



## **YARE VALLEY CHURCHES 2025 APCM**

Monday 12 May 2025

7.30pm in St Laurence Church



**The Annual Parish Meeting of the Parish of the Yare Valley Churches, held at St Laurence Church on Monday 12 May 2025 at 7.30pm.**

**Agenda for the Annual Parish Meeting**

1. Prayer
2. Apologies for absence
3. Election of Church Wardens

**The Annual Parochial Church meeting of the Parish of Yare Valley Churches, held at St Laurence Church on Monday 12 May immediately after the Annual Parish Meeting.**

**Agenda for the Annual Parochial Church Meeting**

1. Apologies for absence
2. Elections and appointments
  - a) Appointment of Independent Examiner to be deferred to later date
3. Agreement of minutes of meetings held on Monday 22 April 2024
  - a) Annual Parish Meeting (NB election of Church Wardens is included in APCM minutes)
  - b) Annual Parochial Church Meeting
4. Matters arising from minutes of meeting held on Monday 22 April 2024
5. Consideration of the following:
  - a) Report on changes in the electoral role
  - b) Report on the proceedings of the Parochial Church Council (PCC)
  - c) Report from the UP Subgroup (worship and discipleship)
  - d) Report from the OUT Subgroup (mission)
  - e) Report from the OF Group (working together) including Deanery Synod and Safeguarding Report
  - f) Report from the IN Group on fabrics, goods and ornaments of the church
  - g) The Financial Statements of the Parochial Church Council (PCC) for the year ended 2024
  - h) Rector's Address
6. Other questions or comments on church or parochial matters
7. Closing prayer



**Minutes of the Yare Valley Churches Annual Parochial Church Meeting  
Monday 22 April 2024 @ 7.00pm St Laurence Church**

There were 30 Church members present.

**Prayers and welcome:** Lay Chair Patrick Beales opened the meeting with prayer and welcomed everyone..

- 1. Election of 3 Church Wardens:** Two proposed and seconded nominations for election had been received from Thomas Morgan, and Elisabeth Morgan They were both duly elected.  
**Election of 1 PCC member:** One proposed and seconded nomination for election had been received from Ann Brownlee. She was duly elected.
- 2. Apologies:** Apologies were received from Peta Cunnane, Lis Sanders, Mavis Smith, Pauline Clark, Diana Buck, Janet Kings, Sue & Paul Wray, Judy & Keith Gerrard, Jean, Gillian & John Tester, Helen & Simon Daniels,, Sue Church, Jan Jones, Janet Waters, Janet & Tim Moorse.
- 3. Minutes of 2023 APCM:** Approval of the minutes was proposed by Ian Dougall, seconded by Ray Kinsley and approved by all. There were no matters arising.
- 4. The Lay Chair's Address:** There were no matters arising
- 5. Electoral Roll:** The ER now stands at 140. There were no matters arising.

**Reports:** All reports had been distributed and read before the meeting.

**PCC Secretary's Report:** No matters arising

**UP (Worship & Discipleship) Report;** No matters arising

**IN (Buildings & Churchyards) Report:** No matters arising

**OUT (Mission) Report:** No matters arising..

**OF (working with others and Deanery Synod) Report:** No matters arising.

**FINANCE:** The signed IE Certificate was in order and Gillian proposed the accounts be accepted, seconded by Ann Walters and approved by all. Gillian proposed that Roger Wiltshire be appointed again as IE for next year. This was seconded by Patrick and approved by all. Gillian thanked Roger.

Patrick then opened up the meeting for any questions:

- Libby to investigate expired code for defib and display it in Vestry.
- Installation for new Rector will take place on 29 July with +Graham leading the service. A start date for Dave to begin his work at YVC was yet to be confirmed.
- The reduced Parish Share payment to be reviewed when we have our new Rector.
- A request was made for Summer and Christmas fayres to be re-instated and this will be for discussion with the new incumbent.

A vote of thanks to all who have kept the services, thought provoking sermons, activities and mission going during interregnum was given by Fred Stubbs and applauded by all.

Patrick ended the meeting with Celtic prayers and compline.

The meeting ended at 7.40pm.

