



Church of St Peter & St John, Kirkley, Lowestoft.

The Parish of St Peter and St John Kirkley

**Annual Report
and Accounts
for the year ending
31st December 2024**

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Agenda

**St Peter and St John, Kirkley
Annual Parochial Church Meeting
Sunday 18th May 2025
12 Noon
in The Parish Church**

1. Opening Prayer
2. Present and apologies
3. Minutes of the APCM held on 21st April 2024
4. Matters Arising from these Minutes
5. Receive the Annual Report and Accounts for 2024
6. Appoint an External Examiner for Accounts
7. Receive the Electoral Roll
8. Appoint an Electoral Roll Officer
9. Receive the Reports and Reviews from Committees and Groups
10. Receive and accept the Safeguarding Policy Statements
11. Election of PCC Members
12. To set the date of the next APCM
13. AOB – to be notified to the chair at the beginning of the Meeting
14. Closing Prayer

A brief meeting of the PCC will follow the closing of the APCM.

Minutes of the 2024 Annual Parochial Church Meeting

St Peter and St John, Kirkley Annual Parochial Church Meeting Minutes of the meeting held on 21st April 2024

1. **Opening Prayer** - The meeting opened with prayer led by Trevor Dawes
2. **Present and apologies** - 14 people attended the meeting. Apologies were received from 3 people.
3. **Minutes of the APCM held on 30th April 2023** - The minutes were passed as correct. Proposed by Graham Owers, Seconded by Jane Tighe.
4. **Matters arising** – None
5. **To receive the Annual report and accounts for 2023** - This was received.
6. **Appoint external examiner for accounts** - Richard Mann has agreed to examine the 2024 accounts. Proposed by Barry Moore, seconded by Robert Horne.
7. **To receive the Electoral Roll** – This was received. There are now 57 names are on the roll.
8. **Appoint Electoral Roll Officer** - Graham Owers was proposed by Jenny Van Pelt and seconded by Robert Horne.
9. **Receive the reports and reviews from committees and groups** – These were received.
10. **Receive and accept safeguarding policy statements** – These were accepted and signed.
11. **Election of PCC members** – No nominations were received. This will be discussed by the PCC.
12. **To set the date of the next APCM** – The provisional dates for the 2025 Annual Vestry Meeting will be 27th April 2025, and the APCM on 11th May 2025.
13. **AOB** – The question of whether PJ's is going to be able to carry on was asked. Revd Helen feels that our current expressions are the key focus areas for the

parish. Revd Helen has spoken to somebody who has fundraising experience for big events to see whether they might be able to assist us.

14. **Closing prayer** - this was led by John Overton.

Committee and Group Reports

Music Ministry

St Peter's & St John's Music Ministry Report for 2024

*by **John Overton**, (acting music ministry leader.)*

Church Liturgical Music Ministry

By the beginning of 2024, **Terry Hepworth**, the *official* Kirkley Church Organist & Choir-master (since several decades ago,) was no longer playing in St Peter's & St John's, due to continuing persistent problems with hand co-ordination after his stroke in the summer of 2023.

It had fallen to me, **John**, to be the main Sunday organist & choir-master.

During the year, **Alice Tuke** (née *Sheppard*) began to play more and more regularly (often accompanied by her growing young girls - who obviously have musical aspirations.)

Alice was once upon a time organ scholar at *Lancaster Priory* (where she had resource to, and was trained on, a 2- & 3-manual combined organ with 2 consoles, not so dissimilar to Kirkley's present organ situation!)

When I, John, was away in early spring for an extended retreat on the island of Crete, musical hymn accompaniment was provided by recorded music when Alice was not available to play (- *thank you, **Barry!***)

From Autumn 2024, Alice and I, John, usually played alternate Sundays - each of us taking the previous Friday afternoon choir practice according to who was to be the organist on Sunday. Alice began to stretch the 4 members of the choir and to give them new pieces of music to sing; which they have found both "interesting" and fun!

On a few festive occasions we have *both* played - using the opportunity to have varied & mixed instrumental accompaniment (e.g. *Alice playing the flute* whilst I played piano or organ!)

During the year we have again given special musical weight to the many festival occasions we have managed to arrange for Sunday worship - not least during the summer and early autumn, when (often holidaying) visitors worship with us. Both Alice and I have enjoyed these opportunities to find something extra that matches the celebrations!

Rev. Helen and the PCC delineated the Sunday 15th September as a special service during which we would thank Terry Hepworth for his many years of musical and liturgical service.

Unfortunately, despite arranged car-transport to and from the service, Terry felt unable to be in church that Sunday; the assembled congregation thanked him, anyway.

When Revd Helen was first installed by the bishop, we had asked Terry to morph his

final voluntary into “I do like to be beside the seaside” which he had done, very cleverly, despite his unwillingness.....

At the end of this 2024 15th September eucharist, I, John, morphed one of Bach’s preludes, which Terry enjoyed playing, into “I did it my way”! I was sorry he was not there to hear it.

Later in the week I went down to his house and told him what I’d done - he giggled - I believe he was somewhat touched!

Late Advent and Christmastide was, in my feeling, made extra special, since I had a co-musician to work with. And may I thank Alice, the choir, Barry and many others for the artistic and liturgical support they have given throughout the *whole* of last year - there is such joy in making sacred music together!

Other Parish Music Ministry & Outreach

by **John Overton**

First Light

In 2024, St Peter’s & St John’s were once again the night venue for Saturday’s musical extravaganza. There were over 6 different musical offerings including a spectacular visit by “*Hirta Rounds*”.

