

## Rector's Report

The dawning of 2021 brought with it something that was becoming all too familiar: another lockdown. Many of us will have experienced another difficult year: whether through dealing with all the COVID regulations, the restrictions on contact with others, or because of the death of loved ones in the midst of the pandemic.

At the same time, as the year went on there was a sense of things returning to some semblance of normality. In the summer, with some degree of sadness, we drew our online service to a close, being without capacity to continue the online provision at the same time as so much started up again in-person.

Across the parish as a whole, and indeed across the benefice, we saw Matt Houghton, Susie Bratby and Daniel Sherrington becoming firmly embedded in the life of our churches during their first full years in post as Team Vicar, Trainee Sports Minister and Trainee Youth Minister respectively. It has been a great delight to get to know them and their families better and to serve alongside them.

Many of you will have dipped into some of the events and activities that Susie has been running – from the weekly 'Stretch and Pray' sessions at St Cuthbert's to the Euros Community Event in June. A particular highlight was the week-long, sports-based holiday club, 'Legacy', that Susie with a brilliant team of helpers and Young Leaders ran at the end of August. We pray that contacts made through these and other events would bear fruit for the gospel.

It was great to be able to launch our new youth group, Amplify, at the start of the year and to begin to provide some team-wide youth work for school years six to 13. Numbers have been lower than we would have hoped, but I'm very grateful for the team patiently plugging away and investing in the lives of the members of the group – especially in those moments when sporadic attendance has been discouraging.

By the missional nature of their posts, much of Daniel and Susie's work takes place beyond the confines of the church. Susie has been in high demand for her work in the Bishop's School and in Drake Primary School, and Daniel has been a stalwart of the Pulse Youth Café. As 2021 drew to a close, an exciting door opened for them both to get involved with various after-school clubs and a Christian lunch club in the Academy – which was a wonderful answer to many years of prayer.

Other highlights of 2021 include the splendid prayer and worship event for 'Thy Kingdom Come': huge thanks to Steph and Jonathan Richardson for filling St Cuthbert's with all those wonderful creative prayer stations. It was also a great privilege to lead two 'Living in Love and Faith' courses in the autumn as we thought together about important questions of sexuality, gender and identity. Those who came to the courses had opportunity to feed their thoughts into the wider Church of England discernment process, as the Church of England considers where it stands on these important issues.

As we reflect on the year, we know that our churches only function and flourish because of the contribution of so many different people in so many different ways. Particular thanks were recorded at the 2021 APCM to Rod Back, as he retired as churchwarden, and John Richens, who stood down after many years of devoted service as Treasurer. This year we should record our particular thanks to Sandra Phillips, who has valiantly shouldered the

burden of being a lone churchwarden, and also to Maggie Baldwin who has served with diligence and cheerfulness in the vital but demanding role of Parish Safeguarding Officer.

As ever, we are truly appreciative of everyone who contributes in such a vast variety of ways to the lives of our churches – as well as for everyone who contributes financially to the mission and ministry in this parish and beyond. To each of you – heartfelt thanks.

Peter Herbert  
April 2022

## **St Cuthbert's**

As 2021 began, many of our regular in-person services and events at St Cuthbert's fell prey to the latest lockdown – including, once again, our services for Holy Week and Easter. It was a joy to begin meeting again in person shortly after that as well as to see, later in the year, a return of special services such as the Battle of Britain service and our annual Memorial Service – as well as a special service in April to commemorate His Royal Highness, the Duke of Edinburgh.

Our Christmas programme seemed supercharged – perhaps to make up for 2020? As well as the welcome return of Christmas services such as the Candlelit Carol Service and Christingle, St Cuthbert's was buzzing for our town lights switch-on event, 'Crafting Christmas' and the Christmas 'Quiz and Chips'. Many thanks to everyone who contributed to these and other events throughout the year, such as our Harvest Supper in October.

A new Redevelopment Working Group was formed to take forward the remainder of the redevelopment project – although work has rather slowed after our early meetings. Other fabric works undertaken during the year are detailed in the dedicated report.

It was also great to see the new kitchen facilities in use to cater for various special events – and readers will know that, excitingly, the café began opening in February 2022 ... but more on that will need to wait for the annual report on 2022!

Finally, it was a great privilege to host the Pulse Youth Café (part of Thetford Christians Together's Youth Project, in partnership with Integrate Youth for Christ) for the summer term and part of the autumn term, and to welcome the young people and the team whilst the facilities at the former Church of the Nazarene building were being redeveloped. By all accounts, the Youth Café worked excellently in St Cuthbert's, and the team were very appreciative of the welcome from the congregation.

Peter Herbert  
April 2022

## **Grace Church**

After 15 months of YouTube services it was both daunting and exciting to start meeting 'in person' again from June 2021. It was so good to see people face-to-face rather than on a screen and to be back as a worshipping community on the Abbey Estate. It was wonderful and yet it was weird! For that first month back it was still very much masks and no singing - church but church with a difference! What a joy it was to be able to enjoy congregational singing again from late July. Indeed, one of the blessings of all the various restrictions over the pandemic has been to give us fresh appreciation of, and delight in, what we had

previously taken for granted. We continue to take care to be Covid-safe in the way we serve refreshments at the end of the service and by keeping windows and doors open to allow good ventilation.

It suited the school for us to be back in the Arts' Centre (where Grace Church had met 2012 - 2016) rather than the main school hall and, in many ways, it's an excellent venue. I'm very grateful to Jonathan Richardson who has designed some new banners, complete with new logo, for the exterior of the building to advertise the church and some flags to welcome and draw people in on Sundays. They give a fresh and vibrant look!

