

**Annual Report
and Financial Statements
of the Parochial Church Council
of the Ecclesiastical Parish of Holy Trinity,
Westbury-on-Trym
(working name Westbury-on-Trym PCC)
for the year ended 31 December 2021**

Incumbent

The Revd André Hart
The Vicarage, 44 Eastfield Road
Bristol, BS9 4AG

Bankers

National Westminster Bank plc
PO Box 221, 13 High Street
Westbury-on-Trym, Bristol, BS99 5AL
CAF Bank Ltd
25 Kings Hill Avenue, Kings Hill
West Malling, Kent, ME19 4JQ

Independent Examiner

Mr Paul Anning FCA
16 Pinewood Close, Westbury-on-Trym
Bristol, BS9 4AJ

The Parish Office, Church Road, Westbury-on-Trym, Bristol, BS9 3EQ

Registered Charity Number 1128488

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, WESTBURY-ON-TRYM

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Aims and Purposes

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Westbury-on-Trym (the PCC) has the responsibility of cooperating with the incumbent, the Rev'd. André Hart, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the Curate's House at 16 Southfield Road, Westbury-on-Trym and (as lessees of the National Trust who are landlords) of The College, in College Road, Westbury-on-Trym.

Objectives and Activities

2021 was another year in which the covid pandemic affected all aspects of the mission and ministry of the parish church. Our aims and objectives of the parish as laid out below were still in place as 2021 began with a new lockdown in place very early in January:

- **Where everyone is growing in faith and using their gifts and talents.**
- **Where we share God's love and good news with others.**
- **That offers a generous and loving welcome to every member of the wider community.**
- **That is a larger, more diverse congregation that is at the centre of the community in Westbury on Trym**

They were not forgotten but adapted to the new landscape. Using our gifts and talents, ensuring the growth of faith, sharing God's love, and being at the centre of the village, were all developed in new ways during the lockdown and afterwards. This report will outline how different this second year of the pandemic has been for us all, having learnt much from the previous year. So, despite our second year of covid, we have endeavoured to continue to fulfil our aims and objectives as a parish.

The parish continues to adapt to a new reality.

2021 has been a time when many of us continued to develop new ways of working as a fellowship especially caring for the housebound and shielding parishioners and reaching out beyond our congregation to our community. The needs of the frail, isolated, shielding and housebound were managed and the community continued to step up to meet these needs well and effectively. We have also been determined to keep our fellowship together as much as possible and here technology came into its own with the streaming of our services online. Our plans to install live streaming equipment were achieved early on and enabled all who are at home with the right equipment to share in our worship. Many without the equipment had all the material delivered to ensure all would feel connected during the days of separation.

This second year of pandemic brought hopes of vaccines, a fight back and possibly an end in sight. However the appearance of different strains and variants set back these hopes and ensured our covid restrictions would continue. Planning all the activities of the church required risk assessments and mitigations which became second nature to all. The arrangements for mask wearing, sanitising and distancing became normal. Recording and live streaming worship became the norm as well. And the resilience of the church family was seen. All aspects of our fellowship and worship entered into a new mode and in 2021 settled down.

The Learning Community

Blighted, like everything else, by the pandemic, only one Learning Community event was possible in 2021. It was in November 2019 that Dr Paul Roberts began to unwrap the Story of the Eucharist, from the Last Supper, through the Early Christian years, the medieval Catholic Mass and what the Protestant Reformers did to it in compiling the Anglican Book of Common Prayer.

Early in December 2021, in the second chapter in the story, Canon Bruce Saunders reviewed the explosion of liturgical changes that have taken place in the last fifty years. Twenty-five people met on a Saturday morning to discuss and ask questions about the shape, content and meaning of the Eucharist today. This theme was chosen at a time when, following the 2019 *Learning from Lockdown* survey, Holy Trinity is exploring greater flexibility and variety in how we worship on Sundays.

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OMG was a new project aimed at engaging with a younger generation of adults. It was to have been a series of conversations beginning in January 2022 around the questions people brought to the table. Sadly, and for various reasons, this met with too little response to be viable.

The PCC

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

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

- Worship and prayer; learning about the Gospels; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Doing all this whilst being compliant to all the Safeguarding requirement expected.

Most of the projects and activities are carried out by volunteers, although a familyworker was employed throughout the year at a cost of £7,915 and we have a strong tradition of church music at an annual cost of £11,730.

To facilitate our work generally it is important that we maintain the fabric of the Church of Holy Trinity, the Curate's House and the College as places for meetings.

Achievements and Performance

Our Vicar, the Rev'd. André Hart continues to lead our worshipping community, ably assisted by our two retired priests, Canon Bruce Saunders and Canon John Pedlar, our curate, Rev'd. Cheryl Hawkins and our three licensed lay ministers, Lyn Horscroft, Dianne Yeandel and Portia Chorlton.

We currently have 243 people on our electoral roll (242 in 2020)

Sadly, 2021 was not the return to normality that we had all hoped for back in the summer of 2020 and the year began with yet another lockdown due to the Covid 19 pandemic. There were no services during January and February. However, Father André was allowed to celebrate the Eucharist, which was videoed via a mobile phone, with average viewing figures of around 230 across Facebook, YouTube and Zoom, although it is impossible to say how accurate these figures are. We made a tentative start, resuming the 8am service on 7th March and held our first 10am service on Palm Sunday 28th March. Inevitably our figures for Holy Week and Easter were severely curtailed with a total of 147 communicants attending our Vigil Service on Holy Saturday and our three Easter Day services.

In order to keep everybody as safe as possible, we continued to book people into services, limiting the numbers to 80 who we could safely accommodate allowing for social distancing. With advice from our Health and Safety Officer, Paul Jenkins, we produced a Covid Secure Policy Document, advising the wearing of face coverings and hand sanitising for all those attending. We also sanitised the pews and provided as much ventilation as possible. We continued the practice of using a Nave altar, devising a one way system for communicants and were careful to avoid crowding on entering and exiting the church. It was also necessary to limit choir numbers for a period and we were grateful for David Ogden's cooperation during this challenging time. These restrictions inevitably skewed our attendance figures during this period.

Despite all the restrictions, we continued to open the church for two and a half hours each weekday for private prayer, with a welcoming presence to ensure Covid precautions were observed. We had an average of 38 people per week during this time. Our thanks to those who volunteered to fulfil this role.

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We also maintained a Thursday morning Eucharist and observed the fortnight of “Thy Kingdom Come” in May, culminating in our first Evensong for many months on Pentecost Sunday 23rd May. Evensongs continued spasmodically until they were resumed on a regular basis in September. September also saw the resumption of more weekday Eucharists, with a pattern of a minimum of 4 mid week.

In May 2021 we installed professional livestreaming equipment which was covered by a generous anonymous donation and our first properly livestreamed service took place on 2nd May 2021. Our average Sunday viewing figures from May to December were 194. The equipment also enabled those holding restricted weddings, funerals and memorial services to share these important occasions with family and friends unable to attend in person. There were 4 weddings and one wedding blessing, 8 funerals in church, a further 5 funerals taken by our clergy at Canford Crematorium, 8 burial of ashes and 3 memorial services.

Baptisms, previously always held as part of the 10am Eucharist, took place on Saturday mornings with severely restricted numbers. We had a total of 14 baptisms during the year.

