



# Saint Oswald's

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N O R B U R Y

**A N N U A L  
R E P O R T**

**2021**



**MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING (APCM)  
OF ST. OSWALD'S, NORBURY  
HELD VIA BLUE JEANS AND CHURCH  
SUNDAY 15 NOVEMBER 2020**

**Attendees:** 30 attendees  
(All Electoral Register members)

1. Apologies for absence: There were no apologies for absence

**2. Minutes of the previous Meeting held on the 28<sup>TH</sup> April 2019 by Blue Jeans**

The minutes were agreed to be an accurate report of the meeting, and there were no matters arising from them

Proposed by Nick Lock

Seconded by Sylvia James

**3. Matters arising from the Minutes**

No matters were raised from the minutes of 28<sup>th</sup> April 2019.

**4. Consideration of the Electoral Roll Report**

The Electoral Roll had been revised for this meeting. It still remains at 163 members of whom 92 live in the parish and 71 are non-resident. Since the last APCM meeting we lost from the roll Myrtle Richardson, Karlene Melhado, Denis Patrick, Gustavus Sandy and Lillian Shaw, all of whom died during the course of the year.

The members accepted the Electoral Roll Report as read.

Alison thanked Anita Christ for her work in updating the Electoral Roll.

**5. Consideration of the Annual Report on the Proceedings of the Council**

The circulated report was accepted as read, with no additional questions.

Alison thanked the PCC members and everyone involved in running the church.

Judy Morris was thanked for her work as Safeguarding Officer and the many responsibilities that she takes on board.

Alison thanked Maudlyn Riviere for her work as PCC secretary

**6. Consideration of the Annual Report on the Financial Affairs of the Parish and of the Annual Independent Examined Accounts for the year ended 31.12.2019**

The accounts were accepted by the meeting and no questions were asked.

Judy Morris was thanked for examining the accounts and for sending them to the Diocese.

Thanks were extended to Glen Dawson for her work as Treasurer, and also to the Finance Team for their part in the work. Sylvia James who processes cash and cheques received and pays it into the bank. Judith Kitchingman who is the stewardship recorder, Roy Gopee who supports with the payments process.

It was noted that Covid has caused some pressures on the process of banking and also on the level of giving during lockdown. Fortunately many of our congregation give by standing order and have continued to do so but we are missing out on the loose collections and to some extent, the envelope scheme.

## **7. Report on the fabric, goods and ornaments of St Oswald's Church 2019-2020**

The report was accepted as read with no additional questions.

The buildings and fabric group, Nick Lock, Chris Avery and Gita Parmar were thanked for their work on seeing through regular maintenance and project work as were the cleaning teams, the garden volunteers and those who decorate the church on special occasions.

## **8. Consideration of the Report from the Deanery Synod**

The Croydon North Deanery Synod was active. Of particular interest to us at St Oswald's were the Black Lives Matter and Public Spirit initiatives.

Thanks were extended to Maudlyn, Judy, Yvonne and Tim for attending the Synod meetings.

## **Elections**

### **9. Election of Deanery Synod Representatives**

Judy Butcher: Proposed by Maudlyn Riviere, Seconded by Bevon West  
Yvonne Nwanokwu: Proposed by Nicola Williams, Seconded by Sundar Pichamuthu  
Maudlyn Riviere: Proposed by Sylvia James, Seconded Tracy Fagbemi  
Tracy Fagbemi: Proposed by Sylvia James, Seconded by Maudlyn Riviere

### **10. Election of PCC members**

There are spaces for 4 people to serve for 3 years and up to 3 people to serve for 1 year

Dawn Blair: Proposed by Anita Christ, Seconded by Claudette Blair  
Anil Den: Proposed by Roy Gopee, Seconded by Judy Morris  
Leonora Davies: Proposed by Dawn Blair, Seconded by Pauline Brett  
Yvonne Douglas Morris: Proposed by Sylvia James, Seconded by Michael Amaechi  
Ena Akomah: Proposed by Claudette Blair, Seconded by Dawn Blair  
Glen Dawson: Proposed by Nicola Williams, Seconded by Sylvia James

Alison and the congregation offer their congratulations to the new members. It was agreed that at the first meeting of the PCC those elected would decide who would serve for the full term, and who would serve for one year only.

