



St. Mary & St. Margaret's and St. Cuthbert's

**ST MARY & ST MARGARET'S – PARISH CHURCH  
ST CUTHBERT'S – DAUGHTER CHURCH**

**ANNUAL REPORT AND FINANCIAL STATEMENT  
OF THE PAROCHIAL CHURCH COUNCIL**

For the year ended 31<sup>st</sup> December 2019

**Incumbent**

Revd Canon Simon Stokes  
The Vicarage  
2 Wroxham Road  
Sprowston  
Norwich  
NR7 8TZ

**Lay Vice-Chairman**

Mrs Sheila Tuffield  
25 Allens Avenue  
Sprowston  
Norwich

**Bankers**

Barclays Bank PLC  
Aylsham Road  
Norwich

**Independent Examiner**

SUSAN KEMP FCA  
Independent Examiner  
100 Welsford Road  
Norwich, NR4 6QH

# **THE PARISH OF SPROWSTON WITH BEESTON ST ANDREW**

## **ANNUAL REPORT FOR 2019**

### **BACKGROUND**

The Parochial Church Council of Sprowston with Beeston St Andrew has the responsibility of co-operating with the staff team, in the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The Parochial Church Council has the responsibility for maintaining the Parish Church dedicated to St Mary and St Margaret, Church Lane, Sprowston, the daughter church dedicated to St Cuthbert, with associated annexe and Church Centre, Wroxham Road, Sprowston and the churchyard extension at the Parish Church.

### **MISSION STATEMENT**

We aim as a church;

- To worship God
- To love and care for each other
- To share faith in Christ
- To make a difference to life in Sprowston, the world and the planet

### **CHARITABLE STATUS**

The Parochial Church Council for the Ecclesiastical Parish of Sprowston with Beeston St Andrew (Sprowston PCC) was registered with the Charity Commission on 28th September 2012.

Registered charity number: 1149140

## **SPROWSTON with BEESTON ST ANDREW PAROCHIAL CHURCH COUNCIL 2019/20**

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules. Elected members serve for three years.

### **CLERGY**

The Revd Canon Simon Stokes	The Vicarage, 2 Wroxham Road, Sprowston	426492
The Revd Dean Akrell	Newlands, 15 Blue Boar Lane, Sprowston	482360
The Revd Melanie Hider	10 Brian Avenue, Norwich	622373
The Revd Philip Harvey	62 Avocet Rise, Sprowston	948222
The Revd Andrew Bunter	4 Mallard Way	07425154454

### **READERS**

Mr Andy Hudson (Treasurer)	12 Blithemeadow Drive, Sprowston	400866
Mrs Stephanie Grand	4 Blakes Court, Norwich	488985

### **CHURCHWARDENS**

Mrs Susan Ellingham	20 St Clements Hill, Norwich, NR3 4BQ	416144
Mrs Sheila Tuffield	25 Allens Avenue, Sprowston	419896

### **Deanery Synod Members**

	(Retire 2020)	
Mr Robert Huntly	7 Clabon First Close, Norwich	400902
Mrs Sheila Tuffield	25 Allens Avenue, Sprowston	419896
Mary Carpenter	89 Romany Road	

### **Elected Council Members**

(Retire 2020)

Mrs June Stanforth  
Miss Mary Stokes  
Mr Don Loone

(Retire 2021)

Mrs Barbara Winter  
Mr Edward Stanley  
Mrs Vivienne Flynn  
Mrs Jackie Burt

(Retire 2022)

Mr Peter Coe  
Mrs Daphne Cullington  
Mr Bryan Carpenter

## Vicar's Report 2019

You will be aware that at the time of preparation of this report we are in lockdown with the annual meeting having been postponed and our buildings closed for an indeterminate time. The CHURCH however continues to grow in the love and grace of God, giving thanks for things past and looking forward with hope to the future.

In reflection on the year just gone I turn to John 21: 15-17

***When they had finished eating, Jesus said to Simon Peter, "Simon son of John, do you truly love me more than these?" "Yes, Lord," he said, "you know that I love you." Jesus said, "Feed my lambs."***

***Again Jesus said, "Simon son of John, do you truly love me?" He answered, "Yes, Lord, you know that I love you." Jesus said, "Take care of my sheep."***

***The third time he said to him, "Simon son of John, do you love me?" Peter was hurt because Jesus asked him the third time, "Do you love me?" He said, "Lord, you know all things; you know that I love you." Jesus said, "Feed my sheep."***

This is probably my favourite passage and this, along with the verses before it, is a reading that has called me back to Jesus time and time again.

Jesus asks Peter 'do you love me more than these'. This is an important question for us all. How do we relate to God and, linked to that, how do we relate to those around us?

2019 started off with a team of us journeying to Bangalore and TVM in India to preach, teach and learn alongside Bishop Raj and Pastor Gladson.

That trip was immediately followed by an exceptionally busy and exciting time for me, being part of the crown nominations commission to select of our new Diocesan Bishop who was ultimately installed in November of 2019.

Our parish is always busy and you will know of the services and events that took place Sunday by Sunday. Andy Bunter became Rev'd Andy and was ordained Deacon in June, becoming a pioneer curate and living and working on the new estate. Linked to his appointment we developed close links with White House Farm Primary School, running twice-weekly coffee mornings. This led to Andy and myself being asked to be more involved with the school.

Regarding schools, the team continues to regularly take assemblies in each of the schools in addition to again being invited to lead a series of assemblies on the build up to Easter. These reach about 1200 children. The afterschool club and youth clubs continued to have an impact on the community.

During the year we were asked to support Christchurch New Catton with a mission partnership resulting in Rev Philip and myself becoming curates of Christchurch to enable this. As I write we are strengthening the work there with Rev Danny Doran-Smith joining us as curate to work primarily with Christchurch.



In terms of buildings, significant work has been done to the roof of St Mary and St. Margaret's, we also had a roof alarm fitted to deter lead theft. St. Cuthbert's enjoyed the benefits of a newly fitted kitchen.

In September I was diagnosed with prostate cancer and ultimately had major surgery in November. The team along with the wardens stepped up magnificently and I am thankful and proud of all they did during the time I was off, and continue to do.

In the passage from John I referred to earlier, Jesus encourages Peter to feed and nurture the lambs and the sheep and this is what your clergy team has endeavoured to do, each of us with different responsibilities and skills. I believe that, together, we have served the community well.

I take this opportunity to thank all the church members for all they are and for all they do.

With love and prayers

**Canon Simon Stokes**

### **Associate Vicar's report (including Communications and Performing Arts Reports)**

One of the joys of ministry in Sprowston is that even after so long in the Parish there are still new challenges and new people to meet. During my time here, and after many conversations with people on the edge of Church life, I've often wondered how we might engage more fully with questions about faith and spirituality, especially with people who don't feel entirely comfortable with our regular Church Services, or aren't looking for a pre-packaged introduction to Christianity.

With this in mind, I explored the possibility of setting up a sort of discussion group at the Brickmakers pub. "Spirit" now meets about once a month, and we've attracted a small but growing number of people, some of whom are involved with the Parish Players, but have little other contact with the Church. "Spirit" has an organic, informal approach; there is no agenda, and people are free to discuss anything they want; so far we've discussed everything from the nature of God to the problem of suffering; it tends to get livelier as the evening goes on, especially after one or two drinks have been consumed! At the centre of "Spirit" is the freedom to share experiences and points of view without fear of being judged or being "spoon fed" doctrine. It is an organic, relational approach to discipleship, which wouldn't have been possible without time spent building relationships over a number of years.

One way of building a relationship is through a shared interest, with this in mind, involvement in the Performing Arts continues to be an important part of ministry here in Sprowston. On a personal level this has meant continuing to support the Parish Players, as well as being involved in other projects. Many of you might have seen my turn as Jesus in the Anglia Square Passion Play last year; this was an inter-church project which saw us taking over Anglia Square last Good Friday, and attracted around 200 people.

This year we return to the stage at St. Cuthbert's, for "The Passion of Sophia", an alternative, side-ways look at the Easter Story, which, like other projects of this kind, will

hopefully attract a diverse audience, and has a cast of people who generally aren't involved with our regular Church life (as well as one or two members of our congregation at St. Cuthbert's). The hope is to produce something which has artistic integrity, is experimental, and engages with people in such a way so that matters of life and faith are seen in a different light, and questions are explored within the context of a relatable story.

