

**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 2023

ADMINISTRATIVE INFORMATION:

<u>Church Address:</u>	Church Road, Kettleburgh Woodbridge IP13 7LF
<u>Priest in charge:</u>	Rev. Ann Kember (from 26 July 2023)
<u>Address:</u>	14 St Peters Close, Charsfield, Woodbridge, IP13 7RG
<u>Telephone:</u>	01473 791505 0736 9240252
<u>Banker:</u> <u>Address:</u>	Barclays Bank PLC Suffolk Coastal Group 4 Church Street Woodbridge IP12 1DJ
<u>Independent Examiner:</u>	Ms Rachel Parker 2 Park Corner Tuddenham Ipswich IP6 9DE

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>Priest in Charge:</i>	Rev Ann Kember	
<i>Lay Elder:</i>	Mrs Jackie Clark	
<i>Wardens:</i>	Mr John Bater	APCM 2024
	Mrs Persephone Booth	APCM 2024
<i>Deanery Synod Representative:</i>	Mr Paul Baker	APCM 2024
<i>Elected Members:</i>	Mrs Anne Bater	APCM 2024
	Mr Paul Baker (Treasurer)	APCM 2024
	Mr Bill Clark (Vice Chairman)	APCM 2024
	Mrs Jackie Clark (Secretary)	APCM 2024
	Mr Jim Duckham	APCM 2024
	Mr Trevor Jessop (Electoral Roll Officer)	APCM 2024

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.

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.

SAFEGUARDING

The PCC has complied with its duty to have due regard to House of Bishops guidance on safeguarding children and vulnerable adults.

ACHIEVEMENTS AND PERFORMANCE

Church Membership

Electoral Roll – Resident:
Electoral Roll – Non-Resident:
Average Weekly Adult Attendance:
Average Weekly Young Persons Attendance:
Average monthly Attendance at Zoom services:

<u>2023</u>	2022
13	12
3	3
14	13
0	0
9	12

BAPTISMS, WEDDINGS AND FUNERALS

There were three Baptisms in June: Olivia, Emily and George Tuckwell.
There were two funerals: Doreen Read in January and Julie Todd in October.

Report for 2023 from Rev Ann Kember, Priest in Charge

It seems hardly possible that Mick and I have been here for just over six months already! The time has flown past, but in a good way! We have felt very welcomed in all seven churches of our Benefice and it has been lovely getting to know you all.

I am particularly grateful for the hard work and dedication of our Elders and they all bring different gifts and skills to our ministry team.

We continue with our usual pattern of services which is only possible because of the hard work our Elders. As we go forward, it will be important to work together as a Benefice, and even more importantly, worship together. We will continue to worship together on the first Sunday of the month, and where there is a fifth Sunday. However, over the coming year I will be looking to build us up as a Benefice and find ways of bringing our churches together more often.

Advent Sunday was a very well attended Benefice service and many people remarked how much they enjoyed worshipping with a larger group of people. Being together as a Benefice can be a way of feeling uplifted and encouraged.

I have enjoyed our coffee mornings at the Station House in Campsea Ashe and it has been lovely to have people from across the Benefice attending and chatting together.

I enjoyed all our Christmas services, and it was good to meet many people from the local community who came into church at that time.

All seven of our PCCs met together in October and are meeting together again this month and we will continue to meet on a regular basis.

As small rural churches we all struggle with the same issues, falling attendance, falling income and buildings that often cost a great deal to keep up. We also sometimes struggle to find a place within our communities. However, I am not disheartened, because we have a core of people who are willing workers in God's vineyard.

Recently, I came across this post on Facebook, and it is so relevant for us as a small rural Benefice:

Let's stop worrying about getting bigger. Let's get better. We need to stop idealising the glory days of our church's past. But let's not make the equal mistake of obsessing over what people are looking for in a church today. What people need from church hasn't changed. They need Jesus. In us.

So, let's discover what God has in mind for our Benefice right now as we are. Maybe if we let go of what we're *not* called to be, we can start to see who we *are* called to be. I look forward to discovering this with you.

Every blessing

Ann

WORSHIP IN 2023

The year began in vacancy, but there was soon good news of an applicant for the post of incumbent to our Orebeck Benefice.

