



**The Parochial Church Council of
Holy Trinity Tewkesbury**

**Annual Report and Accounts
Year ended 31 December 2023**

**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 2023

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ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

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, it is important that we maintain the fabric of the Church of Holy Trinity.

Achievements and Performance

Worship and Prayer

The year started, as usual, with a week of prayer. As a Church community we recognise the necessity to lay strong foundations in prayer at the start of each year. Our monthly 'Prayer for Revival' gatherings on the first Sunday evening of each month, reflect an aspiration for the spiritual transformation of our community and beyond. The Week of Prayer for Christian Unity brings all the churches together across the town to worship and share fellowship. Though we meet in separate spaces Sunday by Sunday we are all one church working together to see the Kingdom of God bringing hope to the people of this town.

Sunday and mid-week gatherings for worship which are open and accessible to all continued as per the regular pattern set up the previous year. Our fortnightly evening services (called 'Encounter') provide a space for more informal worship without the constraint of time that always accompanies our morning services.

'Encounter' is also an opportunity to develop the gifts of others as well as our young people by encouraging them to experience public speaking (delivering sermons), leading the service and participating in the worship group. In this way we hope to provide opportunities for members of our congregation to explore their gifts as well as encouraging the potential for future church leaders amongst our young people.

It also provides opportunity for those involved in serving in TJC (Trinity Junior Church) or the youth ministry in the morning to find a space for spiritual refreshment for themselves.

Services of worship also take place in the community in residential homes, the day centre and local hospital, particularly around Christmas, Easter and Harvest, facilitated by a team who extend the ministry of the church in this way.

All are welcome to attend our regular 10am services or twice monthly evening services. At present there are 236 on the electoral roll.

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Deanery Synod

We now have 4 representatives of the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church of England. 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 led by our Diocesan Bishop, Bishop Rachel.

The outworking of this comes from 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

With a new interim Area Dean in post, Deanery Synod met on 2 occasions over the year to conduct its business. Following a couple of years in which the majority of clergy across the Deanery had either retired or moved onto new parishes we were able to welcome three new Incumbents:

In January, Rev Tim Garrett became Vicar of St Michael and All Angels, Bishops Cleeve

In March, Rev David Penny to St Peter's, Winchcombe

In September, Rev Nick Davies to Tewkesbury Abbey

Still to be appointed are a Team Vicar for Bishops Cleeve, an Associate Vicar for Tewkesbury Abbey and a Vicar for the parish of Ashchurch with Kemerton which would then bring us up to full strength in the Deanery for clergy.

At the second meeting of the Deanery Synod the new Incumbents were welcomed and invited to share their stories of coming to faith and their call to ordained ministry. This was the most interesting part of the meeting given the diversity of spirituality and background of each individual.

The focus of the Deanery continues to be on implementing the Strategic plan for sustainable ministry into the future.

Pastoral Care

Pastoral care expresses 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. Our pastoral prayer support coordinator has provided a helpful 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 that Health Visitors are happy to recommend it as a place where young parents or carers can access friendship, community and support.

With the cost of living crisis still having an impact the ministry of the Welcome Table (a warm space and free hot meal) for anyone in the community who desire it, has continued to be a helpful support to individuals and families.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

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 Outlook services have continued providing an opportunity for worship at festival times (Harvest, Easter and Christmas) in residential homes, the local hospital and day care centre. We are grateful to those members of our church who have contributed so much to this outward expression of ministry not just in Tewkesbury but by leading services in churches further afield.

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 Foodbank and Cheltenham Street Pastors.

Schools Work

The PCC employed 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 and lunch time activities. Church members contribute as part of 'Open the Book' teams taking assemblies in different Primary Schools as well serving as school governors. 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.

In March Holy Trinity partnered with the local Church of England Primary School to resource an IsingPOP event culminating in two concerts in the church attended by parents and families. All these opportunities demonstrate the involvement of the church in the local community.

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). Living in Addis Ababa and serving throughout Ethiopia.
- 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 Chiang Mai 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 for aid in the Middle East

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Financial Review

Total income for the year was £209,019 (2022: £223,339) and total expenditure £240,661 (2022: £238,373).

The balance on the general fund decreased to £75,689 (2022: £94,557). 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 £255,545 (2022: £267,685).