As the Parish continues to grow, communication becomes ever more important, and increasingly we are dealing with a multi format approach to reaching out. Our communications committee continues to oversee the production of the magazine which, edited by Adam Moore, continues to strive for better production values and quality. We produce around 800 magazines a month, which has an estimated reach of about 2,000 people. In addition to the print edition of the magazine, the content can also be accessed online via our website. Keith Hider oversees advertising, which continues to attract interest from local companies and individuals, and helps us balance the books. Every now and again there are mistakes and omissions made in production, for which we apologise, but every effort goes into correcting these, and in producing an informative publication of value. Your feedback is important to us, as are your articles and letters, please keep them coming. A special thanks goes out to our distributors who brave the weather every month to get the print edition delivered.

I continue to update and maintain our website, which I am pleased to say is now in good shape, and provides information on every aspect of Church life. We also have a strong presence on social media, thanks to our Facebook page. From Facebook, news about church events and general information is shared; at the time of writing we have 390 regular followers, but an average post regularly reaches around 2000 people, whilst a more popular post can reach up to 5000 views. If you're on Facebook and haven't "liked" us yet, well, you know what to do! Ideally we'd like to increase our social media presence; so if anybody would like to oversee a church Twitter or Instagram account, please let me know.

Over the summer it was a pleasure to update the online guide books of both our Churches, including newly found historical information and photographs; if you haven't seen them yet, have a look on the website. The historical significance of the Parish Church, its monuments and evolution over time has been well documented, and hopefully the guide book enhances what has gone before. Perhaps less well documented has been the history and significance of St. Cuthbert's. Itself a unique building, built by the local Brickmakers for the local Brickmakers. In April, as part of our Gift Day, we'll be unveiling a new mural in St. Cuthbert's Porch, painted by a local artist, with the help of SYEP. The mural depicts a Brickmaker at the furnace; as well as celebrating our cultural heritage, it is intended to serve a reminder of the Church's central role in the community; created by the local community in the past, and still serving the community today. As Sprowston grows ever bigger, and we look towards the new community, it is important that we preserve the treasures we already have, and that the life of the older, more established community is nurtured and allowed to flourish.

We live in a time of change, a time when Ministry brings with it new challenges, and when new developments are grown, both on old ground and on the new; in this sense, all of our ministry is a pioneering ministry, whether we are ordained or lay.

It is, as always, a pleasure and a privilege to be part of the team in Sprowston.

*Revd Dean.*

## REVIEW OF THE YEAR 2019

The PCC met for five evening meetings plus an away day during 2019. We receive reports on the many aspects of church life in Sprowston, ensure we are compliant with laws and regulations for government and the Church of England and take necessary decisions to keep everything running smoothly. Here are some highlights and topics that were discussed.

India trip – six went from Sprowston and found it a very humbling yet joyful experience. Money was taken to fund a motorbike which was needed. They met a number of people who wish to train as ministers and maybe we could look at helping with that and/or paying for a minister to work full time. We also enjoyed a visit from Bishop Raj later in the year.

We celebrated Andy Bunter's ordination as Deacon and the appointment and enthronement of our new Bishop, and the end of a long journey to secure a permanent status for John.

Finance was regularly checked and reported on and decisions made as necessary by the Standing Committee and PCC. We finished 2019 just in the black, thanks to prayer and generosity. As Amanda Hunt was moving away she left PCC and her position as Treasurer after 7 years and was thanked for her hard work by all. A meeting with the Diocesan Parish Funding Officer informed about the changing scene with church finances and offered many new and improved ideas for us to work on.

We reaffirmed our decision to allow children to receive communion before Confirmation with classes offered by the ministry team. We also approved the list of those who can assist with administration of Communion.

Policies which the church has to have in place have been worked through and updated and agreed as necessary. GDPR has continued to be looked at to ensure we are compliant in every area. We prepared for the Archdeacon's Visitation and were pleased to be complimented on a number of areas and to achieve a clean bill of health. Also Claire Akrill has kept us up to date with any changes in Safeguarding guidance, checked that everybody's training is up to date, organised specific notice boards and ensured the subject stays at the forefront of all we do in church. She also reported on the new online system 'Parish Safeguarding Dashboard' which will help keep parishes compliant. Claire has also spoken to the children in Sunday school about safeguarding in a way they can understand and they can be sure we offer a safe space for them.

The Mission Partnership with Christchurch New Catton was explained and approved. Preparations were made and arrangements put in place while Canon Simon was on sick leave.

PCC regularly looks at all areas of the church's work in Sprowston:

**Mission and Outreach** – new style services like HP3, car boot presence, Alpha course, litter picking on new estate, etc. Filling Station has ceased but much was learnt from this. Easter Scavenger Hunt, Praise in the Park, community carols, White House Farm School regular coffee mornings, and a new informal discussion group 'Spirit' at The Brickmakers Pub has also started.

**Children, Youth and Families** – arranged Holiday Club, Messy Church events and Christingle services. SYEP continues with good numbers and they have done a fundraising event completing a three peaks challenge. After School Club also ongoing. Sunday School is well run and usually well attended. The work in schools continues creating good relationships with staff and children.

**Site** – some redecoration completed at both sites, kitchen cupboards secured at SM & SM, repairs to gutters (SM & SM) and church centre roof (SC), Faculty granted for reorganisation of north aisle seating and grant application for new more suitable furniture (SM & SM), new kitchen at SC. Also ensuring regular maintenance/servicing and checks are completed.

**Communications** – Much work has been done on improving our church website with regular updates by Revd Dean. On line guides for each church have been completed. Our Facebook page is being viewed by an increasingly large audience. The magazine continues, but articles are still needed.

**Social** - The arranging of a large variety of events continued both for social enjoyment and for fundraising, with highlights being the Fete and Christmas Fair. Ideas are always welcome.

**Fundraising** – have taken on board many of the ideas from the Diocesan Fundraising Officer to work with. They also ensured we were part of the Sprowston Yard Sale event plus organised a successful concert. The group would welcome extra members/ideas.

We also received reports about Deanery and Diocesan Synod meetings.

At the PCC Away Day we talked about 'Telling our Story' – how we can share our own faith story and spread God's message through this ourselves and as a church community. We also looked at what we as a church are aiming to do:

Five marks of mission –

- 1 To proclaim the Good News of the Kingdom.
- 2 To teach, baptise and nurture new believers.
- 3 To respond to human need by loving service.
- 4 To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation.
- 5 To strive to safeguard the integrity of creation and sustain and renew the life of the earth

Mission Statement of Sprowston -

- To worship God.
- To love and care for each other.
- To share faith in Christ.
- To make a difference to life in Sprowston, the wider world and the planet.

We studied a leaflet from Norwich Diocese – "A guide to forming a new growth plan" which used the headings - LISTEN, CELEBRATE, IMAGINE AND EMPOWER. We looked at what we do now under these headings, what we might want to stop and what we could carry on doing and what new initiatives we could try. It produced some interesting discussion and suggestions for the ministry team to work on and a new Growth Plan was produced and approved.

Being on the PCC is not onerous and can be very interesting, so please consider if this is something you would like to be a part of. **Mary Carpenter (PCC Secretary)**



## CHURCHWARDENS REPORT 2019

2019 has been another eventful year much of which was taken up in preparing for the Archdeacon's visitation - a sort of audit of how things are done. This happens every 4 years when the Archdeacon visits the Parish to check that everything is in order. Her first visit was to see both churchwardens and to go through a very long checklist itemising all of the things that need to be in place. These range from health and safety reviews, insurance documents, employment contracts, safeguarding and CRB checks, financial records through to checking that everything declared on the church Terrier (an inventory) was in its right place and was being kept in good order. We didn't know which items from the list would be explored in greater depth. We were a little surprised to find that one of the things that Archdeacon Karen considers to be of great importance is the maintenance of church noticeboards. With hindsight this should not be a surprise because this is a vital way of communicating, particularly with those who may only visit our buildings occasionally.

Keeping on top of all these things is the combined efforts of a number of people – including the treasurer for finances, the sacristans looking after the church plate, the wardens, deputy wardens and sidespeople keeping everything running smoothly during church services, Claire who keeps us up to speed on safeguarding and Julie, our wonderful Parish Administrator who keeps track of and on top of all of the records on a day by day basis. Our grateful thanks to everyone who is involved. It was interesting to find out that the one group of people that the Archdeacon did not want to see in this meeting was anyone who is a member of the ministry team – indeed they were specifically asked not be present. This was a salutary reminder that responsibility for the day to day administration of a parish in the church of England falls to the laity, PCC and the church wardens. Of course our ministry team are not really excluded as they all had their separate and confidential 1to1 meetings with her.

