



St Helen's St Edmund's

APM / APCM Agenda

Sunday 21st May 2023, 4pm St. Helen's Church

Annual Parishioner's Meeting (APM)

1. Welcome and opening prayer
2. Elections of church wardens

Annual Parochial Church Meeting (APCM)

1. Apologies
2. Minutes of last APCM – Appendix 1
3. Election of Deanery Synod Representatives
4. Election of PCC members
5. Appointment of independent auditor of the PCC financial accounts
6. Fabric Report – Appendix 2
7. Electoral Roll Officer's Report
8. Financial Report
9. PCC Resolution – length of service for elected members on PCC
10. Deanery Synod Report – Appendix 3
11. Safeguarding Review
12. Vicar's Report – verbally delivered
13. AOB
14. Closing Prayer



**St Helen's
St Edmund's**

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF ST
HELEN'S AND ST EDMUND'S CHURCHES**

Annual Report and Financial Statements

For the year ended 31st December 2022

St Helen's and St Edmund's Churches

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Annual report of the PCC

For the year ended 31 December 2022

Aims and Purposes

The Parish Church Council (PCC) has the responsibility of co-operating with the incumbent Revd James Pinto (Vicar) in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St Edmund's and St Helen's Church.

Objectives and Activities

The PCC's objective is promoting in the ecclesiastical parish the whole mission of the church. In addition to Sunday services, our regular activities include:

- Children's Sunday Club
- Weekly/fortnightly Connect Groups to help people grow in faith and godliness
- Fortnightly Music Connect
- Monthly Church Family Prayer Meeting
- Monthly midweek Communion
- Play and Stay Parent/Carer and Toddler Group
- Monthly Church Walks
- Evangelistic Courses

In September '22, Tuesday Connect divided, as the group was growing. This created 2 smaller groups (Tuesday Connect and Thursday Connect). From being 6 meeting together in September, numbers have grown to 11. As well as group meetings, we also have regular socials. A new Connect Group launched in April and there are hopes for at least 1 more group to launch later this year. In recent months the groups have moved to discussing questions from the passage looked at in our Sunday services. The sermons are available to watch on the church website with questions attached. These groups aim to help people in their walk with God, spend time in prayer together and enjoy socialising together.

Once a fortnight Music Connect meets for about an hour with between 6 and 15 people attending each session. We have learnt new songs and sung some 'old favourites'. The aims of the group are to learn new songs, practice voices and instruments together regardless of ability, to encourage people to join the music group that plays on Sunday and to have fellowship with others.

Annual report of the PCC

For the year ended 31 December 2022 - continued

The St. Helens Stay & Play toddler group (formerly Play+SHED) has now been operating for just over a year. In that time, it has welcomed many new parents and carers with over 80 carers (with their children) attending since September last year. A wonderful team of regular volunteers helps to give the group the friendly and warm atmosphere that many parents and carers have noted. The group aims to provide a service to parents and carers who need support and friendship during their time looking after their children. Those running Stay + Play look to introduce carers and parents to the wider life of the church. At Christmas a toddler nativity service was held in the church – no-one was forced to attend but everyone did! The hope is to welcome these families to other events in the coming year, with the aim of breaking down barriers so that church, and St. Helens in particular, is seen to be relevant and a fun and welcoming place to be.

Since September we have launched a monthly church family prayer meeting. These have been well attended and are an important part of our life together as we grow together and look to God to go and make disciples of Jesus Christ.

Eddie Jones leads our monthly walks on a Sunday afternoon. As well as providing an opportunity to enjoy time together it is an easy first invite to those outside or on the fringe of the church community. The walks have proved popular with a growing number joining us month by month. A particular highlight was dragon hunting in Longdell Hills Woods.

Review of the Year

There are 81 people on the electoral roll of whom 58 live in the parish (compared to 67 people in 2022). During the year 18 were added and 4 were removed (3 deaths and 1 requesting to be removed).

The average weekly attendance counted during October 2022, was:

St Helen's Church **52** (compared to **22** in October 2021)

St Edmund's Church **18** (compared to **16** in October 2021)

Annual report of the PCC

For the year ended 31 December 2022 - continued

Church Graft

2022 was a year of significant change for the parish. Edward and the family left in March moving to a new post in Bungay. There was a relatively short interregnum. In April James was appointed as Priest-in-Charge for an initial 3 year period. This is standard procedure in Norwich Diocese. James, supported by the Diocese and Bishop Graham, are committed to remaining in post far behind the initial 3 years.