**Signed** ..... **Date** .....

### **5a report on the changes in the Electoral Roll**

The Electoral Roll figure for 2024 stood at 140.

The figure for 2025 with the completion of a new roll (six year revision) stands at 106

Ian Dougall Electoral Roll Officer

### **5b report on the proceedings of the Parochial Church Council (PCC)**

Patrick led us as Lay Chair until August when we welcomed our new Rector. We give thanks to our wise Heavenly Father for finding the right shepherd to lead us on the next stage of our Christian journey.

**May 2024:** Irene and Dave would be moving into the Rectory on 18 July, so clearance of the garage was now underway!

**Sept 2024:** Dave was welcomed to his first PCC meeting and outlined his initial priorities over the next few months.

**November 2024:** The diocese Generous Giving Team gave a presentation to the PCC about the Parish Giving Scheme and were invited to give a presentation at the launch of this scheme to church membership in January.

It was agreed that we needed to recruit more volunteer drivers to make the upkeep of the community car viable.

A Vision Morning for the whole church was scheduled for January to discern our priorities and create a mission plan.

CofE Safeguarding principles & policies doc was adopted and approved by PCC  
Dave had made initial approach to Brundal PC and Memorial Hall about a Village Newsletter.

The committee agreed to review our AV requirements,

Dave raised the possibility of us offering non-alcoholic communion wine and will discuss with the Archdeacon.

It was agreed that enotices should not be advertising other organisations' events.

**February 2025:** The PCC electronically approved on 12/12/24 to re-launch Village Newsletter.

Dave presented a proposal for a new sub-group structure, to be discussed further at the May meeting.

The PCC agreed that the current planning application for the re-ordering project should be cancelled.

Due to demand it was agreed that the Community Pantry would open for a second day, Thursday, each week for a trial period of three months.

PCC gave approval for the plans for BPHC week

It was agreed that in order to comply with our Fire Risk Policy votive candles would not be available before or after Sunday and weekday services.

I informed the meeting that I would be standing down as PCC Secretary.

A final comment, This is my last task as PCC Secretary and I am delighted to be handing over the role to Judy Gerrard who I know will bring fresh thinking and all her many skills to the position. I would ask you to pray for Judy as she now takes on this responsibility.

Gaye Hailstone PCC Secretary

### **5c. report from UP Subgroup (worship and discipleship)**

The UP subcommittee has met on two occasions in the past 12 months (September 2024 and January 2025).

One of the main topics of discussion was around services held at Postwick. As well as continuing the 1st Sunday Parish Communion ( it was felt important to regularly bring the Parish together in worship. The logistics around this service need to be looked at and issues resolved), it was decided to support the congregation of Postwick in their 3rd Sunday gathering for worship and prayer. Currently Linda and Patrick are joining with them, to provide some further teaching and music.

It's hoped that further support and encouragement can be given to help and support the Postwick congregation going forward.

Discussions were held around the seasonal services, specifically Harvest, Remembrance and Christmas. It was felt that these services went well, especially with the engagement with the young people (through the school and uniformed organisations). Going forward, it's hoped that this can be continued and developed throughout the year.

Aspects of all of our services and their content have been discussed, with the aim of making our churches welcoming to returners and newcomers, whilst also keeping an important focus on our existing congregations. A part of this, and given some of the recent issues with the audio-visual technology in Brundall church, the decision was made to move away from iSing for the provision of some aspects of music and move to Worship Lyrics Video (this has been done). A proposal was also put to the PCC (and agreed) that we seek professional advice regarding an appropriate audio-visual system to replace the existing system in Brundall, something to better meet our needs both now and moving forward.

Keith Gerrard Chair: UP Subgroup

#### **5d. report from the OUT Subgroup (mission)**

I have just recently taken responsibility for the Out Subcommittee group and would like to begin by expressing my thanks to Patrick on behalf of the whole church family for his service as chair of the Out Subcommittee. Patrick has steered the group so well and supported the leaders of different groups, particularly through the long vacancy period. We appreciate you, Patrick! I would also like to thank other members of the subcommittee, Diana Buck, Rosie Bickers, Gaye Hailstone and Ann Brownlee for all their work as well. One of the things which attracted me to apply for the post here was the variety of ministry that happens during the week in the Yare Valley Churches. There is a strong outward focus and a real desire to share the good news of Jesus with our community in word and action.