Archdeacon Karen's second visit as part of her visitation was to meet the congregation and to join us in worship and fellowship. This is her opportunity to hear what others have to say and what is of concern to them. At the end of all these meetings, she writes her report on the parish. It certainly felt a little like waiting for exam results and we were pleased to find that the Archdeacon's review was very positive. She also commented on how well kept the two buildings are so many thanks are also due to the teams of volunteers who help to clean them.

In November, Bishop Graham was enthroned as our new Bishop of Norwich and we were very pleased to host him for a very thoughtful and enlightening question and answer session followed by an evening communion service at the start of his ministry in the Diocese. There was something rather wonderful about being part of a simple service with Bishop Graham that evening.

In addition to administration, we have been busy on various maintenance issues. At St Cuthbert's a new kitchen was a high priority because the old one was showing its age, with work surfaces becoming worn out from the high level of use over the years. We received a grant for much of the work but had to top this up. We still need to raise the funds to replace our commercial sized cooker. We expect this to cost between £1500 and £2000 and we will be running a fundraising campaign for this during 2020. We also had to replace our fire alarm system which was partially damaged by rain when some of the window lights in the ceilings failed and took the opportunity to upgrade this across

the St Cuthbert's complex. Some work on the roof and a lot of external decorating has also been completed.

At St Mary and St Margaret's, we finally received a faculty (official processes leading to permission) to remove the pews in the north aisle to create a flexible space and we have had some work done on the chancel roof and guttering. As a Grade 1 listed building, surrounded by a graveyard, anything done at St Mary and St Margaret's requires extremely careful planning, obtaining all the appropriate permissions and then making grant applications. We always welcome offers of help with this from anyone who feels that they have the skills and time to be able to help us with this. We want to improve access for people with disabilities and will be starting planning towards this in 2020.

With everything that is needed administratively, it would be easy to think that we are overlooking our responsibility for mission and growth. Nothing would be further from the truth and we have several new initiatives including exciting developments for church activities in the new housing estates focussed around White House Farm School; HP3 services, Garden church, creating opportunities for all the schools in the parish to visit our churches, and a range of activities for younger people. Please look at our calendar of events where you will find all the key activities currently planned for 2020. We have also been pleased to be able to offer support to our neighbours at Christchurch and delighted to have opportunities to worship with St Georges Roman Catholic church at various times throughout the year.

We are blessed to have a great ministry team, (clergy, readers and a worship assistant), made up of many different talents, and were delighted that Andy Bunter was ordained Deacon in June and will be ordained Priest in June 2020. On a more sombre note, members of the ministry team have faced serious health challenges during the year and it is a timely reminder to us all that we need to care for them and their families as much as they have a responsibility to minister to the parish. We give grateful thanks to God that fortunately all seems much more positive now.

And so we look forward to the opportunities that will be presented before us in 2020 and we are personally very grateful to everyone for all the support that they give us as we do our best to be your churchwardens.

***Sheila Tuffield and Sue Ellingham***



## **Treasurer's Report for the 2019 PCC Accounts**

Once again we have managed to pay the requested Parish Share of £57000 and ended the year with a small revenue surplus. The reserve fund held for St. Mary and St. Margaret church was hit by the replacement of the gutters and the centre funds were reduced by the installation of new kitchen units even though a grant was received towards this work. A big thank you to all those involved in raising funds which enabled us to meet our ongoing costs.

I realise that this is probably said every year but the coming year looks again to be an extremely challenging year financially in view of the increased Parish Share of £60000, an anticipated reduction in fees received for weddings and funerals and regretfully a reduction in regular giving. There are also further repairs needed to both churches and so it is hoped to hold a gift day later in the year to try to boost funds to meet these costs.

My thanks to Robert Huntly for carrying out the weekly banking and dealing with the Stewardship and Gift Aid claims.

I agreed to take over the treasurer's position from Amanda as a temporary measure, and so if anyone would like to take over, please come and talk to me – PLEASE!

**Andy Hudson**  
**PCC Treasurer**

## **Stewardship and Gift Aid Report**

During 2019 there were 40 donors via the Stewardship envelope scheme (from 42 in 2018). Also 22 gave by Standing Order (23 in 2018), including 3 who gave by both methods. The Stewardship Renewal Sunday in September resulted in 30 "pledge cards" being returned, the same number as in 2018. The overall total calculated from these responses assists the Finance team when budgeting for the next year, so please do fill them in (NB: only the Stewardship Recorder sees the individual forms).

We continue to be grateful to taxpayers who give under the "Gift Aid" provisions (41 in 2019, the same as in 2018). This enables tax already paid by the donor to be reclaimed by the Church.

Gift Aid declaration forms are available at the backs of both churches. (Please remember to notify the Stewardship Recorder if you subsequently stop paying tax, such as following a reduction in income or when the Tax-Office's "tax-free allowances" increase).

Thank you.  
**Robert Huntly**

# Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2019

Receipts and Payments Accounts

	Note	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2019 £	Total 2018 £
<b>Receipts</b>							
<b>Voluntary receipts:</b>							
Collections at services	3	8,446	-	-	-	8,446	7,725
Planned giving	3	35,661	-	-	-	35,661	39,066
All other giving/voluntary receipts	3	7,245	-	1,889	-	9,134	5,516
Grant Income	3	400	-	10,000	-	10,400	2,000
Legacies Received (Capital Value)	3	-	-	-	-	-	-
Gift Aid recovered	3	14,339	-	-	-	14,339	8,559
		66,091	-	11,889	-	77,980	62,866
Activities for generating funds	3	4,551	-	556	-	5,107	5,101
Investment income	3	-	-	263	-	263	197
Church activities	3	34,023	-	24,394	-	58,417	73,829
Other income	3	15,983	-	1,673	-	17,656	16,843
<b>Total receipts</b>		<b>120,648</b>	<b>-</b>	<b>38,775</b>	<b>-</b>	<b>159,423</b>	<b>158,836</b>
<b>Payments</b>							
<b>Church activities:</b>							
Mission giving and donations	4	2,598	-	2,839	-	5,437	2,526
Parish share		57,000	-	-	-	57,000	55,200
Assigned fee paid to diocese		15,136	-	-	-	15,136	19,693
Clergy and staffing costs	4	22,414	-	174	-	22,588	16,816
Administration costs	4	2,662	-	-	-	2,662	3,320
<b>Church expenses:</b>							
Church running expenses	4	10,117	-	-	-	10,117	8,946
Costs of trading	4	5,680	-	20,804	-	26,484	27,546
Major capital expenditure	4	-	-	29,769	-	29,769	25,624
Other expenditure	4	3,485	-	618	-	4,103	4,506
		119,092	-	54,204	-	173,296	164,177
Cost of generating funds		-	-	-	-	-	-
<b>Total payments</b>		<b>119,092</b>	<b>-</b>	<b>54,204</b>	<b>-</b>	<b>173,296</b>	<b>164,177</b>
<b>Excess of receipts over payments (payments over receipts)</b>		<b>1,556</b>	<b>- (</b>	<b>15,429)</b>	<b>- (</b>	<b>13,873)</b>	<b>(5,341)</b>
<b>Transfers between funds</b>		<b>( 386)</b>	<b>-</b>	<b>386</b>	<b>-</b>	<b>-</b>	<b>-</b>
		1,170	- (	15,043)	- (	13,873)	(5,341)
<b>Cash at bank and in hand at 1 Jan</b>		<b>15,194</b>	<b>-</b>	<b>57,785</b>	<b>-</b>	<b>72,979</b>	<b>78,320</b>
<b>Cash at bank and in hand at 31 Dec</b>		<b>16,364</b>	<b>-</b>	<b>42,742</b>	<b>-</b>	<b>59,106</b>	<b>72,979</b>

# Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2019

## Statement of Assets and Liabilities

Note	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2019	Total 2018
	£	£	£	£	£	£
<b>Cash Funds</b>						
Petty Cash	1	-	-	-	1	1
<b>Barclays Current Bank Accounts:</b>						
Sprowston P C C Account	14,837	-	4,623	-	19,460	26,679
St Cuthbert's Church Centre Account	-	-	2,742	-	2,742	9,624
Sprowston Church Fees Account	1,526	-	-	-	1,526	1,561
<b>Virgin Money Deposit Account</b>	-	-	35,377	-	35,377	35,114
	<b>16,364</b>	<b>-</b>	<b>42,742</b>	<b>-</b>	<b>59,106</b>	<b>72,979</b>
<b>Liabilities</b>						
Wedding deposits				( 580)	( 1,087)	

Signed on behalf of all the trustees:

Andrew Hudson

Treasurer

Date: 22 April 2020

### Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.