### **11. Appointment of Sidespeople**

The following Sidespeople were appointed

- Judy Butcher (Head)
- Gloria Douglas Morris
- Mary Ekong
- Ann Tweedie
- Debbie Bryant
- Claudette Blair
- Jennifer Muir
- Jenny Drepaul
- Sandra Randall
- Yemi Adeogun
- Dawn Blair

## **12. Appointment of Independent Examiner for the accounts:**

Judy Morris agreed to continue as Independent Examiner of the accounts.

## **13. Vicar's Report and overview of ministry in the parish**

All those named in the report, and those un-named, whose work is mentioned, were thanked for all that they had done throughout the year. Judy Butcher was thanked particularly for her work in supporting wedding and funeral services throughout the year.

### **The Parish Hall**

The Coronavirus pandemic has had a severe effect on the bookings and we hope and pray that these will revive. Bevan and Jenny were thanked for their work in the hall. It was noted that during the present year, their employment status had been formalised - but it was clear that they always went beyond the call of duty in their work.

### **Pop-in Club**

Tribute was made to Sylvia James, and the team who work with her in offering this important activity for people who are in danger of being isolated. Sylvia keeps in touch with the members and we hope that it will be back soon.

### **Women's Fellowship**

Thanks to Phoebe Hope for her leadership of this and for keeping in touch with members throughout lockdowns

## **14. ANY OTHER BUSINESS**

None.

## **15. The meeting ended with a closing prayer and the Grace.**

# St Oswald's Norbury Annual Report 2020

## Introduction

I had expected this report to be very brief, but it is heartening to see that although there are some aspects of our church life that have remained 'locked down' since March 2020 there is much that has thrived in our current circumstances. We have learned so much over the last year and I know that at times it has been exhausting and stressful, but it has highlighted the commitment of many to ensuring that our church community continues to thrive.

Our annual meeting will need to be brief this year – it will largely take place throughout the service on 16<sup>th</sup> May, which will focus on the story of our life together this last year, with elections taking place during the notices, before we leave with a blessing.

Although everyone can be a part of the meeting from home or in church, we will not be able to invite you to raise questions during the meeting. However, if you have any questions regarding the report or the life of the church, please forward them to me or to Maudlyn Riviere (PCC secretary) and we will do our best to address them either personally or on the day.

Please do read the report and be impressed by the amount of work that people do at St Oswald's. As you do so, consider where there are aspects that you can help with, or perhaps new areas that you would wish to explore. It is customary to avoid using the report as a vehicle for 'thank you's' to individuals – there will be opportunities to do that at the meeting, but there are many people to whom we should be thankful for their commitment to the life of St Oswald's church, some of whom have done so for many years and would welcome a rest.

As we emerge from the tight Covid restrictions there will be much to ponder about how we move forwards as a church community. I hope that at some point in the summer, when we can meet (and perhaps even eat!) together, we will have a vision event in which we can have plenty of time for conversation and the sharing of ideas.

Our APCM this year takes place in that time between Ascension day and Pentecost that is characterised by prayer and has become known as 'Thy Kingdom Come' I hope that as we reflect on the life of the church over the last year, we will pause to pray for her continued life and to be looking for signs of Christ's Kingdom in the life of our church, our local community and throughout the world.

With love and prayers

Alison

## **Report on the proceedings of the Parochial Church Council 2020-2021**

### Meetings and membership

The PCC met nine times during the reporting period from May 2020 to April 2021, five of these meetings being after the delayed 2020 APCM held in November.

The Standing Committee met regularly between PCC meetings and when urgent matters arise that must be dealt with. A number of sub-groups have met to focus on specific issues such as finance, church fabric matters and mission, and report back the outcome of their meetings and proposal to the PCC. The Return to Church group met at various critical points and carried out risk assessments to make sure that we were Covid safe and complying with the law.

The meetings have been held online and chaired by the Vicar Rev'd Alison Brunt and the meetings were very well attended. The key topics of the year have been finance and safeguarding and our response to the coronavirus pandemic, including an emphasis on keeping in touch.