James was licensed at the end of September 2022 with 30 joining them mainly, but not solely, from Holy Trinity Church. The church graft has been a great boost to the church family – there has been immediate growth, new people serving, a ‘critical mass’ of families and children at St Helen’s Church, increase in giving and a general sense of excitement about a new season of ministry in the parish.

Corporate Worship

During 2022 we have been able to enjoy corporate worship with only minimal ongoing disturbance from the COVID- 19 pandemic. At both St Edmund’s and St Helen’s Churches it has been encouraging to see members of the parish who were not previously regular churchgoers or had not been attending for some time finding a home and becoming integrated within the life of the churches.

The church graft saw 4 families with 9 children joining the church family. In September we relaunched children’s groups running 3 out of 4 Sundays a month. 2 groups run in the hall and in the church office.

At the end of 2022 we went through a consultation period considering our church service times. The PCC agreed to make a minor tweak to service times:

9:30am service at St Helen’s Church

11:15am service at St Edmund’s Church (previously 11am)

Church Staff

Through a grant from the Church Planting & Regeneration (CPR) fund the Parish was able to employ a Youth & Family worker, Andrew Bruce. His role enabled a focus on young people in church and in the Summer he was able to obtain the help of a team of young people through the Princes Trust. Sadly, Andrew’s health has prevented him from continuing in this capacity and he left the employ of the Diocese in October.

Annual report of the PCC

For the year ended 31 December 2022 - continued

Hilary Jarrett has been working voluntarily in a part-time capacity as Church Administrator. This has been a great help to James in relieving some of the administrative work of the parish. A weekly team meeting is held with Hilary Jarrett, Bill Salmon and David Thompson attending.

Outreach & Events

As we look to be 'family on mission' we have put on a variety of events to raise our visibility and build ongoing connections with people living locally. We have seen encouraging numbers at these events which include:

Brass Band Concert at St Edmund's Church organised by the Friends of St Edmund's (FOSE)

Heritage Open Day in September at St Edmund's Church

Christmas Craft Evening with short talk by Libby

Carol & Christingle Services

Carol Singing outside the Co-Op

Operation Christmas Child – thanks to Andrée and her helpers 119 boxes were produced

Remembrance Sunday Service supported by the Royal British Legion & youth organisations

Quiz evenings at St Helen's Church

Lynda Jones has relaunched Costessey News. This has been hugely popular with local residents. Each month on page 2 there is a short devotional thought. It provides the opportunity to let people know of events taking place in the church and in other churches in Costessey.

Building for the Future, St Helen's Church Refurbishment

St Helen's Church building has been a great blessing over the last 50 years helping us to reach the parish with the good news of Jesus. We are currently considering how the building may continue to serve us and the parish for the next 50 years. As a church family we want to help people meet Jesus. We want our buildings to be good servants to do that - facilities that serve us to help people to meet Jesus.

Annual report of the PCC

For the year ended 31 December 2022 - continued

Concept drawings by Amy Tyrrell were presented in September. Since then we have undertaken a wide consultation with both the church family, wider community and the Diocese to ascertain the needs and priorities of the work. David Thompson will be chairing a newly formed 'Building for the Future' group as this project moves forward. Further details can be found in appendix 2.

Safeguarding

Throughout the year, the PCC believe they have complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

With the growth experienced in 2022, Safer Recruitment has continued with many more volunteers, including the relaunched Children's Groups at St Helen's Church.

Andrée Taylor continues in the role of Parish Safeguarding Officer (PSO). We have ensured that our Safeguarding Policy is accessible on the front page of the new website and on boards in both churches.

The PSO continues to present a safeguarding report to the PCC each month and is pleased to report full support from the Incumbent, Wardens and PCC. We continue to be committed to creating and maintaining a safe, caring, open and transparent environment in which survivors and the vulnerable can hear and experience for themselves the love offered to them by their Lord and Saviour, Jesus Christ.

