



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

**Annual Report and Accounts  
Year ended 31 December 2024**

**THE CHURCH  
OF ENGLAND**

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**DIOCESE OF  
GLOUCESTER**

**Registered Charity 1130775**



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

### **Annual Report and Accounts Year ended 31 December 2024**

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## **ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024**

### **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 our regular pattern. 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 216 on the electoral roll.

## **ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024**

### **Deanery Synod**

We now have 3 representatives of the PCC who attend Deanery Synod. 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

Rev David Penny, Vicar of St Peter's church, Winchcombe is the Area Dean and is supported by a Standing Committee of treasurer, secretary and Assistant Area Deans of the 3 Mission Areas. The Deanery Synod met on 3 occasions over the year to conduct its business.

The focus of the Deanery continues to be to implement 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 continuing to have 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.

### **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.

## **ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024**

### **Schools Work**

The PCC employed Sarah Hellewell Banelli 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.

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

### **Financial Review**

Total income for the year was £309,185 (2023: £209,019) and total expenditure £248,330 (2023: £240,661).

The balance on the general fund increased to £91,416 (2023: £75,689). 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 £264,421 (2023: £255,545).



## **ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024**

### **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 Alan Bedford (and Mr Steve Burden who stepped down in April) and Mrs Geraldine Simpkins who have worked so tirelessly on our behalf and Mr Philip Loveridge as the church treasurer 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.

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), Curate, 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 the Standing Committee meeting alternative months. An average level of attendance of about 80% was achieved at each meeting. Sub committees 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 Sarah Hellewell Banelli (Children's and Families Worker) and Mrs Helen Hart (Administrator).

## **ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024**

### **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 2024

PCC members who have served from 1<sup>st</sup> January 2024 until this report was approved are:

### *Ex Officio members*

*Incumbent:* The Reverend Stephen Walker Chairman

*Curate* Rev Simon Philips

*Reader:*  
Mrs Jo Davies

### *Wardens:*

Mr Steve Burden Church Warden Resigned April 2024

Mrs Geraldine Simpkins Church Warden

Mr Alan Bedford Church Warden – From April 2024

### *Officers:*

Mr Philip Loveridge Treasurer

Mrs Liz Walker Secretary

### *Elected members:*

Mrs Lesley Rogers

Canon Nigel Chetwood

Mrs Alison Cirel

Mr Isaac Davies

Mrs Sue Thatcher (GDPR Rep)

Mrs Andrea Duncan (Mission and Evangelism Rep) Resigned April 2024

Mr Julian Dickinson

Mr John Haughan Resigned April 2024

### *Deanery Synod:*

Mr Duncan de Gruchy (Safeguarding Rep)

Mr Ian Hart Deanery Synod Representative

Mr Martin Edgley

Mr David Greenwood Resigned April 2024

### **Bankers**

NatWest PLC  
Cheltenham Branch  
31 Promenade  
Cheltenham

GL50 1LH

### **Independent Examiner**

Andrew R Cook ACA  
Chartered Accountant  
Shurdington Road  
Bentham  
Gloucestershire  
GL51 4UA



## **ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024**

### **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)**  
**10 March 2025**

## **Independent Examiner's report to the Council members on the unaudited accounts of the Parochial Church Council of Holy Trinity, Tewkesbury**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on pages 9 to 17.

### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's statement**

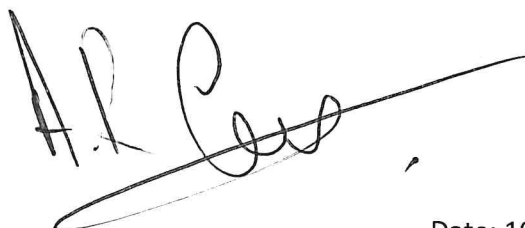
Since the charity's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Andrew R Cook ACA  
Chartered Accountant  
Shurdington Road  
Bentham  
Gloucestershire  
GL51 4UA

A handwritten signature in black ink, appearing to read 'A.R. Cook', with a long horizontal flourish extending to the right.

Date: 10 March 2025

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 DECEMBER 2024

1

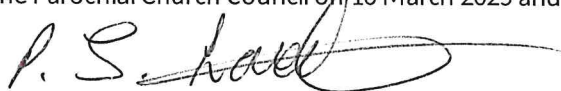
	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2024 £	2023 £
<b>INCOME FROM:</b>						
<b>Income from generated funds</b>						
Donations and legacies	2	235,568	33,475	4,282	273,325	194,051
Charitable activities	3	25,436	-	912	26,348	8,602
Other trading activities	4	3,693	-	-	3,693	2,838
Investments		5,819			5,819	3,528
<b>TOTAL INCOME</b>		<b>270,516</b>	<b>33,475</b>	<b>5,194</b>	<b>309,185</b>	<b>209,019</b>
<b>EXPENDITURE FROM:</b>						
Charitable activities	5	215,789	25,624	6,917	248,330	240,661
<b>TOTAL EXPENDITURE</b>		<b>215,789</b>	<b>25,624</b>	<b>6,917</b>	<b>248,330</b>	<b>240,661</b>
<b>Net operating income/ (expenditure)</b>		<b>54,727</b>	<b>7,851</b>	<b>(1,723)</b>	<b>60,855</b>	<b>(31,642)</b>
Transfer between funds	10	(39,000)	39,000	-	-	-
Net income for the year and net movement in funds		15,727	46,851	(1,723)	60,855	(31,642)
<b>RECONCILIATION OF FUNDS</b>						
Total funds brought forward		75,689	274,645	5,340	355,674	387,316
Total funds carried forward	11	91,416	321,496	3,617	416,529	355,674

