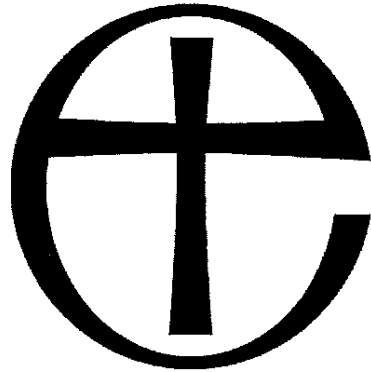


# **A Year in Review**

## **Annual Report on 2023**



for the Annual Parochial Church Meeting  
of St Mary's Church Attleborough

Tuesday 16 April 2024  
7.30pm in the Church Hall and on Zoom  
preceded by Holy Communion at 7pm

*Registered Charity No: 1130508*

Welcome to the report booklet prepared for the St Mary's Annual Meetings on Tuesday 16 April 2024. The reports in this booklet are on church activities in 2023. Please do try to come to the meeting which starts at 7.30pm in the Church Hall. There is a service of Holy Communion at 7pm prior to the meeting.

The agenda for the meeting is enclosed and a full report on church activities for you to read before the meeting. There will be a chance to ask questions on the reports but as usual the reports themselves won't be read out. You will find the accounts in a supplement in the centre of the booklet and you can find the minutes of last year's meeting, which we need to approve, at the back.

*Rev'd Matthew Jackson, April 2024*

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3	<i>Agenda</i>
4	<i>PCC Annual Report</i>
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20	<i>Minutes of the last meetings</i>

**THE ANNUAL PARISH CHURCH MEETING**  
Tuesday 16 April 2024 at 7.30pm in St Mary's Church Hall  
and on Zoom

**AGENDA**

**Meeting 1**

- 1 Apologies for absence
- 2 Minutes of the last meeting (18 April 2023)
- 3 Election of three Churchwardens
- 4 Close of meeting

**Meeting 2**

- 1 Apologies for absence
- 2 Minutes of the previous APCM/Matters arising (18 April 2023)
- 3 Elections  
Parochial Church Council – four places for three years
  
- 4 Reports:
  - a. PCC
  - b. Churchwardens  
(including Fabric, presentation of Log Book and Terrier)
  - c. Presentation of Church Accounts
  - d. Chairman's report: Revd Matthew Jackson
- 5 Opportunity to ask questions on the reports in this booklet
- 6 Appointment of Independent Examiner
- 7 Presentation and Adoption of Electoral Roll
- 8 Appointment of Sidespeople
- 9 Any other business, including time for general discussion  
of any matters of concern which may be brought to  
the meeting

*A short meeting of the new PCC will follow this meeting*

## ST MARY'S CHURCH – ANNUAL REPORT FOR 2023

### Administrative information

St Mary's Church, Attleborough is part of the Norwich Diocese in the Thetford & Rockland Deanery. The correspondence address is St Mary's Church Office, Church Street, Attleborough, NR17 2AH. The Parochial Church Council (PCC) is registered with the Charity Commission (Number: 1130508).

### Structure, governance and management

The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### Objectives and activities

St Mary's PCC has the responsibility of co-operating with the Incumbent and Churchwardens in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for the building.

The main activities of the PCC are the provision of church services, baptisms, weddings, funerals, youth and children's work and teaching adults through home and prayer groups.

### PCC membership and Report

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

During the year the following served as members of the PCC:

<i>Incumbent:</i>	Rev'd Matthew Jackson	<i>(Chairman)</i>
<i>Assistant Priest:</i>	Rev'd Andrew Slater	
<i>Assistant Curate:</i>	Rev'd Richard Washington	
<i>Licensed Lay Minister (PtO)</i>	Robert Andrews	<i>(RIP 7 September 2023)</i>
<i>Licensed Lay Minister</i>	Brenda Greig	<i>(also Deanery Synod rep)</i>
<i>Licensed Lay Minister</i>	Jane Minchin	<i>(from September 2023)</i>
<i>Churchwardens:</i>	David Bartington	
	Stephen Taylor	
	Cherry Saunders	
<i>Deanery Synod reps:</i>	Eileen Roberts	
	David Stubbart	

*Elected members:* Paul Andrew  
Catherine Buckley  
Carole Burt  
Mary Dark  
Marion Dawe (*Lay Vice-Chairman*)  
Christopher MacKinnon  
Emma Neve  
Jonathan Tidnam  
Nigel Waring  
Dorothy Woolliscroft  
Peter Wright

*Director of Music:* Ben Miller  
*Secretary:* Pat Buttolph  
*Treasurer:* Yvonne O'Dell

In 2023 there were twenty one people serving on the PCC – eight ex-officio, and thirteen elected for a three-year term of office (including Deanery Synod representatives). Sadly Bob Andrews, Licensed Lay Minister, died in September 2023.

Pat Buttolph, Ben Miller and Yvonne O'Dell attend meetings as Secretary, Director of Music and treasurer respectively.

Emma Neve and Chris MacKinnon retire after having completed a three-year term of office, but are eligible to stand for a further three years if they wish.

Catherine Buckley and Dorothy Woolliscroft retire after having completed the maximum term of six years. We thank them all for their commitment to the life of St Mary's over this time.

There were ten PCC meetings during 2023, all being held in the Church Hall and on Zoom. The average attendance at meetings during the year was sixteen.

Reports were given at meetings on finance, deanery matters, youth & children's work, social & fundraising, church hall, fabric and music, when appropriate.

Other business discussed and implemented during the year included general maintenance of the church and plans for the seasons of Lent, Easter, Advent and Christmas. The new monthly craft markets and summer fete were discussed regularly.

Members were informed and consulted regularly on the Church and Hall Project, the progress of AMP (Attleborough Music Project) and the work of the Christian Aid Committee.

Safeguarding was an item on each PCC meeting agenda.

An approved copy of the minutes of the most recent PCC meeting is always displayed on the notice board in the church porch. Parishioners are encouraged to read the minutes and minutes of past meetings, which are available on request at the Church Office between Monday-Friday, 10-12 noon.

*Pat Buttolph*

### **Church attendance**

On 31 December 2023 there were 134 parishioners on the Church Electoral Roll, of whom 39 were not resident within the parish.

Weekly attendance, taken on a 'normal' Sunday was 75 adults, 10 children and 5 online. Easter communicants numbered 114, Christmas communicants numbered 102. There were 13 baptisms during the year, 2 weddings, 20 funerals held in the church and 13 conducted at crematoriums or Colney Wood.

### **PCC account holders**

Barclays Bank PLC and CCLA Investment Management Limited, The CBF Church of England Fund.

*Signed on behalf of the PCC by Rev'd Matthew Jackson*

*16 April 2024*

## **REPORTS ON PARISH LIFE**

### **Children's Society**

2023 was our first 'normal' year since covid. It seems a distant memory now when we were unable to hold our twice-yearly coffee mornings and box opening.

Our May coffee morning raised £186 and the box opening at that time £367.

In late October our second coffee morning raised £215 including donations. The boxes added another £27.

So our annual totals were down by over two hundred pounds, however a generous donor added £600 as a gift to the society.

For Christmas 2023 I offered people the opportunity to order Children's Society Christmas cards, with no postage charge by doing a bulk order. This proved to be popular as the cards are of a high quality and a reasonable price. £154 was taken and I will do this again.

So in total we were able to send £1,639 to the Society for their vital work among children in this country.

Thank you very much to those who give so generously and if anyone else would like a house box to collect spare cash I have a couple, just ask.

