

Annual Report

**St Mary's Burwell
St Etheldreda's Reach**



Loving God, Loving People

Prepared for the Annual Parochial Church Meeting, April 2025

INTRODUCTION TO THE PARISH AND TO THE REPORT

Who are we? What has God called us to do?

Loving God, Loving People

Our Mission Statement

As the parish churches of Burwell & Reach we gather as people of all ages seeking to grow together in faith, hope and love, sharing the good news of God's love through:-

- Our prayer and worship
- Our daily lives
- Our service in our communities and in the world
- Our buildings being warm and welcoming centres of prayer and community life

A SUMMARY OF THE LIFE AND WORK OF OUR CHURCHES IN 2024

Prepared for Annual Meeting – April 2025

This Annual Report includes the reports which are required by the rules, and a few others. Please also see our website, which includes an introduction to the different groups and activities in our church community.

For **information** about the parish, visit: <http://www.stmarysburwell.org.uk/>

The **Parish** of Burwell with Reach is in the Deanery of Fordham and Quy and the Archdeaconry of Cambridge in the Diocese of Ely.

The full, formal, **name of the parish** is: The Ecclesiastical Parish of St Mary the Virgin, Burwell with St Etheldreda and the Holy Trinity, Reach.

Registered charity number: 1129567

Correspondence should be addressed to the Vicar, Revd Canon Dr Eleanor Williams:

22 Isaacson Road, Burwell, CB25 0AF

Telephone: 01638 741262

email: vicar@stmarysburwell.org.uk

CentrePeace, our parish outreach centre run entirely by volunteers, is at:

38a The Causeway, Burwell, CB25 0DU

Telephone: 07542 828801

Opening times 10.00am–12.30pm on Tues, Thurs, Frid, Sat; 2.00pm–4.00pm on Weds, Thurs.

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LETTER FROM THE VICAR

This has been a year with changes and challenges, but we have also been able to see God at work in many areas of church life and in our community. A key priority was to prepare for a major change in our financial and administration arrangements, and I am very grateful to our new team for enabling the smooth day to day running of the parish, Wendy Smith, as churchwarden, with Kathy Ogilvie as volunteer administrator, Ian Richards, Sally Swann and Steve Martin forming a finance team, along with me and our new part-time paid treasurer, Sue Chase. We have also seen a change in our Safeguarding Team, with Jo Proctor taking on the role of Parish Safeguarding Officer, as well as PCC secretary, and working hard behind the scenes with Dee Smith, to ensure that all who contribute to church life in specific roles have been safely recruited and completed relevant training.

Attendance at Sunday services has been maintained from 2023 to 2024, with a small average increase. The number of people now watching the livestream on Facebook has continued at about 4 each service. During 2024, the average number of people attending the monthly Café Church has dropped slightly from 2023 but increased slightly for the 10am Communion Service. Refresh Café (for pre-school children and their carers) and mid-week Communion services have also averaged slightly higher numbers. Our curate, Virginia Moggridge, was priested in June 2024, and we have a new Licensed Lay Minister, Kevin Powell, who is also licensed in St Edmundsbury and Ipswich Diocese, so is sometimes ministering in Long Melford on Sundays. We have also had an ordinand from Ridley Hall, Peter, on attachment with us for part of the year. Thank you to our vergers, welcomers and Churchwarden's Assistants, Steve Martin and Caroline Smith, for helping to make sure our buildings are warm, comfortable and safe and the churchyards are cared for appropriately.

Assisted by local volunteers, we continue to manage Pop-Up Pantry, based at Burwell Day Centre, which distributes excess food from the local supermarkets as well as garden produce and donated items. This has provided valuable support to people in need and it is good to work in partnership with local groups and Ely Foodbank.

Progress has been made towards becoming Carbon Net Zero by 2030, with LED lights being installed in the main body of St Mary's and the Guildhall. A sub group is looking at options for replacing the current heating system in St Mary's. Sadly, there have been several incidents of vandalism at St Mary's, and a break-in during December caused minor damage to a window and door lock. Security measures have been reviewed and enhanced. St Etheldreda's church has continued to be used for more services, and also occasional lettings to other organisations for meetings and Quiet Days. Cream teas were served in the church at the annual Reach Fair. There has also been work on the clock, the bell and the boundary walls.

I am grateful to those who serve alongside me in the mission and ministry of this-parish, for their dedication, commitment and friendship. Thank you to the ministry team for all you have brought to so many other areas of church life: Revd Paula Spalding, LLM Jo Proctor, curate Revd Virginia Moggridge, and LLM Kevin Powell, for the AV support as well! Thank you to Simon Ogilvie, Peter Hall and Rob Proctor, for the music and the tech.

This is also an opportunity to say thank you to so many who give of themselves to the mission and ministry of our parish, often behind the scenes. Thank you to the refreshment helpers, bell-ringers, flower ministry, small group leaders, Mothers' Union and all who enrich

our life together. Thank you to Ken and Dawn Hurrell, for helping with burials of ashes and maintaining the churchyard.

Thank you to the PCC and deanery synod reps, to Hazel Williams and CentrePeace volunteers, and Val Badcock for compiling the pew sheet, Pat Chalmers, as 'Contact' editor, and Avril Plume as Electoral Roll Officer and helping with rotas and weddings.

On behalf of the whole church family, I would like to thank those who contribute financially, faithfully giving to support our mission and ministry, without which it would be very difficult to continue.

In all our daily lives, our relationships, our work, our service, our worship, and in our times of gathering together, may we know the grace, mercy and peace of God, as we seek to be open to where God is at work, and ready to join in.

Eleanor Williams

Vicar of Burwell with Reach

OVERVIEW AND RESOURCING OF OUR MISSION MINISTRY

REVIEW OF DEVELOPMENT ACTION PLAN 2024

The table below summarises progress towards achieving our aims and more details are given in separate reports elsewhere in this document.

Aim	Objectives	Progress
To equip and support a new team for the work of ministry in the parish	Set up new financial arrangements. Train new administrator. Recruit new volunteers for other administrative roles.	Good progress has been made in making the transition to a part-time paid treasurer, and other volunteers managing day to day finances. New volunteer administrator has taken on significant parts of the administrative workload. The PCC secretary and Vicar have taken on other tasks.
To make progress to become Carbon Net Zero by 2030	Small group to research options for heating and other ways of reducing carbon footprint.	A small group has looked at options for the future replacement of the current gas heating system, and has consulted with the church architect. Energy bills have been examined in detail to identify causes of additional usage.
To review learning from the Partnership for Missional Church process	Continue to work in partnership with other village organisations. Consider how to offer hospitality as the Newmarket Road housing development progresses.	We have continued to manage the Pop-Up Pantry, in partnership with local volunteers and the village food stores. No progress on Newmarket Road development.
To share ideas and	To take opportunities	Encouragements and challenges

experience within the deanery	to share at Deanery Synod and at parish level.	have been shared at Deanery Synod and with specific needs of individual parishes.
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CHURCHWARDENS' REPORT

It is difficult to believe we have come to the end of another year. As a church warden I am charged with the responsibilities of keeping our beautiful churches in good repair. To this end there has been some exterior maintenance to the roof of St Mary's, where it was found that there were a small number of missing/spalled stones, some joints needed repointing and plant roots had intruded under and displaced leadwork. The gutters and drains were cleared of debris. The heating seems to continuously cause problems and the boiler condensate pump was replaced and the boiler serviced, in June.

