



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 2025

Associate Team Vicar and Chair

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

Mr Graeme Payne
3 Waterloo Road
Hainford
Norwich
NR10 3AX

THE PARISH OF SPROWSTON WITH BEESTON ST ANDREW

ANNUAL REPORT FOR 2025

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, and the earth
- To make disciples
- To make a difference to life in Sprowston and beyond, for people and 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 2025/2026

PCC MEMBERS

CLERGY

The Revd Dean Akrill	(until Dec 2025)	482360
The Revd Tim Yau		07964078330

READERS

Mrs Stephanie Grand	488985
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CHURCHWARDENS

Mrs Susan Ellingham	416144
Mrs Sheila Tuffield	419896

DEANERY SYNOD MEMBERS

Mr Robert Huntly	400902
Mrs Sheila Tuffield	419896
Mrs Mary Carpenter	462694

ELECTED COUNCIL MEMBERS

(Retire 2026)
Jane Jackson
Penny Rennie (secretary)
Vacancy
Vacancy

(Retire 2027)
Michelle Goulding
Vacancy
Vacancy
Vacancy

(Retire2028)
Derek Robinson
Keith Hider
Denise Jermy
Toni Morina

CO-OPTED (April 2025)

The Rev Melanie Hider
Jane Cole (Treasurer)

ASSOCIATE TEAM VICAR'S REPORT

It continues to be a profound privilege to serve as Interim Assistant Priest in the Sprowston & North Norwich Team Ministry. As I reflect on my third year in this role, 2025 has been marked by deepening relationships, creative mission, shared celebration, and significant transitions within our parish and wider deanery. In this short report there isn't the room to mention every single thing that happened, however what follows are my personal highlights and the significant events.



Ministry in a Year of Change

The year began with Rev. Dean's sabbatical, a richly deserved time of rest and renewal during which he travelled to India and later to Lindisfarne (Holy Island).

It was a profound journey of interfaith exploration, social engagement, and personal transformation. Over six weeks, he visited temples, slums, schools, hospitals, and sacred cities. He shared with many of us his travel reflections on the themes of **interconnectedness, compassion, and the divine in diversity**.

During his sabbatical and afterwards during an extended period of compassionate leave, his absence invited the whole team to work collaboratively and imaginatively, and I am grateful for the support of colleagues and congregations during this period.

Sadly, after 17 years of faithful ministry in Sprowston we said farewell as Dean moved to Rutland to serve as Vicar of Ketton & Tinwell. Dean's theatrical priestly ministry, and his wife Claire's dedicated service as Parish Safeguarding Officer, and the joy she brought through Bertie's Babes toddler group, will be greatly missed. We give thanks for all they have offered to this parish.

Festivals

Easter

- **Easter Sunrise Service on Kett's Hill**, shared with Rev. Graham Kirk-Spriggs, offered a moving moment of hope as dawn broke over Norwich.
- **'Junk to Joy' Messy Easter** invited families to transform recycled materials into crosses, reminding us that God brings beauty from brokenness, and nothing is wasted with God.
- **Contemporary Stations of the Cross at St. Mary & St. Margaret's** provided a powerful, reflective journey through Jesus' passion, engaging visitors of all ages.

Christmas

- **Messy Christmas** was a joyful, lively celebration, welcoming many young people and families into St Cuthbert's with Mary Carpenter, our Authorised Worship Assistant creating a crib with strips of paper.
- **Christingle outreach** at White House Farm Primary and the later service at St. Mary & St. Margaret's strengthened church-school connections.
- **Annual Gift Service** saw generous donations shared with the Mile Cross Salvation Army for distribution to local families in need.
- **Sprowston Junior School Carol Concerts** brought children, staff, and families into St. Cuthbert's for much-loved community gatherings.
- **Christmas Extravaganza** at The Brickmakers featured the Domino Singers and Norfolk Singing Hands, celebrating creativity and community spirit.
- **Hub Carol Service** offered a profoundly joyful celebration with adults with learning disabilities.
- **Christmas Eve Christingles** were enriched by Revd Graham Kirk-Spriggs' dramatic contribution, and the Archdeacon kindly led midnight Communion at St. Cuthbert's during a time of illness.

These festival moments helped us explore the Christian story with fresh eyes and renewed faith.

Community Engagement and Public Witness

Our commitment to being a visible, joyful, and compassionate presence in Sprowston continued throughout the year with the following highlights:

VE Day 80 – 8th May: We joined the town in marking this significant anniversary, with a beacon lighting at Sprowston Methodist Church. It was an honour to welcome Deputy Lieutenant Dr Marion Princely and to celebrate alongside the Hellesdon & Sprowston Brass Band.

A to Better Community Roadshow – 8th June: I represented the parish at White House Farm Primary School, engaging with residents, local organisations, and community partners as we explored together how to build a more connected and sustainable Sprowston.

Pet Service – 29th June: Our annual pet service at St. Mary & St. Margaret's once again brought joy, wagging tails, and a reminder of God's delight in all creation.

Pastoral Visitor Training – 13th July: A significant development this year was the training of a new Pastoral Visiting Team, equipping volunteers to offer safe, compassionate support to vulnerable adults. This marks an important step in strengthening our pastoral care across the parish.

Picnic & Praise – St. Augustine's 10th August: Our six churches gathered for a joyful joint celebration, sharing food, worship, and fellowship. This event embodied the unity and mutual encouragement that continues to grow within our team ministry.

Teddy Bear Parachute Drop – 14th September: A highlight of our family outreach, this annual 'fun furry friend fling' once again filled the churchyard with laughter, daring teddies, and enthusiastic spectators.

Christmas Shoebox Appeal: A heartfelt thank you to all who donated towards the 60 filled shoeboxes sent to the Blythwood "Changing Lives for Good and Forever" Christmas Appeal. Your generosity will bless children and families far beyond our parish.

Schools: A continuing joy has been our growing involvement with local schools. These regular assembly visits have helped build strong relationships with staff, parents, and children, and led to an invitation to teach some lessons in White House Farm Primary - a wonderful chance to support their learning and spiritual growth.

Families: After several joyful years, we said farewell to the Manor Park Community Drop-in Stay & Play at White House Farm Primary School due to falling numbers. This group has been a place where neighbours became friends and children made their earliest memories. We give thanks for all who participated and supported this ministry from the Sprowston churches.

Serving the Wider Church

On 26 February I was licensed as Rural Dean of Norwich North. I am deeply grateful for Rev. Margaret McPhee's thoughtful and humble leadership, which has been an example to us all. I pray that I may offer the same care and support to our clergy, laity, and parishes as we work together to proclaim the good news of Christ across our deanery.

Looking Ahead

This year has brought a heavier personal workload following Dean's departure, and with Jane Cole soon retiring and Penny Rennie stepping down as PCC Secretary, we face a real gap in our behind-the-scenes office support. Even so, we remain hopeful and committed to refreshing our parish profile as we seek a new Team Rector.

As Proverbs 3:5–6 reminds us, "Trust in the Lord with all your heart and lean not on your own understanding; in all your ways submit to him, and he will make your paths straight."

Let us stay the course with faith and determination and keep our eyes fixed on Jesus.

Revd. Tim

DEANERY SYNOD REPORT 2025

Our representatives on Deanery Synod were : Sheila Tuffield, Mary Carpenter, and Robert Huntly.

February's Synod meeting, at St. Luke's, included the licensing of Reverend Tim Yau as the new Rural Dean, by Archdeacon Keith James. The guest speaker was Rev'd Canon Karlene Kerr, Rural Dean of Lynn, who introduced the national "Racial justice toolkit" (available on line). The aim is to tackle racism and safeguarding issues affecting minorities in parishes. Each Diocese was to appoint a Racial Justice Advisor, and there would be training for parishes. A Diocesan anti-racism inclusive statement would follow, to be included in every Parish Profile.

