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St Andrew and St Peter, Blofield

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**Annual Report
And
Financial Statements
Of the
Parochial Church Council**

For the year ended 31 December 2022

Registered Charity No 1151641

Rector:

The Revd Kevin Billson
The Rectory
Oakwood
Blofield
NR13 4JG

Banks:

Santander UK plc
Barclays Bank plc

Independent examiner:

Sarah Reynolds

PCC Annual Report of the Church of St Andrew and St Peter, Blofield

For the year ended 31 December 2022

Background

The PCC has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical. It also has the maintenance responsibility for the Church building.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Blofield. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We believe we provide a benefit to the public by:

- providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers.
- promoting Christian values, and service by members of the Parish to the community, to the benefit of individuals and society as a whole.

To facilitate this work it is important that we maintain the fabric of the Church.

Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules. During the year the following served as members of the PCC:

Incumbent: The Revd Kevin Billson

Wardens: Yvonne Mack (from April 2022 to April 2023)

Stephen Wales (from April 2022 to April 2023)

Deanery Synod

Representatives: Yvonne Mack (from May 2021 to May 2023)

Roy Allgood (from May 2021 to May 2023)

Hon. Secretary: Avril Tyrer (from May 2021 to May 2024)

Hon. Treasurer: Martin Tyrer (from May 2021 to May 2024)

Elected

Members:

David Pilch	(from April 2020 to April 2023)
Avril Tyrer	(from May 2021 to May 2024)
Martin Tyrer	(from May 2021 to May 2024)
David Pearce	(from May 2021 to May 2024) (*See note 1)
Caroline Wales	(from May 2022 to May 2025)
John Kelly	(from May 2022 to May 2025)
Jenny Jenkins	(from May 2022 to May 2025)

- Note 1: The PCC membership of David Pearce will lapse on 25 April 2023 as he has not attended the minimum number of PCC meetings required since he was elected in May 2021.

Committees

The PCC operates through a number of committees which meet between full meetings of the PCC:

- **Standing Committee** – This is the only committee required by law. It has the power to transact the business of the PCC between meetings, subject to directions given by the Council.
- **Pastoral Care Committee** – Although this is no longer a formal team, there are many church members and visitors at our services who receive pastoral visits and care from members of the laity. In addition, this is complemented by the Anna Chaplaincy Spiritual Care activities and initiatives led by Revd Sue Shillam in her role as Anna Chaplain in the Blofield Benefice.
- **Fabric Committee** – Considers all aspects relating to the fabric and maintenance of the church and undertake remedial repair work or replacements not requiring faculty.

During the year the PCC met on 6 occasions with an average attendance of 80.3%. Along with routine business they dealt with the following topics:

- The Archdeacon's Visitation
- The Covenant for Clergy Care and Wellbeing
- Various children's activities held at the church
- The purchase of a portable font by the benefice
- A new location for ashes interment
- Celebration of the Queen's Platinum Jubilee
- Arrangements in church in response to the death of the Queen
- Urgent work highlighted in the Quinquennial Report
- Communion services and sharing in the common cup
- Purchasing of a contactless card reader machine to facilitate electronic giving
- Implementation of the Diocesan Vision locally
- Consideration of the Parish Giving Scheme

The Standing Committee met once during 2022 to discuss and agree our responses to the Church Buildings Commission Online Survey.

Retired Clergy

We are grateful for the support given to our church community by the Revd Canon Judith Wilson (retired), Revd Canon Pat Atkinson (retired) and Revd Ron Ingamells (retired).

Ministry Team

The Ministry team consists of Revd Kevin Billson (Rector) and the only Stipendiary minister. Revd Sue Shillam, who is an assistant curate and whose training continues under the IME scheme, Revd Pat Atkinson, Revd Judith Wilson and the Revd Ron Ingamells, additionally Margaret Mallett is part of the team as a licensed reader.

Church Attendance

The electoral roll for 2022 was 100 (2021 was 98). The average attendance at the regular Sunday 11am service was 51 adults (2021 was 47) and 1 child (2021 was 2). The Easter Day service at 11am had an attendance of 84 (2021 was 52). The total number for the Christingle, Christmas Eve and Christmas Day Services was 312 adults and 205 children (2021 was 180 adults and 45 children).