The notes at pages 11 to 17 form part of these financial statements.  
The allocation between funds for 2023 is shown in note 15.

**THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY**  
**BALANCE SHEET**  
**AS AT 31 DECEMBER 2024**

	NOTES	2024	2023
		£	£
<b>FIXED ASSETS</b>			
Tangible fixed assets	7	264,421	255,545
		<u>264,421</u>	<u>255,545</u>
<b>CURRENT ASSETS</b>			
Deposit - CCLA Investment Management		120,000	80,000
Investment - CCLA CofE Global Equity Fund		6,500	-
Current account - Natwest		24,343	23,711
Petty cash		14	21
Cash at bank and in hand		<u>150,857</u>	<u>103,732</u>
Debtors	8	<u>3,560</u>	<u>3,095</u>
		154,417	106,827
<b>LIABILITIES</b>			
Creditors - amounts falling due in one year	9	(2,309)	(6,698)
<b>NET CURRENT ASSETS</b>		<u>152,108</u>	<u>100,129</u>
<b>TOTAL NET ASSETS</b>		<u><b>416,529</b></u>	<u><b>355,674</b></u>
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted funds - General		91,416	75,689
Unrestricted funds - Designated	12	321,496	274,645
Restricted funds	13	3,617	5,340
	14	<u><b>416,529</b></u>	<u><b>355,674</b></u>

Approved by the Parochial Church Council on 10 March 2025 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 2024

### 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 2024**

### **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 2024

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2024	TOTAL 2023
	£	£	£	£	£
<b>2. DONATIONS AND LEGACIES</b>					
Planned giving and Tax Trail	135,611	-		135,611	128,816
Non Tax Trail	11,545	-		11,545	18,584
Income Tax refunded	47,058	-		47,058	33,595
Collections	10,297		1,168	11,465	10,167
Other donations	31,057	27,092	3,114	61,263	560
Grants	-	-		-	2,329
Legacies	-	6,383	-	6,383	-
	<u>235,568</u>	<u>33,475</u>	<u>4,282</u>	<u>273,325</u>	<u>194,051</u>
<b>3. INCOME FROM CHARITABLE ACTIVITIES</b>					
Church activities and conferences	23,997	-	912	24,909	7,200
Fees	1,439	-	-	1,439	1,402
	<u>25,436</u>	<u>-</u>	<u>912</u>	<u>26,348</u>	<u>8,602</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.					
<b>4. OTHER TRADING ACTIVITIES</b>					
Hall rents	3,693	-	-	3,693	2,838
Other income	-	-	-	-	-
	<u>3,693</u>	<u>-</u>	<u>-</u>	<u>3,693</u>	<u>2,838</u>
<b>5. CHARITABLE ACTIVITIES</b>					
<b>a. GRANTS AND DONATIONS</b>					
Families in Need	-	-	-	-	-
Home Mission	60	600	-	660	950
Overseas Mission	-	18,500	-	18,500	18,450
Other donations	-	-	1,168	1,168	818
	<u>60</u>	<u>19,100</u>	<u>1,168</u>	<u>20,328</u>	<u>20,218</u>
<b>b. COSTS OF CHURCH ACTIVITIES</b>					
Ministry - Parish Share	91,605	-	-	91,605	85,611
- Clergy expenses	1,867	-	-	1,867	1,860
Utilities	12,357	-	-	12,357	13,780
Cleaning contract	12,572	-	-	12,572	9,934
Church Maintenance	7,642	-	-	7,642	9,198
Staff costs (see note 6)	48,353	-	-	48,353	58,724
Children & Youth Work	7,724	-	1,715	9,439	10,842
Music	1,249	-	-	1,249	1,356
Insurance	3,484	-	-	3,484	3,347
Outreach and services	2,890	-	1,784	4,674	5,759
Training and recruitment	2,094	-	-	2,094	1,157
Church fellowship activities	17,874	-	2,250	20,124	368
Depreciation	-	6,524	-	6,524	12,140
	<u>209,711</u>	<u>6,524</u>	<u>5,749</u>	<u>221,984</u>	<u>214,076</u>
<b>c. CHURCH ADMINISTRATION</b>					
Computer and website costs	1,778	-	-	1,778	2,170
Telephone	1,049	-	-	1,049	1,219
Printing, postage and stationery	1,418	-	-	1,418	1,818
Office sundries	1,383	-	-	1,383	770
Professional fees	390	-	-	390	390
	<u>6,018</u>	<u>-</u>	<u>-</u>	<u>6,018</u>	<u>6,367</u>
<b>TOTAL - CHARITABLE ACTIVITIES</b>	<u>215,789</u>	<u>25,624</u>	<u>6,917</u>	<u>248,330</u>	<u>240,661</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2023 - £390) for the independent examination.



**THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2024**

**6. STAFF COSTS AND TRUSTEE MATTERS**

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

	2024	2023
Charitable activities	2	2
Administration	1	1
	<u>3</u>	<u>3</u>

**Employee costs**

	£	£
Gross salaries	46,000	55,805
Employers pension contributions	2,353	2,919
Employers NIC	-	-
	<u>48,353</u>	<u>58,724</u>

No employee earned more than £60,000 (2023 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £48,353 (2023 - £58,724).

Related party transactions:

No trustee received remuneration in 2024 (2023 - nil).

Clergy expenses in 2024 amounted to £1,867 (mileage £529, office / telephone £565 and other costs £773). (2023 - £1860)

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

There were no related party transactions involving trustees during the year (2023 - £286).

No grants were made to related parties (2023 - 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 2024	283,342	162,809	446,151
Additions	-	15,400	15,400
Disposals	-	-	-
At 31 December 2024	<u>283,342</u>	<u>178,209</u>	<u>461,551</u>
<b>Depreciation</b>			
At 1 January 2024	28,545	162,061	190,606
Additions	2,833	3,691	6,524
Disposals	-	-	-
At 31 December 2024	<u>31,378</u>	<u>165,752</u>	<u>197,130</u>
			-
<b>Net book value 31 December 2024</b>	<u>251,964</u>	<u>12,457</u>	<u>264,421</u>
<b>Net book value 31 December 2023</b>	<u>254,797</u>	<u>748</u>	<u>255,545</u>

**8. DEBTORS**

	2024	2023
	£	£
Income Tax recoverable	1,335	859
Sundry debtors	1,002	-
Prepayments	1,223	2,236
	<u>3,560</u>	<u>3,095</u>

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9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Creditors	1,919	1,884
Accruals and deferred income	390	4,814
	<u>2,309</u>	<u>6,698</u>

Included in accruals and deferred income is deferred income of £nil (2023 - £4324) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2024	2023
	£	£
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year).	23,600	19,100
General fund to Fixed Asset fund representing initial cost of a new heating system.	15,400	

11. TOTAL FUNDS CARRIED FORWARD

	Note	At 1st January 2024	Income	Expenditure	Transfers	At 31 December 2024
		£	£	£	£	£
General fund		75,689	270,516	(215,789)	(39,000)	91,416
Designated funds	12	274,645	33,475	(25,624)	39,000	321,496
Restricted funds	13	5,340	5,194	(6,917)	-	3,617
		<u>355,674</u>	<u>309,185</u>	<u>(248,330)</u>	<u>-</u>	<u>416,529</u>

previous year	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	287,085	-	(31,540)	19,100	274,645
Restricted funds	5,674	4,767	(5,101)	-	5,340
	<u>387,316</u>	<u>209,019</u>	<u>(240,661)</u>	<u>-</u>	<u>355,674</u>

12. DESIGNATED FUNDS

	At 1st January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
Building fund	-	27,092	-	-	27,092
Donation fund	19,100	-	(19,100)	23,600	23,600
Fixed asset fund	255,545	-	(6,524)	15,400	264,421
Legacy fund	-	6,383	-	-	6,383
	<u>274,645</u>	<u>33,475</u>	<u>(25,624)</u>	<u>39,000</u>	<u>321,496</u>

previous year	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
	<u>287,085</u>	<u>-</u>	<u>(31,540)</u>	<u>19,100</u>	<u>274,645</u>

The **Building** fund earmarks finance required to meet future expenditure on buildings and equipment. The initial balance is mainly from a Gift Day for replacing the heating system in the halls in 2025.

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.

The **Legacy** fund represents money received from legacies and invested to produce an income to meet future expenditure.

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13. RESTRICTED FUNDS

	At 1st January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
Garden of Remembrance	112	-	-	-	112
Families in Need	926	-	-	-	926
Special collections	-	1,168	(1,168)	-	-
Cefn Lea Bursary	1,250	1,000	(2,250)	-	-
Youth Events	1,383	2,911	(1,715)	-	2,579
The Welcome Table	1,669	115	(1,784)	-	-
	5,340	5,194	(6,917)	-	3,617

previous year	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
	5,674	4,767	(5,101)	-	5,340

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 2026.

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 were received subsequently for the same purpose.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS  
as at 31 December 2024

	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	264,421	-	264,421
Current assets	93,187	57,075	4,155	154,417
Current liabilities	(1,771)	-	(538)	(2,309)
	91,416	321,496	3,617	416,529

as at 31 December 2023	Unrestricted funds		Restricted	Total
	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)
	75,689	274,645	5,340	355,674