Like so many congregations, some folk have not (yet) come back, others have started going to a different church and then new people have joined us. So, in terms of numbers, we have been about the same as pre-pandemic (approximately 5-10 under 16s and 15-20 adults) though I have been encouraged that on a couple of occasions in recent weeks, we have had to put out quite a few extra chairs.

We're currently in a preaching series through the book of Revelation and it's been a blessing to hear God's voice through this most vivid and dramatic of Bible books. What a relief to know that in all the upheaval of the pandemic, the withdrawal from Afghanistan, the war in Ukraine and that daily battle in our own hearts and lives, to know that Jesus, the Lion of the tribe of Judah, reigns. The red dragon and the beast may seem indomitable but the Lamb, who was slain, has conquered and He is coming again to right all wrongs and usher in the new heavens and the new earth. Glory!

With quite a few people away on holiday, the month of August feels like a chance to mix things up a bit. We had some picnics on the grass and down by the river. Also it was good to do a couple of littler picks around the estate after a slightly shorter than normal service. We even had a trophy for the person with the most unusual bit of litter! As well as wanting to just bless the estate (whether or not people saw us doing it) we had the opportunity to chat to some local residents about who we were and what we were up to.

In terms of that community outreach, Susie Bratby has done a wonderful job at organising events such as the screening of the England v Germany Euros football match at the Abbey Neighbourhood Centre (with the football cage outside) and leading regular Legacy Holiday Clubs at the Arts' Centre. Through the latter in particular we have had several people come to Celebration Services at Grace Church who otherwise would not have come. With her team of volunteers, Susie has also done detached sports ministry in the green spaces between the houses on the estate. This, combined with all her sports ministry at Bishop's School, has led to many hearing more of the good news and seeing it lived out.

We would value prayers and wisdom as we continue to reflect on other ways we can serve and reach out to the local community. As yet, it has still not been possible to re-open the Thursday morning toddler group due to the school requiring extra room as the pandemic rumbles on. However, even if we had the green light from the school to start back, we would need to find enough willing volunteers to run the group and it might be that there are other and better ways to serve the people of the estate. One possibility that we are praying about and looking into is seeing whether we could (perhaps in partnership with others) use one of the currently closed shop units by the Abbey Neighbourhood Centre to offer a safe, warm and supervised space for local youth.

In terms of fostering deeper relationships at church, it's been great to be able to more easily offer and receive hospitality from one another the last few months. Home group is

another key means of growing in our friendship with one another and with God. It restarted in September and we normally have 5-10 attending with different people hosting and leading. It's a joy to be together, sharing our lives, feeding on Scripture and praying together. In recent weeks we've enjoyed looking at various Psalms and retuning our hearts to the Lord.

Sarah Leggett and Steve Harewood have both decided to step down as elders and I want to take this opportunity to express my sincere thanks to them both for all their wisdom, friendship, advice and support over the last 9 years. They have been a huge encouragement and I could not have kept going without them. Please pray that the Lord would raise up the right people to fill that key leadership role.

It's been wonderful to have a Grace Church band formed over the last 8 months. I'm very thankful to Steph Richardson who has headed that up and introduced us to some excellent new songs. I would also like to thank Helen Heywood for doing an excellent job at running the children's group Sunday by Sunday. A lovely encouragement has been seeing a 7 year old girl start to come regularly because she so enjoys the group and finds it helpful. We often have a handful of teenagers with us on Sundays, some of whom will head on to Amplify, the Thetford Team youth group at St Cuthbert's after the service. It's encouraging to see the Lord at work in them and through them. As a result of a recent youth film evening, the mother of a year 6 boy who attended has now been coming along to Grace Church.

For all this and so much more I am very grateful and give thanks to our loving, providing, gracious God. To Him be the glory!

Tony Heywood

## **Cloverfield Community Church**

Emerging from the pandemic over the last year has been a slow and uneasy process. Rebuilding our life as a worshipping community will take time and there has been a need to be sensitive and caring with one another. The Bishop of Tonbridge last year said our first steps into this new post pandemic world will be as small and tentative. In trying to map this terrain he suggests a simple template for churches: the 3Rs. Recovery. Reimagination. Reach.

Like other churches across the country we are slowly **Recovering**. Many of us have returned to church and are grateful for physical interaction and sung worship once more. We recognise the grief, isolation, and lack of fellowship. Returning has been a case of balancing the needs for fellowship and safety. Many churches have been impacted with numbers attending and some have not felt able to return.

**Reimagination** – there is perhaps in some of us a real desire to go back to what we had before. The pandemic has brought a period of forced change. It has given us a unique opportunity to naturally evaluate our life and worship. The Growing Good report by Hannah Rich for Theos and CUF shows the links that exists between church growth, social action and discipleship. There is a need for our church like lots of churches to grow younger.

So we have looked at changing the structure of our third Sunday services and have taken a step of faith in starting Muddy church in March and a café style service in the mornings. Trying to find a good time for families on what has become for many in our society a day

like all the others can be tricky. But Muddy church especially could link well with our other new venture....

The launching of Messy Mornings on Tuesdays, already drawing in good numbers and building of relationships with young parents has much potential. How we see this linking with our Sunday worship is an important question. Kirsty and the leaders very much see it as a place to be church in this new forming community.

**Reach** is the third stage the Bishop outlined. Perhaps Turners Good Grief café provides another perfect example of this. Finding new ways of reaching those outside the church in the community and providing for a social need. Again this has much exciting potential.