At the first meeting, on 18<sup>th</sup> November, following the delayed 2020 APCM the following officers were appointed:

Secretary:	Maudlyn Riviere
Treasury Team:	Dawn Blair (Treasurer), Sylvia James, Judith Kitchingman
Electoral Roll:	Anita Christ
Standing Committee:	Vicar, Wardens, Treasurer, Secretary
Independent Examiner:	Judy Morris
Deputy Warden:	Anil Den

Nick Lock was admitted to office as warden at the first PCC meeting using a liturgy provided by the Diocese. Sadly, following her election, Yvonne Lewis was unable to take up the office of Warden and so Nick has served as sole warden during this period.

### Key activities:

Online banking: We transferred both the church and hall accounts to the Unity Trust Foundation Bank which specialises in work with charities and offers online-banking.

Food items were donated, collected and delivered regularly to support a local food bank via Grace Outreach in Thornton Heath

Donations for Harvest gifts were delivered to the Spires centre, based at St Leonard's church in Streatham.

A lot of efforts were made in maintaining contact with the congregation during the pandemic through weekly emails and texts and regular mailings.

Black History Month: A special evening was held by Blue Jeans, in which a small group shared their thought provoking research and experiences on the theme 'Why black lives matter' and included a quiz during the evening. During the Sunday services in October the sermon slots were taken by members of the congregation reflecting on their lives and faith with respect to the scriptures of the day.

Harvest Festival: This was celebrated earlier than usual, on 20<sup>th</sup> September with the usual excellent display of flowers and collection of food. Replacing the Harvest Supper we had an online social evening with readings, poems and a quiz.

Patronal Festival: Ann Hubble organised a musical celebration of St Oswald which was enjoyed by members of the congregation and friends seated inside the church and relayed into the garden for the benefit of others.

National Day of Reflection (23<sup>rd</sup> March 2021): We marked the Day of Reflection by having a Prayer Tree where we tied yellow ribbons in support of all those who have been bereaved or had huge changes in their lives this year. An invitation by local social media groups led to about a dozen people gathering for the national silence.

### Safeguarding

Safeguarding is a standing item on the agenda and we had one meeting where Judy Morris Safeguarding Officer (DSA) explained that all church officers working with children and vulnerable adults should have safeguarding training. They should also have DBS Certificate.

### **Report on the fabric, goods and ornaments of St Oswald's Church**

Over the last year Covid has had an impact on our planned maintenance programme however we have had smart meters fitted to the electricity and will have them fitted to the gas supply. There were no major equipment failures. Routine safety inspections & servicing of the fire extinguishers and the boiler system have nonetheless been carried out. The lightning conductor has also been checked and certified for another year.

We have also acquired two new pianos. A new chalice was bought to replace one which had the silver lining worn through have been installed in the church. They have been added to the list of church contents.

Various pieces of IT equipment have been placed in the church in order to facilitate the broadcasting of services to those at home and to enable relay of sound from inside the church to the outside. These have included a laptop, webcam, 'Yeti' microphone and a portable PA system and an extension of the broadband from the hall to the church.

Planned maintenance for this year (including items from the quinquennial inspection still to be addressed)

- 1 The choir vestry needs some work to address the damp and then it will be redecorated. It would be very helpful if when the choir vestry is ready some people could volunteer to do basic decoration.
- 2 At the roof level some remedial work is needed of the soffit board and gutter.
- 3 The PCC is considering installing CCTV for the hall and reviewing the general security system.

These works will be undertaken as soon as is feasible.

This year the chancel lighting will also be reviewed for potential refurbishment as it is difficult to change those bulbs at high level.

The church and grounds continue to be well cared for on a day to day basis by volunteers and by Jenny who was temporarily redeployed from cleaning duties in the hall to the church.



## **Electoral Roll Report**

The total membership roll for 2020 for St. Oswald's Norbury Parish is **167** as at 28<sup>th</sup> April 2021  
Of this total **95** live within the Parish and **72** are non-resident (NR) and reside outside the Parish.  
We have **removed** all those who have died since the last revision.

