

# PCC News

The newspaper for all PCC members to help support your church



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is everything**

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Churchwarden Joseph Penfold looks at using space effectively for worship & exhibitions

## Making the most of your church building

Very soon at Cley church we shall be hosting the nationally advertised Contemporary Art Exhibition by the North Norfolk Exhibition Project, curated by Meryl Doney.

As Churchwarden, I attend to the maintenance of our fabulous building and cater for any logistical needs as they arise. This year should see alterations at St Margaret's of unprecedented size, comprising a new refreshment area and toilet facility.

With the help of Matthew McDade, our new Executive Officer for the Care and Development of Church Buildings, and the project architect, Iain Walker, we have been able to demonstrate how easy it is now to engage in the simplified faculty process. Together, we hope we shall have made Cley church a really welcoming place with amenities.

This will be the fourth time we have hosted NNEP, and on previous occasions they have done wonders with what space has been available. Even if you don't have a very large church like ours, I would say, don't be put off having events just because of too many pews and not much open space. It is surprising



*We really have to aim a bit higher than the odd bring and buy sale.*

how exhibitors and musicians can think 'outside the box' and produce some amazing results.

One of the best features from past years is that from the curators, down to the artists themselves, I have only ever met with respect and cheerfulness and great ideas,

causing me to allow things that I never thought possible. The artists are well trained to ask how things can be conducted and how they can be fixed, and above all, communicative, so that you don't end up with something that you would rather not have seen. Nobody is going to want to paint anything pink!

Of course your church is primarily a place of worship, but just about anything that gets it seen, so that the public realise that it does have an inside as well as an outside, has to be a good thing. They would also

see churches being revered and cared for, causing them to dig a little deeper as to why.

We really have to aim a bit higher than the odd beetle drive and bring and buy sale. A few years ago, I thought we'd 'had it', but now I sometimes think of Cley church as being like an old lady who, although rather tired, is once more putting on her high heels and a bit of 'lippy'. Not only can we have music and colour, but people might even feel the need to come to church again. We must be ready to welcome them and listen to them!

## Tips for running a major project

At Burnham Overy we're currently working on two major projects (re-roofing the church and installing facilities in the central tower). Having gone a long way with these works the following pointers may be helpful to other PCCs:

- Update the building towards the expectations of today's population
- Have a clear project and embark on it with a realistic time scale
- If there are resources that can be converted to money, do so and spend it on whatever will improve buildings to support a 21st century mission
- Identify a person or persons - not the Incumbent! - with commensurate skills or willingness to make a personal contribution of time to run with the project. Having done so, the PCC should delegate appropriate authority to let them get on with it
- Make full use of the many expert resources available centrally in the Diocese to help you
- Don't waste time with coffee mornings and jumble sales - they simply do not raise anywhere near enough money
- Enthuse the community
- Don't accept thinking that says, "What we've got at the moment will see us out," or, "But the church has always been like it is now," because in the first place, where would we be if Jesus thought like that, and in the second place, our church buildings have not at any time been static pieces of architecture.

**Read about Wymondham Abbey's major project on page 6.**



## Play groups in small rural communities

In many rural parishes the only building available for play groups is the parish church and this is another way to reach out to young families.

Lesley Gurney, Diocesan PlayVan Development Worker, writes: "The PlayVan is a pop-up mobile play group for parents and children aged between 0-5 to come to chat and play. Our aim is to provide a safe, warm and stimulating area

for families in rural villages which have no nurseries to enjoy. We also provide refreshments for the adults and snacks for the children. There is a wide range of activities for the parents and children to do together, including, crafts, small world play, imaginative play, books, wheeled toys and more.

"We visit four villages at the moment: Binham, Whissonsett, Beaconsthorpe and Walsingham.

The idea is that eventually the communities will take these groups over so that the PlayVan can move on to the next village in need."

**There are a number of local funds and trusts that will make small grants for start-up of groups.** Contact Lesley who can offer advice and contacts with other groups who will be able to assist you. Tel 07918 027092 or email [playvan@dioceseofnorwich.org](mailto:playvan@dioceseofnorwich.org)



# Editorial

By Geoff Freeman, Parish Funding Support Officer



## “Is it Summer I ask?”

Hopefully when you receive this copy summer will have arrived, I very much hope that I am not proved wrong!

Welcome to the Summer addition of *PCC News*. Again, sincere thanks from the Editorial Team; your comments are really welcome and help us to ensure that we keep providing 1st class practical help and advice for the PCCs across the Diocese.

The summer season is when many parishes hold fundraising events; it never ceases to amaze me at the ingenuity of our church members when planning a summer event.

I have been looking at a number of the summer events planned and the range is quite staggering with everything from fêtes to open gardens, treasure hunt to concerts, theatrical productions to delicious strawberry teas. The list is endless.

*It never ceases to amaze me at the ingenuity of our church members when planning a summer event.*

One parish, Erpingham, is planning a year of events to celebrate the 600th Anniversary of the Battle of Agincourt. Lord Erpingham, one of the greatest heroes of Norfolk, is credited with winning this. We wish you all well with your events.

Since the February edition we have again received many positive comments and offers of articles that parishes feel may well be of benefit to others and for this thank you!

One area that we are working on is ensuring that our mailing list is up-to-date. A lady telephoned me recently to let me know that both she and her husband received a copy and in the interest of saving money could we just send one copy for them both? Upon checking we had both addresses written slightly differently so this automated process of only sending one copy did not happen as it should. Please let us know if you've experienced the same.