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

	Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
	£	£	£	£	£
<b>Restricted</b>					
<b>Barclays Current Bank Accounts:</b>					
Fabric Fund St Mary & Margaret	2,997	2,233	9,748	4,518	-
Ruth Willis Legacy	3,454	678	- ( 4,132)	-	-
St Cuthberts Church	2,232	50	-	-	2,282
Hope In Action	278	10	224	-	64
Flower Fund	753	102	60	-	795
India	2,039	995	2,839	-	195
Car Boot Mission	1,294	-	319	-	975
Small Grants	-	500	188	-	312
St Cuthbert's Church Centre (sep A/c)	9,624	33,944	40,826	-	2,742
<b>Virgin Money Deposit Account:</b>					
Fabric Fund St Mary & Margaret	13,281	99	- ( 4,132)	-	9,248
Ruth Willis Legacy	-	-	-	4,132	4,132
Lowry Cole	20,004	150	-	-	20,154
Metcalfe Grave Bequest	1,829	14	-	-	1,843
	<b>57,785</b>	<b>38,775</b>	<b>54,204</b>	<b>386</b>	<b>42,742</b>

Fabric Fund St Mary & Margaret - Funds specifically for use at St Mary and St Margaret Church

Ruth Willis Legacy - Restricted for use at the discretion of the Vicar and Churchwardens

St Cuthberts Church - Funds specifically for use at St Cuthberts Church

Hope In Action - Grant Money and money specifically raised for Hope in Action House in Sprowston

Flower Fund - Funds given for flowers and other church decorations

India - Funds for the support of a Church in India

Car Boot Mission - From Bishop's Mission Fund for the presence at the Car Boot Sale at Sprowston Park and Ride

Small Grants - for litter picks and for White House Farm coffee

St Cuthbert's Church Centre (sep A/c) - St Cuthberts Church Hall and Annex Trading Account

Lowry Cole- Restricted for use at absolute discretion of the PCC

Metcalfe Grave Bequest - For the upkeep of the Metcalfe Grave (PCC may retain 40% of interest)

# Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2019

Notes (Continued)

## 3. Receipts

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2019 £	Total 2018 £
<b><u>COLLECTIONS AT SERVICES</u></b>						
Sunday Collections	5,230	-	-	-	5,230	4,919
Sunday Collections - Gift Aided	-	-	-	-	-	100
Weekday Collections	440	-	-	-	440	420
Wedding and Funeral Collections	-	-	-	-	-	621
Baptism & Other Services	2,684	-	-	-	2,684	1,400
Baptism & Other Services - Gift Aided	92	-	-	-	92	265
	<b>8,446</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,446</b>	<b>7,725</b>
<b><u>PLANNED GIVING</u></b>						
Standing Order	19,106	-	-	-	19,106	20,629
Regular Giving Envelopes	16,555	-	-	-	16,555	18,437
	<b>35,661</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,661</b>	<b>39,066</b>
<b><u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u></b>						
Donations	5,117	-	439	-	5,556	3,503
Gift Days	-	-	-	-	-	1,305
Donations - Gift Aided	660	-	1,450	-	2,110	160
Wall Boxes	1,468	-	-	-	1,468	548
	<b>7,245</b>	<b>-</b>	<b>1,889</b>	<b>-</b>	<b>9,134</b>	<b>5,516</b>
<b><u>GRANT INCOME</u></b>						
Grant for St Cuthberts Centre Kitchen	-	-	9,500	-	9,500	-
Small Grants	400	-	500	-	900	-
Grant for Car Boot Mission	-	-	-	-	-	2,000
	<b>400</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>10,400</b>	<b>2,000</b>
<b><u>GIFT AID RECOVERED</u></b>						
Gift Aid Reclaim	14,339	-	-	-	14,339	8,559
	<b>14,339</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,339</b>	<b>8,559</b>
<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>						
Churches Together Bike Ride	-	-	-	-	-	57
Other Fundraising	1,766	-	556	-	2,322	2,351
Fetes & Fairs	2,785	-	-	-	2,785	2,693
	<b>4,551</b>	<b>-</b>	<b>556</b>	<b>-</b>	<b>5,107</b>	<b>5,101</b>
<b><u>INVESTMENT INCOME</u></b>						
Dividends and Interest	-	-	263	-	263	197
	<b>-</b>	<b>-</b>	<b>263</b>	<b>-</b>	<b>263</b>	<b>197</b>
<b><u>CHURCH ACTIVITIES</u></b>						
Fees - Statutory	23,733	-	-	-	23,733	30,279
Fees - Additional	3,790	-	-	-	3,790	4,452
Net movement of wedding deposits	( 35)	-	-	- ( 35)	( 35)	( 1,363)
Magazine	6,535	-	-	-	6,535	7,623
St Cuthberts Centre & Annex	-	-	24,394	-	24,394	32,838
	<b>34,023</b>	<b>-</b>	<b>24,394</b>	<b>-</b>	<b>58,417</b>	<b>73,829</b>
<b><u>OTHER INCOME</u></b>						
Charities & Hardship Fund	2,438	-	-	-	2,438	2,677
Other	2,897	-	678	-	3,575	6,435
India	-	-	995	-	995	1,600
Sprowston Churches Together	33	-	-	-	33	-
2018 Pilgrimage	-	-	-	-	-	3,100
Income for Administrator	10,615	-	-	-	10,615	3,031
	<b>15,983</b>	<b>-</b>	<b>1,673</b>	<b>-</b>	<b>17,656</b>	<b>16,843</b>

# Sprowston PCC

Registered Charity number 1149140

Financial Statements for the Year Ended 31 December 2019

Notes (Continued)

## 4. Payments

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total 2019 £	Total 2018 £
<b><u>MISSION GIVING AND DONATIONS</u></b>						
Charities & Hardship Fund	2,598	-	-	-	2,598	2,526
India	-	-	2,839	-	2,839	-
	<b>2,598</b>	<b>-</b>	<b>2,839</b>	<b>-</b>	<b>5,437</b>	<b>2,526</b>
<b><u>CLERGY AND STAFFING COSTS</u></b>						
Administrator Parish/Benefice	11,777	-	-	-	11,777	4,926
Clergy Expenses	6,987	-	174	-	7,161	7,687
Organist	3,325	-	-	-	3,325	3,828
Clerk and Vergers Fees	325	-	-	-	325	375
	<b>22,414</b>	<b>-</b>	<b>174</b>	<b>-</b>	<b>22,588</b>	<b>16,816</b>
<b><u>ADMINISTRATION COSTS</u></b>						
Bank Charges	117	-	-	-	117	-
Support Costs	571	-	-	-	571	415
Printing Stationery & Computer	1,974	-	-	-	1,974	2,905
	<b>2,662</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,662</b>	<b>3,320</b>
<b><u>CHURCH RUNNING EXPENSES</u></b>						
Cleaning	960	-	-	-	960	1,060
Insurance	3,928	-	-	-	3,928	3,920
Service Costs	910	-	-	-	910	1,007
Maintenance	278	-	-	-	278	450
Electricity & Oil	3,272	-	-	-	3,272	1,329
Independent Examination Cost	500	-	-	-	500	475
Maintenance/utility (Parish Room)	269	-	-	-	269	705
	<b>10,117</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,117</b>	<b>8,946</b>
<b><u>COSTS OF TRADING</u></b>						
Magazine	5,680	-	-	-	5,680	6,030
Hall Running Costs	-	-	20,804	-	20,804	21,516
	<b>5,680</b>	<b>-</b>	<b>20,804</b>	<b>-</b>	<b>26,484</b>	<b>27,546</b>
<b><u>MAJOR CAPITAL EXPENDITURE</u></b>						
Church - Major repairs and Redecorations	-	-	9,747	-	9,747	571
Hall/Other Buildings - Major Repairs and Redecorations	-	-	20,022	-	20,022	25,053
	<b>-</b>	<b>-</b>	<b>29,769</b>	<b>-</b>	<b>29,769</b>	<b>25,624</b>
<b><u>OTHER EXPENDITURE</u></b>						
Other	3,191	-	285	-	3,476	350
2018 Pilgrimage	-	-	-	-	-	3,450
Small Grants	294	-	188	-	482	-
Car Boot Mission	-	-	145	-	145	706
	<b>3,485</b>	<b>-</b>	<b>618</b>	<b>-</b>	<b>4,103</b>	<b>4,506</b>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF SPROWSTON WITH  
BEESTON ST ANDREW**

**Registered Charity number 1149140**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2019 which comprise the Receipts and Payments Account, the Statement of Assets and Liabilities and the related notes.

