

PCC News

The newspaper for all PCC members to help support your church



Minding the shop 3



Ten ways to use Parish Buying 6



Cost of living 7



Safety first 10

Cracks throughout the tower



Mike Smith
Fabric Officer North Tuddenham

St Mary's Church, North Tuddenham, is a hidden treasure. This Grade I listed building, lying isolated among fields just off the A47 near Dereham, is treasured for its stained-glass windows, some with medieval glass, and its rood screens. The ornate Victorian tiling on the walls of the nave and the Bevington windpipe organ also draw admirers from the visitors who experience the 'Wow' factor.

All this was in jeopardy back in 2019 when severe cracks were noticed in the vestry outside walls and in the two buttresses supporting the C14 tower. The stability of the tower had been of concern for many years, even decades, but finances had been the problem. The best estimate of the cost of repairs was recorded as a mammoth £385k. Where would we find this kind of money? All this during a time when Covid-19 was rife.

In 2020 Historic England were advised that the tower was in a

precarious state with imminent collapse a reality. They stepped in with a conditional grant of £300k from their Emergency Fund, provided we could raise the remaining £85k. By the end of that year the remaining funds were secured from all the major church charities, including Norfolk Churches Trust. Despite initial problems with VAT recovery from the Listed Places of Worship Grant Scheme, work was finally able to start in March 2021, over two years since the alarm was raised.

By now the cracks throughout the tower had become more and more extensive and the contractors admitted it would be a complex dangerous race against time before the buttresses collapsed.

After extensive supporting scaffolding had been erected and the treasured west window removed for restoration in February 2022, slowly but surely the walls and the buttresses were dismantled flint by flint and rebuilt. Strengthening wall ties were also necessary higher up the tower as there was still movement in the structure. By July this year, after numerous delays, the tower was standing proud again, but we still had to carry out concrete pinning of the foundations, anchoring the buttresses and improving the antiquated drainage system.

I am proud to report that the project will be complete in November. Relief!

Over 50 families helped

Georgina Warren
CPR Programme
Children & Families Worker

Given the current economic climate, it is likely that many families, if not most families, are struggling to make ends meet, and to meet the needs of their children.

There are costs involved with having children that are unavoidable, such as clothing and feeding them, particularly clothing them for school.

In response to this need, the Oulton Broad Team Ministry in partnership with Lowestoft Rising, which comprises a group of five public sector partners – Suffolk Police, Suffolk Police and Crime Commissioner's office, East Suffolk Council, Suffolk County Council and NHS Great Yarmouth and Waveney Clinical Commissioning Group, set about starting a uniform bank.

The aim of the uniform bank has been to help in any way that it can to bridge the gap and supply families with as much as possible so that their needs are met with dignity and respect.

New items are provided, where possible, for the generics (shirts, trousers, skirts and dresses), and good quality pre-loved items are given, where available, for the school-specific items, and all items are free.

We have formed a relationship with the community champion at Morrisons Pakefield so that anyone can buy a Pick up Pack in store, containing brand new essential uniform items. We have also built up a good stock from local donations, with people travelling



across the town with their pre-loved items so that we can give them a second life, and received donations from several local charity shops that were struggling, as well as some lost property from several schools.

Although each school has its own approach and policy for helping those who struggle, many families feel that they may be stigmatised or judged if they admit to financial strain and so choose to not disclose to the schools that they need help. It can be easier for a family to go to a third party that has no involvement with the school.

People do not have to meet any qualifying requirements and no questions are asked. We believe that if people are trusting us enough to be vulnerable and come to us, they deserve to maintain as much of their dignity and independence as possible.

National studies have shown that children perform better in school when they have a uniform that they can be proud of and helps to give them a sense of community and shared identity. Equally, we

recognise that the independence of families is important and so we wanted to provide as enjoyable a 'shopping' experience for them as possible, rather than creating an environment that made them feel uncomfortable. We use our own labelling and tagging system, everything is laid out on tables and rails in size order, and everybody who they meet is friendly and unobtrusive so as to give them the respect they would expect when visiting any shop.

To date we have been able to help in excess of 50 families, since starting at the end of August, and many of those families have multiple children. It has been a privilege to help families in this way but also get to know them. We are hopeful that they get a sense of community when they come to us, which may mean that they seek support from the Church in other ways. This has been an important focus as we emerge from a time where people have been shut off from their communities, forcing people to think very individualistically.

Editorial

Robert Culyer
Generous Giving Adviser
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However much we are prepared for events in life sometimes we are then taken by surprise by some of the corresponding outcomes. Take for example the death of our beloved Queen.

People who have not visited a church for a long time felt the need to go and experience the comfort from being in a church. The death of the Queen and the subsequent tributes highlighted what a faithful servant she was to God. Her Majesty's death led to an outpouring of grief not only at the gates of the palaces but also in our churches across the Diocese.

I do wonder if this emotional experience has made a lot of people realise that there is something missing in their lives and going forward they will turn to faith and attend church on a regular basis? As a church there was plenty of evidence to show that we were there for those seeking solace. This has been evident by the number of condolence sheets, from our churches arriving at Diocesan House on a daily basis. We just need to make sure that we can keep providing for the needs of the community and that they appreciate the pastoral nature and the love offered by the church.

As we go into year two of the Diocesan Vision vision we are called to be pastoral, to model the ministry of the whole people of God after Jesus the good shepherd. We will respond with loving service to the needs of the communities where we live and work, and teach, baptise and nurture new believers. It is very easy in life to say 'oh yes we are doing that already' but life experience has taught me that sometimes we think we are doing something but until

we drill down a bit deeper and really monitor our activities, we cannot be sure that we are doing what we are saying. Let's look at the vision statement again. Do you as a church have a proactive plan to seek out people to teach, baptise and nurture new believers? The first step may be something as simple as encouraging your congregation members to bring someone along to church with them. Being proactive can make a real difference.

Would it be worth having an agenda item to discover if we on a personal level and our church as an organisation are providing the fertile soil to serve God? Each PCC has a plethora of policies but do you ever check that we follow them? The statutory policies are policies that keep our parishes running efficiently, but do we measure how effective are we at serving and promoting our faith, our mission? I acknowledge that we register baptisms but is that enough? What do we do with this information?

We read in the Bible that we reap what we sow, but are we receptive to the opportunities to enable growth? The seeds have the power to deliver but are we sure that we are aware of these opportunities, do we have, besides other things, a generosity of spirit to act with kindness, to be open and willing to share with others without expecting anything back in return? Are we willing to give of ourselves totally? Generosity of spirit is created through respect and compassion for others. Are we actively providing loving service for the needs of our community? Do we know what they are? Are we actively teaching, baptising and nurturing new believers?



Following a series of difficult Christmases, churches across the Church of England will be hoping that 2022 offers a chance to welcome people back to services and events that haven't been possible recently.

Discover resources to invite your community back to church

this Christmas. The services and events will be specific to your community, but you will find signposts to the national branding, reflections and more that will help you to invite people into your church – both online and onsite.