The Anna Chaplaincy Team have continued to provide pastoral care for those who are unable to come to church or who are living in a care home. Home visits sometimes include home communion and is really appreciated by those who receive it. One of the care homes in Brundall closed during 2024 and the team were a great support to the staff and the residents as they were re-located. The team also provide regular services in care homes, and this is also very much appreciated by the residents. Gaye Hailstone has been an inspiring leader to this team and has also had a key role in the diocese but has decided that it is time to step down. We are very grateful for all that Gaye has done in developing this ministry and are pleased, that although she will no longer lead the team, she will stay involved as an Anna Chaplain.

The Park Run is a place where the community gathers every Saturday morning, and it is good to see that we now have a weekly presence with the pod serving hot drinks. We are very grateful to the regular team, Tom Morgan and Tim and Janet Moorse who make church 'visible' in this way. This year the Park Run once again donated food to the Community Pantry, and we are grateful for their support.

The Toddler Group has had a change of leadership with Joy Kenworthy stepping down and Irene Hanson taking over the leadership. Thank you, Joy, for leading in the past and to Irene for stepping in. They are trying out a new format and this seems to be going down well and the plan is to introduce a Bible story and activity in the coming weeks. The group continues to attract between 9 and 12 families each week, most of whom have no other affiliation with the church.

The Community Pantry welcomes a steady stream of visitors on Monday mornings, some are regulars and there are those who come in occasionally. Some like to chat, need prayer or another form of ministry which is usually provided by the team. Some visit from the Liveaboard community and we have a developing relationship with the Waterways Chaplain. We are grateful to groups in the village who have become

regular donors to the Pantry and both The Memorial Hall and the Co-op now have collection points. Thank you, Diana, and to the team for all you do!

The Community Cafe continues to offer a warm and friendly space to everyone and has a small but regular group who attend. There are discussions about how we might re-launch the cafe, but to do this we need more volunteers. We really appreciate Lisa's continued commitment to overseeing our resources and for the expertise she brings. The Forget me Not Café continues to provide a safe and friendly space for those on the dementia pathway and their carers. Peta Cunnane and the team provide a much-appreciated service to those who attend.

The Bus Pass Holiday Club was another success providing interesting activities and outings for those who attended. For those who are unable to get a holiday it is an opportunity to get out and visit new and familiar places. At the end of the week, we held a Songs of Praise, and it was a great way to end the week. Thanks to Gaye and all the team for organising this.

Although we have lost some of the children's and youth work that have happened in the past, the Holiday Bible Club in August attracted a number of families. The event was very well organised by Janet Moorse and the team of volunteers, and the club ended with a lunch for parents, children and volunteers. We are also grateful to Tom and Gillian who provide a group for children on a Sunday morning.

Our Christmas Services were well attended, and we organised events for the school, the Scouts and Snowy's Nursery. We hope to build on these opportunities to meet with families and young people. The event at Halloween proved to be one way to do this. After much thought and prayer, we decided that the Church would have a presence and we offered free hot chocolate to the young people and tea or coffee for adults, as well as goody bags for the children. We were overwhelmed by the large number of families that we were able to speak to and how open they were to chat with us. We served more than 150 drinks, and I met more families in that one evening than in my whole time here. We hope to repeat this kind of event in the future where we can meet with families.

From September 2024 we undertook a review of all the ministries including all the groups under the Out subcommittee. Lots of useful ideas and reflections came from this exercise and helped us put together our Mission Action Plan. We look forward to this next year as we seek God to lead us as we reach out to our community.

Rev Dave Hanson   OUT Subgroup Chair



**5e Report from OF Subgroup (working together incl. Deanery Synod and Safeguarding report)**

**Eco Church:** Ann-Marie Simpson is our Eco Church lead for Yare Valley Churches. She attended the Norwich Diocese Towards Net Zero Conference at St Mary's Church, Wiveton in June 2024, a free day conference to explore positive environmental actions for our churches and practical steps to achieving net zero by 2030, and a free Carbon Literacy Training day organised by Broadland District Council in November. Libby and Ann-Marie met with Dave in November to review where we are with progress towards the Eco Church Silver Award, and how we should take this forward. One of the objectives in the new Yare Valley Churches Mission Action Plan is to work with local organisations to make the most of our green spaces, making them accessible to others, and to get the Eco Church Silver Award. If anyone is interested in joining a small group to move this work forwards within the church please speak to Ann-Marie or Libby.