Our mailing list uses the contact details each parish gives us on the Annual Parish Persons Form which should be sent in after the Annual Parish Church Meeting.

If these are delayed then we may well be missing new members of your PCC. May I ask all PCC Secretaries to check that **all** PCC members receive a copy and if not to inform us on the email below or telephone Sally on 01603 882322. Direct any changes of PCC members or addresses to [sally.finn@dioceseofnorwich.org](mailto:sally.finn@dioceseofnorwich.org)

In this edition we have tried to broaden the range of articles: there is input from the Care of Churches team (DAC), the Finance team and the Funding & Support team, as well as you, the PCC members.

We are here to help and offer advice so please do get in touch.

## Good guidance is everything

**Roy Findlater, Fabric Officer at St Andrew's, Field Dalling writes:**

During some routine maintenance work on repairing one of our internal walls, a medieval wall painting was discovered. To our delight we were able to secure funding for a detailed report and conservation work to be carried out. Unfortunately, the painting decided to degrade before we could start the process of obtaining a full faculty.

Matthew McDade of the DAC came to the rescue by offering us invaluable help with securing an interim faculty, through the offices of the Archdeacon, the Registrar and the Chancellor's Office. This enabled us to carry out the work within a matter of weeks, rather than months. On another occasion, I had cause to contact the Care of Church

Buildings office, when there seemed to be some confusion about our application or need for a full arrest ladder system to gain access to our bell tower. Matthew paid us a site visit to discuss the project and very quickly understood what we were trying to do. His analysis and report to the DAC committee was extremely helpful in enabling us to obtain a full faculty. We now have a secure and safe method of accessing our bell tower, where one never existed before.

Based on my experiences above, I would urge folk to engage with the DAC and Matthew McDade (Tel: 01603 882350) for their help and advice, especially for a special project or tricky problem, or maybe something that is slightly out of the ordinary.

Good guidance is everything.

## Updated PCC Treasurer's Handbook launched

At the Treasurers Workshops held in April and May across the Diocese an updated edition of the *PCC Treasurer's Handbook* was launched.

The role of a PCC Treasurer is a highly trusted and respected one. Considerable time and effort is given in this role, which is of huge value to the PCC.

We hope this A4 handbook will be both helpful and of interest to Treasurers, and it's been produced following suggestions from fellow treasurers for some Diocesan guidance on the role.

The booklet is available for free – go to [www.dioceseofnorwich.org/publications](http://www.dioceseofnorwich.org/publications) to request a copy.



Photo: Frank Morgan



## Churchyard Conservation Scheme re-launched

In partnership with the Diocese of Norwich, the Norfolk Wildlife Trust is re-launching its Churchyard Conservation Scheme.

The scheme offers free advice and support to those managing churchyards with wildlife in mind.

It has been estimated that 98% of our wildflower meadows once widespread in the countryside have now vanished. Churchyards can form the only remaining fragments of old unimproved wildlife rich meadowland.

Churchyards can provide a quiet refuge for wildlife away from houses and streets, untouched by chemical fertilisers and pesticides. Flint and stonework provide one of the few habitats in Norfolk suitable for lichens and other plants.

If you are interested in the using your local churchyard to aid this conversation work, the Norfolk

Wildlife Trust (NWT) can provide a number of resources:

- Surveys - these include sketches showing areas of interest, suggestions for areas to manage as conservation areas, management advice and a list of wild flowers found in the churchyard



- Wildlife in Churchyards Booklet - this covers the main areas of interest for wildlife in a churchyard and how to care for them
- Conservation area signs / posters - these help explain the management of the churchyard to visitors
- Information Sheets - giving detailed information about various aspects of wildlife maintenance
- Practical help and grants - if you are struggling with funding the scheme may be able to put you in touch with sources of grant aid or volunteers
- Coping with Bats - advice and information on how to cope with these protected species in your church

Contact Emily Nobbs on 01603 625540 or [churchyards@norfolkwildlifetrust.org.uk](mailto:churchyards@norfolkwildlifetrust.org.uk)





Churchwarden, Glyn Purland, reflects on the extension to St Andrew’s Church, Holt

# From vision to reality

The need to provide additional facilities to our beautiful Grade 2\* listed parish church has been recognised for many years. In 2009 four remarkable events encouraged the PCC to move forward with a contemporary design that would not only meet our urgent needs but also provide a building that would complement our ancient church, add to the heritage of Holt and provide new opportunities to reach out into the community.

These events were interpreted as God’s timing and blessing for the project: the availability of land adjacent to the churchyard, a large legacy, the offer of time from our church architect and a willingness to work with us from consultative external bodies.

The extension provides a new entrance/link/lobby through the old south porch, sacristy with en suite W.C., parish office, public toilets, multi-purpose meeting space, servery, boiler room and courtyard garden. It successfully combines the use of modern materials such as zinc, aluminium and glass with traditional local flint, brick, stone and wood.

And so, the PCC stepped out in faith to establish a design team and simple project management structure. The PCC, which meets bi-monthly, steered all aspects

of the scheme with the Standing Committee acting as its day to day project group.

One of the Churchwardens acted as project co-ordinator and a fundraising group was established reporting directly to the PCC. The design team including architect, structural, mechanical and electrical engineers and quantity surveyor was carefully assembled to ensure collaborative working as well as relevant experience and technical competence.

Following a comprehensive tendering and subsequent cost reduction exercise, building work began in May 2012 and was completed in April 2013, later than planned due primarily to inclement weather! Working relations with the contractor during the construction period were excellent with strong personal bonds formed supplementing the formal monthly site meetings. The building was dedicated and officially opened by Bishop Graham on 21st April 2013 and is a tribute to the commitment and craftsmanship of those who have worked on it.

