

**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 2024**

**Incumbent**

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

**Bankers**

National Westminster Bank  
250 Bishopsgate  
London, EC2M 4AA  
CAF Bank Ltd  
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**Independent Examiner**

Mr Graham Barsby  
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Registered Charity Number 1128488

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

## ANNUAL REPORT FOR 2024

### 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

As well as the usual activities with the young and the old, we have continued with some recent initiatives. Our Café in the Church has become very popular coffee and chat on Wednesday morning every week and *Space to Grieve* for those suffering bereavements has been of great value to participants. Our Learning Community Group provided several challenging evening sessions on themes intended to help us understand the scriptures better, with a talk on Forgiveness by Dr Cherry being particularly well received. In partnership with Westbury Methodist Church, we support the flourishing *Toddlers Together* Group on a Thursday morning and the *Friendly Club* for older people. We continued to support the Ukrainian Hub for refugees in the first half of the year until the need decreased. English lessons and a Saturday school for refugees' cultural development continue. We completed the work on our major project to renew our toilets and reorder St Paul's and St Peter's rooms and the parish office and boiler room was renovated and reroofed.

A significant activity in the year was our pilgrimage to Oxford over two days, connecting up with our links to Oxford and our great benefactor Bishop John Carpenter of Oriel College. Cyclists rode over two days and a walk was made on the final day to Christ Church Cathedral where we were warmly welcomed by the Dean concluding with a service of Evensong.

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, a Director of Music and an organist to maintain our strong tradition of church music.

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

## ANNUAL REPORT FOR 2024

### 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, our Assistant Curate, the Rev'd Cheryl Hawkins and our three Licensed Lay Ministers, Lyn Horscroft, Dianne Yeandel and Portia Chorlton. Rev'd Cheryl Hawkins left us in May 2024 to become Vicar of Burnham on Sea parish in the Diocese of Bath and Wells. After saying farewell and attending her induction we welcomed Cheryl back in October for her wedding to her husband Matthew - a joyous occasion for all.

We currently have 255 people on our Electoral Roll, 76 of whom were not resident in the parish (238 in 2023).

Our average attendance at morning Eucharists was 127 on a normal Sunday during 2024 and 5 under 16s, of whom 127 were communicants. 147 is the total people attending on a Sunday, which includes Evensong.

At Easter the number of communicants was 201 which included the Vigil Service on Easter Eve and the 8am, 10am, 12a, services on Easter Day. Our total attendance, including non-communicants, U16s and Solemn Evensong was 294.

During Advent we held several special services. both for our own congregation and the wider community, including the Advent Carol Service, Christingle, Blue Christmas, Nine Lessons and Carols, two Memorial Services for our local Funeral Directors and a Carol Service for the Bristol and Gloucestershire Wing Cadets. The overall attendance was 779 adults and 107 U16s. We also held school carol services for Redmaids School and Westbury Academy with a total attendance of 472. Badminton School attended a service of remembrance on 12<sup>th</sup> November

At Christmas the number of communicants was 302 for both Midnight Mass and the three eucharists on Christmas Day; including the crib service on Christmas Eve, there was a total attendance of 511, including children at our Christmas services.

Our Teatime Church, which met roughly once a month on a Sunday afternoon, averaged an attendance of 50-60 attendees per service and now has over 200 people on the Teatime Church database who receive the monthly Teatime Church newsletter which Georgie produces and circulates each month. Teatime Church is an established, growing congregation in itself but also participates in special 10am services on Mothering Sunday and Christmas and has become an established part of the church's Harvest Supper annual event (with 79 attendees from Teatime Church and Westbury-on-Trym CE Academy Choir). Westbury-on-Trym CE Academy Choir also participated in the Mothering Sunday Service.

We are grateful to the team of technical experts for recording our livestreaming figures each week which averaged out at around 91 each 10am service with around 140 for major festival services. We still have some problems with internet provision which hopefully will be solved in the coming year. The service sheet was electronically sent out every week to 223 recipients via ChurchSuite. We also posted out 3 copies and hand delivered around 25 pew sheets with reflections and sermons each week to those who were housebound, and took home communion to an average of 26 people each month. The clergy visit four local Residential/Nursing Homes each month with an average total of 41 residents attending the services.