We have, sadly, at St. Mary's, suffered a few acts of vandalism this year. Locks have been broken and now replaced on the access to the tower; a window was broken on the south side of the church; fire extinguishers have been 'set-off' and first-aid equipment damaged but both items now replaced, in both the church and ringing room. The ringing chamber also incurred minor damage to equipment which has since been repaired or replaced. Security has been enhanced by adding further locks to the kitchen hatches and a new key safe has been fitted. We trust that these incursions will not be repeated. There has been routine completion of PAT testing. In December the organ was serviced and tuned.

The nave lighting and tower lights in St Mary's were replaced in July, with LED lights inserted in the main body of the church. The lightning conductors, in both churches, were examined and safety approved, in October. There has also been the annual maintenance and checks by Churches and Fire for the security of St Mary's.

In St Etheldreda's the Q.I. was completed in May, and after some minor snagging works to realign the sliding doors, the loft ladder being replaced, the heating system adjusted and the disabled access path finished, the certification of completion was issued in June. The clock and bell were reconnected and have been working satisfactorily.

The Guildhall main room and external doors have been repainted and the strip-wood floor, in the hall, repaired. and the damp patches in the toilets attended to. The lights in the main hall have been replaced with LED bulbs. The annual boiler service was completed and the water heater repaired

Throughout this year I have been grateful for the support and assistance from Steve, Caroline, Scott and Tom, and their varied talents. We as a church are indebted to the hard work and dedication of Eleanor for our religious and pastoral needs and for Paula, Virginia, Jo and Kevin as they work alongside her.

Wendy Smith (Churchwarden)

ECO PLANNING

As the gas boiler and heating system is now aging and prone to being unreliable, and the PCC has recently discovered that a significant amount of electricity is used to keep the pumps from seizing up, a group of PCC members has been looking at how to move from gas to electricity as a fuel for heating the church. The aims are to bring down carbon costs to Net Zero, to lower the financial cost if possible, and, of course, to provide warmth for people in

St Mary's. A survey has been carried out which suggests that radiant electric heating may be the best solution. Radiant heating works in a similar way to the sun, in that it heats people, rather than just air. The current heating system heats the air. As warm air rises, most of the heat ends up near the ceiling, rather than around the people at ground level.

Electric heating can easily be Net Zero if we use renewably produced electricity, which is what we already use at St Mary's.

There are still quite a few hurdles to overcome and decisions to be made, not least of which will be how to fund this change. One suggestion is that the money in the Building to Serve Fund (B2S) could be used towards some of the costs of changing the heating.

B2S was the name given in 2012 to the project to manage the re-ordering and improving of St Mary's building, which continued the work of the former Building Group. A fundraising campaign was launched, which raised the funds used to pay for the kitchen and toilets in the tower, and the changes to the south porch and inner vestry, which were carried out in 2015. A number of people have continued to donate to this Fund, and as a new heating system was also part of the planned changes, it seems appropriate to the PCC to suggest the use of the B2S fund for this work now.

Kathy Ogilvie (on behalf of Heating Group)

CHURCHYARD REPORTS

St Mary's, Burwell: Firstly, I would like to thank all those who have contributed to the care of our beautiful churchyard, including the Hurrells (ashes plots) and Wild Burwell (raking cut grass).

I have recently set up a WhatsApp group for "Churchyard Gardeners"; please let either Eleanor or myself know if you would like to be added to this (or if you would like to help but would prefer to be contacted in a different way). Tasks include weeding the circular beds and gravel paths, and pruning the roses and other shrubs.

We are still building on the good practice which gained us the Bronze Churchyard Conservation Award; we continue to work towards the Silver Award. To quote Bishop Dagmar:

"The predictions about the future of life on this planet make for alarming and depressing reading and the need to repent of the past and live more sustainably is abundantly clear. Treasuring creation is an implicit part of proclaiming the Gospel. And we can give expression to this with our churchyards which can be 'arks for vulnerable species'. I am delighted to support this Churchyard Conservation Award Scheme."

You may be aware that, since the 1930's, 97% of UK wildflower meadows have been lost; this clearly has knock-on effects for our wider biodiversity, including vital pollinators. Churchyards represent an important opportunity for a slight redress to this imbalance - careful management can maximise the number and quality of habitats, for the benefit of wildlife.

In order to achieve this, a variety of mowing regimes is needed; alongside more regularly cut areas, there are uncut areas (ideal for small mammals), spring flower areas (to be cut late May, July and October/ November) and summer meadow areas (to be cut in March and then not again until October/ November). In these latter two cases, it is important to remove and compost the cut grass; this reduces soil fertility and thus encourages wildflowers, by holding back the coarser grasses which would, otherwise, outcompete them.

Notable happenings this year include:

Spring - durable replacement bird boxes installed by Wild Burwell.

September - Bug Hunt, enjoyed by families.

November - planting of a Whitebeam tree, in commemoration of Don Kyte's decades of exceptional service to St Mary's, particularly as Treasurer of the Preservation Trust.

December - pollarding of lime trees along the eastern boundary - beneficial to this species as well as for human safety.

St Etheldreda's, Reach: The work of developing the garden into an attractive space suitable for quiet reflection is still ongoing. We are mindful of our duty as stewards of this place - and a Scheme of Biodiversity Improvement formed part of the planning application for the recent reordering.

The repurposed old pulpit, forming a raised alpine bed, has established well; the herbaceous border in the south-east corner has proved harder, due to the large weed seed bank. The sowing of locally collected wildflower seeds/ plug plants grown from such seeds, to enhance the meadow areas, is ongoing.

Once the rebuilding of the front (western) and southern boundary walls has been completed, then this area of the church garden can also be enhanced.

We would very much like this to be a project by and for Reach. Robert Keutgen is carrying out routine maintenance, as before, but local volunteers are still sought, to monitor regularly and carry out light gardening tasks.

Caroline Smith, assistant to the Churchwardens with particular responsibility for the churchyard

FORDHAM AND QUY DEANERY SYNOD

There were three meetings last year; March, June and October.

At the meetings benefices are encouraged to share good news stories and below is a flavour of what is going on across the deanery:

- Wooditton have formed a re-wilding group for the churchyard and are working towards a bronze award.
- Bottisham have set up an Art Group which church and non-church people attended.
- The Anglesey benefice has started to explore family worship across their churches

Work on the Deanery Development Plan has been put on hold for now until a new Bishop of Ely has been appointed.

At the June meeting Mike Kelly, the Diocesan Development Officer, gave a presentation on Growing Younger: Mission and Ministry with young people, families and schools. In it he discussed the following topics to encourage and develop youth ministry: Growing confidence, commitment, competence and creativity. Various activities and courses were suggested as a way of embarking on this journey. One of which was Launchpad – starting youth ministry from scratch, which Eleanor has attended.