All costs associated with the building have been met following an intensive fundraising period which included the sale of a property, a large legacy, a number of external grants,

donations from the congregation and local individuals and an 18-month community fundraising programme of highly enjoyable events involving people from the congregation and local community.

*We give thanks to God for His vision for the building.*

Reflecting two years on from the opening of the building, it is possible to see how the PCC’s original objectives are being achieved in three main ways:

- facilities for our clergy, administrator, choir and congregation are much improved;
- new activities directly supporting the life of the church are growing, prompted by the space provided by the building extension; and
- most importantly, new opportunities to reach out into the local community are being made possible.

Here are some examples: “Coffee Morning Monday” in the Meeting Room provides a great social way to start each week and is increasingly popular; “The Poppy Centre”, a joint venture between

church and community provides a weekly drop in café and home visiting service for those living with dementia and their carers; a monthly café style “Tea Service” combines a short service of the word with afternoon tea, serving those who find difficulty in coping with a Sunday morning service; reception facilities for baptisms, funerals and other events give opportunities to support those on the fringe of church life.

Local community groups such as the Holt Book Club enjoy the quiet atmosphere of the Meeting Room and links with the local primary school have grown significantly as the children now come to church regularly to work in the light and friendly atmosphere of the new accommodation.

The church is a regular concert venue throughout the year and especially during the Annual Summer Holt Festival. The new building adds dramatically to the facilities offered for performers and audiences, helping us to welcome large numbers of people to St Andrew’s who may not otherwise come to church.

We give thanks to God for His vision for the building, His provision that made it possible and His exhortation to us, to use it to His glory!

## Running tombolas and raffles at parish events

During the year many parishes raise funds by holding what is known legally as a lottery. This is when you are pre-selling books of tickets for a draw to be made at a later date. Instant Tombola and raffles at parish events do not require a licence.

However if prizes are of an alcoholic nature they must not be given to under age persons.

If, as a PCC, you holding such an event do please check with your local authority to ensure that you are operating in a correct and legal way.

Small Society Lotteries which are run for charitable purposes are administered under the Lotteries Act 2005. Providing the event is for charitable purposes and is of a non-commercial purpose your local authority will grant you a license to run such an event.



In the first year you will need to register and provide information as to who will be the responsible officer (the promoter) and will need to provide proof of identity.

The charge for the first year is £40 with a further charge of £20 in any subsequent year.

A group of parishes (a benefice) can apply for a license to cover all events across the benefice, so only one license is required. Further information may be obtained from the Licensing Team at your local borough or county council or from Geoff Freeman at Diocesan House on 01603 880853.

## Promoting your regular church activities and groups

The Diocese wants to better promote and highlight the church’s engagement in the local community – and one way we’re doing this is through our interactive online map.

The map of Norfolk and Waveney is on the web and anyone can visit it. It lets people find activities near them - everything from Alpha courses, parent & toddler groups, Messy/Café Church, arts & creative

groups, choirs and more. If you click on an icon or activity it tells you more and points visitors to the church’s website.

A very big thank you to the churches who have already added over 700 activities and groups, but we know there is so much more going on and there are churches whom have added nothing at all. If your church is running any of

the following then please add it to the map:

- Messy Church, Cafe Church, Fresh Expressions
- Parent & toddler groups, children’s groups, youth groups
- Prayer Spaces, Open the Book
- Arts & creative groups
- Coffee mornings & similar
- Music groups, choirs, bell ringing
- Men’s or ladies’ groups, groups



- for older people
- Debt advice
- Foodbank collections
- Alpha courses, Christianity Explored & similar

**How to add your activities and groups:**  
Go to [maps.dioceseofnorwich.org](https://maps.dioceseofnorwich.org) and on the right-hand side you’ll see various activities listed. Scroll down to the bottom of the list and click on ‘Add your own activity/group’. We then get notified of your activity and will approve it - it then goes live on the map for all to see. This isn’t the place to add church services or one-off events - please continue to add special events to the main Diocesan website - but the map is for on-going activities and groups. Please contact Gordon Darley on 01603 882349 with any questions or comments.



New workshops this autumn for all PCC members

# Stewardship - it's not just about money!

Over 100 people attended the three Legacy and Funding Workshops last autumn at different venues across the Diocese. This autumn we are holding a further four in September and October.

Stewardship is an important indeed a vital part of our Christian faith and the workshop is aimed at parishes who wish to engage in stewardship, the practicalities of such an event and the theological reasons why Stewardship is so vital in our parishes as part of our commitment to growth.

Each parish can unlock the huge resource of God's love within their communities. Some need more help than others, and this workshop gives an insight into how we might respond to God's love. The cost of Christian discipleship

is not measured in money, it is measured in God's love working in and through us when we love and encourage.

Our workshops are based on three elements:

- **Theological**  
What the Bible has to say about creation, gifts, responsibility, discipleship and how we respond as disciples.
- **Personal**  
Our own relationship and understanding of all that God gives us.
- **Practical**  
The importance of challenging ourselves to look and consider the principles and practice of Christian stewardship and the benefits that come from

addressing the vision and commitment in a regular and not haphazard way.

The workshops will also in a slightly light hearted way take a look at what legacy giving entails.

We will discuss how to encourage and assure donors that their legacies will be put to good use, and give some examples of how a legacy can be a life affirming gift and make a real difference in the donor's parish church.