Review of the Year

The pattern of Church services has been:

- Each Sunday at 11.00 am, alternating between Holy Communion and Morning Worship services.
- Each Tuesday at 9.00 am, Benefice Morning Prayers are held via ZOOM.
- Each Wednesday at 9.30 am, there is a Benefice Service alternating between Holy Communion and Morning Worship services.

Additional services are held at the Church festivals. On Ash Wednesday and Maundy Thursday, services were held for the combined benefice. On Good Friday, a service was held outside in front of the porch. At Christmas, we held a number of seasonal services, including the very popular 'Christingle' service.

We were pleased to welcome Blofield School for their Carol Service at Christmas.

There were 12 baptisms, 0 weddings, 11 funerals which took place in church and 3 at the crematorium plus 5 Interment of Ashes.

The Church is open every day from 9.30am until dusk for anyone who wishes to find a quiet place for prayer and contemplation, and for all who wish to enjoy our heritage, or to make a donation at the collection point for the Norwich Food Bank.

The West End Café, Open Doors and Play Church Baby & Toddler Group provide a welcoming place for anyone who wishes to call in for refreshments, a light lunch, or to meet or make new friends. From the end of November 2022 through to March 2023, the Church was also open on Thursdays as a local Community Hot-Spot to provide a warm environment and hot refreshments to support the local community during the cold winter months. This was supported by a grant from the Norfolk Community Foundation.

Throughout the year, the West End Café is also used to serve refreshments for a walking group, visitors, sociable events and fund raising for charities (such as Sunday afternoon concerts, Flower Festival, Summer Fete, Sponsored Cycle ride, Christmas craft fair, Lenten and Harvest lunches) and occasionally

for funerals and weddings. In March, Blofield Church hosted a Big Breakfast event to raise funds for the DEC Ukraine Emergency Appeal. We are grateful to Yvonne Mack, the Hospitality Team and all those who regularly help to organise and facilitate these events.

Outreach continues amongst more senior members of the community with monthly lay-led services held at Manor Lodge and Manor House.

Finance Overview (Martin Tyrer)

This year, we were able to make a contribution of £35,708, our full allotted figure, towards our Parish Share allocation.

Thanks to the efforts of our Social Events Team, we held a number of fund-raising events in the year. These were well attended and supported and raised £7,080 in total. As with 2021, we were unable to hold our annual quiz event in January due to covid restrictions.

We also held events to raise monies for charities and appeals that totalled £9,489. Of particular importance was our Big Breakfast event on behalf of Ukraine. Almost £6,000 was raised on the day. Also, we received several cheques made payable directly to the DEC that totalled over £700. These, of course, are not recorded in the Church accounts.

Also, monies raised from weekly coffees on Sundays, West End Cafe, Toddlers and Open Doors made a significant contribution to funds of over £3,000.

We received a grant of £2,000 in November from the Norfolk Community Foundation to support the Warm Church Provision initiative. This enabled us to open the church for longer periods and to supply food and heating to the general public. Our total spend on this is not known at present, but the fund will more than cover the supplies and additional utility cost involved.

We had two repair bills this year totalling £2,559 in respect of external repairs. This was paid by transfer from our Fabric Fund, and we were able to reclaim the VAT amount.

Monies held in our restricted funds accounts decreased during the year by a total of £532.

Our endowment held by the CofE Deposit fund showed a decrease of £298 during the year from £4,219 to £3,921.

Monies held in our bank accounts increased by £186 to £5,725. This figure includes the £2,000 grant from the Norfolk Community Foundation, part of which we spent in 2022.

In the early part of 2022, we signed a new agreement for supplies of electricity and gas to cover the next three years. These were at very similar rates to our previous agreement. Therefore, the Church will be protected to a large extent from the sharp rise in prices that has emerged.

I would like to thank Jim Morley for his continuing advice and support. Jim continues to handle our Gift Aid applications as well as other items. Also, thanks to Sarah Reynolds for checking our accounts last year and this year.