*Pauline Parnell-Hopkinson*

### **Christian Aid**

Our fundraising activities started with the curry evening in January and ended with the wine tasting evening in November. We held one new event for 2023 - the Fairtrade Summer Extravaganza.

In total £4165 was raised for the year, which was £863 less than was raised in 2022. The absence of the annual Knit-in clearly had an impact. An additional £1000 was raised for Christian Aid Week, which was £283 more than the 2022 sum, making the combined totals £580 less for 2023.

The continuing generosity of the congregation and people from outside the Church, together with the consistent support from the clergy and the members of the Christian Aid Committee is gratefully acknowledged.

*Peter Wright*

### **Church and Hall Project**

Following PCC discussions about the 'Vanburgh' viability report, which presented options for reordering the Church and Hall, including rebuilding the church organ, the Cambridge based firm of Architects, Freeland Rees Roberts were formally appointed after interviews of three prospective firms. This also followed an evening of Community Consultation when those who use the church in the wider community were given the opportunity to offer input and ideas.

Three FRR personnel are working on the project, including Henry Freeland, founding partner of the firm. FRR are bringing significant expertise, experience and energy to the project and good progress has been made. Their recommendation to make further appointments to the professional team has been accepted and 3 GCC (Quantity Surveyors), Rossi Long (Structural Engineers) and CCD (Mechanical Engineering and Heating) have been appointed, also after competitive tenders. Alongside these principal consultants, Construction Health and Safety, Environmental and Ecological experts have been appointed.

A number of meetings have been held with the architects and the wider professional team, during which design ideas have been considered, refined and progressed. As a result, a scheme has been created that has been drawn up in some detail, and subsequently costed by the Quantity Surveyor.

In broad summary, under the proposal, the Nave section of the church would be made more flexible for liturgical, concert and event use by removal of the Altar platform in favour of delineation in the floor surface, and lighting, new furniture and a new floor that is level throughout the church. The floor under the tower would be brought up to the level of the Nave and the Mortimer Chapel would be brought back into use as a chapel by relocating the vestries into the church hall. A new, silent, under floor heating system is being considered throughout, supported by double glazing the clerestory windows and an interior lobby to the North Porch to stifle drafts. The rebuilt organ would be in the same North Eastern position but the console would be moveable.

The hall would be significantly enlarged by enlarging the ground floor eastwards and rebuilding the first floor to have the same footprint as the ground floor. The hall will be physically linked along its entire North elevation by a part glazed roof joining the church wall in a similar fashion to the Cathedral Refectory. Via this link, the hall will have a secondary entrance into the Mortimer Chapel through a newly created door.

The hall will contain a large ground hall supported by a commercial sized kitchen for existing Day Centre use as present, but also designed to support wedding receptions and other such parties and events. On the ground floor there would be a clergy vestry and secure sacristy along with Day Centre and Parish Offices.

The first floor, linked by stair and lift, would have choir vestry, a further office and mid- sized room for meetings or events.

Sustainability and the Carbon footprint of the church are at the forefront of all design aspects of the scheme, currently assuming air source heat pump fed from PV cells and linked into energy saving batteries.

An exercise is underway to further refine the scheme so as to ensure that the total cost is no greater than necessary, before further consultation leading to an application for Planning and other permissions.

In parallel, strategies are being developed in order to raise the funds necessary to pay for the scheme through grants and other sources of income.

An annual concert programme has been successfully established and the project has attracted the appointment of a number of high profile patrons all to support the required fundraising campaign.

*Nigel Waring*

### **Church Hall**

Due to uncertainties regarding possible building works, we have really been marking time with the committee meeting in person only twice, with urgent matters being dealt with in person, by telephone or email.

In order to approve the transfer of £6000 to the PCC General Account, all members were circulated by telephone.

Bookings throughout 2023 have been satisfactory and charity bookings in connection with the Saturday morning Coffee and Chat have been regularised.

Our thanks are extended to Pat who deals with the bookings and my personal thanks also to the committee.

*David Stubbert, Chairman*

### **Churchwardens**

We were very sad to lose Marion's expertise as she stood down after completing 6 years of dedicated service in April 2023. Typically, Marion helped the wardens at big services even after she had stepped down, such as Remembrance Sunday and Maundy Thursday. I would like to take this opportunity to thank Marion personally



for all her help and support. Also, we are very grateful to Pat Buttolph and Paul Andrew for covering wardens' duties when needed, e.g. when holidays and important family visits weave themselves into the rota. We welcomed Steve Taylor to replace Marion as Churchwarden and are very grateful to him for taking on these responsibilities in conjunction with his sidesperson duties at the 8am service. Likewise grateful thanks to David Bartington for combining his Churchwarden duties with 8am duties, serving as crucifer and helping at Messy Church as well as fulfilling Fabric Officer duties. Cherry continues to co-ordinate the rota and help with shopping for the sharing table, lead Drop-in and Play once a month alongside her Churchwarden, Sunday Club and Messy Church duties.

Services ran smoothly and well in the main during 2023. The period of Matthew's sabbatical went very well due to his diligent planning in making sure all services had clergy and all duties were covered by our remaining dedicated clergy team. We are very pleased to have welcomed some new members to the congregation and hope they will continue to feel happy and settled among us. The whole mission of the church has fared well in 2023 with a resurgent Messy Church congregation with upwards of 20 children at each session of particular note. Sunday Club has been very fortunate to have a rota of leaders and helpers who have stepped forward to fill the gap left by Lorna Goodrich. It was particularly gratifying to see numbers back to pre-covid levels for Easter Day and the main Christmas Services. The Christmas Eve Crib and Midnight Mass services were especially joyful and packed with people. The Easter Vigil was poorly attended and the clergy are resolved to address this issue when planning for Easter 2024. It was noted that there were many Christingles left over at the end of the Crib service, therefore it has been decided by the clergy and PCC to stop the distribution of the Christingles at the Crib service to prevent food waste in line with our ethos as an aspiring Eco church. Instead, a small number of Christingles will be used as a teaching aid in Messy Church activities during Advent 2024. For all these things we give thanks to God. I would like to take this opportunity to thank all the clergy for their fellowship and support 'in the vestry'.

*Cherry Saunders*

### **Coffee & Chat**

Throughout 2023 Coffee and Chat continued to meet in the Church Hall on Saturday mornings and we are very thankful for all those who continued to support us.

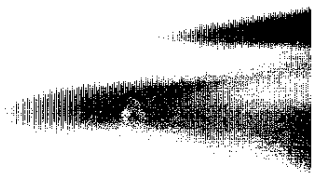
We are very fortunate to have a dedicated team of lovely ladies, who regularly bake, serve and give a warm welcome to our guests.

We are a non-profit group and the money raised is donated to various charities.

In 2023 we gave to the following; .

Attleborough Guides

Uganda



EACH  
St Martin's Housing  
Marie Curie  
Zipper Club  
Caitlin Hutson  
Mothers' Union  
Christian Aid  
Topaz Thailand Project  
British Heart Foundation  
Red Cross  
Mercy Ships  
Alzheimer's Society  
East Anglia Air Ambulance  
Compassion Christmas Appeal  
St Mary's Building Project  
Salvation Army

The Bring and Share table is also available on a Saturday morning.

*Alison Sayer*

### **Community Lunch**

We are a very friendly group who usually meet on the first, third and fifth Fridays of the month. We gather in the church hall from 12.00 onwards, aiming to serve the meal at 12.30 p.m. Diners each bring a small raffle prize and pay 30 pence for a raffle ticket; the proceeds of this raffle go towards Christmas gifts for diners and volunteers.