We will share with you some of the work that parishes have been able to do in connection with mission, ministry and fabric after receiving a legacy. In many cases this would not have been possible without that thoughtful gift.

The dates and locations are below:

## Legacy & Stewardship Workshops

- **Saturday 12 September**  
2-4pm, St Andrews Church Meeting Rooms, Holt
- **Thursday 1 October**  
2-4pm, Gaywood Church Rms
- **Thursday 15 October**  
2-4pm, Swaffham Green Britain Centre (Eco Centre)

The workshops are free to attend; refreshments provided on arrival.

Book your places now at: [www.dioceseofnorwich.org/legacy](http://www.dioceseofnorwich.org/legacy) or telephone 01603 882353

## Cartoon



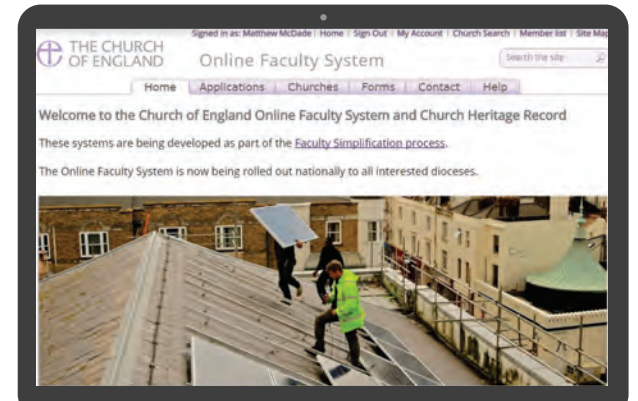
Used with kind permission of CartoonChurch.com

**Budding cartoonist?**  
Please send us your cartoons for inclusion in future issues

## Your suggestions to help & encourage others...

PCC News is your newspaper - designed to be a place for you to share good practice between parishes. Please contact Geoff Freeman with any ideas or suggestions which others may benefit from on 01603 882328 or [geoff.freeman@dioceseofnorwich.org](mailto:geoff.freeman@dioceseofnorwich.org) **Thank you!**

## Faculties can now be applied for online: what it means for you



One question that has often been asked in the past is whether a Faculty can be applied for online, to which the answer has, unfortunately, been no. However, the Church of England is keen to keep up-to-date with modern technology and has been working on a way to rectify this.

The Church Buildings Council (CBC) in London took the initiative and developed a prototype system in collaboration with software developers. This was trialled by the Dioceses of Truro and Leicester over a period of a number of months and improvements made, following the receipt of feedback from end-point users. Julie Patenaude, from the CBC, summed up what the new system will deliver:

"The Online Faculty System is a web-based planning portal where parishes can develop proposals for new works in their church building, obtain DAC advice and apply for full Faculty.

"More importantly, the portal allows parishes, DACs, Registrars, Chancellors, and Archdeacons to access information on a proposal quickly and efficiently in a single place, ensuring the smooth progression of applications from beginning to end."

The new system is available to all Dioceses and was adopted by our Diocese in April 2015. This allows for Faculties to be applied for online but will not stop parishes from being able to apply on paper.

Lack of broadband connectivity or computer skills should not work against a parish from applying for a Faculty so hard copies will still be accepted. However, the ability to choose how to apply is important and therefore both systems will be run in tandem and it will be for the PCC to decide how it wishes to proceed.

The Online Faculty Application System can be found here: <https://facultyonline.churchofengland.org>

Registration is open to anyone representing a parish and is fast and straightforward. Detailed guidance on how to register is available on the website (under the HELP tab), alongside a detailed guide on the system and FAQs. All of these help applicants negotiate the website and use the system.

In addition to the new ability to apply for a Faculty online the site will house the Church Heritage Record (CHR). This will allow for detailed records to be uploaded on every church in the country, providing a one-stop place to look for information on specific buildings. The record will be populated over time and will organically grow and develop. The CHR can be accessed here: <https://facultyonline.churchofengland.org/churches>

Help is available via the comprehensive help section on the website and also direct from the Care of Churches team at Diocesan House or the CBC.

## Online Faculty System Training Seminars

We would encourage you to attend one of the following four sessions to learn about the new online system. One is to be held in each Archdeaconry during the evening, plus one in Diocesan House during the day for those who do not want to travel late in the day.

- Friday 4 September, 10.30am-12.30pm at Diocesan House, Easton
- Monday 7 September, 7-9pm at Fakenham Academy
- Monday 14 September, 7-9pm at Tasburgh Village Hall
- Monday 28 September, 7-9pm at Norwich Cathedral

To book, visit [www.dioceseofnorwich.org/online-faculty](http://www.dioceseofnorwich.org/online-faculty) or contact Margaret Mallett on 01603 882359. The sessions are free to attend.



# An opportunity for almost 100,000 people to see the church in action

Each year the Diocese has a significant presence at the Royal Norfolk Show. This year the Show is on 1 & 2 July so why not visit our marquee if you are coming.

The Show is an amazing opportunity to highlight God's church in action across Norfolk and Waveney, and give just a taste of the love and care we have for those who have perhaps never stepped into their local church before.

Come and join us on stand 240 - we can't wait to welcome you!



# IT training for all

The Diocesan IT Officer, Andy Smith, runs training sessions specifically for PCC members to help improve IT skills across the Diocese.

If you're looking to update or create a church or benefice website, or would like a basic introduction to using Microsoft Word or Excel, then these sessions are designed for you. Most are two hour introductions, so you don't need to come with any prior knowledge and they'll be plenty of time to ask questions.