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, Mr Steve Burden and Mrs Geraldine Simpkins who have worked so tirelessly on our behalf and Mr Simon Holdsworth as the church treasurer (succeeded by Mr Philip Loveridge from April 23) supported by the finance team. We would like to express our appreciation as well to our leadership team who have provided so much support and shared leadership over the year. In June we welcomed our first ever Curate to Holy Trinity, Rev Simon Phillips following his ordination at Gloucester Cathedral.

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 might respond to the discussions taking place at General Synod regarding the provision of 'Prayers of Love and Faith' for same sex couples. The outcome of that meeting was made available to all through the publication of the minutes on the church website. 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).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Members who have served from 1st January 2023 until this report was approved are:

Ex Officio members

<i>Incumbent:</i>	The Reverend Stephen Walker	Chairman
<i>Curate:</i>	The Reverend Simon Phillips	(from June 2023)
<i>Reader:</i>	Mrs Jo Davies	
<i>Wardens:</i>	Mr Steve Burden	Church Warden
	Mrs Geraldine Simpkins	Church Warden
<i>Officers:</i>	Mr Simon Holdsworth	Treasurer (resigned April 2023)
	Mr Philip Loveridge	Treasurer (Co-opted April 2023)
	Mrs Liz Walker	Secretary
<i>Elected members:</i>	Mrs Alison Cirel	(From April 2023)
	Mrs Lesley Rogers	(From April 2023)
	Mrs Sue Thatcher	(GDPR Rep)
	Mrs Andrea Duncan	(Mission and Evangelism Rep)
	Mrs Louise Woodward	(resigned April 2023)
	Mr Julian Dickinson	
	Mr John Haughan	
	Mr David Rogers	(resigned April 2023)
	Mrs Sarah Hellewell	(resigned December 2023)
	Mr Isaac Davies	
	Mr Duncan de Gruchy	(Safeguarding Rep)
<i>Deanery Synod Representatives:</i>	Canon Nigel Chetwood	(from April 2023)
	Mr Allen Snow	(resigned April 2023)
	Mr Ian Hart	(from April 2023)
	Mr Martin Edgley	(from September 2023)
	Mr David Greenwood	

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

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

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)
4 March 2024

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 2023 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: 4 March 2024

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
 STATEMENT OF FINANCIAL ACTIVITIES
 YEAR ENDED 31 DECEMBER 2023

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2023 £	2022 £
INCOME FROM:						
Income from generated funds						
Donations and legacies	2	190,168	-	3,883	194,051	196,946
Charitable activities	3	7,718	-	884	8,602	21,370
Other trading activities	4	2,838	-	-	2,838	4,461
Investments		3,528			3,528	562
TOTAL INCOME		204,252	-	4,767	209,019	223,339
EXPENDITURE FROM:						
Charitable activities	5	204,020	31,540	5,101	240,661	238,373
TOTAL EXPENDITURE		204,020	31,540	5,101	240,661	238,373
Net operating income/ (expenditure)		232	(31,540)	(334)	(31,642)	(15,034)
Transfer between funds	10	(19,100)	19,100	-	-	-
Net income for the year and net movement in funds		(18,868)	(12,440)	(334)	(31,642)	(15,034)
RECONCILIATION OF FUNDS						
Total funds brought forward		94,557	287,085	5,674	387,316	402,350
Total funds carried forward	11	75,689	274,645	5,340	355,674	387,316

The notes at pages 11 to 17 form part of these financial statements.
 The allocation between funds for 2022 is shown in note 15.

**THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
YEAR ENDED 31 DECEMBER 2023**

	NOTES	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	7	255,545	267,685
		<u>255,545</u>	<u>267,685</u>
CURRENT ASSETS			
Deposit - CCLA Investment Management		80,000	80,000
Current account - Natwest		23,711	39,089
Petty cash		21	26
Cash at bank and in hand		<u>103,732</u>	<u>119,115</u>
Debtors	8	<u>3,095</u>	<u>3,242</u>
		106,827	122,357
LIABILITIES			
Creditors - amounts falling due in one year	9	(6,698)	(2,726)
NET CURRENT ASSETS		<u>100,129</u>	<u>119,631</u>
TOTAL NET ASSETS		<u>355,674</u>	<u>387,316</u>
THE FUNDS OF THE CHARITY			
Unrestricted funds - General		75,689	94,557
Unrestricted funds - Designated	12	274,645	287,085
Restricted funds	13	5,340	5,674
	14	<u>355,674</u>	<u>387,316</u>

Approved by the Parochial Church Council on 4 March 2024 and signed on its behalf by

P J Loveridge
Treasurer

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2023

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.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity, however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2023

1. Accounting Policies (continued)

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.