Sevia John                                  Mary Shepherd                                  Linda Sinclair

And we have **added** the following names:

Louise Gu                                  Rachel Meadows                                  Radhika Meadows

Louise Pierre                                  Marie Pierre                                  Nicola Williams

Waveney Williams

### **Electoral Roll figures from previous years:**

2021	167
2020	163
2019 (full revision)	163
2018	252

Anita Christ

## **Safeguarding**

Safeguarding is a standing agenda item at PCC meetings, usually with nothing to report. A PCC meeting during the year had as its main focus the principles of safeguarding.

In accordance with the House of Bishops' *'Promoting a Safer Church'* safeguarding policy statement, the PCC has adhered to the Church's safeguarding policy particularly with regard to the regulations imposed due to Covid. There have been no safeguarding issues during 2020.

Judy Morris

## **Report from the Deanery Synod**

The Deanery Synod met three times in 2020-2021. At one of the synod meetings the Area Bishop Jonathan Clark talked on how churches across the Episcopal Area have been responding and coping with the pandemic. He senses that church might remain the same or may be different as and when we emerge from the pandemic. He urged all churches to embrace changes.

He was also impressed with the willingness that people have taken to help the church during the lockdown and the care and thoughtfulness that people have shown to others.

### **Public Spirit Initiative**

There were regular updates on the Public Spirit and St Oswald's is particularly involved and been glad to support the young people.

## **Worship and Study at St Oswald's**

We have done our best to maintain worship at St Oswald's throughout the year, holding regular services in person where it was legally permissible to do so and always offering the 10am parish communion online. During the most difficult stages of the Spring 2021 lockdown we made the decision to hold that service online only, but made communion available through the 8am and mid-week services.

We celebrated the important festivals and seasons of the year and, although congregational singing has not been possible, the music provided by Ann and the choir have added enormously to our worship. They have also been greatly appreciated at two recent funeral services where the singing of hymns made difficult events feel more familiar.

It is a great joy that between presence in church and online attendance we have managed to maintain attendance levels of around 60 in our main Sunday service.

A particular joy has been the commitment of about a dozen people to attending online morning prayer each day and a similar number (but not exactly the same group) to the 'five minutes at six' prayer group that stemmed from the 'Prayer for the nation' initiative in February.

Study groups have taken place online as we completed our study of Matthew's gospel in October, had an Advent reflection group in December, and a Lent study based on our baptismal promises.

## **SPA Report**

This past year has been very challenging and of great concern for those we know live on their own and whom we have been unable to visit.

We have been in telephone contact with Parishioners and all have found being in isolation/lockdown very difficult and are appreciative of the call as they find the situation overwhelming. Many calls are time consuming with all missing the physical contact of a hug, praying with them has been welcomed and brought comfort.

We remember all whom are mourning and the many dire situations in the world today. We pray for God's continuing mercy on us all.

Glen Dawson, Bevon West, Anita Christ

## **Hall Report**

The Hall has been on lockdown for the last year and we have been unable to accommodate our regular bookings or the various private bookings in the diary although we do remain in contact with them all.

During this time however we have been able to accommodate:

for one week/five days a school that was open for the children of front-line workers as their usual location was flooded

the Blood Donor Programme

the up-coming elections on 6th May.

We continue to receive many new enquiries in relation to the re-opening date for the hall. We are aware that new processes and protocols will need to be put in place and by the grace of God we are looking forward to a brighter year.

## **Children's Church Report 2021**

Children's Church Sunday meetings in the hall have been, for the most part, suspended due to the Covid pandemic and subsequent hall closure over the past year. Fortunately, our young people have continued to engage in a variety of ways.

Many young people have participated in online worship with their families, and some have been able to attend services in church from time to time. Parents and carers have also received online resources to assist learning and worship with their children.

It has been pleasing to see young people giving readings and intercession prayers, particularly the younger children who are growing in confidence. There were contributions at Easter and Christmas, and the videos on 'Who cares for you?' were wonderful to watch on Mothering Sunday.

