

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF HOLY TRINITY WITH SAINT MARY**

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	The Rev'd Canon Robert Cotton (Chair & Incumbent and General Synod Representative)	
	The Rev'd Jonathan Hedgecock (Associate Minister)	
	The Rev'd Roderick Pierce (Associate Minister)	
	The Rev'd Tom Pote (Curate)	
	Mike Bishop (Vice-Chair)	(Appointed 5 April 2021)
	Carolyn Graham (Deanery and General Synod Representative)	
	Alwyn Marriage (Deanery Synod Representative)	
	Maggie Perrins (Deanery Synod Representative)	
	Paul Graham (Treasurer)	
	Jenny Nockolds (Churchwarden - St Mary's)	
	Mary Howard (Churchwarden - St Mary's)	
	Helen Parkinson (Churchwarden - Holy Trinity)	
	Ginnie Gregory (Churchwarden - Holy Trinity)	(Appointed 5 April 2021)
	Charlie Alcock	
	Susie Alcock	(Appointed 5 April 2021)
	Josephine Leak (PCC Secretary)	(Appointed 5 April 2021)
	Catherine Antcliff	
	Mark Boor	(Appointed 5 April 2021)
	Nigel Campion-Smith	(Appointed 5 April 2021)
	Andrew Chastney	
	Philip Hancock	(Appointed 5 April 2021)
	John Hawksworth	
	Jane Hedgecock	
	Charles Howes	
	Venetia Howes	
	Grayson Jones (Designated Safeguarding Lead)	(Appointed 5 April 2021)
	Martin Kettell	
	Bill Latto	
	Rosemary Lee	
	Angus McIntosh	
	Nicky Matthews	
	Mary Perrins	
	Chris Roberts	
	Avril Walker	
	Peter Youngs	
	Maria Strong	(Appointed 5 April 2021)

Charity number 1128313

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

The Trustees present their annual report and financial statements for the year ended 31 December 2021.

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with St Mary, known as Holy Trinity with St Mary Guildford, incorporates two churches; Holy Trinity Church on the High Street and St Mary's Church on Quarry Street. The Parish is part of the Diocese of Guildford within the Church of England.

The accounts have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the PCC's Trust Deeds, the Charities Act 2011, the "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)" and the Church Accounting Regulations 2006.

Objectives and activities

The PCC of Holy Trinity with St Mary (HTSM) has the responsibility of co-operating with the incumbent, Rev'd Robert Cotton, in promoting in the Parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. It jointly decides, with the incumbent, how PCC money is to be used and is responsible for insurance and for the repair, maintenance and use of church buildings; it also has to agree any changes to existing forms of worship in the Parish. In setting objectives and planning activities, the PCC has given careful consideration to the Charity Commission's general guidance on public benefit.

Safeguarding

The Parish's Safeguarding Officer (PSO) ensures that the Parish's Child and Vulnerable Adults Protection Policy is kept up to date, understood and followed. The Designated Safeguarding Lead (DSL) acts as a liaison between parish safeguarding work and the PCC. The DSL and PSO, together with the incumbent Rev'd Robert Cotton, maintain a Parish Safeguarding Self Audit and implement the parish strategy to implement best practice and encourage the completion of safeguarding training by all PCC members and everyone involved in parish activities. The PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding.

Inclusion

As an inclusive church we embrace all people irrespective of race, gender and disability. We offer safe spaces for groups that may contain vulnerable people. A good example is the series of Rainbow Services that are arranged, in cooperation with other local churches, every 6 months at St Mary's.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Achievements and performance

Electoral Roll and Church Attendance

The Church Electoral Roll is the list of those qualified to vote at the Annual Parochial Church Meeting. Each year the Electoral Roll is revised in accordance with the procedures specified in the Church Representation Rules. The result of the Electoral Roll revision this year is that the number on the published list for 2022 is 233. The overall number has decreased by 1 since the Electoral Roll was revised in 2021. This is as a result of 3 individuals joining and 4 leaving. I am very grateful to the clergy and church wardens for their help in getting the electoral roll updated this year. I am particularly grateful to Corinne Jones and Chloë Benson for all their support in the parish office.

Helen Parkinson, Electoral Roll Officer

PCC Meetings

The full PCC met six times during the year with an average attendance of 76%. All meetings were initially held via Zoom, but from September onwards in person meetings were held at St Mary's, with the option of joining via Zoom if preferred. The usual PCC Away Morning was replaced by a Reflection Evening held via Zoom on 12th April. Issues considered were 'What our Parish need now', 'How best can the faith be passed on to the next generation' and 'Current topics in society that affect the credibility of the church, and what is expected of us'. Committees and groups met between PCC meetings and the PCC received and discussed their reports throughout the year as appropriate. The activities of the committees and groups considered in this report are discussed further below.

Standing Committee

The Standing Committee continued to meet throughout the year (initially via Zoom and later a combination of in person and Zoom) prior to each PCC meeting to set the agenda for PCC meetings. It transacted PCC business between its meetings, subject to any directions given by the PCC.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Electoral Roll

In March 2021 we revised the Church Electoral Roll in preparation for the Annual Parochial Church Meeting. Previously this has been a paper-based system of forms and notices. In 2021 the pandemic made us re-think how we implement the processes so they can work in the online world. I wish to express my very grateful thanks to the parish administration team, in particular Corinne Jones and Susie Alcock for their help in getting the Electoral Roll processes online in 2021.

The result of the Electoral Roll revision was that the number on the published list for 2021 was 234. During the remainder of 2021 we had another 3 people join the Electoral Roll. The Electoral Roll is currently being revised in preparation for Annual Parochial Church Meeting in April 2022. *Helen Parkinson*

Outward Giving 2021

The PCC decided to maintain the budget at the 2020 level of £19,500 despite pressures on finances. This reflects one of the core missions of the parish in being outward in our generosity of both welcome and giving.

A review was undertaken to ensure our giving remains aligned with our core beliefs and values. One of the aspects identified was to develop an approach which can more easily adapt to emerging circumstances and therefore needs. Reflecting this, we adopted a 'three tranches' approach in 2021.

With the pandemic again being a central feature of our lives, we felt called to increase our giving to selected local charities with a focus on financial and emotional resilience, mental health, and relationship challenges. In a relatively wealthy area these can often seem hidden yet are, of course, very much present.

Our support for homelessness initiatives was redirected to Real Change. This initiative acts as a conduit for distributing funds locally where the need is greatest, as we seek to ensure that our funds are always deployed in the most effective way.

For distributing one of our tranches, we asked our Youth Group to suggest causes worthy of our support and were inspired by the level of engagement shown. As a result, we have been delighted to support the Fountain Centre, The Mix, Team Seas and Cancer Research.

While our accounts can only reflect our monetary giving, this is but one aspect of the parish's outward giving. You will often have seen a poster on our railings promoting a local cause initiative, which is just one example of this. During 2021 members of our clergy team have regularly supported St Mark's church in Wyke and St Nicholas's church in Guildford, while many members of the parish volunteer in the local community. Examples include the local foodbank, prison visiting and serving as Street Angels. In these, and other ways, we shine the light of Christ in our local community and beyond. *Andrew Chastney*

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Holy Trinity

Being a Church Warden continues to be the best job ever and a real privilege! It has been wonderful over the last few months to see the church start to fully open up again, offering all the things that used to happen before the pandemic and more. The majority of services are now streamed. This has been a lovely way to include more and extend wider our Holy Trinity family.

Last year we celebrated Robert's 25 years of leading the parish with a celebration in church which had input from the young people including Holy Trinity Pewley Down School. There was of course plenty of cake. All that Robert does from small seemingly unnoticed things to the leading of civic services are valued so highly and appreciated and loved so much by the parish and wider community.

Many thanks to our amazing group of loyal volunteers who give up their mornings to keep the doors open to the public. Having the church doors open in the High Street has an enormous impact. Many have come in to enjoy in different ways the special and beautiful space.

It is wonderful seeing how many ways the church is used and valued. Church Activity Mornings have resumed and been held for Sandfield and Holy Trinity Pewley Down schools. They have loved activities in both the church and the churchyard. Our beautiful churchyard gives so much pleasure to so many and we are very grateful for all those that work so hard to make it the colourful wildlife sanctuary that it is.

As church wardens we can only do our job with the help of a whole team of great people. We are enormously grateful to those who give out hymn books and welcome, those who read at both morning and evening services, those who lead us in intercessions and our wonderfully supportive team of ex-wardens who do evening duties and stand in, sometimes at very short notice. In this past year we have seen some new faces and new families that have joined the congregation which is wonderful. Many of these people have been happy and keen to take on some new roles, for which we are so very grateful.