Finance:

At the March meeting we welcomed our new Deanery Treasurer, Simon Ogilvie. Most parishes are up to date with submitting their parish share. It was also reported that there would be an increase to Parish Shares of 4.5% for 2025.

Christine Fleming and Jo Proctor (Deanery Synod Representatives)

CENTREPEACE REPORT

Centre Peace bookshop has a wide selection of both fiction and non-fiction books as well as lots of books for children and young people. All of them are in good condition and range from recently published books read once then passed on to us, to those issued many years ago on special interests and hobbies. Our volunteers continue to make a regular commitment to maintain the shop and rotate the books so that every week there are new books to choose from.

We also sell jigsaws and have a number of regular customers who enjoy this pastime and visit us regularly. Unused cards are often given to us too, to sell on, alongside Mother's Union birthday, sympathy, Easter and Christmas cards.

The sale of all these items allows us to keep the shop open. This means that we are there for our visitors who come for a coffee or tea as well as a chat, an important reason for being on a prominent road in Burwell. This also allows our window to be seen by many people, so if a special event is happening and you would like to advertise it by having a window display please get in touch.

Our thanks go to all those who support us either by buying items, giving a regular donation or coming to see us for a chat. You make it all worthwhile.

Hazel Williams
Chair of Management Committee

MOTHERS' UNION (MU) REPORT

The Burwell Branch of the Mothers' Union can report a satisfactory year in 2024, having held a full programme of events in Burwell and participated in church and diocesan activities as well as supporting our worldwide members, especially those in central Africa. Sadly, we lost 2 members during the year, Joan White and Anne Gilbert, and we miss them both at our meetings. Two further members have not rejoined, but we welcomed new members, Virginia, Ysanne, Anne and Pat, plus we have two regular attendees from another Branch, so our numbers are holding up well. Membership is open to any baptised Christian and anyone, male or female, who cares about Christian care of families and support of family life is very welcome. We support work in 84 countries of the world mainly using volunteer members, so we are very efficient and really do make a difference to people's lives.

Locally Mothers' Union provides support, companionship and prayer for members and anyone in need equally. We support local initiatives such as women's refuges, prisoners and their families, whilst also keeping up with the national and international work of the movement. We also support diocesan objectives such as aiding families in crisis, sending the most under-privileged families on seaside holidays and being ever-vigilant for indicators of modern slavery and any form of abuse, be it gender-based or domestic or both.

We support international campaigns and work by responding to appeals and lending our voices wherever their added weight might make them heard. With millions of members worldwide, governments take notice when we express our views through a campaign!

In many countries the Mothers' Union operates as an unofficial health service, being everything from first responders in an emergency to being the team that resolves the problem. They are helped in this not by being given money but by being trained in methods

of working which builds sustainable solutions for the local communities. They are greatly lifted in the knowledge that our prayers and love are with them in this vital work.

We meet monthly when we pray, share news, enjoy food together and pray some more. We also do "fun" things like visit local garden centres. We met every month this past year, generally at my home, Mill Bungalow, on the last Wednesday of the month in the afternoon. We also meet monthly on Wednesdays for Holy Communion in St Mary's after which we share lunch together at the Day Centre (which also supports the Day Centre – a win-win).

I am very willing to discuss membership, our aims or our work with anyone who is interested. Our meetings are lively, engaging and always good-natured. A wonderful way to spend an afternoon with the added bonus of doing something good in praise of God.

Philip Baker (Burwell Branch Leader) 20th February 2025

ST MARY'S BELLRINGERS' REPORT

I am pleased and proud that St Mary's Bellringers Band have made excellent progress in their ringing since November 2023. Our RFTK recruits are now ringing Rounds and Call Changes, and some are venturing into ringing behind and Plain Hunt.

More experienced ringers are grappling with Plain Bob, Grandsire and Stedman. Special congratulations go to Nicky for ringing her first quarter peal!

The biggest highlight of 2024 for me was Ringing for the 80th Anniversary of D-day on 6th June 2024.

Other 2024 highlights

We rang for 3 weddings and most St Mary's church services.

The Open Tower Event was an enormous success with 90+ people climbing to the top to enjoy the view as well as being shown the bells and the clock room.

These events would not have been possible without everyone getting involved, so many thanks.

A special thanks to all the Officers in the band (especially Robert in his role as Vice-Captain and has kept things in order in my absence) who just get on with doing their job. You are much appreciated.

A big thank you also needs to go to Scott Massey who takes immense pride in his position to look after the clock and ensure it tells the correct time, to the minute! It has been noticed by Burwell residents!

I would like to thank our visitors (in their absence). Their attendance really helps our practice night and Sunday Service Ringing. Also, the Bellringers at Stretham REC Fordham, Isleham, Stretham and Longstanton who welcome and support our ringers at their practice.

Plans for 2025

Our up-and-coming ringers will achieve their Level 2 AND their first quarter peal. Other ringers will ring at least two quarter peals.

2025 will have several special occasions and events for us to ring out Burwell bells.

Finally, I would like to thank Eleanor and the PCC for their continued support with ringing at Burwell.

Dee Smith Tower Captain

VILLAGE GREEN PRAY-ERS REPORT

The staff at Village Green continue to affectionately call us the “Holy Hooligans” as they open up the shop every Saturday. We average about 7-9 people each week, from different churches, and our tables are ready for us when we arrive. We share in fellowship, support, and prayers within this busy hub of the community. Last year, we prayed our way through a small book of Julian Of Norwich which we all agreed gave food for thought. We are currently following a small Lent Prayer card, yet to decide what we might focus on after Lent is over.

We continue to forge friendships with other regular Saturday morning customers who sometimes share things for prayer with us. The staff team has a new regular Saturday member, Freya, who replaced Colby. The team know that we pray for them (as they navigate our different orders and foibles!) as well as many different situations - personal, local, national, and international.

This group is open to all and you would be welcome to join us. This time together sets us up for the day and sometimes even the week ahead! We meet at 9am for about 45 mins; some stay on after we've prayed, for a further cuppa and more chat. It would be lovely to see you too.

Janine Stewart

THE PCC SECRETARY'S REPORT

The PCC Secretary role is currently split between 2 people. Kathy Ogilvie takes the minutes at each PCC Meeting and Jo Proctor ensures that each PCC member has the relevant documents for discussion at each meeting.

The PCC comprises a total of 16 members: 10 elected members and 6 ex-officio (3 members of the clergy, 1 churchwarden and 2 Deanery Synod Representatives)

Since the APCM in April 2024, at the time of writing there have been 9 PCC Meetings and 2 standing committee meetings. We had a month off in August and the Christmas social in December was hosted by Eleanor at the Vicarage. One more meeting will be held in March before the APCM. PCC meetings have been well attended over the year with an average attendance of 70%, meaning that a quorum has been easily reached at every meeting.

Each PCC Meeting follows a set pattern, beginning with prayer. Items for discussion as listed in the Agenda with an opportunity to discuss any other business under either “Matters Arising” from previous minutes or “AOB”. Financial reports are made regularly by the Treasurer and matters relating to the maintenance of each of the churches is given in a fabric report prepared by the churchwardens.

There is also time set aside to review past events and to plan for future ones. Other items discussed have included policies and updates. Work continues to ensure that all our policies are kept up to date and that all voluntary staff have gone through the safer recruiting process to ensure we provide a safe environment for all that walk through the Church doors.