The Day Centre provides us with our first course, which is always delicious and plentiful. Dorothy supplies a variety of puddings. We have a loyal band of volunteers who set the tables, serve the meals and wash up. The meal costs £6 and is intended for those who live alone and would benefit from a good midday meal enjoyed in company. Applications should be made *via* the Rector.

*Dorothy Woolliscroft*

### **Deanery Synod**

There were four meetings of the Thetford & Rockland Deanery Synod in 2023. The first, in January, was held in St Mary's Church Hall, Attleborough with guest speaker Gemma Fraser from the Norwich Diocese, promoting Eco Church. The meeting in May was held at All Saints' Church, Old Buckenham when Alison Hannah, Project Leader and Old Buckenham PCC Secretary, gave a very interesting and encouraging explanation of the amazing works which had taken place in All Saints' Old Buckenham over the last 10 years.

On Ascension Day, 18 May, all in the deanery were invited to attend a sung Holy Eucharist service in St Mary's, Attleborough if there were no services planned in their own parish/benefice.

At the meeting in September at St Mary's Church, Kenninghall we were pleased to welcome The Very Revd Andrew Braddock. Dean of Norwich Cathedral, as guest speaker. Andrew had been installed in this position in Norwich Cathedral in January 2023.

In November Caroline Herbert, as elected member to General Synod for nearly 10 years, gave a very interesting and entertaining talk on her experiences of General Synod. The meeting was held at St Cuthbert's, Thetford.

The triennial elections to Deanery Synod were held at APCMs in 2023, with members standing from 1 July 2023 until 30 June 2026. Those elected to stand to represent Attleborough are Brenda Greig, Eileen Roberts and David Stubbert.

*Pat Buttolph*

### **Drop-in & Play**

Drop-in and Play 2023 has continued to thrive, with 18-25 children attending with their parents, grandparents or carers. We have welcomed some new members this year. Numbers dropped when the schools were closed for any reason on a Thursday during term time because we are unable to offer facilities for school-age children. Many of those who attend have been with us since we re-opened following Covid closures, progressing from the baby corner, through the 'boddlers' and into the toddler areas. We aim to provide a safe and friendly environment for the various stages in the children's pre-school development, as well as enabling the adults to meet up and chat while keeping an eye on the children whilst they play together. Every other week, there is a 'seasonal' craft activity on offer, and we are grateful for Barbara's preparation of this, as well as her ingenuity and patience on the day. We are fortunate in having a large supply of toys, so it is not always the same things which are put out every week. We are also most grateful to Matthew, Andrew and Richard who take it in turns to carry the equipment downstairs early in the morning and then back up again at the end of the session. We have a dedicated group of helpers – Linda, Barbara, Catherine, Cherry, Joan, Jenny and Margaret and were delighted to welcome Rosemary this year. We look to – and thank – Alison for her dedicated leadership of the group.

If you would like to volunteer to help at a session, please have a word with Alison Sayer.

New volunteers are always welcome, whether you want to do one session a month or every week.

*Linda Trounce*

### **Drop-in & Share**

The sharing table provision expanded in 2023 to Thursday AND Saturday mornings in order to reach as many people as possible. Sadly, the extreme rise in inflation, together with rising mortgage costs and fuel costs volatility has meant that there was a marked upswing in demand for items from the table and for food bank vouchers that can be redeemed at Trussell Trust Foodbanks and their affiliates. Anecdotally, the main drivers for people needing to access the table are unemployment with delayed universal credit payments, unstable employment, low waged employment coupled with rising cost of living and disability necessitating family members giving up jobs to fulfil caring responsibilities. Thursday guest numbers increased to the 13-19 range. Guests started to attend very regularly. It soon became clear that people were experiencing food insecurity in the context of a host of other problems such as homelessness, fuel poverty, debt increase and rent/mortgage arrears. I drew up a file of charities and local council support which we could use to signpost guests towards further help. This has proved invaluable in helping folk get to a place of stability. There are no numbers for Saturday guests as the table is unmanned and accessed mainly by folk attending coffee and chat. Fortunately, Attleborough Town Council were able to increase their annual grant in the Autumn to £300 to help augment the congregation donations. We are extremely grateful for this vital support, which has been a lifeline for us. Please consider donating a couple of items regularly, or you can pay a cash donation to Pat Buttolph in the Church Office which will be added to the Drop-in and Share fund. Regular shops are done to top up donations. People often ask us "what items are most needed?". This is tricky to answer because of variability, but there is a consistent demand for long life milk, tea bags, coffee and laundry detergents. We also try and supply tinned meat and fish, pies, tinned vegetables and fruit, packet mashed potato, tinned pulses, porridge, fortified cereals, rice, pastas, custard powder and ready-made custard, biscuits, fruit juice and basic toiletries including sanitary products. There is a need for all of these items. Donations can be left in the upper room or the Drop-in and Share box at the back of the church near the boiler room. If a surplus builds up, items are transported to the Trussell Trust Food Bank situated at Christ Community Church in Halford Road. A sincere thank you to everyone who has donated items in 2023. Your generosity in "loving neighbour as self" is much appreciated by us and the people we serve. Our brief at Drop-in and Share is to give non-judgmental support to folk who are at their most vulnerable. There is no criteria and no questions are asked unless a foodbank form has to be filled out. If you would like to help with this ministry please approach me. I would like to take this opportunity to give sincere thanks to Richard Washington, Alison Sayer and her team, Enid Andrew, Paul Andrew, Sara Shaw and Linda Goff for all their faithful support and commitment.



# Financial Report

for year ending 31 December 2023

## Financial Report and Accounts for the year ended 31 December 2023

### Financial Review

#### General fund

Overall income from giving (collections, electronic and planned giving, standing orders, donations and Gift Aid claims) is £3,400 lower than in 2022. Since fewer weddings and funerals took place during the year, there is a reduction in this income of £1,875 and £1,454 respectively compared to 2022. Fundraising income from the annual fete, monthly craft markets etc and also income from magazine sales and advertising were similar to that received in 2022.

High inflation and rising prices continued and increases in day to day running costs for gas and electricity and for goods and services were incurred, with expenditure in 2023 being over £1,500 higher than in 2022.

A transfer of £6,000 from the Designated Hall Fund to the General Fund towards the Parish Share has been shown.

Due to the reduced income and increased expenses over the year, the General fund shows an overall net loss of £(3,371), which had to be taken from reserves and, whilst this has been possible this year, it cannot be sustained and every effort must be made to increase income to cover expenditure in the future.

#### Designated Legacies Fund (Unrestricted)

Received was a legacy of £2,000 during the year. This fund was used to update office computer equipment and to purchase a meeting Owl.

#### Designated Hall Fund

There was increased use of the hall in 2023, resulting in this year's income being over £6,000 higher than 2022 and with only a small increase in expenditure, this allowed for the transfer of £6,000 to be made to the General Fund.

#### Fabric & Heating Fund (Restricted)

No legacies were received during the year. There were no expenses in 2023.

#### Other Restricted Funds

The restricted fund for the Attleborough Music Project (AMP) received over £10,000 in fundraising from a programme of concerts and recitals performed during the year and together with donations made a similar income to that of 2022. Associated expenses also include initial consultation costs relating to the proposed hall expansion and music centre.

A further grant was received from the National Fund Youth Music for the specialist Music Outreach Worker who leads music outreach activities with children, the elderly and disabled people in the local community. AMP Voices was also formed, a new inclusive singing group open to all primary school-aged children.