The Public Spirit group for secondary-aged young people has been able to continue with online meetings. They have had interfaith meetings with other groups from North London which have been popular and thought-provoking. St Oswald's was also able to host the most recent Public Spirit meeting on 18 April (postponed from March 2020) to discuss the mayoral election and youth safety issues.

In February 2021 an online event was held to launch Croydon Youth Forum, following in the footsteps of other youth forums in Woolwich and Kingston. Many churches from across Croydon attended. Each was asked to send up to three representatives and two young people from St Oswald's attended. They discussed how churches can promote racial justice and be anti-racist. The Forum will meet again in June and also contribute to the Diocesan Synod.

After lots of preparation we were able to offer a Covid-safe session of Sunday School in the hall last October on Bible Sunday, just before the second lockdown. We do look forward to resuming sessions in the hall when it is possible to do so.

Despite the challenges of this year, it has been heartening to see our young people continuing to blossom and contribute to the life of the church.

Vee Benn  
Sunday School Leader

## **Flower Fund Report - May 20 to April 21**

In spite of Covid and lockdown we have managed to have floral decor in the Church for the Festivals of Harvest, Christmas and Easter.

This year following Harvest and Easter we were able to outreach by delivering floral arrangements to elderly members of the Church which were joyfully received and a wonderful way to remind them that they are still in the thoughts and prayers of their church family, as most were shielding and unable to attend church.

We were also unable to distribute Mothering Sunday posies for the 2nd year running.

We have received Donations of £367 from regular contributors along with the Church collections we held for Harvest and Christmas. As we were in lockdown no collection was made for Easter.

We have spent:  
£145 for Harvest  
£110 for Christmas  
£170 for Easter

Anita Christ

### **The Pop-in Club**

The Club have not met for over a year due to the lockdown, but we have kept in touch with members during this time and everyone received a telephone call on their birthday wishing them happy birthday greetings.

They have commented how much they missed not coming to the Club, but understand the importance of the lockdown. The members are classed as been vulnerable, so the Club will remain closed until all restrictions are lifted and it is safe for them to return.

Sylvia James

### **Women's' Fellowship**

Our last meeting was on the 11th of March 2020, when Reverend Alistair gave us a most interesting talk about his teaching career before going into the ministry. Speakers booked after this had to sadly be cancelled due to Covid when we mainly had to stay at home. We now have 15 members, after very sadly, losing our wonderful Treasurer, Mary. We have all kept in touch, mainly by phone and at church, and look forward to safe, happy times in the future.

Phoebe Hope



**Section A Independent Examiner's Report**

**Report to the trustees/  
members of** St. Oswald's Church, Norbury

**On accounts for the year  
ended** 2020 **Charity no  
(if any)** 1186034

**Set out on pages** 1-4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2018

**Responsibilities and  
basis of report** As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement** I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:** 10/04/2021

**Name:** Judith A Morris

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

**Address:** 88 Ederline Avenue,  
Norbury  
London SW16 4SA

**ST OSWALD'S CHURCH  
FINANCIAL REPORT & ACCOUNTS 2020**

Church Account Opening Balance	29,132.00
Parish Hall Account	23,788.00
CCLA Deposit Account	180,003.00

**Income**

**Voluntary Receipts**

Planned Giving	33,188	
Church services collection	3,648	
<b>Parish Support/Gift re Covid</b>	<b>5,200</b>	
		42,036

**Voluntary Receipts**

Two Legacies	23,000	
Lady chapel/study books	160	
Water Aid/Trafficking	81	
Sumup	475	
After Services Coffee	116	
Patronal Music Performance	108	
		23,940

CCLA Investments	2,584	
		2,584

**Church Activities**

Funerals	1275	
Wedding Deposit	150	
Hall Income Jan-Mar	8539	
		9,964

**Transfer funds from Hall Account**

50% contribution re Drains repair	8,100	
		8,100

**Utilities**

UtilityW/House - credit note	193	
		193

CCLA - released funds	30,000	
		30,000

<b>Total Income</b>	<u><u>116,817</u></u>
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**St Oswald's Church  
2020 Financial Report and Accounts**

