

Parochial Church Council of Brandon

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31 DECEMBER 2022

GENERAL INFORMATION

Church

St Peter's Church, Church Road, Brandon, IP27 0JE

Rector

Reverend Canon Sharron Coburn, The Rectory, 215 London Road, Brandon, IP27 0LR

Assistant Curates

Reverend Dennis Coburn

Reverend Kathleen Palmer

Church Administrator and Church Institute Administrator

Amanda Quinton, c/o The Rectory, 215 London Road, Brandon, IP27 0LR

Bankers

Barclays Bank Plc, Leicester, LE87 2BB

CCLA Investment Management Ltd, Senator House, 85 Queen Victoria Street, London, EC4V 4ET

Independent Examiner

Mr Christopher Garman, Springers, The Street, Coney Weston, Bury St Edmunds, IP31 1HG

AIMS AND OBJECTIVES

The Parochial Church Council has the responsibility of co-operating with the Rector in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

MEMBERSHIP OF THE PAROCHIAL CHURCH COUNCIL (PCC)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Reverend Canon Sharron Coburn (Rector)

Ex Officio

Reverend Dennis Coburn (Associate Priest)

Ex Officio

Reverend Kathleen Palmer (Associate Priest)

Ex Officio

Sophie Wilson (Deanery Representative)

Elected - term ends April 2023

Susan Nutt (Deanery Representative)

Elected - term ends April 2023

Paul Cleasby (Churchwarden)

Elected - term ends April 2023

Amanda Quinton (Church Warden)

Elected - Term ends April 2023

Adrian Wadey

Elected - term ends April 2023

Paula Barnard

Elected - Term ends April 2024

Katie Judge
Elected - Term ends April 2024

ELECTORAL ROLL REPORT

There were 48 people on the Electoral Roll 5 of which are resident outside the parish. 2 people passed away, 5 people moved away, 1 person left for another church and 2 left and it is unknown where they worship. In 2022 - 2023 7 people joined the electoral roll. There are now 45 people on the electoral roll.

COMMITTEES OF THE PAROCHIAL CHURCH COUNCIL

The PCC does not have any committees. All business is conducted through regular meetings of the PCC.

REVIEW OF THE YEAR - RECTOR'S REPORT

2022 saw a return to normal Sunday services post Covid with all the restrictions we previously had being abolished. Most of the congregation began to return to church in person apart from the children. With our Cathedral church streaming their service and so many other larger churches doing so, it was decided that we would cease to live stream services on Facebook.

As the children had not returned to church, a number of initiatives such as Beacons and Messy Church were taken and proved unfruitful. A new format will be launched in Feb 2023 within the Sunday morning services. A 9am Holy Communion was introduced before Cafe Church which is led by Revd Kath which attracts a handful of people. We saw a continued growth Weddings and Baptisms and had a wonderful Baptism in the river for Martin in the summer. In October St Peter's hosted the Deanery Confirmations with Bishop Mike we had 8 candidates with their families, 4 of those candidates were from our congregation.

Three bible study groups took place in 2022 led by Revd Canon Sharron, Revd Kath looking at Philipians, and by Paul who continued to run his group which continued in most part online.

Visits to the Brandon Park Residential Home recommenced in September after the lifting of visiting restrictions. Although there were some limits to the number of visitors and a smaller group of residents able to join us due to continuing outbreaks of Covid and regrettable the planned Christmas Carol service was cancelled due to this. We have continued to give home communion to those that are unable to attend church.

An important part of our pastoral care has been funeral ministry and we have continued to visit bereaved individuals and families after the funeral, to continue to offer care and support to those struggling with their loss. When Her late Majesty Queen Elizabeth II sadly passed away, our volunteers manned our church for people in the community to come and sign the book of condolence and for quiet prayer. A community service was led by Revd Canon Sharron and Revd Dennis to celebrate the life of our late Queen which took place on the Remembrance Playing Fields. Revd Dennis designed and built the town's beacon in commemoration and it was erected by the Town-keepers. The Beacon was lit to coincide with others around the commonwealth.

The church was also opened for prayer when Russia invaded Ukraine. We continued to support those marginalised and at war by flying the Pride flag and the Ukrainian flag respectfully.

During the beginning of summer, we welcomed Sarah Halls who is an ordinand at Ridley Hall, Cambridge for a 2 month placement. The summer also enabled us to hold activities such as a church picnic, a coach trip out to Old Felixstowe and a small group attended The New Wine Summer conference, New-Wine. In the Autumn we held a harvest meal and enjoyed various other social activities throughout the year.