The 2025 Deanery Ascension Day service on 29th May (which is open to all) was held at Sprowston Parish Church.

On the afternoon of 15th July, members visited Diocesan House for a tour of the departments and to meet the Diocesan Secretary, Tim Sweeting.

October's Synod, at Horsford Church Room, had as guest speaker Rev'd Rachel Foster (formerly a police officer in the Horsford area). Her subject was the Pastoral Principles of Living in Love and Faith (not the LLF report itself, though she is also involved with a course on that subject). She briefly outlined the six Pastoral Principles, which concern how we treat each other (Acknowledge prejudice, Speak into silence, Address ignorance, Cast out fear, Admit hypocrisy, Pay attention to power). A five-session course on this for PCCs is available on the Church of England website.

Deanery Synod meetings also receive reports from Diocesan and General Synods (the next levels up), on which we have representatives, and reports of what is happening in the Parishes which form our Deanery.

Although not within the year of this report (2025), it is worth mentioning that the February 2026 meeting – at Taverham church – included an "Eco-church roadshow", which was also open to other interested parties, and proved to be very much in-keeping with what we are already doing in this parish.

Please note that the 2026 Ascension Day service will be at Horsham St Faith church on Thursday 14th May at 7pm, and is open to all (not just Synod members).

Robert Huntly

Report not received in time for publication of the Book of the Year presented and approved on 22-04-26. However, report was presented at AFM on 22-04-26 and added as agreed

REVIEW OF THE YEAR 2025

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 unfortunately, like many parishes, we were not able to pay our Parish Share in full this year. Our treasurer, throughout the year, produced excellent and understandable end of the month financial statements.

Various policies were updated throughout the year. Much discussion occurred throughout the year over the prolonged interregnum, sale of the vicarage and way forward for the parish. Revd Dean Akrill - and Claire - left us to take up the position of vicar at Ketton and Tinwell in the Peterborough Diocese. They will both be greatly missed and as Claire was our very efficient Parish Safeguarding Officer (PSGO) she will be very difficult to replace in such an important role. At each PCC meeting there was a report on safeguarding of children and vulnerable adults.

The teams of fabric, mission and ministry, children youth and family, social and communications continued their work and gave regular updates and Diocesan and Deanery Synods were reported on after their meetings. The Eco-church worked towards gaining a bronze award from A Roche – a very difficult task with many pages to negotiate on their website. The church continued to work closely with the school children. At the last meeting we heard that, unfortunately, SYEP, the Sprowston and Old Catton youth group, would cease holding their meetings on church premises but move to the new Sprowston Town Council Viking Centre as it is a more central venue for their meetings. Their Urban Garden initiative though, continues its good work on land near the Parish Church.

I would like to thank the Standing Committee and the congregations for all their support throughout the year. This will be my last report as PCC secretary as I am moving to the Lake District to live with my daughter and son-in-law after many years of service in the parish. As we are unable to support financially, our parish administrator, she will retire at the APCM and we will not be able to replace her on the present terms. She especially will be missed for all her excellent organisational skills.

Penny Rennie
PCC Secretary

CHURCHWARDENS' REPORT 2025

We would like to start by acknowledging the sad loss of three very longstanding members of our congregations, Alan, Pauline and Nora, since our last report. In their own way, each added to the depth and richness of our church family and they are each sorely missed by us all. We thank them for all that they gave in service, knowing that they will always rest in peace with their Lord.

2025 also saw further changes in our clergy team with Rev'd Dean being called to serve in the Parish of Ketton and Tinwell, within the Diocese of Peterborough. This move happened in December and we hope that he, Claire and Humphrey their dog, will have time to settle properly into their new parish now the rush of Christmas is behind them. We also saw completion of the sale of the vicarage and stables. The resultant loss of parking caused us to move our mid-week Wednesday service to St. Mary and St. Margaret's as parking on "our side" of Wroxham Road is not allowed until 9.30am Mondays to Saturdays due to the bus lane. The new purchaser generously provided us with a purpose-built storage unit as part of this process. Thank you to all who helped move the needed items from the stables to the new storage unit alongside the much needed "clear out".

We still wait in prayer for God to call a new Rector to the benefice, but remain upbeat that we are blessed to have Rev'ds Tim, Melanie, Heather and Graham, alongside our lay readers (the term they still prefer to use) Andy and Steph, and authorised worship assistant Mary, working together to ensure that we continue in all our day-to-day activities within the parish. We are particularly grateful for effort, support and commitment that Rev'd Tim provides, bringing some new ways of delivering God's message to both parts of our congregation and within the wider parish.

In addition to our regular services, funerals, weddings and baptisms, we were honoured to be asked to host Archdeacon Keith James' Central Visitation in the summer. This is the annual service for the "swearing in" of church wardens and saw about 100 wardens from across the archdeaconry attend. Thanks to the diligence of Jane, our parish administrator and PCC treasurer, regular contributions from members of the congregation and specific fundraising activities, we have managed to meet most of our financial liabilities in 2025 despite the inevitable, and in some cases significant, rise in costs. It is of the gravest concern that we currently remain unable to fully meet our annual financial contribution (known as Parish Share) to the Diocese which goes towards the costs of providing clergy and other services. In 2025 we have managed to pay about 70% of the amount requested of us, leaving a shortfall of a little under £21,000 for the year. Parish Share increases year on year and the only way to meet this expectation is for a dramatic increase in the amount of regular income we receive. This increase currently needs to be around £500 extra per week, week on week, month on month and year on year. We are incredibly grateful for all the financial support currently received but would ask that everyone prays about this. We would welcome any thoughts and actions to help us in this uphill battle as a matter of urgency.

We co-ordinate our main health and safety requirements (things like boiler services, fire and other alarms services, electrical testing etc) through the office. However, we must also give a big vote of thanks to Robert, so often the first port of call for all the little (and sometimes not so little) things that happen on a day-to-day basis, and for all that he does so often behind the scenes. We are also grateful to everyone who joins us in the maintenance days in both churches and those who quietly help to keep the churches and outside spaces looking "cared for" outside these days. We welcome any further offers of help as there are always jobs that don't get done in the maintenance days.

There will be reports from others on the many aspects of our parish life so it remains with us to thank everyone who helps in the running of the parish, for Tony and Rosemary our sacristans who prepare our altars for services, our teams who act as vergers for funerals, weddings and baptisms, our teams of welcomers for services, Penny our PCC secretary and all our PCC members, readers and intercessors, and all who take a lead in specific church groups or activities.

Finally, we would like to thank you all for your support to us both in our efforts to do everything we can for the benefit of the parish in our roles as church wardens.

Sheila Tuffield and Sue Ellingham
Churchwardens

TREASURER'S REPORT FOR THE 2025 PCC ACCOUNTS

For the PCC Main Account, 2025 was not quite as financially challenging as in previous years with income exceeding expenditure by the year end of £1,332.29, a marked improvement on the predicted budget. However, once again we have not paid the Parish Share in full, meeting approximately 70% of our share allocation – a slightly lower percentage than in 2024. At this point, it is also worth noting that the budget for 2026 predicts a very tight year indeed financially. Please pray with us for our own response to giving, that we might meet our financial obligations more fully and so that we might prayerfully obey God's prompting for the work of his kingdom through the ministry and mission of the Parish of Sprowston.

The total receipts for 2025 for the general unrestricted fund amounted to £67,243.90. We are extremely grateful for the amount raised once more on our Gift Day and to all those who work tirelessly to fund raise for us. We have noticed that funds raised from donations for second hand books, cards and pictures, marmalades and jams, bantam eggs, cash for clothes, etc, etc, have made a difference to our income – it might be small, but definitely not insignificant; as they say 'every little helps!' This year, the receipts ran at 107% of last year's and at 98% of the budget prediction, much better percentage totals than in 2024.

