

**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 2022**

**Incumbent**

The Rev'd. André Hart  
The Vicarage, 44 Eastfield Road  
Bristol, BS9 4AG

**Bankers**

National Westminster Bank  
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 Graham Barsby  
34 Cote Lea Park, Westbury-on-Trym  
Bristol, BS9 4AH

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

## ANNUAL REPORT FOR 2022

### 1. 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.

Our vision is a church:

- **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**

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.

### 2. Objectives and Activities

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 this whilst complying with all Safeguarding requirements

Our activities in this past year, apart from the usual activities with the young and the old, have included some new initiatives. We have offered over this past year *Warm in Westbury* for those struggling with the cost-of-living crisis; the *Ukraine Hub* for refugees; *Space to Grieve* for those suffering bereavements; our *Learning Community Group* who have offered stimulating events on key current issues of faith and life, and finally, we have developed a project to renew our kitchen and toilets.

Most of the projects and activities are carried out by volunteers, although we pay a family worker, a part time parish secretary, a website/database administrator, and a Director of Music and an organist to maintain our strong tradition of church music.

### 3. Achievements and Performance

#### 3.1 Worship and Prayer

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

We currently have 239 people on our electoral roll (243 in 2021)

Our average attendance at morning Eucharists on a normal Sunday during 2022 was 120 adults and 8 under 16s, of whom 116 were communicants. Attendance on Sunday evenings ranged from 8 at simple Evensong to 43 at other services such as Solemn Evensong and Memorial Services.

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At Easter the number of communicants was 208 which included the Sunrise Service, a new venture for us which was well supported, 8am, 10am and 12am services. Our total attendance on Easter Sunday, including non-communicants and Solemn Evensong, was 274.

At Christmas the number of communicants was 216 for Midnight Mass and Christmas Day services with a total attendance of 355 adults and 66 under 16s. Our attendance at the Crib Service on Christmas Eve was 149 adults and 100 under 16s.

During the period before Christmas we held several special services both for our own congregation and the wider community, including the Advent Carol Service, Blue Christmas, Nine Lessons and Carols and two Memorial Carol Services for our local Funeral Directors. The overall attendance was 951 adults and 257 under 16s. We also held several school carol services with a total attendance of 726 adults and 466 under 16s.

Our Tea Time Church, met roughly once a month on a Sunday afternoon and averaged an attendance of 25 adults and 21 children at each session, ably led by our Family Worker, Georgie Mountjoy. Throughout the year we held several specially devised family services to encourage more young families to join us at the 10am service, most notably our Mothering Sunday service, when the school children joined us, and an end of year celebration in July when thank you cards that the TTC children had made were presented to all those who had helped with youth work during the year. One memorable event was iSingPop in June 2022 which we hosted in church. This is a Christian charity which seeks to promote Christian values within schools and they put on three electrifying and moving concerts involving the whole school and their parents.

We are grateful to Rob Wilson for recording our livestreaming figures each week which averaged out at around 98 each service though the figures went down during the year, partly due to people feeling more confident in coming back to church and partly due to problems with internet provision. The pew sheet was electronically sent out every week to 239 people. We also delivered on average 30 pew sheets with reflections and sermons each week to those who were housebound and took home communion to around 14 people each month.

As Covid restrictions eased, it was decided that Baptisms would be held on a Sunday at 12noon, following the 10am service, with members of the congregation encouraged to stay on and support the Baptism families. We had a total of 16 baptisms during the year and 2 that took place during the Confirmation service in November when Bishop Viv presided at our church.

We held 4 weddings and 14 funerals in church and a further 11 funerals at Canford Crematorium were conducted by our ministry team. We also had 14 burials of ashes in our churchyard.

House Groups continued to flourish throughout the year with 10 groups meeting monthly. We held joint Lent Groups with the Methodists and were pleased to be able to meet face to face again, rather than by zoom, to discuss their choice of course entitled Baggage and Treasures. During 2022 we developed a much closer relationship with our Methodist friends, creating more opportunities for joint worship.

We were pleased that, as Covid restrictions eased, we were able to return to a little more normality in our church lives. We established a pattern of weekday Eucharists on 4 days each week with an average weekly attendance of 22 communicants and we were able to hold Lent Lunches again. Masks became a matter of personal choice, although hand sanitising on entering the church was still encouraged, and on Easter Sunday we started the practice of the priest intincting the wafer so that the congregation could receive communion in both kinds.

The Queen's death on September 8<sup>th</sup> was marked with a service of prayer and reflection on Friday 9<sup>th</sup> September. From then until the funeral, the church displayed an official photograph of the Queen and people were invited to write their tributes and thoughts in a book of condolence.

Concern about climate change and our response to it again figured particularly during Creationtide in September with our second Environment Day and services with a special environment focus.

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

## **ANNUAL REPORT FOR 2022**

It was a joy to see normality largely restored as the months went by in 2022 and we look forward in 2023 to new challenges as we continue to reach out to our local community and provide a warm welcome and fellowship to all who come through our doors.

### **3.2 Diocesan Synod**

The Diocesan Synod has met on three occasions and the parish is represented by the Vicar and the Assistant Curate. A key element of its work has been the Diocesan Strategy '*Transforming Church. Together*' which is to be implemented in 2023. The PCC will use this strategy in its planning.

### **3.3 Bristol West Deanery Synod**

The Deanery Synod has met on three occasions and forms a good basis for cooperation and collaboration between the parishes helping to take the mission forward in this part of the city.

### **3.4 Church Building**

#### **3.4.1 The Church**

At each PCC meeting the PCC receives a report on fabric issues from Fabric Officer, Keith Yeandel, on behalf of the church wardens, and authorises necessary repairs once the Diocese has given permission to carry out the work on our Grade I listed church. At the start of each year the PCC receives an annual report on Management and Maintenance of the church fabric in accordance with its Management and Maintenance Policy.

