021

Name:

SUSAN NAIRN

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

N/A

Address:

THE RECTORY  
NARBOROUGH  
KINGS LYNN PEZZITE

**Section B**

**Disclosure**

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

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

[Empty box for disclosure details]

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**BALANCE SHEET (DETAILED)**

	<b>As at 31.12.2020</b>	<b>As at 31.12.2019</b>
<b>CURRENT ASSETS</b>		
Barclays Community Account	7,055.38	4,143.76
Petty Cash	210.07	180.07
Flower Fund Cash	0.00	224.54
CBF Deposit Account	63,734.06	58,223.40
	<hr/>	
<b>Total Current Assets</b>	70,999.51	62,771.77
<b>LIABILITIES</b>		
Sundry Creditors	341.64	168.74
	<hr/>	
<b>Total Liabilities</b>	341.64	168.74
	<hr/> <hr/>	
<b>Net Asset surplus (deficit)</b>	70,657.87	62,603.03
<hr/> <hr/>		
<b>RESERVES</b>		
Excess Income /(Deficit) for Year	8,054.84	30,334.21
Starting Balances	62,603.03	32,268.82
	<hr/>	
Total Reserves	70,657.87	62,603.03
	<hr/> <hr/>	
<b>REPRESENTED BY FUNDS:</b>		
Unrestricted	7,561.40	4,601.27
Designated	9,807.83	12,160.36
Restricted	53,288.64	45,841.40
	<hr/>	
	70,657.87	62,603.03
	<hr/> <hr/>	

Other monetary assets

9157.72 shares held in CBF Investment Fund made up of various investments as described on Page 3  
 On 31st December 2020 the value of one share in the fund was 2048.73 pence (1916.91 at 31.12.19),  
 giving St Peter & St Pauls Church a total investment at 31st December 2020 of £187,616.96  
 (£175,545.25 at 31.12.19)

Stock of Church Guides and Sales Table Goods

Fixed Assets

Church Rooms, Campingland  
 Office Computer in Vicar's Vestry

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**SUMMARY OF INCOME AND EXPENDITURE BY FUND  
SEE INDIVIDUAL FUND PAGES FOR FULL BREAKDOWN**

	<b>2020</b>	<b>2019</b>
<b>INCOME</b>		
General Fund	53,221.02	85,767.22
Fabric Fund(Restricted)	8,483.96	10,517.50
Fabric Fund (Designated)	2,353.93	5,034.75
Organ Fund	15.66	29.19
Church Rooms Fund	0.00	424.58
Flower Fund	1,386.06	2,098.39
Bells Fund	2.72	771.40
Discretionary Fund	0.43	72.09
Windows Fund (Restricted)	1,375.18	10,107.69
Windows Fund (Designated)	29.23	7,048.65
	<hr/>	<hr/>
<b>TOTAL INCOME</b>	<b>66,868.19</b>	<b>121,871.46</b>
<b>EXPENDITURE</b>		
General Fund	50,260.89	83,230.97
Fabric Fund(Restricted)	3,193.97	1,624.61
Fabric Fund (Designated)	0.00	0.00
Organ Fund	346.80	0.00
Church Rooms Fund	4,735.69	3,719.52
Flower Fund	176.00	1,893.90
Bells Fund	0.00	950.35
Discretionary Fund	100.00	117.90
Windows Fund (Restricted)	0.00	0.00
Windows Fund)Designated	0.00	0.00
	<hr/>	<hr/>
<b>TOTAL EXPENDITURE</b>	<b>58,813.35</b>	<b>91,537.25</b>
	<hr/>	<hr/>
<b>EXCESS INCOME/-EXPENDITURE</b>	<b>8,054.84</b>	<b>30,334.21</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**SUMMARY OF FUNDS**

		<b>31.12.2020</b>	<b>31.12.2019</b>
General Funds	See also below	7,561.40	4,601.27
Fabric Fund Restricted	See also below	26,124.53	20,834.54
Fabric Fund Designated		7,388.68	5,034.75
Organ Fund		3,746.18	4,077.32
Church Room		-4,658.73	76.96
Flower Fund	See also below	2,677.72	1,467.66
Bell Fund		658.13	655.41
Discretionary Fund		8.93	108.50
Windows Fund Restricted		20,073.15	18,697.97
Windows Fund Designated		7,077.88	7,048.65
	<b>Deficit</b>		
		<hr/> <b>70,657.87</b>	<hr/> <b>62,603.03</b>