With the World Cup final taking place the last Sunday

before Christmas and the change in traditions of families since the pandemic, having a more 'normal' Christmas will still mean we need to do some things differently.

Explore this year's Advent and Christmas resources at:
www.DofN.org/Christmas-Resources

Introducing Naomi Rizk

Naomi Rizk
Generous Giving Administrator

My name is Naomi Rizk, I have recently joined the Parish Support Team as the new Generous Giving Administrator.

Having travelled the world, I was always fascinated by churches in all the countries I visited and the community it brought together in every area.

In one of my travels, I was in Lebanon (my husband's home country), we were visiting the monastery of St. Charbel, a well-known saint in Lebanon. I felt a strong inner feeling of happiness and peace that I had never experienced in my life. It happened

that I read this scripture while I was over there: 2 Corinthians 9:6-8

"Each of you should give what you have decided in your heart to give, not reluctantly or under compulsion, for God loves a cheerful giver. And God is able to bless you abundantly, so that in all things at all times, having all that you need, you will abound in every good work."

After reading this I wanted to do something to give back and to do something that makes me feel that I am contributing to God's will, but I was not sure how and where until I came across this role at the Diocese of Norwich.

This scripture was so relevant to my new role, which makes me happy that I am doing something that helps contribute to what is in



God's will and plan.

I feel very lucky to be a part of such an amazing Christian community while doing something that gives back to the beautiful churches of England.

[Naomi's role is part funded by The Archbishop's council.]

Introducing Frances Jackson

Frances Jackson
Historic Church Buildings Support Officer

Hello, my name is Frances and I started working as the Historic Church Buildings Support Officer for the Parish Support Team at the beginning of September. My role is financially supported by Historic England. I have lived in Norwich for much of my life and had various jobs and hobbies that

have involved church buildings over the years, from singing in church choirs to trying my hand at bellringing, learning about historic building conservation to working as a verger at St Peter Mancroft church. I have two lovely bouncy children and I enjoy cycling, gardening and the odd bit of building work – most recently finishing the final room in the house my partner and I built together. I'm really looking forward to meeting you and supporting those who care for our



wonderful church buildings with the various joys and challenges that entails. I am already humbled by the amount of love and work that goes in to looking after the many churches in Norfolk and feel privileged to join my efforts to those in ensuring these living stones continue to stand in good health for years to come.

To advertise in PCC News

If you would like to advertise in PCC News please contact Naomi Rizk on 01603 882322 or email naomi.rizk@dioceseofnorwich.org



Quite often I am so impressed at how the Lay leaders in a parish in interregnum step up. On a recent visit to Hingham I was amazed at all the great things they are now doing. They are trying several new ideas as well as making very positive steps to improve their finances. I have therefore asked them to share their good practice. If you are also doing great things whilst in interregnum please do write in.

Minding the shop



Dr Richard Till
Hingham

Our Rector retired in Summer 2021. We knew it was unlikely the Rector would be replaced quickly, and in fact we were told that our Benefice was to merge with a neighbouring team on the appointment of a new incumbent. Change was coming and we had to consider what our future was going to look like.

The PCC realised we had two options: to take a conservative stance and keep things 'ticking over' until a new Rector is appointed, or to take a more reflective approach and use this time as an opportunity to stand back, look critically at everything the Church has been doing, and consider where God is guiding us for the future.

The PCC has created a new

vision statement. We have realised that (i) we have to prioritise the growth of the church through evangelism, and that (ii) we need to bring people into our Church by opening our historic building to wider community use.

Whilst drawing people in is essential for the Church's mission, that cannot be achieved, however, without the resources needed. We knew that we were not going to get a replacement full-time Rector, and that this loss was a direct result of underpayment of our Parish share. If the Parish's financial standing is not improved urgently, then the whole of our mission is in jeopardy. Therefore, securing the Parish's financial future is our third priority.

We started by looking at changes to giving patterns during Covid and realised that the reduction in cash donations was mirroring

a reduction in cash usage throughout society. We therefore installed a CollecTin card reader (www.collectin.org) via Parish Buying which has already paid for itself five times over. This service also allows online donations via our newly relaunched website.

Reforming regular giving however was more difficult. No-one really likes to talk about money, so we sought external help. We were pointed in the direction of the Generous Giving advisor by the Archdeacon's team and they gave a presentation on the Parish Giving Scheme to the PCC and explained how it handles direct debits and gift aid, removing a major headache for our treasurer.

We are at the start of our journey with the Parish Giving Scheme and having signed up we are about to launch this with the congregation. Beyond money, we are working in lots of new ways to bring people into our Church too: a dog-friendly Paws for Coffee café; material support to the community through the Wall of Kindness leave-a-coat project; a new Community Pantry to provide basic food and other essentials to families hit hard by the cost-of-living crisis; and an SOS email service for requests for prayer, visits and pastoral care.

An Interregnum is proving to be a God-given opportunity for us to reassess our mission in a period of uncertainty and change. We look forward to a new Rector joining us to take God's work forward!

Heartsease Community Money Advice Centre

David Lechmere
Heartsease

The article in the Autumn PCC News implied that the work being done in the Heartsease Benefice was connected to CAP (Christians Against Poverty). This was incorrect. The Heartsease Community Money Advice Centre is affiliated to Community Money Advice (CMA). CMA (like CAP) exists to support churches and other Christian organisations in providing regulated debt advice to those who need it in their communities.

The main CMA model relies on locally trained debt advisers (CMA provides the training) who manage all aspects of a client's problems. A variation on this is the idea of a "satellite" centre which might be established in another church but relies on the main centre for its permission to



operate and its compliance with the regulations issued by the Financial Conduct Authority.

CMA also offers the alternative model of a "Connect" centre. In this case the local volunteers are trained (by CMA) as Money Mentors to record and assess a client's situation, but the actual formal debt advice is provided by trained advisers at a central CMA Hub.

As the only Anglican church in the Diocese affiliated to CMA the

Heartsease Community Money Advice Centre would be pleased to discuss options for providing debt advice to any other church that wishes to extend its ministry in this way.

More information can be obtained from the CMA website www.communitymoneyadvice.com or by contacting David or Deborah Lechmere at heartseasecmacentre@outlook.com, 07765 739987

Prayer

Transformed by Christ
to become more **PASTORAL**

Transform us O Christ,
that, like Peter,
we may hear you charging us
to shepherd your sheep:
may we too respond for love of you
by feeding the hungry
and tending the vulnerable.

Amen

The Diocese of Norwich

ADVENT CALENDAR

Sunday 27 Nov – Sat 24 Dec

Subscribe at www.DofN.org.uk/advent

*Looking for ways to give your
fundraising a boost?*

*Have you thought about hosting a
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Image from a valuation day at St Andrews Church, Deopham

The experience of introducing the Parish Giving Scheme



Revd Dr Trudie Morris
Priest in Charge
Briningham & Briston Benefice

When I was an incumbent in Derby Diocese in 2017, the Diocesan Synod agreed to introduce the Parish Giving Scheme and parishes were invited to be involved in a pilot study. At one of my churches, St Andrew with St Osmund Derby, an urban parish on the highest

deprivation index, the Sunday offering was almost entirely cash giving through the plate using an envelope scheme. The small but very faithful older congregation were largely on fixed pension incomes and distrustful of direct debit as they saw it as a commitment they would find it difficult to stop if they needed to. This seemed like an excellent pilot for PGS and I signed us up!