I am grateful for our small leadership team who take on so much in the church from safeguarding to caring for our building. One of those persons Neil Glen has been the backbone of Cloverfield church for several years but has now sadly stepped down. Neil took charge of the church's hall bookings, building supplies, sound desk and the diligent task of treasurer. He was often the one who put out the chairs ready for worship on a Sunday and who now continues for the time being to be our treasurer.

Another person to give grateful thanks to and has also left us is Heather Nicholls. Heather took charge of the pastoral work of the church but also could be found mucking in many other activities from refreshments to assisting with holiday clubs. We said goodbye to Heather when her and Ken moved on in November.

Financially, the inability to open our building and take hall bookings during the pandemic, has meant our level of income dropped massively. We are seeking to make cut backs where we can and steward our income in the best way possible. Neil Glen and Tim Peacock have done a great job of resuming our bookings, regular and new and going forward we hope the coming year will set us back on a level footing. And we are especially grateful to Tim for all the many hours of work he has put into transitioning the bookings system to our Team Churchsuite software. In the longer term this will simplify this task.

Tim has also done a fantastic job of finding funding for the new hall lighting and ensuring our repairs costs of equipment has been kept as low as possible. But we ought to note that we are looking at the need to replace our boilers soon as a major expense, with our present ones reaching the end of their serviceable life.

I am grateful for all of you who serve in small ways and big in the church. From leading worship on Sundays and the many roles people give, to the behind the scenes maintenance of the church and its function to serve our wider community during the week. I would like to thank each of you as you continue to use your gifts and talents to enrich the work and ministry of Cloverfield church. I am aware this happens in many different and lots of unseen ways but it remains to be very much appreciated. Our AWA's Shauna Peacock, Geof Young and now Kirsty Houghton provide me with assistance in leading worship and offer creative approaches to services.

And I am grateful that I am part of the fellowship, support and resources of the wider Thetford team. I appreciate the opportunities to work collaboratively and share resources for outreach and serving the community.

We serve a God who continues to undergird us and chooses to use us as his agents of love and peace in his broken world. We are called to bless our Cloverfield community and those beyond in 2022.

Matt Houghton

## **PCC Report**

PCC meetings are held on a regular basis and reports are submitted regarding parish finances and on the fabric of our buildings and the standing item with regards to safeguarding.

I started after the APCM last year as PCC Secretary as wanted to get more involved in the function of the committee and offered my help to Peter who accepted the offer. I have attended all the PCC meetings since taking a handover from Caroline and sit on the standing committee producing the minutes for that group as well.

It has been a relief in that we are now able to meet in person as the COVID pandemic at long last, although still around, has allowed an easing of the restrictions placed upon us and has enabled services to resume in person at all the churches in the parish which is the way it should be. Our meetings have been a much easier process since the restrictions have been eased. We continue to plan and discuss future works at St Cuthberts we are as a committee looking at the raised floor in the main part of the church and the west wall also needs so rectification work as it is 'bowing' outwards and this will need thorough investigation as to the cause.

Peter and Caroline have undertaken a 'Leading your church into growth course' and found it a very beneficial exercise and as a PCC we have agreed that as a committee we need to work on practicing fruitful evangelism, developing an engaging worship and planning a journey of growth. Peter is also committed to research into changing the format and type of worship moving forward.

Just so all parishioners are aware if they wish to see the minutes of the PCC meetings these can be made available by contacting myself my contact number and email are in the parish Contact newsletter booklet.

Gary Applin  
Thetford PCC Secretary  
April 19th 2022.

## **Safeguarding**

The PCC has complied with its duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

Since May 2021, Maggie Baldwin has served as the Parish Safeguarding Officer. Prior to that, Peter Herbert served as the Parish Safeguarding Officer for Children and Young People, and Margaret Back as the Parish Safeguarding Officer for Vulnerable Adults

Peter Herbert  
April 2022

## **Deanery Synod**

Thetford & Rockland did not meet during the first part of 2021 due to the COVID-19 restrictions. The first meeting of the year was held on Sunday 20 June, following a service during which Revd Canon Steve Wright was commissioned as Rural Dean. This was a brief business meeting during which the following were elected as the Deanery representatives on Diocesan Synod:

### For the House of Clergy:

The Revd Matthew Jackson  
The Revd Canon Steve Wright

### For the House of Laity:

Mr. David Griffith  
Mr. Anthony Poulter

The second and final meeting of the year was held on Tuesday 19 October at Old Buckenham. The Rural Dean introduced the Diocesan Vision ("Transformed by Christ: Prayerful, Pastoral, Prophetic") and we discussed this in small groups.

Deanery Synod meetings are usually held as open meetings at which everyone is welcome; please speak to me if you might be interested in attending.

Caroline Herbert  
Lay Deanery Synod Representative

## **Fabric Report**

The continuing issue with the right-hand toilet that kept blocking was examined by Spectrum Stone, they took it apart and found that the issue was the adaptor on the back of the pan. They needed to move the actual soil pipe branch connection further over, as well as the whole toilet. This also entailed altering the waste pipe and copper feed to the cistern.

Other work done by Spectrum Stone, Replaced the south porch gutter with new, Masonry repairs to south aisle, copings, and north aisle wall. Maintenance to gutters and down pipes, South chancel gutter supply and fit cast iron stop end. Replace south nave tiles. Replace Brocken concrete tile to south extension roof and mortal verge. Repair leaks to south aisle gutter.

Peter King have taken out centre aisle light bulbs that had stopped working and replaced with new bulbs. We have also asked them to give a quote for replacing the side aisle lights.

