

ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2023

The Parochial Church Council of Holy Trinity, Southwell

Charity Number 1132003

Trustees Report

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Independent Examiner's Report

2023 Report and Accounts for the Parochial Church Council of Holy Trinity, Southwell.

Aims and purposes

Since October 2023 when the Revd. Andrew Porter moved to a new parish Holy Trinity Parochial Church Council (PCC) has had the responsibility of promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Holy Trinity PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of the Council (Old Churchyard closed 31st May 1978; New ~Churchyard closed 14th February 2006). The Millennium Churchyard has had difficulties with ground water levels and its proximity to the Potwell Dyke and the PCC will eventually be looking to formally close it. Burials into existing graves and interment of cremated remains are still available.

Objectives and Activities

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

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

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

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

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

Mission Statement: "Making Jesus Christ Known".

Vision Statement: We fully support the Diocese refreshed vision for the next 7 years, namely: Inspiring Worship, Reaching Younger, Enhancing Diversity, Growing Leaders, Enabling Commitment, Encouraging Generosity and Nurturing Prayer. This is all in the context of reaching out to our community.

These objectives are met by five key values: Relationships, Prayer, Mission, Worship and Discipleship which underpin all our activities in seeking to make Jesus Christ known.

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

Achievements and performance

Worship and prayer

Throughout 2023 the services continued at 9.00am and 10.30am with a shared coffee time between both services to encourage fellowship.

Youth and Children

In August 2023 the Youth and Family Worker, Tim Ball, moved to a new job as we were financially unable to sustain a full-time post.

On Sundays at 10.30 there is provision for children but numbers are currently low. For the last year there has been a Kids and Families service on the first Sunday of the month at 4.00pm including tea.

The Tuesday morning Toddler group continues to thrive.

We run a very well attended youth café for children in school years 3-6. We also cater for older children in years 7+ after this.

We have good links with our infant school with church members leading collective worship on a regular basis. Strengthening links with other schools in Southwell is an aim for the future.

Pastoral Care

Our pastoral care team has continued to take care of those members of the fellowship who are unwell or in need. Our Small Groups are an integral part of this.

In April a group to support the bereaved was launched and meets fortnightly. This is in the context of the Wednesday morning support provided by Connections and Moments, which ministers primarily to older people in the church and community.

Mission and Outreach

The mission committee has led the support for our mission partners and others throughout the year both financially and prayerfully, and by raising awareness.

Volunteers

We would like to thank all the many volunteers (approximately 80) who work so hard to make our church the lively community it is, and without whom the work would not take place.

Deanery Synod

Until April 2023 we had two reps but since then only one. This provides the PCC with an important link between the parish and the wider structures of the Church.

Financial Review

We achieved a net surplus on unrestricted funds in the year of £12,178. Planned giving, and the associated tax recovery, increased by 13.8% (£17,035) while we also received a legacy of £1,000 and a grant of £3,000 under the Diocesan 'Warm Spaces' scheme. Investment income increased but income from other church activities fell slightly.

Expenditure fell from £183,173 to £154,082 – a reduction of just over £29,000. The parish share fell by just under £13,000 but will increase again in 2023 to a more normal level. Staffing costs also fell by nearly £7,000 due to savings in administrative costs and because we had to make our Youth worker redundant in August. We spent less on repairs to the building in 2023 following the significant cost of work carried out in 2022 arising from the quinquennial inspection. Other costs were at a similar level to prior year.

We have transferred £30,000 to a designated reserve towards the costs of a new youth and children's ministry team which we would hope to be able to appoint in the next year. A further £30,000 has been transferred to a designated Fabric reserve towards future work being considered by PCC at the moment.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three months' unrestricted payments, to cover emergency situations that may arise from time to time. This level is currently set at £55,000 and the value of the General Fund at the end of 2023 was £63,767.

Structure, Governance and Management

The Parochial Church Council (PCC)

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

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

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

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

Reference and administrative details

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

Membership of the Parochial Church Council

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

Members ex-officio

Revd Andrew Porter (Incumbent) until September 2023
Chris Stead (Churchwarden)
Helen Geeson (Churchwarden).
Shelagh Baird-Smith (until April 2023), Peter Harris, (Deanery Synod Reps)
(Peter Harris is also the Diocesan Synod Representative)

Elected members

Ian Baird-Smith
Shelagh Baird-Smith (from April 2023)
Ann Clark
Graham Cross (until April 2023)
Suzanne Dent (Lay Chair)
Stephen Dobson (until April 2023)
Alex Lewis (until April 2023)
Sally Lewis (until April 2023)
John Peacock (from April 2023; resigned August 2023)
Steve Perry (until April 2023)
Anthony Hustwayte (from October 2023)
Richard Marjoribanks (from April 2023) - (Treasurer)
Peter May (from October 2023 – coopted)
Denise Parkin (from April 2023)
Kelly Wall

Staff in Attendance (not voting)

Tim Ball (Youth Worker) until August 2023
Alison Slinger (Treasurer) until October 2023
Margaret Newstead (Administrator/PCC Secretary)

Trustee Interest

Denise Parkin was appointed as Bookkeeper/Assistant Treasurer in a paid self-employed role from November 2023. No trustees are remunerated for their work as trustees.