I introduced the scheme and the thinking behind it at a PCC meeting. Predictably the members were very suspicious and thought it was not for them. However, once I explained that registering to be part of the scheme did not mean

any financial commitment on the part of the PCC or having to have x number of people signing up – in fact we could simply register but have no donors at all – they reconsidered. I pointed out that as a church, it would make us ready for when someone came along who did want to make a commitment to give regularly through the scheme. The PCC passed the resolution and I sent off the paperwork.

At the next PCC meeting the Treasurer arrived excitedly waving a bank statement. “This money has appeared in our account!” “That would be me” responded our PCC secretary. “I thought I would give the PGS a go. It was very easy

to set up.” We then explained to the Treasurer that this donation has the accrued Gift Aid attached to it. She did not need to reclaim it, and that this would happen every month. One by one during the year others followed suit. It just took one to make a difference, and in fact it is very easy to stop a donation if you want to.

I joined Norwich diocese in April this year and saw we were just introducing the Parish Giving Scheme. I registered nine parishes here in the B&B benefice in North Norfolk, following a meeting with all our Church Wardens and Treasurers, who recommended to each PCC that they register with the PGS. In our benefice of many villages we wanted to use the scheme to reach out to parishioners who may not come to church but do not want to see their village church in financial jeopardy as some of them are. In October I wrote to each parishioner with a letter tailored to that village and its church's headline incomes and expenses. It was easy to see that some churches were living

on borrowed time. With each letter was a leaflet about the Parish Giving Scheme and a form. Results are beginning to come in: emails, letters and phone calls of support, some people saying they are going to sign up to the scheme, others wanting to make one-off donations at this time, others offering help in other ways. Now our churches are registered, the PGS will be central to our stewardship renewal programme as we gradually move our congregations from plate to planned giving through the PGS, one-by-one-by-one.



A brief introduction to the faculty system

Nicholas Cannon
DAC Secretary

The faculty system is in effect a parallel planning permission system covering church buildings and churchyards. There are three main reasons why such a system exists:

- 1. Some changes to church buildings involve questions of theology or churchmanship, which are for the Church to decide rather than the secular planning authorities. This is known as the ecclesiastical exemption. However, significant external changes to churches, particularly listed buildings, may still require secular planning permission.**
- 2. It ensures that parishes wishing to change their church take expert advice and remain within the parameters of church doctrine and policy.**
- 3. It safeguards the interests of the community beyond the current immediate congregation, including residents in the parish and those concerned with the preservation of the national heritage.**

The usual procedure is that a parish (generally but not always the incumbent or the PCC) applies for a faculty (a permission) to the Diocesan Advisory Committee (DAC), which meets monthly to discuss and assess such

applications. The DAC consists of a group of experts in the Diocese, some from the clergy, others with extensive architectural, historical or legal experience. They can call on the support of specialist DAC Advisers on a wide range of issues such as liturgical matters, church bells, clocks, organs, wooden furnishings, silver and so on. The DAC on receiving an application often asks the parish to provide more information to help consider the case. It will usually ask the parish to post public notices of what is planned, and will also usually consult heritage partners with an interest, such as the Church Buildings Council, the Society for the Protection of Ancient Buildings, Historic England, and others. The basic objective is to build a consensus on the way forward. Once the DAC has come to a conclusion, the application is formalised as a legal petition and forwarded with a recommendation through the Diocesan Registrar (basically, the Bishop's solicitor) to the Chancellor, a judge appointed by the Bishop to deal with faculties and other church legal matters. In the Diocese of Norwich, the Chancellor is David Etherington KC.

The Chancellor will consider the petition and any objections raised and come to a decision whether or not to issue a faculty to allow the proposed works or changes to go forward. His deliberations are nearly always on paper, but he may convene a hearing to take oral evidence from interested parties, a sort of court case. There is a right

of appeal against a Chancellor's decisions to an appeal court called, in the Province of Canterbury, the Court of Arches. This is very rare. Technically there is a right of further appeal to the Privy Council, but the last time this happened was in 1928.

The Chancellor's faculty is time-limited, and parishes are supposed to complete the works envisaged in that period. If, as very often happens, the parish runs out of time, they can request an extension of the faculty from the Chancellor by emailing the Diocesan Registrar. It is best to do this before the faculty runs out, otherwise the Chancellor may insist that the whole process be re-started from scratch.

If a parish realises that they have inadvertently taken action without the necessary faculty, they can apply for a retrospective confirmatory faculty. Where immediate work is needed against the clock, the parish can ask for an emergency interim faculty. When King's Lynn Minster flooded recently, the Chancellor issued a faculty for the emergency repairs in under two hours. But the faculty system is a serious legal requirement: significant changes to church buildings without the necessary permission are illegal and, while clergymen are no longer thrown into prison in such circumstances as they were in the controversies over church ritual in the Victorian era, the Chancellor has the power to order works to be



dismantled at the incumbent's or churchwardens' personal expense or to impose fines. While this might sound a bit heavy-handed, it is very rare (and of course happens all the time in the secular planning system).

Many minor works can be done without a faculty: 'List A' works which a parish can do on its own initiative and 'List B' works which an Archdeacon can authorise. The Chancellor also issues Churchyard Regulations which

indicate which memorials are given general permission (these vary from Diocese to Diocese). In the Diocese of Norwich all faculty and List B applications must be made through the Online Faculty System. This can look a bit daunting at first, but in practice is fairly straightforward, and my Church Care colleagues within the Parish Support Team are there to help if you get stuck, or if you need help or advice with other aspects of the faculty system.

All the help you could need

James South
Senior Finance Officer

When I joined the Parish Support Team in 2010, one of my earliest tasks was to create a simple Excel spreadsheet to help our treasurers to complete the Return of Parish Finance (ROPF) form, which each parish in the Church of England is asked to complete.

Over the following twelve years and with feedback from numerous treasurers in that time we have established the Parish Accounts Workbook (PAW). This is a free Excel spreadsheet which enables PCC treasurers who prepare their accounts on the receipts and payments basis to produce not only the ROPF form but also the annual

accounts in the correct statutory format, ready for inclusion within the PCC's annual report.

We provide the workbook and guidance notes on the Diocese website to download and in addition to this, we can provide one to one training (either face to face, or via Zoom) as well as email and phone support ensuring that help for our valued treasurers is always available.

We find that for those parishes that use the workbook it can aid succession planning as it is one less new task that an incoming treasurer is expected to master straight away, as they will have the comfort of knowing they have ongoing support from the finance team.

After three years, the most recent version of the workbook, PAW 3 will be going live



towards the end of 2022 on our website. Due to some of the complex background work that automatically occurs within the workbook, this has previously meant that only treasurers with a licensed (paid) copy of Microsoft Excel on either PC or Mac have been able to use this.