We continued the practice of holding Baptisms Services at 12.15 after the 10am service on a Sunday, with members of the congregation encouraged to stay on and support the Baptism families. We had a total of 13 children and 4 adults baptised for Confirmation during the year. We had 7 candidates confirmed during the year. We held 3 weddings and 8 funerals in church and a further 7 funerals at Canford Crematorium plus 14 interments of ashes in the churchyard conducted by our ministry team.

House Groups continued to flourish throughout the year with 8 groups meeting monthly. We held joint Lent Groups with the Methodists, choosing a course called not a Tame Lion, based on CS Lewis' book,

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

## **ANNUAL REPORT FOR 2024**

The Lion, the Witch and the Wardrobe.

Throughout 2024 we continued to hold weekday Eucharists on 4 days each week, with a Walsingham Mass on the first Monday of each month. The average weekly attendance was 22 communicants. Lent Lunches were held with around 25 to 30 attending and a member of our ministry team providing a short reflection over coffee.

In January, we were delighted to support the annual Methodist Covenant Service at the Methodist Church with Teddy Kalongo, the Methodist minister, leading the service. We continued to hold united services once a month and to explore new ways of worshipping together.

During “Thy Kingdom Come”, the period set aside for prayer between Ascension Day and Pentecost, we held a series of hour long prayer sessions led by some of our clergy team, lay volunteers, Ian Taylor from Emmanuel Church and Teddy Kalongo, the Methodist minister. The period ended with an informal service of Worship and Praise on the evening of Pentecost Sunday.

Our Evening Services were a mixture of Simple Evensongs, Choral and Solemn Evensongs, Memorial Services and informal Worship and Praise services. We hosted the Cadets Annual Service in February and, during Creationtide in September, we held a special service focusing on the environment and the challenges of climate change.

On 31<sup>st</sup> May some of the congregation set off on a Pilgrimage to Oxford, some cycling over two days and others walking on the last day. Oxford Cathedral staff welcomed us warmly and we joined them for a special Choral Evensong.

After considerable efforts to comply with the requirements of Bristol City Council, we were pleased to be able to hold our annual Remembrance Sunday Service at the War Memorial where over 2,000 people attended to mark the occasion.

Healing Ministry is offered once a month after Sunday 10.00 service and for the forth year a Blue Christmas service took place with some of those attending not being from the regular congregation. Monthly Nursing home services are now fully re-established, although this has been challenging with some homes due to staff turn over.

Our church community continued to flourish throughout 2024 with several new faces joining the congregation. We continue to reach out to our local community seeking to 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 Assistant Curate. A key element of its work has been the Diocesan Strategy, ‘Transforming Church. Together,’ which is now in the process of implementation across the diocese. Transforming Church. Together is the Synod-approved strategy for five years and is encouraging us to review and reflect on our plans for the future; to determine what it means at parish level and to discern which elements are relevant, and possible, in a local context. The core threads of the strategy are:

- Cultivating belonging in our communities; Introducing people to the powerful message of Jesus;
- Being recognised as a force for Gospel change;
- Building an environmentally sustainable diocese and securing the future of the Church.

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

The Deanery Synod met three times. In March discussions focussed on what we mean by volunteers, and the different roles played by members of worshipping communities both within and outside the church. In May the meeting considered life events and how to support them effectively. In October discussion was led by Rev’d Andy Murray, Dean of Priority Communities on intentional Mission and Discipleship. At all meetings updates were given on the Deanery’s Uganda link, especially support for the Kitgum clinic.

