

St Peter's Church, Brooke

**Annual Report
and Financial Statements
of the Parochial Church Council**

For the year ended 31st December 2016

Priest-in-Charge

The Reverend Lynn Chapman
The Vicarage
The Street
Brooke

Bank:

Barclays Bank
Norwich

Independent Examiner:

Lesley Hanner
Brooke
Norfolk

Introductory Letter

The development of a Growth Plan for the Benefice was the main task of 2016 and this was completed and dedicated on Advent Sunday. The plan was developed in consultation with all those who worship in our churches. We were encouraged to focus on the good things that have been part of our Benefice life and to discern where God may be calling us to work in the future. Sundays in June were particularly used to pray and discuss our plans and the formal plan was adopted by PCCs in November. Attached to the plan is an action plan which helps us to work out a “one step at a time” approach and to be able to evaluate our progress. I am pleased to say that some of the first steps were in place before the turn of the year. The Growth Plan and its action plan are both available to view on the Benefice Web-site.

Throughout the year we continued a regular pattern of worship in all five of our churches. Using our established selection forms of worship we continued to keep the seasons of the church’s year. This year we met less often as a Benefice, mainly doing so when there was a “fifth Sunday”, but these services were enjoyed by those who attended. Over the year Café Church continued to see a steady rise in attendance and we made the decision to have a monthly service at both Kirstead and Mundham/Seething. This was made possible by the willingness of our Reader, John Ash, and the Churchwardens of Mundham, to lead Café Church – a big “thank you” to them for their generosity.

2016 was a record year for weddings with ten taking place across the Benefice. Welcoming so many couples and their guests was a great honour and an opportunity to show them the care and love that lie at the heart of our faith. Baptisms also took place, usually at Café Church services, and we welcomed some large family groups who were delighted to feel so at home in church. Across the year there were also a number of funerals in our churches, some followed by burials in our churchyards. We continued to take Songs of Praise to Brooke House once a month. We were delighted to welcome Bishop Alan again in December as three of our members were Confirmed and we continue to pray for them as they develop in the faith. June saw our first attempt at “Songs of Praise at the Meres” in Brooke when we gathered outside for worship. We hope that this may become an annual event. We also took part in the national “Thy Kingdom Come” project between Ascension Day and Pentecost.

After some prayer, thought and discussion, 2016 was the year when we opened all our churches to the public. We arranged the necessary insurance cover and all can now be accessed by visitors throughout the year. Some work was done to make the buildings welcoming and to interpret their features but this will be a task to continue in 2017. We have received feedback in visitors’ books and in person that tells us that locals and tourists alike are enjoying the peace and quiet of our ancient churches.

Throughout the year we continued to fund raise and were able to make inroads towards paying the Parish Share, with most parishes being able to raise the amount asked of them. Attendance at a Benefice Support Meeting in November was again very positive and we have made a decision to divide the share differently for 2017, to give all parishes a better chance of paying. Aside from making money we enjoyed a good number of social events during the year including the Queen’s 90th birthday celebrations in Thwaite, Open Gardens at Seething, a very sunny coffee morning at Mundham and the Garden Fete at Brooke. We also enjoyed a Benefice outing to Sheringham where Evensong was sung by the two St Peter’s choirs. Heartfelt thanks are expressed to all those who give of their time and skills to make all these events possible, they are greatly appreciated by all who experience them.

The coming year will once more be one of challenges, but we hope that our strategic planning will provide a focus for our efforts. We will continue to review our worship and look at ways to encourage others to join us whilst also seeking methods to help the “hidden congregations”, who use our churches during the week when they are empty, to develop and nurture their own faith. We will continue to seek ways to grow in our own knowledge and love of God, so that we may help others to find that love for themselves.