There were a few special events in the year. April saw the death of HRH the Prince Philip and we marked the occasion by displaying an official condolence picture in church for the week before the funeral and held a service of Thanksgiving and Remembrance for his life on 17th April. We were unable to hold our usual Community Fair in May, but July saw the priesting of our curate, Rev'd. Cheryl and we were able to celebrate her First Eucharist on 4th July, followed by lunch in the Vicarage Garden and a special informal service of thanksgiving and praise in the late afternoon. The Vicar also hosted several small gatherings in the Vicarage Garden for Baptism families, the Choir and Servers, House Groups and the PCC. On 3rd October the BBC broadcast the Radio 4 Morning Service from Holy Trinity. In December we were asked to host 3 special carol services, for the WI and for two local funeral directors and we held carol services for our three local schools, Westbury Academy, Redmaids' High School and Badminton School. The attendance at these combined services was a total of 1,170.

The total attendance at our own Advent Carol service, TeaTime Church Candlelit Storytime, Christingle and Nine Lessons and Carols was 472 with an extra 245 viewing on line for the Nine Lessons and Carols. The total number attending our Crib Service, Midnight Mass and Christmas Day services was 421, with 234 viewing on line for the Crib and Christmas Day services.

Although several of our congregation have not returned to church in person, we are aware of a significant number of “Church at Home” members, including those who regularly watch on line and those who receive copies of service sheets hand delivered each week. We estimate a Church at Home attendance of around 110. We have also had several people join our live congregation over the year, estimating around 19 adults and 10 children. TeaTime Church, in particular, under our family worker, Georgina Mountjoy's tireless efforts, is growing from strength to strength with an average of 24 children and their parents attending monthly sessions, with a successful combination of craft activity, a short act of worship followed by tea. It is hoped that our outreach to our older Youth Group will be able to resume shortly.

We focused on our House Groups with a series of presentations during the month of June, culminating in a social event for people interested in joining. We also paid particular attention to our environmental responsibilities. Our USPG Lent course challenged us to consider our care of the environment and practical ways of showing our concern and individual commitment. During Creationtide in September, we held a series of special services to raise awareness leading up to the COP 26 summit, and organised an ‘Environment Day’ aimed at engaging our young people and the local community. We were pleased to receive a bronze ‘Eco-Church’ award and have been working towards the silver level.

We participated again in Ride and Stride in September, with several of us cycling or walking, visiting various churches and raising £870 for the Gloucestershire Historic Churches Trust, half of which is returned to us.

We continue to ponder the analysis of the Learning from Lockdown survey. We have made a start by providing different styles of worship and, in particular, engaging our young people more in worship. The use of a nave altar has brought our worship very much to the heart of the congregation and there are

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plans to develop this space to allow for more flexibility, whilst using the high altar for festivals and reinstating the side chapels for Communion once Covid allows us to consider the practicalities of movement around the church again.

All in all, despite all the challenges that Covid 19 has set us, we continue to be a thriving Church Community offering a warm welcome, uplifting worship and a sense of belonging and fellowship which will stand us in good stead as we go forward.

Diocesan Synod

Bishop Viv wrote early in the year: *'We will launch, as planned, a wide-ranging engagement and listening exercise, 'Transforming Church. Together' This process will, we pray, help us to understand what we do well, what we can change for the better and how we can create a positive way forward together in the way of Christ'.*

The Synod of 13th March 2021 had as its primary focus the launching of Transforming Church, Together. Bishop Viv was asking the whole diocese and also many other organisations outside the church to participate in a consultation. All parish churches, deaneries and other groups did so with a number of facilitators covering a wide range of questions of the church, our communities and how the church is perceived. This process continued until Easter when all the data was collected and the process of extracting the themes and direction of the responses began.

Much energy and resource were put into this key process of discerning a vision for the diocese for the next 5-7 years. The plan was that by the end of the year key themes would emerge and that by the beginning of 2022 those themes will be taken to Diocesan Synod and refined into an implementation phase.

The AGM of the Diocesan Board of Finance was held on 12 June 2021 and received the Director's annual report and accounts for 2020. The annual safeguarding report was received and an initial discussion held on the strategic direction of the Diocese beyond 2021. The vision of the Diocese of Bristol is "Creating connections: connecting with God, connecting with each other and connecting with our communities".

The Synod of 13th November 2021 welcomed a new Synod for the next three years. Thanks to those from our parish who served over many years on the Synod and retired from further service. New members of General Synod were also welcomed on their election. Liz Townend, Diocesan Director of Education, gave a presentation on education work in the Diocese and specifically the growth of new church schools. Bishop Lee also recapped that investing in curacies was one of the main strategic choices under the previous strategy, Creating Connection, which committed the Diocese to growing vocations to ordained ministry by 50%. Two years after Diocesan Synod declared a climate emergency at the Deanery School, Clare Fussell, Diocesan Environmental Officer, gave an update report to Diocesan Synod members on progress. The Archdeacons led an item on Transforming Church. Together, introducing the Synod to the emerging strategic priorities.

Andrew Lucas, Chair of the DBF, presented the budget for 2022 based on the circulated paper and then Synod members participated in round table discussions to follow up any clarifying points and share views on the proposed budget. Andrew Lucas moved that: this Synod authorises the Bristol Diocesan Board of Finance Limited to expend in the year 2022 sums totalling £9,712,000. The motion was carried.

Bristol West Deanery Synod

There were three meetings. In February the Synod met via Zoom. The main topic for discussion was the 'Transforming Church, Together' initiative. Led by the Archdeacon, Synod responded to a series of questions designed to illicit considered responses as well as creative ideas. To give a sense of purpose the questions addressed were concerned with our church's response to the issues of: Supporting people; Worship; Equality and justice; Caring for the environment; Helping people follow Jesus; and Providing safe places in communities.

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In May, again via Zoom, the focus was on inclusivity. As well as considering how issues such as racism, ethnic minorities, gender and sexuality, poverty and wealth, and political perspectives have drawn our attention to difference, there was also consideration of how church practices can expose differences within congregations, and between church and the community.

The October meeting was held in person and returned to 'Transforming Church, Together' to explore our values and how they are lived.

Church Building

At each PCC meeting the PCC receives a report on fabric issues from Fabric Officer, Keith Yeandel, and authorises necessary repairs once the Diocese has given permission to carry out the work on our Grade I listed church.

Over the last year the lift, sliding doors, clock, boiler, alarm systems and fire extinguishers have all been serviced and replaced as necessary. A repair to the heating system was found to be necessary and has now been carried out at no cost. The PV panels continue to generate electricity. To date they have generated over 33,000 kWh since their installation in December 2010. The lightning conductor had its annual inspection and it was found that all the air terminals needed attention. This was carried out at a cost of £477.

Thanks to a generous donation three cameras, microphones and associated control equipment have been installed to enable the live streaming of services. These have been well received for people unable to attend church during the Covid pandemic and continue to be a valued facility. A 4G wireless broadband receiver was installed on the tower top that enables the services to be broadcast live. It also serves the Parish office IT infrastructure. Shelving in the cleaning cupboard has been provided that has improved the storage facility in this area. Floor mounted foot operated hand sanitiser units have been installed at the West and South doors of the church, at a cost of £264.

All portable electrical equipment in the church and Parish office has been PAT tested, £120. A full five-year electrical inspection has been carried out, £822.

The church building Quinquennial inspection has been carried out by the church architect and a report received. The findings of the report are now being analysed and a schedule of works will be prepared.