**INVESTMENTS**

General Fund	166,301.36	0
Fabric Fund	4,507.62	159,818.73
Flower Fund	16,807.98	15,726.52
		<hr/> <b>187,616.96</b>
		<b>175,545.25</b>

**General Fund Moved from Fabric 2020**

8117.29 Shares in CBF Investment Fund held for ecclesiastical purposes from sale of Church Cottage  
 Until 2019 income from these Shares was Designated to Fabric Fund but in 2020 these were deemed to be  
 General Fund Income but the PCC has designated that 50% of the income be transferred from General  
 to Fabric (Designated)

**Fabric Fund**

220.02 Shares in CBF Investment Fund as a result of a legacy of £2,500

**Flower Fund**

820.41 Shares in CBF Investment Fund purchased with a legacy of £5,000

**TRUSTEES APPROVAL**

These Accounts were approved by the Parochial Church Council on 14.3.21

and signed on its behalf by

  
 Rev Janet Allan  
 Chair

  
 Norman Revill  
 Treasurer

The contents of Pages 4 to 15 form part of these accounts

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**GENERAL FUND (UNRESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income and endowments from:</b>			
Donations and legacies:			
Tax efficient planned giving		21,055.60	21,209.27
Income Tax Recovered		8,976.03	8,672.09
Collections		3,088.10	8,819.05
Other planned giving		2,612.60	2,701.00
2nd and Other Collections (See Page 15)		490.37	2,589.00
Visitors Donations		440.55	2,896.89
Donations (General)		1,645.39	1,539.64
Commonwealth War Graves Grant		0.00	0.00
Legacies		500.00	8,500.00
Listed Places of Worship Grant		0.00	0.00
Town Estates (General)		2,925.00	2,000.00
Donations/Fees for use of Church		1,010.00	1,365.00
		<hr/>	
<i>Total Donations and Legacies</i>		42,743.64	60,291.94
Other Trading Activities			
Gift Day		0.00	2,858.26
Christmas Bazaar		0.00	3,749.73
Flower Festival		0.00	0.00
Cycle Ride		256.74	0.00
Other Fund Raising		518.00	631.01
Patronal Festival		0.00	0.00
Christmas Tree Festival		0.00	2,449.49
Garden Fete		0.00	0.00
Sunday Coffee		75.56	407.91
Saturday Morning Coffee		1,842.55	8,164.72
Newsletter Advertising		0.00	147.50
Statutory Fees		3,126.00	7,032.00
		<hr/>	
<i>Total Other Trading Activities</i>		5,818.85	25,440.62
Investments			
CBF Deposit Fund Interest (Gen)		0.00	34.66
CBF Inv Fund Dividend		4,658.53	
		<hr/>	
<i>Total Investments</i>		4,658.53	34.66
Other Income			
		<hr/>	
<i>Total Other Income</i>			
		<hr/>	
<b>Total Income and Endowments</b>		<b>53,221.02</b>	<b>85,767.22</b>