Financial Review

Overview

The easing of the lockdown restrictions enabled both churches to return to some normality. However, this was disrupted somewhat when the Rev. Edward Land left in March. Following a relatively short interregnum Rev. James Pinto joined in September, bringing with him several people. This had the effect of not only boosting numbers in the congregation but also increasing giving, although this only had an impact in the final 3 months of the year. Income was also boosted by re-instating the Costessey News (see below).

Annual report of the PCC

For the year ended 31 December 2022 – continued

Receipts

The General Fund Receipts for 2022 showed a significant increase in comparison to 2021. Up to £80,209 from £42,904 in 2021. This included various gifts from FOSE and members of the congregation (£23820) to cover some of the expenditure. £1125 was transferred from the Deposit Account to cover the purchase of the "Hobbit House" and to pay for the organ maintenance. £3098 was claimed from the Church Planting and Revitalisation funding and there is a claim currently being processed for £1846.36. The Gift Aid rebate was £4801. St Helen's Hall Hire increased significantly (£1583). The PCC agreed to increase the hourly hire rate for 2022. It is still used regularly by the Brownies and Zumba (2 Classes per week). There is potential to increase the usage but it will require some significant refurbishment. A gift of £441 was received and is set aside for Community/Outreach Projects. We have also received a very generous gift of £800 per month, over the next 3 years to be used for mission. This is also Gift Aided and the total amount should be in the region of £30,000. There was no Gift Day during 2022.

Payments

The parish share request for 2022 was £36497. £28500 was paid towards it during the year, leaving a shortfall of £7997. The parish share request for 2023 is set at £37956 as per Diocesan email 17/01/23. The direct debit for the Parish Share has been increased to £2500 pcm for 2023. Gross Payments from the General Fund were £86,814. £21,692 of this were covered by gifts received from FOSE and members of the congregation and £4902 was claimed from the CPR Grant. The "Hobbit House" was purchased from the pre-school at a cost of £800 and payment for this was taken from the Deposit Fund. A piano was purchased for £2183 and payment for this was covered by a gift from a member of the congregation.

St Edmund's Church

Heat, light and water costs have increased significantly from £1446 (2021) to £2491. Insurance costs increased by 7.5% from October and the total for the year was £1801.

St Helen's Church

Maintenance costs were £2079 of which £1063 related to repairs/servicing of the boiler. Heat, light and water increased significantly from £1451 (2021) to £4549. The cleaner costs are £1413 which also includes cleaning the church as well as the hall. The weekly cost is £34. As with St Edmunds, insurance costs increased by 7.5% in October and the total for the year is £817.

Annual report of the PCC

For the year ended 31 December 2022 – continued

Magazine

Lynda Jones restarted Costessey News in April 2022 at a cost of 50p. Sales are in the region of 300 per month, with some issues printed in colour. Total income for the year is £4368 (Advertising £3313, sales £1055). Total expenditure was £2920 making a profit of £1448. However, due to the cost of printing it was agreed at the last PCC to increase the cost to £1 per copy from Jan 2023. Thanks must be given to Lynda for all her hard work this year in making the Costessey News a success.

Gifts to Missions & Agencies

The following collections were made in the year:

Childrens Society £27

East Anglia Children's Hospice £56

Christian Aid £100.

British Legion £113

A leaving gift of £301 (from a church collection) was given to Rev Edward Land

Legal and administrative information

For the year ended 31 December 2022

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is registered with the Charity Commission.

The method of appointment of PCC members is set out in the church representation rules. All church attendees are encouraged to register on the electoral role.

Administrative information

PCC members who have served at any time from 1 January 2022 until the date this report was approved are:

Ex Officio members:

Incumbent	Rev James Pinto (Chair) – since September 2022
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Incumbent	Rev Edward Land (Chair) – resigned March 2022
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Warden	Denis Collen
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Warden	Libby Glover
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Treasurer	Michael Gill
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Elected Members:

Irene Hill

Mark Lusher

Margaret Chamberlain

Michael Gill

Janet Betts (resigned April 2023)

Independent Examiners Certificate

Report to the trustees/ members of: Costessey PCC

On accounts for the year ended: December 2022

Charity no (if any): 1186476

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.