Over the year we have seen and loved regular input from young people in a variety of roles from welcoming to serving at the altar. In order for our church to flourish we want to have worship that is regularly lead by our young people and this is now increasingly happening.

The children's area (St Luke's Chapel) is now regularly full of babies and youngsters and we must thank Pippa Mitchell for all the work she does with our young families.

A special thank you must go to Jonathan Wood who helps us every Sunday morning getting the Church ready for the services. It has been an exciting year with people appreciating both new opportunities unfolding and a sense of security and serenity returning. *Ginnie Gregory & Helen Parkinson, Churchwardens*

St Mary's

We have been thankful to emerge gradually from the restrictions of lockdown this year. Our Zoom services over the first part of the year were much appreciated, drawing in around 70 people, including some from other Methodist congregations. From the summer onwards we were glad to open up for face-to-face Sunday services, with first the choir singing and then the whole congregation. Eventually we could take Communion in both kinds.

After holding our Lent Reflections on Zoom, we were able to offer Advent Reflections with a light lunch in church. We held live carol and crib services at Christmas time, and also the well-attended Methodist Covenant service in January. The Orthodox community returned for their monthly Sunday services.

Meanwhile outreach activities, such as Night Vision, ChitChat and Coffee and Cake have returned. The monthly Wednesday organ recitals have started up again.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Two new initiatives have begun since the end of lockdown. One is the Wednesday midday communion service held by Tom Pote. The other is an Eco-Church group led by Annika Mathews, that has already earned St Mary's a silver Eco award. The refurbishment works have meant that we have been able to sell off superfluous items of church furniture, notably nearly all the remaining pews and the old choir stalls. The new lightweight, stackable chairs enable us to make the most of our new space, while the choir can now assemble behind elegant new (also movable) choir frontals. The Street Angels are also enjoying their new storage space in the church.

On Sundays we now welcome between 10-12 people to the 8 o'clock Communion, and 20-40 people for the 10.30 service. *Mary Howard and Jenny Nockolds, Churchwardens*

St Mary's Joint Council

The Joint Council has had a relatively quiet year as the reordering works at St Mary's have drawn to a close and the focus has moved to making the most of the building. It is a joy to see the overwhelmingly positive response of existing and new visitors and users.

'Snagging' is virtually complete and the builders have handed back their keys. The only significant shortcoming we have found is the inadequacy of the hot water supply. We hope to resolve this before too long. We also have a little work remaining on storage solutions.

One of the key decisions made by Joint Council during the year was to authorise the purchase of 110 stacking chairs which have transformed the look and flexibility of the building, as well as being comfortable and far easier to move. Half the cost was covered by Guildford Methodist Church and the other from a donation from the estate of David Carle; greatly appreciated. Less noticeable, but vital, is the installation of a fire alarm system.

The support and guidance received from Joint Council members have helped make the complicated and lengthy reordering process run smoothly and I greatly appreciate it. *Nigel Campion-Smith*

Finance

2021 followed a similar financial pattern to 2020, with reduced income from lettings, strict control of expenditure and continuing generous support from donors.

- The day-to-day activities of the Parish (General Fund) broke even on a turnover of about £300,000.
- While cash collections almost stopped owing to COVID-19 measures, Planned Giving and other donations, including Gift Aid recovery, remained encouragingly strong. Total donations reached £239k (2020: £244k).
- Income from letting the parish buildings recovered more slowly than had been hoped because of successive COVID-related lockdowns and the inability of potential hirers to plan events. Total lettings income was £37k (2020: £20k; 2019 [last pre-Covid year]: £66k).
- The overall cash position (excluding investment gains) declined by £40k. Most of this reduction was caused by the unexpected need to replace the Trinity Centre boiler in the first quarter, at a cost of £16k, charged to the Extraordinary Repair Fund.
- Staff changes in 2021 included the transition to a new Treasurer in Q2 and the development of a new Operations Manager role in the parish office, providing increased support in financial matters, commencing at the start of 2022.
- A new accounting system, ExpensePlus, was introduced during 2021. The benefits include much greater transparency and flexibility, with access to the accounts no longer limited to the Treasurer alone. During 2022 more parish leaders will become Budget Holders, with access to, and responsibility for, funds related to their particular activities.

A full financial review and financial statements are available later in this report. *Venetia Howes*

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Premises

Booking enquiries for the use of the buildings continued throughout 2021 including during the lockdown at the beginning of the year. As soon as it was safe to do so and restrictions eased, activities and events began to resume, where possible, with social distancing and mask wearing. The Parish continues to support 'home-grown' parish activities and to build on relationships with numerous community groups, long-standing and new. From September, there was every indication that bookings would return to their pre-Covid levels despite the reintroduction of restrictions before Christmas which involved some cancellations.

The Parish Office, together with the Property Manager and two Cleaners continued to work together to offer safe hospitality and care to all who used the buildings whether for worship, prayer or through lettings. Following a reorganization in the Parish Office, one of the Parish Administrators left her post at Christmas after almost 25 years of service. A new member of staff was appointed as Communications Manager and the other Parish Administrator was appointed as Operations Manager, both commencing 1 January 2022. *Corinne Jones*

Music and Choirs

Holy Trinity Choirs

The focus of the last year for the choir has been, like everyone else, establishing as far as possible a normal routine once again as we emerge from Covid.

At the time of writing, the choir is almost back to its usual *modus operandi*, though several measures are still in place to distance the choir, such as using the full area of the chancel for seating. The choir vestry remains a cramped room for the whole choir to congregate and rehearse in, as adequate ventilation is paramount, and the choir has yet to recommence processing for services. These aspects will be reintroduced when the whole choir community is happy for them to happen; to rush this could result in the loss of singers, thus diminishing our primary role.

It is very gratifying, therefore, to report that with these measures in place, live choir attendance is back to where it should be, with the usual contributions to worship twice each Sunday in term time. As a result, the choir has returned to singing the annual choral repertoire that marks the liturgical seasons Sunday by Sunday. It was particularly good to see the return of the carol services at Advent, Christmas and Epiphany. Likewise, Holy Week and Easter 2022 should be celebrated in full once again. Christmas, Lent and Easter are also occasions when it is uplifting to have the combined choirs of girls, boys and adults with the thrilling sound that results.

We were delighted to have an open evening for new boy choristers in October and this brought us some new choristers who are gradually finding their feet.

The girls' choir is currently busy preparing for their tour to Llandaff Cathedral in the summer holidays, and in the next few years it is hoped to restore more of the events and special choral services that have been suspended during the pandemic. Social events remain an important part of the choir programme, and there was a glimmer of light on this in January as the boy choristers raced model cars in the Trinity Centre.

We bade farewell to Martina Smyth, our Assistant Organist, who has served us faithfully for 3 years. Martina's duties have currently been taken over by a loyal band of deputy organists, particularly Robert Patterson and Mark Shepherd. These are both organists of the highest calibre, and we are lucky that they are so willing to help at Holy Trinity on a regular basis. We also continue to give thanks for Nick Graham and all his work with the girl choristers, who are forever growing in musical confidence and vocal dexterity.

Lastly, after 29 happy and rewarding years, I have decided it is time for me to step down as Director of Music in July. As I write, auditions for a new Director of Music will be taking place this week and, no doubt by the time this report is read, the name of the new person will be known. I offer that person my best wishes, and am confident that they will have an equally rewarding time working in the happy community that has done so much to support both me personally and the music foundation here since 1993. For this I am truly grateful to you all. *Martin Holford*

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

St. Mary's Choir

St Mary's choir reverted to Zoom for the early months of 2021, then sang together, with COVID secure arrangements, to rehearse and record music to be played during Sunday services. From September, a small number of singers were able to sing in person for services, and by Christmas we were able to sing at services in larger numbers. The carol service and Christmas Eve services were very much enjoyed, all the more for being limited or cancelled in 2020. We have been delighted to be joined by several new members during 2021, and continue to appreciate the immense support of our organist Chris Nott. *Helen Lee*

Children and Young People

Two years of the Covid-19 pandemic have changed things significantly across the whole-church community. This time last year services were still on Zoom, only a few people were in church, school was largely online, keeping in touch hampered, sometimes very severely. All this may leave things permanently different, in a new normal (perhaps yet to be discovered), but not necessarily all bad, though the adverse effects on some young people may well be long lasting, and for some families the whole experience has been incredibly challenging and isolating.

