

Meeting of Parishioners and Annual Parochial Church Meeting (APCM)

Parish of Thetford

7.30 p.m. on Monday 9th May 2022 in St Cuthbert's Church

It will be assumed that the annual reports and accounts have been read in advance of the meeting.

- 1. Welcome, apologies and opening prayer**
- 2. Opening worship**
- 3. Minutes of the APCM of 2021 and matters arising**
- 4. Election of Churchwardens for the next year**
- 5. Electoral Roll report**
- 6. Elections and resolutions of the APCM:**
 - a) Election to Deanery Synod (2 people to serve for the remainder of the 2020-2023 triennium)**
 - b) Election to PCC (9 people)**
- 7. Rector's remarks**
- 8. Annual reports**

An opportunity to respond with questions, comments, encouragements and ideas. Please note that questions asked in advance are likely to receive a more considered answer on the evening.
- 9. Financial statements**

Please note that questions asked in advance are likely to receive a more considered answer on the evening.
- 10. Appointment of Independent Examiner**
- 11. Matters raised by the church membership**

An opportunity to raise questions, concerns, encouragements and ideas regarding the life of the church, and to request future PCC discussion of particular items.
- 12. Closing worship and prayer**

Minutes of Thetford Annual Parochial Church Meeting
Monday 10th May 2021, 7.30pm at St. Cuthbert's and on Zoom

Present: Revd Peter Herbert (PH), Revd Matt Houghton, Revd Tony Heywood, Rod & Margaret Back, Sandra Phillips, Caroline Herbert, Keith & Sue Goldsmith, Anne Benion, Mick & Karen Tobitt, Maggie Baldwin, Geof Young, David & Rachel Woods, Joyce Doubleday, Jenny Bird, Gary & Louise Applin, John Richens, Carla Lydon, Margaret Pope, Colin & Decia Orbell (on Zoom), Jonathan & Steph Richardson (on Zoom)

Apologies: Susie Bratby, Margot Eldred, Steve Harewood

1. PH welcomed everyone to the meeting and opened in prayer.

2. Minutes of the APCM of 2019

Mick Tobitt proposed that the minutes were accepted as a true record of the meeting, John Richens seconded the proposal and it was agreed *nem. con.*

Matters arising:

Church calendar – PH reported that PCC had discussed the means of having a church calendar accessible to everyone. A hard copy would be impractical, but the church management software which is being set up currently will help.

3. Election of Churchwardens for the next year

There was a presentation of flowers and gifts to Rod and Margaret Back to mark Rod's retirement as churchwarden. PH thanked him for all his hard work, and Margaret for her support. The meeting echoed this with a round of applause.

PH also thanked Sandra Phillips for her work and the meeting gave her a round of applause. The only nomination received for churchwarden was for Sandra Phillips so she was duly elected.

4. Business relating to the 2020 APCM

a) Changes on the Electoral Roll 2019-2020

PH gave the Electoral Roll report on behalf of Colin Orbell. There were 93 people on the roll, and there were no changes. However, he is aware that there would be some changes as people moved away from Thetford.

b) Annual reports and accounts for 2019

PH noted that these were approved by PCC last year; the meeting received them *nem. con.*

c) Election to Deanery Synod (3 people to serve for the 2020-2023 triennium)

PH noted his thanks to Peter Thomson who was retiring from his role as lay representative on Deanery Synod.

One nomination form had been received in advance of the meeting for Caroline Herbert. From the floor, Karen Tobitt nominated Steve Harewood (who had indicated his willingness to stand prior to the meeting) and Maggie Baldwin seconded this nomination. There were no other nominations, so Steve Harewood and Caroline Herbert were elected unopposed.

5. Electoral Roll report

PH gave the report on behalf of Colin Orbell. There were 93 people on the roll last year. In the last 12 months, three people had died and three had left. Two people had enrolled. The roll now stands at 89. This is likely to change as some people move away, and others have recently applied to join the roll.

There was a minute's silence to remember those who have died.

6. Elections and resolutions of the APCM

a) Election to PCC (9 people)

PH noted his thanks to Margaret Back and John Richens for their service on PCC.

No nomination forms were received in advance of the meeting.

There were three nominations from the floor:

- Geof Young (proposer: Karen Tobitt, seconder: Rachel Woods)
- Karen Tobitt (proposer: Sandra Phillips, seconder: Maggie Baldwin)
- Mick Tobitt (proposer: Keith Goldsmith, seconder: Sue Goldsmith)

All three indicated their willingness to stand; there were no other nominations so they were elected unopposed.

PH thanked Caroline Herbert for her service as temporary PCC Secretary, and reminded the meeting that we are seeking a new person to fill this role.

PH led the meeting in prayer for all those elected as churchwarden, to Deanery Synod and to PCC, and for the provision of a new PCC Secretary and Treasurer.

b) Appointment of Sidespeople

After the agenda was published, it transpired that according to the Church Representation Rules this is a matter for the PCC not the APCM.

