

**St Margaret's Church, Kirstead**

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

**For the year ended 31<sup>st</sup> December 2016**

**Priest-in-Charge**

The Reverend Lynn Chapman  
The Vicarage  
The Street  
Brooke

**Bank:**

Natwest Bank  
Bungay

**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 90<sup>th</sup> 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 Kirstead, the whole mission of the Church; pastoral, evangelistic, social and ecumenical.

Membership in 2016:

Priest-in-Charge	Reverend Lynn Chapman	
Churchwarden	Vacant	
Elected Members	Mrs Sonia Barmby	Secretary (Until April 2016)
	Mr Andrew Behag	
	Mrs Ros Dick	(Until April 2016)
	Mr Stuart Dyer	
	Mr Christopher Kemp	
	Mr Cliff Whatrup	Treasurer

At the time of the Annual Meeting in 2016 there were 23 parishioners on the Church Electoral Roll. The average weekly attendance was 9. There were 0 baptisms, 1 wedding, and 1 funeral (including cremations) during the year 2016.

The PCC met 4 times during the year. The following were key matters of business:

- Discussion of financial situation and the payment of Parish Share
- The purchase and erection of a temporary noticeboard in the churchyard, including application for and receipt of a grant from John Fuller
- The decision to hold Café Church style services once an month in Kirstead
- The decision to open the church for visitors and the making of necessary arrangements for security, insurance etc
- Planning for Harvest Festival, Remembrance Sunday and Christmas Services, including publicity and refreshments
- Preparation of Health and Safety policy and Risk Assessment
- Discussion and acceptance of the Committed to Growth Plan for the Benefice
- Discussion of the report on the quinquennial inspection and planning for repair work detailed within

During the year the worshipping community of the Parish continued to worship Almighty God, to build up faithful Christian witness and to proclaim the Gospel to the community.

## **Depwade Deanery Synod**

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 22<sup>nd</sup> 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*

## **Fabric**

During the year John Ash (Reader and Fabric Officer for Brooke PCC) has kindly overseen the fabric concerns for Kirstead church. Several light bulbs have been replaced. Gutters have been cleared out and a jackdaw nest removed from the aps roof.

Atthowes and Sons returned to the church and repaired the damage to the inside plaster following last year's repair to the roof.

A temporary noticeboard was purchased for the churchyard with a grant from our district councillor. This was erected and is now in use. The original noticeboard is being stored until sufficient funds are available to repair and reinstate it.

Work has begun to find builders to carry out the repairs listed in the quinquennial inspection and some quotations are beginning to be offered. This work will continue into 2017.

Revd Lynn Chapman  
Priest-in-Charge

## **Other Church Activities**

### **The Friends of Kirstead Church**

The Friends of Kirstead Church did not meet during the year 2016. It is planned that they will organise an art exhibition at Kirstead in 2017 to raise funds.

## **Finance Report**

The year ended with an excess of £653 income over expenditure, largely due to a donation in December for the repair work outlined in the Quinquennial inspection. During the year income arose from gift aid (£800) and reclaiming VAT from building work. The ongoing funding of the PCC is still dependent on some regular annual Standing Orders, for which the PCC are very grateful.

**KIRSTEAD PAROCHIAL CHURCH COUNCIL  
RECEIPTS & PAYMENTS ACCOUNT  
FOR THE YEAR ENDING 31 DECEMBER 2016**

<u>2014</u>	<u>RECEIPTS</u>	<u>2015</u>	<u>2016</u>
1885	Gift Aid and GASDS	3302	3172
1871	Donations	960	1690
665	Fund Raising	2035	28
638	Tax Recovered	790	1542
3	Bank Interest	2	0
0	Legacy	0	0
677	Fees	876	1026
	Sundries	71	0
<u>5739</u>		<u>8035</u>	<u>7456</u>
	 <u>PAYMENTS</u>		
3600	Parish Share	3600	3557
0	Rectors Expenses	505	607
724	Insurance	722	799
165	Light & Heat	296	177
137	Upkeep Church fabric/organ	3985	1076
358	Upkeep of Churchyard	203	203
	Fund Raising Expenses	685	0
330	Apportionment of Fees	338	304
	Special causes	57	10
129	Sundries	247	264
<u>5442</u>		<u>10638</u>	<u>6996</u>
<u>296</u>	<b>Total receipts in excess of payments</b>	<u>-2601</u>	<u>462</u>
	 <u>BALANCES TO DATE</u>		
<u>31.12.14</u>		<u>31.12.15</u>	<u>31.12.16</u>
7049	General Fund as at beginning of year	7345	4744
296	Plus/less payments over receipts	-2601	462
<u>7345</u>		<u>4744</u>	<u>5206</u>
5572	Cash at Bank Capital Reserve	1198	1159
2112	Cash at Bank Current Account	3510	3988
10	Cash in Hand	15	19
25	Credits not yet cashed	93	0
-374	Less unrepresented cheques	-73	0
<u>7345</u>		<u>4744</u>	<u>5206</u>

The above has been prepared from the books & records of the Council and is in accordance therewith.

Date 12/2/17  
Date 19/2/17

Treasurer [Signature]  
Independent Examiner [Signature]