All other restricted funds continued satisfactorily throughout the year.

#### Fixed Assets

The value of the two trust fund investment assets at the year end was £12,432 (2022: £11,363).

#### Reserves Policy

It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2023 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall. The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes. It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 12.3.2024 by:

..... Chairman

2

YHO Dell ..... Treasurer

## Unrestricted Funds Statement of Financial Activities

General fund	2023	2022
<b>INCOMING RESOURCES</b>	<b>£</b>	<b>£</b>
Collections	6,232	6,560
Non-Gift Aid planned giving	2,159	2,417
Collections Gift Aid	4,498	4,583
Standing Order Gift Aid	29,517	27,567
Standing Order Non Gift Aid	5,089	6,557
Tax refund on Gift Aid	11,319	11,774
Fees Weddings	1,012	2,867
Funeral Services & memorials	2,576	4,030
Utilities	715	600
Donations wall safe & candles	816	1,010
Electronic Giving	4,291	4,053
Other donations	1,889	5,089
Donations Gift Aid	1,380	976
Donations for Charities	1,145	2,147
Dividends/Interest (deposit a/c's)	1,298	449
Summer fête & other fundraising	5,365	6,106
Churchyard Green Stall	197	0
Patronal Festival	0	0
Magazines and cards etc	1,584	1,289
Magazines advertising	1,730	1,920
Donations for printing	72	25
Other Income	13	0
Hire/Donations for use of church	750	830
Coronation Grant and donations	703	0
Boiler grant	0	0
Eco Church	95	0
Norwich diocese grant for children's activities	0	0
Transfer from Designated Legacies Fund (Parish Share)	0	3,000
Transfer from Designated Hall Fund (Parish Share)	6,000	0
<b>TOTAL Incoming Resources</b>	<b>90,445</b>	<b>93,869</b>
<b>NET INCOMING RESOURCES</b>	<b>(3,371)</b>	<b>1,590</b>
Cash BALANCES B/FWD 1 JANUARY	11,893	10,102
Cash BALANCES C/FWD 31 DECEMBER	8,321	11,693
Total asset balance b/fwd 1 JANUARY	18,431	16,840
Total asset balance c/fwd 31 DECEMBER	15,059	18,431
<b>Designated Legacies Fund</b>	<b>2023</b>	<b>2022</b>
<b>INCOMING RESOURCES</b>	<b>£</b>	<b>£</b>
Legacies	2,000	27,758
Interest (deposit a/c's)	1,553	439
<b>TOTAL INCOMING RESOURCES</b>	<b>3,553</b>	<b>28,197</b>
<b>NET INCOMING RESOURCES</b>	<b>(1)</b>	<b>18,048</b>
BALANCES B/FWD 1 JANUARY	85,544	67,496
BALANCES C/FWD 31 DECEMBER	85,543	85,544

RESOURCES EXPENDED	2023	2022
	<b>£</b>	<b>£</b>
Parish share	56,934	56,125
Clergy expenses	1,373	983
Other Clergy Costs	2,102	2,568
Church Admin. salaries & NI	8,738	8,035
Stationery, postage, misc.admin.	6,302	6,369
Insurance & Associated Costs	3,604	3,556
Heating & Lighting	3,458	3,040
Cleaning/Misc. minor maint.	457	743
Norwich Dioc. Assoc. of Bells	10	10
Director of music	7,551	7,210
Other Music expenses	635	530
Stewardship expenses	85	82
Online Worship Streaming Licence	144	144
Donations to charities	1,135	2,347
Fund raising Expenses	95	134
Churchyard Green Stall	0	0
Patronal Festival Expenses	0	0
Church magazine and cards	515	496
Publicity	0	0
Donations & gifts	42	42
Miscellaneous	0	0
Coronation Expenses	551	0
Boiler	0	0
Eco Church Expenses	95	0
<b>TOTAL Resources Expended</b>	<b>93,817</b>	<b>92,276</b>

Note:  
Services in Crematorium  
Contributions to Parish Share:

420

RESOURCES EXPENDED	2023	2022
	<b>£</b>	<b>£</b>
Electrical testing & certification	0	5,461
Piano/organ/microphone	543	1,588
Computer equipment - Meeting Owl & Office PC	3,010	0
Online worship - equipment maintenance	0	0
Transfer to General Fund (Parish Share)	0	3,000
<b>TOTAL RESOURCES EXPENDED</b>	<b>3,553</b>	<b>10,149</b>

Designated Hall Fund	2023	2022
<b>INCOMING RESOURCES</b>	<b>£</b>	<b>£</b>
Day Care Hire fees	28,400	23,652
Community Luncheon Club	850	0
Coffee & Chat	571	490
Slimming World	4,138	2,965
Other Hire fees	2,400	1,949
Other Income	0	40
Dividends & Interest	1,393	394
Administration salaries & NI furlough payments	0	0
<b>TOTAL INCOME RESOURCES</b>	<b>38,551</b>	<b>29,480</b>
<b>NET INCOMING RESOURCES</b>	<b>21</b>	<b>661</b>
BALANCES B/FWD 1 JANUARY	31,158	30,497
BALANCES C/FWD 31 DECEMBER	31,179	31,158

	2023	2022
<b>RESOURCES EXPENDED</b>	<b>£</b>	<b>£</b>
Administration salaries & NI	14,652	13,747
Insurance & Associated Costs	2,655	2,607
Heating & Lighting	6,916	6,031
Water	1,282	1,225
Cleaning & misc. & sundries	1,568	1,738
Repairs and Hall upkeep	1,124	2,383
Health & Safety	1,323	1,085
Donations to charities	0	0
Transfer to General Fund (Parish Share)	6,000	0
<b>TOTAL RESOURCES EXPENDED</b>	<b>36,530</b>	<b>28,819</b>

#### Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2023	2022
<b>INCOMING RESOURCES</b>	<b>£</b>	<b>£</b>
Interest (deposit a/c's) Fabric	1,514	428
Legacy	0	860
Donations	164	0
Grant for feasibility study of church & rooms	0	0
Grant for VAT on feasibility study	0	1,465
<b>TOTAL INCOMING RESOURCES</b>	<b>1,678</b>	<b>2,753</b>
<b>NET INCOMING RESOURCES</b>	<b>1,678</b>	<b>2,153</b>
BALANCES B/FWD 1 JANUARY	42,345	40,191
BALANCES C/FWD 31 DECEMBER	44,022	42,345

	2023	2022
<b>RESOURCES EXPENDED</b>	<b>£</b>	<b>£</b>
Architects fees	0	0
Structural Engineers fees	0	0
Church Heating/New Boiler	0	0
Church & rooms feasibility study, CAD & Planning	0	600
<b>TOTAL RESOURCES EXPENDED</b>	<b>0</b>	<b>600</b>

Other Restricted Funds	2023	2022
<b>INCOMING RESOURCES</b>	<b>£</b>	<b>£</b>
Flowers donations	0	208
Choir Fund	869	650
Community Lunch	1,711	2,143
Messy Church Fund	81	0
Friday Fun Club	14	139
Grant for Friday Fun Club	0	0
Drop In & Play	378	625
Drop In & Share Sharing Table	350	250
Mother's Union	1,172	142
Organ Fund	1,000	1,938
Attleborough Music Project	12,722	13,603
Grant for Music Outreach Worker	13,210	15,000
Bells Fund/Interest (deposit a/c's)	732	25
<b>TOTAL INCOMING RESOURCES</b>	<b>32,038</b>	<b>34,722</b>
<b>NET INCOMING RESOURCES</b>	<b>(12,298)</b>	<b>24,470</b>
BALANCES B/FWD 1 JANUARY	32,921	8,451
BALANCES C/FWD 31 DECEMBER	20,622	32,921