(We closed the church for a couple of days before 1st Light to allow rehearsals - and for the safe-keeping of instruments - the only days other than Holy Saturday when the church is closed!) The organisers (led by, among others, Helen Hayes, Lizzie Hall & Genevieve Christie) had spared no effort to make the use of the church as easy as possible. Barry Moore, once again took his “day in the community” courtesy of Hughes, to help make sure everything went smoothly. Thank you, too, to Jane Tighe and her “refreshment team”!

Concerts

There have been a few concerts during 2024.

Among others, **Donna Page** (*aided and abetted by Pat Batley*) has been instrumental (



!) in championing “gigs” that would draw in the “punters” - earth-grounded music/acts that speak to “where people are” Thank you!

Mal Bandur (violin) and I (**John O**) gave a concert on August 31st - in the church’s (very occasional) **Saturdays at 4** series - music by Kreisler, Beethoven and Vieuxtemps. .. and, for the last time in this iteration, we¹ “did” the music for the “Rectory pre-Christmas party” - we played many instruments - especially **Marie Long** (recorders).

A good time was had by all!

¹ the musicians in the **Arcani** group

Church Flower Team

In January the Christmas flowers were taken apart. There were flowers in the church until Lent. Pat and I did small bunches of flowers to be given out on Mothering Sunday in March.

In April the flowers were done for Easter. Robert and David put together the Easter Garden. In May red, yellow and white artificial flowers were used for Pentecost.

The beginning of July brought the Patronal service.

September brought the month of Creation and the Harvest Festival, when we had Aunt Sally and Worzel.

November brought Remembrance Sunday. Pat, Norma and I did the flowers. December and all the team were in the church to do flowers for Christmas.

Thanks to all who donated money and flowers through the year. They are always gratefully received. Thanks to Pat for making Aunt Sally and Worzel also for doing the Advent Wreath Thanks to the team for their hard work over the year.

We look forward to the Flower Festival and Organ Recital on the Spring Bank Holiday weekend.

Donna Page

Events Team

We have had several fundraising activities over the last year.

Sadly the Rectory Garden Party in August had to be held in the Church due to bad weather. This of course had a huge impact on the funds raised, which was approximately £300.

This year (2025) we started in January with a 'Burn's Lunch', which was well attended and raised nearly £300. Thanks to our piper who made this event so special.

In March we held a coffee morning in the Church hall, which again was popular, and it raised £170 towards the cost of the upcoming flower festival.

April was our Travels in India lunch with all tickets sold. A fun afternoon was had by all, with the members of the winning quiz team each receiving a scarf purchased in India. The amount raised was £380.

The Flower Festival (24,25 and 26 May) is the next big fundraiser with Donna Page leading on the organisation. If you haven't already, please contact Donna to put your name down to help, various roles available !

We will be keeping our fingers crossed for good weather on 6th July for the Rectory Garden Party. We are seeking volunteers to man stalls and are collecting donations of books, bric a brac, jewellery and good quality clothing and shoes, as well as full bottles for a bottle tombola.

Plans for the Autumn/Winter have not been confirmed but may include a Pie and Mash evening, a coffee morning and a table top sale. Sadly the Christmas Tree Festival will have to wait for next year due to the amount of work involved.

I have been trying to obtain prizes for a large raffle, but so far with very little success, so it is uncertain if this will be viable. We need three 'headline' prizes and so far have only one confirmed, a £100 garden voucher from Harrod Horticultural.

Paulette Holland
(May 2025)

Kirkley Pantry

The Pantry continues to be an established part of the church and the community in Kirkley, but we decided to leave the franchise of 'Your Local Pantry', due to increased costs. We still go under the name Kirkley Pantry, but we can no longer use their logo.

Over the last year we have put a management team in place, consisting of myself as Pantry Manager together with Alison Lawer, Linda Ovenden and Honnor Dawn. This has given us added resilience and confidence that the Pantry can keep operating for as long as it is needed.

Our loyal volunteer group, currently standing at 18, continue to provide regular support in collecting and sorting deliveries, stock rotation and date control, restocking shelves and maintaining the membership database (for this special thanks must go to Lauren Elliott for her hard work in transferring the data from the Your Local Pantry to our new spreadsheet).

At the beginning of the year we decided it was a good opportunity to ask all members to re-register, to ensure we have up to date details and to remind members of the terms of membership. Some decided they no longer required membership, and we continue to sign up new members, so membership currently stands at 45. This means we have capacity for more new members, and we are actively advertising at Kirkley Mill Surgery, Kirkley Centre and the Library. Some members chose a monthly shopping option, for those who still appreciate shopping with us but do not require a weekly shop and this has also released several spaces for new members.

Through prudent housekeeping we were able to collect enough ambient food during the year to enable us to give a free bag of shopping to every member at Christmas, which was well received.

Food Sources We continue to get food from several different sources:

Fare Share, Saxon House (Suffolk County Council) and Lidl, Aldi and M and S via Neighbourly. Lidl are particularly generous with frozen food, when they have a change of range and lately, due to the IT issues, M and S have been able to give us a very large quantity of chilled food, including high value meat and fish, which we have been able to freeze, which gives our members added value and choice. We are also pleased to share food with The Larder on the Hill, if we have an excess, and if they are in need.