**Responsibilities and basis of report**

As the charity trustees of the Trust, 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 give me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Act or;
- the accounts do not accord with the accounting records.

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

22 April 2020

SUSAN KEMP FCA

Independent Examiner

100 Welsford Road, Norwich, NR4 6QH



## **Life Event Ministry: Baptisms, Weddings and Funerals**

Our clergy and reader team continued to be busy this year with baptisms, weddings and funerals. These services provide personal and spiritual support to families at events which are significant markers on their life journey.

### **Baptisms**

In 2019 the clergy team baptised 34 children in the parish. Most of these baptisms were conducted in services separate to our regular services of worship, as requested by the baptismal families.

Following planning and discussion, the team launched a new afternoon service to which baptismal families were invited via letters and phone calls. This is an informal service of worship held in St Mary and St Margaret's, designed specifically with the needs of families and small children in mind, incorporating some 'messy church' elements such as craft, music and food. The service is known as the 'HP3' service (being held at 3.30pm). Our first service was held on 28<sup>th</sup> April 2019 and attracted seven families. The service was based on the story of John the Baptist as he baptised Jesus in the Jordan. Our second service in May was centred around a treasure hunt in the church grounds and proved to be more popular. A service was then held in June, focusing on a holiday journey theme, and in October, celebrating the season of harvest. Those families who attended included some of our regular messy church goers and also some newcomers. The families who came along seemed to enjoy themselves and we are hopeful that we will see them again. We are currently planning for HP3 services to resume in May or June 2020, depending on government restrictions for church services and social gatherings.

### **Weddings**

In 2019 the clergy team conducted 10 weddings. All of our wedding couples provided positive feedback. We continue to note with concern that each year there are less weddings in our churches as more couples choose to have their marriage ceremony conducted by civil celebrants at reception venues. Many of the weddings planned for the spring and summer of 2020 have been postponed due to current and forecast restrictions on services and social gatherings.

The clergy team reviewed their current marriage preparation day plans and made a decision to offer a new 'Marriage by Design' wedding preparation course in March 2019. This course, provided by *Care for the Family UK*, provided an interactive experience based around film excerpts and interviews. Responses from the couples who attended was overwhelmingly positive, so the course was offered again for the marriage preparation day in February 2020.

### **Funerals**

Our readers and clergy team were kept busy with funerals across the year. The total number of funerals in the parish for the year was 97 with 44 of these conducted in our churches and 53 at crematoriums. Providing spiritual and pastoral support, and planning and presiding at funerals provides a unique opportunity for coming alongside people at a difficult time in their lives. Recently bereaved families were invited to our services of remembrance and these were well attended. Due to the number of funerals conducted in this parish, the process of pastoral follow-up continues to be a challenge, and offers further potential for missional development. At the time of writing this report, many of those mourning a death are facing the challenge of severe restrictions upon the number of guests who can attend funeral services. It is anticipated that the clergy team may well be undertaking a number of memorial services and burial of ashes services after the coronavirus restrictions are finally eased.

## **Pioneering and Outreach – Part of our Church's Mission 2019/20**

Personally, it has been great to emerge from a world of essays, books and experiments having learnt a lot about the Gospel (Good News of Jesus Christ), the truth about God, and what it means to be people of God, and, the Church as we move into the future. I have achieved a B.A. in Theology Mission and Ministry, and been retitled Rev. so all things are moving forwards well.

Corporately, it's been great to continue to live out a Pioneering journey as the local Church in Sprowston. This report will explain the journey of our last year and touch on changes developments and fulfilments of items raised in last year's report.

### **SYEP (Sprowston Youth Engagement Project)**

In 2019/20 we continued our support of the Sprowston Youth Engagement Project (SYEP) through provision of Rev. Canon Simon as Chair of this project and the provision of Rev. Andy Bunter as a volunteer. SYEP was formed through a community partnership some years ago to find a way to engage young people in and around our area and to provide them with positive activities.

Our efforts started out this year by creating two football teams for Under 14s and Under 16s. Our Under 14s team never really gathered enough momentum to become a permanent fixture. Our Under 16s team amassed good numbers and a great group of youth have come to exist. Football wise we have not quite managed to capture the class of the past and indeed getting beat 12-0 18-0 and 17-0 give you the overall picture.

However, we have continued to give a gospel message and prayer at every game and gather more people under the banner of SYEP FC which is firmly becoming a community formed around an ethos of proclaiming the gospel? We received a report highlighting other teams considered us to be amongst the best sportspeople in the league and highlighted how people appreciated our values and ethos as a team.

Next year Andy B will be taking a more hand off role, moving from Club Secretary to be Club Chairman. This will mean that other volunteers will become more involved in the running of the Teams and Andy will work to guide the culture of our little Club. We have a regular practice slot currently at Trowse Sports Hall but set to move to the Sprowston Rec and Diamond Centre as our relationship with the Town Council continues to flourish in a beneficial partnership. We already have a great squad for the next season, and it is looking very exciting.

### **Mission to the New Housing Area**

We have for some years now felt a growing conviction as a church to reach the Manor Park New Housing Community. We have the responsibility as a rural urban fringe parish to deal with ministry to an ever-expanding new housing community. We have established that, in the main, the national patterns of church attendance are showing less and less people who are willing to come to our more traditional expressions of church. This suspicion has very much been confirmed through information and learning gained from our attendance at the Church Revitalisation and Training Project created by St. Thomas' Norwich. However, we have been proactive and risky in exploring new expressions of worship and have learned the importance of being rooted in a traditional context, seeking to grow ways of being more active in discipleship, being more available for our unchurched people, and, being intentional about the gospel in our activity.

Since last year our pioneering ministry to new housing really started taking off around April 2019 time. Since then we have pioneered our new Easter Scavenger Hunt attended by 35 people; an Alpha Course for 7 people; a continued car boot presence supporting church general funds and getting church information out into the public arena; another Praise in the Park event attracting 142 people; a new discipleship group which now is being supported by St. Thomas' Garden Church Initiative with 9 people meeting regularly as our first group; a litter pick with 35 people; a new coffee drop in at the White House Farm School which has grown to at its busiest hold just over 30 people at a Tuesday and Thursday; a new Christingle service just for our new White House Farm Primary School at which we welcomed 65 people, and the crown of our efforts, a new Outside Community Carols event which over 150 people came to, very much enjoyed and sang carols to our wonderful God.

We have Pioneered discipleship, social action, friendship, community and we emerge in 2020 now hoping to grow and expression of worship that will hopefully allow this community to express their worship to our wonderful God – rooted in our traditions, recognising change and God's commitment to doing a new thing and seeking to grow a third church congregation in the new WHF school.

It's risky. It's new. It's exciting, and, it may or may not develop into a sustainable expression of worship. Whatever the life of church in this area grows to be, it will grow because you continue to support, pray for, provide staff for and support our pioneering missional efforts in this direction. This couldn't happen without you.

### **Church @ the Car Boot**

Church @ the Car Boot happened again this year. We raised £305 for Church general funds. Next year we have 10 car boots planned in. We also have great ideas about how to communicate our church activities well to our community. We also have a great team who are now well versed at running this event, and, have learnt to sell on your donated items to the financial benefit of the Church. We have prepared a platform for you to come and join in a missional opportunity in the relative safety of Church @ the Car Boot. One of the opportunities we have is to use the expertise of Jacky, Ve, Rosemary, the Carpenters and You in order to make these 10 opportunities flourish and thrive. For that we have, good quality items to sell, good quality invitations to events and good quality conversations ready to go. This will be great in 2020.

### **Missional Communities/Garden Church**

One area mentioned in last year's report was the opportunity to do church through missional small groups, ecumenically and intentionally. This exists in other churches as Missional Communities. We have explored this, and we like the idea. Our efforts produced a small group originally called New Shoots in early 2019. We met with St Thomas' staff who not only recognised our desire for organic small groups to emerge in context being a great place to invite people, but, offered us the reassurance that a wave of this feeling around small groups is emerging across the wider church. We have therefore joined with them in their Garden Church Initiative. This is an expression of church where the primary essence of church life exists in small groups. Occasionally the small groups come together to worship collectively.