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

## **ANNUAL REPORT FOR 2024**

### **3.4 Church Buildings**

#### **3.4.1 The Church**

At each PCC meeting the PCC receives a report on fabric issues from the 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 clock chimes have been silenced between 10pm and 7am. The usual maintenance and safety checks have been made to the automatic sliding doors, the lift, the security alarm systems, fire extinguishers and the lightning conductor. Repairs to the heating system were carried out and the carpet in the Sanctuary replaced. A Bellringing Peal Board was commissioned to celebrate the Coronation, and the broken tenor bell clapper was replaced. The Parish Office and boiler room roofs were replaced and repairs made to the Sacristy roof, both as a result of water ingress. The PCC agreed to replace the Parish Office door with a new oak door and frame. A 3-phase electrical supply has been ordered of which a £10,000 grant has been received from the Diocese towards the cost of £11,359. Paul Foster has renovated the bell tower doors, sacristy door, West doors and crypt door.

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

16 Southfield Road, our 'Curate's House', continued to be occupied by our Assistant Curate, Rev'd. Cheryl Hawkins until May 2024. Then a private tenant moved in on a contract finishing at the end of February 2025. We have plans to renovate the kitchen and bathroom of the property in 2025.

#### **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 29 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 on a regular basis only by the Air Cadets (2442 Squadron) and on a very ad-hoc requirement for Church functions.

### **3.5 Pastoral care**

The pastoral team has continued to offer support in home, hospital and nursing home situations, and has responded to individual needs as they have arisen. Regular leadership team meetings have enabled not only consideration and support of personal needs of volunteers and those whom we have contact with, but also prayerful consideration of how best to use our pastoral resources and where growth or change might be beneficial.

The Dementia Awareness Group consists of a team of 5 and has been meeting for a few months now with the objective of working through the audit that was started back in the summer (led by our previous curate Rev'd Cheryl) on becoming a Dementia Friendly Church. There are four categories that are being considered: Buildings, Pastoral, Services and Activities and Community Networks.

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

Prayer ministry support continues to develop, with not only the visible prayers in the pew sheet, but also the confidential prayer chain. The prayer tree space in the Lady Chapel continues to have many prayers written and left, and the prayers cards available to take away have recently been restocked, demonstrating that this is an aspect of our ministry which is appreciated and well used.

### **3.6 Safeguarding**

Our safe recruitment and training compliance stands at around 92%, a further improvement on the previous year. Nearly all volunteers in our church now have role descriptions and many have

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

## ANNUAL REPORT FOR 2024

undertaken their safeguarding training – Thanks to ALL. We continue to review and ensure the activities of the church and those who make use of our facilities and buildings.

Our policies and processes continue to be updated and improved and thanks go to the small recruitment team, wardens and PCC for liaising with the volunteers and supporting this work. As ever, it is all our responsibilities to recognise the important part we all have to play in safeguarding ourselves, each other and our community.

### 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 continued to shape our mission and outreach this year.

The Welcome Hub which ran weekly for members of the Ukrainian community in the Methodist Church hall became the first Ukrainian school in Bristol when it opened its doors in May, the school which runs on Saturday mornings has a goal of preserving the Ukrainian language and culture for new families arriving in the city to escape the war in their homeland. A few members of our congregation continue to support the school.

Our work for the elderly continues with the weekly meeting of the Friendly Club. For the young people our Barton Camp was a success this year.

Our monthly Tea Time Church has flourished over this past year, thanks to our Family Worker and her team.

We have directly supported three charities. They are Child Aid, One25 Charity and St John of Jerusalem Eye Hospital. We made a pastoral visit to all the businesses in the High Street with Emmanuel Church during 'Thy Kingdom Come' to good effect.

Café in the Church has gone from strength to strength with committed members of the church offering a welcome to all. Tesco and the Coop help to fund the supply of consumables. 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 despite the challenges of financial constraints from central government which have put the work of the school under much pressure. Our three Foundation Governors are currently The Vicar, Susan Green and Stephanie Pritchett. With our Headteacher, the Christian ethos of the school was lived out in all aspects of the school's life. During the year 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 by our Family Worker with the parents and children.

### 3.8 Young People

Thanks to the hard work and inspiration of Georgina Mountjoy, our family worker, we have a rich and varied provision for children and young people some of which is celebrated below:

Teatime Church is an established, growing congregation with an average of 50-60 attendees. Feedback from the congregation is very positive and the congregation continues to grow. There are over 200 people on the Teatime Church database who receive the monthly Teatime Church newsletter which Georgie produces and circulates each month. Georgie maintains the website, communication, admin and advertising and updates the parish through the pew sheet and Parish Magazine.