However, we are currently working on creating a version of the workbook which will be compatible with Google Sheets to ensure that a free, cloud-based option is available to treasurers which can be used and shared across multiple devices.

No previous experience

Pat Oughtibridge
Treasurer Dersingham

As a new Treasurer to the PCC, I started using the Parish Accounts Workbook at the beginning of 2018, I had no previous experience of using an Excel Workbook and no experience of accounting! I initially found the workbook quite daunting but had help from one of our churchwardens who was familiar with Excel. James South was incredibly supportive when I struggled sometimes to correct mistakes. The workbook offers a system of recording details of income and expenditure for individual activities, funds etc

and can be filtered according to date, enabling lists and totals to be produced. This function has been well used. The Details page at the beginning shows the cumulative amounts of all accounts and is helpful to show an overview. The two most useful functions of all, for me, are the ability to have the information for the Return of Parish Finance and the end of year Financial Statements readily available. After four years, I am familiar with the workbook and have learnt a lot about how it all fits together. Importantly, I feel confident that the requirements of 'PCC Accountability' and the 'Charities Act and the PCC' have been met.

Reluctantly took on the role

Jean Terrington
Treasurer Wells-next-the-Sea

I reluctantly took on the role of Church Treasurer, for one year, when the then treasurer was extremely ill in hospital and, now almost nine years later, I am still in post! Before deciding on what programme to use I contacted the Diocese Finance Department seeking their advice as to the best computerized programme to use. James South suggested I had a meeting with him and he would explain how the Parish Workbook could be tailored to suit the PCC's needs and he also very kindly went through with me how church accounts need to be presented.

The Parish Workbook programme has worked extremely well for us, including recording fund raising for a replacement church floor project and more recently our Lottery funded Well, Well, Wells! The Restoration of St. Nicholas Church project which is currently underway. James has always been extremely helpful

in tweaking the programme to accommodate our PCC's accounting requirements, including the holding of restricted funds within our main account, and indeed any issues I have had in operating the Workbook, and I must say the programme works extremely well.

What initially encouraged me to use the Workbook was that it gives any PCC the comfort of knowing that if for any reason the treasurer is unable to operate the accounts, anyone taking over can contact the Norwich Diocesan Finance Department for guidance and support on how to continue using the computerized accounts already in operation.

	Income	Expenditure	Surplus	Reserves	Current Year	Total
Income						
Parish income	10,000		10,000		10,000	10,000
Gift aid	2,000		2,000		2,000	2,000
Other income	1,000		1,000		1,000	1,000
Expenditure						
Worship		5,000			(5,000)	(5,000)
Administration		2,000			(2,000)	(2,000)
Other expenditure		3,000			(3,000)	(3,000)
Surplus						
Surplus	10,000	(10,000)				
Reserves				10,000		10,000
Total	13,000	13,000		10,000		23,000

An excellent guide



Liz Ashness
Treasurer Erpingham

I became Treasurer at Erpingham in 2012. As I have no accountancy training I was relieved to find the Parish Accounts Template, now the Parish Accounts Workbook. I have used it ever since and could not function without it.

For me the main benefits of using the Workbook are these.

- The comfort of knowing that I am recording transactions in a format recommended by the Diocese.
- Although there are some aspects of the Workbook that

are necessarily fixed, there is enough flexibility to suit our circumstances.

- Being able to easily make entries into different funds within our current bank account, eg the General Fund and then several Restricted Funds.
- The summary reports that can be produced for reporting to the PCC.
- The ability to produce a budget or simply compare the current year with the previous year.
- The filters allow rapid searching for information on past transactions - so much quicker than searching through paper files.
- The automatic production of Financial Statements at the end of

the year in matrix format.

- All the information needed to complete the Return of Parish Finance, so avoiding lengthy calculations.
- The Year End routine which automatically sets the Workbook up for the next year, this saves hours of work and ensures accuracy.
- Giving an electronic copy to the Independent Examiner makes their job easier.

James South has continued to develop the Workbook and it is now even better than ever. There is an excellent Guide and James is available to help with any problems that arise.

Wouldn't be without PAW

Sally Norwood
Treasurer Guist

I am the treasurer for Guist and have been using the Parish Accounts Workbook since it was first introduced.

It enables me to produce professional looking accounts and because all income and expenditure is placed into categories that I select I am able to compare like for like each year. The final accounts list the previous

year figures as well.

It is possible to separate a number of different accounts and undertake a bank reconciliation. Sunday and weekday collection figures can be recorded with gift aid details which helps with my gift aid and GASDS claims. Best of all it produces the Return of Parish Finance form and enables me to submit the accounts electronically to diocesan house.

I do still keep a manual cash book as a backup and for auditing purposes but I wouldn't be without the Parish Accounts Workbook.



DIOCESE OF NORWICH

Ten ways to use Parish Buying



Did you know that the Parish Buying service was created by the national Church to serve parishes and other church communities, and that over 23,000 PCC members, church wardens, treasurers and clergy have joined so far?

Registering is quick, easy and free -
parishbuying.org.uk/register

Importance of digital giving



WHY DID THEY ALL JOIN?



ONLINE GIVING

The average gift online to churches is four times more than a contactless gift, and for people who prefer to give this way, it is an important method to offer. An excellent solution, currently free of all charges except the transaction charge, is available on the Parish Buying online giving page, (parishbuying.org.uk/giving) For people who like to pay via mobile phone, you can offer QR codes too (parishbuying.org.uk/QR-codes)



ENERGY, INCLUDING SUSTAINABLE ELECTRICITY

Something really simple has become quite complicated in the last few months, with huge price changes for electricity and gas, and chaotic conditions in the market. The Parish Buying Energy Basket (parishbuying.org.uk/energy-basket) – with its green electricity – has protected member churches from price changes year after year. And if your church prefers to enter into a 1, 2 or 3-year fixed-term contract, you can do that too.



CONNECTIVITY AND TELEPHONES

Connecting to the internet for your church, church office or hall gives lots of benefits – there are some examples at churchofengland.org/connectivity. Parish Buying suppliers can help set you up on parishbuying.org.uk/telecoms



CONTACTLESS GIVING

Some people still carry cash, but many don't, and the place to go if your church is deciding which contactless giving unit to buy is Parish Buying (parishbuying.org.uk/giving) which has negotiated some keen pricing. On average people give between three and five times more than when they give in cash. You can also find devices for taking payments for concerts, hall rents, fundraisers, raffles and fees.



NET ZERO CARBON – ENERGY AUDIT

Are you considering an Energy Audit for your church, to work out the changes you can afford to make a difference? Take advantage of a subsidised one (parishbuying.org.uk/energy-audit) from Parish Buying.



NET ZERO CARBON – SOLAR PANELS AND HEATING

Some quite small changes to your building can make a surprising difference. When you have a plan, then some suppliers/installers of solar panels and heating solutions are available on our Net Zero pages at parishbuying.org.uk/net-zero-2030.