Over the year the tower clock drive mechanism has been repaired and a replacement Saniflo toilet macerator fitted in the boiler room. The usual maintenance and safety checks have been made to the boiler, automatic sliding doors, the lift, the security alarm systems, fire extinguishers and the lightning conductor. Repairs have been made to the capping stones on the wall leading to the Parish Office and a replacement bike stand fitted as a result of a bicycle theft.

A faculty was granted in August for the reordering of St Paul's and St Peter's rooms to include the provision of 2 new toilets, one of which will be fully accessible. Detailed work to progress the project continued under the aegis of William Durman, the specifying architect and the Project Steering Group, with a view to works starting in early 2023.

#### **3.4.2 The Curate's House, 16 Southfield Road**

16 Southfield Road, our 'Curate's House', continued to be occupied by our Curate, Rev'd. Cheryl Hawkins.

#### **3.4.3 The College**

Westbury College & Gatehouse in College Road is leased by Holy Trinity Church from the National Trust on a lease that has another 32 years to run.

Fire and safety audits for the past year have been maintained in compliance with Regulations and general maintenance to keep the property in good order has been carried out by Paul Foster.

The premises are used only on a regular basis by the Air Cadets (2442 Squadron) but on a very ad-hoc requirement for Church functions.

### **3.5 Pastoral care**

The pastoral team has continued to offer support in a range of pastoral situations and has responded to individual needs as they have arisen. There have been some challenging pastoral situations during this period which have made this work quite demanding on our pastoral volunteers, but monthly meetings have enabled the team to support each other.

There has been a raised focus on mental health, with another mental health first aider trained and two Sunday services focusing on Mental Health, plus seeing how mental health underpins all that we do and offer as a pastoral team. Since the lifting of Covid restrictions, the team re-established home and hospital communions and nursing home services.

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Space to Grieve continued to flourish and the simple formula of tea and cake and a chance to chat seemed to be a source of comfort to those experiencing loss.

Prayer ministry support has continued to develop, with not only the visible prayers in the pew sheet, but also a confidential prayer chain, a renewing of the prayer tree space in Church and articles written on prayer and healing ministry in the Parish Magazine.

### **3.6 Safeguarding**

2022 has seen some further significant changes in the way the Church of England maintains safeguarding responsibilities. Alongside the development of role descriptions for volunteers, safely recruited documentation now has to be renewed on a 3 yearly basis (previously it was a 5 year cycle). We currently have 104 safely recruited volunteers and staff (68 of whom have been through a DBS process). Training refresh remains 3 yearly with more modules having been made available nationally on a virtual platform or face to face where possible. Our training compliance stands at around 75%, aiming to increase this to 80% during the next year. Here at Westbury we have developed utilisation of the ChurchSuite platform to ensure these processes are managed as efficiently as possible.

### **3.7 Mission and Outreach**

We are called to share in God's mission to the world so in all our activities we endeavour to reach out to our community. The cost-of-living crisis and energy crisis has shaped our mission and outreach this year. The refugees from Ukraine have been welcomed in the village and a weekly Welcome Hub set up for them in the Methodist church hall. Our work for the elderly continues with the weekly meeting of the Friendly Club. For the young people our Barton Camp restarted after a Covid induced absence. Our monthly Tea Time Church has flourished over this past year, thanks to our Family Worker and her team. We have supported directly as a church three charities They are Child Aid, Operation Noah and MentorMe. The committee also adopted Mission Direct as a new enabled charity. We made a pastoral visit to all the businesses in the High Street during Thy Kingdom Come to good effect. The Learning Community Group has staged some highly effective meetings in the village on key topics of faith and life with good support.

A new initiative was Warm in Westbury. With the cost of living crisis and the cold weather coming on, we received a grant through the Asda Foundation to help fund heating costs and offered a warm space with soup and a roll from 1<sup>st</sup> November. This brought some new faces into the church and was much appreciated.

Our Church School Academy sits at the heart of our mission as a church. The school is doing very well and negotiated the great challenges that Covid threw up. Our three Foundation Governors are currently The Vicar, Saral Maganji and Amanda Pritchard and we said goodbye to an excellent and long serving David McGregor. With our Headteacher, the Christian ethos of the school was lived out in all aspects of the school's life. During the years several trips were made to the church keeping a deep link to the school fresh. Regular weekly assemblies took place and also 'Open the Book' monthly coupled with significant engagement of our Family Worker with the parents and children.

### **3.8 Young People**

Sunday Club has run regularly for primary school age children with attendance mainly from children in the choir. The Sunday Club children and other young people in the choir and servers have led several 10 am Sunday morning services this year.

The Sunday Club team also ran the Epiphany Party and Good Friday Crafts for children and families.

Teatime Church has run monthly and continues to have a good attendance from young families,

The Open the Book team lead an assembly every 6 weeks at Westbury-on-Trym CE Academy.

Toddlers Together, our joint parent and toddler group with the Methodist Church, continues to run weekly in term time with volunteers from Holy Trinity running 2 out of every 3 weeks. This continues to have very good attendance with 20 families each week and about 50 families who are sometimes attenders.

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We took a group of 15 young people to Barton Camp this year for 2 nights and had a very successful weekend.

Georgina Mountjoy, our Family Worker, increased her hours in September 2022 to 15 hours a week in term time to support the many projects that she is involved in. The Redland Chapel Trust continues to partially fund Georgie's appointment and we are most grateful for their support.

The Youth team has supported Rev'd. Cheryl with the confirmation classes for young people and ran a very successful Escape Room in the church in December.

The Youth team contributed to the successful Environment morning in September and had a large attendance from families with children.

Servers continue to support Sunday morning worship with a small team of 4 young people.