Keeping in touch has been – and is - of major importance - the pressures on young families and children have been high. We are very fortunate in having Pippa Mitchell, our Children and Young Families Worker, and Martin Holford and Nick Graham who lead our choirs, and their meeting the challenge of being creative, pragmatic and positive, finding what works. With the lifting of the pandemic constraints, the large number of young people involved in the boys and girls choirs is wonderful, as is the way in which they have toughed out the storm. With these and those not in the choirs, there are 52 families connected with the HTSM. So, while the model of 'junior church' each Sunday does not work at present - and may stay that way – we are not short of children being involved with Sunday worship, as hopefully you will have noticed! Every Sunday morning young people are involved, whether handing out books as Welcomers, reading, being part of the altar team, assisting the wardens at communion, as well as the 15 to 20 young people singing in the choir, morning and evening. And the children's corner buzzes with younger children and families. Youngsters being all together, and seeing others being part of things, has definitely received positive comment. Pippa's conversations with a large number of parents confirm families feel a strong connection with the church community.

Café Club started in March 2019, and has continued all through, being online when it had to, but otherwise meeting in Caffè Nero – which resumed in September. This group of about 12 youngsters from 7 different schools, with Pippa's guiding hand, have stayed together all through, always enthusiastic to meet. And that is very impressive. Rather than the older ones moving to an 'older group' – which in any case didn't exist - they have all stayed together and a new, younger group (11-14 age band), Junior Café Club, about 10 regulars, has been running now since May, led by Tom Pote. They meet in a different Caffè Nero, and then (now) in the Trinity Centre, also on Thursdays. And none of this would be possible without the team – eight, on a rota - of (safeguarding) second adults.

In thinking about how we might do things differently, interesting insights came from, for instance, the article "Want children in the church? Put them in charge" (Church Times 27 August 2021). So, Café Club were offered the opportunity of deciding where £500 of outward giving would go. (On involvement, by way of an example: 'if your job can be done by an easel, it's not a job!'.)

Nine children were prepared by Tom and Pippa for First Communion, with the same number of adults as sponsors. This is a great endorsement of and encouragement for young people. Please do think about being a sponsor for the next group of youngsters. It's not demanding and they really do appreciate it.

The Brownies and Guides are part of our community too. For them it also has been tough, but also rewarding in meeting the challenges and doing things differently, as the leaders Helen Lee and Ann Pierce have set out in a separate report.

Activity Days with both Sandfield and Holy Trinity and Pewley Down schools have resumed, with 60 children in each session, and interestingly, more adult volunteers from the schools, including churchyard trails on Fluffy Fridays.

Having now completed seven years as Chair of this committee – seven very enjoyable years working with an excellent, creative team – a delightfully creative team, delightfully chaotic at times! – I will be standing down at the APCM. I am immensely grateful to them all, and especially to Pippa, our superb Children and Young Families worker. *Phillip Hancock (Chair)*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

3rd Guildford (Holy Trinity) Guides

Guide meetings were held online for the first six months of the year. The guiding programme has continued with leaders finding ways to adapt the resources available to deliver the programme over the internet. These activities included exploring listening skills, learning simple signs in British Sign Language, making pancakes, looking at conflict situations, an online Escape Room. In June we were able to come together again and meet outside. This was the first time we had met in the flesh, two of the girls who joined January. The girls are more responsive in person and work well together. We did activities both in the Churchyard and on Stoke Park. We were able to have indoor meetings from September. The during the Autumn Term we were looking at inspirational women in aviation, motoring and engineering. The girls made model planes; went on a simulated car journey looking at the hazards drivers have to watch out for; night time navigation in the Chantries; made gingerbread people; and went to the Yvonne Arnaud pantomime. *Anne Pierce*

3rd Guildford (Holy Trinity) Brownies

For the first term of 2021, brownie meetings took place weekly on Zoom. But from Easter to the end of September, we met in the churchyard at Holy Trinity, being rained off only twice in all that time. From October, the unit went back to meeting in the Trinity Centre upper hall. We continue to adapt activities to minimise contact. After the success of our virtual sleepover in 2020, we held another one to celebrate the end of the summer term, and this was again much enjoyed. We again had to miss our traditional visit to Addison Court in December. *Helen Lee*

Parish Activities

All activities and events apart from one support group were suspended or cancelled until Covid-19 restrictions began to ease in April. Children's activities then resumed including choir rehearsals and theatre schools. We also welcomed back Guildford Youth Symphony Orchestra for a number of workshops and concerts while the National Citizen Service booked the Trinity Centre and Holy Trinity Church as their base for five 'Activate' workshops for 16 and 17 years olds.

Weekly Saturday Coffee mornings and regular opening of the churches with church sitters /welcomers also resumed as soon as the restrictions eased with both St Mary's and Holy Trinity opened for Heritage Open Days.

In September the parish diary began to look more 'normal' with a mix of regular and one-off activities and events in all three buildings including numerous singing events and orchestral and choral concerts. Events and activities continued until the reintroduction of some Covid restrictions in mid-December, which resulted in a number of cancellations. *Corinne Jones*

Eco Church Group

The highlight of the year for the Eco Group was receiving the Eco Church Gold Award from A Rocha. We are only the 14th Church of England church in England and Wales to have been awarded a Gold Award, and the 1st in the Diocese. Of course, such awards reward not only the efforts of Holy Trinity church over one year but are the acknowledged recognition of a great deal of ongoing hard work by both the clergy and members of the congregation, and collaboration with a wide variety of community organisations over the last five years. This collective effort was reflected in the comments of the A Rocha judges: *We understand that you are a church that is keen to not just celebrate God's creation on Sunday but throughout the year, as a key part of your church community. Your aim of helping all people to understand what it means to be living in God's creation is so clear and especially how you can help them be change agents themselves."*

The coronavirus pandemic continued into its second year so some of our plans have had to be deferred until later in 2022. But under Yvonne Cameron's continued energy and determination, along with a wonderful band of helpers, we have carried out a great deal of work in the churchyard not only to ensure it is well managed and is a peaceful and attractive place of calm in the centre of a busy town, but it is also a haven for wildlife. The enthusiasm, concern and interest of all the youth groups in nature, the food we eat and the climate crisis continued to flourish throughout the pandemic, through the work of Pippa and her team. As A Rocha noted, the work with young children and youth are often themselves leaders on Eco projects in their schools. It is good to know that we are having a ripple effect through the wider community. Many of the effective things we do are not large capital projects, but the result of small but important changes in day-to-day practices. We are very grateful to our Property Manager, Robert Munro, for all that he does in this respect. *David Uzzell*

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

HTSM bellringing

Bellringing remained in a steady state through 2021 despite various lockdown requirements. We adapted to the restrictions by having increased ventilation in the ringing chambers and followed the guidance on social distancing. We rang for 17 Sunday services with an average of five ringers, and for 37 practice nights with an average of eight ringers. Ringing on five or six bells took place for Easter Day, Remembrance and Christmas Day.

Other ringing events included tolling single bells at HT and SM on the news of the death of the Duke of Edinburgh and also for his funeral; ringing for five weddings; a quarter peal at St Mary's to celebrate the wedding of local ringer Grace Clements; and a request for ringing for the climate conference in October.

There was less maintenance work undertaken in 2021 with just six hours spent checking over the bells and fittings. Towards the end of the year, some members of the DAC paid a visit to an HT practice night to gain a better understanding of the tower movement and resonance that makes the bells so difficult to ring. The ongoing deterioration of the 'go' of Holy Trinity bells continues to be a concern for us, resulting in challenging striking and increasing difficulty in managing the heavy bells. *Michael Bryant*

Tech Team

The Tech Team, established in 2020, has continued to support online worship. The audio-visual system, installed just before Christmas 2020, continued to have teething problems, so we began the year in lockdown and using iPads to capture sound and images in Holy Trinity and to broadcast services using Zoom, to streaming via YouTube to our remote congregation. We started to use the new system in combination with Zoom to allow people to participate as readers and intercessors from their own homes and also to be visible and audible in church. We began to have problems streaming from Zoom: the "gallery view" on Zoom started to appear randomly (and outside of our control) in the Livestream and the resulting videos increasingly had to be taken down, edited and reloaded to preserve people's privacy. The team did much investigation into the problem, but it transpired that the problem was Zoom's own and not of our making. Eventually, the problem became so great that we had to stop streaming from Zoom altogether. Some felt a loss of community due to the inability to participate through Zoom, but a benefit was that the audio quality was much better broadcast directly from the audio-visual system to YouTube rather than via Zoom. By Easter services were only on YouTube, but Zoom was used for coffee and chat breakout rooms after the service. Zoom coffee rooms continued until the numbers joining dwindled to one or two as the year progressed.

One greatly appreciated enhancement in May was the use of PowerPoint combined with the video to display the words of the service on the video broadcast. The audio-visual system was not without a variety of problems, which the Tech Team dealt with as they arose. These included sound issues, equipment faults, WiFi dropouts, internet outages, hardware changes impacting the system, ... Fortunately a back-up recording is made and on the few occasions when there was a major problem with the livestream, the recorded video was able to be released for viewing later. Something must be going right - a comment received in December was that the previous week's broadcast was "like a Hollywood film"!

