



St. Mary & St. Margaret's and St. Cuthbert's

ST MARY & ST MARGARET'S – PARISH CHURCH ST CUTHBERT'S – DAUGHTER CHURCH

ANNUAL REPORT AND FINANCIAL STATEMENT OF THE PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2023

Team Vicar and Chair

Revd Dean Akrill
15 Blue Boar Lane
Sprowston
Norwich
NR7 8RX

Associate Team Vicar

Revd Tim Yau
5 Poppy Close
Cringleford
Norwich
NR4 7JZ

Lay Vice-Chair

Mrs Sheila Tuffield
25 Allens Avenue
Sprowston
Norwich
NR7 8EP

Bankers

Barclays Bank PLC
Leicester
LE87 2BB

Independent Examiner

Susan Kemp FCA
100 Welsford Road
Norwich
NR4 6QH

THE PARISH OF SPROWSTON WITH BEESTON ST ANDREW

ANNUAL REPORT FOR 2023

BACKGROUND

The Parochial Church Council of Sprowston with Beeston St Andrew has the responsibility of co-operating with the staff team, in the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The Parochial Church Council has the responsibility for maintaining the Parish Church dedicated to St Mary and St Margaret, Church Lane, Sprowston, the daughter church dedicated to St Cuthbert, with associated annexe and Church Centre, Wroxham Road, Sprowston and the churchyard extension at the Parish Church.

MISSION STATEMENT

We aim as a church;

- To worship God
- To love and care for each other
- To share faith in Christ
- To make a difference to life in Sprowston, the world and the planet

CHARITABLE STATUS

The Parochial Church Council for the Ecclesiastical Parish of Sprowston with Beeston St Andrew (Sprowston PCC) was registered with the Charity Commission on 28th September 2012.

Registered charity number: 1149140

SPROWSTON with BEESTON ST ANDREW PAROCHIAL CHURCH COUNCIL 2023/2024

PCC MEMBERS

CLERGY

The Revd Dean Akrill
The Revd Tim Yau

READERS

Mr Andy Hudson (Deputy Treasurer)
Mrs Stephanie Grand

CHURCHWARDENS

Mrs Susan Ellingham
Mrs Sheila Tuffield

DEANERY SYNOD MEMBERS

Mr Robert Huntly
Mrs Sheila Tuffield
Mrs Mary Carpenter

ELECTED COUNCIL MEMBERS

(Retire 2024)
Peter Coe
Jane Cole (Treasurer)
Andy Hudson
Vacancy

(Retire 2025)
Bryan Carpenter
Mrs Penny Rennie (Secretary)
Mrs Anne Robinson
Mr Derek Robinson

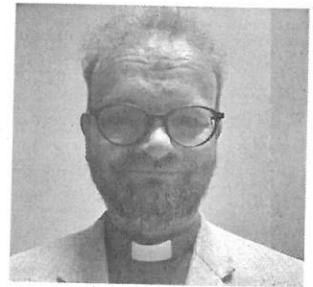
(Retire 2026)
Marguerite Dallas (PSGO)
Liz Graveling
Jane Jackson
Barbara Winter

CO-OPTED (June 2023)
The Revd Melanie Hider

TEAM VICAR'S REPORT

⁵⁷ Now when evening had come, there came a rich man from Arimathea, named Joseph, who himself had also become a disciple of Jesus. ⁵⁸ This man went to Pilate and asked for the body of Jesus. Then Pilate commanded the body to be given to him. ⁵⁹ When Joseph had taken the body, he wrapped it in a clean linen cloth, ⁶⁰ and laid it in his new tomb which he had hewn out of the rock; and he rolled a large stone against the door of the tomb and departed. ⁶¹ And Mary Magdalene was there, and the other Mary, sitting opposite the tomb.

Matthew 27:57-61



As I write this, Easter is still a few weeks away, and we've yet to mark Good Friday, but I was drawn to this reading in which Jesus' friends are upset having placed his body in the tomb, and are now anxiously waiting to see what happens next - because it seems that we've had our own extended period of waiting.

This time last year I wrote that the process of appointing a new rector was underway, and we certainly hoped that Simon's successor would be with us by now. Unfortunately, that wasn't to be, and it seems that the question I'm most often asked is "When will the new rector be arriving?" Well, we're still waiting, but the thing with waiting is that it can be a distraction from the things that are actually happening. Sometimes, we can feel so focussed on the tomb, that we neglect to see the signs of Easter, the signs of life all around us.

Despite not having the opportunity yet to welcome a new rector, we are actually in a very good position. In fact, in terms of ministry we are perhaps better served than many congregations who do have an incumbent, but have to share them with five, six, or even ten other churches, a common situation, particularly in Norfolk. As well as being the fulltime team vicar, it's been a real bonus to welcome Tim Yau as interim assistant Priest, who has brought a fresh perspective to our ministry here. We're also blessed with Revd Melanie, Revd Heather, Revd Lucy, and our lay ministry team, so it could be said that we have quite a richness of ministry here. Yes, we are waiting, but we have a life and vitality here that many would relish, even with an incumbent - signs of Easter indeed!

It has also been a great benefit to share ministry with the other Churches in our benefice, and even with the departure of Revd Selwyn Tillett, former vicar of St. Mary Magdalene, we are finding that we are not too stretched, especially now that St. Mary's has seen the arrival of Revd Carol Pritchard as interim vicar.

Over the last year it's been a real joy to see us pull together as a Church family, and in some ways, we have become ever more inclusive and diverse. Whilst some Churches pull themselves apart over issues such as sexuality, or any number of other things, we just get on with welcoming people, whoever they are, and whatever their needs are, in this sense I do feel that we embody the grace and hospitality of Christ. From here I feel that we can only become more inclusive. Yet more signs of Easter!

Of course, there is still much to do, and things to improve, particularly in terms of children's ministry on a Sunday morning, along with the ever-present challenge of maintaining our buildings and paying our parish share, and as always, new volunteers are always welcome in all aspects of church life. We do a lot with relatively few people, who work very hard throughout the year, and we are blessed to have them, but I would ask all of us to think again about what we can contribute, in terms of our time and the skills we can share, as well as financially. Perhaps more importantly, we are called to pray, and to listen to the still small voice of the Spirit. What is God saying to us today? Where might God be guiding us tomorrow? During an interregnum we are a bit limited in terms of what we can do, especially concerning new initiatives, but there is always a time to dream dreams.

Sadly, this year, we said goodbye to some old friends, of particular shock were the deaths of our organist, Christine Stanley, and our former administrator, Julie Hagan-Palmer. As always, we pulled together in the face of loss, and I know that our efforts and our prayers were greatly appreciated by the families of both Christine and Julie. As we remember them, we give thanks for all whom we have mourned in this last year.

If "When are we getting a new rector?" is the most often asked question, then "When are we getting a new organist?", comes a close second. Unfortunately, organists are in short supply, but we have been blessed by our music group, and by the talents of Ollie who plays piano for us as often as he can. I'd like to thank everyone for being adaptable, especially when the technology has been a bit wonky in playing the backing tracks we now often use in worship. I can't promise a new organist I'm afraid, but there are a variety of ways music can be used. At our evening Ash Wednesday service we sang Taize chants unaccompanied, which sounded really lovely. There are always different ways to make a joyful sound to the Lord, and perhaps the time has come to explore them further.

On a personal note, it's been a difficult year - my mother's dementia is now quite severe, and so I've had to travel up to East Yorkshire more regularly, meaning that I've been absent from the parish more often. I'd like to thank you all for your patience, as well as for your prayers and kind words.

As always, a big thank you to everyone, whether you've been leading services, reading lessons, making tea, moving tables, visiting people, playing the organ or the guitar, gluing and colouring, cleaning, welcoming, filling in forms, counting money, organising events, sitting on committees, or any of the myriad of other jobs which are vital in a busy church. Thank you to everyone on the ministry team, and a special thanks to our administrator and treasurer Jane, who I'm delighted to say is not completely retiring after all! Thanks also to Marguerite, who has stepped in as safeguarding officer, always a difficult role to fill. And of course, thank you to our Church Wardens, Sue, and Sheila, who work tirelessly, even when tired.