### **3.9 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 5 different schools. They are ably supported by 15 adult choir members and together, through the weekly commitment to practices and the superb contribution to the services each Sunday, they both enhance worship and add greatly to the community outreach of the Church. The other choirs are the Trinity Singers, 16 selected experienced adult singers who sing Choral evensong once a month, and the Choral Group, made up of 15-20 members of the congregation, which is called on regularly to lead worship during choir holidays, quarterly Memorial and Worship and Praise services and occasional funerals and weddings.

The music recovered well after the pandemic and the choir quickly resumed their established schedule. The monthly organ recitals, Organ Elevenses, also resumed with audiences up to pre-pandemic levels.

Special events and services included a Palm Sunday performance of Chilcott's St John Passion, evensong in Gloucester Cathedral, a thanksgiving service for Her Majesty the Queen, the Deanery confirmation and the retirement service of Rev Rod Cosh at St Augustine Chapel at St Monica's Trust, Bristol.

The Director of Music, David Ogden, continues to have international recognition in church music. 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 whenever possible.

### **3.10 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 have been limited. Our relationship with the Methodist Church is strong and deepening with regular joint church council meetings and regular conversations on a closer relationship. With the local Methodist and Baptist Churches we made a joint application to Bristol City Council to set up and support the Ukraine Welcome Hub which opened on 1<sup>st</sup> June 2022 in Westbury Methodist Church.

Our Lent Course this year was an ecumenical one and we continue to have monthly shared worship during the year and weekly worship with Westbury Methodist Church during August.

### **3.11 Social Events/fellowship**

At last, we have managed a full year of activities with the minimum number of restrictions. Our first social event of the year was a quiz night with fish and chip supper held in the Scout hut in Great Bickeridge in February.

We provided refreshments at the Community Fair, making a real effort to adhere to the church's environmental policy by sourcing more eco-friendly packaging.

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In June we celebrated the Queen's Platinum Jubilee celebrations with a bring and share picnic in the churchyard and invited our Methodist friends to join us.

A very successful garden party was held in August, once more hosted by Ruth and Graham Barsby and we are very grateful to them for the use of their garden.

After last year's Harvest tea failed to attract young families, this year we had a lot of discussion with our Family worker prior to the event and the Harvest tea was a combined event with Teatime church, whereby the 'old' and the young had separate activities but came together for a short act of worship and the all-important tea! Positive feedback has been received and could be the basis for the future.

On Friday, December 2nd there was another very successful wine tasting, courtesy of Majestic wines and as usual this was sold out.

Fr André and Abi hosted several events in the vicarage garden, including one particularly for those who joined the church during lockdown to help them feel welcomed and integrated into our church fellowship.

### **3.12 Environmental action**

Our updated Environmental Policy was approved by PCC in January. Progress towards good practice was recognised by the silver 'Eco-Church' award in April. Over the year as a whole we focussed in various ways on environmental concerns and climate change in worship, established more sustainable purchasing and use of cleaning products, raised awareness amongst the congregation of issues and good practice, continued a programme of parish cycling expeditions, took part in the annual Gloucestershire Historic Churches 'Ride and Stride' event, and held a second successful 'Environment Day' in September. We also planted a tree as part of the Queen's Green Canopy initiative in our churchyard.

## **4. Financial Review**

The main source of ongoing funds during 2022 comprised planned giving through direct giving, envelopes and plate collections. The numbers attending Church has been increasing although open plate collections have not yet returned to their pre-Covid levels. 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 £124,657, over 5% up on last year. Other donations totalled £9,237, including donations for the employment of a family worker.

We are fortunate to receive legacies and grants from time to time and during 2021 legacies totalling £25,250 and grants of £6,785 were received.

The letting of the College Gatehouse was curtailed by the pandemic but is now picking up and we received £8,374.

The PCC hold endowment investments worth £61,029. 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 £467,381 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 2022 were £213,563, and on restricted funds were £17,657. £10,000 was received to be added to endowment funds.

£203,303 was spent to provide the Christian ministry from Holy Trinity Church, including the contribution of £124,040 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.

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The net results for the year (before gains on investments and transfers between funds) were a surplus of £10,260 on unrestricted funds and a deficit of £6,644 on our restricted funds.

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

### **4.1 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 £68,000. The balance of £86,660 held in the Parish and General Reserves (which are undesignated funds) at the year-end exceeded this target.

A further £642,292 of unrestricted reserves are held in designated funds. These include funds for the promotion of Church music (£31,415), and for the maintenance of the College (£2,882) and the Curates House (£44,970). The balance on the Peggy Guise legacy fund amounted to £553,244. Much of this has been invested to provide future income.

The restricted funds total £205,272 of which £195,013 is held for the upkeep of the fabric and £10,259 for the employment of a family worker.

The PCC also hold endowment funds of £206,029.

### **4.2 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:

- 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 quarterly 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.

## **5. 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 who stepped down at the APCM in May after 5 years of dedicated service, Patrick Harris who succeeded him, and Gina Eastman who was re-elected for another term. Becoming church warden meant that Patrick Harris stepped down from his position as PCC secretary at the APCM, and he has been replaced by Mark Bourne-Worster. 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, 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.

## **6. Parish Office**

Our Parish Administrator, Alison Bullock, completed her second year in the office in December 2022. Alison does an excellent job in managing the office and all the various tasks she undertakes. She presents as calm and efficient and deals with people in a caring, sympathetic but professional manner. She gets on well with people and has developed good working relationships with all.

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ChurchSuite has proved an asset to the office and we are continuing to explore how it can be used effectively to create systems that will make processes run more smoothly. One major advantage has been the use of the calendar in ChurchSuite which transfers automatically to the website and is a much more efficient way to ensure information is kept up to date and avoid clashes.

For some time we have been exercised in how to ensure that the website was kept up to date and information was presented in an interesting and accessible way. We also needed someone to keep the ChurchSuite database up to date. To this end we were delighted to interview and appoint Hilary Homer as database and website administrator. She started on 1<sup>st</sup> September, and has already made significant progress on both fronts.