Much of the Church activity in the past year is given in the individual reports and the PCC is indebted to everyone for their services to the Church and enabling it to be a vibrant place to come and worship.

Jo Proctor (PCC Secretary) and Kathy Ogilvie (PCC member) 10th March 2025

ST MARY'S PRESERVATION TRUST

Registered Charity No 277633

The Trust has had a quiet year this year after a busy one last.

Our financial year runs April to March so differs from that of the PCC. The activity for the year ending 31st March 2025 is summarised as follows:

(note that the current year totals are forecasts).

Work funded by the Trust on the fabric of St Mary's:

£0 in 24/25 (£37,766 in 23/24) (£2,311 in 2022/3)

Regular income (total)

£2220 in 24/25 (£2184 in 23/24) (£2,244 in 2022/3)

Other income (interest, donations, recoveries etc)

£ 6348 in 24/25 (£6,668 in 23/24) (£2,025 in 2022/3)

Total reserves (forecast at 31st March 2025)

£182,309 (164,486 in 23/24) (£190,477 in 2022/3)

As you will see the amount paid out each year is very variable as we have no control over the needs that arise. We do always need to plan for works following the quinquennial report by the architect.

The purpose of the Trust is to take care of the fabric of the church building of St Mary's, so as to relieve the PCC of this financial burden and thereby allowing it to concentrate on serving its Christian purpose in the Community of Burwell and Reach, and beyond. It is the intention that the Trust would draw on the resources in the wider community, as it would clearly be a huge task for the church community to care adequately for the building, and a distraction from its other functions. Since beginning the trust over £500,000 has been provided by the trust for the fabric of the building.

The Trustees are grateful to all who have helped the Trust and assure all who help that their support is greatly appreciated. We have taken part in St Mary's Christmas Tree Festival and will take part in Burwell at Large to raise awareness of the existence and purpose of the Trust. Anyone who would like to consider adding their support in any way can find out more by contacting us, we would love to hear from you.

Chairman: Rob Harwood

Treasurer: Angela Bellis

**THE PCC OF THE ECCLESIASTICAL PARISH OF ST MARY THE VIRGIN BURWELL
WITH ST ETHELDREDA AND THE HOLY TRINITY REACH**

TREASURERS REPORT AND ACCOUNTS

For the year ended 31st December 2024

Registered Charity No 1129567

PCC Members during the year

Ex-officio members

Revd Canon Dr Eleanor Williams	Incumbent
Revd Paula Spalding	Associate Priest
Revd Virginia Moggridge	Curate
Wendy Smith	Churchwarden

Deanery Synod Representatives

Joanna Proctor	Licensed Lay Minister and PCC Secretary
Christine Fleming	

Elected Members

Stephen Martin	Churchwarden's Assistant
Caroline Smith	Churchwarden's Assistant
Ysanne Leadon	
Robin Proctor	
Katherine Ogilvie	
Simon Ogilvie	
Ian Richards	
Sally Swann	
Susan Reynolds	
Sarah Wingate	

In attendance when required (not an elected trustee)

Sue Chase	Treasurer
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Vicarage Address:	The Vicarage 22 Isaacson Road Burwell Cambridge CB25 0AF
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Registered Charity Number:	1129567
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Independent Examiner:	Mr Simon Rogers 1 Pound Close Burwell Cambridge CB25 0EP
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Bankers:	Barclays Bank plc Leicester LE87 2BB	CCLA Investment Management Ltd CBF Church of England Funds 1 Angel Lane London EC4R 3AB
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The parish church of St Mary the Virgin stands in a prominent position in High Street, Burwell, Cambridgeshire, CB25 0HB. It is in the Parish of Burwell with Reach, within the Fordham and Quy Deanery. St Mary's is a very fine Perpendicular building and is Grade 1 listed. St Mary's Church stands on a site previously occupied by an Anglo Saxon church in a conservation area at the south-western end of the village. It is part of a complex of ancient buildings including (the remains of) Burwell Castle, built by King Stephen in the C12th and itself on the site of a substantial Roman building, adjacent to a spring.

The Church of St Etheldreda and The Holy Trinity, Fair Green, Reach, Cambridgeshire CB25 0JD is a Grade II listed Victorian church. It occupies a prominent position on the east side of the green in the centre of the village, alongside the Village Centre and the village pub. Its Victorian architecture is completely in keeping with the overall ambience of the village.

The parishes of Burwell and Reach were combined in April 2004 to form the benefice of Burwell with Reach.

Structure Governance and Management

The PCC confirm that the annual report and audited accounts comply with the requirements of the Charities Act 2011 and the Charities SORP 2015.

Governing Document

The Parochial Church Council is a corporate body established by the Church of England and the PCC operates under the Parochial Church Council Powers Measure.

Recruitment and Appointment of PCC

The appointment of PCC members is governed by and set out in the Church Representation Rules.

Risk Management

The PCC has carried out a review of the major risks to which the charity is exposed. Where appropriate, policies have been adopted to mitigate the risks the charity faces. These policies are periodically reviewed to ensure they continue to meet the needs of the charity. In financial terms, the main risk appears to be the aging profile of the congregation and donors leading to a risk of a future reduction in income: currently the risk is not high but may rise with time. The PCC is aware of this and looks to increase other income and sets budgets accordingly. In other regulatory areas, the main risk comes from the potential for safeguarding issues: a statement covering the parish's compliance with its statutory duties is given on page 7.

Organisational Structure

In order to carry out its aims and objectives, the PCC sets up sub-committees, which may include other church members. Among these are groups to manage the church shop and the Guildhall.

Related Parties

St Mary's Preservation Trust

The Preservation Trust is an independent charity, set up by the PCC in 1979 with the sole responsibility of conserving the fabric of the building of the church for the benefit of future generations. It is non-denominational and draws funds from both regular supporters and grant-making bodies.

Feoffees

Burwell Church Lands Charity dates back to the 16th century when land was donated for the benefit of the Poor and the maintenance of the Parish Church. It now makes modest grants to assist children and young people living in Burwell to pursue their educational needs and supports the upkeep of the Guildhall and grants the Church use of the building.

Objectives and Aims

In accordance with The PCC Powers Measure of 1956, the PCC aims to co-operate with the Vicar in promoting in the benefice the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Mission Statement

As the parish churches of Burwell & Reach we gather as people of all ages, seeking to grow together in faith, hope and love, sharing the good news of God's love through

- Our prayer and worship
- Our daily lives
- Our service in our communities & in the world
- Our buildings being warm & welcoming centres of prayer and community life.

Public Benefit

The PCC has paid due regard to the Charity Commission guidance on public benefit. We aim to provide a welcoming building for the use of the whole community, whilst also meeting the expanding needs of the church. Our buildings are open not only as places of worship, but also as venues for cultural events such as concerts and exhibitions, or for smaller community meetings. While recognising our rich heritage, we are moving forward with new facilities to enhance our buildings.