As the number of people attending services in church increased towards the end of the year, the number of YouTube connections during the livestream decreased from a peak of well over a hundred during lockdown to between 20 and 30. However, the number of views of the video afterwards can be over 100, so we are reaching people far and wide which would not have been imaginable two years ago.

Common Ground

Common Ground has continued to thrive providing a valued spiritual community of prayer and friendship based at St Mary's for people from a number of different churches. Regular zoom meetings continued weekly until the end of July; this frequency being much appreciated during the restrictions. Then in the Autumn the format was changed to fortnightly with zoom alternating with blended St Mary's and zoom. An additional benefit of zoom is that it has allowed members who have moved away to continue to participate.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

The meetings have engaged with a variety of topics including Celtic Christianity – its origins and relevance now, Imagining Mission for today, and various members have led reflections and Take Time meditations and have shared their faith journeys. Also, time for breakout rooms has enabled us to get to know and support each other better. Worship has included Agape services, a Tenebrae service on Maundy Thursday and joining with other churches at St Martha's for the Easter Day Sunrise Service.

Our annual commitment service was held at St. Mary's and on zoom on Sun 19th Sept. This is an important date in the year for members and friends to make the Common Ground Missional Community's commitments of Pray, Together, Go.

Common Ground has welcomed visitors to St Mary's for private prayer and contemplation on a regular weekly basis and for particular occasions including:

- The National Day of Reflection on 23rd March marking a year since the first lockdown began.
- The Wall of Hope and the Garden of Hope which was installed in St Mary's churchyard by a collaborative partnership of Common Ground, Guildford Town Centre Chaplaincy, Experience Guildford, Guildford in Bloom and Guildford Borough Council. This was launched by the Mayor and community leaders on 26th June and was in place during the summer months. It included additional exhibits of children's words of thanks and hope displayed in the church.
- The Festival of Hope art exhibition which ran for 3 weeks in the autumn and included a wonderful variety of work created during the lockdowns by people from a number of churches.

An August treat was a very enjoyable tea party that Nigel & Andrea kindly hosted in their lovely garden.

Night Vision evenings resumed on the last Friday in July and have continued monthly for the rest of the year. These evenings have been very successful with visitors coming in for conversation, quiet, brief or long visits and refreshments. One evening in particular, after the Guildford ghost tour, St Mary's was almost overwhelmed with visitors which was a great encouragement and required many hot drinks! *Jenny Nockolds*

Pastoral Care

The pastoral care group continues to meet every six weeks to update its members on ongoing pastoral situations and to discuss how best to help members of our parish community whom we know to be in need. Members of the group regularly visit the housebound or those who are unable to get out easily, help with doing shopping and collecting prescriptions. They also provide lifts for people to medical, or other, appointments and take people out for coffee, etc. *Tom Pote*

Over the past year we organised gifts and visits for those by themselves around Mothering Sunday (traditional posies) and also before Christmas (cards and homemade mince pies) when we also took Holy Communion to those who were unable to come to church. In conjunction with the clergy team, members sometimes assist with taking Communion to people on a regular basis.

In the past twelve months the group put on two successful social events for members of the parish who were either isolated, cautious of returning to full society during the pandemic and the recently bereaved. These events, an afternoon tea and a coffee morning, took place at St. Mary's and were both very well received. Future events to be determined by the ongoing situation.

Members of the group are involved in a number of other parish activities where pastoral care is provided: Saturday coffee, Tuesday lunches, hearing and blood pressure clinics, among others. The group therefore also has a role in co-ordinating and broad overseeing the care extended to members of the community.

This winter Roger Howes stepped back from 'official pastoral duties' after many years of service and the group has discussed the recruitment of new members to assist in this ministry. *Tom Pote*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

HT School

Safeguarding

I took over from Sarah Stewart as PSO for HTSM in May, 2021. Sarah remains responsible for the DBS area of Safeguarding. The annual Statement of Safeguarding Policy was signed in May by Robert Cotton, Mari Gardner as PSO and the PCC Safeguarding Lead, Grayson Jones.

A Safeguarding Practice review committee was formed in May to discuss possible new areas which needed safeguarding input at HTSM. This was composed of Mari Gardner, Tricia McIntosh and Chloe Benson. Out of this review came the advisory statement for the Induction of a new Church Warden (September 2021), providing a firm basis for future wardens. The group agreed to concentrate on achieving a higher safeguarding profile on the HTSM website, starting with an emphasis on personal online safety for adults. In June, a safeguarding meeting was arranged for the Trinity Club via Zoom entitled "Keeping Safe Online", with a speaker from Age UK Surrey.

It was recognised that continued Safeguarding training was needed across the board. The Diocese Safeguarding Foundation certificate is seen as a basic requirement for all PCC members, group leaders and current volunteers. The general take-up has been excellent, although there is still some training to do.

Raising awareness of Domestic Abuse was a high priority for HTSM. In August we produced an HTSM Parish Statement on Domestic Abuse, which is visible on the safeguarding page of the Parish website. Further enhancement was given when as PSO I attended The Surrey Lieutenancy Focus Group on Domestic Abuse which was held at Holy Trinity in September. This emphasised the importance of having a church statement on this subject and was both an enlightening and very moving day.

The introduction of the Parish Dashboard, which we started in August, has been a major venture for everyone involved in safeguarding at HTSM. Acting as a kind of rolling audit, the Dashboard specifies targets to be met at 3 different levels. It has helped us clarify exactly what we are doing, who is involved, and what we need to do to improve all our safeguarding practices at HTSM.

Just one example of Dashboard work: group leaders have made out Role descriptions for each church activity held specifically for children, young people and/or vulnerable adults. Outlining the requirements of the role of volunteers has reinforced the need for safeguarding training and encouraged leaders to think through exactly what is needed to make their activity a safe one for all involved.

The Dashboard will be discussed further at the APCM. *Mari Gardner*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Financial review

Summary

Total income for the year was £328,618 (2020: £403,694).

Total expenditure in the year was £383,599 - down from £785,887 in 2020.

The primary reason for these reductions was the lower financial throughput (income, expenditure, VAT recovery) associated with buildings works - the reordering at St Mary's and the new sound system at Holy Trinity.

Total reserves at the end of 2021 (excluding those relating to fixed assets) were £420,920 (2020: £425,237). The reduction was mainly due to the unexpected cost of replacing the Trinity Centre boiler at a cost of £16k and the planned purchase of fittings for St Mary's.

A new Treasurer was welcomed at the Annual Parochial Church Meeting following a thorough handover from his predecessor. The outstanding service over many years of the former Treasurer was recognised with hearty thanks.

A new accounting system, ExpensePlus, was subsequently introduced, allowing for greater financial transparency and wider access to the data.

The Parish Office employee roles were restructured during the year, resulting in one redundancy payment. A new Operations Manager role was created, with additional hours per week, to provide more assistance to the Treasurer, among other duties.

Unrestricted Funds

In 2021 the General Fund, in which the operational activities of the Parish are reported, broke even, recording a net loss of £3 (2020: surplus of £3,152) despite the unbudgeted redundancy payment.

General Fund income was £295,159 (2020: £278,699).

- Plate collections were severely reduced, but overall donations held up well with a total of £238,970 (2020: £244,440). There were a number of generous individual donations in the second half of the year. The parish has developed a number of digital giving channels, including QR codes, a link to the CAFBank donation facility on the website and three 'tap-and-go' donation boxes covering both churches; these are generating useful income from visitors and parishioners.
- Letting income in the General Fund was impacted for the second consecutive year by COVID-19, with income of £37,363 (2020: £20,354; 2019: £65,843).
- The charity received £9,902 (2020: £9,454) in grants from the Coronavirus Job Retention Scheme for employees who were furloughed.
- Dividend and bank interest income amounted to £4,489.

General Fund expenditure was £295,162 (2020: £276,887) in respect of the running costs of the Parish.

- Employees continued to be paid in full, even when on furlough.
- Outward Giving continued according to the policy and budget approved by the PCC. (See separate section below.)

The balance of Unrestricted Funds (excluding unrealised investment gains) at the end of 2021 was £90,499 (2020: £101,358). The main decrease was in the Extraordinary Repair Fund, where £15,990 was required to replace the Trinity Centre boiler.

Restricted Funds

The balance of Restricted Funds (excluding Fixed Assets) reduced from £340,780 at the end of 2020 to £327,916 at the end of 2021.

Incoming resources included a legacy of £13,949 to the St Mary's Fabric Fund, and further donations from Guildford Methodist Church and other Methodist donors of £11,911.

