

**ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2022**

The Parochial Church Council of Holy Trinity, Southwell

Charity Number 1132003

Trustees Report

Receipts and Payments Account

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Independent Examiner's Report

2022 Report and Accounts for the Parochial Church Council of Holy Trinity, Southwell.

Aims and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Andrew Porter, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Holy Trinity PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of Council (Old Churchyard closed 31st May 1978; New Churchyard closed 14th February 2006). The Millennium Churchyard has had difficulties with ground water levels and proximity to Potwell dyke and the PCC will be looking to formally close it, burials in to existing graves and interment of cremated remains are still available.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to become part of the church community at Holy Trinity. The PCC maintains an overview of worship and activities throughout the Parish and makes suggestions on how our services, worship and activities can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular, the supplementary guidance for charities for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community especially through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Empowering and discipling the Youth and Children of our Parish and beyond.
- Provision of pastoral care for people living in the parish and beyond.
- World and Home Mission, Outreach Support and Work.

Our Church Mission and Vision Statements reflect our commitment to the Parish and beyond:

Mission Statement: "Making Jesus Christ Known".

Vision Statement: Going Deeper with God: Deep rooted, Cross centred and Community Focussed.

This objective is met by five key values; Relationships, Prayer, Mission, Worship and Discipleship which underpin all our activities in seeking to make Jesus Christ known.

To facilitate this work, it is important that we maintain the fabric of the church of Holy Trinity.

Achievements and performance

Worship and prayer

In the early months of 2022, the services continued at 9.00am and 10.45am with the furniture arranged to give a choice for those who still had a need to self-isolate and those who did not. Following the review of the services the service times changed, in May, to 9.00am and 10.30am with a shared coffee time between the services in order to encourage fellowship. Throughout the Vicar's Sabbatical the services continued as usual thanks to visiting clergy and our own Lay Readers. The numbers attending the services on a Sunday have increased slowly but steadily throughout the year as people have felt more confident about returning to larger gatherings. In the autumn the live online recording of services ceased and there was a return to the previous practice of sound recording the sermons.

Youth and Children

The Youth Cafe continues to flourish and is very well attended. A discipleship group for years 7 to 9 is planned for January 2023. Our Sunday groups continue but with very few children under 5. The Kids and Families Services have been reviewed and will move to a Sunday afternoon in the New Year. The Toddler Group, on a Tuesday morning, thrives. If it continues to grow it will be busier than pre-pandemic.

Pastoral Care

Our pastoral care team have continued to take care of those members of the fellowship who are unwell or in need. The work continues to be led by the Pastoral care co-ordinators and supported by our volunteers. During the colder winter months the donations towards Connections have been waived to encourage all to attend our warm space to share fellowship and enjoy a hot meal and hot drinks.

Mission and Outreach

The mission committee have led the support for many organisations throughout the year both financially and prayerfully and by raising awareness.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively community it is, and without whom the work would not take place.

Deanery Synod

Two members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church.

Financial Review

It is encouraging to see that planned giving has held at a similar level to the previous year, after several years of decline. The income from church activities has increased now that the restrictions of the pandemic have been gradually lifted, and the fees for weddings and funerals were reinstated in 2022.

In total the income on restricted funds was £36,016 lower than last year, because in 2021 there were legacy receipts of £43,250.

The total expenditure from unrestricted funds was £164,270. This is at a similar level to 2021 because although Parish Share was reduced by £9,984, the gas and electricity charges were

much higher during the year. Other expenditure gradually increased as the church began to open again for activities following the pandemic.

The net result for the year was a deficit on the unrestricted general fund of £22,992.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three months' unrestricted payments, to cover emergency situations that may arise from time to time. This level is currently set at £55,000 and the value of the General Fund at the end of 2022 was £111,631.

Structure, Governance and Management

The Parochial Church Council (PCC)

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

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity the membership of the PCC consists of the incumbent, churchwardens, one representative of Preachers Group, three Deanery Synod Representatives and twelve members elected by those who are on the Electoral Roll. All those who attend our services or live in the parish are encouraged to register on the Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including how the funds of the PCC are to be spent.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were open to (and often were intended for) residents of the parish and the wider area.

Reference and administrative details

The PCC is registered as the charity "The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Southwell Notts." with charity number 1132003. The shorter title is **Holy Trinity PCC Southwell**.

Membership of the Parochial Church Council

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

Members ex-officio

Revd Andrew Porter (Incumbent)

Chris Stead (Churchwarden)

Helen Geeson (Churchwarden).