The Churchyard is a large space and serves many purposes, including the burial of ashes. It provides quiet space for admiration of the many wild plants and animals that live there and is much admired by those who walk through the permissive paths on their way through to the village. The churchyard maintenance team, under the guidance of Phil Quartly, has again kept the grounds in excellent order. A minimal 'watching brief' has been maintained during the periods of the pandemic lockdown, and when restrictions were loosened during the summer months the churchyard was returned to its usual tended state. The stability of memorials has been checked for health and safety purposes.

A group has been developing a project to reorder the toilets and kitchen in St Paul's room to create a fully accessible toilet and better kitchen and storage facilities, with a view to seeking a faculty and commencing the works in 2022.

The Curate's House, 16 Southfield Road

16 Southfield Road, our 'Curate's House', is currently occupied by our Curate, Rev'd. Cheryl Hawkins. Over the year the usual safety compliance matters have been undertaken and some minor maintenance tasks completed.

12 Trym Road

The garden at the rear of the church continues to be used by the owners of the property under licence. They currently pay an annual rent of £500 to the PCC.

The College

The PCC leases the Westbury College Gatehouse in College Road from the National Trust to use as 'Parish Rooms'. The lease was established in June 1965 for 90 years. Historically the College was

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used heavily for Church social and youth events though in recent years this use has diminished significantly. The local Air Cadets – 2442 Squadron – are our major users.

Mike Bartlett and Paul Foster manage the maintenance of the building. Paul takes care of internal repairs including the heater boiler servicing and keeps Fire & Safety audits within regulatory requirements. Mike reports the aforesaid actions to the PCC. A fire & safety audit has been carried out and the boiler has been serviced.

External maintenance is the responsibility of the National Trust. Recently they appointed a local contractor, Tom Martin, to whom the PCC can refer directly regarding external maintenance matters.

Youth Matters

In person events were limited in the first half of the year due to the Covid restrictions in place. Georgie Mountjoy, our Family Worker, continued her lockdown activities including:

Teatime Church Newsletters

Monthly newsletters go to contacts from baptism families, those that have attended Teatime Church and families from our other services.

Teatime Church Online Service

Alongside the newsletter there is a monthly video on YouTube which follows the theme of the month. Good Friday Craft was again online this year and followed a similar pattern to last year with craft packs being distributed in advance and then videos of how to make them available on YouTube

Churchyard hunts and trails

Georgie organised a couple of popular hunts in the churchyard - bunnies and flowers which proved very popular with families.

In person events started again in the summer:

Teatime Church

From June 2021 we started to meet with our Teatime Church community in person. Initially outside - a picnic in the vicarage garden, in the church car park - and then moving back inside the church in October. It has been wonderful to see our families again and attendance has been very good. We have limited numbers and so ask families to book, and for every service we have had to operate a waiting list as the demand has been so high. It has been lovely to see a group of families regularly attending and a real community starting to develop around this service.

In December we ran a Christmas candle lit storytelling event which involved the Open the Book team and young people from the choir and was a magical occasion for all involved.

Open the Book

An Open the Book team was formed in autumn 2021. Holy Trinity is the lead church but we have involvement from people from other churches and we hope this will become an ecumenical venture for our community. Storytellers using a script from the Bible Society go into primary schools to perform/tell bible stories. The team performed in Westbury-on-Trym CE Academy in November and December and we have a full schedule planned for 2022.

Toddlers Together

As restrictions were lifted it became clear that a number of volunteer led parent and baby groups were not restarting. There was a clear need in the community for this, so alongside our Methodist friends a weekly parent, baby and toddler group started up in November 2021. Using the Methodist Church hall and volunteers from Holy Trinity and the Methodist Church, a session runs every Thursday in term time. Father Andre and Rev'd. Cheryl have both made a regular commitment to the group to lead songs and prayers.

Advent King Trail

30 Kings were decorated by local schools, preschools and a nursing home. These were displayed around the village during Advent with a google map showing all the locations. This was incredibly

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popular with over 9,000 views.

Bread Youth Club

A small gathering of young people was held in Canford Park in June 2021.

Barton Camp

Sadly this was cancelled and no suitable online replacement was found.

Sunday Club

Sunday club started back in person in September 2021, initially in the churchyard. We moved back into St Paul's room in November. Attendees are mostly children from the choir with a few non choir children from time to time. We have lost a couple of volunteers so are not running Sunday Club every week but try to run a session for most weeks the choir is singing. Sunday Club children were involved in the Harvest service and made a wonderful presentation in church in the 10am service on the Sunday before Christmas.

Servers

Servers started back in church in October 2021. There are currently 5 young people carrying out this role who have done a fantastic job adapting to the new format of the service and location of the altar.

Pastoral Care

The Pastoral Team has continued to build upon the work and structures put in place last year. The pastoral co-ordinator continues to collate monthly returns of pastoral visiting and phone calls. The pastoral leadership team meets each month to discuss any concerns, to offer each other support and to move the work of the team on further. The team continues to work closely with the safeguarding officer as needed and the pastoral lead has assisted in developing the work of the Transport Team, especially around risk assessments.

The following items referred to in the last report received the necessary approval from PCC:

- Terms of Reference for Pastoral Development Team
- Domestic Abuse Policy
- Following the training of a mental health first Aider in Jan 2021 a role description for MHFA.

All role descriptions for pastoral co-ordinator and pastoral volunteers have been approved and are in place.

The established prayer ministry continues and prayer can be requested through both the public or confidential prayer lists. These are reviewed each month by LLM, Portia Chorlton and updates given.

During this year, Father Andre, Rev'd. Cheryl and LLM Portia Chorlton have reviewed and developed the Healing Ministry offered. The Healing Service is held once a month on a Wednesday evening, with both the laying of hands and anointing offered. The Service booklet was revisited and renewed. Laying of hands and anointing are also offered once a month after the 10.00 service. A teaching afternoon on healing was also held during this period.

During 'Thy Kingdom Come' in May and at Christmas, Father Andre and Rev'd. Cheryl visited all the businesses in Westbury on Trym with a prayer card. The first visits offered support as businesses began to reopen after lockdown and a lot of pastoral conversations were undertaken. The Christmas visit was appreciated by the businesses as a follow up and to build upon what we had done in May.

Another area of development has been the "Space to Grieve" monthly meetings. This was suggested and developed by Mrs Gina Eastman of the group and is lay led. This has been a successful development and is a group that continues to grow and offer support.

Rev'd. Cheryl Hawkins held a Blue Christmas Service in December to offer a quieter service for those that have experienced loss or find the Christmas period difficult.

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The Pastoral Team are now awaiting the publication of the new Diocesan Strategy to take our work further in looking at how we can engage with the wider community in the pastoral care offered.

Safeguarding

The PCC has focused work on safe recruitment and understanding of roles this year. It has been ensuring that our volunteers understand what is being asked of them, that the PCC is able to support them and the correct training is being offered/ completed. Volunteers have been maintaining training and awareness via on-line, home-based learning and one face to face session in October 2021. Additional resources and contact information have been available in Church for those who have come looking. A number of folk in our community have sought support from the Church in their hour of need and it is hoped that the service given has been valuable. We strive to make our Church welcoming and supportive to all and a safe place for those in need.

Social Events

The anticipated return to 'normal' life in 2021 turned out to be somewhat short-lived and the first social event planned – drinks and cake after Cheryl's ordination on Sunday July 4th had to be postponed. This finally took place on Sunday August 29th after the 10.00am service in the churchyard. Coffee after the 10.00am also resumed during the summer, initially in the churchyard but now back in St Paul's Room.