	2023	2022
<b>RESOURCES EXPENDED</b>	<b>£</b>	<b>£</b>
Flowers	0	189
Choir	926	113
Community Lunch	1,811	1,748
Messy Church Fund	127	0
Friday Fun Club	52	235
Drop In & Play	413	591
Drop In & Share Sharing Table	315	10
Mother's Union	844	33
Organ Fund	0	0
Attleborough Music Project	29,531	3,265
Music Outreach Worker costs	10,319	4,088
Bells expenses	0	0
<b>TOTAL RESOURCES EXPENDED</b>	<b>44,338</b>	<b>10,252</b>

#### TOTALS INCOMING and EXPENDED RESOURCES

	2023	2022
<b>TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS</b>	<b>£</b>	<b>£</b>
	163,265	189,020
<b>NET INCOMING RESOURCES and MOVEMENT IN FUNDS</b>	<b>(13,973)</b>	<b>48,923</b>
BALANCES B/FWD 1 JANUARY	210,398	163,475
BALANCES C/FWD 31 DECEMBER	196,425	210,398

	2023	2022
<b>TOTAL RESOURCES EXPENDED</b>	<b>£</b>	<b>£</b>
	177,236	142,097



**Attleborough Parochial Church Council**

Balance Sheet at 31 December 2023

(Figures rounded to nearest £)

	Unrestricted		Hall Fund	Restricted		Total
	General Fund	Designated Legacy Fund		Fabric & Heating Fund	Other Restricted funds	
	£	£	£	£	£	£
<b>FIXED ASSETS</b>						
Investments CBF	6,738					6,738
<b>CURRENT ASSETS</b>						
Barclays Bank	18,899	50,157	2,040	9,518	21,012	101,626
Deposit CBF	0	35,358	31,751	34,505	2,042	103,656
Cash						0
Debtors	4,065	0	25	0	1,583	5,773
less Suspense	0					
<b>TOTAL CURRENT ASSETS</b>	<b>22,963</b>	<b>85,543</b>	<b>33,817</b>	<b>44,022</b>	<b>24,735</b>	<b>211,080</b>
Less Current Liabilities	14,642	0	2,638	0	4,114	21,394
<b>TOTAL NET CURRENT ASSETS</b>	<b>8,321</b>	<b>85,543</b>	<b>31,179</b>	<b>44,022</b>	<b>20,621</b>	<b>189,686</b>
<b>TOTAL NET ASSETS</b>	<b>15,059</b>	<b>85,543</b>	<b>31,179</b>	<b>44,022</b>	<b>20,622</b>	<b>196,427</b>

	2022					
	£	£	£	£	£	£
<b>FIXED ASSETS</b>						
Investments CBF	6,738					6,738
<b>CURRENT ASSETS</b>						
Barclays Bank	25,115	51,711	3,021	9,354	30,759	119,959
Deposit CBF	0	33,833	30,358	32,991	1,952	99,134
Cash						0
Debtors	5,762	0	0	0	211	5,972
	0					
<b>TOTAL CURRENT ASSETS</b>	<b>30,875</b>	<b>85,544</b>	<b>33,380</b>	<b>42,345</b>	<b>32,921</b>	<b>225,066</b>
Less Current Liabilities	19,183	0	2,222	0	0	21,404
<b>TOTAL NET CURRENT ASSETS</b>	<b>11,693</b>	<b>85,544</b>	<b>31,158</b>	<b>42,345</b>	<b>32,921</b>	<b>203,661</b>
<b>TOTAL NET ASSETS</b>	<b>18,431</b>	<b>85,544</b>	<b>31,158</b>	<b>42,345</b>	<b>32,921</b>	<b>210,389</b>

Analysis of 'Other' restricted funds

FUND Year	Bells	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop In & Play	Drop In & Share	Mother's Union	Organ Fund	Attleboro Music Project	Music Outreach Worker	TOTAL Other
2023	2,592	605	579	581	605	624	365	275	437	4,433	(4,216)	13,623	20,622
2022	1,850	605	679	838	651	662	420	240	109	3,435	12,454	10,992	32,921

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body.

**Funds**

Restricted funds represent income, donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £21,018 (2022: £19,940).

b) Payments to PCC members. As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £4,821 and this payment is included in Director of Music expenses.

6. Debtors

For 2023 General fund 'Debtors' is uncleared receipts at the end of December of £509 from funerals, tax refund due from Gift Aid of £3,109 (2022: Gift Aid £3,328), £447 from collections and donations from services. 'Hall Debtors' is £25 for hall hire. 'Other Debtors' relates to the Music, Organ and Choir funds and includes £52 Gift Aid refund (2022: £211), £1,566 ticket sales from 'The Messiah' and £65 donations. **Creditors (Current Liabilities)**

The year 2023 General fund 'Current Liabilities' are the outstanding instalments for Parish Share £8,934, fees payable to the Diocese of £2,001, insurance £885 (2022: £834), electricity and gas bills of £824 (2022: £535), benefice Christmas card £510, miscellaneous other £1,488 (2022: £1,204). The Hall Fund 'Current Liabilities' are insurance £885 (2022: £834), electricity and gas bills of £1,647 (2022: £1,071) and miscellaneous other £106 (2022: £318). The Other Restricted Funds 'Current Liabilities' are £2,917 for outstanding consulting fees, £1,120 for musicians and other fees relating to 'The Messiah' and Salvation Army concerts at the end of December, and for miscellaneous other £77.

## Independent Examiners Certificate

Report to the trustees/ members of:	Attleborough Parochial Church Council
On accounts for the year ended:	31st December 2023
Charity no (if any):	1130508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023

### Responsibilities and basis of report

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

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

### Independent examiner's statement

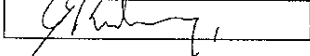
~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of { }]. Delete [ ] if not applicable.~~

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

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

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

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

Signed:  Date: 21/02/2024  
 Name: GEORGE RIDAWAY

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

Fellow of Institute of Chartered Accountants in England & Wales

Address:

Alma House,

Station Road,

Attleborough, Norfolk NR17 2AS

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose

### **Eco Church Project**

A small working group within the Parish has developed an 'Eco-Church' project for St Mary's.

In our first year two significant achievements were made.

St Mary's has been registered as an Eco-Church with A Rocha, a Christian organisation who set standards for environmental practice for churches. We have undertaken an audit of our current practice and from that have achieved a Bronze status. The audit has also enabled us to focus on areas where we can develop practice to move onto Silver and Gold award status.

Running parallel with the audit, a revised management plan for the Churchyard has been developed, in collaboration with the town council and the Attleborough Bloomers group. This has been based on a survey of the churchyard conducted by the Norfolk Wildlife Trust which identified some rare plants within the grass sward and recommended changes in mowing management for part of the churchyard. This will become apparent in 2024. Further steps are planned to increase biodiversity and particularly provide habitat and food source for insects.

*James Trounce*

### **Electoral Roll**

The past year has seen 2 additional names added to the Electoral Roll and 4 people who sadly died during the year have been removed. The current total, as at 1 April 2024, stands at 135.

*Carole Burt*

### **Fabric**

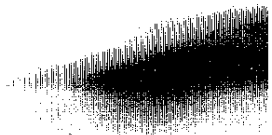
During 2023 no major alterations or repairs were required on St. Mary's. In the future, there will have to be work carried out on the roof. With proposed improvements being debated. An action plan will be agreed, as soon as finances will allow.

