



Newton Flotman Parish Council

Tel 01508 447688

Email clerk@newtonflotman-pc.gov.uk

www.newtonflotman-pc.gov.uk

Grant Application Form

For all not-for-profit groups and organisations meeting within the parish, and operating for the benefit of the residents of Newton Flotman.

Name of Group/Organisation St Mary's Church, Newton Flotman

Registered Charity Number (if applicable) n/a

Purpose of Group/Organisation Anglican Parish Church

Current Membership

Age Range	Under 5	5-12 yrs	13-19 yrs	20-54 yrs	55 +	Total Overall	Total from Newton Flotman
Female				4	5	9	9
Male				3	7	10	10

Current Officers	Name	Address	Tel. No
Chairman	Revd. Dawn Davidson	The Rectory, The Street, Saxlingham Nethergate, Norwich NR15 1AJ	01508 498924
Secretary	Mrs Kirsten Remer	59 Alan Avenue Newton Flotman Norwich NR15 1PY	01508 471580
Treasurer	Mrs Vicky Ball	23 Alan Avenue Newton Flotman Norwich NR15 1PY	01508 471506

Sources of Regular Funding

Congregation giving; fees from weddings and funerals; donations; fund raising events; grants for specific purposes.

Subject of Application

Requesting a contribution towards church running costs.

Other Financial Sources being pursued

N/A

Documents to be sent with application:

- copies of two written quotations / estimates for all costs involved

For established groups:

- latest set of accounts and balance sheet
- details of current financial position

or for new groups:

- a planned budget

Project details and reason for application:

St Mary's Church year is from 1st January to 31st December.

The various 'funds' in the attached accounts show "restricted" funds, such as the Friends Fund and Building Fund. The money in these accounts can only be used for the fabric of the building in the case of the Friends and for specific building or major repair projects in the case of the Building Fund. In 2025 our Parish Share is £22,5000.00 (paid to Norwich Diocese) and can only come out of the General Fund. As well as this commitment we pay all our expenses from this fund, including a proportion of clergy expenses; Partnership printing and editing; energy and water bills, churchyard maintenance; and any other one off expenses like music licences and organ tuning. The PCC has to ensure the building is fit for purpose, not just for Sunday services, but for weddings and funerals, school services and other community events plus the church room in good order for meetings. In 2025 we are sending the Diocese £1,000 per month towards our Parish Share, which will leave £10,500 underpaid. As a consequence, at the beginning of each new financial year, at our January PCC meeting, we look at how healthy our General Fund is to send the Diocese a further payment to "top up" our payments for the previous year.

Total Cost of Project £3,400

Amount requested from Parish Council £2,500

Declaration: the above information is submitted to the Parish Council and is correct to the best of my / our knowledge.

Signature of Applicant: Victoria M Ball
Printed Name: Victoria Ball
Position in Organisation: PCC Secretary & Treasurer
Date: 10/10/2025

Please note that the Parish Council likes to meet with all applicants, the Parish Clerk will let you know at which meeting this application will be considered.

Please send this completed form, together with supporting information to the Parish clerk clerk@newtonflotman-pc.gov.uk by 14th October 2025

Data Protection

The data contained on this form will be retained for the purposes of this grant and, if you are successful, within the Council's accounts for the required seven years. The data is held securely and will not be shared or be used for any other purpose.

As a data subject you have detailed rights including: right of access to your own personal data, right of correction, erasure and to object to processing and the right to lodge a complaint with the Information Commissioner (the ICO).

More information regarding how the Parish Council handles data can be found in its [privacy statement](#).

Fwd: Grant applications from St Mary's Church, Newton Flotman

Kirsten Remer <kirstenremer@gmail.com >

Tue, 14 Oct 2025 4:12:52 PM +0100

To "Parish Clerk" <clerk@newtonflotman-pc.gov.uk>

Please can you confirm receipt of these Maria
Will thanks
Kirsten

----- Forwarded message -----

From: **Vicky Ball** <vmball@outlook.com>

Date: Fri, 10 Oct 2025, 18:07

Subject: Grant applications from St Mary's Church, Newton Flotman

To: Clerk Nf <clerk.newton@gmail.com>

Cc: kirstenremer@gmail.com <kirstenremer@gmail.com>

Hi Maria

Please find attached our grant application forms – one for the churchyard maintenance costs and the other for Partnership costs. I've also attached our year end accounts and balance sheet up to 31 December 2024. I've also attached an invoice we received last year for printing costs for Partnership (Sir John Leman invoice). This is a typical monthly amount for 8 months of the year. The other 2 months are higher as they cover the cost of 2 months in one edition. Costs will vary dependent on the number of pages in the magazine. Churchyard maintenance - we now have an agreement in place with our churchyard maintenance people (David Pownall) that if the yearly fee is likely to go over £3,000 (as it did last year) he will speak to us before doing any further work.