**Expenditure on Next Page**

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**GENERAL FUND (UNRESTRICTED) INCOME AND EXPENDITURE - CONT'D**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Expenditure on:</b>			
Costs of generating funds			
Saturday/Sunday Coffee Mornings		105.77	369.39
Fund Raising Costs		92.79	611.80
		<hr/>	
<i>Total Costs of Generating Funds</i>		198.56	981.19
Church Activities			
Mission/relief agencies (See Page 15)		3,272.00	3,371.00
Other Charitable Donsations (See Page 15)		490.37	2,589.00
Parish Share		22,000.00	47,999.96
Clergy Expenses		492.30	1,044.42
Costs of Services		494.92	1,539.91
Heating System Maintenance		292.00	969.96
Insurance		6,349.41	6,203.28
Utilities		5,869.07	8,937.74
Bookstall		8.00	44.00
Bank Charges		309.20	565.70
Cost of Social Events and Presentations		20.00	137.85
Organist Salaries		4,500.00	4,255.00
Admin/stationery/phone/postages		3,458.28	4,591.96
Wedding Fair		177.50	
Transfer to Fabric (Designated) 50% Share Div		2,329.28	
		<hr/>	
<i>Total Church Activities</i>		50,062.33	82,249.78
<b>Total Expenditure</b>		<b>50,260.89</b>	<b>83,230.97</b>
<hr/>			
Excess Income/-Expenditure		2,960.13	2,536.25
Brought Forward Balance		4,601.27	2,065.02
<hr/>			
<b>Carried Forward Balance</b>		<b>7,561.40</b>	<b>4,601.27</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**FABRIC FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Donations		2,417.00	0.00
Income Tax Recovered			
Town Estates		5,849.00	5,000.00
Listed Places of Worship Grant		0.00	768.00
Grants		0.00	0.00
Legacy		0.00	0.00
CBF Deposit Fund Interest		91.70	103.95
CBF Investment Fund Dividend		126.26	4,645.55
<b>Total Income</b>		<b>8,483.96</b>	<b>10,517.50</b>
<b>Expenditure on</b>			
Roof Alarm		547.06	489.46
Architects and Professional Fees		0.00	0.00
Churchyard		0.00	0.00
Minor Repairs		532.51	502.12
Sound and Loop System		0.00	0.00
Electric/Lighting Maintenance		0.00	463.63
Routine Maintenance		2,114.40	169.40
WI/FI Survey & Installation		0.00	0.00
<b>Total Expenditure</b>		<b>3,193.97</b>	<b>1,624.61</b>
Excess Income/(Expenditure)		5,289.99	8,892.89
Brought Forward Balance		20,834.54	11,941.65
<b>Carried Forward Balance</b>		<b>26,124.53</b>	<b>20,834.54</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**FABRIC FUND (DESIGNATED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Legacies		0.00	5,000.00
CBF Deposit Fund Interest		24.65	34.75
Transfer from General Fund (50% Inv Inc)		2,329.28	0.00
<b>Total Income</b>		<b>2,353.93</b>	<b>5,034.75</b>
<b>Expenditure</b>			
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>
Excess Income/-Expenditure		2,353.93	5,034.75
Brought Forward Balance		5,034.75	0.00
<b>Carried Forward Balance</b>		<b>7,388.68</b>	<b>5,034.75</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**ORGAN FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
CBF Deposit Fund Interest		15.66	29.19
Listed Places Worship Grant (VAT Ref)			0.00
<b>Total Income</b>		<b>15.66</b>	<b>29.19</b>
<b>Expenditure</b>			
Organ Maintenance		346.80	0.00
<b>Total Expenditure</b>		<b>346.80</b>	<b>0.00</b>
Excess Income/-Expenditure		-331.14	29.19
Brought Forward Balance		4,077.32	4,048.13
<b>Carried Forward Balance</b>		<b>3,746.18</b>	<b>4,077.32</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**CHURCH ROOMS FUND (DESIGNATED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
CBF Interest		0.00	8.58
Swaffham Phoenix Income		0.00	0.00
Other Rentals/Income		0.00	416.00
<b>Total Income</b>		<b>0.00</b>	<b>424.58</b>
<b>Expenditure</b>			
Utilities		338.92	1,010.34
Insurance		1,592.97	2,276.18
Maintenance/Repairs		2,803.80	433.00
<b>Total Expenditure</b>		<b>4,735.69</b>	<b>3,719.52</b>
Excess Income/-Expenditure		-4,735.69	-3,294.94
Brought Forward Balance		76.96	3,371.90
<b>Carried Forward Balance</b>		<b>-4,658.73</b>	<b>76.96</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**FLOWER FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Coffee Mornings/Teas/Lunches		647.00	888.04
Income Tax Recovered (Gift Aid)		20.00	0.00
Tombolas		0.00	126.50
CBF Deposit Fund Interest		8.23	6.72
CBF Investment Dividend		470.83	457.13
Donations		240.00	620.00
Sponsors			0.00
<b>Total Income</b>		<b>1,386.06</b>	<b>2,098.39</b>
<b>Expenditure</b>			
Easter Flowers and oasis		0.00	175.00
Harvest Flowers		0.00	53.75
Christmas flowers and oasis		0.00	128.00
General flowers and oasis		176.00	1,022.15
Patronal Festival flowers and costs		0.00	515.00
Flower Festival flowers and costs			0.00
<b>Total Expenditure</b>		<b>176.00</b>	<b>1,893.90</b>
Excess Income/-Expenditure		1,210.06	204.49
Brought Forward Balance		1,467.66	1,263.17
<b>Carried Forward Balance</b>		<b>2,677.72</b>	<b>1,467.66</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**BELLS FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Ringing Fees		0.00	160.00
Donations		0.00	504.71
Listed Places of Worship Grant		0.00	100.95
CBF Deposit Fund Interest		2.72	5.74
		<hr/>	
<b>Total Income</b>		<b>2.72</b>	<b>771.40</b>
<b>Expenditure</b>			
Repairs and Maintenance		0.00	950.35
		<hr/>	
<b>Total Expenditure</b>		<b>0.00</b>	<b>950.35</b>
		<hr/>	
Excess Income/-Expenditure		2.72	-178.95
Brought Forward Balance		655.41	834.36
		<hr/>	
<b>Carried Forward Balance</b>		<b>658.13</b>	<b>655.41</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**DISCRETIONARY FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Restricted Collectons		0.00	71.45
Donations		0.00	0.00
CBF Deposit Interest		0.43	0.64
		<hr/>	
<b>Total Income</b>		<b>0.43</b>	<b>72.09</b>
<b>Expenditure</b>			
Donations to Disasters Emergency (See Page 15)		0.00	54.80
Clergy Expenses		100.00	63.10
		<hr/>	
<b>Total Expenditure</b>		<b>100.00</b>	<b>117.90</b>
		<hr/>	
Excess Income/-Expenditure		-99.57	-45.81
Brought Forward Balance		108.50	154.31
		<hr/>	
<b>Carried Forward Balance</b>		<b>8.93</b>	<b>108.50</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**WINDOWS FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Donations Restricted to Green Window		0.00	4,000.00
Other Donations East Window		153.00	1,917.69
CBF Deposit Fund Interest		82.42	120.26
Income Tax Recovered		1,139.76	2,002.38
Patronal Festival East Window		0.00	909.48
Other Fund Raising East Window		0.00	1,157.88
		<hr/>	
<b>Total Income</b>		<b>1,375.18</b>	<b>10,107.69</b>
<b>Expenditure</b>			
		<hr/>	
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>
		<hr/>	
Excess Income/-Expenditure		1,375.18	10,107.69
Brought Forward Balance		18,697.97	8,590.28
		<hr/>	
<b>Carried Forward Balance</b>		<b>20,073.15</b>	<b>18,697.97</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**WINDOWS FUND (DESIGNATED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Legacy		0.00	7,000.00
CBF Deposit Interest		29.23	48.65
		<hr/>	
<b>Total Income</b>		<b>29.23</b>	<b>7,048.65</b>
<b>Expenditure</b>			
		<hr/>	
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>
		<hr/>	
Excess Income/-Expenditure		29.23	7,048.65
Brought Forward Balance		7,048.65	0.00
		<hr/>	
<b>Carried Forward Balance</b>		<b>7,077.88</b>	<b>7,048.65</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**PAYMENTS TO MISSION RELIEF AGENCIES**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
Church Missionary Society		900.00	927.00
USPG		900.00	927.00
Church Army		700.00	721.00
Missions to Seafarers		386.00	398.00
Bible Society		386.00	398.00
<b>Total</b>		<b>3,272.00</b>	<b>3,371.00</b>