We had been struggling with our printer for some time, frequently breaking down at the most inconvenient moments. Thanks to Gill Carter, we were pleased to have a new printer installed before Christmas which so far has proved reliable, produces good quality printing and has saved many hours of frustration all round.

The office remains a vital and indispensable part of parish life and we are grateful to Alison and Hilary for their outstanding work and to those who volunteer to fold pew sheets each week.

### **7. 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 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 9 times during the year with an average level of attendance of 13 members. 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.

### **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.

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

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PCC members who have served from 1st January 2022 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 (to APCM 2022)<br>Gina Eastman<br>Patrick Harris (from APCM 2022) |                              |
| Treasurer:                            | Gill Carter                                                                  |                              |
| Secretary:                            | Patrick Harris (to APCM 2022)<br>Mark Bourne-Worster (from APCM 2022)        |                              |
| PCC Vice Chair                        | Kate Hoare                                                                   |                              |
| Diocesan Synod:                       | The Rev'd. André Hart                                                        |                              |
| Representatives on the Deanery Synod: |                                                                              |                              |
|                                       | Kate Hoare                                                                   | Gill Howse                   |
|                                       | David McGregor                                                               | Keith Yeandel                |
| Elected Members:                      | Adrian Ailes                                                                 | Maggie Ainley (to APCM 2022) |
|                                       | Michael Bartlett                                                             | Mark Bourne-Worster          |
|                                       | Rachael Hill                                                                 | Christine Liddle             |
|                                       | Jane Hole-Jones (to APCM 2022)                                               | Jane Kearey (to APCM 2022)   |
|                                       | Saral Maganji                                                                | Dave Memery (from APCM 2022) |
|                                       | Alicia Rawlinson                                                             | Andy Renshaw                 |
|                                       | David Troughton                                                              | Rob Wilson                   |
| Parish Safeguarding Officer:          | Clare Waggett                                                                |                              |

Approved by the PCC on 17 April 2023 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 17 April 2023

# **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 2022**

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 2022.

### **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.

17 March 2023

.....  
Mr Graham Christopher Barsby  
(Retired Manager, HSBC Bank)  
34 Cote Lea Park  
Westbury-on-Trym  
Bristol  
BS9 4AH

Date

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

**STATEMENT OF FINANCIAL ACTIVITIES**

**For the year ended 31 December 2022**

|                                                        |      | Unrestricted<br>Funds | Restricted<br>Funds | Endowment<br>Funds | <b>TOTAL FUNDS</b> |                  |
|--------------------------------------------------------|------|-----------------------|---------------------|--------------------|--------------------|------------------|
|                                                        |      |                       |                     |                    | <b>2022</b>        | <b>2021</b>      |
|                                                        |      |                       |                     |                    | £                  | £                |
| <b>INCOME AND ENDOWMENTS FROM</b>                      |      |                       |                     |                    |                    |                  |
|                                                        | Note | £                     | £                   | £                  |                    |                  |
| Donations and legacies                                 | 2(a) | 171,930               | 16,141              | 10,000             | 198,071            | 236,277          |
| Other trading activities                               | 2(b) | 13,695                | 387                 | -                  | 14,082             | 4,862            |
| Church activities                                      | 2(c) | 8,397                 | -                   | -                  | 8,397              | 8,105            |
| Other                                                  | 2(d) | 2,342                 | -                   | -                  | 2,342              | 3,174            |
| Investments                                            | 2(e) | 17,199                | 1,129               | -                  | 18,328             | 14,681           |
| <b>TOTAL</b>                                           |      | <b>213,563</b>        | <b>17,657</b>       | <b>10,000</b>      | <b>241,220</b>     | <b>267,099</b>   |
| <b>EXPENDITURE ON</b>                                  |      |                       |                     |                    |                    |                  |
| Charitable activities                                  |      |                       |                     |                    |                    |                  |
| Missionary and charitable giving                       | 3(a) | 1,906                 | 2,925               | -                  | 4,831              | 3,695            |
| Church activities                                      | 3(b) | 193,507               | 19,065              | -                  | 212,572            | 196,200          |
| Major capital expenditure                              | 3(c) | -                     | 2,311               | -                  | 2,311              | 12,305           |
| Raising funds                                          | 3(d) | 7,890                 | -                   | -                  | 7,890              | 5,856            |
| <b>TOTAL</b>                                           |      | <b>203,303</b>        | <b>24,301</b>       | <b>-</b>           | <b>227,604</b>     | <b>218,056</b>   |
| <b>NET INCOME/EXPENDITURE BEFORE INVESTMENT GAINS</b>  |      | 10,260                | (6,644)             | 10,000             | 13,616             | 49,043           |
| <b>NET GAINS ON INVESTMENTS</b>                        | 4(b) | (62,359)              | -                   | (5,145)            | (67,504)           | 71,682           |
| <b>NET INCOME/EXPENDITURE</b>                          |      | (52,099)              | (6,644)             | 4,855              | (53,888)           | 120,725          |
| <b>TRANSFERS BETWEEN FUNDS</b>                         |      | -                     | -                   | -                  | -                  | -                |
| <b>NET MOVEMENT IN FUNDS</b>                           |      | (52,099)              | (6,644)             | 4,855              | (53,888)           | 120,725          |
| <b>RECONCILIATION OF FUNDS</b>                         |      |                       |                     |                    |                    |                  |
| <b>TOTAL FUNDS BROUGHT FORWARD AT 1 JANUARY 2022</b>   |      | 781,051               | 211,916             | 201,174            | 1,194,141          | 1,073,416        |
| <b>TOTAL FUNDS CARRIED FORWARD AT 31 DECEMBER 2022</b> |      | <b>728,952</b>        | <b>205,272</b>      | <b>206,029</b>     | <b>1,140,253</b>   | <b>1,194,141</b> |