Toddlers Together, our church parent and toddler group run with The Methodist Church, is still a popular, very well attended group that continues to support the community effectively. Georgie has recently updated the Risk Assessment and we have taken on more volunteers to help run the sessions. Georgie maintains the website, communication, admin and advertising.

Sunday Club (led by Deborah) continues to run regularly for primary school age. There is an established leadership team in place. Sunday Club children helped to lead a special Christmas service along with volunteers from Teatime Church.

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

## **ANNUAL REPORT FOR 2024**

Open the Book has had a hugely successful year with assemblies every term at Westbury-on-Trym CE Academy based on their termly theme, as well as special Christmas performances in a range of other local schools. The team has helped to get other OTB teams up and running. Georgie maintains the school-links and admin for OTB.

The youth team took a group of young people to Barton Camp this year for one night and two days and had a very successful weekend.

Worship 4 All is a new, intergenerational music-based service that we launched in 2024. We hope that it will prove popular with young people/those who have moved on from Teatime Church. Georgie, Deborah and André have been planning these services and we hope they continue to grow in 2025.

Georgie continues to maintain strong links with Westbury-on-Trym CE Academy, working alongside the teachers to coordinate services such as the Christingle service, Harvest and Mothering Sunday. She has supported class visits to the church and has created a range of resources to facilitate this. She continues to support the aims of the Church-School Partnership (which we were awarded in 2022) and recently assisted the school with its SIAMS inspection.

Georgie has also attended baptism services and communicated with baptism families before and after their baptism services. Baptism families still attend Teatime Church to receive their baptism certificates and many have remained as part of the congregation. Baptism families receive Family Bibles and baptism bears at services and Georgie is organising a Teddy Bears' Picnic in 2025 for baptism families.

The Redland Chapel Trust continues to partially fund Georgie's appointment and we are most grateful for their support.

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

Westbury on Trym Primary Academy continues to have 3 Foundation Governors from the Church and is to be congratulated on an excellent SIAMS inspection judgement commending the Governance in particular.

### **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 20 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, 20 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, most notably for the wedding of Rev Cheryl Hawkins in October.

The choir have a busy and established schedule and the church hosts regular concerts including the monthly Saturday morning organ recitals, Organ Elevenses, which are always well attended. Special events and services include a Palm Sunday performance of Chilcott's St John Passion with the three church choirs joined by local choir, Westbury Singers.

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.

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

## **ANNUAL REPORT FOR 2024**

We shared together in the Covenant Service in our church. Our principal ecumenical service is the annual Remembrance Sunday service in the village where a few thousand people of the village gather. The service is shared between five local churches.

Our Lent Course this year was an ecumenical one and we continue to hold monthly united evensong services at Holy Trinity on the last Sunday of the month. What has been brought forth by the Methodist Church is a consultation with all stake holders in the village to work together and discern how the church and the hall can be developed in the future for the benefit of the mission of the church and the community. This is ongoing.

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

At this year's Community Fair we served tea/coffee in the morning and rolls and homemade cakes for lunch in the new St Paul's room kitchen. We have provided new crockery for the kitchen from our funds.

The following day, being Rogation Sunday, we reinstituted our Beating the bounds walk, enjoying a picnic on the Downs and finishing with a cream tea at Lorna and Andy's, with walkers doing as much or as little as they wished.

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 and this seems to be a formula which works well.

On Saturday, December 2<sup>nd</sup>, Sallie organised a Christmas wreath making, a new venture, which was very popular and one to repeat, and, after a few years without, mulled wine and mince pies were served after the Nine Lessons and Carols service.

As always, our aim is to provide opportunities for us to get together socially and we would always welcome suggestions for future events.