This is quite a major piece of missional exploration and we shall see if more church growth comes from this model.

We also have even managed to get to the stage where all the Norwich Garden Church groups will be meeting to worship on a Sunday morning on the 4<sup>th</sup> Sunday of each month. This will run for 6 months as a pilot at our White House Farm Primary School. This service starts at 10:30am.



It will always depend on people inviting people to something they would be proud to call their own. Get inviting church – lots of love. Andy.

### **Wellbeing Representatives**

Rev. Canon Simon and Rev. Andy have been asked to be wellbeing representatives at the WHF school. This is an exciting opportunity to engage with the Physical, intellectual, emotional, moral, social and spiritual wellbeing of not just our school, but our whole community. This chaplaincy style model of ministry is one which resounds with our community and offers us a platform to hold a significant presence in this area and have a real input into the holistic wellbeing of our parishioners. As ever it will come with a time cost, but we feel this is worth exploring whilst we have a Pioneer Curate on the team.

### **Pioneering and outreach Statistics since 2017**

We have decided this year to include missional and pioneering statistics from 2017 when many of our ecumenical activities really started gathering momentum. We want to communicate this information to show you how as a church, in your actions and in the actions of the staff team, how we have fought hard to preach the gospel to our parishioners. We are continuing to progress evangelism at what we hope is a sacred pace of not too much and not too little, and this year we hope and pray to see our neighbours and parishioners come to a living faith and come to belong to our church life.

Christianity Explored	8
Filling Station	16
Alpha	9
Car Boot Project	19
Praise in the Park	3
Missional Communities	4
The Well Bible Study	10
Easter Scavenger Hunt	1
Alpha @ The Movies	10
Garden Church Small Groups	19
Litter Pick	1
Tree Planting	1
Coffee Drop In	42
Community Carols	1
WHF School Church Services	2
Youth Alpha	7
Garden Church Worship Gathering	3

The above means we have had 156 outreach and pioneering events since 2017, and (including repeat visitors) engaged evangelistically through pioneering alone, with 2862 people.

We also enjoy engaging with a sea of people at the Car Boot Sale on the first and second Sundays.

We have budgets for Car Boot, Coffee Drop In, Sprowston Community Churches and are securing a budget for Garden Church to continue. We are currently in the black for mission and outreach which is a miracle we thank God for. Church general funds and volunteers' contributions have supported some activity and grants have been sourced to pay for the rest.

*Andy B: "It has been so good to spread the seeds of the gospel in such a variety of ways. I do pray that next year this Church sees God's harvest in Church attendance and financial sustainability."*

## **COMMITTEES AND TEAMS**

Most of the practical work of the PCC is carried out by small teams. They have some devolved responsibility but where wider policy issues are involved or more than routine expenditure is involved, they bring proposals to a meeting of the PCC. The teams are able to co-opt any member of the church who wishes to be involved in a specific sphere of work.

### **Standing Committee**

This is the only committee required by law and meets before PCC meetings to set the agenda. It has the power, when necessary, to transact the business of the PCC between its meetings, subject to any directions given by the Council.

This committee works with the Treasurer to monitor income and expenditure, budgeting, preparing the annual accounts and report for the Annual Parochial Church meeting and with the staff team to ensure regular teaching about Christian giving.

The Standing Committee consists of Reverend Canon Simon Stokes, Reverend Melanie Hider, churchwardens, treasurer, secretary and two other members of the PCC (Robert Huntly and Bryan Carpenter).

### **Site Management Committees – St Cuthbert's and St Mary & St Margaret's**

Members of these committees take on the responsibility of ensuring the day to day maintenance of the church buildings. This also involves monitoring health and safety and ensuring access for people with disabilities.

The team prepares proposals for larger scale maintenance and for developing our buildings as more effective tools for mission.

St Cuthbert's site committee incorporates responsibilities for the Church Centre and Annexe.

### **Children, Youth and Family Team**

This team brings together those who are concerned for, or working with, children and young people in church. It aims to make the church more inclusive of younger people and families.

# **TEAM AND COMMITTEE REPORTS**

## **NORWICH NORTH DEANERY SYNOD REPORT**

The Norwich North Deanery Synod is a group of laity and clergy that meet over the course of the year (usually three times) to discuss matters of interest to the churches. The meetings cover matters of vision, policy, the sharing of expertise, and issues emerging from (or pertaining to) Diocesan Synod and General Synod meetings. The North Norwich Deanery is chaired by Rev Simon as Rural Dean. Churches represented within our Deanery include those from Old Catton, Drayton, Hellesdon, Horsford (with Hevingham and Felthorpe), Horsham St Faith (with Crostwick and Spixworth), Mile Cross, New Catton, Taverham (with Ringland), St Mary Magdalene in north Norwich and Sprowston. The members of the Sprowston congregation attending Deanery events over the 2019-2020 period were Rev Simon, Rev Dean, Rev Melanie, Rev Philip, Mary Carpenter, Robert Huntly and Sheila Tuffield. Rev Philip has continued in the role of acting Deanery Synod secretary.

Our three gatherings for the 2019-20 year were as follows:

### **30 May 2019**

Ascension Day Service at St Faiths Horsham, attended by representatives from the North Norwich deanery churches.

### **17 October 2019**

A tour of Diocesan House in Easton, explaining the work of the different departments and personnel that provide support to churches across the Diocese.

### **27<sup>th</sup> February 2019**

A meeting of the Deanery at St Cuthbert's, with the following agenda items:

Guest speakers Michele O'Keefe and Robert Culyer explained their work as Parish Fundraising Support officers, and how they assist churches to increase giving and find additional sources of income through grants and community fund raising.

Charles Read (Mile Cross) reported on two topics that were discussed at General Synod: the vote taken by Synod members to achieve a target of carbon neutrality by 2030 across the Church of England, and concerns about current laws that prevent clergy from leading funeral services for those that cannot pay a fee.

Canon Simon reported on the following matters:

- with triennial elections for new Deanery representatives from the parishes coming up he encouraged members to consider standing for General Synod
- an update on Christchurch New Catton, with the resignation of Laura Baker on 20th Feb. (Since this time a curate in charge has been licenced to Christchurch, Danny Doren-Smith).
- updated rules for Deanery Synod, which were emailed out to all members of the Synod.

Rev Philip Harvey, April 2020



## **JOINT SITE COMMITTEE**

The Site committees for the two churches sites (St.Cuthbert's, and the Parish Church) hold a joint meeting each month to deal with matters relating to the maintenance, repair and management of the premises for which the PCC is responsible. They also monitor progress of the Parish Church development plan, and oversee the Annexe Development group.

### **St. Mary & St. Margaret's**

- Acting on result of an Insurance Assessor's inspection
- Redecoration of external woodwork (now needed annually)
- Commencement of repairs to roof stonework and guttering
- (With Town Council) Refurbishment of north path to extension
- Installation of roof alarms (grant-aided)
- Beginning development of north aisle "social area" seating
- Improving safety and security of visitor refreshment provision

Currently under consideration:

- Completion of north aisle social area by selling pews and buying chairs
- Impact of future environmental legislation on heating arrangements
- The future of the Church's area of the Church Lane allotment site
- Improvements to Churchyard access and pathways

### **St. Cuthbert's**

- Acting on result of an Insurance Assessor's inspection
- Improvements to Centre emergency lighting
- Replacement of eastern boundary fence
- Repairs to Centre gents' and disabled W.C.s
- Refurbishment of Centre kitchen (grant-aided)

Currently under consideration:

- Replacement of Centre Kitchen cooker
- Church window repairs then installation of protective coverings
- Church roof repairs
- Alterations to Annexe toilets, Snug, and kitchen storage area

**Robert Huntly**

## **The Friends of St Mary & St Margaret Church, Sprowston**

The Friends of St Mary & St Margaret, a sub-committee of the PCC, was formed in 2015 to preserve, maintain and enhance the church and to raise funds to enable this to occur. The idea of setting up a "Friends" group was twofold. To gain additional help with the general maintenance of the church and to raise funds for the upkeep of the ancient building which is well used and appreciated by many in the community who do not normally contribute regularly.

Unfortunately, the response was small and we have gained no new members over the last year despite leaflets being available in the church. It would be much appreciated if someone with time and energy to promote this initiative felt able to take it under their wing. We will continue to promote the scheme and hope for help with attracting more members.

**Penny Rennie (Membership secretary)**

## **Children, Youth and Family Committee**

In the last year we have continued our work with children.