An interview took place in early February and we were delighted to be able to confirm that Rev. Ann Kember was to be appointed as Priest in Charge to the Orebeck Benefice. She accepted a 0.5 post, which means that apart from Sundays, Ann works on Saturdays, Mondays and Tuesdays. In a great leap of faith, Ann and Mick were prepared to move to Suffolk with no definite clergy house available. But it soon transpired that Rev Graham Hedger's house in Charsfield was 'for sale'. It was purchased by the Diocese and whilst being out of the Benefice, it makes an excellent base for Ann and Mick.

During the vacancy we were extremely fortunate to be able to welcome Rev John Hare to our parish and to the wider Benefice, to administer services of Holy Communion. John has found his calling in ministering to churches in vacancy, so as soon as our new priest arrived, he left us. We owe him a great debt of thanks for his time with us and will remember with fondness his ministry to us. We have also been most grateful for the dedicated support, guidance and friendship provided by Rev Deirdre Parmenter.

During Lent there was a Benefice **Mothering Sunday** service held in Hacheston Village Hall, where the theme was 'How do we measure love?'

Hacheston was also the venue for our popular **Palm Sunday Pilgrimage**, where all seven churches hosted a part of the Service, meeting together at Hacheston Village Hall for refreshments and a walk of witness to the church for Holy Communion.

The Pilgrimage arrives at Kettleburgh from Brandeston, then makes its way to Easton, before joining at Hacheston with travellers from Marlesford, Campsea Ashe and Parham.



Holy Week and Easter were marked on Monday to Thursday with early evening services of Compline at four of our churches, a Good Friday reflective service at Campsea Ashe led by Jane Slade, one of our elders, and a joyful Easter Praise service at Kettleburgh on Easter Sunday.

On **Coronation weekend**, 6th and 7th May, a joint service was held with Brandeston to commemorate the coronation of King Charles III, followed by a village picnic on Kettleburgh Village Green.

We were pleased to welcome **Bishop Mike** to the July Benefice service at Kettleburgh. This was shortly followed by **Rev Ann's licensing** which took place on 26th July. Bishop Mike visited Orebeck Benefice once again to preside over the service at Brandeston; the Church and Village Hall for the following refreshments were full for this special and joyful occasion.



*L-r:
Rt Rev Dr Mike Harrison, Bishop of Dunwich,
Rev Ann Kember, Priest in charge, Orebeck Benefice
The Venerable Rich Henderson, Archdeacon of Suffolk*

Rev. Ann suggested that we should keep to the present plan of services for the rest of 2023. At Kettleburgh, apart from Benefice services which take place in rotation around our seven churches, our pattern was for an alternating service of Morning Worship and Holy Communion on 3rd Sundays and a service of Evening Prayer on 4th Sundays. Anne Bater still plays the organ at Kettleburgh for these services, but Bill Clark has also provided a 'back up' of CDs with hymn tunes and a sound system set up in church. We are grateful to Jim Duckham for the donation of the amplifier. **Zoom services** continue on 3rd Sundays at 9.30am, with a regular attendance of around 8 – 10 people.

Rev. Ann led our joint Remembrance Sunday at Brandeston, with a full church, including representatives from Deben Valley Scouts.

Christmas services in 2023 included Christingle where everyone made their own Christingles. Gifts presented at this service were taken to FIND (Families in Need in Ipswich). On Christmas Eve the church was full for our candlelit Carol Service, an opportunity to sing our favourite carols and to welcome the Christ child at Christmas. Thanks go to Julie and Jim Duckham for decorating the church and tree so beautifully.



*Our Christmas Eve Service
of Nine Lessons and Carols*

Ministry Team

Over the years and particularly during the vacancy, the Ministry Team has grown together and meets weekly for prayers. Friday prayers became Monday prayers to accommodate Rev Ann's working week. Prayers are led in rotation by all those who attend. After the time of worship there is also time to communicate recent happenings and immediate future plans in the Benefice. There are also regular meetings to plan for forthcoming services and Benefice activities.

L-r: Rev Deirdre Parmenter, Jackie Clark, Jane Woodbury-Eggins, Mary Baker, Rev Ann Kember, Jane Slade, Martin Crane, Carol Cooke.