*The Reverend Lynn Chapman
Priest-in-Charge
January 2017*

The Parochial Church Council

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

Membership in 2016:

Priest-in-Charge	Reverend Lynn Chapman	
Reader	Mr John Ash	Fabric Officer
Churchwardens	Mrs Rosemary Sanford Mrs Daphne Warman	
Representatives on Deanery Synod	Mrs Rosemary Sanford Mrs Daphne Warman	
Elected Members	Mrs Ruth Dodds Mr Keith Joad Mrs Christina Jones Miss Diane Marshall Mr Brian Orland Mrs Alison Rhodes Mr David Sanford Mrs L Skepelhorn Mrs Patricia Strachan Mr Philip Strachan Mrs Gwyneth Watson Mr Kenneth Warman Mr Charles Wilde Mrs Diana Wilde	Secretary Treasurer Verger (from March 2016) Chair Friends of St Peter's Lay Chair

At the time of the Annual Meeting in 2016 there were 98 parishioners on the Church Electoral Roll. During the year 2016 the average weekly attendance was 30. There were 5 baptisms, 5 weddings, and 12 funerals (including cremations)

The PCC met four times during the year. The reports submitted by the officers and PCC representatives inform most of the detail of the business discussed and implemented by the PCC. All members are active and dedicated in a diverse range of roles; some more prominent than others.

Among the many items addressed in 2016 significant things to note are:

- **The Bells** – It is 20 years since John Ash started negotiations for rehangng the bells. At last we have satisfied all criteria, obtained a Faculty, raised considerable funds which enabled us to qualify to apply for and receive a Heritage Lottery Grant. Work is now under way and the bells should be ringing out again before the Summer 2017.
- **Finance** – After the Parish Share Meeting, the amount requested was revised and we were able to pay the 2016 allocation in full.
- **Committed to Growth Initiative** – An ongoing project which was discussed with the wider congregations over several months. Lynn produced an excellent résumé of feedback from the Benefice in the form of a scrapbook which gave opportunities for additional personal comments and ideas. The Final document 'Committed to Growth' was presented to the Congregations at our joint Benefice service on Advent Sunday.
- **Health and Safety** and **Safeguarding Policies** were updated and renewed

Many other subjects have been on our agendas and are all recorded in the Minutes of each meeting.

Ruth Dodds
PCC Secretary

Reader's Report 2016

I have enjoyed my Ministry in the Benefice especially the support from Lynn and the congregations. Lynn sees my role as one of a shared Ministry which I particularly welcome and we have, I believe, worked well together and I have thoroughly enjoyed her approach. We meet on a monthly basis to plan services and discuss Benefice issues. We have updated and agreed my Readers agreement.

The basic statistics for the year are:

Services taken alone	14
Services shared	17
Funerals taken alone	3 (and 2 shared)

During the year I have also led/assisted with the Prayer and Meditation group.

I have attended the Readers Bishops Day, Wardens Day and the Annual Readers Day Service.

In my Diocesan wide role as sub-warden for Norfolk South, I have attended the Readers Committee meetings, held one meeting for Readers in my sub area and am meeting the new Warden (Archdeacon of Norwich) in January.

*John Ash
January 2017*

Depwade Deanery Synod Report 2016

Our February meeting was at St Marys, Long Stratton. Bishop Alan Winton, Bishop of Thetford, told us about the process to do with Scripture, Mission and Human Sexuality which is currently taking place across the Dioceses. The country has been divided into 13 regions and Bishop Alan is leading the discussions in our Diocese.

On May 22nd we all came together for a Deanery Choral Evensong at St Peters Church, Brooke. This was preceded by a country walk and afternoon tea. It was a nice occasion and enjoyed by many from across the Deanery.

For our October meeting we were privileged to spend the evening at Norwich Cathedral. On arrival we shared a lovely supper together in the refectory. Following this we met in the cloisters where the dean welcomed us and took us on a very interesting tour of the cathedral. The evening finished with a service of Compline taken by the dean. This all felt quite special as we were the only people in the cathedral at the time.

*Rosemary Sanford
Benefice Rep*

Finance Report for 2016

A good result for the year with an overall surplus of £8,765, however, within that figure the Bells Restoration surplus needs to be taken into account, so the true figure was £4,281. The General Fund surplus was £1,663 following the 2015 deficit of £8,160.

Our Parish Share allocation of £27,538 was met in full, following a reduction agreed by the Diocese at the Benefice Support Meeting in November 2015.

Fees received increased by £1,022 and the parish magazine made a surplus of almost £3,000. The Gift Day result was disappointing with an almost 50% reduction from last year. This should be addressed for 2017 by using a different approach to Gift Day fundraising.

Following a successful fete in July, fundraising increased by £1,331 but Parish Lunch income reduced by £164. Planned giving and collections remained stable.

Outgoings have been contained and a new deal was arranged through AF Affinity for the purchase of Calor Gas enjoying savings from their bulk-buying scheme.

Repairs and renewals reverted back to normal levels following the previous two years expenditure on new heaters.