We have had all the children from Falcon Junior school spending time in either St Mary and St Margaret's church or St Cuthbert's.

- Year 3's, 7-8 year olds, came to learn about Harvest Festival
- Year 4's, 8-9 year olds, to find out what it means to be a Christian.
- Year 5's, 9-10 year olds, looked at the war memorials and made posters, which decorated St Mary and St Margaret's during the 100 year celebrations.
- Year 6 pupils, aged 10-11, wanted to know what life is like as part of the Christian Church today.

We are looking to invite other schools to bring their children to visit our churches.

The staff team also goes into all the schools in the parish to take assemblies.

The two weeks before the Easter break, we undertake a series of assemblies telling the Easter story from Palm Sunday to Easter Day, so you might say almost all the children in Sprowston know something about Easter.

We have held Messy Church activities for Christmas and Easter for the last few years and now have added Messy Harvest and will soon be holding yet another day of Messy activities. If you don't know about Messy Church everyone is invited not just the under 12s.

During the Easter holidays we hold Holiday Club for children aged 5 to about 11 or 12. This year we planned for two days because the school holidays were the two weeks before Easter. Activities include singing, stories, craft, being active and food.

In September we restarted Defenders simply calling it After School Club, and is now weekly instead of fortnightly during term time. Numbers do fluctuate but we regularly have 7 or 8 children. It would be good if a few more children came and we hope to have a push for more members once the school Summer term is underway.

As you can see we are very busy spreading the good news of Jesus Christ among the younger members of Sprowston Parish.

***Reverend Melanie***



Our after school club caters for children aged 7 to 11 and has continued to run on Wednesday afternoons from 3.30 to 5.00. Children from Sprowston Junior, Falcon Junior and Sparhawk have been attending the club. Our attendance numbers vary: between 6 and 12 children come along each week. We are always open to new members and have been advertising the club through leaflets and social media.

The club was formerly titled 'Defenders' and renamed itself as St Cuthbert's After School Club in August 2018. At that time a decision was made to run the club with our own clergy and laity, rather than an outside organisation. Melanie Hider and Phil Harvey initially ran the club from September 2018 to December 2019 and since January 2020 the club has been run by Phil Harvey and Andy Bunter. Denise Jermy, Andy Hudson and most recently, Angela Norton are also assisting in the running of the club.

The format of our afternoons includes afternoon tea, art and craft activities, games, songs and group challenges. Each afternoon session is carefully centred around a Bible story and/or a spiritual theme, using a Scripture Union programme specially written for 8 to 11 year olds. Our objective is to help the children understand more about God through a programme that offers fun, engagement and encouragement.

***Reverend Philip Harvey***

## **The Social Committee Report**

The Social Committee met regularly throughout the year to organise events with diligence, goodwill and love, with God's help.

The Coffee Morning continued to be held on the 1st Saturday of every month. A big thanks to Pauline Richards and Liz Chettleburgh who run the kitchen. Pauline makes delicious cakes and scones. This year Jackie Burt and Ve Flynn have joined us with a Bring and Buy table. Peter Corrigan is a regular attendee and often combined his visit by doing some gardening around the premises. Also, thanks to Rosemary and Gerald Clarke who tend the memorial area and keep it looking so well loved. It would be good to see more coming through the doors.

In February we had a Beetle Drive, which is always popular. Pauline organised the game and prizes. We have a raffle when an event is not a Sunday, which helps to swell the coffers.

In May there were three events. Firstly, we enjoyed dancing to popular music of the 70s and 80s with Sibley Sound, run by Stephen Sibley, a regular member of St Cuthbert's congregation.

Secondly in May, there was a concert by the Community Choir to raise money for Christian Aid. Some of our congregation sing with the group as the rehearsals take place on our church premises. Meg Turpin, who runs the choir, is always keen to support our social events to help raise funds.

Thirdly in May, there was our usual Treasure Hunt but with a fundamental change. Hitherto it had been a lunchtime event ending at 3.00. This year it supported the clergy's, new initiative of their new once a month HP3 (half past three) family service starting at 3:30pm.

The Church Fete took place in the vicarage garden on Saturday 22nd June, thanks to Canon Simon and Christine. It was a lovely sunny day. Thanks to Tony Morina who took the lead on the organization and all the committee who worked so diligently (also for the Christmas fair). The occasion went smoothly, and we received lots of compliments. It was well worth the effort. The chief aim was to have fun and make our visitors feel welcome.

In July we supported the Anglian Singer's concert at Saint Mary and Saint Margaret church. It was organised by Sue Ellingham in aid of church funds and was enjoyed by both the choir and the audience.

In September the ever-popular Teddy Bear Parachute Drop took place at St Mary and St Margaret Church. It was an hilarious event, putting a smile on all our faces. It was quite a sight to see Robert Huntley at the top of the tower, hoisting baskets of teddies, or other soft toys, with their homemade parachutes attached, and then seeing how long they took to fall to the ground. The occasional cuddly got trapped in a tree and needed careful removal (we did have our risk assessments in place!). We brought picnics, and tea and cakes were available.

In November there was a concert by the Saint Gregory's Orchestra, which rehearses in St Cuthbert's church on Saturday mornings. The conductor Martin Wyatt is very supportive of our church. The programme included pieces by Elgar & Tchaikovsky.

At the end of November, the Christmas Fair took place in Saint Cuthbert's Church and Centre. Some local craft and charity stores contributed to the event. Santa was his usual cheery self and elated the children, and some of the adults. Like the summer fete the aim was to appeal to the wider community and make them feel welcome in our place of worship.

In December we organised a cheese and wine evening in St Cuthbert's church. The seating was arranged around tables and food and drink was partaken throughout the event. The Sprowston Parish Players provided songs and carols, and the audience was invited to join in. The event reached both stalwart and new supporters.

The Committee thank you for bringing us together for the privilege of being able to serve you in organising events to support our church and its congregation here in Sprowston, and for the varying gifts you have given us which enable that.

**Sheila Tuffield**



## *Enabling churches to house the homeless*

Hope into Action (HIA) was founded by a group of Christians in 2010 who believe in the local church and want to see Christians and Church at the forefront of social reform and provides homes for the homeless for two years until they can find alternative provision. Homelessness comes about for a variety of reasons, relationship break up, mental health problems, loss of job and it could happen to anyone. It has no government funding but approaches investors to buy the houses and then makes them suitable for at least 2 residents, each having their own bedroom and lounge and sharing the other facilities. They are supported by the staff at H. I. A. to enable them to cope with their difficulties and hopefully turn their lives around. HIA then work with a team of volunteers from a local church who support and befriend the residents.

In Sprowston we have been working with HIA since 2014 and our house "Salthouse" at present has a family in residence. This is unusual as homeless families are usually housed by the local council but in this case no suitable emergency housing could be provided for them. The "Friendship and Support" team offers a listening ear, help with transport to various appointments and other general good neighbour support. HIA has previously won the Guardian newspaper award for the best charity housing the homeless. In order for this excellent initiative to continue, more volunteers are necessary for the friendship and support team to be sustainable. Training will be given.

If you would like to join the Support Team or would like more information please do contact me. The time commitment is up to you.

Penny Rennie (Friendship and support team co-ordinator 01603 424652 or [renniep881@gmail.com](mailto:renniep881@gmail.com))



# Berties Babes

It's been another full-on year for Berties Babes, with older children leaving for school and nursery, and younger children arriving. We still have a (short) waiting list, and keep our register to 50 children for safety reasons.

We have had some very successful fund-raising and been able to subsidise our summer trip to Pettitts (and can I say a big thank you to Andy Hudson who took me and my 4 children as my car had broken down! It was interesting to discover how green Andy's face gets on toddler funfair rides!!) We also were able to pay for a soft-play company to bring a huge amount of play equipment as part of our Christmas party, and of course Santa came to visit. We have invested in some realistic foam bricks and building tools which have become incredibly popular too.

The group has a short service each month, and it is lovely to have children introduced to the concept of being in church at such a young age. I hope this sows seeds for future explorations of faith.

Thank you to our regular volunteers – Pat, Sheila, Liz, Pauline and Andy – and John who is now off doing his course but has been part of our group for so long! The children miss “the biscuit man” as he became known!

If you feel called to serve our young community I would greatly value your support – in prayer, or maybe in practical ways (the last session of each term we could do with a bit of help cleaning toys as we put them away, so 3 hours a year?!).

Please do pray for our children and their families.