Our Harvest celebration this year had a different format in the shape of an afternoon tea in the Village Hall on Sunday October 3rd with the hope that this would appeal to more young families and activities were planned to include all. Unfortunately, for a number of reasons, only 1 youngster attended but the format proved popular with the majority of attendees and we hope to try again next year.

On Friday, December 3rd there was another very successful wine tasting, courtesy of Majestic wines. which, contrary to many previous social events was sold out well in advance. We were however unable to offer our usual mulled wine and mince pies after the Nine Lessons and Carols for obvious reasons.

Hopefully, 2022 will prove to be the year that we can have more opportunities for social gatherings.

Church Music

A feature of Holy Trinity Church is the range and excellence of our music. The church has three choirs. The Parish Choir comprises 10 young singers aged from 8-18, who attend 4 different schools. They are ably supported by 20 adult male and female choir members. In normal times they have weekly commitment to practices and make a superb contribution to the services each Sunday, enhancing worship and adding greatly to the community outreach of the Church. The other choirs are the Trinity Singers, 16 selected experienced adult singers who sing and the Choral Group, made up of members of the congregation.

Between January and the end of March members of the Parish choir contributed virtual recordings from their homes to the online services which were assembled by members of the Technical team. The Parish choir in various formations sang live for services from Palm Sunday 28th March through to the end of the year excluding holidays. There were many restrictions concerning mask wearing and the number of singers allowed to sing particularly from Easter to the end of July. Although this was frustrating at times the singers were very amenable and flexible, gaining in confidence and exploring new repertoire.

The choir were pleased to sing for Rev'd. Cheryl Hawkins' first Eucharist in July and other celebratory events. Four choristers were successful in Royal School of Music exams: Catherine Gardom and Annie Hyde- Silver award and Harriet and Ash Regan – Bronze award.

From September onwards the whole choir were permitted to rehearse and sing regularly. The choir broadcast Sunday worship live on BBC Radio 4 on Sunday 26th September for Harvest and received many favourable emails from all over the UK. The broadcast included a specially commissioned anthem from Director of Music David Ogden. All the three choirs were able to combine for the Nine lessons and Carols on 19th December.

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The Director of Music, David Ogden, continues to have international recognition in church music. The experience of choosing and working with small groups of singers at Holy Trinity caused by the varied Covid restrictions led him to lead online seminars for the RSCM which were broadcast around the world. He is backed up strongly by organist Richard Johnson and other leading musicians to provide local excellence in all church music. The church continues to be a centre of church music training hosting organ and singing lessons given by visiting tutors which continued whenever possible.

Mission and Outreach

What defines us as a church is the calling we all share to engage in the mission of God to the world in a host of different ways, by sharing the good news of God's love to those near and far away.

This past year has been another where the pandemic has impacted the work of our mission and outreach. The Mission and Outreach Committee has endeavoured to continue its work as best it can. At the heart of our mission is our work with our Academy where despite the lockdowns, we were able to support the staff and the pupils who were able to attend our weekly assemblies and latterly the start of *Open the Book* on a monthly basis. Easter offers many opportunities to engage with our school children and the community through the extra services, but these all had to be curtailed.

The Mission Gift Day did happen with envelopes available to the congregation to pick up which made it possible for us to support our three charities this year. They are Tearfund, Operation Noah and MentorMe. The amount distributed between all three equally was £3,000 topped up by the PCC and an extra £203 for Operation Noah was raised during the Environment Day.

The November Tearfund big quiz night with several teams joining in from all over the country was a success. This raised from us £640 and over £121,700 nationally.

2021 was a successful year for both Christian Aid Week (CAW) and the Traidcraft Big Brew marking Fairtrade Fortnight. CAW raised £3,332 before gift aid, compared with £1,822 in 2020, thanks to JustGiving and delivery only envelopes, while a virtual Big Brew via Zoom helped raise £830 for Traidcraft Exchange, mainly thanks to JustGiving donations. It was made up to £1,230 from Traidcraft stall balances and then doubled by a UK aid initiative. This compared with £280 in 2020, made up to £1,000 from Traidcraft stall balances.

The week-by-week collection of food for the Sisters of the Church and the NW Foodbank is well supported by the congregation.

Another significant outreach service is that of Remembrance Sunday which this year was a return to normality. The Deputy Lord Lieutenant was with us at the war memorial and a respectful Act of Remembrance was made with a significant number present.

The Parish Fair in May was once again cancelled.

Our parish magazine is distributed monthly to over 300 parishioners. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus. This has continued and become even more important in keeping in touch with all our parishioners who were shielding or unable to leave their homes.

An initiative begun a couple of years ago of a Men's Curry night has developed and grown with a good mix of young and older together with the Methodist Church. This continued online, and we were not able to offer our labour for charitable work this year. The core work of House Groups and Lent Courses Groups continues but significantly reduced in scope as these all have to be online and sadly not all can access this.

A key element of our work with young people has been the excellent work of our Family Worker Georgina. She has ensured that contact with our families has remained strong through the months of lockdown and latterly re-emerging to face to face meetings. A new venture by Georgina has been the establishment of a Toddler Group that meets weekly in the Methodist Church Hall meeting a real need in the village.

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The website plus new social media platforms, such as Facebook, are key parts of the mission of our church especially in these Covid times, with live streamed services at 10am on Sunday and live streamed evening services on Wednesday evenings. These all carry news of events and who to contact for pastoral support, for information about services and social events and recording of sermons. Our thanks are due to Judith Ogden and Deborah Smith among others for maintaining the site: www.westbury-parish-church.org.uk.

Church School

The challenges of 2020 provided by Covid 19 continued to cause a significant additional workload to staff, while families and staff faced illness and disruption to schooling, holidays and everyday life throughout 2021. Difficult decisions were faced to follow government guidance and maintain schooling as far as was possible with potentially vulnerable children and families where there are critical workers getting priority when partial closures were forced on the school. The school roll remained high with an average of 415 children on roll and attendance was good despite the removal of children who were isolating due to cases of Covid in their families. For periods when the school was forced to teach only small numbers, online learning was provided at home, and teachers offered some online support to individuals. When parents were asked about the quality of these arrangements they were generally very supportive.

Measuring pupil progress was very challenging as baseline tests were not available. As a result teachers assessed attainment and progress using professional judgements moderated by colleagues. Progress data seen by governors were encouraging given the disruption to learning suffered by most children. The day-to-day life of school continued within the strict guidelines of risk assessments and Government guidance and we missed the expert support of volunteers. Staffing changes were made and the September 2021 new year started well with a full complement of children and staff and two new parent governors were appointed to fill vacancies at the end of terms of office.

Our new Chair Mark Hibbitt had a hard act to follow as Tony Hoare stepped down, but he has settled well into the role. The three Foundation Governors who oversee the implementation of the Christian Foundation of the school, Father Andre, David McGregor and Saral Maganji, (who replaced Mike West whose term came to an end in October 2021) are deeply engaged with Governance and support and challenge for the senior staff team.

The church supports the school in a wide variety of ways: Georgie, our Family and Youth worker, liaises closely with the School while Father Andre and the Clergy team, augmented now by Rev'd. Cheryl Hawkins, continue to visit for weekly services. An innovation this year has been assemblies run by Church volunteers telling bible stories from the Open The Book materials.