The restoration of the bells and bell frame commenced in October and following the receipt of a number of generous donations and a lottery grant of £29,450, the year-end saw a surplus over expenditure of £4,484. However, work continues into 2017 and it is not anticipated that church reserves will be required to see the project through to completion.

The current account balance at the year-end was £11,408 and the deposit accounts £27,854. The General Fund of £4,945 and Church Fabric Fund of £34,317 represent these amounts.

I would like to record my thanks to Lesley Hanner for auditing the accounts once again.

*Keith Joad
Treasurer
14th January 2017*

St Peter's Church – Annual Fabric Report 2016

The main item was the quinquennial inspection in July. However, we are still waiting for the report. The fabric is in good order generally. The main items identified include repointing the tower (which is now becoming more urgent having been in the last 3 reports). The Architect has indicated that grants should be available as the Church is grade 2* and the round tower makes it more important. Other items include some repairs to the stone mouldings on East and South windows. This will have to be by specialists.

The rehangng of the bells commenced in November with the removal of all 6 bells to the bell foundry in Loughborough. The parts of the frame not being reused have been removed from the tower and a start made to the repair of the cracks in the ringing chamber. The bells are due back at the end of February with completion by the end of March (hopefully).

The lighting conductors and heaters have been tested and gutters cleared.

*John Ash
Fabric Officer*

Other Church Activities

Norfolk Churches Trust Sponsored Bike Ride 2016

The ride took place on Saturday 10th September and Brooke Church was open as usual. This year the regulations had been altered to allow sponsorship for cars to be used for the journeys between churches; this was a welcome change as there are many loyal supporters no longer able to cover long distances by bike but who still like to participate. We had a family of cyclists, a walker visiting many of the Trusts redundant churches in Norwich and two friends in a car participating on behalf of St Peter's Brooke. They all enjoyed their day out and enjoyed the opportunity to visit churches further afield that are not open most of the year.

We record our thanks to those who took part, to our faithful Church Sitters and generous sponsors. We raised almost £?, including Gift Aid, which will be shared equally between the Norfolk Churches Trust and Brooke Church.

Ruth Dodds

The Food Bank

The Parishioners and Brooke School have generously supported the Food Bank throughout the year. The gifts from both the church and the school harvest festivals were donated with the Food Bank shopping list in mind and a car load was again taken to the warehouse in addition to the regular trips every 2-3 weeks to the receiving depot. Extra categories have been included in the 'shopping list' to include toiletries, household essentials and baby requisites. There were many seasonal luxuries to add extra cheer to the food parcels at Easter and Christmas and also a selection of pet foods. We record our thanks to all who so generously support this enterprise, please keep up the good work, it is much appreciated as our regular 'Thank You' certificates show.

Ruth Dodds

OPEN THE BOOK (OTB) 2016

As in previous years, we aim actively to involve the children, as actors, propmakers/operators and as providers of some spectacular sound effects (storms a speciality). We continue to receive encouraging feedback and it is always delightful when a pupil, outside the school environment, recognises us (even without our OTB costumes!) as one of the OTB team.

The team now has a core membership of seven. New volunteers would be most welcome, either helping out with props and/or participating in the OTB story. It is a worthwhile project – and also good fun.

On 21st September, 2016, Ruth Dodds and I attended an OTB day hosted by Norwich Cathedral. It was an excellent opportunity to meet other teams and to share experiences.

The highlight was listening to Bob Hartman, one of the authors of our source book 'The Lion Storyteller Bible'. He gave us a vivid and memorable demonstration of his story-telling skills.

At this meeting, we were informed that there are plans under way for a fourth OTB course, drawing on Bible stories, which will cluster around themes that reflect schools' social/citizenship courses. It is anticipated that the new material will be published later this year, so we will 'watch this space' with interest. Otherwise, we complete the three-year cycle at the end of the 2016/17 academic session.

Alison Rhodes

Friends of St Peter's 2016

Our membership remains at around a 140 members. It is our intention to have a Coffee & Hot cross bun morning at Easter. In addition to that there will be a summer lunch (date and venue to be arranged) It is my intention to have a Geography cryptic quiz which will be available for purchase from the end of March. I am open to any other ideas for further events.

Dave Sanford

Brooke Choir Report 2016

As usual, thanks are due to the choir for their loyalty over the past year, not only for singing at services, but also at village events such as the harvest supper and carols in the village hall, to which the wider community come.