May I point out that we sent a further £6,835 to Norwich Diocese, an extra payment towards our 2024 Parish Share – this came out of the General Fund in January 2025.

Thank you also for the grants we received at the end of September for last years' applications. The PCC is always very grateful for the help you give to the church.

Kind regards

Vicky

PCC Secretary & Treasurer

5 Attachment(s)

Grant Application Form Church...
36.5 KB

Grant Application Form PShip....
36.9 KB

Dec 31 accounts.xlsx
12.7 KB

Balance sheet.xlsx
9.6 KB

Sir J Leman invoice.pdf
1.3 MB

December

Summary of Funds as at 31/12/24

Income	
Brought Forward	£14,071.14
Direct to Bank	£13,719.92
Regular Envelopes	£1,570.00
Other Collections Gift Aided	£30.00
Other	£475.20
P/Ship Adverts	£1,790.00
Charity Collections	£52.00
Diocesan Fees	£2,180.00
Rent	£56.00
Donations & Grants	£3,821.98
Calendars	£294.00
Miscellan.	£123.47
Interest	£489.81
Gift Aid	£2,965.04

Subtotal

Expense	
Clergy Expenses	£1,664.84
Parish Share	£13,625.00
Partnership	£2,463.61
Light & Heat	£1,784.41
Water	£62.69
Churchyard Maint	£3,410.00
Diocesan Fees	£509.00
Upkeep of Services	£193.72
Calendars	£53.60
Sundries	£240.51
Charity Collections	£52.00

Subtotal

Balance to carry forward

Building Fund (restricted) - Phase 2 Reordering

Income	Brought Forward	£15,632.26
	Interest	£760.85
		<i>Sub Total</i>
Expense	Ins excess re lead theft	£250.00

Total to carry forward

Fabric Fund (designated)

Income		
Brought Forward	£4,346.32	
Donations	£332.20	
Village Café	£1,039.97	
VAT refund (alarm)	£635.73	
Gift Aid	£30.00	
	<i>Sub total</i>	
Expense	Ecclesiastical Insurance	£2,155.98
	Window cleaning	£48.00

PAT testing	£83.94
Rainwater inspection	£96.00
SAC repointing etc	£428.16
Churches Fire	£564.00
Fire extinguisher inspection	£70.80
	<i>Sub Total</i>
	<i>Total to carry forward</i>

Friends Fund (restricted)

Income

Brought Forward	£3,980.89
Donations	£200.00
Interest	£129.85
Gift Aid	£33.75

Total to carry forward

Community Fund (restricted)

Income

Brought Forward	£744.42
Donations D Pownall	£265.00
Summer Space donation	£90.00
Village Café	£136.65
SNC re Litter Pick	£220.00

Sub Total

Expense

D.Pownall	£265.00
Summer Space expenses	£128.04
Harvest Festival, band drinks	£47.30
Crib service wine	£36.00

Total to carry forward

Tree Planting Project

Income

Brought Forward	£215.26
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Total to carry forward

Bank Account Balances

Barclays Bank - Current Account
- Active Saver Account

CBF Church of England Fund

Cash

Total Funds

Diff

£41,638.56

£24,059.38

£17,579.18

16,393.11

£16,143.11

£6,384.22

<i>£3,446.88</i>
£2,937.34

£4,344.49

1,456.07

476.34

£979.73

£215.26
£42,199.11
12,393.46
4,417.08
25,288.57
100
42,199.11
£0.00

St Mary's Church, Newton Flotman

BALANCE SHEET AS AT 31ST DECEMBER 2024

	General	Bldg 2`	Fabric	Friends	Comm	Trees	Bank Statement figures
31/12/2024							
Community	7156.89	933.21	1481.56	1626.81	979.73	215.26	12393.46
Saver	1065.91	677.71	1455.78	1217.68			4417.08
CBF	9256.38	14532.19		1500.00			25288.57
Cash	100.00						100.00
	17579.18	16143.11	2937.34	4344.49	979.73	215.26	42199.11