As a church we engaged in mission and social activities to reach out and build up our community as follows:

Brandon Coffee Caravan – Revd Dennis and his volunteers continued to pitch up every Thursday March-December to serve the Market Traders and Shoppers with a hot drink, biscuits and when needed an ear. The Coffee Caravan has become an integral part of not only our ministry but also the market as a

whole. This became apparent when our lovely little caravan started to fall apart and its days became numbered. The traders as well as individuals in our community started to donate to our new Coffee Caravan Fund. We even had a donations all the way from America from a lady that watches our Facebook pages and is impressed with all the work of St Peter's within the community. We are now on track to purchase a new caravan for 2023.

Men's Breakfast - Paul continues to cook a delicious Fry-up for 20-30 men once a month and has had various guest speakers come along. The focus has been to combat social isolation and tackle men's mental health.

SPY (St Peter's Youth) - This has seen a steady growth in numbers and currently have around 12 regular attendees who love the safe space that this offers them to 'hang out' with their friends, play games and spend their pocket money at the tuck shop.

Tiddlers - Tiddlers was doing very well but a change of day has seen a drop in numbers. We are hopeful that moving into 2023 numbers will be back to where they were.

Repair and Share Shop - Revd Dennis fixed a large number of bikes and other miscellaneous items throughout the year. There has been a lessening of the intensity of the RASS during Autumn but a new format will be piloted in Spring 2023 with one evening a month alongside the afternoons to see if this attracts more people to share their skills.

Community Lunch and Crafters - Continues to have steady numbers and is well received. We have a great team of volunteers. The lunch along with the coffee time beforehand and Crafters afterwards allows those who are isolated to meet new people and create friendships while tackling food poverty.

St Peter's Pantry and Foodbank - continues to support those living in hardship by handing out food parcels, vouchers and offering assistance with utilities. Giving the growing cost of living crisis, the Pantry saw an increase in need as 2022 progressed. The funding for this comes from various sources and charities.

Over 40's Youth Club - Launched by Revd Dennis we have found this to be hugely popular and very well attended. Temporary Event Notices have been applied for which enables us to run a bar for the evening.

Schools - Revd Canon Sharron and Sue have been back into the School's for assemblies and are building back the relationships once again post Covid. They were joined later in the year by Chris.

Events - The Andy Kind Comedy night was very well received and his testimony at Café Church the next day was also very enjoyable. We had a hugely successful Mission Weekend with the Diocesan Evangelists with many activities such as the Family Games afternoon and Quiz Pie and Mash Night. St Peter's was also involved in community events where the coffee caravan was invited to such as the Fire station's open day and were central in the Jubilee celebrations on the Market Square, in the hall and the lighting of the beacon

Christmas 2022 - Liaising with the schools and with the help our wonderful group of regular and new volunteers we supported 62 households with Christmas hampers and 170 children received presents. Thank you to all of you that donated, shopped, wrapped gifts, filled bags and delivered. Revd Canon Sharron and Revd Dennis held a Christmas Day Lunch for those on their own, where 24 people who came together for a lovely Christmas Day meal and received gifts.

2022 was a busy year for the team and our wonderful volunteers. As we do every year we would like to thank you for all that you do to help, we could not do what we do without you. We would like to thank the individuals and organisations that continue to support us in our work through donations and funding. We continue to receive support from the following.

- Tesco, Brandon,
- Fareshare
- Suffolk Community Foundation
- Lingheath Trust
- Rotary Club
- Brandon Town Council
- Bags for Help, Tesco
- The National Lottery
- West Suffolk Council Community Chest

FINANCE REPORT

Amanda Quinton is the treasurer and Chris Garman the independent auditor. Please see the financial report further below on this document.

BUILDING REPORT

Church - All the work that has taken place through volunteers over the last six years has paid off, the church came through the winter fairly well and getting the porch roof repaired was a great step forward.

There have been no emergency roof repairs through the winter, although there is lot's more to do with the problem of nail rot, and the pointing which is always ongoing. Next spring there will be roof gutter cleaning, which is a priority for the coming year.

In order to fulfil our desire to become more environmentally friendly we have appointed Katie Judge as the green representative for St Peter's.

Looking after St Peter's as a place of worship that has served generations, so it can serve generations to come and remain as a beacon of hope is never ending. But we will do our bit to leave it better than we started for the next person to take on.

Church Institute - The maintenance of the hall remains on going and has kept Dennis very busy. The hall facilities are in fair condition and there are rarely any complaints. The flat roof was patched up again and although isn't too bad will need replacing in the coming years. We had an electricity safety report which has thrown up various issues with the last check having been carried out in 1992. The work has been agreed with Shaun Hannon and will be taking place over Easter next year. The café area was completely re-vamped by Dennis and is working well as both a café and bar. We will continue to keep this area for our use only. The flint wall was shored up in late summer in readiness to be repaired after Easter next year. We will rely on help from our volunteers with this. The plumbing in the main kitchen has become a major issue and will also be resolved in Easter 2023 with sink changes and extra waste pipes. The door codes continue to work well and give us very little issue with hall users. Painting the hall is an ongoing task.