**PAYMENTS TO OTHER CHARITIES FROM 2ND AND OTHER COLLECTIONS**

**2nd Collections**

East Anglian Air Ambulance	January		113.00
National Rheumatoid Society	January	114.63	
CLIC Sargent	February		112.52
Scotties Little Soldiers	February	80.10	
NDBF Lent Appeal	March	30.00	96.51
Swaffham & District Mental Health	April		79.81
St Andrew Evangelical	May		69.00
Parkinsons UK	June		174.97
Team Malawi	July		297.15
Miscarriage Association	August		114.00
Leprosy Mission	September		100.00
The Vidyul Trust	October		78.72
Mission Aviation Fellowship	October	44.00	
Samaritans	November	83.40	73.26
Crisis	December		171.75

**Other**

Childrens Society	Christingle		321.46
College of St Barnabus	Votive Candles	138.24	188.32
Disasters Emergency **	Cyclone Idai		95.20
NDBF Ordinands Fund	Confirmation Service		45.00
Royal British Legion	Remembrance		357.33
Womens World Day of Prayer			101.00

\*\* Topped Up to £150 from Discretionary Fund

<b>Total</b>		<b>490.37</b>	<b>2,589.00</b>
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## Independent Examiners Certificate

Report to the trustees/ members of:

SWAFFHAM P.C.C.

On accounts for the year ended:

31 DECEMBER 2020

Charity no (if any):

1134160

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

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

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

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

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

Signed:

Susan J Nairn.