The roof alarm, Gas boiler and Fire extinguishers have had their annual service.

Sandra Phillips

## Finance Report

This report highlights some of the headlines from the 2021 accounts, although I would encourage people to take a look at the full accounts for a fuller picture of the 2021 finances. The accounts can be found online at

**<https://thetfordteamministry.org.uk/annual-meetings>**, or there are some hard copies available at St Cuthbert's, Cloverfield and Grace Church.

The accounts cover the activities of the PCC, including Grace Church, but not Cloverfield Community Church, for which accounts are compiled and reported separately.

Total unrestricted income for 2021 was £44,119; the majority of this came from giving and donations. Thank you to everyone who contributes financially to support the work of our churches – we really wouldn't be here without you.

The year's expenditure from unrestricted funds was £51,760, i.e. some £7,640 more than the corresponding income. However, it should be noted that some expenditure in 2021 was by way of catch-up from previous years.

For example, payments towards Parish Share (by which we contribute to the payment of our clergy, and other diocesan costs) totalled £10,437 from the General Fund and £3,000 from the Grace Church Fund. But, of the contribution from the General Fund, £9,462 was paying on half a year's contribution from Cloverfield (received by the PCC during the course of 2020), and £375 was the payment in respect of 2020 from St Cuthbert's (leaving £600 paid in respect of St Cuthbert's for 2021). Similarly, the contribution from Grace Church equated to £1,500 agreed in 2020 but not paid over until 2021, and £1,500 for 2021.

The other particularly significant cost met from the General Fund in 2021 was repairs to St Cuthbert's, totalling £8,766. Information on these repairs can be found in the Fabric Report.

Other major costs were Café Cuthbert (particularly the production of accounts for the Café Company), utilities, bookkeeping, the organist, and clergy expenses (other churches across the Team pay into the General Fund to contribute towards clergy expenses).

Utility prices are a concern to many people at the moment, although we are fortunate that the per-unit cost of our gas and electricity is fixed until spring 2024, so we are protected for the time being against per-unit price rises. However, as we move into 2022, our energy consumption at St Cuthbert's has jumped markedly now the church building is being used much more for the café and other endeavours, so the PCC have budgeted for a substantial increase in utility bills in 2022.

2021 saw less movement in our restricted funds. Some donations continued to be received in respect of the St Cuthbert's development project. The majority of the £6,344 outgoing from restricted funds in 2021 was depreciation on the kitchen equipment at St Cuthbert's (£4,440) and architect's fees as we begin work on the next phase of the redevelopment (£1,576).

As in last year's accounts, the equipment in the kitchen at St Cuthbert's is included as a fixed asset within the Development Fund, depreciating at 20% per annum. As at 31st December 2021, therefore, the Development Fund contained within it £17,762 worth of



equipment – which obviously cannot be spent as if it were cash. It also contains a contingent liability of £30,527 in respect of redevelopment funding from the EU which will have to be repaid if insufficient paid posts are created, in accordance with the terms of the grant.

Finally, it will be evident to anyone leafing through the full accounts that making all these payments, and keeping track of all the incomings and outgoings, is a significant task. We are grateful for a warm working relationship with Kieran, our bookkeeper at Emerald Accountants, and for all his diligent work on that side of things. We also owe a huge debt of gratitude to Mick Tobitt as bank account co-signatory – but especially to Sandra Phillips who has been processing all the payments, as well as organising the counting and banking of cash. I am grateful to Karen Tobitt and Louise Applin, who are taking on the counting job going forwards to relieve a little of the burden from Sandra's shoulders.

Peter Herbert  
April 2022

### **Mission Giving**

The policy of the PCC is to give 10% of the giving received in the previous year to external mission and charitable causes. 'Catch up' payments for the 2019 and 2020 allocations were made in early 2021, divided equally between CPAS (our patron), our mission partners Graham and Nicola Aylett, and our mission partners Simon and Gillian Clegg

During 2021 we continued to give £50 per month to support our parish mission partners working in South Asia.

The total allocation for 2021 was £2,295, and at the first PCC meeting of 2022 it was agreed to share this equally between our mission partners in South Asia (thereby giving a donation of £165 in addition to the £50 per month given over the course of 2021), Graham and Nicola Aylett (£765), and Simon and Gillian Clegg (£765).

Peter Herbert  
April 2022

**Notes to the Financial Statement of the Thetford Parochial Church Council**

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 1997, using the Accruals accounting basis.

**Funds**

General Funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and which are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

All other funds are either restricted, and therefore can be used only for the stated purpose, or capital.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. 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.

Subject to the above, receipts and payments include income received and expenditure when irrevocably paid.

**Statement of Assets and Liabilities**

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

- # Moveable church furnishings held by the Church-Wardens on special trust for the PCC and which require a faculty for their disposal.
- # Other fixtures, fittings and equipment where the PCC is free to dispose of such assets without faculty and where the original cost doesn't exceed £1000.00.
- # Legacies where formal notification of entitlement and amount has been received at 31st December by the PCC.

The following liabilities are recognised in the Statement of Assets and Liabilities:

- # Any amounts or overdrafts advanced to the PCC.
- # Any arrears of Diocesan Parish Share.
- # Creditors for goods or services where the supply has been received and invoiced by 31st December.

**Independent Examiner's Report to the Thetford Parochial Church  
Council on accounts for the year ended 31st December 2021**

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. It is my responsibility to:

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

**Basis of independent examiner's statement**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention which would affect the figures below.