### **Foodbank**

As a church, we continue to support the local food bank, run by The Trussell Trust and are now able to issue food vouchers. Donations of dried food, tins, jars and packets are welcome, as well as milk and other drinks in cartons. Although not used for the food parcels, things such as pet food, toiletries, laundry and washing up items, nappies and wipes can be offered to clients if needed and if available.

The Attleborough Foodbank is open from 10.00 – 11.00 am on Tuesday mornings at The Lighthouse, 131 Hargham Road, Attleborough, NR17 2JP.

*Joanna Slater*



### **Flowers**

It has been good to have a year of seasonal arrangements of flowers beside the Pulpit in 2023. My grateful thanks go to all the ladies who week by week ensure that our church is decorated with fresh flowers. It is rare to be arranging when no one comes in to look round, say a prayer, ask a question, or have a word.

Thanks to those who donate money to remember a loved one, celebrate a birthday, or a special occasion. We do appreciate this generosity as it helps with the cost of providing flowers. Pat is always happy to receive any gifts in the office and a dedication can be placed on the weekly news sheet if desired.

My personal thanks to the arrangers who give their time and talents freely and especially to Joan. We would welcome any new recruits to our rota.

*Pauline Parnell-Hopkinson*

### **Friends of St Mary's Church**

The trustees have met twice in 2023, and the clerk has ensured we have complied with charity regulation. Funds have slowly accumulated through regular giving and donations coming through 'Easyfundraising'.

To widen the scope of giving pathways the trust is setting up a 'Just Giving' page for donations.

As the Church Development project gathers momentum the role of the 'Friends' will need to be considered in the wider context.

*James Trounce, Chair and Treasurer*

### **Gift Aid**

In 2023 the amount of Gift Aid claimed back from HMRC was £11908.00. Of this, £133.00 was from donations to the Music Project and £150.00 from donations to the Organ Fund. The total is lower than the figure for 2022 which was boosted by donations from people sponsoring the Hymn Marathon. Therefore, do please complete a Gift Aid declaration form if you are eligible and have not already done so. These are available from me or the Parish Office.

The use of weekly envelopes and yellow envelopes was much the same as 2022.

There were 14 people using the weekly envelopes but only 5 were gift aided.

If anyone would like a set of weekly envelopes, there are some available from the Parish Office.

The number of people donating by bank standing order increased slightly from 51 to 55 and 44 of these were gift aided. I was also able to claim Gift Aid on donations made on the card reader and by direct bank credit by eligible donors.

*Arthur Peters*

### **Green Sale**

Last August (2023) as part of our eco church work I started a Green Sale. This consists of any items that people have finished with, or in some cases brand new unwanted items and even lovely items made by our talented makers.

The sale is held once a month on Thursday mornings in the churchyard and to date sales have been very successful. Jig saw puzzles, books, items of clothing (especially for children) have been very successful. All sorts of items have sold, some kitchenware and garden items too. The money raised to date is £304.55.

We will use the money for green issues in the church and although it may not buy solar panels ... every little helps!

In addition, we are keen to get the message across that just because we no longer have use for something it doesn't have to go to waste (landfill).

Thank you to everyone who has supported us so far. Donations in future can be left in the Parish Office. Special thanks to Linda Trounce and Catherine Buckley who have braved the cold (and sometimes wet weather) to stand in the church yard with me.

*Marion Dawe*

### **Magazine distribution and collation**

**The Link** is issued ten times per year. The magazine is edited by Emma Neve; three hundred copies are printed in house by Pat Buttolph and a new cover is created for each month. The magazine is sent out each month by email to all who have requested it.

Christine Beales arranges for local firms to advertise in the magazine and heads the collation team which meets usually on the last Thursday or Friday in the month.

Nineteen distributors then deliver to the subscribers on their round. The price is 70 pence per copy (£7 per year). All subscriptions are now collected in May/June.

After a baptism the family receives the magazine free for a year.

News from the Norwich diocese is now available weekly on their website.

May I thank once again those who collate and distribute. I do urge all members of our congregation to read the magazine. It contains details of coming events, reports on our activities and interesting articles. In recent years we have made a great effort to increase the variety and interest of the magazine's content; please send your contributions via the Parish Office.

*Dorothy Woolliscroft*

### **Monthly Craft Markets**

2023 saw the return of the St Mary's monthly craft markets. In its second year we were looking to build upon the markets, making them a shopping destination for locals and visitors to Attleborough whilst giving local crafters and small businesses the opportunity to show case their homemade produce, gifts and treats.

The markets in 2023 were combined with two other church events which helped increase the customer footfall and also brought a wonderful community feeling to the church and church yard. In May we celebrated the King's Coronation. As well as the craft market we had a children's colouring competition, singing from AMP Voices, an organ recital and refreshments served on the grass. In June the market paired up with the valuation day. Stallholder numbers fluctuated throughout the months, but were always healthy, seeing returning stallholders as well as some new faces.

*Susan Wilson*

### **Mothers' Union**

Our branch at St Mary's Church in Attleborough continued very positively in 2023. We have 17 members and a good attendance at most of the meetings.

With our church notice board and regular articles in the Link magazine we have tried to increase our profile within the church community and hope to attract more members to our branch.

The monthly programme throughout the year proved interesting and uplifting, with many speakers on a variety of topics, from round tower churches to life experiences both here and abroad.

Our annual tombola and coffee morning in April was very successful and we were able to send a good donation to be used for AFIA. We also participated in the Angel Tree project and with our regular raffles have a healthy bank balance, some of which can be donated to diocesan projects in this coming year.

Collaboration with High Oak and Little Melton branches continued during the year and it is hoped to be able to attend events with them when possible in the coming months.

As always the wonderful support of the committee, members and our clergy have helped the branch successfully continue to offer fellowship to each other and help those in need in the UK and abroad.

*Mary Dark*

### **Music**

The choir continues to enjoy providing music for the weekly 10am Parish Eucharist and monthly services of Choral Evensong, plus occasional extra evening services. This year the choir also sang for several services at cathedrals, including at Norwich Cathedral on Sunday 26 March (Eucharist and Choral Evensong) and Sunday 2 July (Choral Evensong), and Ely Cathedral on Saturday 30 December (Choral Evensong). Particular musical highlights this year included Eccard's *When to the temple Mary went* for the Confirmation service (29 January), Parry's *I was glad* for the Coronation Celebration service (7 May), Schubert's *Mass in G* (with strings) at Pentecost (28 May), Vierne's *Messe solennelle* to mark Christ the King (26 November), and Rachmaninov's *Bogoroditse Devo* at the Advent Procession



(3 December). The upper voices and men's voices sang their first services of Choral Evensong alone (upper voices on 29 October, and men's voices on 19 November), and the full choir enjoyed singing in Besthorpe for Choral Evensong at Harvest (1 October) and the Village Carol Service (17 December). We also welcomed the Josquin Singers on Low Sunday (16 April), who sang Josquin's *Missa Pange Lingua*. Numbers in the choir have remained steady in the last year and we have welcomed two new adult members (but no new choristers). The choir is always on the lookout for new members (both adults and children), so do get in touch if you're interested in singing with the choir.