Signed by The Rector of Blofield Benefice



Rev'd Kevin Billson

Date: 14th April 2023

BLOFIELD CHURCH

**ACCOUNTS
at
31 December 2022**

PAROCHIAL CHURCH COUNCIL OF ST ANDREW AND ST PETER, BLOFIELD

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

RECEIPTS AND PAYMENTS ACCOUNT

	Note	General Fund	Unrestricted Funds Designated Funds	Restricted Funds	Endowment Funds	Total	Total
		£	£	£	£	2022	2021
RECEIPTS							
Voluntary income							
Planned giving	1	24891				24891	29216
Gift aid tax and VAT recovered		7991		812		8803	7663
Offerings		3691		175		3866	2979
General donations	2	3154		1167		4321	3069
Grants received	3	2676		493		3169	115
Generated funds							
Raised for charities and missions	4			9489		9489	2158
Blofield News' income		579				579	968
Sales of cards and church guides		223				223	165
PCC fees	5	3465				3465	4144
Fund raising events	6	7080		0		7080	3601
Income from investments							
Bank and deposit interest		2	18	74		94	1
Income from endowments	7			104		104	105
Contributions from Benefice Parishes		864				864	899
Total receipts		54616	18	12314		66948	55083
PAYMENTS							
Grants made							
Donations to missions, charities etc.	8	680				680	1501
Loan repayment		280				280	280
Portion of Grant Expenditure		200				200	
Church activities							
Parish Share (allocated £35,708)		35708				35708	35500
Rector's expenses		1549				1549	1509
Church running expenses	9	7781		716		8497	6317
Church and equipment maintenance	10	2507		83		2590	1117
Cost of services		990				990	829
Blofield News production costs	11	596				596	477
Cost of repairs	12	0		2558		2558	1974
Organists		1590				1590	1218
Cost of fund raising events	13	789				789	631
Payments to charities and missions	4			9489		9489	2158
Church administration	14	1760				1760	1723
Total payments		54430	0	12846		67276	55234
(Deficit) of receipts and payments		186	18	-532		-328	-151
Transfers between funds							
Transfers between funds		0	0	0		0	0
Revaluation gain (loss) on investments					-298	-298	538
Net movement in funds		186	18	-532		-626	387
Balances at 1st January 2022		5539	1312	7265	4219	18335	17893
Balances at 31st December 2022		5725	1330	6733	3921	17709	18280

PAROCHIAL CHURCH COUNCIL OF ST. ANDREW & ST. PETER, BLOFIELD
NOTES Y/E 31 DECEMBER 2022

1	PLANNED GIVING	
	Through Gift Aid	23981
	Other envelopes	<u>910</u>
		24891
2	GENERAL DONATIONS RECEIVED	
	General Fund	
	General donations	447
	For coffee	240
	Café, Play Church & Open Doors	2213
	Home communion	31
	Wall safe	<u>223</u>
		3154
	Restricted Funds	
	For Play Church	493
	Fabric Fund	1167
3	GRANTS RECEIVED	
	Wi- Spire	100
	Blofield Parish Council	10
	Norfolk Churches Trust (cycle ride 2021)	551
	Warm Church	2000
	War Graves Commission	<u>15</u>
		2676
4	RAISED FOR CHARITIES AND APPEALS	
	Vidiyal Trust	660
	Children's Society	128
	DEC Afghanistan Appeal	120
	DEC Ukraine Appeal	7805
	World Vision	116
	Royal British Legion	225
	Hand in Hand	<u>435</u>
		9489
5	FEES RECEIVED	
	These are statutory fees due to the PCC for weddings and funerals with charges made by the PCC	
6	FUND RAISING	
	Concert by John Farmer and Emma Nuule	232