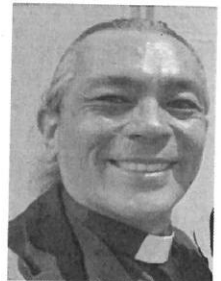
A big thanks to everyone, together we are the body of Christ, we are the signs of Easter.

With prayers and blessings,

Revd. Dean

ASSOCIATE TEAM VICAR'S REPORT

It has been an incredible honour to serve as the Interim Assistant Priest in the Sprowston & North Norwich Team. My journey began with a heartwarming licensing service conducted by Archdeacon Keith James, a moment that welcomed me and my family into the warm embrace of this community. The kindness and thoughtfulness exhibited during the service set the tone for what has been an enriching experience.



Upon settling into ministry in Sprowston, I made it a priority to familiarize myself with the diverse neighbourhoods, the geographical layout, and the key community stakeholders. This immersive process allowed me to grasp the unique tapestry that makes Sprowston the place that it is. As I got to know the nature of the town, I had the pleasure of connecting with the congregations of St. Cuthbert's Church and St. Mary & St. Margaret's Church. The hospitality and dedication of the churchgoers have been inspiring, reinforcing the sense of Sprowston Parish churches being an 'inclusive church family at the heart of our community.'

To understand the broader mission/ministry context, I engaged with the Sprowston and North Norwich team churches and clergy, establishing meaningful working relationships with colleagues, with the privilege of visiting, leading, and preaching at services at St. Augustine's, St. Luke's, St. Mary Magdalene, and Christ Church. The interactions with the Deanery clergy further expanded my understanding of the wider ministry landscape, especially through Clergy Chapter and joining the Standing Committee for the Deanery Synod.

At a local level, building strong relationships with the Churchwardens, Sue and Sheila, has been instrumental in navigating the administrative aspects of our mission. Sharing office space with Jane, the Administrator, has allowed for seamless coordination, enhancing our efficiency in supporting the needs of the parish. Collaborating with Revd. Dean has been essential, as we have worked together to create a harmonious and supportive ministry environment with the wider team, who support the delivery of Sunday services and ministry in the parish. Also, working collaboratively with our ecumenical partners: Sprowston Methodists, Gage Road Chapel, St. George's Roman Catholic Church and the Garden Church community, further strengthened the bonds of unity, promoting a collaborative spirit in our shared mission to Sprowston.

A crucial aspect of my journey involved immersing myself in the rhythm of parish services and special events throughout the year. This deep understanding helped me tailor my approach to meet the spiritual needs of the congregation and the wider community. Reflecting on my time during this interim period, these are some of my notable introductions:

- The Explore Prayer cards, with their thought-provoking images, which offer simple but profound words to help anyone, express their feelings and needs - and find comfort, strength, and hope;
- Creating materials for both adults and children to respond to God's love and help them as step into faith in Jesus;
- The institution of a welcome card for new visitors and the creation of a comprehensive welcome booklet which have ensured that newcomers feel a genuine connection to our church family;
- Obtaining booklets that effectively communicate the life of Jesus, as well as QR code postcards that make the gospel accessible online, aligning with our commitment to making the Christian faith accessible and inclusive.

Some of the highlights of my time in Sprowston have been: the coronation celebrations at St. Cuthbert's church; the heartwarming Pet service that welcomed our fluffy friends; and the engaging 'Messy Church' events, which provided an opportunity to connect with the younger members of the community. The weekly community drop-in at White House Farm School, Tuesday Break, and school assemblies allowed me to engage with a wider group of people. However, the 'Angels Everywhere' campaign when 500 knitted angels were created and distributed by our community, for our community, as symbols of God's blessing over all of us, was the stand out moment. All these have further reinforced our commitment to fostering a sense of community and sharing God's love. It has been a privilege to serve as your Interim Assistant Priest.

Revd. Tim

REVIEW OF THE YEAR 2023

As usual the PCC met on four occasions during the year. The Standing/finance committee met five times in between PCC meetings to discuss finances and to set the next PCC agenda.

All of the meetings discussed church financial matters and amazingly, through the generosity of many people, we were able to pay the parish share in full again. Our treasurer, throughout the year, produced excellent and understandable end of the month financial statements.

At each PCC meeting there is a report on Safeguarding of children and vulnerable adults. Our previous PSGO stood down but we were very pleased that Marguerite Dallas agreed to take on this role with the continued support of Claire Akrill.

The teams of fabric, mission and ministry, children youth and family, social and communications continued their work and gave monthly updates and Diocesan and Deanery Synods were reported on after their meetings. Discussion is ongoing as to how we can meet the Diocesan zero carbon emission target and small changes are being made to the buildings when possible and much work was put into compiling the Benefice and Parish profiles for a new rector. The church continued to work closely with the school children and youth groups especially Sprowston Youth Engagement Project which also covers the Parish of Old Catton.

In February a coach load of church members went to Lowestoft to the installation of the Reverend Canon Stokes as vicar of St. Margaret's Church, Lowestoft and wished him well in his new parish. Unfortunately, there were no applications for the post of Rector of Sprowston and the North Norwich Benefice so the post will be advertised again early this year. We were delighted that the Revd. Lucy Dallas, who had recently moved into the parish, was granted Permission to Officiate (PTO) and that the Revd. Tim Yau was licensed to the parish as interim assistant priest during the interregnum. We welcomed the Revd. Melanie Hider to the PCC in September as a co-opted member until the next Annual Parochial Church Meeting.

Following the untimely death of our organist, Christine Stanley, much discussion took place regarding the way forward with church music and various options were investigated. Fortunately, it has been easier to get organists to play at weddings and funerals.

At the September meeting we were informed of the "Inclusive Church" movement. Although we consider ourselves to be an inclusive church we can join this organisation and be registered as such on-line but such a decision cannot be made during the interregnum so it will be further discussed later.

In December the Benefice worked together on the "Angels Everywhere" initiative which will no doubt be mentioned by others in the Book of the Year.

We also heard that the system for permission to assist at Holy Communion had been changed and those involved no longer needed a Bishop's certificate to do so but can do so with the approval of the incumbent, priest-in-charge or rural dean and authorised by the PCC which has been done.

I would like to thank the Standing Committee, especially the team vicar and churchwardens, for all their support throughout a difficult year.

Penny Rennie
PCC Secretary

CHURCHWARDENS' REPORT 2023

2023 has been a year of comings and goings, of ups and downs or, to put it another way, it's been the first year that we can say we are pretty much fully "back to normal" after the pandemic, although of course, concern about future Covid infections remain for many. In addition to our full year of worship events, we have been able to hold all the usual calendar of pantomimes and plays, concerts, fairs, and other social and fundraising activities. It's been good to see so many people come to enjoy these events, many of which have had significant numbers attending. We look forward to continuing to welcome everyone throughout 2024 and beyond and particularly wish to thank everyone involved in the considerable tasks of organising these activities.

As reported in 2022 report, Canon Simon and Christine were called to serve in Lowestoft. We held their final service in early February, followed by a lunch for over 100 people. Whilst we were extremely sad to see them leave, we particularly wanted the lunch to have the feel of a celebration of all the positive things that have happened. We feel that we achieved this as many people attending commented that St Cuthbert's looked and felt like a wedding breakfast. We know that they are now well settled in Lowestoft.

We always knew that the process for recruiting a new Rector for the benefice would be lengthy. We also believed that it would be vitally important for all the congregations across the benefice that those involved in the process find the right person, rather than simply try to fill the vacancy as quickly as possible. It was not possible to fill the Rector position during 2023 and we continue to work closely with the Archdeacon on this as we move into 2024. We continue to have faith that this post will be filled at the right time of God's choosing. Any other vacancies that occur within the benefice during the interregnum are being covered on an interim basis until a new Rector is in post.

