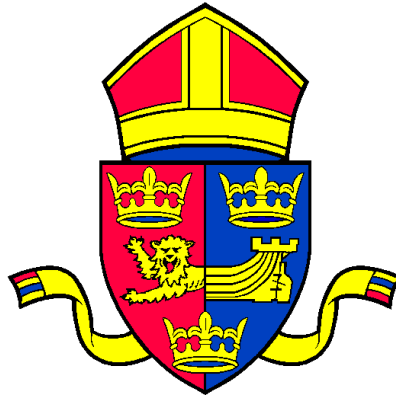


**The
Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
of the
Parochial Church Council
of
St Andrew's Church
Kettleburgh
Suffolk**

For the year ended 31 December 2014

ADMINISTRATIVE INFORMATION:

Church Address: Church Road,
Kettleburgh
Woodbridge IP13 7LF

Assistant Priest: Reverend Deirdre West
Incumbent from 27/11/14

Address: Smokey House
The Common, Tunstall
Woodbridge, IP12 2JR

Telephone: 01728 688340

Banker: Barclays Bank PLC
Address: Suffolk Coastal Group
4 Church Street
Woodbridge IP12 1DJ

Independent Examiner: Persephone Booth
Timbers, Church Road
Kettleburgh IP13 7LE

The Parochial Church Council (PCC) is a corporate body established by the Church of England.
The PCC operates under the Parochial Church Council Powers Measure.
The PCC is exempted by order from registering with the Charity Commission.

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

	<u>PCC Member's Name</u>	<u>Term of Office Ends</u>
<i>Assistant Priest:</i>	Reverend Deirdre West	N/A
<i>Lay Elders:</i>	Mrs Valerie Upson Mrs Jackie Clark	March 2015 2016
<i>Wardens:</i>	Mr John Bater Mrs Valerie Upson (Electoral Roll Officer)	APCM 2015 APCM 2015
<i>Deanery Synod Representative:</i>	None Appointed	
<i>Elected Members:</i>	Mrs Anne Bater Mr Paul Baker (Treasurer) Mr Trevor Butcher Mr Bill Clark (Vice Chairman) Mrs Jackie Clark (Safeguarding Representative) Mrs Dinah Reed (Secretary)	APCM 2015 APCM 2015 APCM 2015 APCM 2015 APCM 2015 Resigned 17/11/14

STRUCTURE, GOVERNANCE AND MANAGEMENT

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules. All regular church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Personnel

The PCC was very sorry to receive the resignation of Dinah Reed in November due to an imminent move away from the area. We are very grateful to Dinah for all her hard work in the role of secretary.

OBJECTIVES AND ACTIVITIES

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

ACHIEVEMENTS AND PERFORMANCE

Church Membership

	<u>2013</u>	<u>2014</u>
Electoral Roll – Resident:	24	24
Electoral Roll – Non-Resident:	10	10
Average Weekly Adult Attendance:	19	20
Average Weekly Young Persons Attendance:	1	0.75

SPIRITUAL LIFE OF THE CHURCH

During 2014 the PCC met six times and the standing committee once. The ministry team met three times to plan services and also came together monthly for a short time of prayer in one of the seven churches of our two benefices. On 5th January at the united service at Hacheston the Revd Canon Harry Edwards presided at his last service before retirement which was followed by a bring and share lunch. Assistant priest, the Revd Deirdre West SSM prepared to take care of all seven parishes during the interregnum under the supervision of the rural dean and the archdeacon and with the help of retired clergy and the lay elders. The pattern of services remained similar to the previous year with the monthly BCP choral evensong continuing to be the most well attended of the services at Kettleburgh. Members of the choir continued to sing with the Campsea Ashe benefice choir at the monthly united services.

The Lent course for the seven parishes, called "A Journey to the Cross", was based on art work produced by the Benedictine Sisters of Turvey Abbey accompanied by prayerful meditations, with scripture readings and music. As there were not enough clergy available for

all seven parishes the Easter communion at St Andrew's was incorporated into the Easter Eve service when the Paschal candle was lit and baptismal vows reaffirmed. On Easter morning there was a lay led service of hymns and readings which worked well as it attracted some people who probably would not have attended a communion service. In May Rogation Sunday fell on a choral evensong Sunday so the service was brought forward to 3.30pm and followed by tea in the garden at Church Farm. October saw the traditional Harvest Festival service followed by supper in the village hall and the candlelit service of nine lessons and carols on Christmas Eve was very well attended and much enjoyed.