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

Signed:

*Robert Dabin*

Robert Dabin  
Black Barn Accountants Limited  
The Technology Centre, Station Road  
Framlingham, Woodbridge  
Suffolk  
IP13 9EZ

March 2022

## STATEMENT OF FINANCIAL ACTIVITIES 01/01/21 TO 31/12/21

2020		2021	2021	2021	2021
All Funds £		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
<b><u>Income &amp; Endowments:</u></b>					
2,511	Charitable Activities	7,123	0	0	7,123
34,560	Donations & Legacies	29,905	969	0	30,874
915	Other Trading Activities	3,064	0	0	3,064
2,019	Investment Income	2,022	0	0	2,022
0	Other Income Resources	2,006	0	0	2,006
<b>40,004</b>	<b>Total Income</b>	<b>44,119</b>	<b>969</b>	<b>0</b>	<b>45,088</b>
<b><u>Expenditure:</u></b>					
51,605	Charitable Activities	50,533	6,344	0	56,877
783	Raising Funds	1,227	0	0	1,227
<b>52,388</b>	<b>Total Expenditure</b>	<b>51,760</b>	<b>6,344</b>	<b>0</b>	<b>58,104</b>
4,458	Gains/(Losses) on Investment Assets	0	0	9,912	9,912
<b><u>Net Income/(Expenditure)</u></b>					
<b>-7,926</b>	<b>Resources Before Transfer</b>	<b>-7,640</b>	<b>-5,376</b>	<b>9,912</b>	<b>-3,104</b>
<b><u>Transfers:</u></b>					
32,142	Gross Transfers Between Funds - In	0	0	0	0
-55,793	Gross Transfers Between Funds - Out	0	0	0	0
<b><u>Other Recognised Gains/Losses:</u></b>					
-3,001	Gains on Revaluation, Fixed Assets Etc.	0	0	0	0
<b>-34,578</b>	<b>NET MOVEMENT IN FUNDS</b>	<b>-7,640</b>	<b>-5,376</b>	<b>9,912</b>	<b>-3,104</b>
<b><u>Reconciliation of Funds:</u></b>					
<b>167,487</b>	<b>Total Brought Forward</b>	<b>96,217</b>	<b>-32,596</b>	<b>69,288</b>	<b>132,909</b>
<b>132,909</b>	<b>Total Carried Forward</b>	<b>88,577</b>	<b>-37,972</b>	<b>79,200</b>	<b>129,805</b>

## CHURCH OF ENGLAND BALANCE SHEET - AS AT 31/12/2021

At 31/12/20		At 31/12/21
£		£
	<b>Fixed Assets</b>	
0.00	Heritage Assets	0.00
69,288.05	Investments	79,200.01
0.00	Social Investments (Programme Related)	0.00
22,202.00	Equipment	17,761.60
<b>91,490.05</b>		<b>96,961.61</b>
	<b>Current Assets</b>	
89,555.31	Cash at Bank & in Hand	63,653.62
0.00	Other Debtors	61.49
36.16	VAT Receivable, Standard Rate	222.29
0.00	VAT Receivable, Reduced Rate	0.00
<b>89,591.47</b>		<b>63,937.40</b>
	<b>Liabilities</b>	
	<b>Current Liabilities:</b>	
0.00	Trade Creditors	567.25
17,645.79	Loans Received	0.00
0.00	VAT Payable Standard Rate	0.00
0.00	Agency Collections	0.00
	<b>Contingent Liabilities:</b>	
30,527.00	European (LAG) Funding * Deferred Income	30,527.00
<b>48,172.79</b>		<b>31,094.25</b>
<b>132,908.73</b>	<b>Net Asset Surplus</b>	<b>129,804.76</b>
	<b>Unrestricted Funds:</b>	
63,254.00	General Fund	48,869.69
21,598.82	Reserve Fund	23,619.30
0.00	Fellowship Fund	0.00
64.50	Sweden Fund	64.50
11,270.54	Grace Fund	10,126.03
29.25	Flower Fund	29.25
0.00	Sports Ministry Fund	868.06
0.00	Projects Fund	5,000.00
	<b>Restricted Funds:</b>	
6,513.01	Organ Fund	6,373.01
1,404.60	Choir Fund	1,404.60
-40,514.04	Development Fund	-44,173.69
0.00	Redevelopment Phase 2 Fund	-1,576.00
	<b>Endowment Funds:</b>	
58,552.70	Chapel Acre Share Fund	66,928.93
10,735.35	Watts Legacy Share Fund	12,271.08
<b>132,908.73</b>	<b>Funds of The Church</b>	<b>129,804.76</b>

## CURRENT ASSETS - AS AT 31/12/2021

## Cash at Bank &amp; in Hand

2020		2021
	<b>Thetford</b>	
69,639.61	Barclays Current Account	41,913.29
196.85	Barclays Savings Account	1.00
0.26	Petty Cash	0.26
19,689.34	CCLA Deposit Account	21,709.82
29.25	Flowers Cash in Hand	29.25
<b>89,555.31</b>	<b>Grand total</b>	<b>63,653.62</b>

**Final List of Grants Received**

2020	2021
£0 All Churches Trust	0
£0 Anonymous	0
£0 Beatrice Laing Trust	0
£0 Bernard Sunley Charitable Foundation	0
£0 Breckland Council	0
£0 Charles Littlewood Trust	0
£6,876* European (LAG) Funding	0
£0 Foyle Foundation	0
£0 Garfield Weston Foundation	0
£0 Geoffrey Watling Charity	0
£0 Lesley Mary Carter Charitable Trust	0
£0 National Churches Trust	0
£0 Paul Bassham Charitable Trust	0
£0 Pennycress Trust	0
£0 Rank Foundation	0
£0 Thetford Town Council	0

\* No Further funding received from LAG in 2021. Treated as part of a contingent liability in 2020, referenced 'European (LAG) Funding \* Deferred Income' on the Balance Sheet.