In 2023 we held a successful summer concert series, including performances by Nigel Waring (organ; 8 May), early music trio 'Hexachordia' (14 May), the Cavick string quartet (3 June), Matthew Bond (piano; 11 June), Cawston Band (24 June), Barbershop 'United in Harmony' (15 July), Rhiannon Roberts (soprano; 23 July), Jill Crossland (piano; 13 August), David Dunnett (organ; 2 September) and Norwich Baroque (16 September). We also welcomed the Norwich Salvation Army Band for a Christmas concert (with standing room only!) on 19 December and hosted the annual performance of Handel's *Messiah* on 29 December. All of our 2023 concerts were well-attended, and, with generous local sponsorship, helped to raise over £2,500 to support the Attleborough Music Project (AMP).

Our music outreach worker, Judith Williams, continues to run the popular AMP Voices choir (with ~20 children attending regularly at sessions on Tuesday afternoons during term time), plus additional free one-day music workshops during the school holidays. On 9 October, in partnership with the Norfolk Music Hub, we welcomed members of the Britten Sinfonia and over 150 local school children to St Mary's for an Izzy Gizmo-themed children's concert. On 23 September we also held our Community Music Day, where 12 different local groups (from hand-bell groups to African drummers, and choirs, instrumentalists, singers and bands, from ages 8 to 80!) performed at St Mary's throughout the day. Particular thanks to Alison Humphreys, Emma Neve and Richard Washington for their help and support with organising the Community Music Day. Following its success, we hope to make the Community Music Day an annual fixture in the church diary!

Overall, I'm pleased to report that music-making at St Mary's has continued to grow over the last 12 months, particularly through our outreach work and concert series, which together have allowed us to welcome many new faces to the church to enjoy listening to, making, and performing music. None of this would be possible without the support of many people, so my thanks go to all members of the choir, our organists (especially Nigel Waring, Assistant Director of Music, but also David Barnard, Simon Cole, Bob Gee and Ron Watson as assistant organists covering occasional services), Judith Williams, and the parents of the choristers, for all their commitment and support over the past year. Thanks also go to all of those who have supported our concerts, events and who have donated to the choir fund and helped with fundraising for AMP.

A special mention must also go to David Hilton, who sadly passed away on 12 November, but who was a great supporter of music at St Mary's over many years, especially in his roles as conductor and organist.

This year the organ has experienced a few minor faults, with most of these successfully repaired by EJ Johnson & Son Ltd, who continue to maintain and tune the organ. One stop is now no longer working because of mechanical issues due to the ageing instrument. There is no major update on the organ rebuild work; the necessary faculty permission remains in place and fundraising continues.

Choir funds this year have been used to purchase new copies of music (anthems and communion service settings).

*Ben Miller*

### **Open the Book**

Open the Book Bible presentations in schools took place throughout 2023.

Presentations took place twice a month on Wednesdays during term time, at Attleborough Primary in the morning and Rosecroft Primary in the afternoon. Two teams, led by volunteers and whenever possible supported by the clergy, offered performed Bible stories for Attleborough Primary. Children from the school often and very willingly and excellently took part. For Rosecroft Primary the formular was a bit different: Matthew and Richard, as a duo or singly, read the Open the Book Bible stories and used the supporting materials.

We continue to be blessed by the excellent relationships we have built up with the local primary schools so that we can present Bible stories in this way. We thank God for this opportunity and pray that the Good News of Jesus Christ is able to reach our children through our work.

Huge thanks to the amazing work and commitment of our teams who have offered themselves and their talents so wholeheartedly throughout the year.

*Richard Washington*

### **Safeguarding**

The Church of England states clearly that "The care and protection of children, young people and adults involved in church activities are the responsibility of everyone who participates in the life of our church."

Safeguarding does not have to be a complicated thing. If you have a concern about anybody involved in a church activity, young or old, please pass it on. All concerns will be taken seriously and will be discussed. If necessary, they will be passed on to the diocesan safeguarding officers for their consideration.

Safeguarding is everybody's responsibility. Please never be afraid of raising a concern.

Many thanks.

*Andrew Slater*

### **Servers**

As with last year I am pleased to report that the Serving Team is up to full strength and with two young people in training, one of whom will be starting in early 2024. We are well supplied with Servers now, but as usual anyone with a burning desire to fulfil a role in Serving, should please speak to the clergy in the first instance. No experience is required as full training will be given.

I would like to offer my personal thanks to all the team for continuing with their work in this field and their willingness to fill any sudden empty spaces.

*David Stubbert*

### **Sidespeople**

There were a few changes in the sidespersons rota in 2023. Steve Taylor was elected Churchwarden but continued in the sidesperson role for the Sunday 8am service alongside Catherine Buckley, Catherine Taylor, Jill Atkins, Christine Beales, Dorothy Woolliscroft and Sandra Blyth. At the Sunday 10am service Nina Knowles, Enid Andrew, Bobbie Aughton, Pauline Parnell-Hopkinson, Rebecca Sangster, Joan Smith, Susan Wilson and Dorothy Woolliscroft were sidespersons. Bob Gandell stepped down from the rota for 8am. Thank you for your service Bob. As well as giving out service and notice sheets sidespersons play a valuable role in welcoming people to our services. I very much appreciate the support given to the churchwardens with this ministry of welcome, which frees up wardens to move furniture as necessary and have those in-depth conversations with parishioners and clergy which often occur before Sunday services. Also, they support in encouraging new people to come to coffee after the service whilst the warden is busy locking the collection in the safe, cleaning and putting away communion vessels and other equipment, tidying and recycling dated service sheets, tidying the church and turning off lights etc. If this is a role you would like to undertake in the future; please have a word with Matthew or Pat. Sidespersons are elected at the APCMs but it is possible to help out as a steward informally until the next APCM occurs.

Most people have a regular Sunday in the month when they make themselves available to do these duties and of course it is understood that holidays and family visits will weave themselves into the rota.

*Cherry Saunders*

### **Summer Fete 1st July 2023**

It all started in February 2023 with the first fete planning meeting. All meetings were well attended and took place online throughout the preparation stages. It was an early start, but the sun was shining on the 1st July 2023. The whole church family were involved in making the fete a real success. We welcomed 5 local groups who performed in the entertainments area. There were 18 craft stalls which were pitched both inside and outside the church. There was an array of our own manned stalls such as plants and garden produce, preserves, children's clothes,

toys and games, jigsaws, books, bric a brac, jars tombola, cakes, bottle tombola, water into wine, jewellery, tombola, raffle and an assortment of fete games. We received support from local businesses who donated items such as eggs, BBQ items and raffle prizes which we were very grateful for.

There was a wonderful atmosphere with lots of enjoyment had. It was well attended and supported by the whole town community.

Thanks goes to everyone who helped towards this year's fete, for all those who donated items to sell, organised, prepared and manned a stall, advertised the event, helped with setting up and clearing away as well as organising the finances and behind the scenes administration.

It is such a team effort by the whole church family. The total raised was £3,256.

*Susan Wilson*

### **Sunday Club**

There have been a few changes to Sunday Club in 2023. We said goodbye to Lorna Goodrich as leader at the end of the summer term. We were sorry to see Lorna go but understood that she wanted her family to be able to worship together again at Wymondham Abbey. It was decided that we would try a team approach after the summer break to spread the load of leadership. A rota for leading and helping is distributed each term and all the helpers keep in touch by WhatsApp.

Sunday Club continues to meet fortnightly during school term times and the first session of each half term is now an All-Age Eucharist where the children stay in for the whole service and are more involved.

We'd love to welcome new children - please tell your family, friends and neighbours about Sunday Club. Dates are available on the website for the whole year or from the office.