	St. Gregory's Orchestra	374
	Mundesley Choir	394
	Breakfast morning	130
	Taverham Brass Band	640
	Summer fete	1156
	Flower festival	1397
	Cycle ride	641
	Jubilee tree appeal	160
	Christmas Fair	<u>1957</u>
		7081
7	INCOME FROM ENDOWMENTS	
	For churchyard maintenance.	
	The Brewster income is for the	
	upkeep of the lychgate with any	
	surplus for church repairs.	
8	DONATIONS MADE	
	Church Mission Society	275
	USPG	275
	BADCOG	50
	Norfolk Churches Trust	70
	Norwich D A of Ringers	<u>10</u>
		680
9	CHURCH RUNNING EXPENSES	
	Insurance	3745
	Gas	2990
	Electricity	896
	Water	<u>151</u>
		7782
10	CHURCH & EQUIPMENT MAINTENANCE	
	Organ tuning	161
	Roof Alarm	1266
	Replacement fuse box	930
	Boiler service	0
	Flameskill	150
	Sundries	<u>0</u>
		2507
	From other funds	
	Flowers	84
11	BLOFIELD NEWS COSTS	
	Paper	266
	External Printing	67
	Copying	<u>261</u>
		594

12	COSTS OF REPAIRS	
	Gutter repair to the North elevation	2559
13	COSTS OF FUND-RAISING EVENTS	
	Concert by John Farmer and Emma Nuule	94
	St. Gregory's Orchestra	130
	Flower festival	237
	Mundesley Choir	124
	Taverham Brass Band	164
	Miscellaneous	<u>40</u>
		789
14	CHURCH ADMINISTRATION ALL FUNDS	
	Copyright licences	433
	Christmas Leaflets	123
	Giving envelopes	96
	Copying	421
	Purchase of banners	41
	Postage and stationery	211
	Food, wine, coffee	188
	Sundries	<u>247</u>
		1760

PAROCHIAL CHURCH COUNCIL OF ST ANDREW AND ST PETER, BLOFIELD
STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2022

	Unrestricted General fund	Unrestricted Designated funds	Restricted funds	Endowment * funds	TOTALS 2022	2021
Monetary assets	£	£	£	£	£	£
Cash in hand						
Bank current accounts	5,725				5,725	5,484
CBF Cof E Deposits	0	1330	6,733	-298	7,765	9,169
Investments						
CBF Cof E						
Investment fund **				4219	4,219	3,681
	5725	1330	6733	3921	17,709	18,334

Debtors

Amounts due to the PCC

1271

At 31 December 2022 there was a further £802 to be recovered for the General fund and £67 for the Fabric fund from HMRC, covering donations made under Gift Aid from 1 December 2022. The claim was submitted in January 2023.

At 31 December 2022 there was a prepayment made of £302 in respect of insurance for January 2023.

* These are permanent endowments held by the Norwich Diocesan Board of Finance as custodial trustee.

** At valuation

Other assets

The PCC owns various items of gardening equipment, sheds, a wheel chair, a photo copier, and office equipment, ladders, cleaning and kitchen equipment. Stocks of cards, key rings and mugs held for resale cost £100. Church furnishings and fixtures, communion plate, hymn and service books etc. are included in the inventory and vested in the wardens on special trust.

Liabilities

Owing by the PCC

2,633

Loan

From Hemblington PPC of £1399 less amount repaid to date of £980.

(Signed)


 Revd. K. Bilson - Chairman Blofield PCC


 M. R. Tyrer - Treasurer Blofield PCC

PAROCHIAL CHURCH COUNCIL OF ST ANDREW AND ST PETER, BLOFIELD
STATEMENT OF FUNDS

	2022		2021	
	£	£	£	£
CHAMBERLIN PRIZE FUND – Restricted Fund				
Receipts				
Bank interest		2		0
Payments				
-			-	
(Deficit) of receipts over payments		2		0
Deposit account at 1 January 2022		224		224
Deposit account at 31 December 2022		226		224
FABRIC FUND – Restricted Fund				
Receipts				
Donations and Gift Aid	1562		322	
Deposit interest	45	-	5	327
Payments				
For the guttering repair	-2558		-1974	
-				
Excess (Deficit) of receipts over payments		-953		-1647
Deposit account at 1 January 2022		2,790		4437
Deposit account at 31 December 2022		1,839		2790
THE GEORGE FLOWERS TRUST – Restricted Fund				
Receipts				
Deposit interest		19		1
Payments				
For flowers		-83		-33
(Deficit) of receipts over payments		(64)		(32)
Deposit account at 1 January 2022		1,692		1724
Deposit account at 31 December 2022		1,628		1,692
BREWSTER LEGACY INCOME ACCOUNT – Restricted Fund				
Receipts				
Endowment income and deposit interest		114		100
Payments				
-			-	
Excess/ (Deficit) of receipts over payments		114		100
Deposit account at 1 January 2022		940		840
Deposit account at 31 December 2022		1054		940
THE TODDLERS GROUP – Restricted Fund				
Receipts				
Donations and grant		1833		50
Interest		3		
Payments				
To Church General Fund		-765		
New toys etc.		-566		-
Church tower rail		-199		