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 2023

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2023	TOTAL 2022
	£	£	£	£	£
2. DONATIONS AND LEGACIES					
Planned giving and Tax Trail	127,316	-	1,500	128,816	139,804
Non Tax Trail	18,394	-	190	18,584	7,194
Income Tax refunded	33,220	-	375	33,595	35,972
Collections	9,349	-	818	10,167	7,274
Other donations	560	-	-	560	202
Grants	1,329	-	1,000	2,329	1,500
Legacies	-	-	-	-	5,000
	<u>190,168</u>	<u>-</u>	<u>3,883</u>	<u>194,051</u>	<u>196,946</u>
3. INCOME FROM CHARITABLE ACTIVITIES					
Church activities and conferences	6,316	-	884	7,200	20,757
Fees	1,402	-	-	1,402	613
	<u>7,718</u>	<u>-</u>	<u>884</u>	<u>8,602</u>	<u>21,370</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	2,838	-	-	2,838	4,461
Other income	-	-	-	-	-
	<u>2,838</u>	<u>-</u>	<u>-</u>	<u>2,838</u>	<u>4,461</u>
5. CHARITABLE ACTIVITIES					
a. GRANTS AND DONATIONS					
Families in Need	-	-	-	-	-
Home Mission	-	950	-	950	500
Overseas Mission	-	18,450	-	18,450	19,100
Other donations	-	-	818	818	432
	<u>-</u>	<u>19,400</u>	<u>818</u>	<u>20,218</u>	<u>20,032</u>
b. COSTS OF CHURCH ACTIVITIES					
Ministry - Parish Share	85,611	-	-	85,611	85,611
- Clergy expenses	1,860	-	-	1,860	1,054
Utilities	13,780	-	-	13,780	4,219
Cleaning contract	9,934	-	-	9,934	6,250
Church Maintenance	9,198	-	-	9,198	4,763
Staff costs (see note 6)	58,724	-	-	58,724	52,934
Children & Youth Work	9,490	-	1,352	10,842	10,416
Music	1,356	-	-	1,356	1,193
Insurance	3,347	-	-	3,347	3,068
Outreach and services	2,828	-	2,931	5,759	3,670
Training and recruitment	1,157	-	-	1,157	818
Church fellowship activities	368	-	-	368	16,604
Depreciation	-	12,140	-	12,140	21,546
	<u>197,653</u>	<u>12,140</u>	<u>4,283</u>	<u>214,076</u>	<u>212,146</u>
c. CHURCH ADMINISTRATION					
Computer and website costs	2,170	-	-	2,170	2,459
Telephone	1,219	-	-	1,219	1,183
Printing, postage and stationery	1,818	-	-	1,818	1,588
Office sundries	770	-	-	770	575
Professional fees	390	-	-	390	390
	<u>6,367</u>	<u>-</u>	<u>-</u>	<u>6,367</u>	<u>6,195</u>
TOTAL - CHARITABLE ACTIVITIES	<u>204,020</u>	<u>31,540</u>	<u>5,101</u>	<u>240,661</u>	<u>238,373</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2022 - £390) for the independent examination.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

6. STAFF COSTS AND TRUSTEE MATTERS

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

	2023	2022
Charitable activities	2	2
Administration	1	1
	<u>3</u>	<u>3</u>

Employee costs

	£	£
Gross salaries	55,805	50,174
Employers pension contributions	2,919	2,760
Employers NIC	-	-
	<u>58,724</u>	<u>52,934</u>

No employee earned more than £60,000 (2022 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £58,724 (2022 - £52,934).

Related party transactions:

No trustee received remuneration in 2023 (2022 - nil).

Clergy expenses in 2023 amounted to £1,860 (mileage £633, office / telephone £656 and introductory costs for a new curate £571). (2022 - £648, £406 and zero respectively.)

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

A daughter of Mrs Jo Davies, a trustee, was paid £286 for self-employed services as a church cleaner during the year (2022 - £44). The amount owing at the year end was NIL.