DECLARATION

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

Signature: Suzanne Dent

Full Name: SUZANNE DENT

Chair of Meeting

Signature: Richard HartsreBanker

Full Name: RICHARD HARTSREBANKER

Treasurer

Date: 17 April 2024

Parochial Church Council of Holy Trinity, Southwell
Charity Number 1132003

Financial Statements for the Year Ended 31st December 2023
Receipts and Payments Accounts

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £
RECEIPTS							
Voluntary receipts:							
Planned Giving		117,435	4,292	121,727	100,206	15,372	115,578
Collections at services		988	309	1,297	823	351	1,174
All other giving/voluntary receipts	3	5,460	4,660	10,120	2,322	492	2,814
Gift Aid recovered		22,398	962	23,360	22,592	1,538	24,130
		<u>146,281</u>	<u>10,223</u>	156,504	<u>125,943</u>	<u>17,753</u>	143,696
Investment income	4	3,691	1,468	5,159	1,655	1,463	3,118
Church activities	5	10,231	-	10,231	13,680	-	13,680
Total receipts		<u>160,203</u>	<u>11,691</u>	171,894	<u>141,278</u>	<u>19,216</u>	160,494
PAYMENTS							
Church activities:							
Parish share		68,004	-	68,004	82,668	-	82,668
Clergy and staffing costs	6	27,510	-	27,510	26,320	7,740	34,060
Church running expenses	7	29,439	1,301	30,740	30,291	1,123	31,414
Church repairs and maintenance	8	5,311	-	5,311	10,981	-	10,981
Mission giving and donations	9	14,881	4,756	19,637	13,290	10,040	23,330
Governance costs		720	-	720	720	-	720
		<u>145,865</u>	<u>6,057</u>	151,922	<u>164,270</u>	<u>18,903</u>	183,173
SUB TOTAL		<u>145,865</u>	<u>6,057</u>	151,922	<u>164,270</u>	<u>18,903</u>	183,173
ASSETS AND INVESTMENT PURCHASES							
Asset Purchase		2,160	-	2,160	-	-	-
		<u>148,025</u>	<u>6,057</u>	154,082	<u>164,270</u>	<u>18,903</u>	183,173
Total Payments		<u>148,025</u>	<u>6,057</u>	154,082	<u>164,270</u>	<u>18,903</u>	183,173
Excess of payments over receipts		12,178	5,634	17,812	(22,992)	313	(22,679)
Cash at bank and in hand at 1 January		118,249	800	119,049	141,241	487	141,728
Cash at bank and in hand at 31 December		<u>130,427</u>	<u>6,434</u>	136,861	<u>118,249</u>	<u>800</u>	119,049

Parochial Church Council of Holy Trinity, Southwell
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Statement of Assets and Liabilities

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2022 £
Cash Funds								
Bank current accounts	19,117	6,434		25,551	10,389	800		11,189
Bank Ladies group account	493			493	485			485
Deposit funds	110,817			110,817	107,375			107,375
	<u>130,427</u>	<u>6,434</u>		<u>136,861</u>	<u>118,249</u>	<u>800</u>		<u>119,049</u>
Other monetary assets								
Gift Aid recoverable	4,305			4,305	1,844			1,844
Interest and refund due	1,607			1,607	440			440
	<u>5,912</u>			<u>5,912</u>	<u>2,284</u>			<u>2,284</u>
Investment assets								
Investment fund shares market value			43,475	43,475			41,377	41,377
Assets retained for the charity's own use								
Dishwasher at cost	2,160			2,160				-
Liabilities								
other amounts owing	2,935			2,935	536			536

Parochial Church Council of Holy Trinity, Southwell
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Notes

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

General and Designated Funds	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
General Fund	111,631	161,872	(135,252)	(74,484)	63,767
Youth and children's ministry	-			30,000	30,000
Fabric	-			30,000	30,000
CMS	782		(3,493)	3,621	910
CPAS	782		(3,493)	3,621	910
Uganda projects	782		(3,493)	3,621	910
Holy Trinity Mission Fund	3,787		(3,971)	3,621	3,437
Ladies Group	485	167	(159)		493
	<u>118,249</u>	<u>162,039</u>	<u>(149,861)</u>	<u>-</u>	<u>130,427</u>

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

Restricted Funds

CMS	-	354	(314)		40
CPAS	-	631	(501)		130
Uganda projects	-	3,565	(3,565)		-
SASRA	-	158	(158)		-
AST income (restricted for music)	598	1,468	(1,301)		765
Keframa School	-	10	(10)		-
SRIS (Refugees Southwell)	-				-
Refugee Roots	202	56	(208)		50
Tearfund	-	449			449
Youthwork	-	5,000			5,000
	<u>800</u>	<u>11,691</u>	<u>(6,057)</u>	<u>-</u>	<u>6,434</u>

Endowment Funds

Archibald Stanley shares:

The CBF Church of England Property Fund 8,842.82 income shares generated income of £575.67 (2022 £575.67). Market value at 31st December 2023 was £10,833.34 (2022 £11,541.65).