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

**BALANCE SHEET  
AT 31 DECEMBER 2022**

|                                       | Note | 2022<br>£               | 2021<br>£               |
|---------------------------------------|------|-------------------------|-------------------------|
| <b>FIXED ASSETS</b>                   |      |                         |                         |
| Tangible fixed assets                 | 4(a) | 140,501                 | 142,701                 |
| Investment assets                     | 4(b) | 528,410                 | 595,914                 |
|                                       |      | <u>668,911</u>          | <u>738,615</u>          |
| <b>CURRENT ASSETS</b>                 |      |                         |                         |
| Stock                                 |      | 400                     | 400                     |
| Debtors                               | 5    | 23,291                  | 36,666                  |
| Short term deposits                   | 6    | 160,361                 | 144,441                 |
| Cash at bank and in hand              |      | 294,562                 | 282,232                 |
|                                       |      | <u>478,614</u>          | <u>463,739</u>          |
| <b>LIABILITIES</b>                    |      |                         |                         |
| Creditors falling due within one year | 7    | (7,272)                 | (8,213)                 |
| <b>NET CURRENT ASSETS</b>             |      | <u>471,342</u>          | <u>455,526</u>          |
| <b>NET ASSETS</b>                     |      | <u><u>1,140,253</u></u> | <u><u>1,194,141</u></u> |
| <b>FUNDS</b>                          | 12   |                         |                         |
| Unrestricted                          |      | 728,952                 | 781,051                 |
| Restricted                            |      | 205,272                 | 211,916                 |
| Endowments                            |      | 206,029                 | 201,174                 |
|                                       |      | <u><u>1,140,253</u></u> | <u><u>1,194,141</u></u> |

Approved by the Parochial Church Council on 17 April 2023 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 2022**

### **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 (2016) as the applicable accounting standards and the 2016 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.

The members of the PCC have carefully considered whether there are any material uncertainties that would affect the PCC's ability to continue as a going concern and are satisfied that the PCC remains a going concern.

### **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 2022**

**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 2022**

| 2022                         |                                             |                            |                          |                         | 2021           |                            |                          |                |
|------------------------------|---------------------------------------------|----------------------------|--------------------------|-------------------------|----------------|----------------------------|--------------------------|----------------|
| 2                            | INCOME AND<br>ENDOWMENTS                    | Unrest-<br>ricted<br>Funds | Rest-<br>ricted<br>Funds | Endow-<br>ment<br>Funds | TOTAL<br>FUNDS | Unrest-<br>ricted<br>Funds | Rest-<br>ricted<br>Funds | TOTAL<br>FUNDS |
|                              |                                             | £                          | £                        | £                       | £              | £                          | £                        | £              |
| (a) Donations and legacies   |                                             |                            |                          |                         |                |                            |                          |                |
|                              | Tax-efficient planned giving                | 104,868                    | -                        | -                       | 104,868        | 100,818                    | -                        | 100,818        |
|                              | Other planned giving                        | 7,050                      | -                        | -                       | 7,050          | 7,569                      | -                        | 7,569          |
|                              | Collections (open plate) at all<br>services | 8,856                      | -                        | -                       | 8,856          | 6,028                      | -                        | 6,028          |
|                              | Gift Aid envelopes (in plate)               | 3,883                      | -                        | -                       | 3,883          | 3,419                      | -                        | 3,419          |
|                              | All other recurring giving/donations        |                            |                          |                         |                |                            |                          |                |
|                              | Donations                                   | 1,651                      | 2,012                    | -                       | 3,663          | 3,162                      | 1,395                    | 4,557          |
|                              | Gift Days                                   | -                          | 1,704                    | -                       | 1,704          | -                          | 2,227                    | 2,227          |
|                              | Donations to Parish Share                   | -                          | -                        | -                       | -              | 500                        | -                        | 500            |
|                              | All non-recurring giving/donations          |                            |                          |                         |                |                            |                          |                |
|                              | Donations                                   | 500                        | 3,370                    | -                       | 3,870          | 208                        | 4,193                    | 4,401          |
|                              | Fabric - Toilet Appeal                      | -                          | -                        | -                       | -              | -                          | 148                      | 148            |
|                              | Fabric - Streaming                          | -                          | -                        | -                       | -              | -                          | 10,000                   | 10,000         |
|                              | Income tax recoverable                      | 30,543                     | 1,599                    | -                       | 32,142         | 27,500                     | 4,159                    | 31,659         |
|                              | Legacies                                    | 12,114                     | 3,136                    | 10,000                  | 25,250         | 19,766                     | 35,266                   | 55,032         |
|                              | Grants                                      | 2,465                      | 4,320                    | -                       | 6,785          | 599                        | 9,320                    | 9,919          |
|                              |                                             | 171,930                    | 16,141                   | 10,000                  | 198,071        | 169,569                    | 66,708                   | 236,277        |
| (b) Other trading activities |                                             |                            |                          |                         |                |                            |                          |                |
|                              | Fetes, bazaars & fund-raising<br>events     | 5,321                      | 387                      | -                       | 5,708          | 980                        | -                        | 980            |
|                              | College lettings                            | 8,374                      | -                        | -                       | 8,374          | 3,882                      | -                        | 3,882          |
|                              |                                             | 13,695                     | 387                      | -                       | 14,082         | 4,862                      | -                        | 4,862          |
| (c) Church activities        |                                             |                            |                          |                         |                |                            |                          |                |
|                              | Magazines                                   | 2,437                      | -                        | -                       | 2,437          | 2,257                      | -                        | 2,257          |
|                              | Fees                                        | 5,960                      | -                        | -                       | 5,960          | 5,848                      | -                        | 5,848          |
|                              |                                             | 8,397                      | -                        | -                       | 8,397          | 8,105                      | -                        | 8,105          |
| (d) Other                    |                                             |                            |                          |                         |                |                            |                          |                |
|                              | Feed in Tariff                              | 1,842                      | -                        | -                       | 1,842          | 2,674                      | -                        | 2,674          |
|                              | Rent receivable                             | 500                        | -                        | -                       | 500            | 500                        | -                        | 500            |
|                              |                                             | 2,342                      | -                        | -                       | 2,342          | 3,174                      | -                        | 3,174          |
| (e) Investments              |                                             |                            |                          |                         |                |                            |                          |                |
|                              | Dividends                                   | 14,638                     | 406                      | -                       | 15,044         | 14,152                     | 392                      | 14,544         |
|                              | Interest                                    | 2,561                      | 723                      | -                       | 3,284          | 122                        | 15                       | 137            |
|                              |                                             | 17,199                     | 1,129                    | -                       | 18,328         | 14,274                     | 407                      | 14,681         |
|                              |                                             |                            |                          |                         |                |                            |                          |                |
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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HOLY TRINITY, WESTBURY ON TRYM**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