Total payments to provide the Christian ministry of the Parish of Sprowston in the general unrestricted fund amounted to £65,911.61. Payments ran at 95% of last year's and at 72% of the budget prediction, meaning that, overall, our expenditure has increased slightly this year. However, as mentioned above, we were not able to meet our Parish Share obligation which had been included in full in the budget. Whilst the Centre Account pays for all the utilities throughout the year, a recharge system operates, usually on an annual basis. A proportion of these bills is allocated to the church and recharged alongside other things, for example, phone bills and printing costs. Some hire income paid into the Centre Account is allocated to the church at the same time, along with a proportion of the annual Insurance premium. It was noticeable that in 2025, the General Fund owed the Centre Account fund slightly in excess of £1,500 mainly due to the heavy increase in the electricity bill. In previous years the Centre Fund has owed money to the General Fund. As in all areas of life, we expect costs of utilities to rise further in 2026.

It is worth noting that the Administrator's salary is paid by the Centre Account. To meet this expenditure, money continued to be transferred to the Centre Account from discretionary funds in the Savings Account as agreed in September 2023 by the PCC. Our Cleaner's salary also comes from the Centre Account regardless of the fact that St. Mary and St. Margaret's Church is part of the cleaning schedule, as more hours are allocated to clean St. Cuthbert's Church, Centre and Annexe. PAYE/NIC to HMRC came from the Main Account. However, our cleaner Louise handed in her notice towards the end of 2025 and Elliot, who now cleans for us, is self-employed. This means that we no longer need to run payroll including PAYE/NIC.

As with last year, for those of you who like perusing figures, the Accounts to 31st December 2025 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 continue to give regularly to the Parish and support its ministry and mission, to Mr. Robert Huntly for undertaking the thankless task of banking the cash and cheques that come in and for dealing with the Stewardship and Gift Aid claims and also to Mr. Graeme Payne for being willing once more to undertake the role of independent examiner to our accounts.

Jane Cole
PCC Treasurer

STEWARDSHIP AND GIFT AID REPORT

During 2025 there were 40 regular donors via all Stewardship methods (down from 42 in 2024). Of these, 26 gave under Gift Aid (down from 27 in 2024) which enables the Church to claim a refund of tax already paid by the donors. The total includes 11 using the envelope scheme (down from 13), 13 by standing order (as before) and 16 using the externally administered 'Parish Giving Scheme' (as before). Two individuals continued to use more than one payment method.

It remains the case that anonymous cash donations of up to £30 placed in the offertory bowl enable the church to claim an amount (equivalent to a tax refund) under the Government's 'Gift Aid Small Donations' (GASD) scheme. Cash donations via the stewardship envelopes of those who have not made a Gift Aid declaration can also be included under this scheme on occasions when they are of less than £30. Please note that under HMRC rules the GASD scheme does not cover larger payments, or any made by cheque, card reader, smartphone, QR code, BACS, standing order, direct debit, crypto currency, or telepathic transference. If you are a tax payer, a standard 'Gift Aid' declaration is recommended for cheques, or cash gifts of over £30, and the white donation envelopes available at the back of both churches incorporate this.

Robert Huntly
Stewardship Recorder

LIFE EVENT MINISTRY: BAPTISMS, WEDDINGS AND FUNERALS 2025

'Life events' (baptisms, weddings and funerals) conducted in our churches in 2025 was mostly on par with those conducted in 2024.

Baptisms

Three baptisms were conducted in the parish this year. Two children were baptised at St. Mary & St. Margaret's and one adult at St. Cuthbert's.

Weddings

There were five weddings conducted in 2025, all at St. Mary & St. Margaret's.

Funerals

The total number of funerals conducted in the parish by our clergy and reader team amounted to fifty-three in 2025, taken at St. Mary & St. Margaret's, at local crematoria or as a graveside service in Sprowston Cemetery. 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 nine additional interments of ashes and one memorial service. Bereaved families were invited to our Service of Remembrance and Thanksgiving with Blessing of Graves at St. Mary & St. Margaret's in June and also to the Service of Remembrance and Thanksgiving at St. Cuthbert's held in November. The Norwich Choir sang for us at the June service but were unable to attend the service at St. Cuthbert's. These services were appreciated by those individuals and families who came to remember their loved ones.

First anniversary cards were sent to all families who had been bereaved in 2024, and cards were also sent on first anniversaries of 2024 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.

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 Associate Team Vicar, Churchwardens, Deputy Wardens, Treasurer and Secretary.

FABRIC COMMITTEE

Please refer to the Churchwardens' Report.

ECO-CHURCH GROUP REPORT

1. Introduction

The Sprowston Eco Church Working Group met regularly throughout 2025 to support one another in making our churches more environmentally responsible and to encourage eco-friendly practices within the wider Sprowston community. As stated at each meeting, the group's shared purpose was:

- Supporting each other to make our churches more eco-friendly.
- Working together to encourage our local community to be more eco-friendly.

The year saw significant progress in worship, practical action, community engagement, and long-term planning with Michelle Goulding joining the team and Liz Graveling leaving.

2. Strengthening the Eco Vision of the Parish

2.1 Mission Statement Renewal

The PCC approved an updated parish mission statement including explicit eco commitments:

- Worship God
- To love and care for each other, **and the earth**
- To make disciples
- To make a difference to life in Sprowston and beyond, **for people and planet**

2.2 Eco Church Framework

- A Rocha Eco Church profiles were created for each Church.
- The Eco Church Working Group continued to meet to work on the Eco Church strategy
- The Eco Church Working Group liaised with the Eco Group at Gage Road Chapel.

3. Creation-Focused Worship Services

The parish celebrated Creationtide (1 Sept – 4 Oct) with:

- Special creation-focused Sunday services
- New Eco Church noticeboards in each church
- Eco Church leaflets
- The Happy Harvest Paper Plate Project (see Section 6)

4. Churchyard Meadow Expansion

The Town Clerk approved enlarging the St. Mary & St. Margaret's meadow. A site survey was arranged for 15th June and the meadow at St. Mary & St. Margaret's Church was enlarged and a path was added through the meadow. The council mowed the meadow at the appropriate time and lay the hay on top to reseed the areas for next season.

5. Community Engagement and Partnerships

5.1 Building Local Connections

Efforts were made to connect with:

- Gage Road Chapel
- Sprowston Methodist Church (positive visit to their community garden)
- St. George's Catholic Church
- Local schools (especially for Harvest project)

5.2 Eco Craft and Family Activities at Messy Easter

Toilet-roll bird feeders, pinecone feeders and junk crafts, with the talk about God upcycling at the resurrection.

6. Major 2025 Initiative: Happy Harvest Paper Plate Project

A new Creationtide initiative involving local schools:

6.1 What Children Did

- Decorated a paper plate with their favourite food
- Wrote or drew a simple creation-care promise on the back

6.2 Why It Mattered

- Simple, low-cost, meaningful
- Linked faith with practical action
- Strengthened church–school–community relationships
- Created a joyful Harvest display in both our churches

The project was accessed by several of the local schools and the hope is that it will open doors for future joint eco initiatives.

7. Looking forward

The A Rocha Eco Award surveys progress slowly, partly because change takes time, but mostly because since Reverend Dean left there isn't the spare capacity to focus on the Eco Church Survey process.

8. Conclusion

2025 was a year of steady, practical, and prayerful growth for the Sprowston Eco-Church Group. The parish strengthened its eco identity, deepened its worship life, expanded habitat projects, and built new community connections. The Season of Creation celebrations and the Happy Harvest project marked significant milestones, laying strong foundations for a more ambitious ecumenical initiative in 2026.