The CBF Church of England Investment Fund 1,444 shares generated income of £892.24 (2022 £887.33). Market value at 31st December 2023 was £32,642.05 (2022 £29,835.06).

Total market value £43,475.39 at 31st December 2023. (£41,376.71 at 31st December 2022.)

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

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

Receipts	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	2023	Funds	Funds	2022
	£	£	£	£	£	£
3 All other giving/voluntary receipts						
Donations	690	4,660	5,350	1,097	492	1,589
Legacies	1,000		1,000			-
Grants	3,770		3,770	1,225		1,225
	<u>5,460</u>	<u>4,660</u>	<u>10,120</u>	<u>2,322</u>	<u>492</u>	<u>2,814</u>
<p>The grants were from the Listed Place of Worship Scheme to reclaim vat on eligible works carried out during the year and the Diocesan 'Warm Spaces' scheme .</p>						
4 Investment income:						
Halloughton Road Land rent	250		250	250		250
Dividends and interest	3,441	1,468	4,909	1,405	1,463	2,868
	<u>3,691</u>	<u>1,468</u>	<u>5,159</u>	<u>1,655</u>	<u>1,463</u>	<u>3,118</u>
5 Church activities:						
Fees for wedding and funerals	3,145		3,145	5,510		5,510
Church Lettings - local community use	1,485		1,485	1,415		1,415
Toddlers	1,972		1,972	1,699		1,699
Connections	2,834		2,834	3,808		3,808
Adult/Whole Church Events	795		795	1,248		1,248
	<u>10,231</u>	<u>-</u>	<u>10,231</u>	<u>13,680</u>	<u>-</u>	<u>13,680</u>

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

Payments	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	2023	Funds	Funds	2022
	£	£	£	£	£	£
6 Clergy and staffing costs:						
Youth worker salary	17,203	-	17,203	12,852	7,740	20,592
Youth worker expenses	344		344	293		293
Administrative salaries	8,759		8,759	12,151		12,151
Vicars expenses	1,204		1,204	813		813
Clergy speaker fees	-		-	211		211
	<u>27,510</u>	<u>-</u>	<u>27,510</u>	<u>26,320</u>	<u>7,740</u>	<u>34,060</u>
7 Church running expenses:						
Music and licences	150	1,301	1,451		1,123	1,123
Organ repairs	19		19			-
Upkeep of services	3,481		3,481	4,638		4,638
Publicity	22		22	689		689
Church running costs	387		387	806		806
Gas and Electricity	10,642		10,642	11,309		11,309
Photocopier	681		681	499		499
Insurance premiums	3,523		3,523	3,371		3,371
Postage and stationery	304		304	392		392
Telephone	442		442	357		357
Bank charges	636		636	595		595
Architect fees	629		629			-
Conferences and Training	180		180	1,313		1,313
Halloughton Road land water rates	47		47	90		90
Churchyard maintenance	1,339		1,339	730		730
Youth work	500		500	468		468
Children's work	508		508	277		277
House groups	-		-	6		6
Alpha and adult outreach	1,244		1,244	699		699
Toddlers	1,516		1,516	1,240		1,240
Connections	3,158		3,158	2,640		2,640
Pastoral care	31		31	172		172
	<u>29,439</u>	<u>1,301</u>	<u>30,740</u>	<u>30,291</u>	<u>1,123</u>	<u>31,414</u>

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

Payments	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds £	Funds £	2023 £	Funds £	Funds £	2022 £
8 Church repairs and maintenance:						
Toilet door and other repairs	1,970		1,970			-
Office laptop and other equipment	873		873			-
Spire Works			-	3,163		3,163
Cellar wall and steps and handrail	240		240	5,436		5,436
Gas heater investigation report			-	714		714
Vacuum cleaner			-	378		378
Roof works	228		228	330		330
Sound Desk & AV equipment	426		426	204		204
General repairs and maintenance	1,574		1,574	756		756
	5,311	-	5,311	10,981	-	10,981
9 Mission Giving and donations:						
Church Mission Society (CMS)	3,493	314	3,807	2,932	441	3,373
Church Pastoral Aid Society (CPAS)	3,493	501	3,994	2,932	468	3,400
UCI and food aid for Uganda	3,493	3,565	7,058	2,932	4,915	7,847
Holy Trinity Mission Fund - other projects	4,194		4,194	4,394		4,394
Keframa School in Uganda		10	10		987	987
Tearfund			-		2,620	2,620
Refugee Roots		208	208			-
SRIS (Southwell refugees)			-		609	609
SASRA		158	158			-
Other giving & grants	208		208	100		100
	14,881	4,756	19,637	13,290	10,040	23,330

**Independent Examiner's Report to the members/trustees of Holy Trinity Church,
Southwell, Parochial Church Council (PCC)**

I report to the members/trustees on my examination of the accounts of Holy Trinity Church for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity trustees of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 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

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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

C A Bolitho

C. A Bolitho FMAAT,
W. H. Clifford & Co.,
Accountants,
Easthorpe,
Southwell,
Notts.
NG25 0HX

Date: 5th April 2024