|                                             | <b>2022</b>                |                          |                              | <b>2021</b>           |                      |                              |
|---------------------------------------------|----------------------------|--------------------------|------------------------------|-----------------------|----------------------|------------------------------|
| <b>3 RESOURCES USED</b>                     | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | <b>TOTAL<br/>FUNDS<br/>£</b> | Unrestricted<br>Funds | Restricted<br>Funds  | <b>TOTAL<br/>FUNDS<br/>£</b> |
| <i>(a) Missionary and charitable giving</i> |                            |                          |                              |                       |                      |                              |
| Overseas mission and Charities              | 1,388                      | 846                      | 2,234                        | 327                   | 885                  | 1,212                        |
| Home Mission and UK Charities               | 518                        | 2,079                    | 2,597                        | 714                   | 1,769                | 2,483                        |
|                                             | <u>1,906</u>               | <u>2,925</u>             | <u>4,831</u>                 | <u>1,041</u>          | <u>2,654</u>         | <u>3,695</u>                 |
| <i>(b) Church Activities</i>                |                            |                          |                              |                       |                      |                              |
| Ministry:                                   |                            |                          |                              |                       |                      |                              |
| Parish share                                | 124,020                    | -                        | 124,020                      | 126,000               | -                    | 126,000                      |
| Clergy expenses                             | 3,091                      | -                        | 3,091                        | 3,333                 | -                    | 3,333                        |
| Evangelism                                  | 541                        | -                        | 541                          | -                     | -                    | -                            |
| Church utilities                            | 7,469                      | -                        | 7,469                        | 4,428                 | -                    | 4,428                        |
| Service costs                               | 2,848                      | -                        | 2,848                        | 938                   | -                    | 938                          |
| Insurance                                   | 5,011                      | -                        | 5,011                        | 4,801                 | -                    | 4,801                        |
| Parish Secretary                            | 12,597                     | -                        | 12,597                       | 11,450                | -                    | 11,450                       |
| Web/database administrator                  | 1,020                      | -                        | 1,020                        | -                     | -                    | -                            |
| Parish office expenses                      | 7,505                      | -                        | 7,505                        | 7,614                 | -                    | 7,614                        |
| Bank charges                                | 401                        | -                        | 401                          | 371                   | -                    | 371                          |
| Church maintenance                          | 872                        | 7,411                    | 8,283                        | 1,055                 | 11,771               | 12,826                       |
| Depreciation                                | -                          | 2,200                    | 2,200                        | -                     | 1,100                | 1,100                        |
| Young Church                                | 1,066                      | -                        | 1,066                        | 880                   | -                    | 880                          |
| Family Worker                               | -                          | 9,454                    | 9,454                        | -                     | 7,915                | 7,915                        |
| Dues and gifts                              | 936                        | -                        | 936                          | 776                   | -                    | 776                          |
| Cost of events                              | 1,269                      | -                        | 1,269                        | 38                    | -                    | 38                           |
| Magazine and bookstall                      | 2,248                      | -                        | 2,248                        | 1,547                 | -                    | 1,547                        |
| Upkeep of churchyard                        | 9,589                      | -                        | 9,589                        | 453                   | -                    | 453                          |
| Director of Music                           | 9,240                      | -                        | 9,240                        | 9,240                 | -                    | 9,240                        |
| Other musical fees and expenses             | 3,784                      | -                        | 3,784                        | 2,490                 | -                    | 2,490                        |
|                                             | <u>193,507</u>             | <u>19,065</u>            | <u>212,572</u>               | <u>175,414</u>        | <u>20,786</u>        | <u>196,200</u>               |
| <i>(c) Major capital expenditure</i>        |                            |                          |                              |                       |                      |                              |
| Toilet reordering                           | -                          | 2,311                    | 2,311                        | -                     | -                    | -                            |
| Organ works                                 | -                          | -                        | -                            | 12,305                | -                    | 12,305                       |
|                                             | <u>-</u>                   | <u>2,311</u>             | <u>2,311</u>                 | <u>12,305</u>         | <u>-</u>             | <u>12,305</u>                |
| <i>(d) Raising funds</i>                    |                            |                          |                              |                       |                      |                              |
| College running expenses                    | 7,112                      | -                        | 7,112                        | 5,512                 | -                    | 5,512                        |
| Curate's house                              | 778                        | -                        | 778                          | 344                   | -                    | 344                          |
|                                             | <u>7,890</u>               | <u>-</u>                 | <u>7,890</u>                 | <u>5,856</u>          | <u>-</u>             | <u>5,856</u>                 |
|                                             |                            |                          |                              |                       |                      |                              |
| <b>TOTAL RESOURCES USED</b>                 | <b><u>203,303</u></b>      | <b><u>24,301</u></b>     | <b><u>227,604</u></b>        | <b><u>194,616</u></b> | <b><u>23,440</u></b> | <b><u>218,056</u></b>        |