Revd. Tim

CHILDREN, YOUTH AND FAMILIES REPORT

Please refer to the Associate Team Vicar's Report and also to the 'SYEP' and 'Bertie's Babes' Reports in the Group Reports below.

In addition to the assemblies taken in schools by the clergy, we have also been pleased to welcome several of our local schools into both of our churches, either for special services at Festival times or to explore and learn about the church as part of the R.E. curriculum. We are always seeking to invite local schools to bring their children to visit our churches when it is possible.

In 2025, we held two very successful 'Messy' events – one at Easter and the other at Christmas. These are always fun events with excellent and relevant craft activities taking place. These activities are always followed by a short all age service with plenty of 'audience' participation. Thank you to all the volunteers who help in any way with Messy Church – and, if you don't know about 'Messy', everyone is invited not just the under 12s, so keep an eye out for the next event.

At present, we do not have a Sunday school as such but, again, many thanks to those who man the children's corners week by week and prepare activities to engage the young people during the services.

COMMUNICATIONS REPORT

Penny and Robert have continued to do an excellent job in producing and distributing our bi-monthly magazine to approximately 70 people at no cost to the recipients although donations are always welcome. We will miss Penny, as editor, when she leaves us to live in the Lake District.

Our website is finally up and running with all the technicalities resolved but now needs someone able to update it regularly. Some difficulties continued to be experienced with the on-line streaming of services at St. Cuthbert's as the Wi-Fi signal can at times be rather erratic. It is pleasing that our presence on social media, especially Facebook, has had a very positive impact, specifically in opening up Tuesday Break to several people who now really appreciate being able to drop-in to a friendly space and have a welcome cuppa and chat and also in advertising our special events and services.

MISSION AND MINISTRY

Please refer to other reports in this booklet.

THE SOCIAL COMMITTEE REPORT

It was a busy year for the Social Committee, as usual. We held several meetings during the year and discussed many possibilities, some which were deemed feasible, others noted, but not acted upon for the time being.

We continued to hold the monthly coffee mornings on the first Saturday of each month. Claire Akrill had introduced a 'Stay and Play' section in the hall for children under 5 years old and their families. Thank you to Liz Chettlebugh and Pauline Richards for manning the kitchen.

In February Pauline Richards organised a Beetle Drive but was too poorly to attend, and we were saddened to hear of her death this January.

We organised Barn Dances in March and October, when Rodney Purdy called the moves. Although not too well supported by our congregations, we had enough participants to make the evening a social and financial success.

We made the Easter Coffee Morning special by having an Easter Egg raffle. This was followed the next day by having a Lent lunch in aid of 'Save the Children', where soup and a simple desert were provided.

In May we supported the Book Sale at St. Mary & St. Margaret's Church, particularly with the refreshments. There was a good footfall as the event attracted interested parties from areas other than Sprowston.

In July, we decided not to hold a fete as Sprowston Town Council was to hold one on the Recreation Ground. We supported stalls for Churches Together in Sprowston, a book stall, Mothers' Union, and the Sprowston Parish Players in order to promote our churches.

In September we supported the Norfolk Churches Trust Cycle, Walk, Drive to raise funds for our churches.

Also in September, our ever-popular Teddy Bear Parachute Drop and picnic took place at St. Mary & St. Margaret's. This was a fun event for families and onlookers alike, with refreshments available and ending with a short service, and the retrieval of teddies or other cuddlies trapped in the trees.

In November we enjoyed a concert from Martin Wyatt's St. Gregory's Orchestra at St. Cuthbert's. The programme consisted of 'The Clemency of Titus' Overture, incidental music from 'The Magic Flute', and 'Symphony Number 39', which were all by Mozart, and a Flute Fantasia by Hue. It was an enchanting event.

In November we held our Christmas Fair, which took a lot of time and effort to organise, but it was worth it to see so many people walk through the doors of St. Cuthbert's, and to hear so many compliments, and promises to return next year.

We always welcome new offers of help and new ideas.

Sheila Tuffield: also, Bryan Carpenter, Mary Carpenter, Michelle Goulding, Robert Huntly, Jane Jackson, Denise Jermy, Toni Morina, Anne Robinson.

GROUP REPORTS

SYEP REPORT

After much thought and discussion, we made the very difficult decision to move our youth sessions from the Annexe. Our last session there was on 16th December, and our equipment was moved over the two-week Christmas holidays. This really wasn't an easy decision for us as we've been at the Annexe for 13 years, and it's been so much more than just a venue - it's been a home for us. Thanks for the warmth and support we've always had from everyone at the church. We're truly grateful for everything you've done to support us over the years.

Recently, Clarion asked us to set up and run a youth group at the Viking Centre. This opens new funding opportunities and helps us reach more young people, but with our current capacity we just couldn't manage both. We also found it increasingly challenging not being able to use the vicarage garden anymore, and with the storage sheds now behind the Annexe, our outdoor space became quite limited. The young people often ended up playing around the car park or gathering at the back, which we knew wasn't ideal - it's not very safe, and it sometimes causes noise for the choir. We also spoke with the young people themselves, and the majority said they'd prefer to be based at the Viking Centre. Taking all of this into account, we felt it was the right step forward, even though it was a sad one for us.

We still hope to continue our relationship with the church and the PCC, especially as we'll still be using the Urban Adventure Garden and would also love to use the Annexe for one-off events in the future.

Clare Lincoln

BERTIE'S BABES REPORT

Our group for pre-school children and their carers, Bertie's, continues to thrive – we have good numbers attending each week with some weeks busier than others. Each week we have crafts, a singing time, a lot of play and fun. When the weather is dry enough, we use the outside play area. The fence was replaced during the year which has made the garden much safer for everyone. We have our 10-minute child friendly service once a month. Claire took this until she left the parish and now Revd. Melanie has taken over this role.

The Soft Play company we previously used has ceased trading so, as we couldn't find another one locally, we had a messy play session on the last day of the summer term and in December we provided food for the children and had a small Christmas party. All the children received a present from Father Christmas and were able to participate in the Christmas present display in church as they decorated their own little box, which they then kept for future years to hang on their own Christmas trees. The children also all received a chocolate rabbit at Easter. We also made our usual donation to the church in recognition of having access to church facilities.

This year has seen a major change with Pauline sadly not being able to return in September due to her health and passing away in January. Claire moved away in November and the main running of the group has been taken over by Karen Ryan with more people joining the committee. Robert has been a great help setting out the chairs and tables for us before we arrive. The group wouldn't run without the help of our committee and our marvellous helpers in the kitchen, Andy Hudson and Sheila Tuffield, - thank you all! We have been very blessed in having a "variable rota" of grandmas who also take turns at the welcome desk – my grateful thanks to you all.

Although it has been a year of change, the ethos of the group has stayed the same, with us welcoming everyone.

Karen Ryan

CROSS SECTION LADIES REPORT

Cross Section Ladies always enjoy our eating together evenings. We began 2025 with a lovely meal provided by the committee, and again in June, we all enjoyed the BBQ – thanks go to our chefs Ned and Archie. These events are always a great time to catch up and chat.

During the year we watched slides and listened to Paul Dickson detailing the changes in Norwich over the last 100 years. We also welcomed David Berwick as he fascinated us with the curiosities in Norfolk churches. Kevin Woodruff and his wife came to tell us about keeping bees and several of us bought his delicious honey.

In February we welcomed Ann and Liz who talked to us about the work of the John Aves Project which sponsors young people in education. In the summer we visited the Walled Garden at Little Plumstead. Although it was summer, the evening was rainy, but we managed a quick trip around the garden between showers. Then we all met back in their café for tea and cake and a good old chat! Then, in October, Georgette Vale visited us in the guise of Edith Cavell. We were all moved by her reconstruction and talk of Edith's last days in prison before execution. In November we welcomed Sarah Chappel who amazed us by making Christmas decorations out of used drinks cans. We rounded off the year with wine, mince pies and Christmas games at our AGM. This was another great year for Cross Section – our 35th.