Resources expended reduced from £494,340 in 2020 to £87,986 in 2021. Of this amount, £25,821 was expenditure on the final fixtures and fittings at St Mary's, such as new chairs and choir stalls.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Investments

The PCC holds shares in the Central Board of Finance of the Church of England's Investment Fund. No shares were purchased in 2021. At 31 December the value of the shares increased by £18,954 compared to the value of shares at 31 December 2020. Dividends of £3,831 were earned in the year on the shares (2020: £3,700).

Investment policy

It is the policy of the PCC to invest surplus funds and reserves between deposits and equities in approximately equal proportions after taking account of known future expenditure requirements. It is the policy of the PCC not to actively speculate with its investments. Equity investments are held with the CBF Investment Fund and short-term cash deposits are currently held with the CBF Church of England Deposit Fund and Shawbrook Bank.

Reserves

Total reserves (including Fixed Assets and unrealised investment gains) at the end of 2021 were £725,076 (2020: £761,103) - a reduction in the year of £36,027. Depreciation on capitalised expenditure accounted for £57,696 of this reduction.

Tangible Fixed Assets account for £304,156 of the reserves leaving a balance of £420,920 for future expenditure and working capital requirements of the parish. Of this £68,909 is in Unrestricted Funds and £352,011 in Restricted Funds to be spent in accordance with the purpose of each fund.

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use (i.e. the General Fund) should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Budget 2022

The PCC Budget for the General Fund in 2022 anticipates a small deficit broadly based on the churches and the Trinity Centre not yet being fully utilised for bookings compared with pre-Covid levels. A substantial increase in utility costs has been budgeted; careful management is in place to monitor consumption and to ensure that the income generated from paid-for bookings covers at least the variable costs of opening the buildings.

The PCC is alert to the expected cost of living increases and the impact this could have on donations. The PCC is confident that the uncertainties can be managed, as in 2020-21, and appropriate actions will be taken as the position becomes clearer to balance income and expenditure. For example, cash collections are being resumed in the first quarter of 2022.

Risks

The Parish manages risk through the PCC and its committees and adopted a Risk Register in 2019. With managing the risks arising from COVID-19 the Risk Register was not formally reviewed or updated in 2021.

The PCC maintains a Finance Committee with relevant or related professional experience. During 2021 the Finance Committee managed the financial impact of COVID-19 as well as monitoring expenditure to ensure compliance with authority levels. As far as possible the principle of segregation of roles and responsibilities is followed in financial matters.

The Committee has undertaken a review of its governance, terms of reference and policies. The schedule of Delegated Authorities was updated at the end of the year to reflect the new accounting system introduced, new staffing arrangements in the Parish Office, the prospect of new Budget Holders taking responsibility for their budgets, and to increase the control of expenditure prior to commitments being made.

The Parish maintains a comprehensive approach to Safeguarding and complies with the requirements of Safeguarding legislation and policy as laid down by the Diocese.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Structure, governance and management

The charity is a trust and as such the governing document is the Trust Deeds.

The Parochial Church Council (PCC) is registered with the Charity Commission (Registration No. 1128313). During the year (from 1 January 2021 to date of this report) the following served as elected PCC members:

The Rev'd Canon Robert Cotton (Chair & Incumbent and General Synod Representative)

The Rev'd Jonathan Hedgecock (Associate Minister)

The Rev'd Roderick Pierce (Associate Minister)

P McIntosh (Churchwarden - Holy Trinity) (Resigned 5 April 2021)

The Rev'd Tom Pote (Curate)

Mike Bishop (Vice-Chair) (Appointed 5 April 2021)

Carolyn Graham (Deanery and General Synod Representative)

Alwyn Marriage (Deanery Synod Representative)

Maggie Perrins (Deanery Synod Representative)

Paul Graham (Treasurer)

Pippa Mitchell (Family and Children's Co-ordinator) (Resigned 1 March 2022)

Jenny Nockolds (Churchwarden - St Mary's)

Mary Howard (Churchwarden - St Mary's)

Helen Parkinson (Churchwarden - Holy Trinity)

Ginnie Gregory (Churchwarden - Holy Trinity) (Appointed 5 April 2021)

Charlie Alcock

Susie Alcock (Appointed 5 April 2021)

Josephine Leak (PCC Secretary) (Appointed 5 April 2021)

Catherine Antcliff

Chloe Benson (Resigned 2 December 2021)

Mark Boor (Appointed 5 April 2021)

Nigel Campion-Smith (Appointed 5 April 2021)

Andrew Chastney

R Dixon (Treasurer) (Resigned 5 April 2021)

Philip Hancock (Appointed 5 April 2021)

John Hawksworth

Jane Hedgecock

Charles Howes

Venetia Howes

Grayson Jones (Designated Safeguarding Lead) (Appointed 5 April 2021)

Martin Kettell

Bill Latto

Rosemary Lee

Angus McIntosh

Nicky Matthews

Mary Perrins

Chris Roberts

Avril Walker

Peter Youngs

C Benson

(Resigned 2 December 2021)

Maria Strong (Appointed 5 April 2021)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to PCC. An Away Morning is usually held to welcome new PCC members; an induction briefing is also offered by the Vice-Chair. A number of committees meet between full meetings of the PCC:

Standing Committee (Chair: Rev'd Robert Cotton): This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee sets the agenda for PCC meetings.

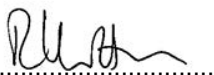
Finance Committee (Chair: Venetia Howes): Oversees the general financial dimension of the work of Holy Trinity with St Mary by monitoring income and expenditure, budgeting and coordinating the annual review of the Christian Stewardship of money through planned giving.

Joint Council (Co chairs: Rev'd Robert Cotton, Methodist Minister Keith Beckingham): The PCC has entered into a Church Sharing Agreement with Guildford Methodist Church (GMC), regarding the fabric and use of St Mary's. For this agreement to be effective, there is a Joint Council comprising 7 members from GMC and 7 from the Parish. The role of the Joint Council is to maintain and develop the fabric and use of St Mary's building. There is also a meeting of 'St Mary's leaders' which offers oversight of activities, worship and pastoral care at St Mary's.

Children and Young People Committee (Chair: Phil Hancock): Supports the youth leaders in their work with the children and young people of the parish, aided by the Family and Children's Coordinator and the Safeguarding Officer.

A number of other groups meet, including those focusing on Outward Giving, Inclusion, Eco Church, and Kwesi.

The Trustees' report was approved by the Board of Trustees.



The Rev'd Canon Robert Cotton (Chair & Incumbent and General Synod Representative)

Dated: ...3 May 2022.....

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the incoming resources and application of resources of the PCC for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material 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 charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

Opinion

We have audited the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with Saint Mary (the 'PCC') for the year ended 31 December 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the PCC in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the PCC's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the Trustees are responsible for assessing the PCC's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

Extent to which the audit was considered capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management, and from our knowledge and experience of the sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Charities Act 2011, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of the trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations, and
- understanding the design of the charity's remuneration policies.

Audit response to risks identified

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of the board of trustees; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

Other matters which we are required to address

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

Alliotts LLP

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**Chartered Accountants
Statutory Auditor**

Friary Court
13-21 High Street
Guildford
Surrey
GU1 3DL

Alliotts LLP is eligible for appointment as auditor of the PCC by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

Current financial year

		Unrestricted funds general	Unrestricted funds designated	Restricted funds	Total 2021	Total 2020
	Notes	£	£	£	£	£
<u>Income from:</u>						
Donations and legacies	3	249,469	-	27,732	277,201	374,254
Charitable activities	4	37,931	-	4,367	42,298	20,975
Parish events	5	3,270	-	1,360	4,630	3,224
Investments	6	4,489	-	-	4,489	5,241
Total income		295,159	-	33,459	328,618	403,694
<u>Expenditure on:</u>						
Charitable activities	7	294,947	450	87,987	383,384	785,610
Other	12	215	-	-	215	277
Total resources expended		295,162	450	87,987	383,599	785,887
Net gains/(losses) on investments	13	3,584	-	15,370	18,954	8,515
Net incoming/(outgoing) resources before transfers		3,581	(450)	(39,158)	(36,027)	(373,678)
Gross transfers between funds		2,000	(15,990)	13,990	-	-
Net movement in funds		5,581	(16,440)	(25,168)	(36,027)	(373,678)
Fund balances at 1 January 2021		63,328	38,030	659,745	761,103	1,134,781
Fund balances at 31 December 2021		68,909	21,590	634,577	725,076	761,103