Donations We have been very fortunate to receive a variety of donations, both large and small, some 'one offs' and others regular, from local businesses, churches and individuals throughout the year, for which we are very grateful. St Peter's Carlton Colville collect for us once a month and we have just heard from St Mary's RC School that they have been collecting tins for us, and we have been invited to go to the school to meet the children and collect the food.

Grants We are very proactive in seeking support from various sources and have, in the last year, been successful in applying for monetary grants from Kirkley Poor's Trust, East Suffolk Council (for new food storage cabinets) and Lowestoft Town Council.

Paulette Holland
Pantry Manager

PJ's Lunch Club

After a few problems with availability of volunteers resulting in a few weeks when PJ's could not open Jacqui and I took over the organisation again. Since then no dates have been cancelled. Also we have been very lucky in getting extra help on occasions.

A monthly meal plan was put in place enabling meals to be prepared and in some cases cooked in advance. Some alterations during the months have been made as The Pantry have been very generous.

Numbers still remain low in comparison to previous years.

Not having a float or on-going account means that I have no idea of the financial state but with expenses being kept to the minimum I believe the donations should cover our food expenses. Of course this does not take into account the hire of the hall or electricity costs.

Trish Kirby

St Peter & St John's Wednesday Lunch Club

St Peter & St John's Wednesday Lunch Club, affectionately known as PJs has been in operation for almost three years.

We began as, what might be described as, a coddiwomple! We stepped out purposefully on a journey with an as-yet unknown destination. The purpose was to run alongside the Pantry as a café-style gathering to provide an opportunity to both make use of food remaining after the Pantry had been open on a Tuesday, and to create a place for people to gather and be fed. We were following our ethos of getting food on plates for people who needed to eat and/or wanted to eat together.

The café shaped and re-shaped itself with shifts and changes in the people who chose to gather, and those who volunteered to serve. We discovered we had several good and creative chefs among our number who have offered delicious food, on a pay-what-you-can basis, to a discerning and demanding group of diners!

Those who live alone, or do not have access to full cooking facilities, have been grateful over the years for knowing that, at least once a week, they could count on a nourishing two-course meal. They also expressed their gratitude for a place to gather and socialise.

Every journey eventually has a destination and those travelling are often redirected to new adventures and new coddiwomples!

PJs will close the doors on its current format at the end of May 2025. A couple of people have come forward to explore various possible new directions. The guests who have been coming recently and regularly for lunch have expressed their desire for a place to gather and chat. "Coffee and conversation" is top of their list of priorities. We have the facilities to provide soups and snacks as well as, or instead of, gourmet meals. The hall kitchen has a panini maker, two slow cookers, and microwave ovens. There is a large fridge-freezer separate from the Pantry chilled and frozen storage. If you feel called to help out on a Wednesday, Thursday, Friday, or Saturday, please contact one of the churchwardens. We will probably be opening just one day a week, but the actual day has not been decided.

Respectfully submitted by Revd Helen Chandler.

Church Hall Garden

The pantry garden has barely been maintained due to lack of volunteers. Having said that, I am willing to work on it to retain a community area for local residents.

Currently I am supporting the Wednesday luncheon club PJ'S, preparing food and using any fresh produce left over from the pantry (Tuesday) to decrease the waste from

donated food stuffs. This was to ensure the luncheon club ran efficiently and contributed to the funds of the church.

However, due to decreasing attendance we have decided to offer the project to any new volunteers who would like to continue from the end of May 2025.

I can therefore allot some time to the Pantry Garden in order to return it to a reasonable standard so it can be used as another resource. Therefore after doing this, it will be for the members of the church and community volunteers to upkeep.

Some planting of flowers has been done on one side of the garden with the flower festival in mind. This area will be worked on so that the garden can be used for any community outside activities.

I've planned to set a pathway towards the other side of the garden and weed so that it is manageable for someone to take on and develop into a memorial area where loved ones can plant tributes for those who have passed away.

Progress is continuing.....

Jacqueline Jahed

Lothingland Deanery Synod

We have held three interesting meetings this year.

In April we met at the Bloodmoor Community Centre where the theme was 'Good work and outreach in our Deanery.' Many worthy projects were mentioned including FISH (Food In the School Holidays), Christians Together, the Sunrise Service, Walk of Witness, Women's World Day of Prayer, Men's Breakfasts, Lowestoft Living Word, the Chaplaincy Collective, Baby Basics and the Uniform Bank. Three presentations were given by Synod representatives. The first topic was Eco Church, the second Larders, presented by Revd Helen about our own Kirkley Pantry. The third speaker addressed mental health and wellbeing in our churches.

St Michael's Church in Oulton hosted the November meeting. The guest speaker was Tim Sweeting, Diocesan Secretary for the Diocese of Norwich, who explained how ministry and mission work supports parishes and benefices throughout the diocese.

The March meeting was held at Christ Church. A deanery project about inspiring Christians is in the planning stage. As a forerunner to this, talks were given about William Wilberforce and Corrie Ten Boom. The meeting also discussed Bishop Graham's pilgrimage to the Lothingland Deanery.

Finally, thanks must go to all concerned in the Deanery Choral Evensong held at St Peter and St John's on March 23rd 2025. It was an outstanding success.

Pat Batley
(April 2025)

Rector's Report

Introduction

*For everything there is a season, and a time for every matter under heaven
(Ecclesiastes 3.1)*

My time here as Rector of Kirkley is coming to an end. I feel it is important to acknowledge endings and to close a season well. I hope I will be able to do that.

In last year's report, I reflected back through 2023 with photo highlights from each month. This year, I decided to look back over my entire time here in the Parish. (I'll spare you all the photos!)