Signed:

Name: Marie-Anne Edwards

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

Address: 156 Fakenham road, Briston, Norfolk, NR24 2DH

Date: 26 March 2023

Approved by the PCC on 17 April 2023 and signed on their behalf by:

Rev James Pinto, Incumbent and PCC Chair

Costessey PCC

Financial Statements for the Year Ended 31st December 2022

Receipts and Payments Accounts

		Unrestricted		Restricted		Total		Total	General Fund		Totals
		General	Designated	Funds		2022		2021	Total	Total	2018
		£	£	£		£		£	£	£	£
Receipts											
Planned Giving		24050				24050		19405	18959	18752	11342
Good Box		229				229		476			
Plate Collections		6538				6538		4490	5775	6140	3340
Donations		375				375		857	9054	6741	336
Gift Aid Rebate		4801				4801		4901	4526	3540	3961
Fees (Gross)		8070				8070		7726	6936	6364	5446
Admin & Organ Fees		510				510					
Fund Raising Activities											
Magazine Adverts		3313				3313			1415	4553	3515
Magazine Sales/Misc		1055				1055			741	1684	1576
Hall Lettings		1583				1583		755	169	6041	8866
Other Fund Raising								2986			
Social Functions		426				426		138	100	1454	1475
Youth Events		477				477		120			
Flowers		130				130					
Sunday Coffee		243				243		31	65	370	295

Endowment Dividends					518		518		20	152	282	
Bank Interest			123		187		310		300	290	366	
Legacies/Bequests			2841				2841		2250		20913	
Grants - CPR		3098					3098		1000		19487	
Insurance Claims												
Gifts towards Gen Fund Exp		23820					23820					
Transfer of Funds		1125					1125				13788	
Sundry		366					366		19	505	1853	1082
	Totals	80209	2964		705		83878		45474	48687	112328	41234

Mission/Charities 2021

Collected

		£		Forwarded		£
Jan-22	Childrens Society	27.00		Mar-22		27.00
Jan-22	EACH	56.25		Mar-22		56.25
Mar-22	E Land Gift	301.00		Apr-22		301.00
Apr-22	Christian Aid	100.00		Apr-22		100.00
Nov-22	British Legion	113.00		Dec-22		113.00
	Totals	597.25				597.25

Costessey PCC

Financial Statements for the Year Ended 31st December 2022

Receipts and Payments Accounts

		General Fund											
		Unrestricted		Restricted		Total		Total		Total		Totals	
		General	Designate			Funds	2022	2021	2020	2019	2018		
Payments		£	£			£	£	£	£	£	£		
Parish Share		31500					31500	18000	24000	25000	20000		
Altar Requisites		0					0	0	28	180	75		
Admin/Accounts		775					775	254	1295	1514	1572		
Clergy Expenses		241					241	569	2173	856	145		
Worship		3					3	247					
Fees to Diocese		4494					4494	5023	5152	2112	3730		
Fees to Verger etc.		0					0	0	0	0	286		
Services & Events		1070					1070	773					
Flowers		149					149	50	0	0	51		
Resources & Education		434					434						
Organists		620					620	790	240	1241			
Organ/Piano Maint		520					520	439	0	1416	1216		
Subs/Licences		673					673	296	516	446	322		
Youth Events		309					309	468					
CPR Expenses		4902					4902						
Exp covered by gifts		21692					21692						
Fund Raising Expenses													
Magazine Expenses		2920					2920	0	541	1479	1771		
Social Functions		245					245	0	0	545	5		

Hall Management							0	0	0	0	100
Church Running Costs											
St Edmund's											
Heat,Light & Water		2491					2491	1446	1647	1721	653
Maintenance		20					20	172	1215	289	579
Car Park Rent							0	10	10	10	
Supplies		0					0	273	118	194	15
Insurance		1801					1801	1729	1549	1647	1976
St Helen's											
Heat,Light & Water		4549					4549	1451	1276	3777	3737
Maintenance		2079					2079	5871	665	369	3177
Caretaker		1413					1413	216	300	1216	1173
Supplies		114					114	209	484	84	131
Insurance		817					817	781	697	742	724
St Edmund's Bell Project							0	0	0	18945	
St Edmund's HLF Project							0	0	0	0	
St Edmund's Chancel Wall Project							0	0	0	3401	
St Edmund's Heating Project							0	0	0	2469	
St Edmund's Oak Cupboard Project							0	0	0	3539	
St Helen's Hall Roof/Refurb Project							0	0	0	36319	
Michael Richardson/Alpha 2020							0	0	0	900	
Transfer of Funds			2964		187		3151	0	0	13788	
Sundry		2983					2983	315	1373	4297	1157
Totals		86814	2964	0	187	0	89965	39382	43279	128496	42595