INSURANCE

Insurance is often one of the biggest items of expenditure for a parish, after the cost of ministry. Before your current contract comes up for a renewal it is worth getting a quote from one of the two specialist insurers, Ecclesiastical and Trinitas. There is a helpful buying guide at parishbuying.org.uk/insurance.



AUDIO-VISUAL

Maybe you're looking for a sound system, or perhaps you want to share your activities over the internet to include those who are house-bound or unable to be there in person. Either way there are solutions available on the Parish Buying AV pages, (parishbuying.org.uk/av).



SUPPLIES AND PRINTERS

We can't list every product category available on Parish Buying, but if you need catering, hygiene or cleaning supplies you will find them at parishbuying.org.uk/office-products. Parish or team printers are available on the photocopiers and printers page, (parishbuying.org.uk/photocopiers).

CAN'T SEE WHAT YOU NEED?

We survey our members regularly, and try and respond where there is enough demand.

Registering is quick, easy and free – parishbuying.org.uk/register
 and you will receive a monthly newsletter as well as full access to the website.

With the rising cost of energy I would like to hear from any benefices that have decided to heat just one church and worship in that church during the cold months. I am sure our readers would like to know how successful this was in keeping worship in your benefice going and the money that you think you have managed to save. I would also like to hear of any other money saving ideas that you have put into operation in your parish.

Cost of Living Support

Elizabeth Humphries
Communications Manager

The cost of living crisis in the UK is affecting everyone. Food, fuel, energy bills, council tax and water bills are all increasing. The covid pandemic, the Ukraine war and soaring inflation continue to push

bills higher. Energy bills have increased by over 50% for the typical household.

In October, the Church of England set up a fund to provide £15 million for dioceses to help churches struggling to pay energy costs. The Energy Costs Grant will help PCCs to cover the increased cost of heating and lighting

church buildings this winter. There will be more information on how this will be used in the Diocese of Norwich soon.

For more cost of living support, resources and information, there is a section on the Diocese website here which you may find helpful: www.DofN.org/cost-of-living-support

Can your church or hall offer a warm space?

Jennie Vitkovich
Crossroads Earlham
Earlham Parish

You may be thinking about providing a 'warm space' for people in your community this winter and many churches already do this. It's a practical response to the cost of living crisis and there is funding available if you are considering this option.

Crossroads St Elizabeth's in Earlham parish is already open to the community in the week for activities on certain days and as a foodbank distribution point. So it seemed a sensible idea for them to offer a warm space for the

community on those days. Jennie Vitkovich from Crossroads Earlham writes: "We weren't put off by having to fund extra heating because it seemed an obvious thing to do and we feel this is a really important part of our outreach work. One room in particular in the building will be the designated warm area and we can adjust individual radiator thermostats as required.

We applied for, and have received, a grant from the Winter Resilience Fund offered by Norfolk Community Foundation. The money we received is for refurbishing the designated warm room, providing free refreshments and for heating costs.

The current financial

situation provides us all with an opportunity to reach out to our communities and offer them a warm welcome into our church buildings or halls. Our experience suggests that this does not always have to be a big project, a couple of hours a week can make all the difference for people and make them feel cared for."

If you are providing a 'warm space' at church, don't forget to register it on the map for people to find: www.warmwelcome.uk



Church volunteers see rise in emergency support for families

Maggie Anderson
Volunteer
St Nicholas Church, Dersingham

Volunteers at a Christian based charity in Dersingham say they are putting together more emergency moses baskets for new parents due to the cost of living crisis. Baby Basics is a charity which gives away emergency items to new mums in difficult circumstances and has locations all over the UK. In Norfolk and Waveney, there are two locations, Dersingham and Lowestoft. Referrals are made through health professionals.

Maggie Anderson, a volunteer at St Nicholas Church in Dersingham says: "These parents are desperately in need. We're all volunteers, and we have four ladies in the community who do



all the washing and ironing for us, everything donated needs to be washed. And we've got others who make beautiful bags that mums can use for nappies and toiletry bags they can take to hospital. Each mum deserves dignity and to feel special too."

Maggie says the need for the moses baskets with emergency provision has increased, mainly due to the cost of living crisis.

"In 2020, we made 97 moses

baskets, in 2021, it was 216 and we've already made 243 this year. There is a real and desperate need. It would be wonderful to have another Baby Basics in Norfolk. If a church is looking to set one up, I'm happy to help, there's also support from the Baby Basics central team in Sheffield."

If you or your church would like to know more about Baby Basics, send an email to news@dioceseofnorwich.org

Mitigating risk

The energy cost outlook for the coming months is looking worse than anyone could have predicted. This includes prices having increased in some cases by up to 400% over the last 18 months. Those churches currently out of contract will be paying out of contract rates and are exposed to volatile pricing.

Unfortunately, church meters are classed as "commercial", and are not protected by the price cap which applies to the domestic market. We are finding that some churches are dealing with this in the same way as their domestic contracts at home, but the reality is that they are completely different as, for churches, out of contract rates do not benefit from the domestic price cap. Potentially, in these cases, churches are subject to huge out



of contract rates, and to budget uncertainty.

Pricing is expected to rise over the next few weeks mainly due to the issues with Russia and Ukraine. We are currently in a situation where many suppliers simply are not offering contracts to new customers. To mitigate this risk please assess your current contract, and if you are exposed to out of contract rates please consider entering into a new contract to best protect your church whilst it is still possible to do so.

Are you getting reduced rate VAT on your Church's energy?

Churches should always fill in a charity declaration when signing up with their energy supplier (or even afterwards if they forgot at first). Otherwise, as churches are classified as businesses – not homes – a church will pay 20% VAT and the Climate Change Levy (CCL).

Every company has its own form, and once accepted, your

church will be charged only 5% VAT and will be exempt from CCL. Churches will generally be eligible for 100% relief, but some church halls will not be able to claim 100% charitable use. This is made clear on the form. It applies to electricity, to gas, and to oil.

See the HMRC guide here www.gov.uk/vat-charities/what-qualifies-for-relief

Have you thought about popping a Christmas card through every door in your parish with your services printed inside the card?

Do you need a graphic designer?

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Education and schools work – Trustees required

Paul Dunning
Director of Education

Governance across the Diocese of Norwich's work with its schools and academy trusts is strong. However, we are never complacent and are always seeking to encourage new talent to join us in these non-executive voluntary

roles. The Diocesan Board of Education (DBE) expects and ensures that all involved promote and help develop the Christian ethos and culture of our schools and academy trusts.

We are currently seeking those with the following skills and experience:

- Finance
- Human Resources

■ Organisational growth and development

If you would like to make a difference to the life chances of children across the Diocese and support staff in our schools read on!

Brief overview of the academy trusts in the Diocese of Norwich

Across the Diocese of Norwich there are 110 Church of England schools (only two of these are secondary schools) educating around 17,000 pupils. Of these, 85% are classed as small (less than 200 pupils) and 50% are very small (under 100 pupils). These predominantly serve rural areas and market/coastal towns.