In June 2019, I received an email from Bishop Alan asking me if I would consider taking on a two-year full-time position as Interim Priest-in-Charge at Kirkley. That was almost six years ago! Lorraine Light and Terry Hepworth were the churchwardens, and I came down to meet with them, Michael Asquith the rural dean, and Archdeacon Steven Betts. Lorraine's heart was for the community, and so was mine.

Despite the unforeseen events of 2020 – 2021, we went on to open Kirkley Pantry at the beginning of December 2020.

That era of the pandemic catapulted us into uncharted waters. It all happened so quickly, and with the Archbishop of Canterbury asking us to close the churches (a decision for which he later apologised), we stumbled into the world of Zoom and on-line services. We lived-streamed services from the chapel we set up in the Rectory and, during the glorious summer weeks, from the altar in the Rectory Garden. We even made it into a photo-journalism piece in the Guardian newspaper entitled "Keeping the Faith in Lockdown."

The outcomes of lockdown paved the way for many changes both in community and in the church. Five years on, we acknowledge the unforeseen damage from forced isolation. Individuals, businesses, schools, and social life will be in recovery for a long time. Equally, it is good to remind ourselves of, and be thankful for, the good things that came out of lockdown. Needs of community and individuals were brought out into the open and are now being addressed, especially around isolation, domestic violence, hidden poverty, and more. We saw communities coming together and neighbours helping each other, and people meeting people they would never otherwise have met. More people came to faith. These are the things that are fuelling recovery. And let's not forget those of us who finished projects that would probably still have been unfinished today had it not been for lockdown!

As the original two-year assignment was closing in on its finishing time, the decision was made to appoint me as Rector. I was instituted and installed in the autumn of 2021.

Reflections on the Role of Rector

Kirkley Pantry is a ministry that the parish can be proud of. We have developed a community team who are instrumental in its original, current, and continuing success. Recognising that running the Pantry is a time-consuming and complex activity with many and diverse responsibilities, Paulette Holland, our manager, has built a leadership

team that will carry it through anticipated changes, and maintain its resilience through unexpected events! We cannot thank the dedicated volunteers enough. They work tirelessly to divert food from landfill and ensure it finds its way on to the plates of those who need it.

Time takes its toll on the fabric of church buildings; add the stresses of lockdown and you both complications and opportunities!

The west window was replaced at the end of 2019 as it was in danger of blowing in. We had planned a big fundraiser, but of course those plans had to be scrapped! The beauty of the restored window is enhanced by the choice of clear glass for the diamond panes, which provides so much more light to the church, and the secure installation of the St Matthew stained-glass panel in the centre.

The old altar that had been dedicated to those who died in the first world war had to be dismantled to allow for some necessary work above it. The artifacts were returned to the Royal British Legion, and the time-deteriorated decorations were respectfully disposed of. The altar itself is now restored to its original use as the Nave altar.

The rear pews of the Matthew Chapel, the Baptistry, and the periphery of the Nave had become places for storage. When one needs so much storage, I feel the question to ask is, “Why do we need to store this stuff?”!

We asked that question and now much of it has gone! We are grateful to all who have helped in the on-going effort to declutter the inside of the church building.

Music has long been an essential component of life in the Kirkley parish.

Since its beginnings in 2019, First Light has been connected with us. In recent years, as the Mid-summer Festival has evolved, St Peter & St John has become one of the venues for the night concerts.

We were sorry to say goodbye to our long-time Music Director, Terry Hepworth. After suffering a stroke and working for several months to restore mobility and coordination, he decided that it was time to concede his post and allows others to step forward. On 15th September 2024, we decided to celebrate Harvest Thanksgiving, Terry’s ministry with us, and a baptism was requested as well! What a fabulous service! Sadly, Terry did not feel well enough to attend himself, but his friends were there, and we bade him farewell in style!

John Overton had been Terry’s monthly substitute since we returned to singing after Covid-19 restrictions. He stepped in to substitute for Terry, and now we also have Alice Tuke who shares the organ bench with John. Not always the same bench, or on the same day! For big festivals, both John and Alice have played with Alice often gracing us with her musical prowess with several instruments, including her voice!

As I look back over almost six years in the Kirkley Parish, I am full of gratitude for all the people who contribute to the life of the church in so many different ways. There are the faithful volunteers at the Pantry who offer their services, their skills, time, and dedication. There are the team who prepare for and help lead worship every Sunday and Wednesday. There are those who organise our fundraising events that capture the hearts of people in the community with laughter and engagement, such as our Burn’s

Lunch earlier in the year with piping in and addressing the haggis as well as dancing the Gay Gordons!

Our church community is ever-changing. With God's grace and the power of the Holy Spirit, we journey with people for a season. The season may be decades, or it may be weeks, or even fleeting moments. Any Rector sees a window, a snapshot of seasons. I pray that each person's life has been touched by the grace of God during their connection with us.

It is a privilege to be invited into people's lives at vulnerable times, or celebratory times. Whether it is baptising children and/or adults, bringing youth and/or adults to confirmation in their faith, officiating the marriage of couples, or burying someone's loved ones, I am humbled and honoured to be there. Parishioners have confided in me, shared personal stories, opened their hearts to me, challenged me, and admonished me. This is the privileged journey. We journey together, all in the name of love.

My prayer is that I leave you with the value of honesty in the life of hope. We are living in uncertain times.