Movement within Funds & Balance

		Opening Balance 01/01/22		Receipts		Payments		Closing Balance 31/12/22		Closing Balance 31/12/21	Closing Balance 31/12/20	Closing Balance 31/12/19
Endowment Funds												
Chancel		913		71				984		913	856	798
Churchyard		3011		265				3276		3011	2793	2572
Clive James		403		33				436		403	375	349
St Helen's Fabric		3664		47				3711		3664	3662	3648
	Sub-Total	7991		417				8408		7991	7686	7367
Restricted Funds												
Bells		1429		18				1447		1429	1428	1422
Choir (St E)		213		3				216		213	213	213
Choir (St H)		368		5				373		368	368	365
Curson Legacy		1283		17				1300		1283	1282	1276
Fabric (St E)		1148		15				1163		1148	148	148
Organ Maintenance		359		1		325		35		359	359	358
M H Richardson Family		8647		112				8759		8647	8642	8606
M H Richardson St H Roof & Boiler		8265		107				8372		8265	8261	8226
Curson Bequest re G & M Munday		1008		13				1021		1008	1008	1004
	Sub-Total	22720		289		325		22684		22720	21709	21618
Unrestricted Funds												
Designated												
Bell Fund		27		0				27		27	57	57
Church Linen (St E)		182		2				184		182	182	181
Education		286		4				290		286	285	285
Equipment (St E)		490		6				496		490	490	487

Equipment (St H)		79		1				80		79	79	79
Fabric (St E)		3760		48				3808		3760	3758	3741
Fabric (St H)		700		9				709		700	700	697
N.Chamberlain (St H)		263		3				266		263	263	263
Printer/Copier		649		8				657		649	649	647
Muriel Webb (St H)		1007		13				1020		1007	1006	1002
N&J Vitkovich re Youth and Children		1250		7		800		457		1250		
R Rouse Community/Outreach/Projects				446				446				
M Hulme - Gift re Mission				2415				2415				
Sub-Total		8693		2964		800		10857		8693	7469	7439
General Fund		19607		80209		87064		12752		19607	16085	11119
Total All Funds		59011		83879		88189		54701		59011	52949	47543

Total Funds Represented By

£

Natwest Current

Account

12702

CCLA Deposit Account

41949

Clergy Expenses Float

50

54701

0

Statement of Assets and Liabilities

	General	Unrestricted Designated	Restricted Funds	Total 2022	Total 2021	Total 2020	Total 2019	Total 2018
	£	£	£	£	£	£	£	£
Cash Funds:	50			50	300	250	250	

Bank Current Account	12,702		-	12,702	19307	15809	11,732	12,087
Bank Deposit Account		10,858	31,091	41,949	39404	36864	35,561	51,624
	12,752	10,858	31,091	54,701	59011	52923	47,543	63,711
Other Monetary Assets								
Liabilities								
Charity Donation to be forwarded.		-	-			20		-

Investment Funds Market Value at 31st December 2022	2022	2021	2020	2019	2018
	£	£	£	£	£
Chancel Fund - 126001310S					
94.92 income shares in the CBF of the Cof E Investment Fund	1961	2223	1945	1,820	1,533
Churchyard Fund - 126001195S					
365 income shares in the CBF of the Cof E Investment Fund	7541	8548	7478	6,997	5,894
Clive James Memorial Fund - 126001304S					
45.37 income shares in the CBF of the Cof E Investment Fund	937	1062	930	870	733



St Helen's St Edmund's

Appendix 1 – APM & APCM Minutes

Monday 25th April 2022

Annual Parishioner's Meeting

1. **Apologies.** There were no apologies.
2. **Minutes of Annual Vestry Meeting 2021.** These were approved by all present as a true and accurate record.
3. **Automatic Disqualification of existing churchwardens shall not apply.** The secretary of the PCC, Irene Hill stated that she had received two nominations for churchwarden. These were from :
 - ✦ Libby Glover
 - ✦ Denis Collen