On 15th October Westbury-on-Trym awoke to a convoy of Range Rovers and police cars descending on the school as Prime Minister Boris Johnson and Secretary of State for Education, Nadhim Zahawi visited the school for an hour before returning to London for a Cabinet meeting. The visitors were impressed by the welcome offered by staff and pupils and a DFE Christmas card showed the school in action.

Ecumenical Relationships

There are good relationships between the ministers of the local Churches but over this past year our meetings for shared worship and fellowship in effect ceased. We hope in the year ahead to restart these. What has taken its place is online meetings with the Methodist Church and this has continued via Zoom in the Joint Church Council meetings. We have met 4 times over the year.

We had a very successful Lent Course called "For Such a Time as This" produced by USPG, which was delivered via zoom with 9 groups made up of Methodists and ourselves with 55 people taking part.

Barton Camp did not take place this year due to covid restrictions

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Financial Review

The main source of ongoing funds during 2021 comprised planned giving through direct giving, envelopes and plate collections. The numbers attending Church continued to be affected by the pandemic with a corresponding effect on open plate collections. We are extremely fortunate that such a high proportion of our givers either donate directly or made a special effort to deliver their envelopes. Giving totalled £117,834, less than 1% down on last year. Other donations totalled £21,833, including donations for the employment of a familyworker and to enable live streaming of Church services.

We are fortunate to receive legacies and grants from time to time and during 2021 legacies totalling £55,032 and grants of £9,919 were received.

The letting of the College Gatehouse was curtailed by the pandemic but is now picking up and we received £3,882.

The PCC hold endowment investments worth £66,174. Some of this is held on deposits with the Church Board of Finance, and some in investment funds managed by CCLA. The investments in the unrestricted funds are also managed by CCLA and were worth £529,740 at the year end. It is our policy to invest our surplus fund cash balances with the CBF Church of England Deposit Fund or with CAF Bank.

Total receipts on unrestricted funds in 2021 were £199,984, and on restricted funds were £67,115.

£194,616 was spent to provide the Christian ministry from Holy Trinity Church, including the contribution of £126,000 to the diocesan parish share.

The 'parish share' of Diocesan costs largely provides the stipends and housing for the clergy. The sum that the churches give is determined locally by each PCC and is pledged to the local Deanery. We are expected to contribute a significant proportion of the sum at Holy Trinity as the size of our congregation is larger than most other churches. The administration of the parish continues to happen at minimal costs thanks to the volunteers who support the office function.

The net results for the year (before gains on investments and transfers between funds) were a surplus of £5,368 on unrestricted funds and a surplus of £43,675 on our restricted funds.

At the end of the year the total funds were £1,194,141.

Reserves policy

Reserves are held by the PCC to provide for future activities and initiatives which cannot be funded from income in a single year. They are also necessary to cover unforeseen expenditure and to cover ordinary expenditure should there be a fall in income. It is PCC policy to maintain a balance on undesignated funds (if possible), which equates to at least four months unrestricted payments, equivalent to £65,000. The balance of £91,805 held in the Parish and General Reserves (which are undesignated funds) at the year-end exceeded this target.

A further £689,246 of unrestricted reserves are held in designated funds. These include funds for the promotion of Church music (£30,113), and for the maintenance of the College (£1,620) and the Curates House (£45,436). The balance on the Peggy Guise legacy fund amounted to £601,025. Much of this has been invested to provide future income.

The restricted funds total £211,918 of which £200,169 is held for the upkeep of the fabric and £11,747 for the employment of a family worker.

The PCC also hold endowment funds of £201,174.

Risk management

The PCC has reviewed the major risks to which they are exposed, and systems and procedures designed to manage those risks have been established. These are:

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, WESTBURY-ON-TRYM

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- Financial, including controls over income and expenditure. A reserves policy is in place to protect future performance,
- Health & safety. Risk assessments are carried out and mitigation measures implemented.
- Fabric. A management and maintenance plan has been approved. We also have quinquennial inspections of the fabric and an annual review of the Churchyard.
- Safeguarding. We have a safeguarding officer and training programme.
- Governance. We have a strong PCC and training and support is provided by the Diocese.
- Volunteers. The Church's activities are supported by a large number of dedicated volunteers.

Volunteers

We should like to thank all the volunteers who give generously of their time and talents to make our church the lively and vibrant community it is, and especially as the challenges of the pandemic continue. We are particularly indebted to our church wardens Phil James, and Gina Eastman. Thanks are also due to Gill Carter who has helped us all to understand the church's accounts and its finances, Keith Yeandel for his unstinting effort to maintain our buildings, Patrick Harris, our PCC secretary, Kate Hoare, PCC vice-chair, PCC members and many others who keep the work of the church going. We particularly appreciate the great contribution made to our parish life by the Licensed Lay Ministers, Dianne Yeandel and Lyn Horscroft and Portia Chorlton.

Parish Office

Our Parish Administrator, Alison Bullock completed her first year in the office in December 2021. The year was a steep learning curve for Alison, getting used to the peculiarities of Church of England terminology, learning how to put together our rather unwieldy service sheet each week, fielding enquiries about funerals, weddings and baptisms and a multitude of other tasks. Covid restrictions meant that during the early part of the year the office was closed to visitors which made getting to know people difficult. Many a conversation was held through the office window or from the office corridor.

Alison is methodical and organised in her approach, and is gradually developing her own systems to help the office run smoothly. She has a calm, confident presence and deals with visitors and queries in a helpful and efficient manner.

During the year we installed a new data management system called Church Suite which will be of great benefit in the long run. In the short run, it has been quite a challenge to get our heads around it. We are grateful to Rob Waggett who helped set it up and to Gill Carter who has done a magnificent job in exploring what it can do for us. Communication has always been a challenge and Church Suite provides us with a master calendar which is fed through to the website which should help us to avoid clashes in dates. Alison manages the calendar and also the database of our congregation, inputting and updating details as necessary. We hope to develop our usage of the system over the coming year. Live streaming has added another challenge to the office as the service sheets now need to be sent out electronically and Alison has taken on board the wonders of 'mailchimp' which enable multiple mailings to those watching at home.

The magazine has an important role in the life of the church and the community and Alison oversees the printing each month, often battling with the vagaries of the printer which sometimes refuses to cooperate. Thank you to Andy and Lorna Renshaw who manage the distribution of the magazine so efficiently.

The office remains a vital and indispensable part of parish life and we are grateful to Alison for her efficient management in her role as Parish Administrator.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity the membership of the PCC consists of the incumbent (our vicar), Asst. Curate, churchwardens, Licensed Lay Ministers and members elected by those members of the congregation who are on the

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electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

New PCC members are mentored and encouraged to join committees as appropriate.

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

The full PCC met eight times during the year with an average level of attendance of 18 members. Due to Covid19 restrictions six of these meetings were held remotely via zoom. Given its wide responsibilities the PCC has a number of committees to deal with a particular aspect of parish life. These committees are all responsible to the PCC and report back to it regularly.

Standing Committee: This is the only committee required by statute. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council and met 6 times in the last year.

Children and Young People Committee: Attends to all matters relating to children's and youth work.

Environment Policy Development Group: Develops and monitors policy, promotes awareness and initiates activities with the aim of reducing the church's environmental impact.

Mission and Outreach Committee: Attends to matters including links with Westbury Methodist church and local ecumenical groups; the communications with the parish and beyond including the parish magazine and website; wider national and international mission and links to our church school.