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**For the year ended 31 December 2022**

**4 FIXED ASSETS**

| (a) <b>Property and Equipment</b> | Freehold Land<br>and Buildings | PV<br>Panels  | Fixtures and<br>Fittings | <b>TOTAL</b>   |                |
|-----------------------------------|--------------------------------|---------------|--------------------------|----------------|----------------|
|                                   |                                |               |                          | <b>2022</b>    | <b>2021</b>    |
| Cost                              |                                | £             | £                        | £              | £              |
| Balance at 31.12.21               | 135,000                        | 13,202        | 11,343                   | 159,545        | 150,744        |
| Additions                         | -                              | -             | -                        | -              | 8,801          |
| Balance at 31.12.22               | <u>135,000</u>                 | <u>13,202</u> | <u>11,343</u>            | <u>159,545</u> | <u>159,545</u> |
| Depreciation                      |                                |               |                          |                |                |
| Balance at 31.12.21               |                                | 13,202        | 3,642                    | 16,844         | 15,744         |
| Charge for the year               |                                | -             | 2,200                    | 2,200          | 1,100          |
|                                   |                                | <u>13,202</u> | <u>5,842</u>             | <u>19,044</u>  | <u>16,844</u>  |
| Net book value at 31.12.22        | <u>135,000</u>                 | -             | <u>5,501</u>             | <u>140,501</u> |                |
| Net book value at 31.12.21        | <u>135,000</u>                 | -             | <u>7,701</u>             |                | <u>142,701</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) <b>Investments</b>                                  | Cost<br>31.12.22<br>£ | Valuation<br>31.12.22<br>£ | Valuation<br>31.12.21<br>£ |
|---------------------------------------------------------|-----------------------|----------------------------|----------------------------|
|                                                         |                       |                            |                            |
| <b>Endowment Funds</b>                                  |                       |                            |                            |
| 1441.00 - CBF Investment Fund                           | 1,530                 | 29,773                     | 33,746                     |
| 3012.44 - COIF Charities Ethical Investment Fund Shares | 8,879                 | 8,256                      | 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>61,029</u>              | <u>66,174</u>              |
| <b>Unrestricted Funds</b>                               |                       |                            |                            |
| 22620.96 - CBF Investment Fund                          | <u>350,000</u>        | <u>467,381</u>             | <u>529,740</u>             |
|                                                         | <u>383,409</u>        | <u>528,410</u>             | <u>595,914</u>             |
|                                                         |                       | <u>(67,504)</u>            | <u>71,682</u>              |
| Increases/(decreases) in valuation                      |                       |                            |                            |
| <b>Summary</b>                                          | <b>Unrestricted</b>   | <b>Endowment</b>           | <b>Total</b>               |
|                                                         | £                     | £                          | £                          |
| Investments at carrying value brought forward           | 529,740               | 66,174                     | 595,914                    |
| Increases in valuation                                  | <u>(62,359)</u>       | <u>(5,145)</u>             | <u>(67,504)</u>            |
| Investments at carrying value carried forward           | <u>467,381</u>        | <u>61,029</u>              | <u>528,410</u>             |

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**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

|                                                               | 2022<br>£      | 2021<br>£      |
|---------------------------------------------------------------|----------------|----------------|
| <b>5 DEBTORS</b>                                              |                |                |
| Income Tax recoverable                                        | 12,457         | 14,066         |
| College Lettings                                              | 1,959          | 3,750          |
| Estate of Walter Finley                                       | 5,906          | 17,500         |
| Sundry debtors                                                | 2,969          | 1,350          |
|                                                               | <u>23,291</u>  | <u>36,666</u>  |
| <b>6 SHORT TERM DEPOSITS</b>                                  |                |                |
| Central Board of Finance                                      | <u>160,361</u> | <u>144,441</u> |
| <b>7 LIABILITIES</b>                                          |                |                |
| <b>AMOUNTS FALLING DUE WITHIN ONE YEAR</b>                    |                |                |
| Sundry creditors                                              | <u>7,272</u>   | <u>8,213</u>   |
| <b>8 LEGACIES</b>                                             |                |                |
| The following legacies were received during the year:         |                |                |
| Estate of Michael Hake, to be added to the Churchfields Trust | 10,000         | -              |
| Estate of John Brand                                          | 9,114          | -              |
| Estate of Patricia Johnson                                    | 3,000          | -              |
| Estate of Margaret Evelyn Poolman:                            | -              | 35,532         |
| Estate of Walter Finley                                       | 3,136          | 17,500         |
| Estate of Desmond Lewis                                       | -              | 1,000          |
| Estate of Kathleen Huggins                                    | -              | 1,000          |
|                                                               | <u>25,250</u>  | <u>55,032</u>  |

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

|                          |                                                                                                                                                                                                              |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Estate of Walter Finley: | 1% of his residuary estate shared between the fabric and churchyard funds<br>There is insufficient information to quantify the exact amount due but any residual payment is expected to be less than £1,000. |
| Estate of John Brand     | 100% of his residuary estate. This was received during the year.                                                                                                                                             |
| Estate of Roger Thomas   | 1% of his residuary estate to be used for the benefit and general purposes of the church. There is insufficient information to quantify the amount due.                                                      |