# Thetford PCC - Annual Report 2021

## INCOME & EXPENDITURE ACCOUNT AND FUND MOVEMENTS 01/01/21 to 31/12/21

<b>Fund A: General Fund (Unrestricted)</b>		
£	Income	£
2020		2021
<b>Income From Donations &amp; Legacies</b>		
19,968.63	Donations	14,743.00
0.00	Sundry Donations	4,084.56
7,009.72	Gift Aid Claimed	847.00
988.84	Cash Collections	2,251.10
1,845.18	Other Funds Generated	0.00
<b>29,812.37</b>		<b>21,925.66</b>
<b>Income From Charitable Activities</b>		
2,205.00	Fees - Weddings & Funerals	3,245.00
169.09	Bookstall Sales - Objectives	0.00
136.50	Lettings - Objectives	0.00
540.00	Magazine - Advertising	120.00
374.50	Magazine - Sales	206.22
0.00	Youth & Families Ministry	125.00
<b>3,425.09</b>		<b>3,696.22</b>
<b>Income From Other Trading Activities</b>		
0.00	Fetes, Bazaar, Other Fund-raising Events	1,378.58
0.00	Socials & Events	1,205.79
260.00	Café Cuthbert Takings	450.00
<b>260.00</b>		<b>3,034.37</b>
<b>Other Incoming Resources</b>		
0.00	Interest Received	1.03
0.00	Clergy Expense Contributions	1,740.00
0.00	Insurance Claims	266.00
<b>33,497.46</b>	<b>Total Income</b>	<b>30,663.28</b>
<b>Transfers</b>		
20,124.96	From Cloverfield - Share, Expenses	0.00
-10,000.00	From Cloverfield - Other	0.00
0.00	From Fellowship	0.00
497.14	From Development (Correction)	0.00
1,520.00	From Grace	0.00
<b>12,142.10</b>		<b>0.00</b>
<b>45,639.56</b>	<b>Total In</b>	<b>30,663.28</b>

- NOTES**
- a). The structure of the income analysis this year has been changed to reflect the changes made in the new accounts software 'Liberty Accounts'. Therefore, comparatives won't be as meaningful as the 2020 figures will be that from the legacy software 'Data Developments'.
- b). Gift Aid claims haven't been as high during 2021, due to HMRC having technical issues with providing an authorisation code for the Treasurer to submit the required Gift Aid returns. Covid-19 has resulted in resource levels at HM Revenue & Customs being reduced, and it is being worked on to get this resolved. It is likely that backdated Gift Aid Claims will be submitted in April 2022, which will bring these up to date.
- c). Clergy Expense Contributions relating to £1,200 received from the 'Cloverfield Church', together with £540 received from the 'Parochial Church (Croxtan)'. The 'Parochial Church Croxtan' represents 2 payments of £270.00 received in January & December 2021.
- d). Interest Received related to a payment from HMRC in respect of a previous Gift Aid Claim, whereby they have paid compensation interest.

# Thetford PCC - Annual Report 2021

Fund A: General Fund (Unrestricted)		
£	Expenditure	£
2020		2021
<b>Expenditure on Charitable Activities</b>		
<b>Café Running Costs</b>		
788.49	Café Cuthbert Expenses	3,214.05
<b>Charity Management &amp; Administration</b>		
1,439.37	Administration	12.25
0.00	Bank Charges	33.96
1,950.00	Bookkeeping & VAT	1,970.00
0.00	CPR Funded Items	161.99
0.00	Children's & Families Ministry	38.49
0.00	Costs of Independent Examination	21.10
0.00	DBS Checks & Safeguarding	128.99
110.96	Mission & Evangelism Costs	114.11
0.00	PCC & APCM Expenses	9.99
0.00	Printing & Photocopying	873.62
0.00	Sports Ministry	80.77
0.00	Subscriptions & Membership Fees	283.45
0.00	Youth & Families Ministry	195.99
<b>Charity Running Costs</b>		
0.00	Printing & Stationery Costs	130.48
<b>Church Running Costs</b>		
2,321.41	Insurance	2,368.58
2,001.09	Electricity, Oil & Gas	2,834.24
3,177.20	Major & Routine Repairs	8,765.57
243.45	Cleaning Costs	434.97
736.04	Telecoms	579.95
1,308.11	Covid-19	0.00
<b>Clergy Expenses</b>		
13.50	Visiting Speakers / Locums	0.00
2,224.72	Clergy Expenses	2,688.56
<b>Cost of Services</b>		
2,360.00	Organist	2,550.00
368.55	Service Expenses	304.82
0.00	Wine / Wafers / Candles	267.17
196.00	Organ Tuning	0.00
<b>Grants</b>		
1,175.00	Overseas Missions	1,640.00
0.00	Home Missions	3,680.00
<b>Expenditure on Raising Funds</b>		
<b>Raising Funds</b>		
697.00	Fetes, Bazaar, Other Fund-raising Events	532.00
0.00	Socials & Events	695.01
<b>Other</b>		
18,216.48	Parish Share	10,437.48
-305.41	VAT For Development	0.00
39,021.96	Total Expenditure	45,047.59
<b>Transfers</b>		
0.00	To Development	0.00
0.00	To Cloverfield	0.00
39,021.96	<b>Total Out</b>	<b>45,047.59</b>
6,617.60	SURPLUS or DEFICIT	-14,384.31
56,636.40	Brought Forward at Start of Year	63,254.00
63,254.00	<b>Balance Carried Forward at End of year</b>	<b>48,869.69</b>