PCC meetings

St Andrew's PCC met three times in 2023. As is happening in many places, some discussions and decisions now take place by email. The Annual Church Meetings were held in April and we were pleased to welcome Persephone Booth as a second Churchwarden. Persephone now liaises with our architect on matters regarding the fabric of the church. As with all ancient buildings, there is a constant need for awareness of issues of repair and maintenance.

THE CHURCH BUILDING IN 2023

- **Redundant Church Pews:** with the faculty (the ecclesiastical equivalent of planning permission) for their disposal in place, John made arrangements for their sale at Clarke and Simpson Auctions, where they raised just under £200.
- **Quinquennial:** It was agreed that we should instruct our architect to make a List B application to the Diocese for works identified as those which needed attention. This included external repairs to the chancel south roof and wall, the south porch, the tower roof and the belfry. Work has not yet commenced.
- Four collapsible tables were purchased and are now stored in the vestry. They will be used for refreshments after services and for other informal events held in church.

- In order to help keep the churchyard tidy, a rubbish bin has been obtained from East Suffolk Council. It will be emptied regularly by council services.

THE CHURCHYARD

Our churchyard is a haven for wildlife and is managed to allow flowers and grasses to seed and wildlife to thrive. In September a hardy group of villagers joined in with tidying the churchyard. John Bater also enlisted the help of local farmers to assist with larger machinery.



Villagers take a well earned refreshment break on a beautiful autumn morning.

FUNDRAISING AND EVENTS IN 2023

- Sadly the planned spring quiz was cancelled due to lack of support, but the November **Quiz Night** did take place, with a change in format. At this event, quiz goers were encouraged to bring their own drinks and snacks, and freshly made popcorn was available for purchase.
- Two further events, planned for village community life and to raise funds for our three village organisations (the Village Green, the Village Hall and St Andrew's church) were a very successful Curry night and a sumptuous Afternoon tea. Our thanks go to Joan Mealing and Julie Duckham for their enthusiasm and expertise in planning and co-ordinating these events.
- The annual **National Churches Trust 'Ride and Stride'** took place as usual on the second Saturday of September, raising £866 which is shared between Suffolk Historic Churches Trust and St Andrew's. This year there were 2 riders and 3 striders.
- Harvest celebrations took place at the end of September, followed by supper in the Village Hall. Thanks are due to all those who decorated the church and those who prepared a delicious supper.

- A new scheme for donations to our local food bank has been introduced, encouraging folk to donate items at the monthly village coffee mornings.
- Collections from **Children's Society** boxes, which are emptied and sent to The Children's Society each year, totalled £283.30. This total represents donations from Kettleburgh and Brandeston. The collection of £44 from our Christingle service was also sent to The Children's Society.
- Noting that the St Andrew's page of the website 'A Church Near You' receives over 200 views each month, there are plans to facilitate online giving. This will provide opportunities for donations in addition to our card reader (shared with Brandeston) which is used at services and fundraising events.
- Gifts presented at the Christingle and Gift Service were donated to Families in Need, Ipswich (FIND). In 2023 FIND asked specifically for supermarket vouchers and gifts of biscuits or sweets. These were taken to Ipswich in time for Christmas.

HOLIDAY CLUB



REPAIR SQUAD!
Calling all young people

Primary age children are invited to join us at this year's Holiday Club at Brandeston Village Hall
August 7th / 8th / 9th - 9.30am - 1.30pm
You are welcome to come for 1, 2 or 3 days
Bring a picnic lunch
£4 per day for first child, 
£2.50 per day for additional siblings

Please contact
Mary Baker 01728 685807
marybaker55@hotmail.co.uk or
Jackie Clark 01728 723623
jac51@btinternet.com



Plans for the 2023 August Holiday Club for primary aged children in the Orebeck and Mid-Loes Benefices took shape in May. The theme for 2023 was 'Repairing and Mending'. Activities for each of the three teams (Scissors, Hammers, First Aid) included cooking, craft and an outdoor pursuit. Bible stories on which these activities were based included *Jesus healing at the pool of Bethesda*, *Jesus asking Peter 'Do you love me?'* and *the healing of the Centurion's son*. For this last story, each team of children produced a chain of office as a craft activity, denoting an important man, such as the centurion.