**Places can be booked at:**  
<http://shop.dioceseofnorwich.org/collections/it> or 01603 882370.

**Visual Liturgy: Hands-on**  
Learn how to use the popular Visual Liturgy software to plan your services; everything from regular services to special services. Laptops and software will be supplied at the course. 2.5 hours / £20 per person

- 21 September, 7pm  
Diocesan House, Easton

**A Church Near You**  
Learn how to use and update your church's listing on the national *A Church Near You* website. 2 hours / £10 per person

- Beginner's Guide to Websites**  
Everything you wanted to know about websites but were afraid to ask. 2 hours / £10 per person
- 22 June, 7pm  
Diocesan House, Easton
  - 9 September, 7pm  
All Saints Parish Hall, Scratby
  - 19 October, 7pm  
Diocesan House, Easton
- Introducing Word**  
Microsoft Word is a powerful word processing software package that can appear quite daunting to start with. This course will help remove the worry and enable you to have confidence using it. 2.5 hours / £20 per person
- 17 June, 10am-1pm,  
Diocesan House, Easton
  - 20 June, 7pm  
All Saints Parish Hall, Scratby
  - 13 July, 7pm  
Swaffham Community Centre
  - 7 September, 7pm  
Diocesan House, Easton
- Introducing Excel**  
This course will help explain Microsoft Excel. What are cells and how do you format them? Create spreadsheets and graphs and help control accounts. 2.5 hours / £20 per person
- 6 July, 7pm  
All Saints Parish Hall, Scratby
  - 8 July, 2-5pm  
Diocesan House, Easton
  - 27 July, 7pm  
Swaffham Community Centre
  - 14 September, 7pm  
Diocesan House, Easton

# An introduction to the Norfolk Churches Trust

*'The Norfolk Churches Trust exists for the advancement of religion to preserve, repair, maintain, improve, beautify and reconstruct churches or chapels of any Christian denomination in the county or Diocese of Norwich.'*

Scilla Latham, Secretary, writes:

"The Trust is committed to keeping churches in the county open as places of worship. It offers grants, advice and support to PCCs, and works closely with church architects to ensure help is provided where it is most needed. To fund this, the Trust organises a busy schedule of fund-raising events throughout the year, the proceeds of which go towards grants for churches. The annual subscriptions from the Friends of the Trust, make a vital contribution to funding repairs: of the 1407 Friends of the Trust, 443 are PCCs.

"Grants are generally for repairs identified in Quinquennial Inspection Reports (QIR) but can also be for damage subsequently discovered, or as a result of lead theft. In the case of a QIR indicating serious problems, or the church being added to the Heritage At Risk Register, the Secretary of the Trust will make contact to offer support and advice on applying for a grant. Otherwise parishes are encouraged to contact the Trust office direct for advice and

church architects ask the Trust to contact a PCC that is struggling with getting repairs underway.

"Requests for grants for repairs to roofs and structural failure to the fabric of the building, as well as for rainwater goods and drainage, make up the majority of applications (and greatest percentage of the funds available). In addition however the Trust offers grants for repair and conservation of windows, floors, internal plastering, wall paintings, electrical switchgear, and essential investigative work necessary prior to repairs.

**The Trust has given over £6m in grants to churches in Norfolk since its foundation in 1976.**

"Equally important is the advice and support available to churches across the county, which is 'only a phone call away'. Straightforward queries can frequently be successfully dealt with over the phone, but for more complicated enquiries the best option is often a meeting with the PCC. The Secretary, Scilla Latham, has the time and expertise to advise on a wide range of issues including the most appropriate grants for the repair

in question, writing funding applications, maintenance plans, project management, advice on Statements of Significance and Need, and where to find information online.

"The news that your church is on the Heritage At Risk Register can seem devastating but it is not a reflection on your 'housekeeping', it may be a result of poor repairs decades ago, or an insidious problem such as subsidence. Inheriting fabric repairs is not a recent development as the inscription in All Saints, Carlton Rode of 1634 makes clear:

*This church was built in it God to adore  
And ought to have been repaired long before.  
By which neglect we did great sums expend  
Then let successors look in time to mend  
For if Decays they early don't prevent  
They will like us when 'tis too late, repent*

"Apart from being of practical help, very often a one-to-one conversation can be the catalyst for a parish having the confidence to undertake a complicated and expensive repair."

Mrs Scilla Latham, Secretary, Norfolk Churches Trust  
[secretary@norfolkchurchestrust.org.uk](mailto:secretary@norfolkchurchestrust.org.uk)

# Annual Cycle Ride & Walk

For the last 32 years the Norfolk Churches Trust has been running an annual bike ride on the 2nd Saturday in September.

The event raises funds for local churches, and over the years around £2,700,000 has been raised. Half the money raised is given back to the participants' chosen churches whilst the remainder is used by the Trust to give grants to hundreds of churches helping them pay for the repair and conservation of their buildings for future generations.

This is a unique opportunity for the Trust and other denominations including ourselves to work together to raise funds for local churches, and with over 600 churches open it is one of the major fundraising events of the year.

Participants for the Bike Ride and Walk are welcome from all ages and can cycle between any churches of their choice.

**Taking part is a really simple way to raise money for your church and enjoy beautiful countryside and churches.**

The event should appeal to anybody who would like to take a bit of exercise; appreciates the importance of our churches to the Norfolk landscape; and wants an opportunity to raise money for their local church and the Norfolk Churches Trust. It's great fun, and is a most enjoyable day for all involved.