Achievements and Performance

Attendance at Sunday services has been maintained from 2023 to 2024. The number of people now watching the livestream on Facebook has continued at about 4 each service. During 2024, the average number of people attending the monthly Café Church has dropped slightly from 2023 but increased slightly for the 10am Communion Service. Refresh Café (for pre-school children and their carers) and mid-week Communion services have also averaged slightly higher numbers.

With the retirement of the treasurer and administrator, we have developed new ways of working, with a paid part-time treasurer and new volunteer administrator, as well as other volunteers taking on additional roles.

Our curate was priested in June 2024, and we have a new Licensed Lay Minister. We have also had an ordinand from Ridley Hall on attachment with us.

Assisted by local volunteers, we continue to manage Pop-Up Pantry, based at Burwell Day Centre, which distributes excess food from the local supermarkets as well as garden produce and donated items. This has provided valuable support to people in need.

Progress has been made towards becoming Carbon Net Zero by 2030, with LED lights being installed in the main body of St Mary's and the Guildhall. A sub group is looking at options for replacing the current heating system in St Mary's.

Regular maintenance checks have been carried out. Sadly, there have been several incidents of vandalism at St Mary's, and a break-in during December caused minor damage to a window and door lock. Security measures have been reviewed and enhanced.

St Etheldreda's church has continued to be used for more services, and also occasional lettings to other organisations for meetings and Quiet Days. Cream teas were served in the church at the annual Reach Fair.

Financial Review

Unrestricted incoming resources were again higher than the previous year, totalling £128,947 (£125,263 in 2023). Voluntary giving rose with a corresponding increase in Gift Aid tax recovered, and three significant donations added over £18,000 to church funds.

Investment income remained stable as did income from CentrePeace and the Guildhall. Income from occasional offices rose slightly. Although there was no Fete this year, other fundraising events came near to matching last year's profit.

Unrestricted resources expended rose from £117,762 in 2023 to £123,036. Within this overall increase in costs there were some significant decreases as well as increases. Power costs fell by over £9,000, the biggest fall being in electricity for St Mary's Church, but all bills were considerably lower than in 2023.

Ministry Share rose by nearly £2,500 and service running costs, including clergy and vergers expenses also increased.

Other increases showed in insurances, cleaning and maintenance and the introduction of an outsourced Treasurer added £1,800 to sundry administration costs.

The Pop-Up Pantry received over £4,500 in donations during the year leading to a new Restricted Social Support Fund being set up to record and monitor its finances. Other Restricted funds, which include the Buildings Fund and the Reach Legacy Fund had incoming resources of £3,005. The interest and dividend income from the Legacy Fund is unrestricted income and can be used where needed. Final payments were made on the Reach re-ordering project amounting to £15,347; other restoration work was done on the clock (£3,276) and the repair / rebuild of the church walls commenced (costs so far £2,290 with further costs of around £50,000 expected to be incurred in 2025).

A transfer of £6,000 was made from the Reach Legacy Fund to the Reach General Fund to assist with the ongoing running costs.

Overall, there was a net movement in funds of £3,428 having to be taken from reserves. This can be divided into a net surplus for St Mary's of £5,223, a net deficit of £6,198 for St Etheldreda and The Holy Trinity for the running of the church plus £13,801 spent from their Legacy Fund and an unrealised gain on investments of £11,348. Reserves stand at £780,388 but of this only £92,853 is unrestricted. The PCC will continue to monitor their finances closely and endeavour to keep running costs as close to annual income as possible.

Safeguarding Statement

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults), as amended by The Safeguarding (Code of Practice) Measure 2021 (Commencement and Transitional Provision) Order 2022. A new Parish Safeguarding Officer was appointed this year.

Principal Funding Sources

The major regular source of income is charitable donations from a generous and committed congregation. Useful additional income is derived from restricted fund dividends and income from Guildhall lettings. The church shop is merely self-supporting.

Investment Policy

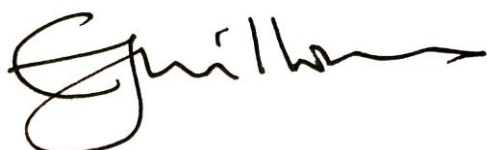
The PCC reserves and restricted funds are invested with the CBF Church of England Funds, and in appropriate deposit accounts which are reviewed regularly.

Reserves Policy

The PCC aims to maintain unrestricted reserves at a level of between six months and eighteen months average expenditure. At the end of 2024 unrestricted cash reserves stood at £92,853, with annual unrestricted expenditure of £123,036.

Approved at the Parochial Church Council meeting on 27th March 2025

Signed:



Revd Canon Dr Eleanor Williams (Vicar)

Independent examiner's report to the PCC of St Mary's Burwell and St Etheldreda's Reach

I report on the accounts of the PCC of Burwell with Reach for the year ended 31st December 2024, which are set out in the annual Financial Statement.

Respective responsibilities of Team Council and Examiner

The Team Council is responsible for the preparation of the accounts, and considers that an audit is not required for this year but that an independent examination is needed.

It is my responsibility to:

- examine the accounts;
- state whether particular matters have come to my attention.

Basis of independent examiner's report

An examination includes a review of the accounting records kept, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as members of the Team Council concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the following requirements have not been met:

- to keep accurate accounting records and
- to prepare accounts which accord with the accounting records



Simon Rogers
1 Pound Close
Burwell
CB25 0EP

Date: 14th March 2025

Statement of Financial Activities

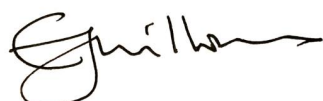
	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Incoming resources						
Incoming resources from generated funds						
Voluntary income	89,070	—	1,550	—	90,620	78,087
Activities for generating funds	2,154	—	—	—	2,154	2,910
Investment income	11,497	8,785	1,455	—	21,737	22,137
Other voluntary income	283	—	—	—	283	11,605
Incoming resources from charitable activities	16,390	—	5,136	—	21,526	15,865
Other incoming resources	769	—	—	—	769	131
Total income	120,162	8,785	8,141	—	137,088	130,736
Resources used						
Grants	5,829	—	—	—	5,829	7,174
Charitable activities	112,831	—	28,727	—	141,558	171,154
Charitable activities - support costs	3,749	—	102	—	3,851	1,676
Costs of generating funds	627	—	—	—	627	148
Total expenditure	123,036	—	28,829	—	151,865	180,154
Gains / losses on investment assets	—	—	11,348	—	11,348	42,636
Net income / (expenditure) resources before transfer	(2,874)	8,785	(9,339)	—	(3,428)	(6,780)
Transfers						
Gross transfers between funds - in	6,000	—	452	—	6,452	28,375
Gross transfers between funds - out	(6,452)	—	—	—	(6,452)	(28,375)
Other recognised gains / losses						
Net movement in funds	(3,326)	8,785	(8,888)	—	(3,428)	(6,780)
Total funds brought forward	96,178	24,155	663,483	—	783,815	790,596
Total funds carried forward	92,852	32,940	652,595	—	780,388	783,815
Represented by						
Unrestricted						
General fund	45,278	—	—	—	45,278	52,195
Reach Legacy Fund	47,575	—	—	—	47,575	43,982
Designated						
Capital Expenditure Fund	—	32,940	—	—	32,940	24,155
Restricted						
Bridgeman Trust Fund	—	—	1,480	—	1,480	1,446
Building Work Fund	—	—	49,485	—	49,485	48,673
Burwell Sunday School Fund	—	—	3,757	—	3,757	3,756
Reach Legacy Fund	—	—	270,525	—	270,525	289,846
St Andrew's Church Fund	—	—	323,718	—	323,718	316,474
Youth Work and Sunday School F	—	—	3,498	—	3,498	3,284
Social Fund	—	—	2,132	—	2,132	—