Shelagh Baird-Smith, Peter Harris, (Deanery Synod Reps)

(Peter Harris is also the Diocesan Synod Representative)

Elected members

Ian Baird-Smith
Ann Clark
Graham Cross
Suzanne Dent (Lay Chair)
Stephen Dobson
Alex Lewis
Sally Lewis
Steve Perry
Kelly Wall

Staff in Attendance (not voting)

Tim Ball (Youth Worker)
Alison Slinger (Treasurer)
Margaret Newstead (Administrator/PCC Secretary)

DECLARATION

The trustees declare that they have approved the trustees' report above
Signed on behalf of the charity's trustees

Signature: 

Full Name: Rev. Andrew William Porter

Position: Vicar

Date: 07.03.23

Parochial Church Council of Holy Trinity, Southwell
Charity Number 1132003

Financial Statements for the Year Ended 31st December 2022
Receipts and Payments Accounts

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £
RECEIPTS							
Voluntary receipts:							
Planned Giving		100,206	15,372	115,578	100,963	7,156	108,119
Collections at services		823	351	1,174	619	260	879
All other giving/voluntary receipts	3	2,322	492	2,814	48,971	580	49,551
Gift Aid recovered		22,592	1,538	24,130	21,585	2,562	24,147
		<u>125,943</u>	<u>17,753</u>	143,696	<u>172,138</u>	<u>10,558</u>	182,696
Investment income	4	1,655	1,463	3,118	303	1,422	1,725
Church activities	5	13,680	0	13,680	4,853	0	4,853
Total receipts		<u>141,278</u>	<u>19,216</u>	160,494	<u>177,294</u>	<u>11,980</u>	189,274
PAYMENTS							
Church activities:							
Parish share		82,668	0	82,668	92,652	0	92,652
Clergy and staffing costs	6	26,320	7,740	34,060	33,308	0	33,308
Church running expenses	7	30,291	1,123	31,414	18,855	1,165	20,020
Church repairs and maintenance	8	10,981	0	10,981	8,047	1,796	9,843
Mission giving and donations	9	13,290	10,040	23,330	15,016	12,728	27,744
Governance costs		720	0	720	720	0	720
Total Payments		<u>164,270</u>	<u>18,903</u>	183,173	<u>168,598</u>	<u>15,689</u>	184,287
Excess of receipts over payments		-22,992	313	-22,679	8,696	-3,709	4,987
Cash at bank and in hand at 1 January		141,241	487	141,728	132,545	4,196	136,741
Cash at bank and in hand at 31 December		<u>118,249</u>	<u>800</u>	119,049	<u>141,241</u>	<u>487</u>	141,728

Parochial Church Council of Holy Trinity, Southwell
Charity Number 1132003

Statement of Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2022 £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2021 £
Cash Funds								
Bank current account	10,389	800		11,189	14,877	487		15,364
Bank Ladies group account	485			485	394			394
Deposit funds	107,375			107,375	125,970			125,970
	<u>118,249</u>	<u>800</u>		<u>119,049</u>	<u>141,241</u>	<u>487</u>		<u>141,728</u>
Other monetary assets								
Gift Aid recoverable	1,844			1,844	3,279			3,279
Letting fees due	440			440	400			400
	<u>2,284</u>			<u>2,284</u>	<u>3,679</u>			<u>3,679</u>
Investment assets								
Investment fund shares market value			41,377	41,377			46,892	46,892
Liabilities								
other amounts owing	536			536	4,765			4,765

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Notes

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 The movement in designated and restricted funds during the year were:

General and Designated Funds	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
General Fund	133,612	141,083	-150,976	-12,088	111,631
CMS	692		-2,932	3,022	782
CPAS	692		-2,932	3,022	782
Uganda projects	692		-2,932	3,022	782
Holy Trinity Mission Fund	5,159		-4,394	3,022	3,787
Ladies Group	394	195	-104	0	485
	<u>141,241</u>	<u>141,278</u>	<u>-164,270</u>	<u>0</u>	<u>118,249</u>

10% of regular giving is allocated to four mission partners, CMS, CPAS, Uganda Projects and the Holy Trinity Mission Fund.

Restricted Funds

CMS	0	441	-441		0
CPAS	0	468	-468		0
Uganda projects	0	4,915	-4,915		0
Simon Farmer work with Servicemen	0				0
Fabric	0				0
AST income (restricted for music)	257	1,464	-1,123		598
Keframa School	178	810	-988		0
SRIS (Refugees Southwell)	0	608	-608		0
Refugee Roots	12	190			202
Tearfund	0	2,620	-2,620		0
Youthwork	40	7,700	-7,740		0
	<u>487</u>	<u>19,216</u>	<u>-18,903</u>	<u>0</u>	<u>800</u>

Endowment Funds

Archibald Stanley shares:

The CBF Church of England Property Fund 8,842.82 income shares generated income of £575.67. (2021 £564.17.)
Market value at 31st December 2022 was £11,541.65. (2021 £13,075.88.)

The CBF Church of England Investment Fund 1,444 shares generated income of £887.33. (2021 £858.18.)
Market value at 31st December 2022 was £29,835.06. (2021 £33,815.74.)

Total market value £41,376.71 at 31st December 2022. (£46,891.62 at 31st December 2021)

The income generated is placed in the AST restricted fund, and is used for expenditure on music under the restrictions placed on the original endowment.