On top of all our normal church activities that the congregation see "week-in, week-out", Sprowston is an incredibly busy parish, not least with 8 schools in the parish area who need school visits and activities. Sprowston is also an area where people have historically moved into it and then they, and their future families, have tended to stay in and around Sprowston. This means key family life events (baptisms, weddings and funerals) have traditionally centred on St Mary and St Margaret's for generations and developed over the last 150 years at St Cuthberts.

Whilst people now have many more choices regarding where to be married, and the desire for the baptism of young children is perhaps not felt as keenly as in the past by many new parents, we are still privileged to take the funerals of many whose relatives describe us as "the family's church". These responsibilities particularly require clergy time and attention so we were very pleased to welcome Rev Tim Yau at the start of March to help Rev Dean, Rev Melanie and the wider team to fulfil these demands. Tim is initially serving with us on an interim basis during our interregnum and has shown unremitting energy in this role although the demands of our day-to-day parish work is somewhat different from his previous pioneer ministry.

We remain indebted to Jane Cole, our parish administrator, who remains the lynchpin for keeping us all on track in terms of administration across the Parish. As wardens, we often hear comments about how hard it must be for us during the interregnum in such a busy parish. Our reality is that we are blessed that much of what would otherwise fall to us, is dealt with, often apparently seamlessly, by Jane. However, we all know that swans glide smoothly across water whilst paddling furiously under the water. We really cannot thank Jane enough for all her hard work and patience.

Similarly, we once again thank everyone who helps to keep things running on a week-by-week basis - our sacristans Pauline and Tony, our team of welcomers for both churches, those who make coffee, those on the prayer, reading or counting rotas. We are always pleased to welcome new volunteers to these roles and are grateful to people who have come forward and offered to help. This year, we are particularly interested in hearing from people who might be willing to volunteer in any of these roles to help at St Mary and St Margaret's as some long-standing volunteers have had to step back. Please speak to either of us if you feel you could help.

We also need to thank Robert for everything that he does - this year, on top of everything else, he was challenged with providing ways to display items relating to "Angels Everywhere" in Advent. Thank you also to all the people who knitted angels – over 500 were given away, potent symbols of God's love, often when times have been challenging for the recipients.

We said at the beginning of this report that 2023 was a year of ups and downs. We sadly said a final goodbye to several who were, or had been, active members of our congregation until poor health prevented them from attending in person. However, we were all shocked and shaken when we heard that our organist, Christine Stanley, died completely unexpectedly in August. Whilst we still feel her loss keenly, it must be as nothing compared to the impact on her husband, Edward, her family and her immediate friends. She was a talented musician who had been a member of the church choir from childhood, and continued to be associated with us in many ways for many years before finally returning to be our organist, and leading the choir whenever we had sufficient members to be able to extend beyond leading Sunday hymns. We continue to hold Christine in our thoughts and prayers, knowing that she is with her Lord whom she knew and loved. Finally, we also thank you all for your support to us in our church warden roles.

Sheila Tuffield and Sue Ellingham
Churchwardens

TREASURER'S REPORT FOR THE 2023 PCC ACCOUNTS

As is so often the case for churches, 2023 again proved challenging in terms of expenditure exceeding income throughout the year and, as predicted in the budget at the start of 2023, we ended the year with an excess of payments over receipts of £897.25 in the Main PCC Account – very slightly less deficit than predicted! However, we have been able to pay the 2023 Parish Share in full but only by paying £1,836 this January to meet our share allocation. Of course, this will have a knock-on effect, especially as Sprowston's allocation of the Parish Share has increased for 2024 and we have also had to set a higher deficit budget.

The total receipts for 2023 for the general unrestricted fund amounted to £148,887.11. This figure includes a legacy of £67,665.56 which was transferred to our savings account so that interest could be accrued whilst the PCC consider how best we can use the money and the priority of work needing to be done. We are extremely grateful for this gift and are also extremely grateful for the amount raised once more on our Gift Day. However, the receipts ran at only 82% of last year's and at 94% of the budget prediction.

Total payments to provide the Christian ministry of the Parish of Sprowston in the general unrestricted fund amounted to £149,784.36 (inclusive of the transfer of the legacy received to the savings account – see above). Payments ran at 94% of last year's and also 94% of the budget prediction, meaning that, overall, our expenditure has decreased during the year. However, we had to change our supplier for Gas and Electricity at St Cuthbert's at the end of 2023 as our previous supplier no longer supplies smaller 'businesses' and, as a result, the bills increased. At the year end, our broker was still working with the new supplier to get a realistic reading for electricity usage – I've never before taken so many photos of electricity meters - and gas bills have also risen quite substantially. These bills are paid by the Centre Account, a proportion of which is allocated to the church and recharged (alongside other things, for example, phone bills, printing costs, some hire income) at the beginning of the following year and occasionally mid-way through the year which, I suspect, will have a significant bearing on our accounts.

It is worth noting that the Administrator's salary is paid by the Centre Account. In September 2023 money was transferred to the Centre Account from discretionary funds in the Savings Account to cover this expense. Prior to September 2023, the Administrator's salary was covered by Revd Canon Simon Stokes 'Access to Work' funding and we are very grateful that this funding continued once he had moved to Lowestoft until the end of August as the Administrator worked for him remotely whilst in the Sprowston office. Our Cleaner's salary comes from the Centre Account regardless of the fact that she also cleans St. Mary and St. Margaret's Church as she has more hours allocated to St. Cuthbert's Church, Centre and Annexe. However, PAYE to HMRC comes from the Main Account.

As with last year, for those of you who like perusing figures, the Accounts to 31st December 2023 notes and the Financial Statements will give you an overview of all receipts and payments, not only for the general account but also for the other accounts held by the Parish.

Finally, we would like to express our gratitude to all who give regularly to the Parish and support its ministry and mission, to Mr. Robert Huntly for undertaking the onerous task of weekly banking and dealing with the Stewardship and Gift Aid claims and also to Mrs. Susan Kemp for once again undertaking the role of independent examiner to our accounts.

Jane Cole
PCC Treasurer

STEWARDSHIP AND GIFT AID REPORT

During 2023 there were 51 regular donors via all Stewardship methods (down from 54 in 2022), of whom 32 gave under Gift-Aid (up from 29 in 2022) which enables the Church to claim a refund of tax already paid by the donors. Following the introduction of the "Parish Giving Scheme" (PGS) in 2022, the number of donors using the weekly/monthly giving envelopes has reduced from 28 to 17, and Standing Orders from 26 to 18 (two individuals use both systems). However by the end of 2023 there were 16 payers through the PGS scheme, which is administered for us by an agency paid for by the Diocese. The agency also deals with tax repayment claims in respect of the 14 under the scheme who pay under Gift Aid arrangements. This is now the donation method recommended by the Diocese, though weekly/monthly envelopes remain available for those that prefer them. As media reports of the demise of cash have been somewhat exaggerated, we also continue to benefit from HMRC's "Gift Aid Small Donations" scheme which enables us to claim the equivalent of a tax refund in respect of some non-Gift Aid cash donations received.

Robert Huntly
Stewardship Recorder

DEANERY SYNOD REPORT

Deanery Synod met three times during 2023. Sprowston's elected representatives are Sheila Tuffield, Mary Carpenter and Robert Huntly.

The February meeting, held at Horsford parish room, heard an address by the Diocesan "Generous Giving Advisors" commending the Parish Giving Scheme (which this Parish has joined). They also spoke about the need to encourage the leaving of legacies to the Church, each PCC needing to adopt a policy on this (Reverend Dean has subsequently updated our legacy leaflet). A discussion also took place about the future of some Deanery activities, with feedback to be reviewed later.