This year the Bike Ride and Walk is on Saturday 12 September. For more details on events that run alongside the Bike Ride such as the Cheffins Photographic



competition, Prince of Wales Certificate and the Wall of Fame please visit the Norfolk Churches Trust website: [www.norfolkchurchestrust.org.uk](http://www.norfolkchurchestrust.org.uk)



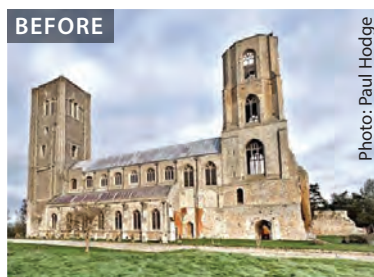


Photo: Paul Hodge

The Revd Canon Christopher Davies highlights tips for success

# Major development at Wymondham Abbey

"For several years our PCC struggled to see a way forward that would enable the Abbey to have fit for purpose facilities that would be appropriate for such an iconic building, but also be affordable.

"In 2008, following a successful year of activities celebrating the Abbey's 900th anniversary, a small steering group was set up to explore options and look at feasibility. Eight years later, 2015, contractors are on site and half way through the £2.75million project and we are looking forward to the long awaited and much prayed for result. There were, however, many challenges along the way and we certainly worked hard to make it happen.

"The following steps may help other churches who are contemplating alterations or additions to their buildings:

- Build the vision with a dedicated team by drawing up aims, objectives and a detailed Statement of Need

- Think big – it is always easier to trim the project than to add at a later stage

- Engage with the wider community early on in your thinking – what is their perspective? Will the project benefit the wider community? For example, can the project contribute to education and interpretation?

- Consult widely but be clear about your goal

- Consult professional/advisory/statutory bodies early in your thinking especially if dealing with a listed building

- Take particular concern with immediate neighbours

- Be aware that there is very little external funding for church based projects that do not have a direct community benefit. The Heritage Lottery Fund awarded the Abbey £1.65million as the project proved to have direct

community benefit. Other large grant making trusts will take a similar view

- Persistence is vital. There will be setbacks, disappointments and frustrations and not a few "blind alleys." Maintain a positive attitude throughout
- Ensure that the regular congregation is kept informed and feels "ownership" of the project
- Be prepared for the "long haul" and make sure the inevitable endless meetings of the steering group are well supplied with good coffee and cake!
- Keep in mind the following prayer – "Give us the grace to accept the things we cannot change, the courage to change the things that can be changed, and the wisdom to distinguish one from the other."

# Benefices rise to the challenge

## What is Parish Share?

Parish Share is a contribution by churches towards the cost of the mission and ministry of the Church in the Diocese, which is primarily the cost of clergy.

## How is it calculated?

For the sake of clarity, we divide the cost of mission and ministry into two:

- The direct cost of placing one full-time stipendiary priest into a benefice. This includes the stipend, employer's national insurance, pension contributions, housing, training and support. This is adjusted if there is more or less than one full-time post, i.e. part-time or House for Duty.
- The additional costs of mission and ministry in the Diocese – Diocesan Mission Support. This includes the training of our curates and Readers, support for church schools, social and community concerns, support for youth and children's work, establishing new churches, training for the laity, DAC, etc.

## Support

Support can be offered in a variety of ways, including financial, assistance with growth plans or stewardship campaigns.

We receive a grant each year from the Church Commissioners (currently £1.6m), the purpose of which is to support struggling parishes. We have used a proportion of this grant to fund the transition process from the old Parish Share allocation method to the new. The remainder is given directly to benefices by way of a reduction in their request.

**Parish Share received in 2014 increased by 8% - thank you!**

## The process

Each benefice receives its Benefice Share request at the beginning of July each year. Multi-parish benefices then need to meet to agree how the share will be divided between each parish. Agreed amounts need to be given to the Diocesan Finance Department by the end of November. Where a benefice believes that it cannot realistically meet the challenge, a meeting will be held to assess the nature and level of support needed, these meetings normally take place in November.

## So what happened in 2014?

**Our Benefices rose to the challenge! Thank you!** Parish Share received for the year ended 31 Dec 2014 was £6,629,328 (93.15% of the total request) an increase of £502,986 (8.21%) on 2013. This is the highest collection achieved in this Diocese.

We ask that you continue to support our ministry and each other, remembering that the responsibility is indeed ours.

*A tremendous effort by all concerned who paid in full - my personal thanks for all your hard work.*

**Bill Hesselby**  
Chair of the Board of Finance

## Annual PCC Forms Reminder

Thank you to so many of you who have completed and returned the various annual PCC forms required each year. It is really important that every parish does so and you can check if we've received yours at [www.dioceseofnorwich.org/churches/pccs/annual-pcc-forms](http://www.dioceseofnorwich.org/churches/pccs/annual-pcc-forms)

All our central mailings and administration use the information you provide on the *Annual Parish Persons Form*, so please ensure this is returned to us as soon as your APCM has taken place. If you have any questions please telephone us on 01603 880853.

**Please support our advertisers; their funding makes posting PCC News to every PCC member possible**

To advertise in PCC News or any of our other publications, please contact Sally Finn on 01603 882322 or email [sally.finn@dioceseofnorwich.org](mailto:sally.finn@dioceseofnorwich.org) or visit [www.dioceseofnorwich.org/advertise](http://www.dioceseofnorwich.org/advertise)

## Pop, Corn & Grace and Saints in the Making



During Open Churches Week 2015 two exciting initiatives will be taking place. Saints in the Making (SIM), a festival to celebrate saints both ancient and modern, is being led by a group of churches in the Aylsham area but open to all parishes across the diocese.