Chains of Office made by each team - Scissors, Hammers, First Aid

Outdoor activities and challenges are always popular, especially anything involving water!



Brandeston Village Hall was the base once again and we were pleased to welcome Kelly and Donna as new co-leaders. Rev Ann and Rev Gary Best from Mid-Loes were also present each day. Parents and carers were invited to join their children for a picnic lunch on the last day of the club and were also welcomed at the Sunday celebration service in Brandeston church.

Approved by the Parochial Church Council on 5th April 2024 and signed on its behalf:

W J Clark. 5/4/2024
(Vice Chairman) (date)

**INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST ANDREW'S
CHURCH, KETTLEBURGH, FOR THE YEAR ENDED 31 DECEMBER 2023**

This report on the financial statements of the PCC for the year ended 31 December 2023, which are set out on page 10, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and section 43 of the Charities Act 1993 ("the Act").

Respective Responsibilities of PCC and Examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of Independent Examiner's Report

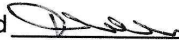
My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the *Church Guidance*, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the 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 the Regulationshave 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.

Dated 18 March 2024

Signed  _____

Miss Rachel Parker
2 Park Corner
Tuddenham St Martin
Ipswich
Suffolk
IP6 9DE

Financial Report 2023

It has been a good year for St Andrew's. Gift Aid Planned Collections rose from £5552.98 in 2022 to £9034.57. This has led to an increase in the tax recovered on Gift Aid from £1361.92 to £2222.25. As a result unrestricted income rose by £3623.79. The excess of unrestricted income over expenditure was £5064.30. Out total funds at the end of 2023 were £23125.34.

ST. ANDREW'S CHURCH, KETTLEBURGH - YEAR ENDED 31ST DECEMBER 2023

Receipts and Payments

	2023			2022			
<u>Receipts</u>	Unrest	Rest	Totals	UnRest	Rest	Totals	
GA Planned collections	9034.57		9034.57	5552.98		5552.98	
Collections - Other giving	1581.62	10.00	1591.62	1472.98	199.32	1672.30	
Special collections							
Donations	583.00	50.00	633.00	250.50	505.80	756.30	
Uncovenanted Giving & CAF							
Tax recovered on Gift Aid	2222.25		2222.25	1361.92		1361.92	
Fund Raising	581.05		581.05	1054.15		1054.15	
Fees	883.00		883.00	1657.00		1657.00	
Harvest supper	92.00		92.00	55.00		55.00	
Interest	198.57	302.72	501.29	147.74	55.32	203.06	
Magazines			0.00			0.00	
Church Maintenance			0.00		371.84	371.84	
Major Works		194.24	194.24			0.00	
Total receipts	15176.06	556.96	15733.02	11552.27	1132.28	12684.55	
						2021	
<u>Payments</u>							
Grants - Overseas							
Grants - Home	100.00		100.00	150.00	199.32	349.32	
Special collections paid			0.00				
Diocesan Parish share	7500.00		7500.00	8000.00		8000.00	
Church expenses	2074.96		2074.96	1628.45		1628.45	
Clergy expenses	167.86		167.86	102.05		102.05	
Major Works		468.00	468.00		2140.34	2140.34	
Church maintenance			0.00	4471.82		4471.82	
Cost of services	268.94		268.94	298.60		298.60	
Administration			0.00				
Fundraising expenses			0.00	149.50		149.50	
Fees paid out			0.00				
Total Payments	10111.76	468.00	10579.76	14800.42	2339.66	17140.08	
Excess of income over expenses	5064.30	88.96	5153.26	-3248.15	-1207.38	-4455.53	
Opening balances	1.1.23	13069.96	4902.12	1.1.22	16318.11	6109.50	22427.61
Closing balances	31.12.23	18134.26	4991.08	31.12.22	13069.96	4902.12	17972.08
<u>Statement of Funds</u>			2023			2022	
General Funds - Unrest			18134.26			13069.96	
Fabric Fund - Restr			4991.08			4902.12	
Total Funds			23125.34			17972.08	
Represented by:			2023			2022	
Barclavs current ac			6982.79			2330.82	