Rectory Pre-Christmas music concert



The Arcani Ensemble became a regular feature at the Rectory pre-Christmas concert. And we couldn't have a pre-Christmas concert without a party, nor a party without cocktails and canapés!

The Aperol Spritz and the chilli shrimp were a particular hit in 2024! I even succeeded with gluten-free mini Yorkshires!



Chaplaincy Work

When we see ourselves as a church at the heart of the community, it is important to work in community, and to work ecumenically.

As part of the Chaplaincy Collective, organised from the London Road Baptist Church, I can sometimes be found out and about in Kirkley at Wellbeing gatherings or visiting shops and businesses on London Road South. I am also chaplain to the police at the Lowestoft Police station. Sometimes those two roles overlap!



Revd Helen out and about in Kirkley with our local PC and the Chaplaincy Collective.

Annual Rectory Garden Party

We have had some fun and I thank everyone who has worked to make these events fun and memorable times.

In the summer of 2024, we organised the Rectory Garden Party for the one weekend that it rained! And boy, did it rain. We were well and truly washed out! However, we took the initiative to move everything into the church, and we carried on regardless with teas and coffees, an impressive raffle, and probably the biggest rummage sale the church had seen in a long time!



Our supportive PCSO (Police Community Support Officer) joined us to offer information to our visitors. A police helmet caught my attention, and I was just about to model it when the plumber, who had been fixing a leak in the Lady Chapel, came to talk with me!



Role as Pastor

Being rector of a parish is a curious role! One never knows what each day, or each event will bring.

A phone call, an email, or a knock at the door can lead to unexpected conversations and requests!

During my time in Kirkley, I have felt that this is mainly a walking ministry. The people I encounter, those I know and those I don't, while out and about in Kirkley have asked me questions and engaged me in conversations ranging from "I'm curious as to what they call you," to "Will you pray for me." "Are Christians against tattoos?"; "What do you believe?" (Try answering that one!) "Will you please do *my* funeral, when the time comes!" Or at the end of a wedding, "Do you believe all that stuff you said in there?"

Inclusive Church

We are now officially recognised as an inclusive church. We are recognised as a church that does not discriminate on grounds of disability, economic power, ethnicity, gender, gender identity, learning disability, mental health, neurodiversity, or sexuality.

When we asked the PCC (Parochial Church Council) to support a resolution to become an official inclusive church the response was, “Well we always have been, so why wouldn’t we acknowledge it!”

Our congregations from all our expressions of church represent a gathering of diverse people. I believe that in everything we do and in all whom we meet and interact with, we are sowing seeds that God is nurturing. We are unique.

Special Services

Special services are always a highlight, whether it is a wedding, a christening or confirmation, a funeral, a thanksgiving, a praise service, or the festivals of the liturgical year – such as Christmas or Easter.





Now, what's the Christingle really all about! (Photo used with permission)

The Quinquennial Report

Our most recent Quinquennial Report (five-year inspection of the church building) was declared the most thorough we had ever had. Thank you to Spire architect Iain Walker for your report and support for us as we get our heads around the findings. We have learnt over the years how important it is to take note of the quinquennial findings and to create a plan to address the issues.

The Statistics

1. PASTORAL OFFICES

a. Baptisms

We welcomed one (1) person into our church family through the sacrament of Baptism in 2024.

We welcomed one (1) person into our church family through the sacrament of Baptism at the beginning of 2025.

b. Confirmations

There were no confirmations in 2024 and none yet in 2025.

c. Weddings

Four weddings were celebrated in church in 2024, and one renewal of vows held during a social gathering.

None so far in 2025. There is a wedding booked for 2026.

d. Funerals

There were six funerals in 2024; three were held in the church.

There have been two funerals to date in 2025, one was in the church.

2. KIRKLEY PANTRY MEMBERSHIP

- a. I refer you to the Pantry report for this year's updates.

3. PJ's LUNCH CLUB

- a. PJs has been a highlight for many on a Wednesday morning. Its season in its current iteration is coming to an end on 28th May 2025. We have lost count of the number of people we have served over the three years it has been in operation. Thank you everybody, volunteers and guests, for making it a great success.

4. KIRKLEY PANTRY COMMUNITY GARDEN

- a. Yet again this year, the garden at Kirkley Church Hall has thrived and evolved under the dedicated attention of Jacqui Jahed.
- b. Please connect with Jacqui in the garden on a Tuesday to discover how you can help it to continue.

Thank you...

Thank you everyone for welcoming me here as your Rector and into your lives as we have journeyed together. I leave with many fond memories and much gratitude in my heart.

These thoughts and reflections on the ministry of St Peter & St John, Kirkley Parish Church have been respectfully submitted by

The Revd Ms Helen M Chandler BSc(hons) PGCE MDiv

Annual Report and Accounts for 2024

Background

The Parish of St Peter and St John, Kirkley, serves a mainly urban area in South Lowestoft. The PCC has the responsibility of cooperating with the Incumbent in promoting throughout the ecclesiastical parish the whole mission of the Church (Sacramental, Pastoral, Evangelistic, Social and Ecumenical).

It also has the maintenance responsibilities for the Parish Church, a Victorian building furnished in the Tractarian style with a medieval tower. Other responsibilities are the Victorian Church Hall (formerly a school) some 100 yards from the Church, and a small piece of land adjoining the Churchyard.

Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year the following served as members of the PCC:

Incumbent

The Revd Helen Chandler

Churchwardens

Ryan High

Richard Dearlove (From June 2024)

Deanery Synod Representatives

Jane Tighe

Pat Batley

Elected Members

Graham Owers (Hon. Electoral Roll Officer)

Trevor Dawes

Paulette Holland

David Pilgrim

Barry Moore (PCC Vice-Chair and Hon. Treasurer)

Andrew Rudd

Fiona Houghton

Committees

The Standing Committee is a committee required by law. It has the power to transact the business of the PCC Between its meetings subject to any directions given by the PCC and consists of the Incumbent, Churchwardens, PCC Secretary and PCC Treasurer.

Electoral Roll Report

The electoral Roll presented to the APCM in 2024 contained the names of 57 electors. We now have a new electoral roll with 38 members.

Graham Owers
Electoral Roll Officer

Main Business items of the Parochial Church Council (PCC) Meetings

February

In February the PCC reviewed what might be a reasonable amount for our Parish Share might be. It was reported that the Hall Caretaker has resigned, and a new Hall Cleaner had been found. The possibility of changing our hymn books was discussed. Based on the Quinquennial report, a meeting with the architect and the Diocesan Advisory Committee was requested and due to take place during February. Plans for the Parish Vision Day and also updates about the Rectory were also discussed.

March

In March the draft accounts were approved to be sent to the Independent Examiner. Parish Share and how we might raise the amount requested was discussed. The results of the meeting with the architect and DAC were discussed. This also included how people felt and whether we had the energy or resource to be able to complete the works required. It was decided that the theme of the Annual Vestry Meeting would be 'Church at Risk' and that every house in the parish would receive a leaflet inviting them to the meeting.

May

In May, Officers and Sidespeople were elected. The Rectory and Church Hall internet was discussed. Planning was started for the Rectory Garden Party. The lack of resource for Messy Church was discussed. More work on planning for the Vision Day was completed.

June

In June, the role of the Musical Director was discussed. Our fundraising plan for the year was discussed with two events already planned. The Pantry Garden, our presence on social media, and our four expressions of Church were discussed.

August

In August, new bank accounts were discussed. The Safeguarding Dashboard and training were discussed. Final plans for the Rectory Garden Party were made. The future of PJ's and the Chicken Project were discussed. Plans for Harvest and to celebrate Terry Hepworth's years of service were made. Updates from the Parish Vision Day were shared.

September

In September, the replacement of the lock on the Priest's Door was discussed. Parish finance was discussed with the view of paying some towards our Parish Share. The proposal to apply for a faculty to remove the redundant pews was agreed. Repairs to the pipe organ were agreed. It was agreed to end Messy Church and the Chicken Project as there was no resource to staff them. Kirkley Pantry was looking to leave Your Local Pantry as they no longer meet our needs.

October

For the start of the meeting members of the First Light festival committee joined us to discuss our relationship and what this might look like in 2025 as Revd Helen and John will be retired by then. Fundraising plans for 2025 were reviewed. Preparation work for the Annual Vestry Meeting and Annual Parochial Church Meeting were started.

Churchwardens Report

In 2024, Ryan High and Richard Dearlove were elected as churchwardens with Andrew Rudd as deputy churchwarden for advice.

The Quinquennial report of 2022 has identified a lot of urgent repairs. The main one is to make the building watertight to prevent any further damage before a major fundraising is put in place to replace the roof and tackle the flint façade which is crumbling. Thanks to Robert Horne and others for making progress in stopping some water ingress. We now need to seek quotes and grants to finish this task.

A faculty application is in progress to remove redundant pews and altar rails from the church. Excess musical instruments have been removed including the Compton console with one piano waiting to be removed.

The Baptistry has been cleared of all unnecessary items and a new light installed.

Thanks are expressed to everyone who keeps the building tidy and clean.

Thanks also to all who open/close the church on a daily basis so that is available for those who need it and those who wish to see the inside.

Andrew Rudd
(Deputy Churchwarden)

Treasurer's Report

I seem to write this every year, but looking at the following pages, with lots of large numbers can quite easily make us think that we are in a secure position financially. Being completely honest, we are nowhere near to being financially secure, if anything we are closer to financial crisis. We were fortunate to have had enough income to pay our everyday expenses, but this did mean that we only paid £2,500 of our Parish Share (out of £38,770 asked). This is important, because as Helen retires in June, that is one of the measures as to whether we get another incumbent etc. when that time comes.

Rather than a detailed analysis, below are the key highlights of the year:

Income

- Planned Giving increased by £1429 against 2023s accounts.
- The amount of Gift Aid received was lower than 2023. This was due to a backlog of claims from 2022 not being paid in until 2023 and in 2024 we have had to set up a new Gift Aid account to change the key person.
- Fundraising was down £2219 against 2023's accounts, due to changes in the fundraising team meaning fewer events in the first half of the year.
- Money received for use of the Church Hall increased against 2023's accounts.
- More money received from Statutory Fees (the fees we receive from weddings and funerals) as we had more services in the Church.

The total difference between the 2023 and 2024 total income (£12372) is down to us not receiving any grants for Church projects and also the lower amount of Gift Aid received. This was offset in some other areas.

Expenditure

- Only £2500 paid towards the Parish Share (of £38770).
- Most of our expenses were similar to 2023.
- Cost of services expenditure increased due to increased pricing from suppliers.
- Church running expenses were lower mainly down to securing better pricing on our utilities.
- The biggest expenditure was for the set up of the Chicken Project in the Church Hall gardens, although this has all been covered by grant funding.