Balance sheet

Class and code	Description	This year	Last year
Fixed assets			
	Audio visual equipment	—	260
	Kitchen equipment	120	240
	St Andrew's mission church	—	—
	Bridgeman trust	—	—
	Burwell sunday school	—	—
	Reach Legacy Acc	—	—
	Reach Legacy Inc	181,968	177,896
	St Andrew's mission church	323,718	316,474
	Bridgeman trust	1,480	1,446
	Burwell Sunday school	3,757	3,756
	Total Fixed assets	511,043	500,074
Current assets			
	Barclays current account	75,308	56,186
	Barclays deposit account	20,198	23,847
	CBF deposit account	124,018	154,086
	Barclays current account - Bldg	16,845	17,415
	Floats	260	260
	CBF deposit account - Bldg	32,376	31,156
	Gift aid tax recoverable	3,234	3,000
	Stock - CentrePeace	200	200
	Accounts Receivable	3,309	205
	Total Current assets	275,748	286,356
Liabilities			
	Post Box Account	—	—
	Agency collections	—	—
	Accounts Payable	6,403	2,615
	Total Liabilities	6,403	2,615
	Net Asset surplus(deficit)	780,388	783,815
Reserves			
	Excess / (deficit) to date	(14,776)	(49,417)
	Starting balances	783,815	790,596
	Other gains/(losses)	11,348	42,636
	Total Reserves	780,388	783,815
	Represented by funds		
	Unrestricted	92,853	96,178
	Designated	32,940	24,155
	Restricted	654,595	663,482
	Endowment	—	—
	Total	780,388	783,815

Approved at the Parochial Church Council meeting on 27th March 2025

Signed:



Revd Canon Dr Eleanor Williams (Vicar)



Sue Chase (Treasurer)

Analysis of income and expenditure

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Incoming resources from generated funds - Voluntary income						
Bank giving - Bldg	—	—	1,320	—	1,320	1,400
Bank giving	42,180	—	—	—	42,180	40,533
Envelope giving	4,924	—	—	—	4,924	4,789
Other planned giving	930	—	—	—	930	1,270
Plate collections	6,106	—	—	—	6,106	6,250
Gift aid tax recoverable - Bldg	—	—	230	—	230	305
Gift aid tax recoverable	13,053	—	—	—	13,053	11,452
Wedding/Funeral collections	6	—	—	—	6	231
Donations	21,871	—	—	—	21,871	11,857
Total	89,070	—	1,550	—	90,620	78,087
Incoming resources from generated funds - Activities for generating funds						
Fete proceeds	—	—	—	—	—	1,605
Other fund raising events	2,154	—	—	—	2,154	1,305
Total	2,154	—	—	—	2,154	2,910
Incoming resources from generated funds - Investment income						
Dividends	4,938	8,785	—	—	13,723	13,513
Dividends - Sunday School	—	—	235	—	235	183
Bank deposit interest - Bldg	—	—	1,220	—	1,220	1,367
Bank deposit interest	6,559	—	—	—	6,559	7,074
Total	11,497	8,785	1,455	—	21,737	22,137
Incoming resources from generated funds - Other voluntary income						
Appeals	108	—	—	—	108	—
Legacies	—	—	—	—	—	10,056
Wall safe	174	—	—	—	174	228
Total	283	—	—	—	283	11,605
Incoming resources from charitable activities						
CentrePeace takings	3,295	—	—	—	3,295	3,485
Guildhall lettings	8,289	—	—	—	8,289	8,170
Wedding / Funeral fees	4,806	—	—	—	4,806	4,209
Youth work and outreach income	—	—	635	—	635	1,319
Social Support	—	—	4,501	—	4,501	—
Total	16,390	—	5,136	—	21,526	15,865
Other incoming resources						
Other income	769	—	—	—	769	131
Total	769	—	—	—	769	131
INCOME TOTAL	120,162	8,785	8,141	—	137,088	130,736

EXPENDITURE

Grants

Overseas missions	—	—	—	—	—	1,560
Overseas relief agencies	—	—	—	—	—	2,138
Home missions and Societies	5,829	—	—	—	5,829	3,927
Total	5,829	—	—	—	5,829	7,174

Charitable activities

Ministry Share	62,843	—	—	—	62,843	60,428
Clergy expenses	3,709	—	—	—	3,709	2,367
Vergar and services costs	2,296	—	—	—	2,296	1,433
Choir and organ costs	2,203	—	—	—	2,203	1,886
Electricity	5,337	—	—	—	5,337	10,616
Electricity - CentrePeace	895	—	—	—	895	1,705
Electricity - Guildhall	1,694	—	—	—	1,694	2,354
Fuel oil and gas	3,530	—	—	—	3,530	5,389
Gas - Guildhall	2,382	—	—	—	2,382	3,578
Water - CentrePeace	225	—	—	—	225	162
Water - Guildhall	384	—	—	—	384	448
Rent - CentrePeace	4,160	—	—	—	4,160	4,160
General rates - CentrePeace	88	—	—	—	88	91
Insurance	7,364	—	—	—	7,364	5,697
Insurance - Guildhall	1,042	—	—	—	1,042	900
Maintenance and cleaning	5,326	—	1,856	—	7,182	3,080
Maintenance - CentrePeace	36	—	—	—	36	224
Cleaning - Guildhall	1,611	—	—	—	1,611	664
Repairs and renewals	3,883	—	—	—	3,883	7,184
Maintenance - Guildhall	2,922	—	—	—	2,922	1,434
Building to serve project - Bldg	—	—	—	—	—	1,380
Reach Church Re-ordering	—	—	23,393	—	23,393	52,498
Depreciation	380	—	—	—	380	380
Teaching materials	—	—	—	—	—	114
Youth work and outreach expenses	—	—	658	—	658	1,024
Social Support	—	—	2,820	—	2,820	(452)
Stock purchases - CentrePeace	155	—	—	—	155	269
Miscellaneous expenses	307	—	—	—	307	1,680
Sundry expenses - Guildhall	59	—	—	—	59	—
Total	112,831	—	28,727	—	141,558	171,154

Charitable activities - Charitable activities - support costs

Printing and stationery	1,228	—	—	—	1,228	1,632
Books and publications	98	—	—	—	98	43
Sundry administration costs	2,423	—	102	—	2,525	—
Total	3,749	—	102	—	3,851	1,676

Costs of generating funds

Costs of fund raising events	627	—	—	—	627	46
Other fund raising costs - Bldg	—	—	—	—	—	102
Total	627	—	—	—	627	148

EXPENDITURE TOTAL	123,036	—	28,829	—	151,865	180,154
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GRAND TOTAL	(2,874)	8,785	(20,687)	—	(14,776)	(49,417)
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Notes to the Financial Statements for year ended 31st December 2024

STATEMENT OF ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2015).