(Deficit) of receipts over payments	307	50
Deposit account at 1 January 2022	250	200
	<hr/>	<hr/>
Deposit account at 31 December 2022	557	250

**PAROCHIAL CHURCH COUNCIL OF ST ANDREW AND ST PETER, BLOFIELD
STATEMENT OF FUNDS**

	2022		2021	
	£	£	£	£
BELL FUND – Restricted Fund				
Receipts				
Donations and deposit interest		16		157
Payments		-		-
		<hr/>		<hr/>
Excess of receipts over payments		16		157
		1365		1208
		<hr/>		<hr/>
Deposit account at 31 December 2022		1381		1365
DEVELOPMENT FUND – Designated Fund				
Receipts				
VAT grants and deposit interest		6		1
Payments				
Contractor re kitchen and floor alterations	-		-	
Contractor re church decoration	-	-	-	-
		<hr/>		<hr/>
(Deficit) of receipts over payments		6		1
Deposit account at 1 January 2022		650		649
		<hr/>		<hr/>
Deposit account at 31 December 2022		656		650
RENEWALS FUND – Designated Fund				
Receipts				
Transfers from the General Fund				
Deposit interest	10	10	1	1
Payments				
	-	-		-
		<hr/>		<hr/>
(Deficit) of receipts over payments		10		1
Deposit account at 1 January 2022		664		663
		<hr/>		<hr/>
Deposit account at 31 December 2022		674		664

PAROCHIAL CHURCH COUNCIL OF ST ANDREW AND ST PETER, BLOFIELD

ACCRUALS AS AT 31 DECEMBER 2022

Creditors		Debtors	
Crown Gas	668.9	Wi - Spire	100.00
Balance of Warm Church	1800	Close Premium	301.88
Organ tuning	164.40	Insurance	
		Gift Aid	868.86
	2633.30		1270.74

PAROCHIAL CHURCH COUNCIL OF ST ANDREW AND ST PETER, BLOFIELD OUR ACCOUNTING POLICIES

Basis of financial statements

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and the current Statement of Recommended Practice and Accounting and Reporting by Charities (SORP 2005) using the Receipts & Payments basis which includes income as received and expenditure when irrevocably paid.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Fund accounting

Unrestricted or General Funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available to the general purposes of the PCC.

Designated Funds are monies set aside by the PCC from the General Fund for a particular use, but the PCC have the right to change their decision on the use of them. They are generally invested in a separate deposit account.

Restricted Funds are amounts received for specific purposes and which cannot be applied by the PCC for any purpose other than that for which they were given. These are generally invested in a separate deposit account unless held for a short period only.

Endowment Funds are funds the capital of which must be retained either permanently or at the PCC's discretion, the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Statement of Assets and Liabilities

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities:

- Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.
- Land and buildings held on behalf of the PCC (none in 2022).
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty.
- Investments held beneficially by the PCC.

The following assets are recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities:

- Amounts owing from the Inland Revenue where a formal claim has been made and by way of note when the claim has yet to be submitted.
- Any other amounts owing to the PCC.
- Legacies where formal notification of entitlement and amount has been received at the end of the year by the PCC.
- Closing bank balances as shown in the receipts and payments account.

The following liabilities are recognised:

- Any arrears of Diocesan Parish Share.
- Creditors for goods or services.

Independent Examiners Certificate

Report to the trustees/ members of:

THE PCC OF THE PARISH OF ST. ANDREW
AND ST PETER BLOFIELD

On accounts for the year ended:

31/12/2022

Charity no (if any):

1151641

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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


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

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

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

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

Signed:



Date:

20/4/23

Name:

SARAH REYNOLDS

6 OAK WOOD
BLOFIELD
NORWICH NR13 4JG

Disclosure