The car park area seems to be working well other than bad parking. We had one collision with a bench and get the occasional illegal parker. The main issue is people parking on the footpath at the entrance from London Road and often Coulson Lane. The adjacent land now has planning permission for 8 homes, We expect the work to start early in the New Year.

We have a few regular hirers currently Diabetes Group and Thursday night Line Dancers, we have another line dancing groups starting on a Monday evening in the New Year. We have had a small handful of groups try the facility but they didn't carry on with their groups. Brandon & District Gardening Club left us in Autumn after being unable to conduct themselves in an orderly manner. Namely leaving the heating on and the facilities in a poor state. They unfortunately left us disgruntled and have moved to the Methodist Church. The Lord be with them. There has been a lot of private parties and functions which are financially profitable when we provide a bar. We now have smart new chair covers and table coverings for hiring out for weddings and functions and we had our first wake in many years which went well. The hall continues to be the hub for our own church groups like Lighthouse, Community Meals, Tiddlers, Crafters, Lent groups, Avenue Café, SPY, Over 40's Café Church and Repair and Share.

Storage at the hall continues to be an issue and we are talking about re-configuring the rest room situation to free up the current accessible toilet. We have a few groups of young people that hang around but generally they behave themselves. Dennis and Amanda meet regularly to talk through issues and ways forward for the betterment of the hall.

DEANERY SYNOD REPORT

The Deanery Synod met three times in April, July and October 2022. As usual, the members received a report from the Rural Dean and were presented with details of the financial situation at each meeting. The good news that almost 97% of the parish share for 2021 was celebrated.

Speakers at the April meeting were Matt Levett, Diocesan Youth and Young Adults Officer and Ann Leitch, Diocesan Strategic Programme Manager Lead who focused on vocation and the resources and opportunities available in the Diocese. In July, David Bonnett spoke about the Bury Drop In and Food Co-operative Food introducing colleagues who Still Good Food and Bury Rickshaw. In October, Revd David Butcher talked about his faith journey to ordination calling it 'from Police to Priest'. As part of the business meeting, Lisa Hicks, Diocesan Safeguarding Team member, updated the synod on changes to the delivery of training in the Diocese.

Reverend Canon Sharron Coburn
Rector
11th April 2023

INDEPENDENT EXAMINER'S REPORT

Independent Examiner's report to the Parochial Church Council of Brandon (PCC) for the year ended 31st December 2022.

This report on the accounts of the PCC for the year ended 31st December 2022, which are set out on pages 4 to 7, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the Act; and

- to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations have 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.

Mr Christopher Garman

7 March 2023

Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total
funds					
Income and endowments from:					
Donations and legacies	34,358	22,557	—	56,915	69,709
Income from charitable activities	11,190	436	—	11,626	32,465
Investments	1,500	—	—	1,500	70
Other income	30,808	—	—	30,808	19,794
Total income	77,857	22,993	—	100,851	122,039
Expenditure on:					
Raising funds	6,151	4,868	—	11,019	12
Expenditure on charitable activities	67,703	10,903	—	78,606	161,159
Total expenditure	73,854	15,771	—	89,626	161,172
Net income / (expenditure) resources before transfer	4,002	7,221	—	11,224	(39,132)
Transfers					
Gross transfers between funds - in	2,370	142	—	2,512	33,660
Gross transfers between funds - out	(142)	(2,370)	—	(2,512)	(33,660)
Other recognised gains / losses					
Net movement in funds	6,230	4,993	—	11,224	(39,132)
Total funds brought forward	80,495	52,860	—	133,355	172,487
Total funds carried forward	86,726	57,854	—	144,580	133,355
Represented by					
Unrestricted					
General fund	34,573	—	—	34,573	29,251

Designated

Brandon Crafters	136	—	—	136	292
Car Park Project	2,564	—	—	2,564	2,564
Church Institute Bar	1,466	—	—	1,466	—
Church Institute	27,780	—	—	27,780	28,386
Community Lunch	383	—	—	383	—
Fabric	19,520	—	—	19,520	20,000
Mens Breakfast	177	—	—	177	—
Repair and Share	70	—	—	70	—
SPY	40	—	—	40	—
Tiddlers	11	—	—	11	—

Restricted

Bells	—	2,306	—	2,306	2,306
Charitable Collections	—	152	—	152	—
Christmas Events	—	2,213	—	2,213	2,115
Church Institute Garden	—	0	—	0	0
Coffee Caravan	—	4,644	—	4,644	—
Community Lunch Project	—	3,663	—	3,663	802
Fabric	—	19,741	—	19,741	19,861
Fees for Diocese	—	—	—	—	218
Hardship Fund	—	7,945	—	7,945	4,853
Mens Breakfast	—	2,011	—	2,011	1,925
Repair & Share Shop	—	9,206	—	9,206	12,058
St Peters Pantry	—	5,969	—	5,969	8,513
St Peters Youth Group	—	0	—	0	48
Tiddlers	—	0	—	0	155