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

Prior financial year

		Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes				
<u>Income from:</u>					
Donations and legacies	3	253,894	552	119,808	374,254
Charitable activities	4	20,919	-	56	20,975
Parish events	5	3,224	-	-	3,224
Investments	6	662	262	4,317	5,241
Total income		278,699	814	124,181	403,694
<u>Expenditure on:</u>					
Charitable activities	7	276,630	14,660	494,320	785,610
Other	12	257	-	20	277
Total resources expended		276,887	14,660	494,340	785,887
Net gains/(losses) on investments	13	1,340	465	6,710	8,515
Net incoming/(outgoing) resources before transfers		3,152	(13,381)	(363,449)	(373,678)
Net movement in funds		3,152	(13,381)	(363,449)	(373,678)
Fund balances at 1 January 2020		60,176	51,411	1,023,194	1,134,781
Fund balances at 31 December 2020		63,328	38,030	659,745	761,103

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	14		304,156		335,866
Investments	15		150,775		131,821
			<u>454,931</u>		<u>467,687</u>
Current assets					
Debtors	17	14,442		15,304	
Investments	18	203,622		199,134	
Cash at bank and in hand		67,260		126,192	
		<u>285,324</u>		<u>340,630</u>	
Creditors: amounts falling due within one year	19	(15,179)		(47,214)	
Net current assets			<u>270,145</u>		<u>293,416</u>
Total assets less current liabilities			<u>725,076</u>		<u>761,103</u>
Income funds					
Restricted funds	21		634,577		659,745
Unrestricted funds	22		90,499		101,358
			<u>725,076</u>		<u>761,103</u>

The accounts were approved by the Trustees on ...3 May 2022.....



The Rev'd Canon Robert Cotton (Chair & Incumbent and General Synod Representative)
Trustee

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash absorbed by operations	25		(32,948)		(56,522)
Investing activities					
Purchase of tangible fixed assets		(25,986)		(101,402)	
Proceeds on disposal of investments		(4,487)		194,762	
Investment income received		4,489		5,241	
Net cash (used in)/generated from investing activities			(25,984)		98,601
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(58,932)		42,079
Cash and cash equivalents at beginning of year			126,192		84,113
Cash and cash equivalents at end of year			67,260		126,192

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with Saint Mary is a Trust located in Guildford and controlled by the Members listed.

1.1 Accounting convention

The accounts have been prepared in accordance with the Church Accounting Regulations 2006, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The PCC is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the PCC. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the PCC has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts. The PCC does not usually invest separately for each fund. When there is no separate investment, interest and other investment income is apportioned to individual funds on an average balance basis.

1.4 Incoming resources

Income is recognised when the PCC is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Donations received are recognised as income in the year in which they are received and are accounted for through Funds, as set out in the Funds note, in accordance with the terms under which the donation is given. Collections are recognised when received by or on behalf of the PCC. Planned giving under Gift Aid is recognised 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 as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

Rental income from the letting of church premises is recognised at the date the rental occurs. Income raised through parish activities and similar events is accounted for gross.

The recovery of VAT under the Listed Places of Worship Grant Scheme is recognised as the qualifying expenditure for the scheme is invoiced.

Dividends are accounted for when received. Interest, which is received gross, is accounted for when it is received.

Realised gains or losses on disposed investments are accounted for at the date of disposal. Unrealised gains or losses are accounted for on the revaluation of investments at 31 December. Gains and losses arising from disposal or revaluation are apportioned across the long term unrestricted and restricted funds.

1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

General expenditure is recognised gross over the period in which the relating supply of goods or service occurs.

Missionary and charitable giving

Grants are made under outward giving each year equivalent to 10% of unrestricted planned giving income received, including attributable income tax recovery. For administrative reasons the basis of the distribution is the reported planned giving total from the previous year. Other grants and donations are made from money raised through fundraising or special collections and are accounted for when paid.

Grants and donations awarded are reported in note 8. Individual payments of £1,000 or more were made to the following in 2021: Kwasa Friends (£3,500), Guildford Samaritans (£1,000), Oakleaf Enterprise (£1,000), GTCC Street Angels (£1,000), Guildford Acton (£1,000), Christian Aid (£1,000), Shooting Star Hospice (£1,000), Real Change Guildford (£1,000), HT & Pewley Down School (£2,000).

Support costs

Support costs are costs that are necessary to deliver an activity but do not themselves produce or constitute the output of the activity. Support costs have been wholly included in the cost of church activities and have not been allocated across other cost classifications because any such allocation would not materially affect those costs.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.10 of the Charities Act 2011. However, the PCC is responsible for the insurance and maintenance of its consecrated and beneficed property; the respective insurance values of Holy Trinity church and St Mary's church are £16.81m and £11.59m.

All expenditure incurred in the year on consecrated or beneficed buildings, on individual items under £10,000, or on the repair of movable church furnishings is written off.

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time.

Freehold land and building

Freehold Land and Buildings are included in the accounts at their deemed acquisition cost. No depreciation is applied to the land but building valuations are depreciated on a straight-line basis over 50 years from the date brought into the accounts.

Expenditure on improvements to buildings is capitalised when incurred. Building improvements are depreciated on a straight-line basis over 20 years commencing from the year in which the improvements are completed.

Other fixtures, fittings and office equipment

Individual items with a cost of less than £5,000 are written off on acquisition. Items which are capitalised are depreciated on a straight-line basis over 4-6 years.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% on cost of buildings
Leasehold improvements	5% on cost
Fixtures and fittings	17%-25% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

A full year of depreciation is charged in the year of acquisition and none in the year of disposal.

1.7 Impairment of fixed assets

At each reporting end date, the PCC reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/ expenditure for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The PCC has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments (see note 16).

Financial instruments are recognised in the PCC's balance sheet when the PCC becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the PCC's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the PCC is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the PCC's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Key sources of estimation uncertainty

Building depreciation

The only estimate which has a significant risk of causing a material adjustment to the carrying amount of assets and liabilities is the depreciation rate which is applied to the buildings. The depreciation is calculated using the assumption that at the end of the items' useful lives, there will be nil residual value, the assets are depreciated over the determined useful life to this residual value. The useful life and the residual valuation are decided upon through reference to similar items held in the past and items held by similarly placed entities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

3 Donations and legacies

	Unrestricted funds general £	Unrestricted funds designated £	Restricted funds £	Total 2021 £	Total 2020 £
Donations and gifts	238,970	-	15,331	254,301	281,504
Legacies receivable	-	-	3,000	3,000	1,116
Grants receivable	10,499	-	9,401	19,900	91,634
	<u>249,469</u>	<u>-</u>	<u>27,732</u>	<u>277,201</u>	
For the year ended 31 December 2020	<u>253,894</u>	<u>552</u>	<u>119,808</u>		<u>374,254</u>

Unrestricted donations and gifts comprise regular planned giving including income tax recovery on gift aided donations of £225,019 (2020: £193,678) and other donations, including gift aid, of £29,281.26 (2020: £50,762). Having received by the end of 2019 the majority of donations in respect of the major re-ordering work at St Mary's, total donations reduced significantly in 2020, and further on in 2021 as anticipated.

Grants receivable in 2021 include £9,902 (2020: 9,454) from the Government Job Retention Scheme for furloughed employees (as a result of COVID-19), £4,735 (2020: £81,178) of VAT recoveries from the Listed Places of Worship Grant Scheme, on eligible expenditure mainly from the Methodist Improvement Fund for works on the St Mary's fire alarm system and works on the north porch.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

4 Charitable activities

	Trinity Centre lettings £	Church Lettings £	Miscellaneous sales £	Total 2021 £	Total 2020 £
Sales within charitable activities	21,702	15,661	4,935	42,298	20,975
Analysis by fund					
Unrestricted funds - general	21,702	15,661	568	37,931	
Restricted funds	-	-	4,367	4,367	
	21,702	15,661	4,935	42,298	
For the year ended 31 December 2020					
Unrestricted funds - general	11,054	9,300	565		20,919
Restricted funds	-	-	56		56
	11,054	9,300	621		20,975

The increase in lettings of the churches and the Trinity Centre is a direct result of the buildings being opened to regular hirers as COVID-19 restrictions eased. There was no income in the year from Pewley Way which is currently occupied by the curate.

5 Parish events

	Unrestricted funds general £	Restricted funds £	Total 2021 £	Total 2020 £
Fees paid to the PCC	2,676	1,360	4,036	2,487
Trading activity income: other	594	-	594	737
Parish events	3,270	1,360	4,630	
For the year ended 31 December 2020	3,224	-		3,224

In 2021 trading activity income remained fairly similar for unrestricted income. 2021 shows an increase as £1,360 of restricted deposits were received under the Llandaff fund for Parish events due to 2020 experiencing large restrictions on attending weddings and funerals due to the pandemic.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

6 Investments

	Unrestricted funds general £	Unrestricted funds designated £	Restricted funds £	Total 2021 £	Total 2020 £
Income from unlisted investments	3,831	-	-	3,831	3,700
Interest receivable	658	-	-	658	1,541
	<u>4,489</u>	<u>-</u>	<u>-</u>	<u>4,489</u>	
For the year ended 31 December 2020	<u>662</u>	<u>262</u>	<u>4,317</u>		<u>5,241</u>

Income from interest on cash balances reduced significantly in 2021 as a result of lower interest rates throughout the year. Unlisted investments were unchanged in the year but dividend receipts increased slightly.