Social Committee: Takes responsibility for organising social events to build fellowship and provide services to local community members.

Pastoral Development Team: To continue to develop the pastoral work of the Church including both practical and emotional support.

Parish Safeguarding Officer: Clare Waggett

Administrative information

Holy Trinity Church is situated in Church Road in Westbury-on-Trym, BS9 3EQ. It is part of the Diocese of Bristol within the Church of England. The correspondence address is The Parish Office, Westbury-on-Trym Parish Church, Church Road, Westbury-on-Trym. Bristol BS9 3EQ. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered as a charity with the Charity Commission.

PCC members who have served from 1st January 2021 until the date this report was approved are:

Incumbent:	The Rev'd. André Hart, Chair
Asst. Curate	The Rev'd. Cheryl Hawkins
Wardens:	Phil James Gina Eastman

During the year the following served as members of the PCC:

Treasurer:	Gill Carter
Secretary:	Patrick Harris
PCC Vice Chair	Kate Hoare
Diocesan Synod:	Canon David McGregor (Until July 2021) Rev'd. André Hart Hazel Rolston (Until July 2021)

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
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Representatives on the Deanery Synod:

Kate Hoare	Gill Howse
David McGregor (From APCM 2021)	Keith Yeandel

Elected Members:

Adrian Ailes (From APCM 2021)	Maggie Ainley
Michael Bartlett	Mark Bourne-Worster (From APCM 2021)
Rachael Hill	Christine Liddle (From APCM 2021)
Jane Hole-Jones	Jane Kearey
Saral Maganji	Andy Renshaw
Sylvia Townsend (Until APCM 2021)	Rob Wilson (From APCM 2021)

Co-opted member: David Troughton (Co-opted May 2021)

Parish Safeguarding Officer: Clare Waggett

Approved by the PCC on 10 April 2022 and signed on their behalf by the Rev'd. André Hart (PCC Chair)

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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF HOLY TRINITY, WESTBURY-ON-TRYM**

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Statement of Trustees' Responsibilities

The trustees and members of the PCC are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & 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 charity and of the income and expenditure of the charity for that period. 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK 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 business.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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/constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the Trustees

.....
Signed, André Hart, Vicar

.....
Signed, Gina Eastman, Churchwarden

Dated 10 April 2022

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, WESTBURY-ON-TRYM

For the year ended 31 December 2021

I report to the members of the Parochial Church Council on my examination of the accounts of the Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Westbury-on-Trym, (the PCC) for the year ended 31 December 2021.

Responsibilities and basis of report

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

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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

10 April 2022

Date

.....
Mr Paul Anning FCA
16 Pinewood Close
Westbury on Trym
Bristol
BS9 4AJ

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF HOLY TRINITY, WESTBURY ON TRYM**

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

INCOME AND ENDOWMENTS FROM	Note	Unrestricted Funds	Restricted Funds	Endowmen t Funds	TOTAL FUNDS	
		£	£	£	2021	2020
					£	£
Donations and legacies	2(a)	169,569	66,708	-	236,277	172,293
Other trading activities	2(b)	4,862	-	-	4,862	10,482
Church activities	2(c)	8,105	-	-	8,105	6,736
Other	2(d)	3,174	-	-	3,174	1,711
Investments	2(e)	14,274	407	-	14,681	14,909
TOTAL		199,984	67,115	-	267,099	206,131
EXPENDITURE ON						
Charitable activities						
Missionary and charitable giving	3(a)	1,041	2,654	-	3,695	1,988
Church activities	3(b)	175,414	20,786	-	196,200	187,496
Major capital expenditure	3(c)	12,305	-	-	12,305	-
Raising funds	3(d)	5,856	-	-	5,856	9,013
TOTAL		194,616	23,440	-	218,056	198,497
NET INCOME/EXPENDITURE BEFORE INVESTMENT GAINS		5,368	43,675	-	49,043	7,634
NET GAINS ON INVESTMENTS	4(b)	66,298	-	5,384	71,682	32,216
NET INCOME/EXPENDITURE		71,666	43,675	5,384	120,725	39,850
TRANSFERS BETWEEN FUNDS		-	-	-	-	-
NET MOVEMENT IN FUNDS		71,666	43,675	5,384	120,725	39,850
RECONCILIATION OF FUNDS						
TOTAL FUNDS BROUGHT FORWARD AT 1 JANUARY 2021		709,385	168,241	195,790	1,073,416	1,033,566
TOTAL FUNDS CARRIED FORWARD AT 31 DECEMBER 2021		781,051	211,916	201,174	1,194,141	1,073,416

The notes on pages 3 to 11 form part of these accounts.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF HOLY TRINITY, WESTBURY ON TRYM**

**BALANCE SHEET
AT 31 DECEMBER 2021**

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	4(a)	142,701	135,000
Investment assets	4(b)	595,914	524,232
		<u>738,615</u>	<u>659,232</u>
CURRENT ASSETS			
Stock		400	400
Debtors	5	36,666	14,635
Short term deposits	6	144,441	130,928
Cash at bank and in hand		282,232	273,243
		<u>463,739</u>	<u>419,206</u>
LIABILITIES			
Creditors falling due within one year	7	(8,213)	(5,022)
NET CURRENT ASSETS		<u>455,526</u>	<u>414,184</u>
NET ASSETS		<u><u>1,194,141</u></u>	<u><u>1,073,416</u></u>
FUNDS	13		
Unrestricted		781,051	709,385
Restricted		211,916	168,241
Endowments		201,174	195,790
		<u><u>1,194,141</u></u>	<u><u>1,073,416</u></u>

Approved by the Parochial Church Council on and signed on its behalf by:

Mrs Gill Carter (Hon Treasurer)

The notes on pages 3 to 11 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, WESTBURY ON TRYM

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (January 2022) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at fair value.

INCOME AND ENDOWMENTS

Recognition of income and endowments: These are included in the Statement of Financial Activities (SOFA) when:

1. the PCC becomes legally entitled to the use of the resources;
2. and inflow of economic benefit is probable; and
3. the monetary value can be measured with sufficient reliability.

Fundraising costs: Funds raised from events and trading activities (e.g. a fair or sale) are reported gross in the SOFA, ie before any related costs that may have been deducted from the gross proceeds.

Grants and donations: Grants and donations are included in the SOFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid: Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Volunteer help: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental income: Rental income is recognised when the rent is due.

Investment income: This is included in the accounts when receivable.

Investment gains and losses: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Other income: Other income, such as feed in tariff from PV panels, is recognised when received.

EXPENDITURE AND LIABILITIES

Liability recognition: Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Support costs: All costs have been directly attributable to one of the functional categories of resources used in the SOFA.

Grants and other charitable giving: These are recognised in the accounts when a commitment has been made and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC. The diocesan quota is therefore accounted for when payable.

PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, WESTBURY ON TRYM

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

BALANCE SHEET

Tangible Fixed Assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by charity

16 Southfield Road was first included in the Balance Sheet in the year to 31 December 1977. It was professionally valued as at that date and this value has been used as original cost. No depreciation is being charged as the currently estimated residual value is not less than the carrying value and the remaining useful life currently exceeds 50 years, so that any depreciation charge would be immaterial.

Equipment is capitalised if it can be used for more than one year, and cost at least £2,000. Individual items of equipment with a purchase price of £2,000 or less are written off when acquired.

Depreciation is calculated to write off the capitalised cost less residual value over four years.