The June meeting, also at Horsford parish room, elected Nicky Burr as new lay-chair and Sheila Tuffield was thanked for having stood in during the vacancy. Reverends Dean Akrill and Tim Yau were elected to the Deanery standing committee. Reports from Diocesan Synod (the one above Deanery) were received. A request for a national strategy concerning the storage of historic church silver was to be sent to General Synod (the one above Diocesan). A quiz was held about the membership and function of Deanery Synod.

The September meeting, at St. Luke's, began with a Eucharist service led by Bishop Jane (of Lynn). She gave a presentation on the Diocesan Mission Strategy, which has 8 strategic projects, 21 project strands, 4 themes, and hopes for national funding. The concept is to start small and build up – "Church growth is a manifestation of our love and service of Christ". Reports were received from General Synod, which had discussed "Prayers of Love and Faith", and Diocesan Synod which advised the Diocesan deficit has reduced from £520,000 to £50,000 but there are now 15 fewer clergy posts (across the Diocese) than last year. Following feedback from the June quiz, name badges will be worn at Deanery meetings; small group discussions will be continued; the meetings will include more spirituality and prayer; meetings will be arranged on different days of the week.

In November Bishop Jane lead a Deanery Eucharist service at St. Cuthbert's.

As a result of feedback from the February meeting, the Deanery Ascension Day service will continue and in 2024 it will be on May 9th at St. Luke's. All are welcomed to attend (not just Deanery Synod members).

Robert Huntly

LIFE EVENT MINISTRY: BAPTISMS, WEDDINGS AND FUNERALS 2023

First anniversary cards were sent to all families who had been bereaved in 2022 and cards were also sent on first anniversaries of 2022 baptisms and weddings. These names are also recorded on our weekly notice sheet and remembered in prayers in our churches on the Sunday closest to the anniversary.

2023 was a busy year again for baptisms, weddings and funerals so more cards will be sent in 2024 - usually on a weekly basis with three or four posted in some weeks.

Baptisms

Twenty-two baptisms were conducted in the parish this year – seventeen children and five adults. Of these, four children and one adult were baptised at St. Cuthbert's and thirteen children and four adults baptised at St. Mary and St. Margaret's. One thanksgiving service was also held at St. Mary and St. Margaret's in celebration of the birth of a child.

Weddings

There were six weddings conducted in 2023, five at St. Mary and St. Margaret's and one at St. Cuthbert's. St. Mary and St. Margaret's also saw one Renewal of Marriage Vows service.

Funerals

Our readers and clergy team were as busy as ever with funerals across the year. The total number of funerals in the parish for the year was eighty-five, conducted in our churches or at local crematoria. Providing spiritual and pastoral support and planning and presiding at funerals provides a unique opportunity for coming alongside people at a difficult time in their lives. The clergy team also undertook one additional memorial service followed by an interment of ashes and four other interment of ashes services, one of which was a double interment. Bereaved families were invited to our Service of Remembrance and Thanksgiving with Blessing of Graves in June and also to the Service of Remembrance and Thanksgiving at St. Cuthbert's held in October. Norwich Community Choir sang for us at both of these services which were well attended and appreciated by those individuals and families who came to remember their loved ones.

Jane Cole

COMMITTEES AND TEAMS

Most of the practical work of the PCC is carried out by small teams. They have some devolved responsibility but where wider policy issues are involved or more than routine expenditure is involved, they bring proposals to a meeting of the PCC. The teams are able to co-opt any member of the church who wishes to be involved in a specific sphere of work.

STANDING AND FINANCE COMMITTEE REPORT

This is the only committee required by law and meets before PCC meetings to set the agenda. It has the power, when necessary, to transact the business of the PCC between its meetings, subject to any directions given by the Council.

This committee works with the Treasurer to carry out a review of the internal financial controls, to monitor income and expenditure, budgeting, to prepare the annual accounts and report for the Annual Parochial Church meeting and with the staff team to ensure regular teaching about Christian giving.

The Standing Committee consists of the Ministry team, churchwardens, deputy wardens, treasurer, deputy treasurer and secretary.

FABRIC REPORT

2023 has been shaped by two significant factors – moving into an interregnum and the impact of weather conditions due to several storms with exceptionally high winds and significant periods of intense rainfall. Whilst in an interregnum, we are asked

- not to start/develop any major projects unless something happens that requires attention as a matter of urgency
- to maintain routine activities
- to look after the grounds of the empty vicarage and keep an eye on the building.

At St Mary and St Margaret's, storms resulted in a very large tree trunk falling in the churchyard. Miraculously the trunk missed every gravestone in its path and broke off at soil level, so no consecrated ground was disturbed. A few months later, a second tree fell in the council car park (which is used for church parking,) coming to rest across Church Lane. Sprowston Town Council were very quick to deal with both trees and they continue to monitor all the other trees. The town council is responsible for the general maintenance of the churchyard and have repaired areas of the boundary walls between the churchyard and the surrounding housing. We are pleased to have such a positive working relationship with the Town Council.

At St Cuthbert's, wind damage has again brought down some tiles on the roof nearest the car parking area. Window panes broke on that side of the church, which, when repaired, promptly broke again. Several years ago, it was highlighted that the lead and glass were coming towards the end of their lifespan so these ultimately need to be replaced. In other storms, rain got under the lead flashings and into the centre apex timbers. The damage has been investigated and we have agreed to the necessary repairs to prevent further long-term damage. We have used a small legacy to replace the light bulbs in the church with more energy efficient ones, improving the level of lighting whilst reducing running costs. As the main users of the cooker in the hall kitchen, the Wednesday Lunch Club kindly provided most of the funding for it to be replaced which could not be afforded when the kitchen was refurbished just before Covid.

Responsibility for the vicarage remains with the Diocese Property team. We arranged for the grass to be kept under control but the scale of the gardens means this has had to be done through our contractor who also maintains our grass at St Cuthbert's. The diocese provides a contribution to this cost but this leaves a significant shortfall so we have now advised the Diocese that we cannot continue to meet these costs. We also expressed interest in taking over the stable block which we historically use for storage. The Diocese indicated it is willing to transfer this to us from the vicarage but required us to move all the doors to the car park side. We investigated this but it will cost in the region of £14-£20K, which is not viable. At the time of writing this report, we are waiting for a response to our request for a "site meeting" with the diocese to see if a way forward can be identified.

Routine maintenance, such as external checks on fire alarms, fire extinguishers etc continue, co-ordinated through Jane in the office. Jane also keeps a close eye on ensuring that we change suppliers as/when necessary to ensure best value for money. We thank her for her tenacity when billing problems occurred on the changeover of power providers. We would also like to thank Louise, our cleaner, and Robert for all of the day-to-day work that they are responsible for. Post Covid, we have returned to holding general maintenance/cleaning /gardening mornings for both churches. We thank everyone who is able to give us some time on those dates, or who have volunteered to maintain particular items throughout the year. There is always much to be done on a regular basis so please do not hesitate to speak to us if you are able to help in any way.

Sue Ellingham (Church Warden)

THE SOCIAL COMMITTEE REPORT

The social committee's aim is to reach the wider community and to build a strong sense of friendship. The events are self-funding with the hope that we can also raise monies to support church and charity funds. We have regular meetings throughout the year, and endeavour to organise events at both churches

We continued with our monthly coffee mornings on the 1st Saturday of each month. Although not that well supported by our congregation it provides a useful time for meetings to take place, and to welcome new people who happened to drop in to see what we are about.

We were sad to lose Revd Simon to Lowestoft and did our best to support a farewell lunch to send him and Christine on their way.

The beetle drive in February proved to be as popular as ever as no skills are needed. As we move from table to table during the game new friendships are formed.

The Lent Lunch in March was in aid of Save the Children.

On our May coffee morning it also happened to be the Screening of the Coronation so refreshments were provided for the event.

In June, the flower festival was a great success as many of our community came to admire the displays. There were refreshments throughout both days. There was a 'Songs of Praise' at the end of the day on the Saturday, and a pet service on the Sunday, when the weather was far too hot for most pets to venture out.