Our Education Strategy 2018–

2023 can be found at:

www.DofN.org/Education-Strategy and sets out our ambition to see schools provide a high-quality holistic education and remain sustainable into the future. We believe this is best achieved by working collaboratively and joining one of our two multi academy trusts: St Benet's Multi Academy Trust (MAT) www.stbenets.org or The Diocese of Norwich Education and Academies Trust (DNEAT) www.dneat.org.

Both are governed by a Board of Trustees, and we would welcome the opportunity to talk to potential new trustees.

If serving more locally is of greater interest to you, our schools are always keen to recruit new local

governors to support their work.

How to find out more

If you are interested in exploring how you can serve the Diocese as an academy trust trustee or school governor, please contact Paul Dunning, paul.dunning@dioceseofnorwich.org or 07587 550457.



Learn something new everyday

Ruth Robinson
Chair of Governors
Swanton Morley VC Primary School

Since becoming a governor over 12 years ago I continue to learn something new every day and that is what I most enjoy about being a governor. Although I have governed at the same school over that period of time I still learn as much now as I did 12 years ago. However, there is one thing that remains constant and that's the strong ethos and vision we have for our school, which takes its strength from the connection we hold as a Church of England school.

For myself, I became a governor because my children were starting school. Working in the financial services sector I knew nothing of the school system they were about to embark on for the next 13 or so years of their lives. I felt I could add value to another school by supporting



them as a governor but mainly allow myself to learn and develop.

What I hadn't reflected on is the strong sense of accomplishment and pride you get from working with a team of individuals who all bring their own value and skills but have one common goal – to provide the very best education for our children.

I am honoured and privileged to lead our team of Governors at Swanton Morley VC Primary School as their chair and continue to learn as well as share my knowledge and experience to deliver our overall goal.

Academically rigorous and engaging

Hannah Monk
Head of Governance

One project being developed as part of the outworking of our Diocesan Vision is: "to strengthen our work with children, youth and families, we will develop more fruitful connections between school and church." There is already much great work going on in this area, but one constant is the need for Foundation Governors who can support the school and its staff as they seek to live out their Christian vision.

Those involved in school governance will tell you there is lots to do but that it is a rewarding way to serve your community, particularly the younger generation. In church schools we have the privilege of upholding the Christian foundation often established over 200 years ago. In the 21st century that is worked out through



ensuring that Christian principles are embedded in the day-to-day life of the school. Examples include a daily act of Collective Worship, a Religious Education curriculum that is academically rigorous and engaging, a physical environment that provides for reflective spaces, and that the spiritual development of pupils is taken seriously.

It is often written that we need governors with particular skills such as finance, personnel management, or school

improvement, but even more importantly we need Foundation Governors who care for their local church school, who recognise this work as part of the mission of the church and who want to serve through building relationships with those working and studying in our church schools.

If you would like to find out more, please contact our Head of Governance, Hannah Monk on 01603 550163 or hannah.monk@donesc.org

Faculty applications and extensions

Nicholas Cannon
DAC Secretary

The Lord Lieutenant of Norfolk has presented a number of churches in the Norwich Diocese with plaques commemorating the COVID epidemic. To avoid the need for numerous identical faculty applications, David Etherington KC, the Chancellor of the Diocese, has granted an Additional Matters Order in respect of these plaques. This means that the installation of such plaques will not require a faculty, and can be authorised by an Archdeacon as a List B matter subject to certain conditions. The conditions are that the plaque should be attached to a churchyard

wall; porch; internal or external noticeboard; or in a church hall or community space: provided that it is not attached to any historic (ie pre-1900) fabric. Plaques that do not meet these conditions will still require a faculty.

The Chancellor has also advised that it will no longer be possible to extend time limits (usually 12 months) for the completion of work under a faculty retrospectively, after the time limit has expired. Any request for an extension needs to be submitted before the original time limit has expired.

For any query on these subjects, please contact Nicholas Cannon, DAC Secretary, at: nicholas.cannon@dioceseofnorwich.com or on 01603 882350.



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A valuable insight to our Pastoral Hymn

Rev'd Canon Susanna Gunner
Diocesan Spirituality and
Discipleship Adviser

On Advent Sunday 2022, we enter the second year of our Diocesan Vision and so begin a new focus on being 'Transformed by Christ: Pastoral'. This hymn has been written for the use of churches across our diocese as they explore what it means to be transformed by Christ in the ways we reach out and care for each other, near and far.

It is rooted in the last chapter of St John's Gospel where we find the risen Jesus barbecuing fish for his disciples on the shore of Lake Galilee. The hymn begins with 'the charcoal fire' to remind us (as John wanted to remind us) of the last time we encountered a charcoal fire in his gospel (18.15-27). On that occasion, just after Jesus' arrest, a charcoal fire had been lit in the courtyard of the High Priest because the night was cold. While Jesus was being questioned, John describes how Peter warmed himself at this fire and how – not once, not twice but three times – he denied knowing Jesus.



By lighting another charcoal fire by Lake Galilee, the risen Jesus takes Peter back to that fateful night and, by asking him three times if he loves him, tenderly gives him the chance to redeem himself. The hymn deliberately echoes both sets of threefold questions with several trios of words such as 'my loyalty, my life, my all' and 'the lost, the least, the lonely'.

The relationship between loving Jesus and loving our neighbour couldn't be clearer in the closing chapter of John's gospel. Using the

metaphor of the shepherd (the Latin word for which is 'pastor'), Jesus makes it clear that, if Peter loves the Shepherd, he will pastor the Shepherd's flock.

In the hymn's second verse, the focus shifts from Peter to us. Like him, we too need to be transformed by Christ. We too are called to shepherd Christ's sheep and lambs. And in the way we respond to the vulnerable and needy, we too, like Peter, are called to mirror the example of the Good Shepherd himself.

Vision hymn: Pastoral

The charcoal fire, alight with love and welcome,
burned by his risen master on the beach;
and then three times, the soft, heart-stopping question,
"O Peter, do you love me more than these?"
"Yes, Lord, I do, you know I love you deeply,
you have my loyalty, my life, my all."
"Then tend my lambs, the lost, the least, the lonely.
Let me transform you! Be a shepherd! Hear my call!"

Transform us too! O living Lord, inspire us
to turn our hearts towards a wounded world,
and with your Spirit's blazing passion fire us
to bind the broken, feed, protect, enfold.
Teach us to find the pattern of our calling
in you, O Christ, our Shepherd and our Friend:
until like you, we lose ourselves in serving,
like you inclusive, tender, loving to the end.

John 21

Susanna Gunner, September 2022

Tune: Londonderry Air (O Danny Boy...)



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Safety first

Robert Culyer
Generous Giving Adviser

As PCC members and therefore trustees we have a responsibility for everyone’s safety. On the Ecclesiastical website there is lots of guidance including guidance on working safely. Please take time to have a look:
www.ecclesiastical.com/risk-management/Everyday

These are some of the highlights from their Working at Height Guidance:

Tasks involving working at height are common in many churches and these can pose a risk of serious injury from falls. Thankfully, these are not common in a church, but where they do happen many have resulted in injuries that have been permanently disabling. Usually, these have involved falling from ladders and stepladders, or through fragile materials. Falls can also occur from raised, open edges that are not adequately protected by handrails or other features (for example, balustrades). Sometimes, they can occur during roof work or where temporary work platforms are used (such as scaffolds and mobile access towers).