**Communications:** Janet and Libby produce the weekly notices, much enhanced by Dave's "Dear Church Family" contribution. In collaboration with the Parish Council, and Memorial Hall we're producing a new bi-monthly Brundall Parish Newsletter which will be online and available as a hard copy. (Thanks to Dave for his hard work in getting this initiative off the ground.) We continue to promote church activities with posters and flyers, on our website and via facebook. Our church noticeboards need updating, and our website needs a major refresh.

**Deanery Synod:** Yare Valley Churches are well represented at Deanery Synod by Rev Dave Hanson, Patrick Beales, Libby Morgan, and Douglas Bain. The last three meetings have featured a programme of guest speakers

- 23/5/24 – Guest speakers were Charlotte Bayes, Thomas and Eldred from the Garden Church movement in Norfolk. You can find out more about Garden Church at <https://garden-church.org/>
- 24/9/25 – Guest speaker Milee Brambley from Norwich Diocese Mediation Team led an interactive session on "how to disagree agreeably" and shared best practice guidance on creating a code of conduct for meetings, groups, teams, or committees.
- 5/2/25 – Guest speaker was the Very Revd. Dr. Andrew Braddock, Dean of Norwich Cathedral.

A date for your diaries - we're hosting the Deanery Ascension Day Service at 7pm on Thursday 29th May 2025, at All Saints Church, Postwick.

**Safeguarding:** Sandie, Libby, Diana met with Dave in October and January to review our safeguarding policy and practice, and to ensure we have role descriptions and risk assessments in place, and that all volunteer DBS checks and safeguarding training is up to date.

The PCC reviewed and approved the Church of England's Safeguarding Principles Policy for Children and Young People, and for Adults at Risk (Vulnerable Adults) documents at their meeting on 26th November. Signed copies are displayed at Braydeston, Brundall and Postwick churches. We are also required to ensure that we follow the Church of England's Code of Safer Working Practice. The contents of this code are embedded in our Yare Valley Churches Safeguarding Children and Vulnerable Adults Policy into Practice guidelines.

We have successfully recruited new volunteers to help at Toddler Group and with childrens work, following the safer recruitment process. DBS checks are being refreshed and volunteers reminded to refresh their safeguarding training. For those that find online training a barrier, Libby offered assisted sessions in the SLC (not taken up). We're hosting a Diocesan face to face safeguarding training session on 3rd July in the SLC.

There was one potential safeguarding incident at the end of December. This was followed up with the Diocesan Safeguarding Team, and appropriate action taken. The Safeguarding Team are next meeting on 29th April.

18th May will be "Safeguarding Sunday" for Yare Valley Churches.

Our thanks go to the safeguarding team, working to ensure the safety of children, young people and adults within our church community:

Diana Buck is the Parish Safeguarding Officer for Vulnerable Adults

Sandie Rowland is the Parish Safeguarding Officer for Children and Young People

Lisa Taylor is our DBS Administrator / assisted by Janet Moore

Libby Morgan is our safeguarding training co-ordinator

Libby Morgan OF Subgroup chair

#### **5f. Report from the IN Group on fabrics, goods and ornaments of the Church**

The IN subcommittee has responsibility for the buildings and churchyards of the Yare Valley Churches. It strives to ensure that they not only remain able to support the work of the other subcommittees and wider Church but are actively working to meet the needs of the community and enabling growth in mission and worship.

The past year has brought various challenges but at the outset I would like to thank and pay tribute to the members of the IN subcommittee who work tirelessly throughout the year to ensure that our buildings and open spaces are kept not only safe but ordered and well presented, so that the work of the Yare Valley Churches can continue.