**Expenditure**

Diocesan Parish Share	50,000	
Church Insurance	4357	
Hall Insurance	1442	
Archdeacon retiring gift	250	
Dr Robin Field (organist honoraria)	1,000	
DBS Fee Re: Organist	40	
		57,089
Edit Websites Ltd	18	
RSCM Royal Sch Church Music	112	
Rodells Lightening Protection	206	
CCLI (Copyright licence)	204	
CCLI (Streaming licence)	50	
		590
<b>Altar Requirements</b>		
Charles Farris Ltd (Various Items)		
Invoice 2123354	159	
Invoice 2118133	147	
Candle stick & Wafer Box	243	
New Chalice	228	
Wine	38	
		815
<b>Vicar</b>		
Study Material	312	
		312
<b>Service Sheets</b>		
Redemptorist Readings	254	
No Problems Service books	1,169	
		1423
<b>Organ Service/Repairs</b>		
Organ Design Ltd	227	
Stewart Fothergill - tuning	186	413
<b>Organist Remuneration</b>		
<b>Pre Contract March/April</b>	420	
Jan/July/Sept	240	
May/June	560	
		<u>1220</u>
		61,862

**St Oswald's Church**  
**2020 Financial Report and Accounts**

**Expenditure cont...**

	B/fwd	61862
<b>Miscellaneous</b>		
After Service Coffee	3	
Christmas Trees	154	
Patronal Music Performance	300	
Planned Giving Envs	153	
GD Fire & Security call out charge	144	
		754
Castle water	153	
Utility W/House	853	
Veolia	277	
		1283
Virtual Business PayPlus Organist	1680	
Tfr funds Church to Hall Re: PayPlus	168	
		1,848
<b>Covid safeguarding equipment</b>		
Masks/gloves sanitisers+equipment	88	
Various safety material+ink	97	
Hand sanitiser+pump smart water 200ml	241	
2ply paper towels	23	
		449
<b>Charitable Donations</b>		
Supported Charities	300	
Balance of Childrens Society 2019	20	
		320
<b>Three other Charities</b>		
All We Can	92	
Stop The Traffic	50	
WaterAid (jar)	31	
		173
<b>Treasurers Expenses</b>		
Stamps,ink,paper,files	186	
		186
<b>Church Grounds</b>		
Tree surgery	744	
Drainsmart	16,236	
Cornell&Varley (Lawn mower)	468	
Garage Door/camera	92	
Garden maintenance	60	
		17,600
Transfer to CCLA	9002	9002
		<u>93,477</u>
<b>Total Expenditure</b>		<u>93,477</u>



**St Oswald's Church**  
**2020 Financial Report and Accounts**

<b>Hall Income</b>		<u>8539</u>	
July-Dec 2020	Transfer of funds	1400	
	Re Organist	168	
			<u><b>10107</b></u>
<b>Hall running costs</b>			
Transfer Organist wages			
6 months		1680	1,680
<b>Staff Wages Jan - June 2020</b>			
Hall	Manager pre contract	1,750	
Hall	Cleaner pre contract	1,040	
Attendance Allowance		550	3,340
<b>Virtual Business Source Ltd</b>			
Staff remuneration	Chaps Transfer	821	
Bank Charge	Chaps transfer	23	
	Chaps Transfer	168	1,012
PAYPLUS Wages	5 Months wages	4108	
PAYPLUS 1st fee	September fee	132	4,240
GD/Chubb Fire & Security		1,178	
Cowleys	Service of Boilers	618	1,796
<b>Utilities</b>			
Castle Water		559	
Utility Warehouse	Gas	2606	
	Electricity	1624	
	Br Band	449	
<b>Biffa Waste</b>	Waste	283	
H3G	Telephone	373	
Veolia	Waste	144	6,038
<b>Shared Cost of Drain Repair</b>			
Tfr from Hall A/C to Church A/C		8,100	8,100
Covid/ requirements	Cleaning various	132	
	Cleaning Covid	234	
	Hall exp	112	478
The Revd Watts & Son	Refund	450	450
	<b>Total Expenditure</b>		<u><b>27,134</b></u>

Church closing balance	41349
Parish hall account	7041
Deposit account	161613

Approved by the PCC on 14.04.2021

Alison Brunt, Vicar and PCC chair