No grants were made to related parties (2022 - 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 assess 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 2023	283,342	162,809	446,151
Additions	-	-	-
Disposals	-	-	-
At 31 December 2023	<u>283,342</u>	<u>162,809</u>	<u>446,151</u>
Depreciation			
At 1 January 2023	25,712	152,754	178,466
Additions	2,833	9,307	12,140
Disposals	-	-	-
At 31 December 2023	<u>28,545</u>	<u>162,061</u>	<u>190,606</u>
			-
Net book value 31 December 2023	<u>254,797</u>	<u>748</u>	<u>255,545</u>
Net book value 31 December 2022	<u>257,630</u>	<u>10,055</u>	<u>267,685</u>

8. DEBTORS

	2023 £	2022 £
Income Tax recoverable	859	657
Sundry debtors	-	206
Prepayments	2,236	2,379
	<u>3,095</u>	<u>3,242</u>

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9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Creditors	1,884	1,516
Accruals and deferred income	4,814	1,210
	6,698	2,726

Included in accruals and deferred income is deferred income of £4324 (2022 - £220) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2023	2022
	£	£
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year).	19,100	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 2023	Income	Expenditure	Transfers	At 31 December 2023
		£	£	£	£	£
General fund		94,557	204,252	(204,020)	(19,100)	75,689
Designated funds	12	287,085	-	(31,540)	19,100	274,645
Restricted funds	13	5,674	4,767	(5,101)	-	5,340
		387,316	209,019	(240,661)	-	355,674

<i>previous year</i>	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	308,731	-	(41,046)	19,400	287,085
Restricted funds	4,844	4,655	(2,063)	(1,762)	5,674
	402,350	223,339	(238,373)	-	387,316

12. DESIGNATED FUNDS

	At 1st January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Donation fund	19,400	-	(19,400)	19,100	19,100
Fixed asset fund	267,685	-	(12,140)	-	255,545
	287,085	-	(31,540)	19,100	274,645

<i>previous year</i>	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
	308,731	-	(41,046)	19,400	287,085

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 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Garden of Remembrance	112	-	-	-	112
Families in Need	926	-	-	-	926
Special collections	-	818	(818)	-	-
Cefn Lea Bursary	-	1,250	-	-	1,250
Youth Events	1,851	884	(1,352)	-	1,383
The Welcome Table	2,785	1,815	(2,931)	-	1,669
	<u>5,674</u>	<u>4,767</u>	<u>(5,101)</u>	<u>-</u>	<u>5,340</u>

previous year	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
	<u>4,844</u>	<u>4,655</u>	<u>(2,063)</u>	<u>(1,762)</u>	<u>5,674</u>

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 weekend takes place in alternate years and the next is planned for 2024.

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.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	as at 31 December 2023			Total
	Unrestricted funds		Restricted	
	General	Designated		
	£	£	£	£
Fixed assets	-	255,545	-	255,545
Current assets	81,857	19,100	5,870	106,827
Current liabilities	(6,168)	-	(530)	(6,698)
	<u>75,689</u>	<u>274,645</u>	<u>5,340</u>	<u>355,674</u>

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

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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 YEAR ENDED 31 DECEMBER 2022</i>				
	<i>GENERAL FUND £</i>	<i>DESIGNATED FUNDS £</i>	<i>RESTRICTED FUNDS £</i>	<i>2022 £</i>
<i>INCOME FROM:</i>				
<i>Income from generated funds</i>				
<i>Donations and legacies</i>	193,258	-	3,688	196,946
<i>Charitable activities</i>	20,403	-	967	21,370
<i>Other trading activities</i>	4,461	-	-	4,461
<i>Investments</i>	562	-	-	562
TOTAL INCOME	218,684	-	4,655	223,339
<i>EXPENDITURE FROM:</i>				
<i>Charitable activities</i>	195,264	41,046	2,063	238,373
TOTAL EXPENDITURE	195,264	41,046	2,063	238,373
<i>Net operating income/ (expenditure)</i>	23,420	(41,046)	2,592	(15,034)
<i>Transfer between funds</i>	(17,638)	19,400	(1,762)	-
<i>Net income for the year and net movement in funds</i>	5,782	(21,646)	830	(15,034)
<i>RECONCILIATION OF FUNDS</i>				
<i>Total funds brought forward</i>	88,775	308,731	4,844	402,350
<i>Total funds carried forward</i>	94,557	287,085	5,674	387,316

16. OBLIGATIONS UNDER OPERATING LEASES

During 2023 the PCC's only annual commitment under a non-cancellable operating lease came to an end and was not renewed. Details are as follows.

Expiry date	2023 £	2022 £
Within 1 year	-	516
Between 2 - 5 years	-	-
	<u>-</u>	<u>516</u>

17. CAPITAL COMMITMENTS

The PCC has no capital commitments.

18. CONTINGENT LIABILITIES and POST BALANCE SHEET EVENTS

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