



The Parochial Church Council of Holy Trinity Tewkesbury

**Annual Report and Accounts
Year ended 31 December 2022**

**THE CHURCH
OF ENGLAND**

**DIOCESE OF
GLOUCESTER**

Registered Charity 1130775



The Parochial Church Council of Holy Trinity Tewkesbury

Annual Report and Accounts Year ended 31 December 2022

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ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2022

Aim and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Stephen Walker, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objective and Activities

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our worshipping community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the diverse community in which we live. Our services and acts of worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through;

Worship and prayer: learning about the gospel and developing their knowledge and trust in Jesus.

Provision of pastoral care for people living in the parish.

Missionary and outreach work.

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

Achievements and Performance

Worship and Prayer

January 2022 welcomed a restored pattern to our regular worship following the previous two years of disruption. Sunday morning services resumed their usual rhythm whilst the Sunday evening service, 'Encounter' continued as a monthly service until September when it became twice monthly. Whilst recognising the ever-present reality of the COVID virus, there was also a recognition that we have to learn to live with it and ensure we maintain good hygiene to minimise any cross contamination.

The work of the church has in almost every way been restored with regular meetings of small groups, new and creative initiatives (The Welcome Table and Bereavement course) and opportunities for rebuilding connection and community.

'Creating community' is one of our core values and this was given special emphasis as we sought to rebuild and strengthen our corporate life together. To this end a residential weekend away at Cefn Lea (a Christian conference and retreat centre in mid Wales) took place in late June 2022. Whilst numbers of those attending were down on previous occasions, the 160 or so who did attend considered the event to be one of the highlights of the year. The guest speaker, Nicola Neal brought a fresh perspective on the quality of love that is at the heart of God as she illustrated her talks with stories from her experiences working in the slums of Kampala. The weekend was further resourced by individuals and teams providing support for children and youth activities and leading our acts of worship.

All are welcome to attend our regular 10am services or twice monthly evening services. At present there are 219 on the electoral roll.

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. The work of the Deanery reflects the 'Life' vision of the Diocese and informs the agenda so that the focus of ministry across the churches complies with the direction of travel in which the Diocese led by Bishop Rachel is being directed. The outworking of this is the focus given by John 10:10, 'I have come that they may have LIFE and have it to the full'.

L : Leadership – a commitment to developing diverse and new models of leadership

I : Imagination – opening new paths to faith through existing and new mission opportunities

F : Faith – living as adventurous followers of Jesus by enabling people to discover new depths to spiritual growth

E : Engagement – living out Christ's love and hope through initiatives which combat injustice and exclusion

Deanery Synod met on 2 occasions over the year. The first meeting in January introduced the new Diocesan Youth Connector, Barrie Voyce. This focus on the ministry amongst young people across the Diocese is further facilitated by Deanery youth connectors of which Amy Todd is the representative for Tewkesbury and Winchcombe Deanery. The aim of these connectors is to develop a network of youth ministries across churches and deaneries and provide inspiration and support to those leading youth work in their own local contexts.

The second meeting of the Deanery Synod focussed on the aspiration of the Church of England and Gloucester Diocese to make our churches more environmentally friendly by taking measures to achieve the 'A Rocha' bronze and silver awards towards a target of net zero carbon emissions by 2030. Rev'd Cate Williams, the diocesan environmental officer delivered a presentation to the Synod providing suggestions as to how local churches can make small changes for greater impact. At Holy Trinity we celebrated the achievement of the Bronze award as we continue to work towards the silver and do our part in limiting the effect of climate change on the environment.

Pastoral Care

Pastoral care is part of expressing the love of God to those in our fellowship and in the wider community. This largely happens through the friendships grown in our small group network but also through our contacts with the wider community. Lesley Rogers, our pastoral prayer support coordinator has provided a vital means of communication to enable information of particular needs to be shared (with the individuals consent) for the benefit of prayer and practical support. This has strengthened our ability to be aware of particular needs and demonstrate care as best we can or signpost individuals to professional support.