**Claire Akrill**



## **GROUP REPORTS**

### **Cross Section Year Summary 2019**

#### **Speakers**

This year 2019 Cross Section Ladies Group were pleased to welcome a variety of speakers to their meetings.

In FEBRUARY we had an interesting talk by a member of SERV the Blood Bike team. These motorcyclists deliver blood and blood products between the hospitals in Norfolk as required.

In MARCH we had a visit from Sandra Hughes of the Sprowston Dementia Centre. Dementia Friends are led by the Alzheimers Society and Sandra was able to give us an insight into how dementia can manifest itself and how we can help.

Later in the year in OCTOBER we had a visit from two ladies from UNKPA (the United Norwich Kidney Patients Association). This is a charity formed to help and support people with kidney disease, receiving dialysis and their families.

Then in NOVEMBER Andy Bunter a Curate with the Sprowston Churches Team came to speak to us about the changes entering the Church has made to his life.

#### **Social Time**

In 2019 we also enjoyed some food together first of all in JANUARY with our meal of jacket potatoes, ham quiche and salads followed by desserts all prepared by the Cross Section Committee.

Then our BBQ in JUNE as usual a very social occasion with much enjoyment of the burgers and hotdogs cooked by Ned and Archie.

We found time for more socialising in APRIL with our Easter Quiz and Chick Drive (an Easter version of Beetledrive) then in MAY the ladies enjoyed making ribbons and bows to decorate the fruit baskets for the Cross Section tombola at the Church fete.

In JULY we set sail from Horning on the Mississippi Belle for an evening trip along the river.

Lastly in SEPTEMBER we sang along with Anne and David to some lovely folk songs and songs from popular theatre shows, during which Anne gave us some historical information about the folk songs.

We finished in DECEMBER with our AGM the reports being followed with mincepies and wine or fruit juice and Christmas carols around the piano.

My grateful thanks go to all the committee of Cross Section for their hard work and support and to the members for coming along and always entering into the spirit of the evening.

Cross Section meets on the third Tuesday of the month except August at St Cuthbert's Centre at 7.30pm and welcomes new members to join at any point in the year.

**Roz Taylor,  
Chairwoman.**

## **Sprowston MU branch report 2019**

We had a variety of speakers at our monthly meetings throughout the year, challenging us to think about our MU activities, both locally and world-wide, and to learn about the ministry of other local churches and the 'Open the Book' scheme which introduces bible stories to primary school children. Our afternoons began with a short service in St. Cuthbert's and ended with tea and chatter!

At the beginning of the year we met on our allotted day to join in the MU Wave of Prayer. In the course of a year, this remembers all the dioceses around the world where MU works and we especially remembered our link dioceses who share our time which are in Nigeria, Tanzania and India. Some members also met weekly during Lent, when we spent time discussing how to 'Live Honestly with the Psalms' – a short course highlighting the themes and thoughts to be found in this often-neglected book of the Old Testament. In July we enjoyed a 'Quiet Day' in and around St. Mary and St. Margaret's church – a great opportunity for sharing thoughts and silent time. Thank you to Revd Heather for guiding us.

In August we held our fundraising afternoon tea and in December we welcomed members from other branches and friends from our community to our carol service. We have raised funds for our church and MU projects, both local and worldwide, during the year. We are thankful, too, to our congregations who generously supported the MU 'Make a Mother's Day' appeal.

Our members supported the life of our church in many and various ways throughout the year and as usual we made and donated the posies for distribution on Mothering Sunday. Some members also joined in diocesan MU activities such as members' days and diocesan council. Several members attended our festival service at the cathedral in October, when Sheila Tuffield carried our own MU banner and Pam Gardener led the intercessions.

Thank you to all the branch members who gave their time to help our branch run smoothly, but special thanks are due to Linda Dunstan who organised our programme of speakers and to Sheila Tuffield, our branch leader. We are grateful, too, to our clergy who led our services.

2019 was the start of a new triennium for the Mothers Union, and its work is evolving to mirror the changing needs and aspirations of communities around the world. What doesn't change is our vision to support family life in all its forms. We work with all faiths and none, knowing that the Christian principles that drive our activities and guide our prayers are for the benefit of all mankind. Mary Sumner, our founder, is commemorated on August 9th and each year on that date you will find a posy of flowers by our MU banner in St. Mary and St. Margaret's church. She may never have known that over 4 million members in 83 countries around the world would be inspired by her own personal prayer, but it is as relevant now as it was when the MU was founded 144 years ago :

All this day, O Lord, let me touch as many lives as possible for thee; and every life I touch do thou by thy spirit quicken, whether through the word I speak, the prayer I breathe, or the life I live, Amen.

*Barbara Lashley*

## **TUESDAY BREAK**

We meet weekly in the vestry of the Parish Church between 10 – 12 noon. It is an opportunity to enjoy tea, coffee and a chat.

There is a celebration at Christmas with special food and hot cross buns are served during Holy Week. Generally 15-20 people come and we welcome anybody else who would like to drop in.

*June Stanforth*

## **SPROWSTON PARISH PLAYERS**



Yet another year has sped by, with Sprowston Parish Players having been very busy as usual.

Our 2019 pantomime was "Cinderella" with Carol Rowell directing for a second year, but with a first time writer in Mark Chapman.

This was performed the usual four times, and although a very familiar and well known story there were many twists from Mark's very fertile brain.

Our June production was "Songs from the Movies" for which rehearsals started in April. After the two performances in St Cuthberts, we were also invited back to give another performance in the Church Hall at Old Catton.

In October the "Vicar of Dibley" was performed, as an additional production.

Finally, in early December, rather than a concert, we provided entertainment at a Cheese and Wine event.

Our various performances in 2019 enabled us to donate £2,300 to Sprowston PCC, as well as £800 to local charities.

In September we started rehearsals for the Dick Whittington, our 2020 pantomime, which again was written by Mark Chapman.

I would not normally mention anything further about 2020, as this report is about 2019, but these are not normal times by any stretch of the imagination.

Sadly there will not be a summer production this year, due to the Coronavirus pandemic. It was in the planning stage, but we couldn't rehearse, let alone perform. Covid-19 has also meant that our May AGM has been postponed to as yet, an unknown date.

Depending when restrictions are lifted, there could be a production in the autumn and hopefully a pantomime, or something in January, but it is completely out of our hands

Keep safe, all of you

*Chris Aldrich (Secretary to Sprowston Players)*

## **Safeguarding**

In the past year we have trained all the relevant people to level C1, and have arranged another course this June (Saturday 13<sup>th</sup>) for those who need to renew their training or are new to roles which require it.

We were asked to be involved in the trial of a new initiative called the Parish Safeguarding Dashboard, and started to use this. It is an on-line tool to help identify areas we are doing well (coloured green), areas which need some work (coloured amber) and areas which are urgently in need of attention (coloured red). We have no reds, mainly greens – a few ambers, but usually with good reason – for instance, as Safeguarding Officer I apparently should be trained on the S1 course. When I inquired about this I was told the course hasn't been written yet, but when it is I will be sure to attend and get my training!

Meanwhile, the on-line training is available for both C0 and C1 levels on the diocesan website. Anyone can take these and print off their certificates – so please do feel free to have a browse and learn about safeguarding within the church – it's a good idea to do the C0 course before coming on the C1 course in any case.

As ever, I won't let you know about anything I am involved with. Sue Brice remains a fount of wisdom and advice, and I appreciate her help. Please remember, anything that worries you about a child or adult with vulnerabilities, no matter how small, please pass on to me. It could be a final piece of a jigsaw, so please don't think you are being trivial!

Thank you,

***Claire***



Claire Akrill – Safeguarding Officer

## **Sprowston Parochial Church Council**

### **The Child Protection and Vulnerable Adult Policy Statement**

In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.
- As part of our commitment to children, young people and vulnerable adults, the church has appointed Claire Akrill to be the Named Person (contact number 01603 482360 / 07761440924). This role will be regularly explained to children. She is responsible for ensuring all church workers have the necessary Disclosure and Barring Service (DBS, formerly CRB) clearance and complete a self-declaration form tri-annually.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

**Original Statement agreed by Sprowston Parochial Church Council on 28<sup>th</sup> April 2019**

Due to Covid 19 this version remains in force until either AGM later this year or 2021 APCM

**Endorsement agreed by Sprowston Parochial Church Council 20<sup>th</sup> May 2020**

Signed.

**Revd Simon Stokes (Incumbent)**

**Sue Ellingham & Sheila Tuffield – Churchwardens, agreed by email.**