As there was to be a Sprowston town fete we decided not to compete by organising a church fete, so in July we liaised with the other churches in Sprowston, and we were represented in the church tent at the town fete.

In September there was the Norfolk Churches Trust/Cycle/Walk, which we advertised, but didn't organise a walk this year. The Teddy Bears Parachute Drop was a favourite with families as usual. It was a fine day. Picnics were enjoyed and all the children went home with a small prize. The Harvest Supper of cottage pies and apple pies was most agreeable and a very pleasant social event.

In October, the barn dance gave us great pleasure. The experienced dancers willingly helped the novices so a great time was had by all.

In November, we were fortunate to be entertained by Saint Gregory's orchestra with a variety of classical compositions.

In December, the Christmas fair helped boost much needed church funds. We were able to provide spaces for a few charity stalls, who expressed their appreciation of being in such a happy atmosphere.

The committee works well together and would welcome new members and new ideas.
Thank you for your support.

**Claire Akrill, Dean Akrill, Jackie Burt, Bryan Carpenter, Mary Carpenter,
Shelle Goulding, Robert Huntly, Jane Jackson, Anne Robinson, Toni Morina,
Sheila Tuffield**

GROUP REPORTS

SYEP

We have now been running for 11 years, which is an amazing achievement for us as an organisation. This year has been another great year in terms of engagement and development for SYEP. The project has engaged with 793 young people to date through the various opportunities we provide. Many of these young people were engaged through outreach and our activities days last year, but we have also seen increased engagement across all our projects.

We continue to deliver projects 6 days a week. We have also been able to appoint sessional workers for a 4th year in a row and have secured funds via Big Lottery Reaching Communities Grant which has enabled us to employ 4 members of staff, including our Youth Operations Manager, formerly our Project Lead and 3 new senior members of staff.

There continues to be an increased demand for our services which has provided us with lots of great new opportunities. We are in the process of implementing a data base which will be a massive step forward for us and now have an office. In the coming years we will continue to focus on moving SYEP forward in terms of sustainability and implementing solid infrastructure. Being awarded the Reaching Communities grant has put us in a really good position and has enabled us to start doing this successfully.

St Cuthberts Youth Drop in

Sessions have been getting busier, and we have between 40 and 50 young people attending each week with our busiest session being attended by 53 young people. Sessions are attended on average by 30–40 young people. Sports sessions run each week and are delivered by LB Coaching. Sessions split into youth group sessions and Sports with 50/50 split young people accessing both. We cook food every week and had a boxing coach deliver a session back in May. We have had visits from The Terrance Higgins Trust to talk about sexual health, The Matthew Project delivered an informal drug and alcohol session but will be returning to deliver more targeted sessions, Gam Care delivered a session around gambling, The Broadland YAB attended to talk about the work they do, and we also worked with the Common Lot to be in the Lord Mayors Procession Parade. The following quote sums up appreciation for our work:

"I cannot thank Clare and SYEP enough for all the help and support they have given. SYEP is a fantastic youth project that keeps our children and young people engaged in great activities, keeps them out of trouble and is helping them grow into confident young adults who will no doubt thrive and succeed in whatever they choose to do in the future."

Urban Adventure Garden

We delivered a number of projects at the site including our community outreach project. Over the summer we engaged with between 20–30 young people at the site and have delivered lots of different activities including a youth leadership programme. We have been able to address several issues including substance misuse and ASB. The police reported that having the site has meant they have had to deal with a lot less issues out in the community.

We have unfortunately had to part ways with Paul Wheeler due to the closure of Ascend Adventure and Paul not completing the work at the site he was contacted to deliver. We are now very lucky and are working with BDW Anglia (Barratt Homes and David Wilson Homes) who are local property developers to complete the site. The aim is it will be completed early to mid-Summer this year and will be holding a launch event to which everyone will be invited. Once the site is completed, we will be able to start delivering a lot more community-based projects and activities for young people.

Clare Lincoln

BERTIE'S BABES

We've had a good year at Berties, building back numbers after the covid years and (typing this at the end of January) have just filled the register to our maximum of 50 children! We had a trip to the Dinosaur Park "Roarr" in the summer which we subsidised heavily and we were blessed with brilliant weather. We also funded 2 soft play sessions, and our special visitor at our Christmas party made sure every child received a book.

Our regular sessions always include a craft and lots of play equipment, and we have invested in some stepping stones, balance boards, dolls, magnifying glass, sensory "gloop tubes"!, a petrol pump for the ride-on toys, and a wobble board.

Our short toddler services are still happening on the first Thursday of each month and although voluntary these are well attended.

Huge thanks as always to the brilliant helpers – Pat Rump (and all her dedicated drivers!), Pauline Richards, Sheila Tuffield and Andy Hudson – if anyone else would like to come and help, maybe for an hour once a month, I'd be very happy to chat to you!

Bertie's Babes

Claire Akrill

CROSS SECTION

January 2023 began in our usual fashion with a delicious meal prepared by the committee. This was greatly enjoyed by all the members and with subscriptions paid and programmes issued, everyone was ready for the year to commence.

For our February meeting we were pleased to welcome Lorraine, the founder of the Dawn's New Horizon charity shop situated in Cannerby Lane. Lorraine gave us an inspiring talk about her work helping abused and ill-treated women.

In March we welcomed Jackie from The East Coast Truckers to tell us about their big event taking children who had experienced problems in their lives on a big truck ride.

In April we were treated to an informative talk about the history of Tombland, given by David Berwick.

In May, it was time for some fun and games at our social evening, with quizzes supplied by the committee.

June found us enjoying a BBQ cooked for us by our chefs Archie and Ned. A menu of burgers, hot dogs, chicken and salads provided by the committee soon filled us up – delicious!!

In July we took a trip out to The Racecourse Inn for more eating – this time we enjoyed a carvery.

After our August holiday break, we returned in September to a talk from David Harriss about the work of Medical Detection Dogs. This was very interesting and informative.

In October, we moved venue into St. Cuthbert's Church for a film and talk about John Grooms Court. This was given by Penny Rennie and everyone enjoyed hearing about the beginnings of the home and the great work that they do. We also asked the ladies to take part in the Angels Everywhere project that the local churches were holding leading up to Christmas. We had held a committee meeting to decide what we could provide for this project and had a plan. As a result of the committee planning and design and the members contributions, we were able to provide our own six foot angel display to be shown in St. Cuthbert's. This commitment made by the committee and the members fills me with pride and is what Cross Section is all about.

November found us busily making Christmas decorations at a craft evening run for us by Mary Carpenter. Mary had brilliant ideas about how to use up your old Christmas cards. The room was filled with chat and laughter as we glued colourful shapes together.

December, the year round, was time for the AGM. Don't the years go quickly? Business over, we ate mince pies, washed down with wine or fruit juice, sang carols (music by Valerie) and looked forward to 2024.

Cross Section would be nothing without people. Our committee is second to none and I am so grateful for their friendship, help and support. Also, my thanks to our members who arrive looking forward to the evenings and always receive our guest speakers in a friendly and interested way.

We meet at St. Cuthbert's Centre on the third Tuesday of the month at 7.30pm. For more information, please call me on Norwich 484626.