Pastoral care for young families

'Smarties', our parent and toddler weekly activity provides a regular connection with young families in the community. Such is the good reputation of this ministry led by Rachel Elliott with a team of leaders and helpers that Health Visitors are happy to recommend the activity as a place where young parents or carers can access friendship, community and support.

With the cost of living crisis and the rising impact of energy prices a new initiative was started from within this team of leaders and helpers to provide a welcome table (a warm space and free hot meal) for anyone in the community who desired it. Launched in November 2022 this activity demonstrated in a very practical way how the church seeks to serve the local community and be a place of welcome for those who desire it.

Mission and outreach

The Mission of the church to reach out with the good news of Jesus Christ and the love of God has continued through our support for one another in our community. The Welcome Table is one expression of this as is the launch of a 'The bereavement journey' a course to draw together any who are facing the pain of grief and

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loss. With our connections with the wider community through our funeral ministry, we have the means of providing some ongoing support for those facing the transition of bereavement.

The Outlook services have re-started taking opportunities for worship at festival times (Harvest, Easter and Christmas) into residential homes, the local hospital and Day care centre. We are grateful to Jean Herrick supported by her husband, Peter, who has contributed so much to this outward expression of ministry not just in Tewkesbury but by leading services in churches further afield as well as supporting the funeral ministry of the church.

Members of our church community continued to reach out through their voluntary support offered to various local charities. In particular, the work of the Tewkesbury Food bank and Cheltenham's Street Pastors, are just two such charities in which church members are involved.

Schools Work

The PCC employs Lucy Betts as a part time Children's and Family Worker and Sam Williams as a part time Youth Pastor. This enables the church to have the capacity to be involved in local schools in a supportive role. This involvement has continued this year with input to school assemblies, Christian union groups, lunch time activities and church members serving as school governors in a variety of different local schools. Holy Trinity has hosted school Harvest and Christmas celebrations as well as providing the opportunity for school visits to the Experience Easter and Experience Christmas interactive experience.

The ministry the church conducts in support of our local primary schools has been further enhanced through the re-establishing of 'Open the Book' teams which act out Bible stories in front of the children as part of their morning assembly. This ministry had stopped for the last two years and only in the past year has it started to re-engage with the schools as they have welcomed community groups onto their premises.

Mission

The PCC have committed 10% of our unrestricted voluntary income (gross) to support Mission. Our primary commitment is to our Mission Partners serving in a variety of contexts in the UK and overseas:

- Chris and Suzy Wilson (CMS). They happened to be back in the UK when lockdown happened (2020/2021) awaiting a return to Ethiopia. When this finally became possible they found themselves caught in a potential civil war situation so again had to leave the country until the violence abated. They are now back living in Addis Ababa supported by CMS but in a different role.
- Release International – Building One Body Partnership programme with the church in Pakistan
- Pedro and Annu Santos – (CMJ) Beit Immanuel, Tel Aviv, Israel
- Tim Curtis – (SAMS/CMS) Paraguay
- Wayne O'Leary – Slavic Gospel Association
- Jason and Tracy Day – CMS (seconded to OMF) in Thailand

Our support for those who serve overseas acts as an important expression of our desire to be a 'Local Church with a Global Concern' and the links we have established through the Life groups will maintain their high profile in our church prayer agenda.

As well as our Mission Partners the PCC has also provided support to the following ministries:

- Embrace the Middle East
- The Children's Society
- Gloucester City Mission.
- Tearfund's emergency appeal to alleviate the emerging famine in East Africa

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Financial Review

Total income for the year was £223,339 (2021: £203,320) and total expenditure £238,373 (2021: £206,161). Gifts received through the Parish Giving Scheme increased to £156,000 and continued to represent 80% of voluntary income.

The balance on the general fund rose to £94,557 (2021: £88,775). In addition to cash-based assets, the church owns Trinity House (the church office) and The Old Mission Hall along with various items of plant, equipment and furniture; these assets make up the fixed asset total on the Balance Sheet of £267,685 (2021: £289,231).