- NOTES**
- a). The structure of the expenditure analysis this year has been changed to reflect the changes made in the new accounts software 'Liberty Accounts'. Therefore, comparatives won't be as meaningful as the 2020 figures will be that from the legacy software 'Data Developments'.
- b.) Café costs this year have increased to that of the previous year. In 2020, the use of the Café was substantially impacted by Covid-19, with 2021 showing an increase in activity. A significant proportion of these costs relate to Accountancy fees from 'Lovewell Blake Chartered Accountant' amounting to £1,441. These costs will reduce in 2021 due to this work now being performed by 'Emerald Accountants'.
- c). Administration covers the Photocopier & General Stationery (£1,439) in the previous year. These costs have now been detailed in the above figures for 2021 in order to show a specific breakdown.
- d). Major & Routine repair costs have increased during the year. The significant bulk of this increase in costs is due to a work performed by 'Spectrum Stone Limited' in respect of 'Holding Repairs, Maintenance & Alterations to a Faulty Toilet' which amounted to £3,883.48.
- e). Home Missions costs have increased in the year to £3,680. This was due to 2 payments of £1,000 & £840 being paid to 'Interserve - Ayletts', together with 2 payment of £1,000 & £840 being paid to the 'Church Pastoral Aid Society'.



# Thetford PCC - Annual Report 2021

<b>Fund B: Reserve Fund (Designated)</b>		
£	Income	£
2020		2021
<b>Investment Income</b>		
1,940.93	Dividends & Reclaimed Tax	1,698.52
77.91	Interest Received	321.96
2,018.84	<b>Total In</b>	<b>2,020.48</b>
2,018.84	SURPLUS or DEFICIT	2,020.48
19,579.98	Brought Forward at Start of Year	21,598.82
21,598.82	<b>Balance Carried Forward at End of Year</b>	<b>23,619.30</b>

**NOTES** The majority of this fund is held in the CCLA Deposit Account.

<b>Fund C: Fellowship Fund (Designated)</b>		
£	Income	£
2020		2021
0.00	<b>Total In</b>	<b>0.00</b>
<b>Expenditure</b>		
0.00	<b>Total Out</b>	<b>0.00</b>
0.00	SURPLUS or DEFICIT	0.00
0.00	Brought Forward at Start of Year	0.00
0.00	<b>Balance Carried Forward at End of Year</b>	<b>0.00</b>

**NOTES** There were no Fellowship fund activities during the year.

<b>Fund D: Organ Fund (Restricted)</b>		
£	Income	£
2020		2021
0.00	<b>Total In</b>	<b>0.00</b>
<b>Expenditure</b>		
<b>Expenditure on Charitable Activities</b>		
<b>Cost of Services</b>		
	Organ Tuning	140.00
0.00	<b>Total Out</b>	<b>140.00</b>
0.00	SURPLUS or DEFICIT	-140.00
6,513.01	Brought Forward at Start of Year	6,513.01
6,513.01	<b>Balance Carried Forward at End of Year</b>	<b>6,373.01</b>

<b>Fund E: Choir Fund (Restricted)</b>		
£	Income	£
2020		2021
0.00	<b>Total In</b>	<b>0.00</b>
<b>Expenditure</b>		
0.00	<b>Total Out</b>	<b>0.00</b>
0.00	SURPLUS or DEFICIT	0.00
1,404.60	Brought Forward at Start of Year	1,404.60
1,404.60	<b>Balance Carried Forward at End of Year</b>	<b>1,404.60</b>

**NOTES** There were no Choir fund activities during the year.

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<b>Fund F: Sweden Fund (Designated)</b>		
£	Income	£
2020		2021
0.00	<b>Total In</b>	<b>0.00</b>
<b>Expenditure</b>		
0.00	<b>Total Out</b>	<b>0.00</b>
0.00	SURPLUS or DEFICIT	0.00
64.50	Brought Forward at Start of Year	64.50
64.50	<b>Balance Carried Forward at End of Year</b>	<b>64.50</b>

**NOTES** There were no Sweden fund activities during the year.

<b>Fund G: Grace Fund (Designated)</b>		
£	Income	£
2020		2021
<b>Income From Donations &amp; Legacies</b>		
2,820.00	Donations	2,616.62
0.00	Sundry Donations	0.00
592.62	Gift Aid Claimed	112.50
0.00	Cash Collections	0.00
190.15	Other Funds Generated	0.00
		2,729.12
3,602.77	<b>Total In</b>	<b>2,729.12</b>
<b>Expenditure</b>		
<b>Expenditure on Charitable Activities</b>		
<b>Charity Management &amp; Administration</b>		
0.00	Parish Share Contribution	3,000.00
0.00	Youth & Families Ministry	500.00
<b>Clergy Expenses</b>		
60.00	Clergy Expenses	55.99
<b>Grants</b>		
0.00	Mission & Evangelism Costs	317.64
60.00	<b>Total Out</b>	<b>3,873.63</b>
3,542.77	SURPLUS or DEFICIT	-1,144.51
9,247.77	Brought Forward at Start of Year	11,270.54
-1,520.00	Transfer To General Fund For Parish Share	0.00
11,270.54	<b>Balance Carried Forward at End of Year</b>	<b>10,126.03</b>