The financial statements have been prepared under the historical cost convention.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Restricted funds represent amounts given to the PCC where the donor has specified that the funds are spent on a particular purpose.

Incoming Resources

Voluntary income

Collections are recognised when received by the PCC.

Gift Aid donations are administered directly by the Church and the Gift Aid is recognised as income at the same time that the donation is recognised as income, which is when the donation is received. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the ultimate receipt is virtually certain, and the monetary value can be measured reliably.

Amounts charged and raised at church events, such as money for food provided, and sale of books and craft items at the church shop, are recognised as income. Associated expenditure is recognised separately under Resources Expended.

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value at the time of gift to the PCC, if material and feasible, or else at the amount actually realised from their disposal.

Rental income

Rental income from the letting of church premises is recognised when the rent is due in accordance with the arrangement, lease or licence.

Income from investments

Dividends and interest are accounted for when receivable.

Resources Expended

Liabilities

Liabilities are recognised as soon as the legal or constructive obligation arises.

Grants payable

These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC.

Activities directly relating to the work of the Church

The diocesan quota or ministry share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Governance costs

These could include the costs of the preparation and audit of the statutory accounts and the cost of any legal advice to trustees on governance or constitutional matters.

Consecrated land and buildings and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011. No value is placed on moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Capitalisation of tangible fixed assets

Tangible fixed assets are capitalised if they will be used for more than one year and cost over £300.

Depreciation of tangible fixed assets

Depreciation is provided on all fixed assets on a straight line basis calculated to write off the cost over their expected useful lives, as follows:

Short-life electrical equipment	4 years
Other fittings and equipment	10 years

No depreciation is provided on buildings due to their high residual value.

Stock

Stock is second hand books and craft items held for sale in the Church shop.

It is valued at the lower of cost and net realisable value, with no value given to second hand books.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents, grants or other income, less provision for amounts that may prove uncollectable, are shown as other debtors.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Taxation

The PCC is a charity and as such is not liable to taxation.

REFERENCE SECTION

MISSION GIVING REPORT FOR APCM 2025

The PCC aims to donate 10% of its income to charity, based on the income for the current year. In recent years, this has been calculated using 10% of *all* income, but this year the PCC decided to include only voluntary income, i.e. direct giving. This includes regular giving through standing orders etc and sums donated at special services, e.g. Remembrance Sunday.

Seventeen charities were selected for support this year. Some were UK based, while others operate worldwide and their purposes include Christian Mission as well as addressing various practical needs. A higher proportion was given to overseas aid this year in view of the current severe needs in countries affected by war and famine. The total available for distribution was £4,900 and the charities are listed below.

Charity	Sum donated 2024
Ridley Hall	£265.00
BRF Messy Church	£265.00
Eastern Region Ministry Course	£265.00
Ely Foodbank	£265.00
Bible Society	£265.00
Church Mission Society	£265.00
Amos Trust	£265.00
Burwell Day Centre	£265.00
Red 2 Green	£265.00
Solar Aid	£265.00
Practical Action	£265.00
A Rocha	£265.00
Refugee Council	£265.00
Mothers Union worldwide	£265.00
Christian Aid Week Collection	£764.00
British Legion Remembrance Day Collection	£300.31
Children's Society Christingle service Collection	£128.55
Total	£4902.86

In addition, payment of some donations was carried over from the previous year, to be paid during 2024. They were as follows:

Charity	Sum donated from 2023 allocation
Burwell Print Centre	£370
Newmarket Open Door	£425
Yeldall Manor	£370
Smile Train	£370
East Anglian Children's Hospice	£370
Wildlife Trust BCN	£370
Total	£2275

The composition of the Mission Giving Group, which proposes charities for support, has changed this year and now consists of: Revd Canon Dr Eleanor Williams, Ros Benwell, Jo Jones, Rob Harwood, Jo Proctor and Pat Chalmers.

Pat Chalmers, on behalf of the Mission Giving Group
March 2025

STATISTICS AND ELECTORAL ROLL

CHURCH ATTENDANCE STATISTICS FOR 2024

	2023	2024
Electoral Roll, Burwell and Reach	111	113
Sunday attendance at Café Church: adults/children	70/12	66/7
Sunday attendance at 10am Communion: adults/children	56/3	58/3
Sunday attendance at 8.30am Communion	9	9
Refresh Café – October average: adults/children	18/21	22/21
Mid-week Communion attendance, Burwell	12	16
Mid-week Communion attendance, Reach	9	11
Mid-week Communion attendance, Ness Court	-	5
Baptisms at Burwell/Reach	8/2	3/1
Thanksgivings	1	0
Confirmations (under 16)	0	0
Confirmations (over 16)	2	0
Children not confirmed admitted to Holy Communion	1	0
Weddings at Burwell/Reach	2/1	3/0
Church Funerals at Burwell/Reach	15/1	11/3
Memorial Services	0	0
Entire services at Crematorium or Cemetery	7	3

The figure for Mid-week Communion services held at Ness Court was not included in the 2023 Report.

SAFEGUARDING REPORT

We are very grateful to our Safeguarding team, for their hard work over the last year. Jo Proctor took over the role of Parish Safeguarding Officer from Christine Fleming last year and has been building on the work Christine did in terms of the Safer Recruitment process.

Dee Smith continues to fulfil the admin tasks, specifically in arranging DBS checks.

In line with diocesan policy, the parish has been registered with the Safeguarding Dashboard for several years, which prompts review of policies and procedures, and that relevant training is up to date. We are now using the Safeguarding Hub, which sends automatic individual reminders for renewal of training and DBS checks. At the time of writing the dashboard has 11 outstanding actions, 2 of which are urgent.

There has been a report to the PCC at each meeting this year. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults), as amended by The Safeguarding (Code of Practice) Measure 2021 (Commencement and Transitional Provision) Order 2022.

Jo Proctor (Parish safeguarding Officer)

PCC MEMBERSHIP 2024/25

Parish of St. Mary's Burwell and St. Etheldreda's Reach

Ex-Officio:

Vicar	Revd Canon Dr Eleanor Williams	
Associate Priest	Revd Paula Spalding	
Curate	Revd Virginia Moggridge	
Churchwarden	Wendy Smith	(1 st elected 2022 1 year terms max 6 years)
Deanery Synod Representatives	Joanna Proctor	(Elected 2023 for 3 years)
	Christine Fleming	(Elected 2023 for 3 years)

Total ex-officio – 6

Elected Members:

2022	Rob Proctor	
2023	Susan Reynolds	
	Caroline Smith	(Churchwarden's Assistant)
	Sally Swann	
2024	Kathy Ogilvie	
	Simon Ogilvie	
	Sarah Wingate	
	Ysanne Leadon	
	Ian Richards	
	Stephen Martin	(Churchwarden's Assistant)

PCC Secretary: Jo Proctor
Minutes Secretary: Kathy Ogilvie,

Total elected – 10

TOTAL OF 16 EX-OFFICIO and ELECTED MEMBERS.