7. Rector's remarks

PH read 1 Peter 1:3-9. He noted that God knows about trials, so we can trust him through suffering. We have a living hope through trials, which is the salvation of our souls. Our inheritance is sure so we can live in the light of this and look ahead with eternal hope.

PH said that so much had moved online in the last year, both services and socials. He thanked all those who had worked to make this possible. We had welcomed Revd Matt Houghton and his family to the Team, as well as Daniel Sherrington (with his wife Toni) and Susie Bratby. Daniel and Susie are with us as part of the Diocese's Church Planting and Revitalisation Programme; this work is now becoming more visible after the groundwork was laid through meetings in 2020. The CPR programme continues into 2021, including plans to start a new inter-generational service at St. Cuthbert's: a team is being drawn together to work on plans for this.

The redevelopment is moving forwards, including the plans to level the floor. The flexibility of the space is already being appreciated by the youth group and Pulse Youth Café. However, we will also need to raise in the region of £30-40K for repairs to the East Wall.

PH encouraged everyone to pray for fruit from the CPR Programme, and for everything else he had mentioned.

8. Annual reports

There were no questions or comments on the annual reports.

9. Financial statements

PH thanked John Richens for his work as Treasurer and noted that we are now paying for bookkeeping services. Rod Back has been acting as Treasurer, and is now passing this on to Sandra Phillips, Mick Tobitt and PH. We still need to appoint someone to take on the role of Treasurer.

John Richens gave a verbal report. He noted the effect of the coronavirus pandemic on the finances. Online giving had continued, and increased: he thanked those who increased the amount they gave, and those who transferred to online giving from the weekly envelope scheme. He thanked Rod Back for his assistance with counting the weekly envelope giving, and noted that plate collections had ceased due to the pandemic. Gift Aid has been claimed up to December 2020. There were no lettings in 2020. In 2019, Parish Share payments from St. Cuthbert's to the Diocese were paused (money from Cloverfield and Grace was passed on) because if they had continued at the rate of £4K per month the church would have quickly run out of money. All other bills and expenses were paid.

Café Cuthbert was not able to open, but we hope and pray it will open soon.

PH explained that the Diocese have given permission for the Cloverfield accounts to be decoupled from those of St. Cuthbert's, as Cloverfield accounts are dealt with separately at their annual meeting and it was creating much unnecessary work. Last year's Cloverfield figures have been included for comparison, but in the future the accounts will just cover St. Cuthbert's and Grace.

There were no questions or comments on the finances.

PH responded to the note from the independent examiner. The issue of missing receipts has been acknowledged and apologised for. As regards the mileage log, the guidelines require the clergy to keep a mileage log so it can be reviewed in case of any queries, but they do not actually require that it is submitted as a matter of course. There will sometimes be pastoral sensitivities involved. PCC can consider this further.

In reply to a question from Colin Orbell about the relationship between Cloverfield and Thetford PCC, PH explained that Cloverfield maintain separate accounts according to their constitution. The Diocese is happy with these being separated, it saves work and aids clarity. He confirmed that there are Cloverfield reps on the Thetford PCC, and we are very grateful to them; some decisions will affect the whole parish so it is appropriate to have them. PH reminded the meeting that Cloverfield is an LEP with the URC.

10. Appointment of independent examiner

PH proposed the re-appointment of Bob Hurel as independent examiner. This was agreed *nem. con.*

11. Matters raised by the church membership

- We must do all we can to open Café Cuthbert.
- PH gave a brief update on redevelopment plans: a new architect has been appointed and is keen to be involved in plans for phase 2. PH is grateful to those who have volunteered to help with the next phase, who will be meeting soon to review the faculty (including changing to use the same flooring in the Nave as the Chancel). We will have to work hard at raising the money, as well as working out the logistics of closing the building as required.

- There was some discussion about the on-going emergence from lockdown, including on permitted size of congregation, lettings, singing and communion.

PH closed the meeting in prayer at 8.40pm.

Rector's Report

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

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

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

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

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

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

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

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

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

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

Peter Herbert
April 2022

St Cuthbert's

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

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

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

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

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

Peter Herbert
April 2022

Grace Church

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

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

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

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

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

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

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

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

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

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

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

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

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

Tony Heywood

Cloverfield Community Church

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Matt Houghton

PCC Report

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

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

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

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

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

Gary Applin
Thetford PCC Secretary
April 19th 2022.

Safeguarding

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

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

Peter Herbert
April 2022

Deanery Synod

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

For the House of Clergy:

The Revd Matthew Jackson
The Revd Canon Steve Wright

For the House of Laity:

Mr. David Griffith
Mr. Anthony Poulter

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

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

Caroline Herbert
Lay Deanery Synod Representative

Fabric Report

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

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

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

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

Sandra Phillips

Finance Report

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

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

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

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

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

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

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

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

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

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

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

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

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

Peter Herbert
April 2022

Mission Giving

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

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

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

Peter Herbert
April 2022