Kirkley Pantry

- Income for the Pantry is relatively similar to 2023.
- The key difference is that less grant funding was received.
- Expenditure was much higher as due to supply issues, much more food was having to be bought in from retailers and suppliers rather than it being donated. There was also an increase in the amount paid for Church Hall usage, due to increased costs.
- Despite all of this, the Pantry is fully self-sufficient financially.

Excluding the Pantry, we realistically cannot keep running the way that we are. If I were to take a guess, I would say that we have 3-5 years' worth of money in the bank if we choose to only do the bare minimum of everything. We have to remember that we still have well over £2 million of works that will need to be completed, just to keep the building in a safe condition. We also have to pay our Parish Share, which has been much reduced for 2025, but again will still be a challenge.

We are now at the point where if we do not start to look at every avenue for income and funding, we may not be able to be there for the community of Kirkley.

I apologise that my report this year feels very negative, but I felt that it is important that everybody is aware of just how serious things are financially.

I would like to thank everybody who has contributed to the Church this year, in what ever way, and however large or small, it is truly appreciated and helps to keep us in the community where we all know we need to be.

Barry Moore
Hon. PCC Treasurer

2024 Statement of Accounts

St Peter and St John, Kirkley PCC

Financial Statement for the Year Ended 31st December 2024

General Fund Receipts and Payments Account

Receipts	2024		2023	
	£	£	£	£
<i>Income Resources from Donors</i>				
Planned Giving - Envelope Scheme	3438		2870	
Planned Giving - Standing Orders	3503		6596	
Parish Giving Scheme	5579		1625	
Gift Aid Reclaimed	1275		4918	
Collections	2396		2390	
		16191		18399
<i>Other Voluntary Income Resources</i>				
Legacy	0		0	
Donations	1500		1700	
General Fundraising	2337		4556	
Messy Church	10		222	
Kirkley Pantry Café Income	690		1104	
To Offset BT Costs for Clergy Use	240		240	
		4777		7822
<i>Income from Charitable and Ancillary Trading</i>				
Contribution from use of Church	0		500	
Contribution for use of Church Hall	6105		4895	
Fees	1593		919	
		7698		6314
<i>Ordinary Incoming Resources</i>				
Insurance Claims [including refunds]	0		0	
Grants - Kirkley Pantry	3000		3000	
Grants - Other	0		8756	
VAT Reclaim	0		0	
Other Refunds	0		0	
Interest on General Fund (CCLA)	607		355	
From Current Account to General Fund	0		0	
From General Fund to Current Account	0		0	
From Organ Fund to Current Account	0		0	
Diocese of Norwich (27 KPR)	0		0	
Rounded difference	1		0	
		3608		12111
Total Receipts		32274		44646

St Peter and St John, Kirkley PCC

Financial Statement for the Year Ended 31st December 2024

General Fund Receipts and Payments Account

Payments	2024	2023
	£	£
<i>Fundraising Costs</i>		
General Fundraising Costs	121	663
Stewardship Campaign and Envelopes	0	0
	121	663
<i>Activities Directly Relating to the Work of the Church</i>		
Parish Share	2500	0
Church Running Expenses	11489	13714
Clergy Expenses	1318	1104
Cost of Services	4675	3908
Messy Church Running Costs	28	104
Kirkley Pantry Café Running Costs	53	104
Upkeep of Church Hall	9424	12655
	29487	31589
<i>Charitable Activities</i>		
Mission Giving/Payments to Charities	59	128
Community Garden Running Costs	50	0
Chicken Project Running Costs	1960	0
Kirkley Pantry Expenses	3460	3000
	5529	3128
<i>Governance</i>		
Church Management and Administration	172	0
	172	0
<i>Other Expenditure</i>		
Works to Organ	0	0
Rounded Difference	3	-1
Total Payments	35312	35379
Excess of Receipts over Payments	-3038	9267
Bank Current and Deposit A/Cs at 1/1/24 [1]	37446	32488
Bank Current and Deposit A/Cs at 31/12/24 [1]	34408	37446

[1] Includes Lloyds Current Account, CBF Deposits (General Fund) and Lloyds Flexi Account

[2] Explanations of various categories can be found with the Statement of Assets and Liabilities

[3] £358 from 2023 income was not paid into the account until 2024

St Peter and St John, Kirkley PCC**Financial Statement for the Year Ended 31st December 2024****Donations for Specific Causes Receipts and Payments Account - Restricted Fund**

Receipts	2024		2023	
	£	£	£	£
Children's Society Christingle	29		48	
		29		48
Transferred in from Current Account	0		0	
		29		48

Donations for Specific Causes Receipts and Payments Account - Restricted Fund

Payments	2024		2023	
	£	£	£	£
Children's Society Christingle	29		48	
		29		48
Excess or Receipts over Payments	0		0	
Bank Current and Deposit A/C at 1/1/24	0		0	
Bank Current and Deposit A/C at 31/12/24	0		0	

St Peter and St John, Kirkley PCC

Financial Statement for the Year Ended 31st December 2024

Organ Fund Receipts and Payments Account - Restricted Funds

Receipts	2024		2023	
	£	£	£	£
Restricted Donation	0		0	
Interest Received	0		0	
Transfer from Lloyds Bank	0		0	
Events	0		0	
<i>Money held in General Funds</i>	0		137	
		0		0
Transfers to Current Account		0		0
<i>Money paid out from General Funds</i>		0		137
		0		0
Excess of Receipts over payments		0		0
Bank Current and Deposit A/C at 1/1/24		13		12
Bank Current and Deposit A/C at 31/12/24		13		13