She then explained that under the Churchwarden Measure 2001 both nominees are actually disqualified from holding the Office of Churchwarden for the coming year as they have individually served as Churchwarden in this Parish for six consecutive periods of office. They should therefore stand down from office for at least a year. However, there is provision under the Measure for the meeting to resolve that this section shall not apply this year. Irene therefore proposed that the automatic disqualification after 6 years does not apply in the Parish of Costessey for this year. The proposal was seconded by Margaret Chamberlain. The proposal was unanimously agreed by all present.

4. **Election of Churchwardens.** Irene proposed that: Libby Glover & Denis Collen be elected as Churchwardens in the Parish of Costessey for the coming year. This proposal was seconded by Jon Hill. The proposal was unanimously agreed by all present.

Annual Parochial Church Meeting

1. **Vacancy update.** Edward Land, the previous Priest In Charge has left the Parish of Costessey to take up a new appointment in Bungay. The Bishop of Norwich has agreed to appoint a Priest in Charge of the Parish for another three years but this is the last time he will be allowed to do so. A candidate has been found and interviewed by the Chair of the Deanery Synod, the Archdeacon, Denis and Libby but the name of this person cannot be announced until the Bishop has given his approval.
2. **Minutes of APCM 2021.** These were read and approved by all present as a true and accurate record of the APGM held in 2021 and signed by the Chair, Denis Collen.
3. **Matters arising.** None.
4. **Electoral Roll.** There are at present 67 names on the Electoral Roll which is updated every six years. The last update was 2019. However, any of the congregation can add their name to the Roll during this six years should they wish to do so. Kate Reeve oversees the register and Denis thanked her for her input.
5. **Annual Financial Report and Accounts.** All present were given a copy of the Annual Report and Financial Statement of the Receipts and Payments Account. A copy of this is in the file. The Treasurer Michael Gill, gave an overview of a very difficult year due mainly to the ongoing effects of the Coronavirus Pandemic. The parish share request for 2021 was £36,000 but it was only possible to pay £21,390. Even though the Diocese have kept the parish share to £36,000 for 2022/2023. Mike also warned of a difficult year ahead with the massive rise in utility bills. However, it wasn't all doom and gloom with two years of the CPR (Church Planting and Resuscitation) money remaining with which to carry out church growth and the publishing of a new Costessey News thanks to Lynda Jones. Mike asked people to consider giving to the church by Standing Order which would give a more accurate picture of money coming in each month. Reg Harvey proposed that the accounts be accepted and the proposal was seconded by Sandra Gill. This proposal was unanimously agreed by all present.
6. **Reports from Parish Organisations.**
 - **Churchwardens Report:** A copy of the Churchwardens Report was given to everyone present and a copy is in the file. Denis gave a synopsis of the report and emphasised how lucky we are to have the Reverend Bill in the Parish and how much we all appreciate his very considerable and valuable contribution to both churches. Projects which have been started during the last three years will continue, as will the times and styles of services at both churches until the new Priest in Charge is in post.

- ***Vicar's Report:*** Edward's report was given to all present and a copy is in the file.

He outlined the work done to promote Height, Width and Depth within SH+ED Church.

Height

- ✧ Employment of a Children and Families Worker
- ✧ Live streaming of services
- ✧ Children's creche area at St Helen's
- ✧ Different styles of service at each church to suit the personal preference of the congregation.

Width

- ✧ Church Planting and Revitalisation Course attended by PCC members and members of the working groups.
- ✧ PCC away Day
- ✧ Holiday Club
- ✧ Play SH+ED Toddler Group which actually began in February 2022
- ✧ Garden SH+ED

Depth

- ✧ Establishment of two Connect Groups
- ✧ Bring and Share Lunches
- ✧ Various Groups that continue to meet

The report ended with a verse from 1 Corinthians 3

- ***Buildings Working Group Annual Report:***

St Edmunds:

A report was read by all present and a copy is in the file.