We sang, as usual, in the RSCM festival Service in the cathedral; an inspiring service with 250 singers, giving us the chance to sing anthems which we could not do on our own.

We have, as I am sure you know, lots of sopranos and altos, but are still seriously short of tenor and bass parts, a trend being seen in most choirs.

Brian Orland

Ladies Evening Group (LEGS) 2016

After the AGM at the beginning of 2016, Sandy Meaden took over as Chairman. Unfortunately she was diagnosed with a serious illness and has been unable to continue in that role. Despite having 45 members we have been unable to find someone to take over as Chairman and we have shared tasks amongst the committee as best as we could. This looks as though the situation will remain the same for 2017, so we plan to rotate the role and each month a different committee member will take responsibility for the Chair.

We have had a variety of interesting speakers at our monthly meetings and our summer outing was to Sandringham Flower Show.

We held a variety of events to raise money for our charity, The Nook Children's Hospice. We held the usual Jumble sale. Our Summer Lunch and Soup and Puds evening were well supported by many Church members. Jarrolds put on an Afternoon Tea and Fashion Show for us and gave us a generous percentage of the takings. Finally, The Norwich Acapella Harmony Group returned and entertained us with a delightful evening of music. From these events we will be presenting £2500 to the charity which we will be supporting for another twelve months.

We have been very pleased that Lynn has found time to be more involved with our Group, attending our pre AGM meeting, then Chairing it, joining us sometimes at our monthly meetings and she has even offered us a talk for 2017 entitled "Undressing the Vicar."

Tina Jones

Community Lunches 2016

Community lunches continue each month. We were delighted to welcome Liz back on board after a break and Jennie Friswell comes as a helper and always provides a cake. Numbers have gone down, mostly because people have moved or died and we don't seem to be able to entice new ones so we are in a position of having more helpers and fewer customers. Those who do come are very loyal supporters and still seem to enjoy it. There is always a buzz of conversation which is lovely to hear. Although we are not bringing in the money we did at the beginning, some 14 years ago, the lunches were never meant to be a fundraising event, but a bringing together of members of the community.

We shall carry on regardless and hope to attract new people this year.

Daphne Warman

Brooke Benefice Website 2016

The website continues to attract increasing number of visits with 14,370 recorded, an increase of 31%.

More people are receiving e-mail updates notifying them of new content and Lynn is now proficient in uploading material and pictures.

The cost of hosting the website last year was £120, an increase of £20 but this still represents excellent value.

Continued mention and promotion of the website within the Benefice and beyond through Parish Magazines and Newsletters will assist all of our five churches to flourish.

Keith Joad

Brooke and Kirstead Parish Magazine

During 2016 the Brooke and Kirstead Parish Magazine has continued to be published and delivered to every home in the two parishes. We are grateful to all who advertise in it and to Maria Andrew who oversees the advertising for us.

Our editor Stephanie Ash and her team of collators, proof readers and deliverers work well together to get the magazine published and out on time. There is plenty of room for others to join the team and to help ensure that the magazine continues.

The magazine continues to provide information to the villages about the services and events held at our churches and by many other organisations. Special features have been included from time to time to enable groups to highlight their activities.

Ruth Dodds

Brooke Adventurers Football Club 2016

The club is now in its twenty-first year and continues to provide the opportunity to play competitive football to the children of Brooke and surrounding villages. At present the teams consist of approximately sixty boys aged from eight to sixteen.

2016 has been a significant year for the Club as all four teams played in their respective Cup Finals for the first time with the U10s, U12s and U16s all winning their matches. All the teams also did well in their leagues with the U12s and U14s being second and the U16s being top – giving them a cup and league double. There were many nail-biting matches along the way, with players making noticeable progress with skills and tactics as the season went on. Other trophies were won for five-a-side competitions and by the U14s, who won the Christian Football League's trophy for "Fair Play"; testament to the sportsman-like behaviour and team work on and off the field.

Thanks go to all coaches and managers, as well as the teams' loyal supporters.

*The Rev Lynn Chapman
Club Chairman*

Brooke VC CE Primary School

I was invited to become a Foundation Governor at Brooke VC CE Primary School during the year and took up the roll with interest, both as an educational practitioner and parent of sons educated at the school.