7 Charitable activities

	2021 £	2020 £
Staff costs	83,695	72,848
Depreciation and impairment	57,695	53,362
Ministry expenses: Diocesan parish share	110,248	109,957
Ministry expenses: Rector's housing/expenses	3,886	3,067
Ministry expenses: Curate's housing/expenses	3,663	3,343
Ministry expenses: Other	3,030	4,505
Building running expenses	48,986	53,524
Church maintenance	17,264	17,840
Upkeep of services	5,464	9,468
Parish development and special projects	24,349	427,696
	<u>358,280</u>	<u>755,610</u>
Grant funding of activities (see note 8)	19,500	24,700
Share of governance costs (see note 9)	5,604	5,300
	<u>383,384</u>	<u>785,610</u>
Analysis by fund		
Unrestricted funds - general	294,947	
Unrestricted funds - designated	450	
Restricted funds	87,987	
	<u>383,384</u>	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

8 Grants payable

	2021 £	2020 £
Grants to institutions:		
Missionary Societies	-	5,750
Home Missions and other Church Societies	5,300	5,700
Secular Charities	8,400	5,300
Other donations and grants	5,800	7,950
	<u>19,500</u>	<u>24,700</u>

Included in Other Donations and Grants was a donation to Kwasa Friends, South Africa of £3,500 (2020: £5,000).

9 Support costs

	Support costs £	Governance costs £	2021 £	2020 £	Basis of allocation
Audit fees	-	4,204	4,204	3,900	Governance
Accountancy	-	1,400	1,400	1,400	Governance
	<u>-</u>	<u>5,604</u>	<u>5,604</u>	<u>5,300</u>	
Analysed between Charitable activities	-	5,604	5,604	5,300	

Governance costs includes payments to the auditors of £4,204 (2020: £3,900) for audit fees.

10 Trustees

One of the Trustees received remuneration during the year. This was in the ordinary course of employment and not a payment for being a Trustee.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

11 Employees

Number of employees

The average monthly number of employees (all part time) during the year was:

	2021 Number	2020 Number
Support staff	8	9

Employment costs

	2021 £	2020 £
Wages and salaries	79,780	70,560
Social security costs	115	282
Other pension costs	3,800	2,006
	83,695	72,848

The average number of employees during the year fell primarily due to there being a reduced number of employees working during the January to March lockdown period.

There were no employees whose annual remuneration was £60,000 or more.

12 Other

	Unrestricted funds general	Restricted funds	Total 2021 £	Total 2020 £
Bank charges	215	-	215	277
For the year ended 31 December 2020	257	20		277

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

13 Net gains/(losses) on investments

	Unrestricted funds general	Restricted funds	Total 2021	Unrestricted funds general 2020	Unrestricted funds designated 2020	Restricted funds 2020	Total 2020
	£	£	£	£	£	£	£
Revaluation of investments	3,584	15,370	18,954	1,340	465	6,710	8,515

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

14 Tangible fixed assets

	Freehold land and buildings	Leasehold improvements	Fixtures and fittings	Total
	£	£	£	£
Cost				
At 1 January 2021	24,100	628,477	145,418	797,995
Additions	-	-	25,986	25,986
At 31 December 2021	24,100	628,477	171,404	823,981
Depreciation and impairment				
At 1 January 2021	7,200	407,773	47,156	462,129
Depreciation charged in the year	450	31,424	25,822	57,696
At 31 December 2021	7,650	439,197	72,978	519,825
Carrying amount				
At 31 December 2021	16,450	189,280	98,426	304,156
At 31 December 2020	16,900	220,704	98,262	335,866

Freehold land and buildings in use by the PCC comprise the curate's house, the freehold land at Addison Court and the Trinity Centre. For accounting purposes, the above properties have been valued at their deemed historical cost at the time of acquisition and, in respect of 27 Pewley Way, the deemed cost of additions to the property since its original acquisition. Historical costs have not been updated and the buildings are being depreciated on a straight-line basis over 50 years.

In recent years the Trinity Centre has been refurbished, and the cost of the refurbishment is being depreciated on a straight-line basis over 20 years.

In 2020 a new Sound System and organ camera system were installed in Holy Trinity Church and are also being depreciated over 6 years. In 2021 new chairs were purchased for St Mary's Church and a new boiler was fitted in the Trinity Centre both of which are being depreciated over 6 years on a straight-line basis.

It is the policy of the PCC to capitalise equipment and fittings where their cost is greater than £5,000.

15 Fixed asset investments

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

15	Fixed asset investments	(Continued)	
			Unlisted investments £
	Cost or valuation		
	At 1 January 2021		131,821
	Valuation changes		18,954
	At 31 December 2021		150,775
	Carrying amount		
	At 31 December 2021		150,775
	At 31 December 2020		131,821
16	Financial instruments	2021	2020
		£	£
	Carrying amount of financial assets		
	Debt instruments measured at amortised cost	13,709	11,057
	Equity instruments measured at cost less impairment	150,775	131,821
	Instruments measured at fair value through profit or loss	203,622	199,134
17	Debtors	2021	2020
		£	£
	Amounts falling due within one year:		
	Other debtors	13,709	11,057
	Prepayments and accrued income	733	4,247
		14,442	15,304

Other debtors include income tax recoverable due from HMRC in respect of gift aid donations (2021: £10,889, 2020: £11,057).

Prepayments and accrued income consist of fees paid which were delayed to 2022.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

18 Current asset investments

	2021 £	2020 £
Short term cash deposits	203,622	199,134

The increase in short term cash deposits is because of earned interest and that there was sufficient funds available in the current account at the start of the year to cover normal church business

19 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	15,179	47,214

Accruals and deferred income mainly relate to payments made after the year end for goods and services provided in 2021 and include deposits received for 2022 lettings. They also include retention payments of £7,556 (2020: £27,335) payable in 2022 on completed building works at St Mary's.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2021*

20 Retirement benefit schemes

Defined contribution schemes

Holy Trinity with St Mary's Guildford participates in the Pension Builder Scheme section of Church Workers Pension Fund for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2021: £3,800, 2020: £2,006).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, Holy Trinity with St Mary's Guildford could become responsible for paying a share of that employer's pension liabilities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

21 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020	Movement in funds				Balance at 1 January 2021	Movement in funds				Balance at 31 December 2021
	£	Incoming resources	Resources expended	Transfers	Revaluations, gains and losses		Incoming resources	Resources expended	Transfers	Revaluations, gains and losses	
	£	£	£	£	£	£	£	£	£	£	£
Common Ground	17,966	2,238	(3,952)	-	-	16,252	1,330	(2,618)	(2,000)	-	12,964
Holy Trinity Bells	514	1,121	(1,076)	-	-	559	896	(580)	-	-	875
Cadenza Choir	749	-	-	-	-	749	-	(200)	-	-	549
Choir Tour	4,078	-	-	-	-	4,078	-	-	-	-	4,078
Holy Trinity Fabric	119,764	12,780	(6,864)	(94,732)	1,454	32,402	111	-	-	-	32,513
Holy Trinity Music	11,850	93	-	(6,669)	-	5,274	-	(290)	-	-	4,984
Holy Trinity Organ	2,202	-	-	-	-	2,202	-	(150)	-	-	2,052
St Mary's Fabric	248,017	6,999	(11,014)	-	4,746	248,748	13,949	(5,238)	(30,000)	15,370	242,829
St Mary's Music	682	-	-	-	-	682	-	-	-	-	682
South Africa Fund	1,537	5,346	(5,020)	-	-	1,863	70	(25)	-	-	1,908
GMC	-	-	-	-	-	-	1,910	(210)	-	-	1,700
Guildford Diocese	-	-	-	-	-	-	3,832	(2,739)	-	-	1,093
Trinity Centre	252,127	-	(31,424)	-	-	220,703	-	(31,424)	-	-	189,279
Llandaff	-	-	-	-	-	-	1,360	-	-	-	1,360
Environmental Fund	26,311	288	-	-	510	27,109	-	(238)	-	-	26,871
St Marys Methodist Fund	319,049	95,316	(413,503)	-	-	862	10,000	(18,453)	20,004	-	12,413

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2021

21	Restricted funds	(Continued)										
	Fixed Assets											
	Furniture	18,348	-	(21,487)	101,401	-	98,262	-	(25,821)	25,986	-	98,427
		1,023,194	124,181	(494,340)	-	6,710	659,745	33,458	(87,986)	13,990	15,370	634,577

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

21 Restricted funds

(Continued)

The Common Ground Fund was created to record income and expenditure associated with support of Common Ground Guildford, a mission community of Christians from Guildford Town Centre churches and those who live elsewhere. Income in 2021 relates to donations received to fund expenditure.