Roz Taylor

Cross Section Chairperson

MOTHERS' UNION – SPROWSTON BRANCH REPORT

Mothers' UNION
Christian care for families

We continued to meet on the last Wednesday afternoon of each month to worship together and enjoy a variety of activities and speakers. Most meetings were at St. Cuthbert's and started with our own short MU service. In January we also included our MU Wave of Prayer in which we remember our link diocese in Nigeria, Eswatini and north-east India – it is always special to know that they, too, are praying for us. Our February meeting coincided with Ash Wednesday and the start of our Lent course, and we are grateful to Revd Heather who led us in communion and introduced our first session. We continued to meet on Wednesdays in Lent and found the book we had chosen - 'Walking the Way of the Cross' in which three people each give their own perspective on the stations of the cross – both interesting and thought-provoking. Our March meeting was our final session and we also marked Lady Day. We welcomed some members from other branches to our 'Quiet Day' at St Mary and St. Margaret's in May. We don't aim to be very quiet! – but it is an opportunity to worship and spend time together, sharing thoughts and quiet activities or enjoying the lovely surroundings in solitude. In June we welcomed Revd Tim Yau to our meeting and learned something of his life before Sprowston. In July, Sheila Tuffield 'introduced' us to C. S. Lewis – and we got so interested we agreed to continue another time. Our annual fundraising garden party in August was successful despite a short shower which had us scuttling for the gazebos! We are very grateful to Sheila for the use of her house and garden and to the friends who supported us. Sheila attended the Mothers Union National Gathering in York in September and reported on this at our September meeting. October saw us return to C. S. Lewis and in November we welcomed Revd Phil Charlesworth who had recently returned from Papua New Guinea. Revd Phil has special responsibility as the link representative from Norwich Diocese and his words and pictures gave us a glimpse of the contrasts in the lives of trainee clergy in Papua New Guinea from those in our own diocese. Our carol service in December was well-supported and tea afterwards enjoyed.

Members of our branch led our monthly MU prayers in the Jesus chapel in the cathedral in February. Some members also attended diocesan MU 'Members Days' in April and October and our Festival Service in the cathedral in September. The Bishop of Norwich invited MU members in the diocese to a strawberry tea in his garden in June – we enjoyed the refreshments and surroundings, as well as his amusing tales of his role in the coronation! We've also taken the opportunity to share in church events. At the flower festival in June, we had information and a floral display, and pocket crosses for people to take home. At the Sprowston fete on the Recreation Ground in July we had a raffle with our display, and were also to be found at St. Cuthbert's Christmas Fair. Our pocket crosses often act as a conversation starter and we are grateful to the members who make these for us to use. We were also thankful to two of our members who accepted the challenge to contribute to Angels Everywhere on our behalf.

Our fundraising activities enabled us to support our diocesan projects - we continued to contribute to the supply of new bedding for refugees being settled in Norfolk and to our Away From It All scheme which provides seaside holidays for families who need a break. Before Christmas we took part in Angel Tree and purchased two gifts for the children of prisoners at Wayland prison. We also provided bookmarks for our congregations on Mothering Sunday.

The Mothers' Union has members in 84 countries around the world. In every country, family life has its own unique challenges and MU members find ways to support families of all faiths and none. Anyone can join and take part in as much or as little as they like. However different our lives we all share one thing – the example of love and service shown to us by Jesus Christ.

Barbara Lashley

LUNCH CLUB



This has been another busy year in the life of St. Cuthbert's Lunch Club.

When the members arrive they are served with coffee and tea – with biscuits on the table. They love to have a table-top quiz and some members like to do some colouring or enjoy puzzle books.

We had a full programme of events during the year comprising of different entertainment from singers to reminiscence and piano playing. This was always put on in the morning before lunch. We tried to have an entertainer each week as the members love the music, but if we were unable to do this, we played card games.

Lunch is served at 12noon. This is always a home cooked meal of two courses – main and dessert - followed by coffee and tea.

After lunch is cleared away, we will have a raffle and, to end the afternoon, we play some games of Bingo.

During the year we arranged to go to the Old Rectory at Crostwick for lunch twice – at Easter and in the late Summer. The members love the idea of being taken out to a different venue and being able to choose what they would like to eat.

We always make sure that at Easter all members are given an Easter Egg and at Christmas they all received a goody bag to take home containing various items to enjoy over Christmas.

A huge thank you to all the volunteers which make running this club possible and also to Jane our cook who provides such delicious meals.

Gwen Munro

TUESDAY BREAK

Tuesday Break meets in the Parish Church from 10.30am – 12.00noon every Tuesday with refreshments of coffee or tea and biscuits. You are most welcome to join us.

June Stanforth

SPROWSTON PARISH PLAYERS

What a busy year the Sprowston Parish Players had in 2023!

We began with our annual pantomime, performed at the end of January. Last year's production was "Red Riding Hood," and what a wonderful and vibrant show it was! We had such fun with the costume arrangement and scenery production, and although the show was a challenging undertaking, the final performances were a tremendous success! We included a variety of popular songs and choreographed dance throughout the show and played to such fantastic audiences each night! By ensuring that our ticket prices were low, we allowed affordability to everyone who wanted to come. It was truly wonderful to see families come together and enjoy an afternoon, or evening, of local entertainment. Oh yes, they did!



During Easter break, we began to plan and organise our Summer Show. Last year's theme was "Kings and Queens". We chose this theme especially to commemorate the coronation of King Charles. This show was a greater production than we'd usually perform, as we included many classic and contemporary songs about royalty, including numbers such as "King of the Road," "Dancing Queen," and songs from the musical "Six". The inclusion of audience participation again helped to fill St. Cuthberts with an array of great music to form an amazing atmosphere in our beloved church. Additionally, we performed an interpretation of an episode from the classic comedy show "Blackadder," which itself was based during the reign of Elizabeth I.

After our summer break, we were back at St. Cuthberts to begin our weekly Thursday rehearsals for our 2024 pantomime production of "Jack and the Beanstalk." The Players subsequently met on Fridays to rehearse for our annual "Christmas Cheer" concert, performed on the 2nd of December. Amongst the traditional carols that were sung were "Hark the Herold," and "Angels from the Realms of Glory." The production also showcased popular songs from across multiple decades, and spoken-word poems, selected by Player members. Again, there was an inclusion of audience participation in the singing, and everyone enjoyed a feast of delicious festive treats during the interval. By bringing families together on this joyous evening, we helped to create a merry atmosphere in anticipation of Christmas celebrations.

Toni Morina
Chairman

SAFEGUARDING REPORT

This year in safeguarding has been about learning and listening - as someone new to the role it's been important to see what has been done in the past and how that could be improved on where necessary.

We have made changes to the role of the sidespeople team at St Cuthbert's. There were concerns that there was inadequate oversight of the back of church and the kitchen, hall, toilets and corridors during services. We hope that these changes will keep everyone safer.

We've been very ably supported in our work by the diocesan's safeguarding team, and give thanks for their wisdom and quick responses.

Next on the 'to do list' is to think about how safeguarding is viewed as a church as a whole, and work with the congregations to make sure that everyone understands their responsibilities towards each other.

Marguerite Dallas

SAFEGUARDING POLICY STATEMENT FOR 2023

Policy Statement to be reviewed and updated at the APCM on 24th April 2024



Marguerite Dallas – Safeguarding Officer



Sprowston Parochial Church Council

The Child Protection and Vulnerable Adult Policy Statement

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

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

The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the team vicar and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.
- As part of our commitment to children, young people and vulnerable adults, the church has appointed Marguerite Dallas to be the Named Person (contact: safeguarding@sprowston.org.uk or phone 07968738686). This role will be regularly explained to children. She is responsible for ensuring all church workers have the necessary Disclosure and Barring Service (DBS) clearance and complete a self-declaration form tri-annually.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

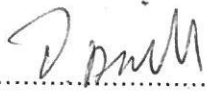
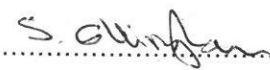
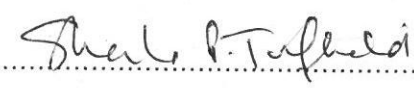
Policy Statement reviewed and adopted by Sprowston Parochial Church Council at the Annual Parochial Church Meeting on 24th April 2024

Signed.......... (Team Vicar)

Signed.......... (Churchwarden)

Signed.......... (Churchwarden)

Signed on behalf of all the trustees to confirm this is an accurate report of the activities for the year ending 31.12.2023 and that the Safeguarding Policy Statement has been reviewed:

	(Team Vicar)	Date: 24.4.24
	(Churchwarden)	Date: 24.4.24
	(Churchwarden)	Date: 24.4.24

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF SPROWSTON WITH
BEESTON ST ANDREW**

Registered Charity number 1149140

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023 which comprise the Receipts and Payments Account, the Statement of Assets and Liabilities and the related notes.