Sadly, we have had to say goodbye to two of our long-standing members. Pauline Richards, with myself and others, was a founder member of Cross Section and Pauline always served as a committee member. Pauline's commitment to Cross section was unwavering. She was always on hand to help out in any way she was able. She will be missed in so many ways, but mostly for her cheerfulness, good humour and dedicated support. Rest in peace, Pauline. We also had to say farewell to Nora Atkinson. Nora was full of fun and always enjoyed every evening she spent at Cross Section. She took part in all the events even though she was losing her sight. Her interest in everything and her cheerfulness will be missed. Rest in peace, Nora.

Cross Section is such a success because of the care and attention of the committee who are always on hand to help and support me. The meals, social evenings and much, much more are successful because of the ideas and suggestions put forward at our meetings. My grateful thanks to them and also to the members – because without them, there would be no Cross Section.

Cross Section meets on the third Tuesday in each month at St. Cuthbert's Centre at 7.30pm. For more information, please give me a call on 01603 484626.

Roz Taylor
Cross Section Chairperson

MOTHERS' UNION – SPROWSTON BRANCH REPORT



Our branch continued to meet monthly throughout 2025, usually on the last Wednesday. We joined together for a short service at the start of most meetings and are grateful to the members who are involved in leading, reading, playing and preparing intercessions for these. One of the objectives of the Mothers' Union is 'to maintain a worldwide fellowship of Christians united in prayer, worship and service' and our short services are a valuable reminder of our 4 million 'sisters' in 84 countries around the world. Our MU wave of prayer remembers every diocese worldwide by name throughout the year, and it is powerful to realise that when we hold our wave of prayer service in January, members across the world are praying for our own Norwich diocese.

During our meetings, we have explored what we mean by 'safeguarding', reflecting on our responsibilities, learned more about the global history of Mothers' Union and heard from our leader, Sheila Tuffield, about her meeting with our new World-Wide President, Kathleen Snow. A talk by Norman Manners about the life of a prisoner in one of our jails provoked much thought and discussion about the long-term effects on the life of the individual and their family, and brought into focus for us the value of our local diocesan MU Angel Tree projects which our branch supports. We highlighted the project, which provides Christmas presents for the children of prisoners, at our church Autumn fair.

We were joined by some members from other branches at our Quiet Day at St. Mary and St. Margaret's in June, led by our MU Diocesan Chaplain, Revd. James Stewart. We were pleased to enrol a new member in September and, after the solemn part of the afternoon, enjoyed a fun game of church 'beetle'!

Friends from our community and congregation joined members for our fundraising afternoon tea in Sheila's garden in August and again for our carol service in December. We are grateful for the support we received which enabled our branch to donate funds to our church and to our MU diocesan projects.

We've been 'out and about', too, with a stall at Sprowston Town fete and at our church autumn fair. and if there is something going on at either of our churches, you'll usually find an MU member is around.

We are involved in MU diocesan activities, too, and, as well as attending diocesan council and Members' Days, we were privileged to lead MU Midday Prayers in the Jesus Chapel in our cathedral in February. These take place on the first Thursday of every month and everyone is welcome.

All our members contribute to the running of our group in various ways, but special thanks are due to our leader, Sheila Tuffield.

Our founder, Mary Sumner, is commemorated by the Church of England on August 9th each year, and we always place flowers in St. Mary and St. Margaret's church to mark this day. 2026 will be the 150th Anniversary of the Mothers Union and a special year as we look back on all that has been achieved and forward to new ways of fulfilling our aims in the future. Families and family life may have changed but the need for empowerment, love and care throughout the world has not.

Barbara Lashley

ST. CUTHBERT'S LUNCH CLUB REPORT

Once again, the year has been another successful one for the Lunch Club with new members coming to join us. We continue to provide a full day of entertainment with quizzes, a raffle, bingo, live music and a meal.



Our lovely cook, Jane, does a wonderful job cooking for all our members. She has a name for the volunteers – The Dream Team – but, unfortunately, we did lose one of our team this year; the much-loved Marian Hill who we sadly miss. Without the volunteers, we couldn't run the Lunch Club, so, as always, it's a big thank you to them.

This year once again we arranged to go to 'The Rectory' for lunch at Easter and also later in the year. The members love the idea of being taken out to a different venue, being able to choose what they would like to eat and having entertainment. At Easter we like to give the members a special treat with a free raffle and an Easter Egg each to take home.

We had a lovely Christmas Lunch. The volunteers all came in early to make sure that all the tables were ready for a celebration dinner and worked extremely hard to make it a special day. This is the one time when we, the volunteers, give a big thank you to all the other helpers who make the club so successful – that is, 'Door to Door', Robert who puts out the tables and chairs for us, and Jane, the church administrator, who deals with our finances. We like to make this a 'free of charge' day. When the members leave for home, they are all given a present of a Christmas bag filled with goodies.

This year we celebrated the 80th anniversaries of VE Day in May and VJ Day in August. Lots of bunting and flags went up in the hall and, instead of putting out biscuits with their tea or coffee, we laid out small spam sandwiches, which the members found amusing. They also had cupcakes decorated in red, white and blue with their afternoon coffee or tea, which they loved.

Finally, when our cook is away, we do need to say a big thank you to Becky from Ber Street Kitchen who steps in to provide the cooked meal for our members.

Gwen Munro

TUESDAY BREAK/COMMUNITY COFFEE MORNING REPORT

Tuesday Break is a long-established and much-loved part of our church's outreach, offering a welcoming space where people can step away from the pressures of everyday life, take time to breathe, reflect, and relax with a cup of tea or coffee in friendly company.

This is now my second-year coordinating and running the gathering, and it has been a true privilege to continue this valuable ministry. It means a great deal to be able to offer a safe, supportive environment where people feel welcomed, respected, and valued.

Each week we welcome around 20-40 people, with new faces continuing to join us alongside regular attendees. It is encouraging to see friendships developing, confidence growing, and a genuine sense of community forming among those who come through our doors.

We are especially pleased to welcome visitors from the Hub at Aslake Close, who benefit from the opportunity to socialise in a relaxed setting, take part in conversation, and occasionally share their musical talents on the church piano. Opportunities such as this help to reduce isolation and strengthen community connections.

Our doors are open to everyone. You do not need to be a member of the church or follow a particular faith to attend - this is truly a community space. People join us for many reasons: some are visiting loved ones' graves, some are dog walkers passing by with their four-legged companions, and others are simply seeking friendly conversation and companionship.

Many people value having someone to talk to, and we seek to offer a listening ear in a safe, compassionate, and non-judgmental setting. Support, conversation, and prayer are available for anyone who would find them helpful, and where appropriate, we can help people connect with further pastoral or practical support within the church or wider community.

Tuesday Break is run in line with the church's values of care, respect, and inclusion, ensuring that all who attend feel safe and supported. Above all, Tuesday Break is a place of kindness, dignity, and belonging - somewhere people can come exactly as they are, enjoy a cuppa and something to nibble on, and leave feeling a little lighter than when they arrived.

A warm and friendly welcome is always waiting for you!

Michelle Goulding

SPROWSTON PARISH PLAYERS REPORT

What a busy and successful year 2025 was for Sprowston Parish Players! In addition to our annual pantomime, Summer Show and Christmas Cheer, we also staged a play in May, making it one of our most active years to date.

The year began in January with our annual pantomime, "Alice in Wonderland". This well-loved production attracted more than 550 audience members across five performances. The show was filled with colour, lively characters, and plenty of slapstick comedy. Rehearsals were great fun, with numerous songs and carefully choreographed dance routines to perfect. We were especially pleased to welcome several new members who joined us for this production.