Date:

8/2/2021

Name:

SUSAN NAIRN

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

N/A

Address:

THE RECTORY  
NARBOROUGH  
KINGS LYNN PEZZITE

**Section B**

**Disclosure**

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

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

[Empty box for disclosure details]

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**BALANCE SHEET (DETAILED)**

	<b>As at 31.12.2020</b>	<b>As at 31.12.2019</b>
<b>CURRENT ASSETS</b>		
Barclays Community Account	7,055.38	4,143.76
Petty Cash	210.07	180.07
Flower Fund Cash	0.00	224.54
CBF Deposit Account	63,734.06	58,223.40
	<hr/>	
<b>Total Current Assets</b>	70,999.51	62,771.77
<b>LIABILITIES</b>		
Sundry Creditors	341.64	168.74
	<hr/>	
<b>Total Liabilities</b>	341.64	168.74
	<hr/> <hr/>	
<b>Net Asset surplus (deficit)</b>	70,657.87	62,603.03
<hr/> <hr/>		
<b>RESERVES</b>		
Excess Income /(Deficit) for Year	8,054.84	30,334.21
Starting Balances	62,603.03	32,268.82
	<hr/>	
Total Reserves	70,657.87	62,603.03
	<hr/> <hr/>	
<b>REPRESENTED BY FUNDS:</b>		
Unrestricted	7,561.40	4,601.27
Designated	9,807.83	12,160.36
Restricted	53,288.64	45,841.40
	<hr/>	
	70,657.87	62,603.03
	<hr/> <hr/>	

Other monetary assets

9157.72 shares held in CBF Investment Fund made up of various investments as described on Page 3  
 On 31st December 2020 the value of one share in the fund was 2048.73 pence (1916.91 at 31.12.19),  
 giving St Peter & St Pauls Church a total investment at 31st December 2020 of £187,616.96  
 (£175,545.25 at 31.12.19)

Stock of Church Guides and Sales Table Goods

Fixed Assets

Church Rooms, Campingland  
 Office Computer in Vicar's Vestry

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**SUMMARY OF INCOME AND EXPENDITURE BY FUND  
SEE INDIVIDUAL FUND PAGES FOR FULL BREAKDOWN**

	<b>2020</b>	<b>2019</b>
<b>INCOME</b>		
General Fund	53,221.02	85,767.22
Fabric Fund(Restricted)	8,483.96	10,517.50
Fabric Fund (Designated)	2,353.93	5,034.75
Organ Fund	15.66	29.19
Church Rooms Fund	0.00	424.58
Flower Fund	1,386.06	2,098.39
Bells Fund	2.72	771.40
Discretionary Fund	0.43	72.09
Windows Fund (Restricted)	1,375.18	10,107.69
Windows Fund (Designated)	29.23	7,048.65
	<hr/>	<hr/>
<b>TOTAL INCOME</b>	<b>66,868.19</b>	<b>121,871.46</b>
<b>EXPENDITURE</b>		
General Fund	50,260.89	83,230.97
Fabric Fund(Restricted)	3,193.97	1,624.61
Fabric Fund (Designated)	0.00	0.00
Organ Fund	346.80	0.00
Church Rooms Fund	4,735.69	3,719.52
Flower Fund	176.00	1,893.90
Bells Fund	0.00	950.35
Discretionary Fund	100.00	117.90
Windows Fund (Restricted)	0.00	0.00
Windows Fund)Designated	0.00	0.00
	<hr/>	<hr/>
<b>TOTAL EXPENDITURE</b>	<b>58,813.35</b>	<b>91,537.25</b>
	<hr/>	<hr/>
<b>EXCESS INCOME/-EXPENDITURE</b>	<b>8,054.84</b>	<b>30,334.21</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**SUMMARY OF FUNDS**

		<b>31.12.2020</b>	<b>31.12.2019</b>
General Funds	See also below	7,561.40	4,601.27
Fabric Fund Restricted	See also below	26,124.53	20,834.54
Fabric Fund Designated		7,388.68	5,034.75
Organ Fund		3,746.18	4,077.32
Church Room		-4,658.73	76.96
Flower Fund	See also below	2,677.72	1,467.66
Bell Fund		658.13	655.41
Discretionary Fund		8.93	108.50
Windows Fund Restricted		20,073.15	18,697.97
Windows Fund Designated		7,077.88	7,048.65
	<b>Deficit</b>		
		<hr/> <b>70,657.87</b>	<b>62,603.03</b>