Responsibilities and basis of report

As the charity trustees of the Trust, 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Act or;
- the accounts do not accord with the accounting records.

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

25 March 2024

Susan Kemp

SUSAN KEMP FCA

Independent Examiner

100 Welsford Road, Norwich, NR4 6QH

Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments Accounts

	Note	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2023 £	Total 2022 £
Receipts							
Voluntary receipts:							
Collections at services	3	8,927	-	-	-	8,927	11,210
Planned giving	3	27,044	-	-	-	27,044	32,270
All other giving/voluntary receipts	3	12,621	-	88	-	12,709	16,929
Grant Income	3	3,130	-	-	-	3,130	0
Legacies Received (Capital Value)		-	-	68,166	-	68,166	13,892
Gift Aid recovered	3	8,220	-	-	-	8,220	9,203
		59,942	-	68,254	-	128,196	83,504
Activities for generating funds	3	4,377	-	-	-	4,377	3,215
Investment income	3	-	-	290	-	290	142
Church activities	3	30,880	-	31,530	-	62,410	66,836
Other income	3	1,529	-	1,228	-	2,757	14,023
Total receipts		96,728	-	101,302	-	198,030	167,720
Payments							
Church activities:							
Mission giving and donations	4	1,629	-	-	-	1,629	2,591
Parish share		60,000	-	-	-	60,000	58,613
Assigned fee paid to diocese		13,145	-	-	-	13,145	16,879
Clergy and staffing costs	4	7,015	-	3,968	-	10,983	17,051
Administration costs	4	2,355	-	-	-	2,355	1,958
Church expenses:							
Church running expenses	4	9,281	-	1,288	-	10,569	12,900
Costs of trading	4	-	-	33,094	-	33,094	28,768
Major capital expenditure	4	-	-	-	-	-	12,891
Other expenditure	4	928	-	1,157	-	2,085	692
		94,353	-	39,507	-	133,860	152,343
Cost of generating funds		-	-	-	-	-	-
Total payments		94,353	-	39,507	-	133,860	152,343
Excess of receipts over payments		2,375	-	61,795	-	64,170	15,377
Transfers between funds							
		-	-	-	-	-	-
		2,375	-	61,795	-	64,170	15,377
Cash at bank and in hand at 1 Jan		16,435	-	100,015	-	116,450	101,073
Cash at bank and in hand at 31 Dec		18,810	-	161,810	-	180,620	116,450

Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2023

Statement of Assets and Liabilities

	Note	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2023 £	Total 2022 £
Cash Funds							
Petty Cash		3	-	10	-	13	16
Barclays Current Bank Accounts:							
Sprowston P C C Account		18,807	-	16,754	-	35,561	54,249
St Cuthbert's Church Centre Account		-	-	32,573	-	32,573	33,523
Barclays Business Premium Account		-	-	112,473	-	112,473	28,000
Virgin Money Deposit Account		-	-	-	-	-	662
		18,810	-	161,810	-	180,620	116,450

Asset held as Community Asset

Peugeot Boxer Minibus registration AO05BGY.

Liabilities

Parish share	(1,836)	-
Assigned fee owed to diocese	(3,484)	-
Wedding deposits	(1,000)	(420)

Signed on behalf of all the trustees:

Jane Cole

Treasurer

Date: 23 March 2024

Jane E Cole

Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2023

Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.

2. The movements in designated and restricted funds during the year were:

Restricted	Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
	£	£	£	£	£
Barclays Current Bank Accounts:					
Fabric Fund St Mary & Margaret	31,902	500	73 (20,000)	12,329
Fabric Fund St Cuthbert	2,478	88	239	1,000	3,327
Ruth Willis Legacy	504	-	- (504)	-
Flower Fund	780	-	91	-	689
Sprowston Foodbank	131	-	-	-	131
Car Boot Mission	537	-	472	-	65
Small Grants, Donations etc	1,485	-	273 (1,000)	212
St Cuthbert's Church Centre	17,636	16,817	22,623	7,085	18,915
St Cuthbert's Lunch Club	15,900	15,970	15,076 (3,125)	13,669
Barclays Business Premium Account					
Fabric Fund St Mary & Margaret	2,744	25	-	20,065	22,834
Ruth Willis Legacy	3,584	33	-	589	4,206
Lowry Cole	19,880	183	- (3,488)	16,575
Metcalfe Grave Bequest	1,792	17	660	43	1,192
PCC Investment	-	67,666	-	-	67,666
Virgin Money Deposit Account:					
Fabric Fund St Mary & Margaret	60	5	- (65)	-
Ruth Willis Legacy	83	2	- (85)	-
Lowry Cole	452	20	- (472)	-
Metcalfe Grave Bequest	67 (24)	- (43)	-
	100,015	101,302	39,507	-	161,810

Fabric Fund St Mary & Margaret - Funds specifically for use at St Mary and St Margaret Church

Fabric Fund St Cuthbert - Funds specifically for use at St Cuthberts Church

Flower Fund - Funds given for flowers and other church decorations

Sprowston Foodbank - set up during Covid 19 pandemic. Remainder to be used for those requesting help locally.

Car Boot Mission - From Bishop's Mission Fund for the presence at the Car Boot Sale at Sprowston Park and Ride. Remainder for help with magazine costs if required

Small Grants, Donations etc - for White House Farm coffee and donations that are earmarked

St Cuthbert's Church Centre - St Cuthberts Church Hall and Annex Trading Account

St Cuthbert's Lunch Club - lunch club for the over 50s

Ruth Willis Legacy - Restricted for use at the discretion of the Vicar and Churchwardens

Lowry Cole- Restricted for use at absolute discretion of the PCC

Metcalfe Grave Bequest - For the upkeep of the Metcalfe Grave (PCC may retain 40% of interest)

PCC Investment - To be used at PCC discretion across the Parish (legacy has no restrictions)

Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2023

Notes (Continued)

3. Receipts

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2023 £	Total 2022 £
<u>COLLECTIONS AT SERVICES</u>						
Sunday Collections	7,384	-	-	-	7,384	9,920
Weekday Collections	61	-	-	-	61	100
Wedding and Funeral Collections	767	-	-	-	767	173
Baptism & Other Services	715	-	-	-	715	1,017
	8,927	-	-	-	8,927	11,210
<u>PLANNED GIVING</u>						
Standing Order	13,855	-	-	-	13,855	24,283
Regular Giving Envelopes	1,290	-	-	-	1,290	5,002
Parish Giving Scheme	11,899	-	-	-	11,899	2,985
	27,044	-	-	-	27,044	32,270
<u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u>						
Donations	8,000	-	88	-	8,088	8,502
Gift Days	3,409	-	-	-	3,409	7,376
Donations - Gift Aided	505	-	-	-	505	-
Wall Boxes	707	-	-	-	707	1,051
	12,621	-	88	-	12,709	16,929
<u>GRANT INCOME</u>						
Non-Recurring Grants	3,130	-	-	-	3,130	-
	3,130	-	-	-	3,130	-
<u>GIFT AID RECOVERED</u>						
Gift Aid Reclaim	8,220	-	-	-	8,220	9,203
	8,220	-	-	-	8,220	9,203
<u>ACTIVITIES FOR GENERATING FUNDS</u>						
Churches Together Bike Ride	24	-	-	-	24	66
Other Fundraising	2,894	-	-	-	2,894	1,709
Fetes & Fairs	1,459	-	-	-	1,459	1,440
	4,377	-	-	-	4,377	3,215
<u>INVESTMENT INCOME</u>						
Dividends and Interest	-	-	290	-	290	142
	-	-	290	-	290	142
<u>CHURCH ACTIVITIES</u>						
Fees - Statutory	25,583	-	-	-	25,583	23,822
Fees - Additional	5,297	-	-	-	5,297	4,437
Magazine	-	-	-	-	-	5,499
St Cuthberts Centre & Annex	-	-	15,560	-	15,560	16,829
St Cuthbert's Lunch Club	-	-	15,970	-	15,970	16,249
	30,880	-	31,530	-	62,410	66,836
<u>OTHER INCOME</u>						
Charities & Hardship Fund	999	-	-	-	999	1,630
Other	530	-	-	-	530	3,024
Income for Administrator	-	-	1,228	-	1,228	9,369
	1,529	-	1,228	-	2,757	14,023