In the last academic year I have attended harvest festival, a play, the end of year BBQ, and a morning Bible experience. I have attended all the full Governor meetings, and Curriculum Committee meetings and undertook a safeguarding audit with the Headteacher. I have attended Governance training, attended two Governors annual conferences and updated my safeguarding qualifications.

Links between the church and school continue to flourish, with the Vicar a regular visitor to lead collective worship, help in class and for work as the other Foundation Governor. The Open the Book team lead collective worship each week on a Tuesday morning. The school have used St Peter's Church as the venue for their traditional term end and Harvest services. They have also visited the church as part of their history, geography and science curriculums. The children are involved in the community work linked to the bell project and will be helping to put together a children's guide to the church.

*Laura Cowan
Foundation Governor*

ST PETER'S CHURCH, BROOKE
FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2016
Receipts & Payments Account

	Note	2016			2015		
		General Fund	Fabric Fund	Total	General Fund	Fabric fund	Total
		£	£	£	£	£	
Receipts							
<u>Incoming resources from donors</u>							
Planned giving	1	17312		17312	17,556		17,556
Collections and other giving	2	2480		2480	2,537		2,537
Income tax recovered (Note 10 Fabric Fund)		5171	384	5,555	5312		5,312
		<u>24963</u>	<u>384</u>	<u>25347</u>	<u>25,405</u>	<u>-</u>	<u>25,405</u>
<u>Other voluntary incoming resources</u>							
Donations	3	2971	274	3245	2,205	503	2,708
Donations (Bells Restoration)	10		3,786	3786			
Fundraising	4	3238	2,544	5782	1,602	2,346	3,948
		<u>6209</u>	<u>6604</u>	<u>12813</u>	<u>3,807</u>	<u>2,849</u>	<u>6,656</u>
<u>Income from investments</u>							
Bank interest		164	0	164	98	-	98
<u>Income from charitable and ancillary trading</u>							
Magazine advertising		6934		6934	4412		4,412
Donations for use of church rooms		670		670	1183		1,183
Fees		3705		3705	2683		2,683
		<u>11309</u>	<u>0</u>	<u>11309</u>	<u>8,278</u>	<u>-</u>	<u>8,278</u>
<u>Other ordinary incoming resources</u>							
Contributions from other parishes, Parish Council, LPOW & Bell Ringers Society	5	750		750	1,543		1,543
Social events	6	681		681	520		520
		<u>1431</u>	<u>0</u>	<u>1431</u>	<u>2,063</u>	<u>-</u>	<u>2,063</u>
<u>Other Income for Bells Restoration</u>							
Lottery Grant	10		29,450	29450			
Listed Places of Worship Scheme (VAT refunds)	10		5,664	5664			
			<u>35,114</u>	<u>35114</u>			
Total receipts		<u>44,076</u>	<u>42,102</u>	<u>86,178</u>	<u>39,651</u>	<u>2,849</u>	<u>42,500</u>
Payments							
<u>Grants</u>							
Charitable giving		561	0	561	992		992
<u>Activities directly relating to the work of the Church</u>							
Parish Share		27538		27538	27,538		27,538
Church Running Expenses	7	3286		3286	4,191		4,191
Clergy expenses		605		605	1,039		1,039
Cost of cleaner		969		969	969		969
Cost of services		112		112	56		56
Printing the magazine		4006		4006	3,970		3,970
Buildings maintenance		1813		1813	5,533	573	6,106
Upkeep of churchyard (2015)		1500		1500	1,500		1,500
Choir & Organist, Copyright licence		836		836	1,045		1,045
Sundries		406		406	266		266
		<u>41071</u>	<u>0</u>	<u>41071</u>	<u>46,107</u>	<u>573</u>	<u>46,680</u>
<u>Fund-raising & publicity</u>							
Cost of fund-raising & social events	8	528	201	729	512	488	1,000
<u>Church management & administration</u>							
Printing & stationery		253		253	200		200
<u>Bells Restoration</u>							
Restoration, scaffolding, frame, design services	10		34799	34799			
Total payments		<u>42,413</u>	<u>35,000</u>	<u>77,413</u>	<u>47,811</u>	<u>1,061</u>	<u>48,872</u>
Excess (deficit) of receipts over payments		<u>£ 1,663</u>	<u>£ 7,102</u>	<u>£ 8,765</u>	<u>£(8,160)</u>	<u>£ 1,788</u>	<u>£(6,372)</u>