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
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**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

|                                           | 2022<br>£     | 2021<br>£     |
|-------------------------------------------|---------------|---------------|
| <b>9 MISSIONARY AND CHARITABLE GIVING</b> |               |               |
| <b>Overseas mission and Charities</b>     |               |               |
| ChildAid                                  | 1,043         | -             |
| Christian Aid                             | 624           | 162           |
| DEC Ukraine Humanitarian Fund             | 567           | -             |
| Tear Fund                                 | -             | 1,000         |
| USPG                                      | -             | 50            |
|                                           | <u>2,234</u>  | <u>1,212</u>  |
| <b>Home Mission and UK Charities</b>      |               |               |
| Operation Noah                            | 1,430         | 1,203         |
| MentorMe                                  | 1,043         | 1,000         |
| WomanKind                                 | 62            | -             |
| Tree Aid                                  | 62            | -             |
| One25                                     | -             | 180           |
| Gloucester Historic Churches Trust        | -             | 100           |
|                                           | <u>2,597</u>  | <u>2,483</u>  |
|                                           | <u>4,831</u>  | <u>3,695</u>  |
| <b>10 STAFF COSTS</b>                     |               |               |
| Salaries                                  | 22,002        | 17,511        |
| Pension contributions                     | 49            | 28            |
| Social security costs                     | -             | -             |
|                                           | <u>22,051</u> | <u>17,539</u> |
| <br>Average number of staff               | <br><u>2</u>  | <br><u>2</u>  |

**11 TRANSACTIONS INVOLVING MEMBERS OF THE PCC**

Rev'd. Andre Hart and Rev'd. Cheryl Hawkins received expenses of £1,301 and £801 respectively (2021 £2,202 and £807). This was in respect of equipment, travel, telephone, hospitality, training and development. No other member of the PCC received any expenses or remuneration.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
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**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

|                                | At 1<br>January<br>2022<br>£ | Income<br>£    | Expend-<br>iture<br>£ | Gains on<br>Invest-<br>ments<br>£ | Transfer<br>Between<br>Funds<br>£ | At 31<br>December<br>2022<br>£ |
|--------------------------------|------------------------------|----------------|-----------------------|-----------------------------------|-----------------------------------|--------------------------------|
| <b>12 FUNDS</b>                |                              |                |                       |                                   |                                   |                                |
| <b>Unrestricted</b>            |                              |                |                       |                                   |                                   |                                |
| Parish Reserves                | 60,396                       | 186,821        | (182,570)             | -                                 | (9,396)                           | 55,251                         |
| Organ Maintenance              | -                            | -              | (504)                 | -                                 | 504                               | -                              |
| Church music & choir           | 30,113                       | 2,466          | (2,164)               | -                                 | 1,000                             | 31,415                         |
| Churchyard                     | 647                          | 512            | (9,589)               | -                                 | 8,430                             | -                              |
| Clergy House                   | 45,436                       | 312            | (778)                 | -                                 | -                                 | 44,970                         |
| College                        | 1,620                        | 8,374          | (7,112)               | -                                 | -                                 | 2,882                          |
| Custodial                      | 1,619                        | -              | (86)                  | -                                 | (538)                             | 995                            |
| Redland Trust                  | 4,082                        | -              | -                     | -                                 | -                                 | 4,082                          |
| Guise Legacy fund              | 601,025                      | 15,078         | (500)                 | (62,359)                          | -                                 | 553,244                        |
| Fabric (unrestricted)          | 4,704                        | -              | -                     | -                                 | -                                 | 4,704                          |
| General Reserves               | 31,409                       | -              | -                     | -                                 | -                                 | 31,409                         |
|                                | <u>781,051</u>               | <u>213,563</u> | <u>(203,303)</u>      | <u>(62,359)</u>                   | <u>-</u>                          | <u>728,952</u>                 |
| <b>Restricted</b>              |                              |                |                       |                                   |                                   |                                |
| Fabric                         | 200,169                      | 6,766          | (11,922)              | -                                 | -                                 | 195,013                        |
| Family worker                  | 11,747                       | 7,966          | (9,454)               | -                                 | -                                 | 10,259                         |
| Other                          | -                            | 2,925          | (2,925)               | -                                 | -                                 | -                              |
|                                | <u>211,916</u>               | <u>17,657</u>  | <u>(24,301)</u>       | <u>-</u>                          | <u>-</u>                          | <u>205,272</u>                 |
| <b>Endowment</b>               |                              |                |                       |                                   |                                   |                                |
| 16 Southfield Road             | 135,000                      | -              | -                     | -                                 | -                                 | 135,000                        |
| Adeline Margaret (for church m | 10,000                       | -              | -                     | -                                 | -                                 | 10,000                         |
| Churchyard (upkeep)            | 15,845                       | -              | -                     | (1,928)                           | -                                 | 13,917                         |
| 16 Southfield Road (upkeep)    | 11,873                       | -              | -                     | (1,398)                           | -                                 | 10,475                         |
| Fabric (upkeep)                | 15,456                       | -              | -                     | (1,819)                           | -                                 | 13,637                         |
| Churchfields (Churchyard)      | 13,000                       | 10,000         | -                     | -                                 | -                                 | 23,000                         |
|                                | <u>201,174</u>               | <u>10,000</u>  | <u>-</u>              | <u>(5,145)</u>                    | <u>-</u>                          | <u>206,029</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 £504, £1,000 and £8,430 were made from Parish Reserves towards the costs of organ maintenance, Church music and maintenance of the Churchyard.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
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**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

| 13 ANALYSIS OF NET ASSETS BY FUND | Unrestricted Funds | Restricted Funds | Endowment Funds | TOTAL FUNDS      |                  |
|-----------------------------------|--------------------|------------------|-----------------|------------------|------------------|
|                                   |                    |                  |                 | 2022             | 2021             |
|                                   | £                  | £                | £               | £                | £                |
| Tangible Fixed Assets             | 5,501              | -                | 135,000         | 140,501          | 142,701          |
| Investments                       | 467,381            | -                | 61,029          | 528,410          | 595,914          |
| Current assets                    | 261,371            | 207,243          | 10,000          | 478,614          | 463,739          |
| Current liabilities               | (5,301)            | (1,971)          | -               | (7,272)          | (8,213)          |
|                                   | <u>728,952</u>     | <u>205,272</u>   | <u>206,029</u>  | <u>1,140,253</u> | <u>1,194,141</u> |