**INVESTMENTS**

General Fund	166,301.36	0
Fabric Fund	4,507.62	159,818.73
Flower Fund	16,807.98	15,726.52
		<hr/> <b>187,616.96</b>
		<b>175,545.25</b>

**General Fund Moved from Fabric 2020**

8117.29 Shares in CBF Investment Fund held for ecclesiastical purposes from sale of Church Cottage  
 Until 2019 income from these Shares was Designated to Fabric Fund but in 2020 these were deemed to be  
 General Fund Income but the PCC has designated that 50% of the income be transferred from General  
 to Fabric (Designated)

**Fabric Fund**

220.02 Shares in CBF Investment Fund as a result of a legacy of £2,500

**Flower Fund**

820.41 Shares in CBF Investment Fund purchased with a legacy of £5,000

**TRUSTEES APPROVAL**

These Accounts were approved by the Parochial Church Council on 14.3.21

and signed on its behalf by

  
 Rev Janet Allan  
 Chair

  
 Norman Revill  
 Treasurer

The contents of Pages 4 to 15 form part of these accounts

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**GENERAL FUND (UNRESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income and endowments from:</b>			
Donations and legacies:			
Tax efficient planned giving		21,055.60	21,209.27
Income Tax Recovered		8,976.03	8,672.09
Collections		3,088.10	8,819.05
Other planned giving		2,612.60	2,701.00
2nd and Other Collections (See Page 15)		490.37	2,589.00
Visitors Donations		440.55	2,896.89
Donations (General)		1,645.39	1,539.64
Commonwealth War Graves Grant		0.00	0.00
Legacies		500.00	8,500.00
Listed Places of Worship Grant		0.00	0.00
Town Estates (General)		2,925.00	2,000.00
Donations/Fees for use of Church		1,010.00	1,365.00
<i>Total Donations and Legacies</i>		42,743.64	60,291.94
Other Trading Activities			
Gift Day		0.00	2,858.26
Christmas Bazaar		0.00	3,749.73
Flower Festival		0.00	0.00
Cycle Ride		256.74	0.00
Other Fund Raising		518.00	631.01
Patronal Festival		0.00	0.00
Christmas Tree Festival		0.00	2,449.49
Garden Fete		0.00	0.00
Sunday Coffee		75.56	407.91
Saturday Morning Coffee		1,842.55	8,164.72
Newsletter Advertising		0.00	147.50
Statutory Fees		3,126.00	7,032.00
<i>Total Other Trading Activities</i>		5,818.85	25,440.62
Investments			
CBF Deposit Fund Interest (Gen)		0.00	34.66
CBF Inv Fund Dividend		4,658.53	
<i>Total Investments</i>		4,658.53	34.66
Other Income			
<i>Total Other Income</i>			
<b>Total Income and Endowments</b>		<b>53,221.02</b>	<b>85,767.22</b>