As our pantomimes continue to grow in popularity, we decided to add a fifth performance this year. We also chose not to increase ticket prices, ensuring that the show remained affordable for everyone in our community. The feedback from audiences was extremely positive, and some attendees even expressed an interest in joining the group for future productions.

In February, rehearsals began for our May play, "Maskerade," by Terry Pratchett. This production was very different from pantomime and provided a new challenge for our cast. The story follows the witches Granny Weatherwax and Nanny Ogg as they travel to the Opera House to find a young girl named Agnes Nitt. They soon become involved in a mysterious tale that echoes the story of "The Phantom of the Opera". The play allowed our members to demonstrate their versatility and acting ability.



Following the success of "Maskerade", we turned our attention to the Summer Show, which took place in July. This lively production celebrated music from the 1980's and featured well known songs including "Another One Bites the Dust", "Our House", "Summer of 69", "Fame", "Love Changes Everything", "Tell Me It's Not True", "Never Gonna Give You Up" and "Don't Stop Believing". The atmosphere throughout the performances was vibrant and enthusiastic. St. Cuthbert's Church was beautifully lit, and the audience enjoyed an evening of energetic singing and entertainment.

After a short break in August, we returned to St. Cuthbert's to begin rehearsals for our 2026 pantomime, "Treasure Island". Weekly Thursday rehearsals were now well under way. In October and November, some members also met on Fridays to prepare for our annual "Christmas Cheer", which was performed on the 29th November. The evening included favourite Christmas songs, solo performances, and opportunities for audience participation. During the interval, everyone enjoyed a selection of festive refreshments, marking the true beginning of the Christmas season.

Overall, 2025 has been a rewarding and memorable year for Sprowston Parish Players. We are proud to provide entertainment for our local community and look forward with excitement to another successful year in 2026.

Toni Morina
Chairman

SAFEGUARDING REPORT

We would like to express our thanks to Claire Akrill for undertaking the Parish Safeguarding Officer (PSO) role throughout most of 2025. During her time as safeguarding Officer with us, she talked the PCC through and updated many items on the Parish Safeguarding Dashboard – there tended to be a lot of reading connected with some of the items! In January, Claire talked to both churches about safeguarding during the morning services. "Safeguarding Sunday" was also marked in November, although by then we were without an official PSO as Claire had moved on with Dean to their new parish in Rutland.

Thank you also to Sue Ellingham for taking on the role of our safeguarding link person in the absence of a PSO. Any matters of concern raised with her are by agreement passed on to Sue Brice, the Diocesan Safeguarding Officer. We now look forward to being able to elect a new PSO at the APCM in April.

If you have any concerns about children, young people or vulnerable adults in our church please do contact either Sue Ellingham, Sue Brice or, after the 2026 APCM, our newly elected PSO.

Above all, please remember that safeguarding is everyone's role.

Jane Cole
Parish Administrator

SAFEGUARDING POLICY STATEMENT FOR 2025

Policy Statement to be reviewed and updated at the APCM on 22nd April 2026

Claire Akrill – Safeguarding Officer (until November 2025)

Sue Ellingham – Safeguarding link with Diocese (from November 2025)



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.

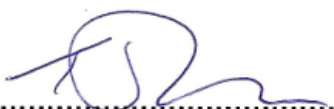
The Parish will:


- 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 will appoint a Named Person, who will be 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.

Safeguarding Policy Statement reviewed and adopted by Sprowston Parochial Church Council at the Annual Parochial Church Meeting on 22nd April 2026


Signed.......... (Associate Team Vicar/Rural Dean)


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

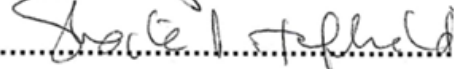
Signed.......... (Churchwarden)

This is to confirm thatALAN MITTEN.....
was appointed to the role of PSO at the APCM on 22nd April 2026

Signed on behalf of the trustees to confirm that this is an accurate report of the activities for the year ending 31.12.2025 and that the Safeguarding Policy Statement has been reviewed:

Signed.....  (Associate Team Vicar/Rural Dean)

Signed.....  (Churchwarden)

Signed.....  (Churchwarden)

Dated..... 22-04-26 Revd. Tim Yau (Associate Team Vicar/Rural Dean)

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

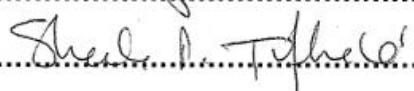
The Parish of Sprowston will only create and retain personal data where absolutely necessary. Regular reviews of files will be held and unnecessary or obsolete data will be systematically destroyed.

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.....  (Associate Team Vicar/ Rural Dean)

Signed.....  (Churchwarden)


Signed.....  (Churchwarden)

Date: 22nd April 2026

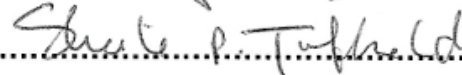
Review Date: April 2027

SPROWSTON PCC ACCOUNTS

Signed on behalf of the trustees to confirm that the accounts on the following pages have been presented to the Annual Parochial Church Meeting and accepted at this meeting.

Signed.....  (Associate Team Vicar/Rural Dean)

Signed.....  (Churchwarden)

Signed.....  (Churchwarden)

Date.....  Revd. Tim Yau (Associate Team Vicar/Rural Dean)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Parish of Sprowston with Beeston St. Andrew

On accounts for the year ended

31/12/2025

Charity no
(if any)

1149140

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2025**.

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

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:

Graeme Payne

Date:

8/2/2026

Name:

GRAEME PAYNE

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

CGMA

Address:

3 WATERLOO ROAD

HAINFORD

NORWICH - NR10 3AX

Sprowston PCC

Financial Statement for the Year Ended 31 December 2025 Receipts and Payments Accounts

	Note	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2025 £	Total 2024 £
Receipts							
Voluntary receipts:							
Collections at Services	5	5,192.67	-	-	-	5,192.67	8,048.53
Planned giving	5	28,560.28	-	-	-	28,560.28	26,343.24
All other giving/voluntary receipts	5	8,824.47	770.00	20.00	-	9,614.47	13,004.25
Grant Income	5	-	7,000.00	-	-	7,000.00	10,250.00
Legacies Received (Capital Value)		-	-	1,000.00	-	1,000.00	-
Gift Aid recovered		2,926.88	-	-	-	2,926.88	6,098.07
		45,504.30	7,770.00	1,020.00	-	54,294.30	63,744.09
Activities for generating funds	5	9,496.60	-	-	-	9,496.60	4,154.36
Investment income		-	425.98	459.52	-	885.50	1,540.32
Church activities	5	12,113.00	32,704.79	-	-	44,817.79	37,519.02
Other income	5	130.00	-	-	-	130.00	-
Total receipts		67,243.90	40,900.77	1,479.52	-	109,624.19	106,957.79
Payments							
Church activities:							
Parish share		48,000.00	-	-	-	48,000.00	48,000.00
Clergy and Staffing costs	6	3,876.35	12,808.72	-	-	16,685.07	18,920.56
Church running expenses	6	7,966.64	20,765.26	2,393.47	-	31,125.37	27,240.22
Mission giving and donations	6	922.75	-	-	-	922.75	1,458.68
Building work and repairs	6	-	999.48	-	-	999.48	46,021.47
Administration Costs	6	3,309.92	1,857.75	-	-	5,167.67	5,218.93
Other expenditure	6	1,835.95	9,648.50	321.34	-	11,805.79	14,980.94
		65,911.61	46,079.71	2,714.81	-	114,706.13	161,840.80
Cost of generating funds	6	-	-	-	-	-	106.21
Total Payments		65,911.61	46,079.71	2,714.81	-	114,706.13	161,947.01
Excess of payments over receipts		1,332.29	- 5,178.94	- 1,235.29	- -	5,081.94	- 54,989.22
Transfers between funds		1,363.83	4,536.17	- 5,900.00	-	-	-
		2,696.12	- 642.77	- 7,135.29	- -	5,081.94	- 54,989.22
Cash at bank and in hand at 1 Jan		25,759.84	49,038.18	50,832.72	-	125,630.74	180,619.96
Cash at bank and in hand at 31 Dec		28,455.96	48,395.41	43,697.43	-	120,548.80	125,630.74