Balance sheet

	Total funds	Prior year
funds		
Current assets		
Cash at bank and in hand	144,580	133,355
	144,580	133,355
Net current assets less current liabilities	144,580	133,355
Total assets less current liabilities	144,580	133,355
Total net assets less liabilities	144,580	133,355
Represented by		
Unrestricted		
General fund	34,573	29,251
Designated		
Church Institute Bar	1,466	—
Mens Breakfast	177	—
Church Institute	27,780	28,386
Car Park Project	2,564	2,564
Community Lunch	383	—
Brandon Crafters	136	292
Fabric	19,520	20,000
Repair and Share	70	—
SPY	40	—
Tiddlers	11	—
Restricted		
Bells	2,306	2,306
Hardship Fund	7,945	4,853
Mens Breakfast	2,011	1,925

St Peters Pantry	5,969	8,513
Repair & Share Shop	9,206	12,058
Tiddlers	0	155
St Peters Youth Group	0	48
Coffee Caravan	4,644	—
Church Institute Garden	0	0
Church Institute Car Park	0	0
Church Kitchen	0	0
Charitable Collections	152	—
Christmas Events	2,213	2,115
Community Lunch Project	3,663	802
Fabric	19,741	19,861
Fees for Diocese	—	218
Funds of the church	144,580	133,355

Analysis of income and expenditure

	Unrestricted		Designated		Total	
	Endowment		This year	Last year	Restricted	

INCOME AND ENDOWMENTS

Donations and legacies

Service collections	2,540	—	—	—	2,540	1,807
Planned giving	11,791	—	—	—	11,791	13,849
Donations and grants	7,291	10,180	22,557	—	40,029	50,610
Legacies	—	—	—	—	—	500
Gift Aid	2,554	—	—	—	2,554	2,942
Total	24,177	10,180	22,557	—	56,915	69,709

Income from charitable activities

Church Institute - lettings	—	4,827	—	—	4,827	25,325
Church Institute - other	—	560	—	—	560	—
Fees for weddings, funerals etc.	5,702	—	—	—	5,702	6,821
Fees for Diocese	100	—	436	—	536	318
Total	5,802	5,388	436	—	11,626	32,465

Investments

Interest	1,500	—	—	—	1,500	70
Total	1,500	—	—	—	1,500	70

Other income

Other income	25,276	573	—	—	25,849	19,794
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CI Bar Takings		—	4,958	—	—	4,958	—
	Total	25,276	5,532	—	—	30,808	19,794
INCOME TOTAL		56,756	21,101	22,993	—	100,851	122,039

EXPENDITURE

Raising funds

Parish magazine costs	—	—	—	—	—	12
Mission	1,425	140	4,418	—	5,984	—
Events	451	4,133	450	—	5,034	—
Total	1,876	4,274	4,868	—	11,019	12

Expenditure on charitable activities

Parish share	27,000	—	—	—	27,000	24,000
Rector's working expenses/mileage	2,027	—	126	—	2,154	1,195
Rector's telephone	772	—	—	—	772	714
Church - insurance	2,356	—	—	—	2,356	2,282
Church - electricity	566	—	—	—	566	426
Church - gas	1,560	—	—	—	1,560	1,173
Church - general maintenance/repairs	—	479	119	—	599	4,111
Administration	11,964	—	654	—	12,618	22,040
Church Institute - electricity	—	2,387	—	—	2,387	1,071
Church Institute - gas	—	1,519	—	—	1,519	805
Church Institute - telephone	—	381	—	—	381	364
Church Institute - cleaning	—	366	—	—	366	1,385
Church Institute - administration	—	5,007	6	—	5,013	30,213
Church Institute - repairs	—	4,301	106	—	4,408	10,934
Upkeep of churchyard	—	—	—	—	—	955
Church - water & sewerage	64	—	—	—	64	47
Charitable giving	240	—	380	—	620	204
Upkeep of services	2,863	1,040	8,073	—	11,977	54,175
Church Institute - equipment	—	715	122	—	838	3,402
Church Institute - insurance	—	1,571	—	—	1,571	1,523
Church Institute - water / sewerage	—	517	—	—	517	131
Community Support & Hardship	—	—	1,313	—	1,313	—
Total	49,415	18,288	10,903	—	78,606	161,159

EXPENDITURE TOTAL	51,291	22,562	15,771	—	89,626	161,172
GRAND TOTAL	5,464	(1,461)	7,221	—	11,224	(39,132)