**Expenditure on Next Page**

ST PETER & ST PAUL'S CHURCH, SWAFFHAM

GENERAL FUND (UNRESTRICTED) INCOME AND EXPENDITURE - CONT'D

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Expenditure on:</b>			
Costs of generating funds			
Saturday/Sunday Coffee Mornings		105.77	369.39
Fund Raising Costs		92.79	611.80
<i>Total Costs of Generating Funds</i>		198.56	981.19
Church Activities			
Mission/relief agencies (See Page 15)		3,272.00	3,371.00
Other Charitable Donsations (See Page 15)		490.37	2,589.00
Parish Share		22,000.00	47,999.96
Clergy Expenses		492.30	1,044.42
Costs of Services		494.92	1,539.91
Heating System Maintenance		292.00	969.96
Insurance		6,349.41	6,203.28
Utilities		5,869.07	8,937.74
Bookstall		8.00	44.00
Bank Charges		309.20	565.70
Cost of Social Events and Presentations		20.00	137.85
Organist Salaries		4,500.00	4,255.00
Admin/stationery/phone/postages		3,458.28	4,591.96
Wedding Fair		177.50	
Transfer to Fabric (Designated) 50% Share Div		2,329.28	
<i>Total Church Activities</i>		50,062.33	82,249.78
<b>Total Expenditure</b>		<b>50,260.89</b>	<b>83,230.97</b>
Excess Income/-Expenditure		2,960.13	2,536.25
Brought Forward Balance		4,601.27	2,065.02
<b>Carried Forward Balance</b>		<b>7,561.40</b>	<b>4,601.27</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**FABRIC FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Donations		2,417.00	0.00
Income Tax Recovered			
Town Estates		5,849.00	5,000.00
Listed Places of Worship Grant		0.00	768.00
Grants		0.00	0.00
Legacy		0.00	0.00
CBF Deposit Fund Interest		91.70	103.95
CBF Investment Fund Dividend		126.26	4,645.55
		<hr/>	
<b>Total Income</b>		<b>8,483.96</b>	<b>10,517.50</b>
<b>Expenditure on</b>			
Roof Alarm		547.06	489.46
Architects and Professional Fees		0.00	0.00
Churchyard		0.00	0.00
Minor Repairs		532.51	502.12
Sound and Loop System		0.00	0.00
Electric/Lighting Maintenance		0.00	463.63
Routine Maintenance		2,114.40	169.40
WI/FI Survey & Installation		0.00	0.00
		<hr/>	
<b>Total Expenditure</b>		<b>3,193.97</b>	<b>1,624.61</b>
		<hr/>	
Excess Income/(Expenditure)		5,289.99	8,892.89
Brought Forward Balance		20,834.54	11,941.65
		<hr/>	
<b>Carried Forward Balance</b>		<b>26,124.53</b>	<b>20,834.54</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**FABRIC FUND (DESIGNATED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Legacies		0.00	5,000.00
CBF Deposit Fund Interest		24.65	34.75
Transfer from General Fund (50% Inv Inc)		2,329.28	0.00
<b>Total Income</b>		<b>2,353.93</b>	<b>5,034.75</b>
<b>Expenditure</b>			
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>
Excess Income/-Expenditure		2,353.93	5,034.75
Brought Forward Balance		5,034.75	0.00
<b>Carried Forward Balance</b>		<b>7,388.68</b>	<b>5,034.75</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**ORGAN FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
CBF Deposit Fund Interest		15.66	29.19
Listed Places Worship Grant (VAT Ref)			0.00
<b>Total Income</b>		<b>15.66</b>	<b>29.19</b>
<b>Expenditure</b>			
Organ Maintenance		346.80	0.00
<b>Total Expenditure</b>		<b>346.80</b>	<b>0.00</b>
Excess Income/-Expenditure		-331.14	29.19
Brought Forward Balance		4,077.32	4,048.13
<b>Carried Forward Balance</b>		<b>3,746.18</b>	<b>4,077.32</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**CHURCH ROOMS FUND (DESIGNATED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
CBF Interest		0.00	8.58
Swaffham Phoenix Income		0.00	0.00
Other Rentals/Income		0.00	416.00
<b>Total Income</b>		<b>0.00</b>	<b>424.58</b>
<b>Expenditure</b>			
Utilities		338.92	1,010.34
Insurance		1,592.97	2,276.18
Maintenance/Repairs		2,803.80	433.00
<b>Total Expenditure</b>		<b>4,735.69</b>	<b>3,719.52</b>
Excess Income/-Expenditure		-4,735.69	-3,294.94
Brought Forward Balance		76.96	3,371.90
<b>Carried Forward Balance</b>		<b>-4,658.73</b>	<b>76.96</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**FLOWER FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Coffee Mornings/Teas/Lunches		647.00	888.04
Income Tax Recovered (Gift Aid)		20.00	0.00
Tombolas		0.00	126.50
CBF Deposit Fund Interest		8.23	6.72
CBF Investment Dividend		470.83	457.13
Donations		240.00	620.00
Sponsors			0.00
<b>Total Income</b>		<b>1,386.06</b>	<b>2,098.39</b>
<b>Expenditure</b>			
Easter Flowers and oasis		0.00	175.00
Harvest Flowers		0.00	53.75
Christmas flowers and oasis		0.00	128.00
General flowers and oasis		176.00	1,022.15
Patronal Festival flowers and costs		0.00	515.00
Flower Festival flowers and costs			0.00
<b>Total Expenditure</b>		<b>176.00</b>	<b>1,893.90</b>
Excess Income/-Expenditure		1,210.06	204.49
Brought Forward Balance		1,467.66	1,263.17
<b>Carried Forward Balance</b>		<b>2,677.72</b>	<b>1,467.66</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**BELLS FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Ringing Fees		0.00	160.00
Donations		0.00	504.71
Listed Places of Worship Grant		0.00	100.95
CBF Deposit Fund Interest		2.72	5.74
		<hr/>	
<b>Total Income</b>		<b>2.72</b>	<b>771.40</b>
<b>Expenditure</b>			
Repairs and Maintenance		0.00	950.35
		<hr/>	
<b>Total Expenditure</b>		<b>0.00</b>	<b>950.35</b>
		<hr/>	
Excess Income/-Expenditure		2.72	-178.95
Brought Forward Balance		655.41	834.36
		<hr/>	
<b>Carried Forward Balance</b>		<b>658.13</b>	<b>655.41</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**DISCRETIONARY FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Restricted Collectons		0.00	71.45
Donations		0.00	0.00
CBF Deposit Interest		0.43	0.64
		<hr/>	
<b>Total Income</b>		<b>0.43</b>	<b>72.09</b>
<b>Expenditure</b>			
Donations to Disasters Emergency (See Page 15)		0.00	54.80
Clergy Expenses		100.00	63.10
		<hr/>	
<b>Total Expenditure</b>		<b>100.00</b>	<b>117.90</b>
		<hr/>	
Excess Income/-Expenditure		-99.57	-45.81
Brought Forward Balance		108.50	154.31
		<hr/>	
<b>Carried Forward Balance</b>		<b>8.93</b>	<b>108.50</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**WINDOWS FUND (RESTRICTED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Donations Restricted to Green Window		0.00	4,000.00
Other Donations East Window		153.00	1,917.69
CBF Deposit Fund Interest		82.42	120.26
Income Tax Recovered		1,139.76	2,002.38
Patronal Festival East Window		0.00	909.48
Other Fund Raising East Window		0.00	1,157.88
<b>Total Income</b>		<b>1,375.18</b>	<b>10,107.69</b>
<b>Expenditure</b>			
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>
Excess Income/-Expenditure		1,375.18	10,107.69
Brought Forward Balance		18,697.97	8,590.28
<b>Carried Forward Balance</b>		<b>20,073.15</b>	<b>18,697.97</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**WINDOWS FUND (DESIGNATED) INCOME AND EXPENDITURE**