**Parochial Church Council of Holy Trinity, Southwell
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Further Analysis of Receipts and Payments Accounts

Receipts	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	2022	Funds	Funds	2021
	£	£	£	£	£	£
3 All other giving/voluntary receipts						
Donations	1,097	492	1,589	5,721	580	6,301
Legacies	0		0	43,250	0	43,250
Grants	1,225		1,225	0	0	0
	<u>2,322</u>	<u>492</u>	<u>2,814</u>	<u>48,971</u>	<u>580</u>	<u>49,551</u>
4 Investment income:						
Halloughton Road Land rent	250		250	250	0	250
Dividends and interest	1,405	1,463	2,868	53	1,422	1,475
	<u>1,655</u>	<u>1,463</u>	<u>3,118</u>	<u>303</u>	<u>1,422</u>	<u>1,725</u>
5 Church activities:						
Fees for wedding and funerals	5,510		5,510	918		918
Church Lettings - local community use	1,415		1,415	530		530
Toddlers	1,699		1,699	425		425
Connections	3,808		3,808	1,757		1,757
Childrens Holiday Club	0		0	235		235
Youth Events	0		0	0		0
Adult/Whole Church Events	1,248		1,248	988		988
	<u>13,680</u>	<u>0</u>	<u>13,680</u>	<u>4,853</u>	<u>0</u>	<u>4,853</u>

The grants were from the Listed Place of Worship Scheme to reclaim vat on eligible works carried out during the year.

The fees for wedding and funerals were lower in 2021 partly because Environment Agency regulations prohibit full burials within 30m of a watercourse, and partly due to a PCC policy of waiving the fees.

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Further Analysis of Receipts and Payments Accounts

Payments	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	2022	Funds	Funds	2021
	£	£	£	£	£	£
6 Clergy and staffing costs:						
Youth worker salary	12,852	7,740	20,592	21,755		21,755
Youth worker expenses	293		293	309		309
Administrative salaries	12,151		12,151	10,432		10,432
Vicars expenses	813		813	699		699
Clergy speaker fees	211		211	113		113
	<u>26,320</u>	<u>7,740</u>	<u>34,060</u>	<u>33,308</u>	<u>0</u>	<u>33,308</u>
7 Church running expenses:						
Music and licences		1,123	1,123	0	1,165	1,165
Upkeep of services	4,638		4,638	2,678		2,678
Publicity	689		689	670		670
Church running costs	806		806	508		508
Gas and Electricity	11,309		11,309	4,579		4,579
Photocopier	499		499	335		335
Insurance premiums	3,371		3,371	3,320		3,320
Postage and stationery	392		392	351		351
Telephone	357		357	437		437
Bank charges	595		595	622		622
Conferences and Training	1,313		1,313	175		175
Halloughton Road land water rates	90		90	0		0
Churchyard maintenance	730		730	1,144		1,144
Youth work	468		468	810		810
Children's work	277		277	252		252
Holiday Club	0		0	18		18
House groups	6		6	0		0
Alpha and adult outreach	699		699	1,333		1,333
Toddlers	1,240		1,240	558		558
Connections	2,640		2,640	913		913
Pastoral care	172		172	152		152
	<u>30,291</u>	<u>1,123</u>	<u>31,414</u>	<u>18,855</u>	<u>1,165</u>	<u>20,020</u>

Gas costs were particularly high at the beginning of the year when the supplier went into liquidation and ofgem chose a deemed supplier. A new tariff has now been negotiated with a different supplier on cheaper rates.

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Further Analysis of Receipts and Payments Accounts

Payments	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	2022	Funds	Funds	2021
	£	£	£	£	£	£
8 Church repairs and maintenance:						
Spire Works	3,163		3,163			
Cellar wall and steps and handrail	5,436		5,436			
Gas heater investigation report	714		714			
Vacuum cleaner	378		378			
Roof works	330		330			
Live streaming equipment	204		204			
General repairs and maintenance	756		756	1,437	32	1,469
Replacement projectors	0		0	5,782	0	5,782
Small gas boiler replacement	0		0	0	1,764	1,764
Architect's fees - quinquennial inspection	0		0	828	0	828
	<u>10,981</u>	<u>0</u>	<u>10,981</u>	<u>8,047</u>	<u>1,796</u>	<u>9,843</u>
9 Mission Giving and donations:						
Church Mission Society (CMS)	2,932	441	3,373	4,349	320	4,669
Church Pastoral Aid Society (CPAS)	2,932	468	3,400	4,349	475	4,824
UCI and food aid for Uganda	2,932	4,915	7,847	4,349	8,208	12,557
Holy Trinity Mission Fund - other projects	4,394		4,394	1,922		1,922
Keframa School in Uganda		987	987		3,112	3,112
Tearfund		2,620	2,620			0
Family Care			0			0
Refugee Roots			0		528	528
SRIS (Southwell refugees)		609	609			0
Simon Farmer work with soldiers			0		85	85
Other giving & grants	100		100	47		47
	<u>13,290</u>	<u>10,040</u>	<u>23,330</u>	<u>15,016</u>	<u>12,728</u>	<u>27,744</u>