On top of this I would like to recognise and thank those who volunteer throughout the year to assist in this work. I am very grateful for those people that have – often unnoticed - taken on new tasks as needs have arisen and stepped in to fill gaps as

they have opened. In a year when we have welcomed Dave to the Yare Valley Churches as our Rector, I have been proud to have been able to introduce him to what is a relatively well-looked after set of resources that can be used for service, rather than a collection of problems to be fixed. A particular highlight this year was seeing how the new connections that Dave has forged with outside groups such as the Men's Shed has led to them offering to maintain Braydeston Church, bolstering our volunteer capability in this area.

Since his installation, Dave has brought with him a clarity of purpose and focus on the re-ordering project, which has enabled us to make some difficult but necessary decisions about its future. As I'm sure you are now aware, we have decided to not continue with the full re-ordering project but instead to see what good ideas and smaller tasks we can accomplish that are more relevant to support the work of the Yare Valley Churches. The most visible of those planned for 2025 is the demolition of the Rainbow Room, but other initiatives, such as improving audio/video provision in Brundall Church, will follow.

I hope that in 2025 we can continue to offer our buildings and open spaces to support the outreach and missional work that is so important in our community, and this will my focus over the next 12 months, along with growing the size of the IN subcommittee team.

I end my report in the same way I did last year, with a request: please be vocal in letting me know where improvements can be made, or with suggestions for action.

Tom Morgan IN Subgroup Chair

### **5g Finance Report**

The accounts for 2024 are made up of the following: Financial Activities, which is the detail of our income and expenditure, the Balance Sheet, and Notes to the accounts. We have a General Fund and also several Restricted Funds and so to complete the picture there is a table showing how each of the funds has changed in 2024 (Yare Valley Churches funds movement 2024). Both the Financial Activities report and the Balance Sheet include the 2023 figures for comparison, and the Notes to the accounts give more detail of some of the individual headings.

At 31st December 2024 our General Fund contained £26919.77. This is the amount that we have available to make up any shortfall between our income and the cost of the routine running of the parish, our three church buildings and the St Laurence Centre, in 2025 and beyond. By far the biggest element in our general income that we can use to meet those costs comes from giving by the church family and others

who have a heart for the flourishing of the Yare Valley Churches, together with the gift aid on that giving that we can recover from the government. For the last two years I have stressed that the main area of concern in our finances was the falling level of regular giving by the church family, which is the basis of any financial stability. 2024 saw the beginnings of a very welcome reversal of that trend, which I am optimistic will continue in 2025. The figure for General Giving is on the 2nd line of the Financial Activities report.

The PCC is very grateful to all who are so faithful in their giving, and of course this goes beyond financial giving and includes all who give generously of their time, whether in our cafes or in fundraising or in taking on tasks that would otherwise have to be paid for.

Even so, meeting our costs will continue to be a challenge. In addition to the General Fund deficit in 2024 of £1175.98 we underpaid our Benefice Request (Parish Share) to the Norwich Diocese by £14409, so the true 'gap' was £15585. The PCC's aim and hope is to meet our Benefice Request in full in 2025, now that we are no longer in vacancy.

A note about fees: there is a clear and almost certainly permanent downward trend in receipts from fees for weddings and funerals as more of these life events take place away from our churches.

Good news for our income is that our café activities continue to make a positive contribution to our resources. The income for our Community Cafés (the Monday & Thursday cafes, the Toddler café and the catering pod mobile cafe at parkrun on a Saturday morning) amounted to £6135 and outgoings were £2621.

Turning to the Balance Sheet this lists our total assets net of liabilities, and then the split of those assets into our General & Restricted Funds. As the name implies, the money in the Restricted Funds is ring-fenced for specific purposes and not available for day-to-day costs, although several of them can be called on to pay for things that would otherwise be an expense to our General Fund. Two of the Restricted Funds (the All Saints Postwick Fund and the Community Pantry Fund) received significant income in 2024 and some details of that are included in the Notes to the accounts.

I would like to thank everyone who helps with the finances: doing the weekly banking, organising the envelope donations, applying for Gift Aid, applying for grants, sending out invoices, taking bookings for the St Laurence Centre – unseen activities that make a huge difference. Special thanks to Doreen Oliver this year, who has been organising the donations made through our Gift Aid envelopes for many years, quietly but with great efficiency, and has now handed on this role.

Above all may we thank our good God for His generous provision to us as we seek to do His work.

Gillian Groat Finance Officer