SIM is being held in conjunction with Pop, Corn and Grace FM, the successful radio mission launched last May. This year the broadcast will be on air from 4 August to 7 August, with the studio based in Aylsham church. Working with young people the station will be

reporting on the wider festival, as well as presenting an entertaining and interesting schedule of feature programmes and interviews. See [www.popcornandgrace.co.uk](http://www.popcornandgrace.co.uk)

On Sunday 2 August there will be a special family service at Aylsham church led by the Bishop of Lynn at 2.30pm. The afternoon will include other activities including a trail of saints around Aylsham and refreshments, and the Bure Valley Railway will be running special carriages from Wroxham to Aylsham. The journey is free but seats are limited, with tickets available from the 1st June.

Schools from across the Diocese are being invited to take part in a competition to make life-sized models of saints. All the models

will be displayed in Norwich Cathedral during the first week in July, with the victorious team winning a day at the Horstead Centre. The models will then be displayed at various churches around the diocese during Open Churches Week. For further details please contact Josie Barnett [josie.barnett@dioceseofnorwich.org](mailto:josie.barnett@dioceseofnorwich.org)

Throughout Open Churches Week, SIM will be hosting a wide variety of activities ranging from exhibitions from local artists, to workshops on painting, pottery, needlecrafts, jewellery making etc.

The festival is an effective way of fostering community involvement and to encourage visitors into your church, as well as providing a fund raising opportunity. If your church would like to take part in the festival, and you would like more details please contact Revd Fergus Capie [ferguscapie@yahoo.co.uk](mailto:ferguscapie@yahoo.co.uk) or Caroline Rawlings on 01603 882351 or [caroline.rawlings@dioceseofnorwich.org](mailto:caroline.rawlings@dioceseofnorwich.org)



# Free publicity for parish events during Open Churches Week

The 2015 Open Churches Week runs from Saturday 1st August through to Sunday 9 August.

We want to advertise Open Churches Week as much as possible to the wider public to encourage them to visit our wonderful churches throughout Norfolk and North East Suffolk - but to do that we want to hear from you about the events you are organising to coincide with the Week.

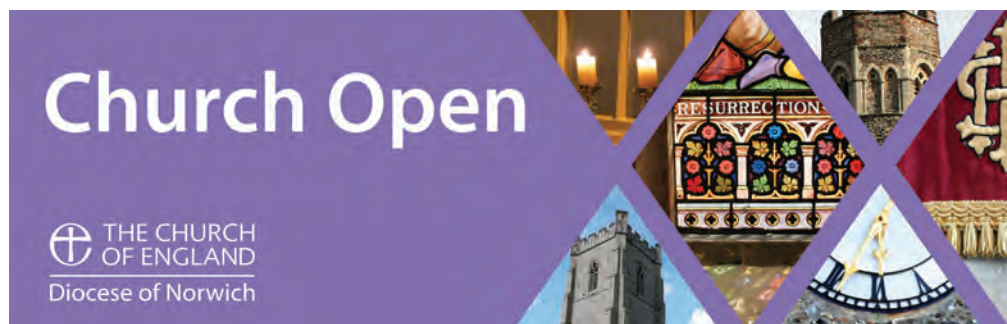
Please contact Caroline Rawlings on 01603 882351 or email [caroline.rawlings@dioceseofnorwich.org](mailto:caroline.rawlings@dioceseofnorwich.org) to let her know - and make sure to add your event to the Diocesan

website at [www.dioceseofnorwich.org/events](http://www.dioceseofnorwich.org/events)

The week begins with the 8th Norfolk Open Churches Car Run on Saturday 1st August commencing at the Cathedral. The cars will wind their way through the river valleys of the Yare and Waveney, visiting nine churches along the route before finishing with a service which is being led by Bishop Graham at St Mary's Ditchingham. Refreshments will be at the Emmaus Café. Profits from the Car Run this year will go towards the upkeep and maintenance of Norwich Cathedral.

The theme for the Week this year is 'Saints in the Making', an initiative which has grown out of *Pop, Corn & Grace FM* (see page 6)

6 x 2ft outdoor banners available for £30



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and although this is being led by a group of churches in the Aylsham area, it is open to all churches in the Diocese.

The festival celebrates saints both ancient and modern. There are already lots of activities planned, including exhibitions by local artists and workshops on painting, pottery etc, but more are welcomed, as this presents us with an ideal chance to foster community involvement, encourage visitors into our wonderful churches, as well as an opportunity for fundraising. Alternatively if you are planning any other activities or events not linked to the theme we will happily advertise them - but those linked with the theme can be given higher priority in our listings.

Many churches may also wish to continue marking the anniversaries associated with the First World War. But there are also many

other significant anniversaries which your church or community may have links to that you may wish to commemorate. These include the:

- 800th anniversary of the signing of the Magna Carta
- 600th anniversary of the Battle of Agincourt
- 200th anniversary the Battle of Waterloo
- 100th anniversary of Gallipoli Campaign
- the death of Edith Cavell
- 70th anniversaries of VE day on the 8th May and VJ day on the 2nd September.

Open Churches banners for outside your church are available from the online shop for just £30. You can also get A4 posters here: [www.dioceseofnorwich.org/shop](http://www.dioceseofnorwich.org/shop)



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Photo: reephamtowncouncil.org.uk

# Three churches in one churchyard; Reepham awarded £18,300 grant

Reepham PCC have received Heritage Lottery Fund (HLF) support for their *Three Churches in one Churchyard* project.