Early in the year the PCC compiled a parish profile for the purpose of advertising the post of incumbent for the seven parishes and provided a representative for the interview panel. In July it was announced that the Revd Deirdre West was to be the next priest-in-charge and she was licensed by Bishop John Waine at a very special service in Brandeston church on 27th November. Everyone expressed pleasurable anticipation at working with Deirdre in her new role and hoped there would not be too long to wait for the seven parishes to officially become the South Loes Benefice

During the year the PCC received reports of the deanery synod meetings. In March the Revd Dave Gardner (Diocesan Director of Mission) gave a talk on "Church Mission", in July Simon Snell (Suffolk Regional Co-ordinator) spoke about the work of Christian Aid and in October there was a talk by Anne Spalding, Spiritual Advisor to the Diocese. At the end of August the deanery pilgrimage to Ely cathedral was much enjoyed.

Children's Activities

Currently we do not have any children who are regular attendees. Children in our village who may wish to, are encouraged to attend the Cosmic Club at Easton Church.

Bells

During 2014 the bells were rung for services and one silver wedding by ringers from Kettleburgh and Brandeston. In addition there were three quarter peels rung and one group of visiting ringers came on a tower outing.

The condition of the bells was checked by Chris McArthur and Persephone Booth. It was noted that in due course the nylon pulley blocks will need replacing. Some of them are worn but there is no immediate need to replace them.

Carol Singing

Our group of singers was augmented by Scouts, Cubs, Beavers and their parents. Just over £80 was collected for The Children's Society.

Shoebox Appeal

Twenty shoeboxes were sent to Eastern European families and elderly people in need.

FUND RAISING

Kettleburgh Village Fete

The annual fete on Saturday 14th June brought the whole village together in the garden of The Chequers and thanks to everyone's hard work £3,226 was raised to be divided equally between the church and the village hall.

Church Quiz Evenings

The quiz evenings again proved popular with the event in April raising £355.50 for the church, a similar amount being split between the Ipswich Umbrella Trust and Suffolk Carers. In November £720.30 was raised to be divided equally between the church and Children in Need.

Suffolk Historic Churches Cycle Ride

Three people cycled for Kettleburgh and raised £736. Thanks go to them, their sponsors and the people who manned the church.

BUILDINGS AND CHURCHYARD

Cleaning and Flower Rotas

The regular weekly cleaning of the church building continued to be performed by a dedicated band of volunteers. Flowers were arranged on the altar on a weekly basis and, at major services throughout the year, members of the flower rota rose to the challenge of decorating the rest of the church by creating arrangements in tune with the season.

Fabric, Goods and Ornaments

The building is generally in a good state of repair apart from a few patches where plaster has flaked off the internal walls and all furnishings and ornaments are in good order. In November the PCC took the decision to retrieve the 16th century chalice from the cathedral treasury where it had been stored for sixteen years and it was used at the eucharist on Christmas morning.

The plans for a toilet and storage

The PCC feels it very important to improve disabled access and provide a toilet but this view does not appear to be shared by those in a position to grant permission. The frustration and delay in obtaining permission to carry out this work has continued.

Churchyard Maintenance

The churchyard has been kept tidy while allowing certain areas to be left for wild flowers to bloom and seed. The grass has been kept short in the area of recent graves on the north side of the church to make it easier for people to visit graves and lay flowers. The wardens would appreciate it if glass jars and vases could be removed at the appropriate time to avoid shattering with strimmers and mowers. In September the efforts of a working party for the annual autumn tidy were much appreciated.

POLICIES

Disability Discrimination

Large print booklets for the Common Worship communion service are available in the church. A ramp to assist wheelchair users to negotiate the step into the church from the south doorway is available. Planned alterations to the Church are designed to improve access and increase facilities for all Church users.

Health and Safety

In accordance with the Health and Safety Policy, the church building is regularly inspected and a report considered by the PCC. Items such as fire extinguishers and electrical appliances are checked by qualified persons.