Investment Assets

Investments quoted on a recognised stock exchange or whose value derives from them (CIFs, etc.) are valued at market value at the year end.

Current Assets

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove un-collectable. Short-term deposits include cash held on deposit with the Central Board of Finance of the Church of England.

FUNDS

Unrestricted funds of the PCC are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. Funds which have been designated by the PCC for a particular purpose are unrestricted but are not included in free reserves as disclosed in the trustees' report.

Restricted funds are income funds that must be spent on restricted purposes. Details of the restricted funds held are provided in note 12.

Endowment funds are restricted funds that must be retained as trust capital permanently, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Details of the endowment funds are provided in note 12.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF HOLY TRINITY, WESTBURY ON TRYM**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

2 INCOME AND ENDOWMENTS	2021			2020		
	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	Unrestricted Funds	Restricted Funds	TOTAL FUNDS
	£	£	£	£	£	£
<i>(a) Donations and legacies</i>						
Tax-efficient planned giving	100,818	-	100,818	103,916	-	103,916
Other planned giving	7,569	-	7,569	6,790	-	6,790
Collections (open plate) at all services	6,028	-	6,028	5,312	-	5,312
Gift Aid envelopes (in plate)	3,419	-	3,419	2,259	-	2,259
All other recurring giving/donations						
Donations	3,162	1,395	4,557	2,195	366	2,561
Gift Days	-	2,227	2,227	-	1,547	1,547
Donations to Parish Share	500	-	500	-	-	-
All non-recurring giving/donations						
Donations	208	4,193	4,401	1,322	4,493	5,815
Fabric - Toilet Appeal	-	148	148	-	3,500	3,500
Fabric - Streaming	-	10,000	10,000	-	1,500	1,500
Income tax recoverable	27,500	4,159	31,659	28,360	1,326	29,686
Legacies	19,766	35,266	55,032	-	1,000	1,000
Grants	599	9,320	9,919	881	7,526	8,407
	<u>169,569</u>	<u>66,708</u>	<u>236,277</u>	<u>151,035</u>	<u>21,258</u>	<u>172,293</u>
<i>(b) Other trading activities</i>						
Fetes, bazaars & fund-raising events	980	-	980	2,725	-	2,725
Events for Toilet Appeal	-	-	-	-	880	880
College lettings	3,882	-	3,882	2,677	-	2,677
Curate's house letting	-	-	-	4,200	-	4,200
	<u>4,862</u>	<u>-</u>	<u>4,862</u>	<u>9,602</u>	<u>880</u>	<u>10,482</u>
<i>(c) Church activities</i>						
Magazines	2,257	-	2,257	2,225	-	2,225
Fees	5,848	-	5,848	4,511	-	4,511
	<u>8,105</u>	<u>-</u>	<u>8,105</u>	<u>6,736</u>	<u>-</u>	<u>6,736</u>
<i>(d) Other</i>						
Feed in Tariff	2,674	-	2,674	1,378	-	1,378
Rent receivable	500	-	500	333	-	333
	<u>3,174</u>	<u>-</u>	<u>3,174</u>	<u>1,711</u>	<u>-</u>	<u>1,711</u>
<i>(e) Investments</i>						
Dividends	14,152	392	14,544	13,668	379	14,047
Interest	122	15	137	862	-	862
	<u>14,274</u>	<u>407</u>	<u>14,681</u>	<u>14,530</u>	<u>379</u>	<u>14,909</u>
TOTAL	<u>199,984</u>	<u>67,115</u>	<u>267,099</u>	<u>183,614</u>	<u>22,517</u>	<u>206,131</u>

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF HOLY TRINITY, WESTBURY ON TRYM**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

	2021			2020		
	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS £	Unrestricted Funds	Restricted Funds	TOTAL FUNDS £
3 RESOURCES USED						
<i>(a) Missionary and charitable giving</i>						
Overseas mission and Charities	327	885	1,212	-	611	611
Home Mission and UK Charities	714	1,769	2,483	155	1,222	1,377
	<u>1,041</u>	<u>2,654</u>	<u>3,695</u>	<u>155</u>	<u>1,833</u>	<u>1,988</u>
<i>(b) Church Activities</i>						
Ministry:						
Parish share	126,000	-	126,000	128,680	-	128,680
Clergy expenses	3,333	-	3,333	1,294	-	1,294
Evangelism	-	-	-	59	-	59
Church utilities	4,428	-	4,428	4,694	-	4,694
Service costs	938	-	938	831	-	831
Insurance	4,801	-	4,801	4,862	-	4,862
Parish Secretary	11,450	-	11,450	11,000	-	11,000
Parish office expenses	7,614	-	7,614	6,279	-	6,279
Bank charges	371	-	371	139	-	139
Church maintenance	1,055	11,771	12,826	255	5,912	6,167
Depreciation	-	1,100	1,100	637	-	637
Young Church	880	-	880	180	-	180
Family Worker	-	7,915	7,915	-	6,656	6,656
Dues and gifts	776	-	776	366	-	366
Cost of events	38	-	38	171	-	171
Magazine and bookstall	1,547	-	1,547	1,546	-	1,546
Upkeep of churchyard	453	-	453	102	-	102
Director of Music	9,240	-	9,240	9,240	-	9,240
Other musical fees and expenses	2,490	-	2,490	4,593	-	4,593
	<u>175,414</u>	<u>20,786</u>	<u>196,200</u>	<u>174,928</u>	<u>12,568</u>	<u>187,496</u>
<i>(c) Major capital expenditure</i>						
Organ works	12,305	-	12,305	-	-	-
	<u>12,305</u>	<u>-</u>	<u>12,305</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>(d) Raising funds</i>						
College running expenses	5,512	-	5,512	5,688	-	5,688
Curate's house	344	-	344	3,325	-	3,325
	<u>5,856</u>	<u>-</u>	<u>5,856</u>	<u>9,013</u>	<u>-</u>	<u>9,013</u>
TOTAL RESOURCES USED	<u>194,616</u>	<u>23,440</u>	<u>218,056</u>	<u>184,096</u>	<u>14,401</u>	<u>198,497</u>

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For the year ended 31 December 2021

4 FIXED ASSETS

(a) Property and Equipment	Freehold Land and Buildings	PV Panels	Fixtures and Fittings	TOTAL FUNDS	
				2021	2020
Cost		£	£	£	£
Balance at 31.12.20	135,000	13,202	2,542	150,744	150,744
Additions	-	-	8,801	8,801	
Balance at 31.12.21	<u>135,000</u>	<u>13,202</u>	<u>11,343</u>	<u>159,545</u>	<u>150,744</u>
Depreciation					
Balance at 31.12.20		13,202	2,542	15,744	15,107
Charge for the year		-	1,100	1,100	637
Balance at 31.12.21		<u>13,202</u>	<u>3,642</u>	<u>16,844</u>	<u>15,744</u>
Net book value at 31.12.21	<u>135,000</u>	-	<u>7,701</u>	<u>142,701</u>	
Net book value at 31.12.20	<u>135,000</u>	-	-		<u>135,000</u>

Not shown above, the PCC together with the BDBF, holds a lease from the National Trust of the Gatehouse, Westbury College, for a term of 90 years expiring on 24 June 2055, at a fixed rent of £200 pa., plus VAT.