The Choir Tour Fund is maintained to provide support to the Holy Trinity biennial choir tour for adults and boys. In 2021 there were no activities associated with the Fund. The balance in the Fund represents a surplus from fundraising activities over past years which will be used to offset the cost of future tours.

The Holy Trinity Fabric Fund is used to record funds that are donated for, and ultimately used for, repairs and other expenditure at Holy Trinity church. During 2021 there was very requirement for any expenditure from the fund.

The Holy Trinity Music Fund is used to record funds that are donated to Holy Trinity for its music, including the choir. During 2021 there was very requirement for any expenditure from the fund.

The St Mary's Fabric Fund is used to record funds that are donated for, and ultimately used for, repairs to St Mary's church. A legacy was received in 2017 from the late Eileen Black, a parishioner of St Mary's. In total £394,000 has been received with the final distribution received in 2020. Of the balance of the Fund at the end of 2020 £30,000 has been committed to various fitting out and finishing activities at St Mary's associated with the major re-ordering work completed in 2020.

The South Africa Fund is used to record parish activities associated with links to the Diocese of the Highveldt, South Africa in particular with St Peter & St Paul, Springs and the Kwasa Centre. In 2021 a £5,000 donation was received for, and sent to, the Kwasa Centre.

The Environmental Fund was set up in 2018 after the receipt of a donation of £25,000 to be used to support the Parish commitment to sustainability and renewability. During 2021 there was very requirement for any expenditure from the fund.

The Trinity Centre Fund was established to hold the capitalised cost of the refurbishment of the Trinity Centre and its subsequent depreciation. Depreciation commenced in 2008 based on writing down the asset over 20 years. In 2009, the cost of creating a new room on the 1st floor was capitalised and is also being depreciated over 20 years, commencing in 2009. The movement in the fund during the year represents the total depreciation charge for the year.

The GMC fund was set up in 2021 which shows funds received from planned giving which have been designated for payment to the General Methodist Council. These funds are paid annually in arrears.

The Guildford Diocese fund was set up in 2021 to show the funds owed to the diocese from fees received for weddings and funerals, funds are paid quarterly in arrears.

The Llandaff fund was set up in 2021 detailing deposits received as initial payments for the cost of the girls' choir tour that will tour place in summer 2022.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

21 Restricted funds

(Continued)

The St Mary's Methodist Fund was set up in 2018 to receive donations to cover the costs of a major reordering project at St Mary's including a new porch, kitchen, toilets and underfloor heating. Income in the year included donations, including gift aid, of £26,512, and £68,402 of VAT refunds from the Listed Places of Worship grant scheme on expenditure incurred on the project. The project has been completed with expenditure in 2020 of £413,503. A fitting out programme of work called 'Phase 5' has been agreed which will utilise the remaining balance of the Fund and £30,000 from the St Mary's Fabric Fund during 2021.

The Fixed Asset Furniture Fund was established in 2018 to hold the cost of new chairs for Holy Trinity church and their subsequent depreciation. The chairs are being amortised over 6 years at a charge of £4,587 per year. In 2020 a new Sound System and organ camera system was installed in Holy Trinity church and the expenditure capitalised. As with the chairs the cost is being amortised over 6 years.

There are a number of other small funds which are retained for the purpose for which they were created. Other than in the **HT Bells Fund** there was no activity in these funds in the year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

22 Unrestricted Funds

These are unrestricted funds which are material to the PCC's activities made up as follows:

	Balance at 1 January 2020	Movement in funds				Balance at 1 January 2021	Movement in funds				Balance at 31 December 2021
	£	Incoming resources	Resources expended	Transfers	Revaluations, gains and losses		Incoming resources	Resources expended	Transfers	Revaluations, gains and losses	
		£	£	£	£	£	£	£	£	£	£
Extraordinary Repair	30,798	814	(14,210)	-	465	17,867	-	-	(15,990)	-	1,877
Youth and Children	3,263	-	-	-	-	3,263	-	-	-	-	3,263
Fixed Assets	17,350	-	(450)	-	-	16,900	-	(450)	-	-	16,450
Total Designated Funds	51,411	814	(14,660)	-	465	38,030	-	(450)	(15,990)	-	21,590
General Funds	60,176	278,699	(276,887)		1,340	63,328	295,159	(295,162)	2,000	3,584	68,909
Total Unrestricted Funds	111,587	279,513	(291,547)	-	1,805	101,358	295,159	(295,612)	(13,990)	3,584	90,499

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

22 Unrestricted Funds (Continued)

The **General Fund** represents the accumulated surplus that has not been designated by the PCC for a specific purpose. Net incoming resources in 2021 were £(3) (2020: £3,152).

The **Extraordinary Repair Fund** recognises the requirement for the PCC to maintain funds for current and future repairs to parish buildings. At the end of 2021 the balance of the Fund had reduced to only £1,873 (2020 £17,867) following expenditure in the year on the Trinity Centre boiler.

A **Youth and Children Fund** was established in 2019 following the receipt of a donation. The Fund is available to support young people, by way of a grant, to participate in parish activities and to provide grants to young people as they leave school and move into further education or careers. With activities curtailed in 2021 due to COVID-19 there was no expenditure in the year.

Fixed Assets represent the deemed historical cost of Freehold Land and Buildings in use by the PCC excluding both churches (see note 1) and the refurbishment cost of the Trinity Centre (see Trinity Centre Fund), and the depreciation of those buildings.

23 Analysis of net assets between funds	Unrestricted funds		Unrestricted designated funds		Restricted funds		Total		Unrestricted funds		Unrestricted designated funds		Restricted funds		Total	
	2021	£	2021	£	2021	£	2021	£	2021	£	2021	£	2021	£	2021	£
Fund balances at 31 December 2021 are represented by:																
Tangible assets	-		16,450		287,706		304,156		-		16,900		318,966		335,866	
Investments	28,515		-		122,260		150,775		16,633		8,297		106,891		131,821	
Current assets/(liabilities)	40,394		5,140		224,611		270,145		46,695		12,833		233,888		293,416	
	68,909		21,590		634,577		725,076		63,328		38,030		659,745		761,103	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2021*

24 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	4,740	4,742

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

24 Related party transactions

(Continued)

Transactions with related parties

During the year the PCC entered into the following transactions with related parties:

During the year a related party transaction of £17,518 (2020: £16,615) was identified relating to remuneration of Mrs Corinne Jones, the wife of a trustee Mr Grayson Jones, for administrative services provided to the charity. Remuneration of £4,320 (2020: £4,320) was also paid to Mr Nick Graham, the son of trustees Mr Paul Graham and Mrs Carolyn Graham, in his role as Director of Girl Choristers. These transactions were at arms length and in the normal course of business.

Mrs Jones is training as a Non-stipendiary Ordained Local Minister with the Guildford Diocese and her expenses are paid for by the charity. Total expenses in 2021 were £100 (2020: £1,165). Payments totalling £2,371 (2020: £2,792) were paid to Mr James Hedgecock, the son of Trustees, Rev'd Jonathan Hedgecock and Mrs Jane Hedgecock, for the provision of technical support for Zoom services and web site output.

The following payments were made during the year to PCC Members or Related Parties, as defined by the Charities Act 2011. All these payments are part of the routine expenditure of the PCC for travel, subsistence and emergency works and have been approved in accordance with PCC procedures.

	Expenses £	Fees £
Rev'd Canon Robert Cotton	2,321	-
Mrs Corinne Jones	100	-
Rev'd Jonathan Hedgecock	300	-
Mr James Hedgecock	2,371	-
Rev'd Tom Pote	<u>1,247</u>	-
	<u>6,339</u>	-

No guarantees have been given or received.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH SAINT MARY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

25 Cash generated from operations	2021 £	2020 £
Deficit for the year	(36,027)	(373,678)
Adjustments for:		
Investment income recognised in statement of financial activities	(4,489)	(5,241)
Fair value gains and losses on investments	(18,954)	(8,515)
Depreciation and impairment of tangible fixed assets	57,695	53,362
Movements in working capital:		
Decrease in debtors	862	299,982
(Decrease) in creditors	(32,035)	(22,432)
Cash absorbed by operations	<u>(32,948)</u>	<u>(56,522)</u>