Legal requirements:

Specific duties relating to the prevention of falls are detailed in the Work at Height Regulations. If you are an employer or have control of this work completed by others, you will need to comply with them. In controlling this work, you will only need to comply with the requirements to the extent of your control. ‘Work at height’ means any work in any place (including a place at or below ground level) from which a person could fall a distance liable to cause personal injury, and the duties extend to cover access to and from such a place (except by a staircase in a permanent workplace).

Broadly, the regulations require:

- The organising and planning of such work
- That persons are competent (or supervised by competent persons)
- Certain steps to be taken to avoid risk from work at height
- The correct selection and specification of work equipment
- The avoidance of risks from fragile surfaces, falling objects and dangerous areas
- The inspection of certain work equipment and of places of work at height.

Additional requirements might also



apply in some circumstances (for example, where work equipment – such as a ladder – is used, the Provision and Use of Work Equipment Regulations would also apply). Other duties relating to the prevention of falls are set out in the Workplace (Health, Safety

and Welfare) Regulations. If you are an employer or have control of premises used as a workplace, you will need to comply with these also. The term ‘workplace’ is very broad and could include a church. Beyond this, you also need to meet your common law duty of care,

ensuring that any work at height is completed safely so as not to cause injury to another because you have acted negligently.

As I said at the beginning please do have a look at the whole of the regulations.

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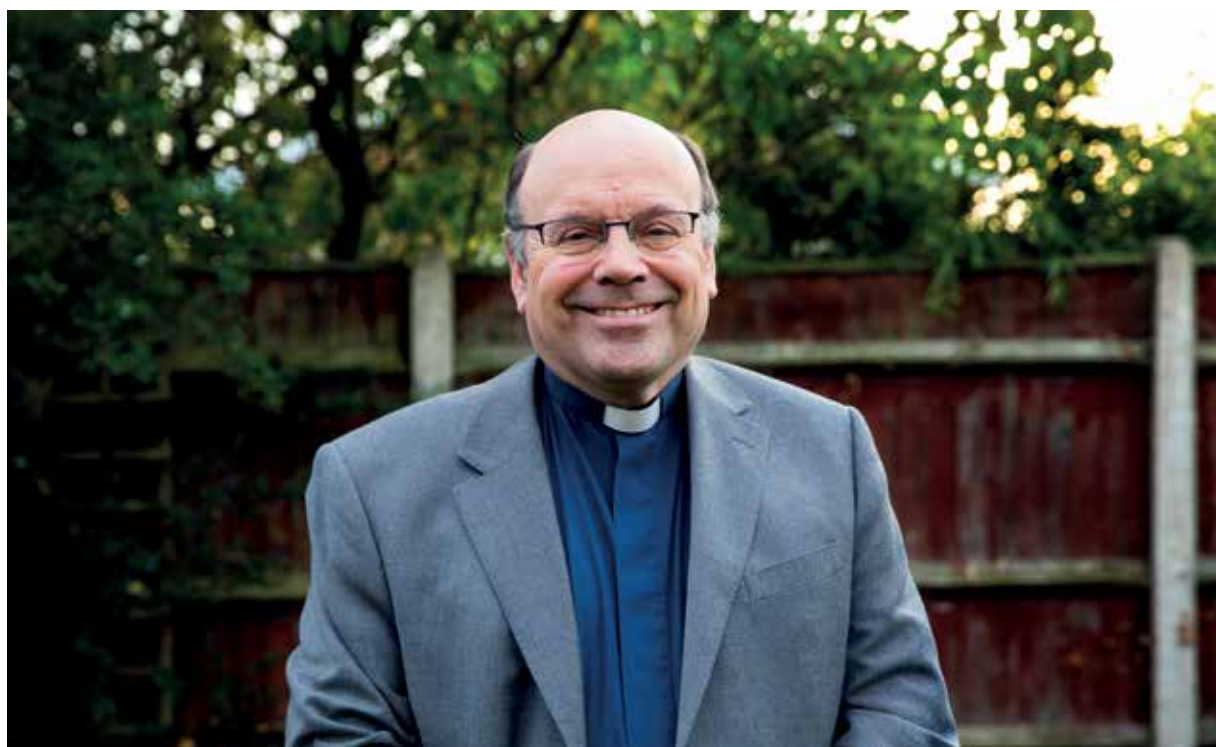
April 30, 2023 at 3.30pm
Norwich Cathedral

On Sunday April 30 Bishop Graham is leading a service of thanksgiving where we will be celebrating God's generosity to us and all the great things that are being achieved in our diocese. We have so many people giving so generously of their time and money, and as a member of our diocese we want you to come along and be part of that thanksgiving. The invitation is for anyone in your church.

Refreshments will be served after the service.



Lent Appeal 2023



Elizabeth Humphries Communications Manager

The Diocese of Norwich is delighted to announce that the 2023 Bishop's Lent Appeal will help to raise money for the new Priscilla Bacon Lodge building in memory of the Venerable Ian Bentley.

Ian, the former Archdeacon of Lynn, was diagnosed with cancer in 2021 and died on 31 May 2022. In his final days, he was cared for by staff at the current Priscilla Bacon Lodge in Norwich.

Bishop Graham says; "Many of you knew Ian, who served the Diocese of Norwich with such distinction, ministering in its many parishes, including Oulton Broad, St Peter Mancroft and as Archdeacon of Lynn. He also

served on the Chapter of Norwich Cathedral. Ian was a faithful minister of the gospel and when he died, many of us lost a friend too.

If you are able to, I encourage you to consider donating to support the great work of the Priscilla Bacon Charity as they work to complete the new hospice lodge, during your preparations for Lent."

The current lodge was built in 1979 and was donated to the NHS after the facility was built. Since then, several factors have led to a chronic lack of specialist palliative care beds within Norfolk and Waveney. The new Priscilla Bacon Lodge will stand on an 8 acre site next to the Norfolk and Norwich hospital. It will have the capacity for 24 beds, providing specialist end of life care in Norfolk and Waveney, supporting those with

the greatest and most acute needs.

Archdeacon Steven says; "Ian Bentley's ministry touched many people throughout the Diocese and next year's Lent Appeal is an opportunity to support the hospice in which Ian spent his last days, with his family around him.

Priscilla Bacon Lodge provides specialist hospice care for Norfolk and Waveney, right across the area of Ian's ministry, and the new larger building will enable many more to be helped and supported at a very difficult and challenging time.

The new facility will also have a wellbeing centre, office space, education rooms, a chapel and secluded gardens. More information on the Lent Appeal and how to donate will be on the Diocese of Norwich website from January 2023.

Add your Christmas Services to A Church Near You



Elizabeth Humphries Communications Manager

A Church Near You is the national Church of England website where anyone can tap in a location and find their nearest church. It's an excellent tool for sharing information about your services and millions of people access it.

Are you already using A Church Near You?