	From To	01.01.2020 31.12.2020	01.01.2019 31.12.2019
<b>Income</b>			
Legacy		0.00	7,000.00
CBF Deposit Interest		29.23	48.65
		<hr/>	
<b>Total Income</b>		<b>29.23</b>	<b>7,048.65</b>
<b>Expenditure</b>			
		<hr/>	
<b>Total Expenditure</b>		<b>0.00</b>	<b>0.00</b>
		<hr/>	
Excess Income/-Expenditure		29.23	7,048.65
Brought Forward Balance		7,048.65	0.00
		<hr/>	
<b>Carried Forward Balance</b>		<b>7,077.88</b>	<b>7,048.65</b>

**ST PETER & ST PAUL'S CHURCH, SWAFFHAM**

**PAYMENTS TO MISSION RELIEF AGENCIES**

	<b>From To</b>	<b>01.01.2020 31.12.2020</b>	<b>01.01.2019 31.12.2019</b>
Church Missionary Society		900.00	927.00
USPG		900.00	927.00
Church Army		700.00	721.00
Missions to Seafarers		386.00	398.00
Bible Society		386.00	398.00
<b>Total</b>		<b>3,272.00</b>	<b>3,371.00</b>

**PAYMENTS TO OTHER CHARITIES FROM 2ND AND OTHER COLLECTIONS**

**2nd Collections**

East Anglian Air Ambulance	January		113.00
National Rheumatoid Society	January	114.63	
CLIC Sargent	February		112.52
Scotties Little Soldiers	February	80.10	
NDBF Lent Appeal	March	30.00	96.51
Swaffham & District Mental Health	April		79.81
St Andrew Evangelical	May		69.00
Parkinsons UK	June		174.97
Team Malawi	July		297.15
Miscarriage Association	August		114.00
Leprosy Mission	September		100.00
The Vidyal Trust	October		78.72
Mission Aviation Fellowship	October	44.00	
Samaritans	November	83.40	73.26
Crisis	December		171.75

**Other**

Childrens Society	Christingle		321.46
College of St Barnabus	Votive Candles	138.24	188.32
Disasters Emergency **	Cyclone Idai		95.20
NDBF Ordinands Fund	Confirmation Service		45.00
Royal British Legion	Remembrance		357.33
Womens World Day of Prayer			101.00

\*\* Topped Up to £150 from Discretionary Fund

<b>Total</b>		<b>490.37</b>	<b>2,589.00</b>
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