Notes: Interest received on the fund in 2024 amounted to less than £1

Kirkley Curates House Receipts and Payments Account - Designated Fund

	2024		2023	
	£	£	£	£
Receipts	3799		2222	
Payments	0		0	
Excess of Receipts over Payments		3799		2222
Bank Current and Deposit A/C at 1/1/24		71570		69348
Bank Current and Deposit A/C at 31/12/24		75369		71570

St Peter and St John, Kirkley PCC**Financial Statement for the Year Ended 31st December 2024****West Window Receipts and Payments Account - Designated Fund**

	2024		2023	
	£	£	£	£
Receipts	0		0	
Payments	0		0	
Excess of Receipts over Payments		0		0
Bank Current and Deposit A/C at 1/1/24		1000		1000
Bank Current and Deposit A/C at 31/12/24		1000		1000

Music Fund Receipts and Payments Account - Designated Fund

	2024		2023	
	£	£	£	£
Receipts	364		321	
Payments	0		93	
Excess of Receipts over Payments	364			228
Bank Current and Deposit A/C at 1/1/24		636		408
Bank Current and Deposit A/C at 31/12/24		1000		636

Rector's Discretionary Fund Receipts and Payments Account - Designated Fund

	2024		2023	
	£	£	£	£
Receipts	0		0	
Payments	20		0	
Excess of Receipts over Payments		-20		0
Bank Current and Deposit A/C at 1/1/24		20		20
Bank Current and Deposit A/C at 31/12/24		0		20

Note: Fund closed by PCC during 2024, money reallocated to general funds

Messy Church Fund Receipts and Payments Account - Designated Fund

	2024		2023	
	£	£	£	£
Receipts	10		872	
Payments	28		104	
Excess of Receipts over Payments		-18		768
Bank Current and Deposit A/C at 1/1/24		768		0
Bank Current and Deposit A/C at 31/12/24		750		768

Chicken Fund Receipts and Payments Account - Designated Fund

	2024		2023	
	£	£	£	£
Receipts	404		2192	
Payments	1960		0	
Excess of Receipts over Payments		-1556		2192
Bank Current and Deposit A/C at 1/1/24		2192		0
Bank Current and Deposit A/C at 31/12/24		636		2192

St Peter and St John, Kirkley PCC
Financial Statement for the Year Ended 31st December 2024

Kirkley Pantry Bank Account

Receipts	2024		2023	
	£	£	£	£
Pantry Subscriptions - Paid by Standing Order	3825		3916	
Pantry Subscriptions - Paid by Cash	4810		5088	
Donations Received	380		273	
Fundraising Activities	0		0	
Grants Received	5280		6075	
Other Income	109		0	
		14404		15352

Kirkley Pantry Bank Account

Payments	2024		2023	
	£	£	£	£
Payment for use of Church Hall	5041		4013	
Operating Costs	15117		6886	
Support Costs	1112		979	
Other Expenses	309		2097	
		21579		13975
Excess or Receipts over Payments	-7175		1377	
Bank Current and Deposit A/C at 1/1/24	12848		11471	
Bank Current and Deposit A/C at 31/12/24	5673		12848	

St Peter and St John, Kirkley PCC**Financial Statement for the Year Ended 31st December 2024****Statement of Assets and Liabilities at 31st December 2024**

	2024	2023
Monetary Assets		
Lloyds Current Account - Unrestricted	9039	11796
Lloyds Current Account - Organ Fund	0	137
Lloyds Current Account - Chicken Fund	636	2192
Lloyds Current Account - Restricted Grants	8198	8930
Lloyds Current Account - Messy Church	750	768
Lloyds Current Account - Music Fund	1000	636
Lloyds Current Account - Discretionary Fund	0	20
Lloyds Current Account - West Window Fund	1000	1000
Lloyds Current Account Total	20623	25479
Lloyds 60 Day Deposit Account	42	42
Lloyds Flexi Account (Church Hall)	529	529
Kirkley Pantry Bank Account	5673	12848
CBF Deposits (General Fund)	12045	11438
CBF Deposits (Organ Fund)	13	13
Money held by Norwich DBF	75369	71570
	93671	96440
Total Monetary Assets	114294	121919

Notes:

1) Unpresented cheques to the value of £379.46 - Cheque numbers 005049-005053

Category Explanations:

Church Running Expenses - Expenses claims for purchases, Gas Bill, Electricity Bill, Water Bill, Insurance, Subscriptions, Newspaper Advertising, Maintenance Costs

Cost of Services - Flowers, Consumables (bread, wine, candles etc.), Readings Sheets, Choir Fees, Organist Remuneration, Printing, Stationery

Upkeep of Church Hall - Gas Bill, Electricity Bill, Water Bill, Insurance, Waste Collection, Caretaker Remuneration/Cleaner costs

Independent Examiners Certificate

Report to the trustees/ members of:	Kirkley St Peter with Lowestoft St John PCC
On accounts for the year ended:	31st December 2024
Charity no (if any):	N/A

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2024

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

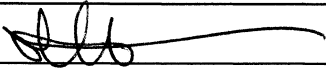
~~If the charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [] Delete [] if not applicable~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:		Date:	28/01/2025
Name:	Rebecca Warren		

Relevant professional
qualification(s) or body
(if any)

--

Address:

6 The Rungwaks
Lowestoft
NR33 9NN

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here
brief
details of

any items
that the
examiner
wishes to
disclose

--