If yes, then you will find lots of useful free advent and Christmas resources in the resource hub section, including liturgy and customisable Christmas cards to invite friends and family to your services. There is also a music

catalogue, branding and social media resources.

Don't forget to add your Christmas services to your ACNY page. There is an easy to follow guide here if you need it: www.achurchnearyou.com/getreadyforchristmas

If you are not already using A Church Near You, can I encourage you to do so, even if you already have a local website. Many more people who perhaps don't usually attend church, will view ACNY, than a local church website, so it's a great way to advertise your services, especially at Christmas, and reach new people.

If you need any help setting up an online account, please get in touch with: news@dioceseofnorwich.org.

Clergy Support Trust

Grants and Services for Anglican clergy and their families



We help serving (stipendiary and self-supporting) and retired Anglican clergy, and their families, including current and former spouses/partners. Confidential help for financial difficulties and wellbeing issues may be provided through:

- **Wellbeing grants** supporting your work/life balance with grants towards holidays, respite breaks, fitness and leisure, or sabbaticals
- **Financial support grants** for a specific need such as moving costs, furniture, or general living expenses at a time of financial stress
- **Health grants** to support counselling, occupational therapy assessments, mobility aids, rehabilitation and other therapies (physical and mental)
- **Emergency grants** such as replacing a broken appliance, fixing a car, school-related expenses or heating costs
- **Debt support** via partner organisations to help with personal unsecured debt
- **Clergy Support Trust Library** containing 1,000+ ebooks from SPCK/IVP for Anglican ordinands and curates in training

Check your eligibility and apply online www.clergysupport.org.uk
e grants@clergysupport.org.uk t 0800 389 5192

Formerly known as Sons & Friends of the Clergy. Charity No. 207736, registered in England and Wales

Before Covid we had started to build up a good little group of Parish Legacy Officers. We would like to make contact with those who are beavering away in their parish promoting Legacies as well as new people who feel that they could do this easy role to support their parish. Please contact Naomi: naomi.rizk@dioceseofnorwich.org to ask any questions or register your interest. Thank you. Please prompt people in your parish in case they have not read this article.

Could this 'Special Person' be you?

As a major way forward for our churches I cannot emphasise enough how important it is that we get a Legacy Officer on each PCC. Some may argue that we have a very small congregation and don't need one but legacies can quite often come from people outside of our church communities. As the Parish Legacy Officer it would be your responsibility to promote legacies to people in your local community who don't necessarily come to church on a regular basis, if at all, but who love the fact that there is a church in their local community. For example this may involve an article in the parish magazine, a piece on your church's website/Facebook page or a leaflet drop in your town or village. There is not a massive amount of work involved, and there is plenty of support.

Please read the following to see if you are the person to take on this important task.

The role of a Parish Legacy Officer is to provide a friendly, supportive and confidential ear to church members and others regarding will writing and leaving

a gift in their will. You do not need to have specialist legal or financial knowledge because your role is not to give advice, but to sign post individuals to further information and appropriate professionals.

The core role requires you to:

- Encourage the PCC to make and communicate a PCC Legacy Policy (sample policy available)
- Understand the church's history of encouraging and receiving gifts in wills
- Promote legacies within the parish through circulating leaflets, producing magazine articles, resourcing clergy and Readers etc
- Encourage those who preach to talk on the importance of gifts in wills
- Talk with an individual about a gift in their will
- Act as the main point of contact in the parish for all legacy enquiries
- Organise an annual event or occasion to celebrate gifts in wills
- Ensure the church honours and thanks the family of any legacy donar
- Be a point of contact for the



parish with the Diocesan Parish Funding Support Officers, and attend training when organised by the Diocese.

Ideal Personal qualities:

- Sensitive to people and able to maintain total personal confidentiality
- A good listener
- A well organised individual, used to dealing with official paperwork
- Well respected and well liked within the church and community
- Enthusiastic and able to motivate other people to give to God

- Knowledge of legal and financial matters is beneficial, but not required
- Preferably has made their own will including a charitable legacy.

Please email either myself or my colleague Colin Tomlin to let us know if you are interested and we will arrange some training, if you would like it, and ongoing support at robert.culyer@dioceseofnorwich.org or telephone: 01603 882326 colin.tomlin@dioceseofnorwich.org or telephone: 01603 882323

Safeguarding Training Update – Winter 2022



Ruth Walker
Diocesan Safeguarding Trainer

As 2022 draws to a close, I would like to sincerely thank not only all those who have actively engaged in our Safeguarding Pathways, but also the huge numbers who took the new Safeguarding Basic Awareness and Safeguarding

Foundations online modules. The uptake of training throughout the year has been so positive, and has demonstrated a real commitment to Safeguarding within many Parishes and Church Communities.

The shaping of a culture of Safeguarding is a responsibility which lies with each and every one of us as individuals, as well as our respective Church communities. Maintaining and updating Safeguarding Training is an important element of this, as well as ensuring there is support for all those who have a role within the Church to effectively recognise and respond to possible situations of abuse, whilst promoting and implementing best safeguarding practice to promote a safer Church for all. Further details may be found on the Diocesan website: www.DofN.org/safeguard-training

We should also, at this time of year, be very mindful that the Festive Season may be a difficult time for many, and for a variety of reasons personal to those individuals. Some may feel an increased sense of vulnerability or isolation over this period, for which we need to have a heightened awareness. Should you, or someone you know have any queries or concerns, we are as a Safeguarding Team all here to support you, and may be contacted on 01603 882345, or at safeguarding@dioceseofnorwich.org



However, from 23rd December 2022 to 3rd January 2023, please see the highlighted box (below) for contact details over this period.

Finally, may I take this opportunity to wish you all, a happy, safe and peaceful Christmas and New Year.

If you have a safeguarding concern, 23 December 2022 – 3 January 2023

For Safeguarding concerns where there is an immediate risk, please contact the police on 999 or Social Services on: **Norfolk 0344 800 8020**
Suffolk 0808 800 405

If your safeguarding concern cannot wait until Tuesday 3 January 2023, please call Thirty-One Eight on **0303 003 1111** (Select option 2). Thirty-One Eight will register your call and help with your concern.

We have an information sharing agreement with Thirty-One Eight so any details given will be forwarded to the Diocesan Safeguarding Team so we can follow up with as appropriate.

Here to help...

To speak to a member of the Diocesan staff team contact:

01603 880853

info@dioceseofnorwich.org

Useful websites

Previous editions of PCC News

Download and read previous editions in PDF format

www.DofN.org/pccnews

Church Grants

A free online funding website for local parishes to help you find grants and funding

www.DofN.org/churchgrants

Diocesan Registry

For advice on legal matters

www.DofN.org/registry

ChurchCare

Lots of information on caring for church buildings, contents, churchyards, and developing your church building

www.churchcare.co.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

Parish Resources

Information from the National Stewardship & Resources team: resources to support all aspects of stewardship, administration and church management

www.parishresources.org.uk

A Church Near You (ACNY)

A national CoFE tool and an excellent way to get your church online and reach a wider audience.

www.achurchnearyou.com

eNews

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