Reserves policy

The policy of the PCC is to aim to keep a minimum of three months' expenditure on reserve. The PCC is thankful that it is possible again to observe this policy.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively and vibrant community that it is. In particular, we would like to thank our churchwardens, Steve Burden and Geraldine Simpkins who have worked so tirelessly on our behalf, Mike Page who provided such helpful advice and direction as our church accountant and Simon Holdsworth as the church treasurer. We would like to express our appreciation as well to Jo and Gaz Davies who are part of our leadership team who have provided so much support and shared leadership over the year as we navigated our way forward. Jo has project managed the Church weekend away and the Christmas party and together they have coordinated the team to run the evening 'Encounter' services. Their input to the life of the church has been considerable and for that we are immensely grateful.

The church can only function with the support of its members, so many of whom give willingly of their time and energy. Therefore, it is appropriate to express appreciation to the whole church membership as well as the PCC and administrative officers, staff team and leadership team and Life group leaders for all they give in so many ways to contribute to the life of Holy Trinity.

Structure, governance and management

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 (Vicar), churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and consider themselves to be members of our congregation are encouraged to register on the Electoral 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 deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year, every other month, with an additional extraordinary meeting to discuss specifically how we engage in the task of mission and evangelism. An average level of attendance of about 80% was achieved at each meeting. Sub committees/Teams: Staffing and the Standing committee (6 times) have also met throughout the year, reporting back to the full PCC at each meeting for further discussion. Representatives of the various Synods also report back following meetings they attend.

The PCC has employed part time staff to assist in the ministry of the church: Mrs Sam Williams (Youth Pastor), Mrs Lucy Betts (Children's and Families Worker) and Mrs Helen Hart (Administrator).

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Administrative information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Tewkesbury, known as Holy Trinity Tewkesbury, is located in the middle of Tewkesbury by the market car park. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is:
Holy Trinity Tewkesbury, Church Office, 10 Oldbury Road, Tewkesbury, GL20 5NA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Charity registered with the Charity Commission (Registration number: 1130775).

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PCC members who have served from 1st January 2022 until this report was approved are:

Ex Officio members

Incumbent: The Reverend Stephen Walker Chairman

Reader:

Mrs Jo Davies

Wardens:

Mr Steve Burden Church Warden
Mrs Geraldine Simpkins Church Warden

Officers:

Mr Simon Holdsworth Treasurer (Lay Chair)
Mrs Liz Walker Secretary

Elected members:

Mr Andy Kingston Smith (until December 2022)
Mrs Julie Jarman (until April 2022)
Mrs Sue Thatcher (GDPR Rep)
Mrs Andrea Duncan (Mission and Evangelism Rep)
Mrs Louise Woodward
Mr Julian Dickinson
Mr John Haughan
Mr David Rogers
Mrs Sarah Hellewell (from June 2022)
Mr Isaac Davies (from June 2022)
Mr Duncan deGruchy (Safeguarding Rep from March 2022)

Deanery Synod:

Mr Allen Snow Deanery Synod Representative
Mr David Greenwood Deanery Synod Representative

Bankers

NatWest PLC
Cheltenham Branch
31 Promenade
Cheltenham
GL50 1LH

Independent Examiner

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham
GL52 9PU

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Statement of Council members' responsibilities

Charity law requires the council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Annual Report and Accounts were approved by the PCC subject to examination and signed on its behalf by:

Reverend Stephen Walker (Chairman)
6 March 2023

Independent Examiner's report to the Council members on the unaudited financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury.