Statement of Assets and Liabilities

	Note	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2025 £	Total 2024 £
Cash Funds							
Bank Current Account	7	28,442.46	16,507.10	11,630.92	-	56,580.48	55,536.99
Bank Savings Account	8	-	31,888.31	32,066.51	-	63,954.82	70,080.25
Deposit Account		-	-	-	-	-	-
		28,442.46	48,395.41	43,697.43	-	120,535.30	125,617.24
Liabilities							
		Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2025 £	Total 2024 £
Assigned Fees Owed To Diocese	2	-	-	-	-	2,044.00	2,785.00
Children's Society Collection	2	-	-	-	-	415.32	483.38
Total Liabilities		-	-	-	-	2,459.32	3,268.38

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. Both paid January 2026

3. For 2025 the Parish Share allocation was £68,651.46. Of this, £48,000.00 was paid by the PCC directly to the DBF and £9.68 was credited by the DBF directly to the Parish Share account. This related to credits of £9.68 from net donations made via the Diocese website.

4. The movement in designated and restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
Restricted					
Fabric Fund St Mary & Margaret	8,856.63	1,000.00	2,372.47	-	7,484.16
Fabric Fund St Cuthbert	1,089.28	-	-	-	1,089.28
Small Grants, Donations, etc	324.76	20.00	321.34	100.00	123.42
Sprowston Food Bank	131.23	-	-	-	131.23
Flower Fund	667.97	-	21.00	-	646.97
Car Boot Mission	65.31	-	-	-	65.31
Amenities Lunch Club	2,090.55	-	-	-	2,090.55
SMM Fabric Fund	23,203.09	305.67	-	-	23,508.76
Lowry Cole	8,916.80	80.01	-	6,000.00	2,996.81
Metcalfe Grave Bequest	1,211.10	17.37	-	-	1,228.47
Ruth Willis Legacy	4,276.00	56.47	-	-	4,332.47
	50,832.72	1,479.52	2,714.81	- 5,900.00	43,697.43
Designated					
St. Cuthbert's Church Hall & Annexe	7,741.47	24,518.25	32,135.29	7,900.17	8,024.60
Lunch Club	8,823.45	15,967.99	12,944.94	- 3,364.00	8,482.50
PCC Investment	32,473.26	414.53	999.48	-	31,888.31
	49,038.18	40,900.77	46,079.71	4,536.17	48,395.41

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
Small Grants, Donations, etc - For litter picks, for White House Farm coffee and for tree planting and donations that are earmarked
Sprowston Food Bank - Sprowston Foodbank set up during Covid 19 pandemic £550 to Trussell Trust (SC 13.09) Remainder to be
Flower Fund - Funds given for flowers and other church decorations
Car Boot Mission - For Mission in general (PCC agreed)
St. Cuthbert's Church Hall & Annexe - St Cuthbert's Church Hall and Annexe Trading Account
Lunch Club - St. Cuthbert's Church Lunch Club Account (held in the same bank account as St. Cuthbert's Church Hall and Annexe)
Amenities Lunch Club - St. Cuthbert's Church Lunch Club Amenities Fund (held in the same bank account as St. Cuthbert's Church
SMM Fabric Fund - Funds specifically for use at St Mary and St Margaret Church
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)
Ruth Willis Legacy - Restricted for use at the discretion of the Vicar and Churchwardens
PCC Investment - To be used at PCC discretion across the Parish (legacy has no restrictions)

5. Receipts	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2025 £	Total 2024 £
<u>COLLECTIONS AT SERVICES</u>						
Sunday Collections	4,310.54	-	-	-	4,310.54	6,676.40
Weekday Collections	387.38	-	-	-	387.38	-
Wedding and Funeral Collections	402.02	-	-	-	402.02	171.94
Baptism and Other Services	92.73	-	-	-	92.73	1,200.19
	5,192.67	-	-	-	5,192.67	8,048.53
<u>PLANNED GIVING</u>						
Standing Order	11,690.00	-	-	-	11,690.00	11,770.00

Parish Giving Scheme Income	13,441.45	-	-	-	13,441.45	14,173.24
Regular Giving Envelopes	3,428.83	-	-	-	3,428.83	400.00
	28,560.28	-	-	-	28,560.28	26,343.24
<u>GIFT AID RECOVERED</u>						
Gift Aid Reclaim	2,926.88	-	-	-	2,926.88	6,098.07
	2,926.88	-	-	-	2,926.88	6,098.07
<u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u>						
Donations	2,508.22	770.00	-	-	3,278.22	6,998.12
Gift Aid Envelopes	10.00	-	-	-	10.00	5.00
Gift Days	2,584.77	-	-	-	2,584.77	3,115.00
Donations - Gift Aided	-	-	-	-	-	145.00
Wall Boxes	2,866.79	-	20.00	-	2,886.79	1,478.55
Charities and Hardship Fund	854.69	-	-	-	854.69	1,262.58
	8,824.47	770.00	20.00	-	9,614.47	13,004.25
<u>ACTIVITIES FOR GENERATING FUNDS</u>						
Churches Together Bike Ride	129.79	-	-	-	129.79	60.56
Other Fundraising	8,500.80	-	-	-	8,500.80	2,640.80
Fete and Fairs	866.01	-	-	-	866.01	1,453.00
	9,496.60	-	-	-	9,496.60	4,154.36
<u>CHURCH ACTIVITIES</u>						
Non-charitable trading	-	32,704.79	-	-	32,704.79	31,058.02
Fees - Statutory	8,301.00	-	-	-	8,301.00	2,960.00
Fees - Additional	3,812.00	-	-	-	3,812.00	3,501.00
	12,113.00	32,704.79	-	-	44,817.79	37,519.02
<u>INVESTMENT INCOME</u>						
Dividends and Interest	-	425.98	459.52	-	885.50	1,540.32
	-	425.98	459.52	-	885.50	1,540.32
<u>GRANT INCOME</u>						
Non-Recurring Grants	-	7,000.00	-	-	7,000.00	10,250.00
	-	7,000.00	-	-	7,000.00	10,250.00
<u>OTHER INCOME</u>						
Other	130.00	-	-	-	130.00	-
	130.00	-	-	-	130.00	-
6. Payments						
	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2025	Total 2024
	£	£	£	£	£	£
<u>CLERGY AND STAFFING COSTS</u>						
Administrator Parish/Benefice	-	6,035.00	-	-	6,035.00	7,765.00
Clergy Expenses	3,402.95	-	-	-	3,402.95	3,743.05
Salaries	473.40	6,773.72	-	-	7,247.12	7,412.51
	3,876.35	12,808.72	-	-	16,685.07	18,920.56
<u>CHURCH RUNNING EXPENSES</u>						
Cleaning	-	1,912.30	-	-	1,912.30	1,847.33
Insurance	5,066.13	-	-	-	5,066.13	4,879.48
Service Costs	1,364.84	-	21.00	-	1,385.84	2,366.46
Maintenance	641.12	3,617.04	1,147.75	-	5,405.91	8,531.48
Water Bill	-	1,026.00	-	-	1,026.00	732.00
Independent Examination Cost	50.00	-	-	-	50.00	500.00
Electricity, Gas & Oil	844.55	14,209.92	1,224.72	-	16,279.19	8,383.47
	7,966.64	20,765.26	2,393.47	-	31,125.37	27,240.22
<u>MISSION GIVING AND DONATIONS</u>						
	-	-	-	-	-	335.38
Charities and Hardship Fund	922.75	-	-	-	922.75	1,123.30
	922.75	-	-	-	922.75	1,458.68
<u>BUILDING WORK AND REPAIRS</u>						
Church - Major repairs and Redecorations	-	999.48	-	-	999.48	46,021.47
	-	999.48	-	-	999.48	46,021.47
<u>COSTS OF GENERATING FUNDS</u>						
Fund raising	-	-	-	-	-	106.21
	-	-	-	-	-	106.21
<u>ADMINISTRATION COSTS</u>						
Bank charges	-	286.88	-	-	286.88	370.90
Support Costs	1,604.00	1,168.54	-	-	2,772.54	2,372.00
Printing Stationery Phone & Computer	1,705.92	402.33	-	-	2,108.25	2,476.03