(b) Investments	Cost 31.12.21 £	Valuation 31.12.21 £	Valuation 31.12.20 £
Endowment Funds			
1441.00 - CBF Investment Fund	1,530	33,746	29,523
459.00 - COIF Charities Investment Fund Shares		-	8,267
3012.44 - COIF Charities Ethical Investment Fund Shares	8,879	9,428	-
- CBF Deposit Fund - Churchfields Trust	13,000	13,000	13,000
- CBF Deposit Fund - Adeline Margaret Trust	10,000	10,000	10,000
	<u>33,409</u>	<u>66,174</u>	<u>60,790</u>
Unrestricted Funds			
22620.96 - CBF Investment Fund	<u>350,000</u>	<u>529,740</u>	<u>463,442</u>
	<u>383,409</u>	<u>595,914</u>	<u>524,232</u>
Increases in valuation		<u>71,682</u>	<u>32,216</u>
Summary	Unrestricted £	Endowment £	Total £
Investments at carrying value brought forward	463,442	60,790	524,232
Disposal	-	(8,879)	(8,879)
Purchases during year	-	8,879	8,879
Increases in valuation	<u>66,298</u>	<u>5,384</u>	<u>71,682</u>
Investments at carrying value carried forward	<u>529,740</u>	<u>66,174</u>	<u>595,914</u>

Note: In July 2021 459 COIF Charities Investment Fund Shares were sold for £8,879 and 3012.44 COIF Charities Ethical Investment Fund Shares purchased under a low cost exchange offered by CCLA Investment Managers.

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	2021 £	2020 £
5 DEBTORS		
Income Tax recoverable	14,066	12,483
College Lettings	3,750	-
Estate of Walter Finley	17,500	-
Due from LPoW scheme	-	-
Sundry debtors	<u>1,350</u>	<u>2,152</u>
	<u>36,666</u>	<u>14,635</u>
6 SHORT TERM DEPOSITS		
Central Board of Finance	<u>144,441</u>	<u>130,928</u>
7 LIABILITIES		
AMOUNTS FALLING DUE WITHIN ONE YEAR		
Sundry creditors	<u>8,213</u>	<u>5,022</u>
8 LEGACIES		
The following legacies were received during the year:		
Estate of Margaret Evelyn Poolman:	35,532	-
Estate of Desmond Lewis	1,000	-
Estate of Kathleen Huggins	1,000	-
Estate of Walter Finley:	17,500	-
Estate of John Samuel Kemp (for the fabric fund)	<u>-</u>	<u>1,000</u>
	<u>55,032</u>	<u>1,000</u>

Westbury on Trym PCC was left a share in the residues of the following two estates:

Estate of Margaret Evelyn Poolman: 5% of her residuary estate shared between the fabric and music funds

This legacy was received during the year.

Estate of Walter Finley: 1% of his residuary estate shared between the fabric and churchyard funds
There is insufficient information to quantify the amount due but it is expected to exceed £17,500.

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For the year ended 31 December 2021

	2021 £	2020 £
9 MISSIONARY AND CHARITABLE GIVING		
Overseas mission and Charities		
USPG	50	-
Tear Fund	1,000	611
Christian Aid	162	-
	<u>1,212</u>	<u>611</u>
Home Mission and UK Charities		
Operation Noah	1,203	611
Gloucester Historic Churches Trust	100	100
Westbury Welcome	-	611
One25	180	55
MentorMe	1,000	-
	<u>2,483</u>	<u>1,377</u>
	<u>3,695</u>	<u>1,988</u>
10 STAFF COSTS		
Salaries	19,316	17,511
Pension contributions	49	28
Social security costs	-	-
	<u>19,365</u>	<u>17,539</u>
Average number of staff	<u>2</u>	<u>2</u>

11 TRANSACTIONS INVOLVING MEMBERS OF THE PCC

Revd Andre Hart and Revd Cheryl Hawkins received expenses of £2,202 and £807 respectively (2020 £725 and £276). This was in respect of equipment, travel, telephone, hospitality, training and development. No other member of the PCC received any expenses or remuneration.

12 COMMITMENTS

At 31 December 2021 the PCC had committed to a project of maintenance and improvement to the organ. The total cost of the project is £43,000 + VAT, ie £51,600. A deposit of £12,000 has been paid to enable the organ builders, Skrabl, to commence manufacture of parts.

The deposit paid has been recognised in these accounts and the balance will be provided in future accounts when the work is carried out.

An application will then be made to the Listed Places of Worship Grant scheme for a grant to cover the VAT incurred on the project.

This project is being funded by the Church music and choir fund.

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

	At 1 January 2021 £	Income £	Expend- iture £	Gains on Invest- ments £	Transfer Between Funds £	At 31 December 2021 £
13 FUNDS						
Unrestricted						
Parish Reserves	73,604	161,731	(172,985)	-	(1,954)	60,396
Organ Maintenance	-	-	(954)	-	954	-
Church music & choir	22,928	19,360	(13,175)	-	1,000	30,113
Churchyard	466	634	(453)	-	-	647
Clergy House	45,479	301	(344)	-	-	45,436
College	3,250	3,882	(5,512)	-	-	1,620
Custodial	1,619	-	-	-	-	1,619
Redland Trust	4,676	599	(1,193)	-	-	4,082
Guise Legacy fund	521,250	13,477	-	66,298	-	601,025
Fabric (unrestricted)	4,704	-	-	-	-	4,704
General Reserves	31,409	-	-	-	-	31,409
	<u>709,385</u>	<u>199,984</u>	<u>(194,616)</u>	<u>66,298</u>	<u>-</u>	<u>781,051</u>
Restricted						
Fabric	158,123	54,917	(12,871)	-	-	200,169
Family worker	10,118	9,544	(7,915)	-	-	11,747
Other	-	2,654	(2,654)	-	-	-
	<u>168,241</u>	<u>67,115</u>	<u>(23,440)</u>	<u>-</u>	<u>-</u>	<u>211,916</u>
Endowment						
16 Southfield Road	135,000	-	-	-	-	135,000
Adeline Margaret (for church m	10,000	-	-	-	-	10,000
Churchyard (upkeep)	13,881	-	-	1,964	-	15,845
16 Southfield Road (upkeep)	10,387	-	-	1,486	-	11,873
Fabric (upkeep)	13,522	-	-	1,934	-	15,456
Churchfields (Churchyard)	13,000	-	-	-	-	13,000
	<u>195,790</u>	<u>-</u>	<u>-</u>	<u>5,384</u>	<u>-</u>	<u>201,174</u>

Investment income on these funds is applied as shown.

The Fabric fund represents accumulated donations and appeals for fabric maintenance, including funds for improving the toilet facilities, and also funds for enabling live streaming. The funds can only be spent for those purposes.

The Family worker fund represents accumulated grants and donations made to enable the employment of a family worker, less amounts expended. The funds can only be spent on that purpose.

Transfers of £954 and £1,000 were made from Parish Reserves towards the costs of organ maintenance and Church music.

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14 ANALYSIS OF NET ASSETS BY FUND	Unrestricted Funds	Restricted Funds	Endowmen t Funds	TOTAL FUNDS	
				2021 £	2020 £
Tangible Fixed Assets	£ 7,701	£ -	£ 135,000	142,701	135,000
Investments	529,740	-	66,174	595,914	524,232
Current assets	249,799	213,940	-	463,739	419,206
Current liabilities	(6,189)	(2,024)	-	(8,213)	(5,022)
	<u>781,051</u>	<u>211,916</u>	<u>201,174</u>	<u>1,194,141</u>	<u>1,073,416</u>