Sprowston PCC

Registered Charity number 1149140


Financial Statements for the Year Ended 31 December 2023


Notes (Continued)

4. Payments

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2023 £	Total 2022 £
<u>MISSION GIVING AND DONATIONS</u>						
Charities - Home (UK)	-	-	-	-	-	577
Charities & Hardship Fund	1,629	-	-	-	1,629	1,514
India	-	-	-	-	-	500
	1,629	-	-	-	1,629	2,591
<u>CLERGY AND STAFFING COSTS</u>						
Administrator Parish/Benefice	-	-	3,694	-	3,694	8,545
Clergy Expenses	3,480	-	274	-	3,754	4,186
Organist	3,025	-	-	-	3,025	3,715
Clerk and Vergers Fees	510	-	-	-	510	605
	7,015	-	3,968	-	10,983	17,051
<u>ADMINISTRATION COSTS</u>						
Support Costs	189	-	-	-	189	661
Printing Stationery & Computer	2,166	-	-	-	2,166	1,297
	2,355	-	-	-	2,355	1,958
<u>CHURCH RUNNING EXPENSES</u>						
Insurance	4,283	-	-	-	4,283	3,936
Service Costs	2,029	-	66	-	2,095	1,672
Maintenance	1,464	-	311	-	1,775	1,708
Centre Recharge Church share of costs	(911)	-	911	-	-	-
Electricity & Oil	1,814	-	-	-	1,814	3,365
Independent Examination Cost	500	-	-	-	500	500
Maintenance/utility (Parish Room)	102	-	-	-	102	1,537
Bank Charges	-	-	-	-	-	182
	9,281	-	1,288	-	10,569	12,900
<u>COSTS OF TRADING</u>						
Magazine	-	-	-	-	-	5,160
Hall Running Costs	-	-	18,018	-	18,018	15,123
St Cuthbert's Lunch Club	-	-	15,076	-	15,076	8,485
	-	-	33,094	-	33,094	28,768
<u>MAJOR CAPITAL EXPENDITURE</u>						
Church - Major repairs and Redecorations	-	-	-	-	-	12,891
	-	-	-	-	-	12,891
<u>OTHER EXPENDITURE</u>						
Mission and Evangelism Costs	228	-	149	-	377	-
Churchyard Expenses	10	-	660	-	670	-
Other	564	-	-	-	564	259
Gifts and Hospitality	126	-	25	-	151	-
Children's Work	-	-	323	-	323	433
	928	-	1,157	-	2,085	692

Signed on behalf of all the trustees to confirm these accounts have been presented to the Annual Parish Church Meeting and accepted at this meeting.

 (Team Vicar) Date: 24 April 2024

 (Churchwarden) Date: 24.4.2024

 (Churchwarden) Date: 24.4.2024

PARISH OF SPROWSTON Data Protection Policy

The Parish of Sprowston is required to process relevant personal data regarding clergy, trustees, (P.C.C. members), employees congregation and volunteers, as part of its operation and shall take all reasonable steps to do so in accordance with this Policy.

The Principles

The Parish of Sprowston shall so far as is reasonably practicable comply with the Data Protection Principles contained in the General Data Protection Regulation (GDPR) from 25 May 2018 to ensure all data is:-

- Fairly and lawfully processed
- Processed for a lawful purpose
- Adequate, relevant and not excessive
- Accurate and up to date
- Not kept for longer than necessary
- Processed in accordance with the data subject's rights
- Secure
- Not transferred to other countries without adequate protection.

Data Protection Policy

Personal Data

Personal data covers both facts and opinions about an individual where that data identifies an individual. For example, it includes information necessary for employment such as the member of staff's name and address and details for payment of salary. Personal data may also include sensitive personal data as defined in the Act.

Processing of Personal Data

Consent will be required for the processing of personal data, unless processing is necessary for the performance of the contract of employment. Any information which falls under the definition of personal data and is not otherwise exempt, will remain confidential and will only be disclosed to third parties with appropriate consent.

If a member wishes to revoke or change consent they must agree a specific agreement on how their data is to be processed with the data processor.

The Parish of Sprowston processes some personal data for advertising Parish of Sprowston information and fund-raising purposes. Data subjects have the right to request an opt-out to these activities, which must be respected.

Sensitive Personal Data

The Parish of Sprowston may, from time to time, be required to process sensitive personal data. Sensitive personal data includes data relating to medical information, gender, religion, race, sexual orientation, trade union membership and criminal records and proceedings. (Data Protection Act 1998)

Rights of Access to Information

Data subjects have the right of access to information held by the Parish of Sprowston, subject to the provisions of the Data Protection Act 1998 and the Freedom of Information Act 2000. Any data subject wishing to access their personal data should put their request in writing to the Parish of Sprowston Administrator. The information will be imparted to the data subject as soon as is reasonably possible after it has come to the Parish of Sprowston's attention in compliance with the Data Protection Policy Guidelines.

Exemption

Certain data is exempted from the provisions of the Data Protection Act which includes the following:-

- National security and the prevention or detection of crime
- The assessment of any tax or duty

- Where the processing is necessary to exercise a right or obligation conferred or imposed by law upon the Parish of Sprowston, including Safeguarding.

Any further information on exemptions should be sought from the DPC.

Accuracy

The Parish of Sprowston will endeavour to ensure that all personal data held in relation to all data subjects is accurate. Data subjects must notify the data processor of any changes to information held about them. Data subjects have the right in some circumstances to request that inaccurate information about them is erased.

Enforcement

If an individual believes that the Parish of Sprowston has not complied with this Policy or acted otherwise than in accordance with the Data Protection Act, the member or member of staff should contact the administrator in the first instance. If not satisfied with the response or if in need of any advice the Information Commissioner's Office (ICO) should be contacted.

Data Security

The Parish of Sprowston will take appropriate technical and organisational steps to ensure the security of personal data.

All clergy, trustees (P.C.C. members), employees congregation and volunteers will be made aware of this policy and their duties under the Act.

The Parish of Sprowston, clergy, trustees (P.C.C. members), employees, congregation and volunteers are required to respect the personal data and privacy of others and must ensure that appropriate protection and security measures are taken against unlawful or unauthorised processing of personal data, and against the accidental loss of, or damage to all personal data.

An appropriate level of data security must be deployed for the type of data and the data processing being performed. In most cases, personal data must be stored in appropriate systems and be encrypted when transported offsite. With permission their personal data may be for limited publication within the Parish of Sprowston, therefore having a lower requirement for data security.

External Processors

The Parish of Sprowston must ensure that data processed by external processors, for example, service providers, Cloud services including storage, web sites etc. are compliant with this policy and the relevant legislation.

Secure Destruction

When data held in accordance with this policy is destroyed, it must be destroyed securely in accordance with best practice at the time of destruction.

Retention of Data

The Parish of Sprowston will only create and retain personal data where absolutely necessary. Regular reviews of files will be held and unnecessary or obsolete data will be systematically destroyed.

Data may be retained for differing periods of time for different purposes as required by statute or best practices. Other statutory obligations, legal processes and enquiries may also necessitate the retention of certain data.

The Parish of Sprowston may store some data such as registers, photographs, books and records etc. indefinitely in its archive.

Signed:



Date: 24/04/2024

Review date: April 2025