I report on the financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury for the year ended 31 December 2022 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The Council members are responsible for the preparation of the accounts. The Council members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Parochial Church Council 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 Council members 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:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham GL52 9PU

Date: 6 March 2023

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2022

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2022 £	2021 £
INCOME FROM:						
Income from generated funds						
Donations and legacies	2	193,258	-	3,688	196,946	196,637
Charitable activities	3	20,403	-	967	21,370	1,797
Other trading activities	4	4,461	-	-	4,461	4,818
Investments		562			562	68
TOTAL INCOME		218,684	-	4,655	223,339	203,320
EXPENDITURE FROM:						
Charitable activities	5	195,264	41,046	2,063	238,373	206,161
TOTAL EXPENDITURE		195,264	41,046	2,063	238,373	206,161
Net operating income/ (expenditure)		23,420	(41,046)	2,592	(15,034)	(2,841)
Transfer between funds	10	(17,638)	19,400	(1,762)	-	-
Net income for the year and net movement in funds		5,782	(21,646)	830	(15,034)	(2,841)
RECONCILIATION OF FUNDS						
Total funds brought forward		88,775	308,731	4,844	402,350	405,191
Total funds carried forward	11	94,557	287,085	5,674	387,316	402,350

The notes at pages 11 to 17 form part of these financial statements.
The allocation between funds for 2021 is shown in note 15.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
BALANCE SHEET AS AT 31 DECEMBER 2022

	NOTES	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	7	267,685	289,231
		<u>267,685</u>	<u>289,231</u>
CURRENT ASSETS			
Deposit - CCLA Investment Management		80,000	50,000
Current account - Natwest		39,089	64,230
Petty cash		26	56
Cash at bank and in hand		<u>119,115</u>	<u>114,286</u>
Debtors	8	<u>3,242</u>	<u>3,464</u>
		122,357	117,750
LIABILITIES			
Creditors - amounts falling due in one year	9	(2,726)	(4,631)
NET CURRENT ASSETS		<u>119,631</u>	<u>113,119</u>
TOTAL NET ASSETS		<u>387,316</u>	<u>402,350</u>
THE FUNDS OF THE CHARITY			
Unrestricted funds - General		94,557	88,775
Unrestricted funds - Designated	12	287,085	308,731
Restricted funds	13	5,674	4,844
	14	<u>387,316</u>	<u>402,350</u>

Approved by the Parochial Church Council on 6 March 2023 and signed on its behalf by

S Holdsworth
Lay Chair / Treasurer

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

1. Accounting Policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 and the Charities Act 2011 in accordance with applicable accounting standards and the current Statement of Recognised Practice for Accounting and Reporting by Charities (SORP 2015 / FRS 102) and on the basis that the charity is a Public Benefit Entity.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members. The financial statements have been prepared under the historical cost convention and on a Going Concern basis. The presentation currency is £ Sterling.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for specific purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income and endowments

Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers is not quantified.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income Tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for when an inflow of economic benefit is probable.

Rental income from the letting of church premises is recognised when the rental is due.

Interest is accounted for when receivable.

The PCC is not registered for VAT.

Expenditure

All expenditure is included on an accruals basis and is recognised when an outflow of economic benefit is probable.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

1. Accounting Policies (continued)

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation of the cost of equipment and refurbishment is charged on a 20% straight line basis. Freehold property is depreciated using the straight line method using a rate of 1%. These rates are calculated to write off the assets over their useful economic lives. Assets costing more than £1000 are capitalised.

Pensions

The PCC makes contributions for the benefit of employees to a multi-employer defined contribution scheme.

Investments

Fixed asset investments, if any, are stated at market value.

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term. The title of the lease remains with the lessor.

Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Going concern

There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2022	TOTAL 2021
	£	£	£	£	£
2. DONATIONS AND LEGACIES					
Planned giving and Tax Trail	139,504	-	300	139,804	139,174
Non Tax Trail	6,013	-	1,381	7,394	18,159
Income Tax refunded	35,697	-	75	35,772	34,932
Collections	6,842	-	432	7,274	3,167
Other donations	202	-	-	202	1,205
Grants	-	-	1,500	1,500	-
Legacies	5,000	-	-	5,000	-
	<u>193,258</u>	<u>-</u>	<u>3,688</u>	<u>196,946</u>	<u>196,637</u>
3. INCOME FROM CHARITABLE ACTIVITIES					
Church activities and conferences	19,790	-	967	20,757	1,267
Fees	613	-	-	613	530
	<u>20,403</u>	<u>-</u>	<u>967</u>	<u>21,370</u>	<u>1,797</u>
Income from "Church activities and conferences" varies widely from one year to the next depending on whether a "Church weekend away" has taken place, normally every other year. See also "Church fellowship activities" under Note 5b.					
From time to time the PCC receives funds raised by groups or individuals within the church and passes this money on to causes designated by the organisers. As these not considered to be activities of the PCC, the money is not included in these accounts.					
4. OTHER TRADING ACTIVITIES					
Hall rents	4,461	-	-	4,461	4,514
Other income	-	-	-	-	304
	<u>4,461</u>	<u>-</u>	<u>-</u>	<u>4,461</u>	<u>4,818</u>
5. CHARITABLE ACTIVITIES					
a. GRANTS AND DONATIONS					
Families in Need	-	-	-	-	298
Home Mission	100	400	-	500	4,200
Overseas Mission	-	19,100	-	19,100	15,600
Other donations	-	-	432	432	237
	<u>100</u>	<u>19,500</u>	<u>432</u>	<u>20,032</u>	<u>20,335</u>
b. COSTS OF CHURCH ACTIVITIES					
Ministry - Parish Share	85,611	-	-	85,611	80,765
- Clergy expenses	1,054	-	-	1,054	839
Utilities	4,219	-	-	4,219	4,961
Cleaning contract	6,250	-	-	6,250	3,397
Church Maintenance	4,531	-	232	4,763	5,541
Staff costs (see note 6)	52,934	-	-	52,934	52,152
Children & Youth Work	9,288	-	1,128	10,416	4,267
Music	1,193	-	-	1,193	1,262
Insurance	3,068	-	-	3,068	2,937
Outreach and services	3,399	-	271	3,670	1,520
Training and recruitment	818	-	-	818	380
Church fellowship activities	16,604	-	-	16,604	-
Depreciation	-	21,546	-	21,546	21,930
	<u>188,969</u>	<u>21,546</u>	<u>1,631</u>	<u>212,146</u>	<u>179,951</u>
c. CHURCH ADMINISTRATION					
Computer and website costs	2,459	-	-	2,459	2,262
Telephone	1,183	-	-	1,183	1,076
Printing, postage and stationery	1,588	-	-	1,588	1,530
Office sundries	575	-	-	575	617
Professional fees	390	-	-	390	390
	<u>6,195</u>	<u>-</u>	<u>-</u>	<u>6,195</u>	<u>5,875</u>
TOTAL - CHARITABLE ACTIVITIES	<u>195,264</u>	<u>41,046</u>	<u>2,063</u>	<u>238,373</u>	<u>206,161</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2021 - £390) for the independent examination.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

6. STAFF COSTS AND TRUSTEE MATTERS

The average numbers of employees (all part-time) during the year were:

	2022	2021
Charitable activities	2	2
Administration	1	1
	3	3

Employee costs

	£	£
Gross salaries	50,174	49,433
Employers pension contributions	2,760	2,719
Employers NIC	-	-
	52,934	52,152

No employee earned more than £60,000 (2021 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £52,934 (2021 - £52,152).

Related party transactions:

No trustee received remuneration in 2022 (2021 - nil).

Expenses paid to the Vicar in 2022 amounted to £1,054 (mileage £648 and office / telephone £406). (2021 - £839, £515 , £324 respectively.)

No expenses were paid to other trustees, apart from reimbursement of church expenditure.

A daughter of Mrs Jo Davies, a trustee, was paid £44 for self-employed services as a church cleaner during the year. The amount owing at the year end was NIL.

No grants were made to related parties (2021 - nil).

As with many churches, a significant amount of donations is received from trustees but it would not be in the best interests of the charity to calculate the amount. Much giving is anonymous; all giving is treated as confidential.