*Matthew Jackson*

## **Minutes of the Annual Church Meetings held on Tuesday 18 April 2023 at 7.30pm in St Mary's Church Hall and on Zoom**

### **Meeting 1**

#### **1 Apologies for absence**

Jennifer Elliott de Riverol, Brenda Greig, Laura McIlroy, Arthur Peters, Mike Rayner, Cherry Saunders, Joan Smith, Margaret Smith, Martin Smith, David Stubbart, Penny Stubbart, Rev'd Richard Washington, Susan Wilson, Dorothy Woolliscroft, Tom Wright.

Thirteen people attended this meeting in person, with four on zoom.

- 2 **Minutes of the Parishioners meeting held on 26 April 2022**  
It was proposed by Paul Andrew, seconded by Eileen Roberts and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

- 3 **Election of churchwardens**  
The Rector thanked the Churchwardens of the past year, David Bartington, Marion Dawe and Cherry Saunders for their hard work and support. Special thanks was given to Marion who had completed six consecutive years as Churchwarden, and therefore was standing down from this role. Marion had been a tremendous support over this time, especially with her work with the children of the church, and it was very much hoped that she would continue to share her advice and expertise.

Matthew presented Marion with a bouquet of flowers from the parish in thanks for her steadfast dedication over the past six years.

Nominations for three churchwardens for the year April 2023/2024 had been put forward before the meeting.

Churchwardens are elected annually and usually cannot stand for more than 6 years in succession.

	<u>Proposer</u>	<u>Seconded</u>
<b>David Bartington</b>	Jill Atkins	Christine Beales
<b>Cherry Saunders</b>	Paul Andrew	Eileen Roberts
<b>Stephen Taylor</b>	Dorothy Woolliscroft	David Bartington

With there being no further nomination forms received by the Chairman prior to the meeting the above elections were agreed unanimously.

- 4 **Close of meeting** The meeting closed at 7.40pm.

### Meeting 2

- 1 **Apologies for absence**  
Jennifer Elliott de Riverol, Brenda Greig, Laura McIlroy, Arthur Peters, Mike Rayner, Cherry Saunders, Joan Smith, Margaret Smith, Martin Smith, David

Stubbert, Penny Stubbert, Rev'd Richard Washington, Susan Wilson, Dorothy Woolliscroft, Tom Wright.

**2 Minutes of the APCM meeting held on 26 April 2022**

It was proposed by Jonathan Tidnam, seconded by Paul Andrew and agreed by all who had been present at this meeting that the minutes were an accurate record of proceedings and these were signed by the Chairman accordingly.

**3 Elections**

**(a) PCC members** *(five places for three years)*

At the APCM in 2011 it had been agreed that although PCC members stand for a period of 3 years, members could be put forward to be elected for a further 3-year period, but could not stand for more than 6 years in succession.

The following were proposed and seconded to stand on the Attleborough PCC for a three-year term:

	<b><u>Proposer</u></b>	<b><u>Seconded</u></b>
<b>Carole Burt</b>	Emma Neve	Ben Miller
<b>Mary Dark</b>	Alison Humphreys	Fran Palmer
<b>Marion Dawe</b>	Alison Humphreys	Fran Palmer
<b>Nigel Waring</b>	David Stubbert	Jonathan Tidnam
<b>Peter Wright</b>	Dorothy Woolliscroft	Cherry Saunders

With there being no further nominations, the above elections were agreed unanimously by all present.

**(b) Deanery Synod members**

The following were proposed and seconded to stand as lay representatives of the Attleborough PCC on the Thetford & Rockland Synod for a three year term from 1 July 2023:

	<b><u>Proposer</u></b>	<b><u>Seconded</u></b>
<b>Brenda Greig</b>	Paul Andrew	David Stubbert
<b>Eileen Roberts</b>	Joan Smith	Darrell Smith
<b>David Stubbert</b>	David Bartington	Marion Dawe

With there being no further nominations, the above elections were agreed unanimously by all present.

## 4

### Reports

#### (a) PCC, Deanery Synod, Churchwardens

Reports of the PCC, Deanery Synod and Churchwardens (including Fabric) were presented.

The Terrier and Log Book had been updated during the year and were available for inspection in the church office. It was noted that the grand piano and font bowl in memory of Pauline Groom had been added to the Terrier and this would be signed by all churchwardens after the meeting.

#### (b) Treasurer

##### **Presentation of Audited Church Accounts for year ending 31.12.2022**

The Chairman presented the accounts for the year ending 31 December 2022.

These had been approved by the PCC and signed by the Chairman and Treasurer at a PCC meeting on 16 March 2023 for presentation to the APCM.

With there being no questions raised, it was proposed by Jonathan Tidnam, seconded by Marion Dawe, and agreed by all present that the accounts for 2022 be commended.

The Chairman wished to record his thanks on behalf of the PCC to Yvonne O'Dell as treasurer for her conscientious dedication and sound handling of the St Mary's finances. It was agreed that flowers be delivered to Yvonne to express our thanks.

#### (c) Chairman's Report

Matthew gave his report as Rector of the parish and Chairman of Attleborough PCC.

A copy of this would be printed in the May 2023 edition of *The Link* parish magazine and filed on record with the 2022 Annual Report. Printed copies were also available on the table at the back of the church.

## 5

### Opportunity to ask questions on reports in this booklet

#### (a) Servers' Report

Mike Rayner wished it to be noted that the Servers' Report was factually inaccurate. Mike had not decided to retire from serving, but had resigned following complaints when he had been thurifer.

It was noted that these complaints had not been made by Matthew. The allegation of his retirement was premature since he had been invited to join the team of servers at Norwich Cathedral, as soon as he had undergone the relevant safeguarding procedures.

**(b) Renovation of porch fascia**

It was noted that when R & J Hogg Builders renovated the fascia of the porch it had not weathered well and did not appear to be in keeping with the ancient building.

Paul Andrew would contact Hoggs to investigate if an improvement to this work could be made.

**6 Appointment of Independent Examiner**

Thanks was expressed to George Ridgway who had been the Independent Examiner for the past year.

It was proposed by Paul Andrew, seconded by Marion Dawe and agreed by all present that George Ridgway be appointed Independent Examiner for the coming year.

With there being no further nominations the above was duly appointed.

It was agreed that Mr Ridgway be presented with a gift of wine for carrying out this task.

**7 Presentation and adoption of Electoral Roll**

There were 137 members on the Church Electoral Roll as at 3 April 2023.

It was proposed by Mary Dark, seconded by Ben Miller and agreed by all present that the 2023/2024 Roll be adopted.

The Rector wished to record his thanks to Carole on behalf of the parish for her work as Electoral Roll Officer throughout the year.

**8 Appointment of sidespeople**

The Rector thanked all sidespeople who had carried out their duties diligently over the past year in which services had slowly returned to normal.

Marion Dawe proposed en-bloc elections to serve as sidespeople during the year April 2023/2024, with Pat Buttolph acting as Senior Sidesperson: Enid & Paul Andrew, Jill Atkins, Bobbie Aughton, Christine Beales, Sandra Blyth, Pat Buttolph, Bob Gandell, Nina Knowles, Pauline Parnell Hopkinson, Rebecca Sangster, Joan Smith, Catherine Taylor, Susan Wilson, Dorothy Woolliscroft. These were seconded by Paul Andrew.

With there being no further nominations the above fifteen persons listed were duly elected.

**9 Any Other Business**

**Thank you to Matthew**

Marion Dawe thanked Matthew, on behalf of the parish, for his dedicated ministry and leadership over the past year. She also thanked Matthew's wife Emma and his family for their support behind the scenes.

**10 Close of meeting**

The meeting closed at 8.25pm with The Grace being said together.