OTHER EXPENDITURE

Mission and Evangelism Costs	240.00	-	-	-	240.00	591.50
Churchyard Expenses	-	1,054.81	-	-	1,054.81	2,290.81
Gifts and Hospitality	188.26	-	-	-	188.26	137.00
Renewals, Donations and Subscriptions	320.38	-	-	-	320.38	-
Purchases of Food, Groceries, etc	129.20	6,569.69	321.34	-	7,020.23	7,177.63
Invoice for Meals and Visits	184.19	2,024.00	-	-	2,208.19	2,948.00
Previous Year Parish Share	-	-	-	-	-	1,836.00
Other	773.92	-	-	-	773.92	-
	1,835.95	9,648.50	321.34	-	11,805.79	14,980.94

7. Bank Current Account

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2025 £	Total 2024 £
Sprowston PCC Business Free	28,442.46	-	9,540.37	-	37,982.83	36,881.52
Sprowston PCC St Cuthbert's Centre	-	16,507.10	2,090.55	-	18,597.65	18,655.47
	28,442.46	16,507.10	11,630.92	-	56,580.48	55,536.99

8. Bank Savings Account

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2025 £	Total 2024 £
Sprowston PCC Business Premium	-	31,888.31	32,066.51	-	63,954.82	70,080.25
	-	31,888.31	32,066.51	-	63,954.82	70,080.25

Accounts to 31st December 2025
(Paper with Figures to Explain Accounts in Laymen's Terms)

General Account

Starting Balance	£25,746.34
Receipts	£67,243.90
Payments	£65,911.61
Transfers In	£1,463.83 (2024 Recharge from Centre Account)
Transfers Out	£100.00 (to Small Grants for Tuesday Break)
Closing Balance	£28,442.46

Includes Charities and Hardship Fund

£415.32 outstanding to Children's Society

Statutory Fees owed to Diocese (payments of these entered as negative receipts – paid quarterly)

£2,044.00 (payments received for weddings and funerals)

Recharge owed to Centre

£1,520.81

Balance £24,462.33

Total of Donations to General Account including Just Giving, Good Box, SumUp, Donations for using premises, Wall Boxes, Christmas Collections split, etc:

£5,375.01

Total of Donations to General Account for Gift Days

£2,584.77

Total of Fund Raising Events/Activities:

£8,500.80 (includes receipts from Sprowston Parish Players)

NB: We may need to transfer some money from the General Account to the Centre (Business) Account to cover electricity bills in 2026

Petty Cash General Fund

Closing Balance £13.50

Fabric Fund St MM: Current Account

Starting Balance	£8,856.33
Receipts	£1,000.00 (legacy)
Payments	£2,372.47 (Oil, alarm maintenance, fire extinguisher service)
Transfers In	£0
Transfer to Savings	£0
Closing Balance	£7,484.16

St. Cuthbert's Fabric Fund

Starting Balance	£6.86
Receipts	£0
Payments	£0
Transfers In	£0
Transfers Out	£0
Closing Balance	£6.86

In addition: Donations re Revd. D. Abraham (Designated)

Balance of this is £1,082.42 (not in total above)

Flower Fund

Opening Balance	£667.97
Payments	£21.00
Closing Balance	£646.97

Sprowston Food Bank

Opening Balance	£131.23 (in reserve for those in need locally)
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Car Boot Mission

Opening Balance	£65.31
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Small Grants and Specific Donations

White House Farm Coffee	£35.91
Café Church/Tuesday Break	£288.85
Donation	£20.00
Transfer In from Gen Acc	£100.00
Expenditure	£321.34
Closing Balance	£87.51

Fabric Fund St MM: Investment Account

Opening Balance	£23,203.89
Interest	£305.67
Closing Balance	£23,508.76

Ruth Willis Legacy: Investment Account

Opening Balance	£4,276.00
Interest	£56.47
Closing Balance	£4,332.47

Lowry Cole Investment Account

Opening Balance	£8,916.80
Interest	£80.01
Transfers Out	£6,000.00 (to Centre Account for Administrator's Salary)
Closing Balance	£2,996.81

Metcalfe Grave Bequest Investment Account

Opening Balance	£1,211.10
Interest	£17.37
Closing Balance	£1,228.47

PCC from O. Gordon Legacy

Opening Balance	£32,473.26
Interest	£414.53
Expenditure	£999.48 (heating system remainder)
Closing Balance	£31,888.31

St. Cuthbert's Centre

Starting Balance	£7,741.47	
Receipts	£24,518.25	(includes grant towards heating of £7,000)
Payments	£32,135.29	
Transfers In	£9,364.00	(from Lowry Cole for Administrator's Wages + Lunch Club Hire)
Transfers Out	£1,463.83	(2024 Recharge to Main Account)
Closing Balance	£8,024.60	

Administrator's Pay: £1590 c/f from 2024; £6000 transferred from Lowry Cole Account in year - total held £7,590. Total of wages from Jan-Dec £6,035 (£1,555 remaining)

St. Cuthbert's Lunch Club

Starting Balance	£ 8,823.45	
Receipts	£15,967.99	
Payments	£ 12,944.94	
Transfers Out	£ 3,364.00	(To Centre Account for Hire)
Closing Balance	£ 8,482.50	

St. Cuthbert's Lunch Club Amenities Fund

Closing Balance	£2,090.55
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Parish Share

Requested	£68,651.46
Paid to date	£48,000.00
Payment in via QR code	£ 9.68
Outstanding	£20,641.78

(Direct Debit reduced to £3,000 per month)

Receipts/Expenditure Comparison for the General Fund

Expenditure is 95% of last year's (at 100% through the year)

Receipts are 107% of last year's (at 100% through the year)

The workbook does not include the money carried forward from the 2024 nor transfers between accounts in the comparison figures – these are purely based on actual receipts. Hence, a better closing balance above than the difference below.

Possible transfer of money to Centre Account for Electricity in 2026 – to be agreed.

To date we have £1,332.29 excess of receipts over payments.

Receipts/Expenditure Comparison to the Projected Budget for 2025

Expenditure: 72% (at 100% through the year) – but we have only met approximately 70% of the Parish Share. Receipts: 98% (at 100% through the year)

Utilities to date

St. Cuthbert

Gas £2,657.90; Electricity £11,552.02. In total £14,209.92

2024 total for the year was £6,448.91

Water £1,026.00

2024 £732.00 total for year.

Insurance 2024: £2,423.51 2025: £2,483.34

Buildings and Contents Loss Limit: £7,320,000

St MM

Oil £1,224.72; Electricity £844.55 In total £2,069.27

2024 total for the year £1,934.56

Insurance: 2024: £2,562.19 2025: £2,598.87

Buildings and Contents Loss Limit: £10,970,000