7. TANGIBLE FIXED ASSETS

	Freehold property	Equipment	Total
Cost or valuation	£	£	£
At 1 January 2022	283,342	162,809	446,151
Additions	-	-	-
Disposals	-	-	-
At 31 December 2022	283,342	162,809	446,151
Depreciation			
At 1 January 2022	22,879	134,041	156,920
Additions	2,833	18,713	21,546
Disposals	-	-	-
At 31 December 2022	25,712	152,754	178,466
			-
Net book value 31 December 2022	257,630	10,055	267,685
Net book value 31 December 2021	260,463	28,768	289,231

8. DEBTORS

	2022	2021
	£	£
Income Tax recoverable	657	1,465
Sundry debtors	206	398
Prepayments	2,379	1,601
	3,242	3,464

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9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Creditors	1,516	1,651
Accruals and deferred income	1,210	2,980
	<u>2,726</u>	<u>4,631</u>

Included in accruals and deferred income is deferred income of £220 (2021: £2,590) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2022
	£
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year)	19,400
Transfer from Cefn Lea Bursary restricted fund to general fund to assist with fees for the church weekend away.	1,762

11. TOTAL FUNDS CARRIED FORWARD

	Note	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
		£	£	£	£	£
General fund		88,775	218,684	(195,264)	(17,638)	94,557
Designated funds	12	308,731	-	(41,046)	19,400	287,085
Restricted funds	13	4,844	4,655	(2,063)	(1,762)	5,674
		<u>402,350</u>	<u>223,339</u>	<u>(238,373)</u>	<u>-</u>	<u>387,316</u>

<i>previous year</i>	At 1st January 2021	Income	Expenditure	Transfers	At 31 December 2021
	£	£	£	£	£
<i>General fund</i>	70,578	201,520	(163,823)	(19,500)	88,775
<i>Designated funds</i>	330,274	-	(41,730)	20,187	308,731
<i>Restricted funds</i>	4,339	1,800	(608)	(687)	4,844
	<u>405,191</u>	<u>203,320</u>	<u>(206,161)</u>	<u>-</u>	<u>402,350</u>

12. DESIGNATED FUNDS

	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
Donation fund	19,500	-	(19,500)	19,400	19,400
Fixed asset fund	289,231	-	(21,546)	-	267,685
	<u>308,731</u>	<u>-</u>	<u>(41,046)</u>	<u>19,400</u>	<u>287,085</u>

<i>previous year</i>	At 1st January 2021	Income	Expenditure	Transfers	At 31 December 2021
	£	£	£	£	£
<i>Donation fund</i>	19,800	-	(19,800)	19,500	19,500
<i>Fixed asset fund</i>	310,474	-	(21,930)	687	289,231
	<u>330,274</u>	<u>-</u>	<u>(41,730)</u>	<u>20,187</u>	<u>308,731</u>

The **Donation** fund is primed at the end of each year with a transfer from the general fund equivalent to 10% of the unrestricted voluntary income received in that year. It is used in the following year to fund grants to overseas and home missions, especially to support the church's mission partners.

The **Fixed Asset** fund mirrors the value of the Fixed Assets in the balance sheet, providing funds for the future depreciation charges relating to those assets.

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13. RESTRICTED FUNDS

	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
Garden of Remembrance	344	-	(232)	-	112
Families in Need	926	-	-	-	926
Special collections	-	432	(432)	-	-
Cefn Lea Bursary	1,562	200	-	(1,762)	-
Youth Events	2,012	967	(1,128)	-	1,851
The Welcome Table	-	3,056	(271)	-	2,785
	4,844	4,655	(2,063)	(1,762)	5,674

<i>previous year</i>	At 1st January 2021	Income	Expenditure	Transfers	At 31 December 2021
	£	£	£	£	£
<i>Garden of Remembrance</i>	344	-	-	-	344
<i>Families in Need</i>	1,224	-	(298)	-	926
<i>Special collections</i>	-	237	(237)	-	-
<i>Audio Visual fund</i>	687	-	-	(687)	-
<i>Cefn Lea Bursary</i>	-	1,562	-	-	1,562
<i>Youth Events</i>	2,084	-	(72)	-	2,012
	4,339	1,799	(607)	(687)	4,844

The **Garden of Remembrance** fund was set up to provide funds to maintain the Garden of Remembrance.