The project aims to repair and restore the mediaeval tower of St Mary's Church because of the poor condition of its roof and stonework. An initial grant of £18,300 has been awarded by HLF to help Reepham PCC to progress their plans to apply for a full grant later this year. The anticipated cost of the whole project will be approximately £305,000. This first development phase is due to cost £32,000.

Reepham is unique in that its churchyard has three churches, belonging to three different parishes. Two churches stand complete today, the third

has only a fragment of wall remaining. Alongside the essential restoration and repair work to the tower of St Mary's, the PCC plans to discover more of the history and the outline of the third church, All Saints Hackford. The work will involve a geophysical survey, and the development of a trail and information resources for visitors.

Both Reepham Primary and Reepham High Schools are keen to be involved at all stages, and there are also plans to involve the community in history and archaeological days.

St Mary's, Reepham and St Michael's, Whitwell stand in the heart of Reepham, just a stones-throw from the Market

Place. Both churches are in frequent use. St Mary's is the primary place for worship and is open daily. St Michael's, which was completely refurbished in 2011, is well-used by church and community groups.

The Rector, the Revd Margaret Dean said:

"We are delighted that the Heritage Lottery Fund has given us this support. The tower needs urgent repair and we have had to fence off the base for over a year because of the danger of masonry falling onto the public footpath immediately below. It is also very exciting to be given the opportunity to explore the ruin of All Saints, which we hope will not only reveal more of its history but also offer the whole

community an outdoor space for prayer and reflection."

A first-round pass means the project meets HLF criteria for funding and the HLF believe the project has potential to deliver high-quality benefits and value for Lottery money. The application was in competition with other supportable projects, so a first-round pass is an endorsement of outline proposals. Having been awarded a first-round pass, the project now has up to 12 months to submit fully developed proposals to compete for a firm award. On occasion, an applicant with a first-round pass will also be awarded development funding towards the development of their scheme.

**Find out more about HLF grants and funding at [www.hlf.org.uk](http://www.hlf.org.uk)**

## Here to help...

To speak to the most appropriate person at Diocesan House contact:

**01603 880853**  
[info@dioceseofnorwich.org](mailto:info@dioceseofnorwich.org)



## Useful websites

### Diocese of Norwich

For local information and updates  
[www.dioceseofnorwich.org](http://www.dioceseofnorwich.org)

### Diocesan Registry

For advice on registry matters  
[www.dioceseofnorwich.org/registry](http://www.dioceseofnorwich.org/registry)

### Caring for God's Acre

Conservation charity for churchyards and burial grounds  
[www.caringforgodsacre.org.uk](http://www.caringforgodsacre.org.uk)

### Church of England Churchcare

Lots of information on caring for church building, contents, churchyards and developing your church building  
[www.churchcare.co.uk](http://www.churchcare.co.uk)

### Parish Resources

Information from the Church of England's National Stewardship & Resources team and offers over 400 pages of resources (web & PDF) to support all aspects of stewardship, administration and management in the local church  
[www.parishresources.org.uk](http://www.parishresources.org.uk)

### Church Legacy

Quick and easy access to essential information for individuals considering leaving a gift in their Will to their local church  
[www.churchlegacy.org.uk](http://www.churchlegacy.org.uk)

### Heritage Gateway

Contains listing guides on all listed churches within this Diocese  
[www.heritagegateway.org.uk/gateway](http://www.heritagegateway.org.uk/gateway)

# Diocesan Churches Trust launched

## Bishop Graham introduces innovative project for church communities with very low population density and minimal congregation numbers

No diocese has a greater concentration of mediaeval churches than Norwich. And some more recent ones too. Six hundred and fifty-two churches for a population of around 900,000 is generous provision by anyone's standards. The landscape of Norfolk would be spiritually flattened if they were removed. Each church building has a story to tell. They have served their communities in a variety of ways. They are often a blessing but they are also a big responsibility, and in some places a burden too.

Even where that burden is keenly felt, a church building is still a silent witness to God's presence in a world where He is often forgotten. We sometimes think the burden has become too much but it would be presumptuous to assume our generation must be

*This is an innovative project; it has never been tried before.*

the one to remove the possibility of a church building being used for prayer and worship by generations yet to come. That's not to recognise particular challenges, especially in some of our most rural communities, where the present model of organisation and maintenance of a church building has proved inadequate. The population of some of our parishes is now very tiny and there is no longer a functioning parochial church council, churchwardens or church officers. Therefore we are launching a Diocesan Churches Trust which will enable a limited

number of church buildings to be leased to it and which will hold them on behalf of their local community. In practical terms this will mean that the church is still available for occasional services and will continue to have a basic level of insurance and maintenance. This will enable such a church to come back into regular use in a way which would be almost impossible if the building was formally closed and declared redundant.

This is an innovative project. It has never been tried elsewhere and other dioceses are interested to see how our Trust will develop. We have been immensely fortunate to receive a grant of almost £50,000 from the All Churches Trust to launch this initiative and get it established.

It is important to emphasise that

the establishment of the Trust is not designed to indicate withdrawal from ministry but to enable some churches to maintain some of their core functions to parishioners which would otherwise be very difficult. Questions are bound to arise and literature has been prepared to explain what we are doing in more detail. This can be downloaded from our website at [www.dioceseofnorwich.org/trust](http://www.dioceseofnorwich.org/trust)

If you have any initial queries, do address them to your Archdeacon or alternatively to Matthew McDade, our Executive Officer for the Care and Development of Church Buildings.

I hope you will join me in welcoming this initiative to support our continuing mission and ministry in the Diocese. Do pray for all those who are involved in it.



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