Approved by the Parochial Church Council on 23rd February 2015
and signed on its behalf by:

W.J. Clark
Chairman

ST ANDREWS CHURCH, KETTLEBURGH

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2014

Treasurer's Report for the year ended 31st December 2014

This report refers to the financial statements as shown for the General and Fabric Funds also the statement of capital and liabilities represented by liquid assets in the form of bank and deposit accounts.

Assets held at the year amounted to £44133.14 made up of a Bank current account of £9443.07 and a deposit account with CBF Church of England funds amounting to £34690.07. These balances represent an increase in funds from 31st December 2013 of £3872.35.

The General Fund, which is unrestricted, pays the day to day church expenditure. This fund showed an increase of £2248.61 compared with one of £490.65 in 2013. This was due to an increase in receipts of £1038.94 compared to a decrease in payments of £719.02.

The Fabric Fund, which is restricted, deals with the maintenance and repair of the structure and fabric of the church. The receipts of the fund for 2014 amounted to £1623.74. There were no payments from this fund in 2014.

It was pleasing to note that we were still able to make donations to various causes despite the financial difficulties we faced this year. The grants were in two sections- (i) £500 allocated by the Church Council and (ii) £715.65 from the two Quiz nights.

The following pages show the receipts and payments accounts of the general and fabric funds together with the statement of assets and liabilities.

INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST ANDREW'S KETTLEBURGH, FOR THE YEAR ENDED 31ST DECEMBER 2014

This report on the accounts of the PCC for the year ended 31st December 2014, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 and section 43 of the Charities Act 1993.

As members of the PCC you are responsible for the preparation of the accounts: you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations 1997 and section 43(2) of the Charities Act 1993 do not apply. It is my responsibility to issue this report in accordance with the terms of regulation 25 of the Church Accounting Regulations and regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance of the CBF. That examination includes a review of the accounting records kept by the PCC and a comparison of those accounts with those records. It also includes any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required by an audit, and consequently I do not express an audit opinion on the view given by these accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act; and to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and Regulations have not been met;

or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Persephone C Booth, ATT(Fellow)
The Timbers, Church Road, Kettleburgh
Nr Woodbridge, Suffolk IP13 7LE

7 April 2015

ST. ANDREW'S CHURCH, KETTLEBURGH - YEAR ENDED 31ST DECEMBER 2014

Receipts and Payments

	2014		2013	
Receipts	Unrestricted	Restricted	Unrestricted	Restricted
GA Planned collections	6087.70		5793.55	388.00
Collections - Other giving	710.08		1181.18	
Special collections		407.29		
Donations	45.00		600.00	45.00
Uncovenanted Giving & CAF	255.00		240.00	
Tax recovered on Gift Aid	3215.20		0.00	
Fund Raising	2800.18	715.65	3605.97	
Fees	368.00		882.00	
Harvest supper	100.21		92.30	
Interest	49.17	123.74	196.60	
Auto Jumble		500.00		500.00
VAT refund				238.20
Legacy		1000.00		
Total receipts	13630.54	2746.68	12591.60	1171.20
Payments				
Grants - Overseas	150.00		257.20	
Grants - Home	350.00	715.65	805.00	
Special collections paid		407.29		
Diocesan Parish share	8000.00		8000.00	
Church expenses	2257.68		2417.98	
Clergy expenses	564.53		290.27	
Church maintenance	0.00		54.00	
Cost of services	22.72		0.00	
Administration	0.00		3.50	
Fundraising expenses	0.00		0.00	
Fees paid out	37.00		273.00	
UK Power Networks	0.00	0.00		1141.20
Total Payments	11381.93	1122.94	12100.95	1141.20
Excess of income over expenses	2248.61	1623.74	490.65	30.00
1.1.14 Opening balance	11449.89	28810.90	10959.24	28780.90
31.12.14 Closing balance	13698.50	30434.64	11449.89	28810.90

Statement of Funds

	2014	2013
General Funds - Unrest	13698.50	11449.89
Fabric Fund - Restr	30434.64	28810.90
Total Funds	44133.14	40260.79

Represented by:

Barclays current ac	9443.07	5743.63
CBF Deposit account	34690.07	34517.16
	44133.14	40260.79