The **Families in Need** fund (also known as the Blessings fund) exists to provide gifts in cash or kind for people associated with the church in times of particular need.

Special collections are usually held at Christmas services for Embrace the Middle East and The Children's Society, and for other causes at various times.

The **Cefn Lea Bursary** fund enables church members to pay more than their own fees for the church weekend away for the benefit of other participants. The money in the fund was used for this purpose in 2022.

Certain **Youth Events** such as attendance at Christian festivals and recreational outings are funded by a combination of charges paid by participants and gifts specifically for youth activities. Unspent gifts are retained in the restricted fund.

The **Welcome Table** fund was initiated in 2022 by a grant of £1,500 from a Christian charity for the church to provide meals for needy families and individuals in a warm environment. Further gifts have been received subsequently for the same purpose.

The **Audio Visual** fund was set up in 2016 with a bequest for the specific purpose of improving audio visual facilities in the church building. The fund was fully spent and closed in 2021.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

as at 31 December 2022	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	267,685	-	267,685
Current assets	97,283	19,400	5,674	122,357
Current liabilities	(2,726)	-	-	(2,726)
	94,557	287,085	5,674	387,316

as at 31 December 2021	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
<i>Fixed assets</i>	-	289,231	-	289,231
<i>Current assets</i>	93,406	19,500	4,844	117,750
<i>Current liabilities</i>	(4,631)	-	-	(4,631)
	88,775	308,731	4,844	402,350

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15. PREVIOUS YEAR'S STATEMENT OF FINANCIAL ACTIVITIES SHOWING ALLOCATION BETWEEN GROUPS OF FUNDS

<i>EXTRACT FROM STATEMENT OF FINANCIAL ACTIVITIES</i>				
<i>YEAR ENDED 31 DECEMBER 2021</i>				
	<i>GENERAL FUND £</i>	<i>DESIGNATED FUNDS £</i>	<i>RESTRICTED FUNDS £</i>	<i>TOTAL £</i>
<i>INCOME FROM:</i>				
<i>Income from generated funds</i>				
<i>Donations and legacies</i>	194,838	-	1,799	196,637
<i>Charitable activities</i>	1,797	-	-	1,797
<i>Other trading activities</i>	4,818	-	-	4,818
<i>Investments</i>	68	-	-	68
<i>TOTAL INCOME</i>	<u>201,521</u>	<u>-</u>	<u>1,799</u>	<u>203,320</u>
<i>EXPENDITURE FROM:</i>				
<i>Charitable activities</i>	163,824	41,730	607	206,161
<i>TOTAL EXPENDITURE</i>	<u>163,824</u>	<u>41,730</u>	<u>607</u>	<u>206,161</u>
<i>Net operating income/ (expenditure)</i>	37,697	(41,730)	1,192	(2,841)
<i>Transfer between funds</i>	(19,500)	20,187	(687)	-
<i>Net income for the year and net movement in funds</i>	<u>18,197</u>	<u>(21,543)</u>	<u>505</u>	<u>(2,841)</u>
<i>RECONCILIATION OF FUNDS</i>				
<i>Total funds brought forward</i>	70,578	330,274	4,339	405,191
<i>Total funds carried forward</i>	<u>88,775</u>	<u>308,731</u>	<u>4,844</u>	<u>402,350</u>

16. OBLIGATIONS UNDER OPERATING LEASES

At 31st December 2022 the PCC had annual commitments under non-cancellable operating leases as follows:

Expiry date	2022 £	2021 £
Within 1 year	516	516
Between 2 - 5 years	-	516
	<u>516</u>	<u>1,032</u>

17. CAPITAL COMMITMENTS

The PCC is in contact with the owner of land near the church with a view to negotiating the purchase of a plot of land. Neither the landowner nor the PCC is committed to any transaction.

18. CONTINGENT LIABILITIES and POST BALANCE SHEET EVENTS

There are no known contingent liabilities or post balance sheet events.