- ✧ The vestry doors have been completed and the PCC has sanctioned the appointment of an architect to draw up a scheme and obtain prices for refurbishing the vestry.
- ✧ The decluttering of the the rear of the Nave is substantially completed.
- ✧ Fence to Church Farm Building- no action, awaiting planners

St Helens:

The merits of three architects are being assessed so that when money is available the project to turn St Helen's church and hall into a community hub can begin. The group is mindful that the new vicar will want some input on this large project and also smaller projects such as signage to both churches and kitchen improvements at St Helen's.

- **SH+ED Kids report:** Brucie's report was read by all present and a copy is in the file. Brucie, who has had a difficult year due to health and personal issues, thanked the church for its love, support and prayers. The report outlined the year's successes;

- ⌄ The Holiday Club

- ⌄ October Light Party

- ⌄ Christmas family Fun Event

- ⌄ Garden Shed

- ⌄ Community Outreach events

7. **Election of members of PCC.** Names have been received. Jon proposed the names be accepted. Janice seconded this. There was unanimous agreement from all present.
8. **Examiner of Accounts.** Nerina proposed that Marie Edwards continue as Examiner of Accounts for Costessey Parish. Margaret seconded the proposal All were in agreement.
9. **Matters of General Interest.** David Thompson pointed out that the last three years had flown by. In the next three years we must address the issue of how to get people together to pray for growth in both churches and for the proposed refurbishment of St Helen's.

Bill thanked Libby and Denis and the PCC for their work during the past year.

The meeting ended with a prayer led by Bill.



St Helen's St Edmund's

Appendix 2 – Building Working Group (BWG)

On Revd Edward Land's departure the BWG decided to carry on with overseeing the fabric of St Edmunds and St Helens, together with expanding the initiative of a major overhaul of St Helens.

At St Edmunds the installation of the vestry doors was completed and Ruth Blackman, Architect, was appointed to oversee a scheme to upgrade the rest of the vestry.

At St Helens; Amy Tyrrell was appointed as architect for Phase 1 which would include concept drawings and an outline specification, CCD Ltd were asked to make a services assessment of the property. With this information, Andrew Morton and Associates were to provide costings. There were informal talks with Saul Penfold, grant specialist.

Costs came in at £1.6million, reduced to £1million by the group. The high sums gave rise to a lot of soul searching, it was agreed that the costs represented our wishes, we needed to find out our needs through wider consultation. This was to be in the form of presentations to the church family and to outside interested groups and through a poll circulated by Rev James. This would bring an end to Phase 1 and, due to a generous donation and through the ProHelp initiative, there was no cost to the church.

The heating at St Helens was so unreliable that the PCC agreed to the installation of infrared quartz heaters in the church and hall.

New signage was installed at both churches thanks to a generous donation.

Update since January

St Helens Church:

The presentations have taken place. A new committee 'Building for the Future', chaired by David Thompson is to be chosen. The new heating is about to be fitted.

Thanks to all – particularly to David for the presentations and to Kevin Payne for the heating.

St Edmunds:

The vestry upgrade is being tendered.

Mark Lusher

Chair



St Helen's St Edmund's

Appendix 3 – Deanery Synod Report for 2022

There were two meetings this year, the first in June, here St Helens, Costessey and the second in November at St Elizabeth's, Earlham.

In June 2022 there was still concern supporting the churches after covid with congregations and clergy not back to full strength. Part of the aim of the meeting continued to be coming alongside each other, facing our difficulties together. We also had a presentation from Robert Culver, from the Diocese team, about the Parish Giving Scheme. This is part funded by the Diocese and aims to make things easier for PCC treasurers, and cut bank charges for individual parishes.

By November 2022 there was increasing attempted focus on discussions around the Living in Love and Faith material; Patrick Richmond, Clergy Chair, produced an excellent summary to help us. However, it was impossible to have any meaningful discussion, as fear of being called 'homophobic' as opposed to 'progressive' were too readily in people's minds.

In January, as a response to the Living in Love and Faith material, the House of Bishops produced a book of draft worship resources – *Prayers of Love and Faith*. It is a range of prayers and readings which could be used in a church service, such as a Service of the Word or a Service within a Celebration of Holy Communion. There are many concerns about the introduction of these prayers however the discussions are more measured and realistic with quieter voices being heard. Please continue to pray for our Bishop, +Graham.

Sandra Isaac

Lay Chair

Norwich South Deanery Synod