STANDING COMMITTEE:

Vicar (chair)	Revd Canon Dr Eleanor Williams
Secretary	PCC Secretary
Churchwardens	Two Churchwardens (if possible) or one Churchwarden and one Churchwardens' Assistant
Treasurer's Rep	
PCC member	(any 1 elected member)

Total of 6 members

MINUTES OF ANNUAL MEETINGS 2024

MINUTES FOR ANNUAL PAROCHIAL CHURCH MEETINGS

held on SUNDAY 7 APRIL 2024 at 11.15 am in ST MARY'S CHURCH, BURWELL

The full Annual Report document had been distributed two weeks before the meeting, comprising all reports mentioned below.

The Vicar welcomed attendees and opened the meeting in prayer. There were 12 PCC members and 25 congregation attendees in church, totalling 37 attendees.

Present in church:

Val Badcock, Philip Baker, Ann Briggs, Pat Chalmers, Terry Chalmers, John Evans, Sue Evans, Janice Fearn, Sian Flanagan, Christine Fleming, Mary Hammond, Sharon Haworth, Vivien Honeyborne-Martins, Jo Jones, Ysanne Leadon, Tina Lewis, Steve Martin, Christina Massey, Scott Massey, Rachel Millward, Virginia Moggridge, Kathy Ogilvie, Simon Ogilvie, Anne Perkins, Avril Plume, Joanna Proctor, Rob Proctor, Sue Reynolds, Ian Richards, Dee Smith, Wendy Smith, Janine Stewart, Sally Swann, Jackie Thacker, Tony Thacker, Eleanor Williams, Hazel Williams.

Apologies for absence received from: Angela Bellis, Brenda Bellward, Dawn Hurrell, Ken Hurrell, Myrna Leech, Simon Rogers, Caroline Smith, Roger Williams, Sarah Wingate.

MEETING OF PARISHIONERS – MINUTES

1 The Minutes of the last Meeting of Parishioners on 16 April 2023, as printed in the Annual Report, were approved and signed as an accurate record.

Proposed: R Proctor

Seconded: S Martin

The minutes were accepted unanimously by those in attendance at the meeting.

2 Election of Church Wardens

Wendy Smith

Proposed: S Martin

Seconded: R Proctor

There being no other nominations the candidate was declared elected unopposed.

Election of Churchwardens' Assistant to follow at inaugural meeting of PCC.

The Meeting of Parishioners closed at 11.20 am

ANNUAL PAROCHIAL CHURCH MEETING – MINUTES

1 The minutes of the last Annual Parochial Church Meeting on 16 April 2023, as printed in the Annual Report, were accepted, approved and signed as an accurate record.

Proposed: S Martin

Seconded: W Smith

2 Elections to Parochial Church Council

The following members were nominated:

Ysanne Leadon

Proposed: D Hurrell

Seconded: S Swann

Steve Martin	Proposed: C Fleming	Seconded: R Proctor
Kathy Ogilvie	Proposed: J Jones	Seconded: I Richards
Simon Ogilvie	Proposed: J Jones	Seconded: I Richards
Ian Richards	Proposed: K Ogilvie	Seconded: S Ogilvie
Sarah Wingate	Proposed: S Evans	Seconded: K Ogilvie

The proposals were agreed unanimously by those in attendance at the meeting.

3 Electoral Roll Officer's Report

The number on the Electoral Roll at the 2023 APCM was 2 for St Etheldreda's and 109 for St Mary's. Following the recent revision, 2 names have been added to St Mary's. The final published Roll is now 2 for St Etheldreda's and 111 for St Mary's. In 2025, a complete new roll will need to be prepared. The Vicar thanked A Plume for her work and said that, sadly, a number of those attending St Mary's had died in the last year.

4 PCC Secretary's Report

The PCC Secretary confirmed that all the factual information required to be reported at the APCM was reported in the Annual Report Document for the meeting. Questions were invited but none were asked. The Vicar thanked J Proctor and K Ogilvie for their work.

5 PCC Treasurer's Report and Adoption of Accounts

The Treasurer delivered the Finance Report to the APCM and expressed his thanks for the financial support given during a difficult year. He is handing over to Sue Chase of Simple Solutions who will be supported by PCC members. The PCC accounts for 2023 are set out in the Annual Report; these along with the reports and charity information are provided in the full Trustees' report as is required. These duly examined accounts were signed following approval at the March 2024 PCC meeting. The Treasurer invited questions (none were asked) after which he asked that the meeting adopt the accounts.

Proposed: S Swann	Seconded: S Evans
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The Accounts were adopted unanimously by those in attendance at the meeting.

Appointment of Independent Examiner

The Treasurer expressed his thanks on behalf of the APCM to Simon Rogers for completing the 2023 examination of the accounts. S Rogers had expressed his willingness to continue and therefore the Treasurer proposed his re-appointment as Independent Examiner.

Proposed: A Briggs	Seconded: A Plume
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This appointment was unanimously accepted by those in attendance at the meeting.

6 Church Warden's Fabric Report

The Church Warden's Report was as given in the distributed Annual Report. Questions were invited, but there were none. It was proposed that the Report be adopted.

Proposed: R Proctor	Seconded: S Evans
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This was agreed unanimously by those in attendance at the meeting.

7 Deanery Synod Report

J Proctor advised that the information from the Deanery Synod was shown in the Annual Report, and thanked the Vicar for her work as Rural Dean. The Vicar added that 3 benefices (ie 16 parishes) in the Deanery had been in vacancy. Most have now been filled, or will be soon. She was pleased to report that a Deanery Treasurer has now been found. Questions were invited, but there were none.

8 Safeguarding Statement

C Fleming reported that the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults), as amended by The Safeguarding (Code of Practice) Measure 2021 (Commencement and Transitional Provision) Order 2022.

9 Vicar's Report

The Vicar's letter is in the Annual Report document, along with reports of the activities of the parish. Questions on these reports were invited, but none made. The Vicar reported that we are now in a new season, with things changing, and highlighted the growth of the Wednesday Communion service to up to 25 people. It can be a time of uncertainty but the whole community has been given gifts to equip the body of Christ (see Ephesians 4). We are God's community here and she gave thanks for the gifts which have been shared.

The Vicar thanked and gave gifts to the following who were now stepping down from their roles:

C Fleming as Safeguarding Officer, a challenging role.

S Martin as Church Warden for the last 6 years. He was thanked for his cheerfulness and willingness to look after the buildings.

T Chalmers as Treasurer and P Chalmers as Church Administrator. The Vicar was most grateful to them for their faithful service, keeping the ship running over so many years. PC thanked everyone for their gifts and good wishes. She said they had seen many changes and it had been a privilege to use their gifts, given to them by God and learnt at work. Since TC was first Treasurer, 29 years ago, the technology now in use by them both had been invented and developed. Church life had been central to both their lives and will continue to be so in future. PC thanked those taking over their roles.

The Church Wardens thanked the Vicar for her work and presented her with a gift.

The Vicar expressed her thanks to all involved in church life, whether it be by bell-ringing, flower arranging, knitting, being here, providing finances, and so on.

10 Any other matters of parochial or general church interest

None were raised.

11 The meeting finished at 11.45 am and attendees shared the grace together.