<b>Fund H: Flower Fund (Designated)</b>		
£	Income	£
2020		2021
0.00	<b>Total In</b>	<b>0.00</b>
<b>Expenditure</b>		
0.00	<b>Total Out</b>	<b>0.00</b>
0.00	SURPLUS or DEFICIT	0.00
29.25	Brought Forward at Start of Year	29.25
29.25	<b>Balance Carried Forward at End of Year</b>	<b>29.25</b>

**NOTES** There were no Flower fund activities during the year.

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## Fund I: Development Fund (Restricted)

£ 2020	Income	£ 2021
<b>Income From Donations &amp; Legacies</b>		
607.87	Donations	125.00
0.00	Sundry Donations	825.00
276.92	Gift Aid Claimed	18.75
0.00	Cash Collections	0.00
0.00	Other Funds Generated	0.00
884.79	<b>Total In</b>	<b>968.75</b>
<b>Expenditure</b>		
<b>Expenditure on Charitable Activities</b>		
<b>Charity Management &amp; Administration</b>		
5,550.00	Depreciation	4,440.40
2,485.75	Interest Paid	188.00
<b>Church Running Costs</b>		
5,270.31	Major & Routine Repairs	0.00
13,306.06	<b>Total Out</b>	<b>4,628.40</b>
-12,421.27	SURPLUS or DEFICIT	-3,659.65
-31,696.66	Brought Forward at Start of Year	-40,514.04
0.15	Transfers From N3	0.00
-497.14	To General (Correction)	0.00
-23,651.12	To Contingent Liability (European LAG Funding)	0.00
27,752.00	To Fixed Assets (Kitchen Equipment)	0.00
-40,514.04	<b>Balance Carried Forward at End of Year</b>	<b>-44,173.69</b>

- NOTES**
- Depreciation of Kitchen Equipment provided at 20% per annum on a reducing balance method.
  - Kitchen Equipment purchased in 2019 of £27,752 was capitalised as a Fixed Asset in 2020.
  - European LAG grant funding received in 2019 & 2020 for £30,527 continued to be provided as a contingent liability.

## Fund K: Cloverfield General Fund (Designated)

£ 2020	Income	£ 2021
0.00	<b>Total In</b>	<b>0.00</b>
<b>Expenditure</b>		
0.00	<b>Total Out</b>	<b>0.00</b>
0.00	SURPLUS or DEFICIT	0.00
40,878.35	Brought Forward at Start of Year	0.00
-10,124.96	Transfers to St Cuthbert's	0.00
-30,753.39	Transfer to Remove Balance from Account	0.00
0.00	<b>Balance Carried Forward at End of Year</b>	<b>0.00</b>

## Fund M: Sports Ministry Fund (Designated)

£ 2020	Income	£ 2021
<b>Income From Donations &amp; Legacies</b>		
0.00	Sundry Donations	250.00
<b>Income From Charitable Activities</b>		
0.00	Sports Ministry Income	3,456.51
0.00	<b>Total In</b>	<b>3,706.51</b>
<b>Expenditure</b>		
<b>Expenditure on Charitable Activities</b>		
<b>Charity Management &amp; Administration</b>		
0.00	Sports Ministry Expenditure	2,838.45
0.00	<b>Total Out</b>	<b>2,838.45</b>
0.00	SURPLUS or DEFICIT	868.06
0.00	Brought Forward at Start of Year	0.00
0.00	<b>Balance Carried Forward at End of Year</b>	<b>868.06</b>

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## Fund O: Projects Fund (Designated)

£ 2020	Income	£ 2021
	<b>Income From Donations &amp; Legacies</b>	
0.00	Legacies	5,000.00
0.00	<b>Total In</b>	<b>5,000.00</b>
	<b>Expenditure</b>	
0.00	<b>Total Out</b>	<b>0.00</b>
0.00	SURPLUS or DEFICIT	5,000.00
0.00	Brought Forward at Start of Year	0.00
0.00	<b>Balance Carried Forward at End of Year</b>	<b>5,000.00</b>

**NOTES** a). Legacies of £5,000 respect a payment received from 'Margot Eldred' in November 2021.

## Fund Q: Redevelopment Phase 2 Fund (Restricted)

£ 2020	Income	£ 2021
0.00	<b>Total In</b>	<b>0.00</b>
	<b>Expenditure</b>	
	<b>Expenditure on Charitable Activities</b>	
	<b>Church Running Costs</b>	
	Major & Routine Repairs	1,576.00
0.00	<b>Total Out</b>	<b>1,576.00</b>
0.00	SURPLUS or DEFICIT	-1,576.00
0.00	Brought Forward at Start of Year	0.00
0.00	<b>Balance Carried Forward at End of Year</b>	<b>-1,576.00</b>

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## AD - Chapel Acre Share Fund (Endowment)

54,785.29	Brought Forward at Start of Year	58,552.70
3,767.41	Valuation Change	8,376.23
58,552.70	Balance Carried Forward at End of Year	66,928.93

## AE - Watts Legacy Share Fund (Endowment)

10,044.61	Brought Forward at Start of Year	10,735.35
690.74	Valuation Change	1,535.73
10,735.35	Balance Carried Forward at End of Year	12,271.08

## N3 - 3 Market Place Sale Fund (Designated)

0.00	Brought Forward at Start of Year	0.00
0.15	Interest From Savings Account	0.00
0.00	Pay One Valiant invoice	0.00
0.00	Transfer to General Fund	0.00
-0.15	Transfer to Development Fund	0.00
0.00	Balance Carried Forward at End of Year	0.00

**NOTE** Both share funds increased in value by approx. 14% this year (2020: 7%).