### **3.12 Environmental action**

Good progress has continued to be maintained in the past year towards meeting the varied objectives of our Environmental Policy, except in the area of gas and electricity consumption, where the encouraging downward trend of recent years has levelled off in 2024. This is in accordance with the Diocesan target of becoming net zero by 2030, which means that we shall not be able to replace our gas boilers in the future. We also initiated plans to upgrade our electricity supply to make this possible, for which we received a Diocesan grant of £10,000 towards the cost.

Some members of the congregation took part in a project with Sustainable Westbury-on-Trym to see how awareness of energy usage might be raised, and we introduced a pilot blister pack recycling scheme. The Diocesan Environmental officer spoke at our Environment Day service in June and we held a themed Worship and Praise service in September.

Environment objectives were regularly promoted through magazine articles and display material in church.

## **4. Financial Review**

The main source of ongoing funds during 2024 comprised planned giving through direct giving, envelopes, digital giving and plate collections. We have a permanently enabled contactless donation station in Church which has proved popular with both regular attendees and also occasional visitors. Of collections at all services over 60% (£7,611 out of total collections of £12,213) was received via the card reader compared to just under 50% in 2023. Planned giving and collections at services totalled £136,802, 4% up on last year. Other donations totalled £17,802, including donations from the Westbury Ringers.

We are fortunate to receive legacies and grants from time to time and during 2024 legacies totalling £34,878 and grants of £45,469 were received.

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

## **ANNUAL REPORT FOR 2024**

The letting of the College Gatehouse continues and we received £8,400. We have also let the Curate's house, 16 Southfield Road, whilst we are without a curate, and received £8,400.

The PCC hold endowment investments worth £75,636. 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 £523,058 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 2024 were £244,659, and on restricted funds were £86,093.

£196,044 was spent to provide the Christian ministry from Holy Trinity Church, including the contribution of £102,000 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 and were pleased to be able to contribute more than the requested amount.

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 surpluses of £60,319 on unrestricted funds and £30,650 on restricted funds.

At the end of the year the total funds were £1,056,108.

### **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 £65,000. The balance of £105,560 held in the Parish and General Reserves (which are undesignated funds) at the year-end exceeded this target.

A further £727,464 of unrestricted reserves are held in designated funds. These include funds for the promotion of Church music (£4,271), and for the maintenance of the College (£4,632) and the Curate's House (£51,360). The balance on the Peggy Guise legacy fund amounted to £637,563. Much of this has been invested to provide future income.

The restricted funds include £4,551 for the upkeep of the fabric and £7,897 donated by the Westbury Bellringers.

The PCC also hold endowment funds of £210,636.

### **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 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.

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

## **ANNUAL REPORT FOR 2024**

### **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. We are particularly indebted to our church wardens, Gina Eastman who stepped down after 3 1/2 years of dedicated service, Kate Hoare who succeeded her and Patrick Harris who was re-elected for another term. Thanks are also due to Gill Carter who has helped us all to understand the church's accounts and its finances, to Keith Yeandel for his unstinting effort to maintain our buildings, to David McGregor who succeeded Kate Hoare as PCC vice-chair, to PCC members and to 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, Lyn Horscroft and Portia Chorlton.

### **6. Parish Office**

Our Parish Administrator, Alison Bullock, completed her fourth year in the office in December 2024 and continues to fulfil her tasks diligently and efficiently. Alison does an excellent job in managing the office and all the various tasks she undertakes. A new PC and monitor was installed during the year. Internet access still proved a problem from time to time, but in the main has been much better than the previous year.

ChurchSuite continues to prove an asset to the office and is used in multiple ways both as a database and as a means of making processes more efficient. The pew sheet and the magazine are now sent out electronically via ChurchSuite to those who are happy to receive them on line. The ChurchSuite calendar is invaluable for entering events and meetings which avoids clashes and can be automatically fed through to the website. Some safeguarding administration can be managed through ChurchSuite and various flows are being set up to aid administrative efficiency. Various groups are exploring using ChurchSuite for communication purposes and it is hoped to develop this further.

Our database and website administrator, Hilary Homer, continues to manage the website, keeping information up to date and accessible, highlighting current events as appropriate and making sure that seasonal information is easy to access. Her presentation skills have given the website a much more user friendly feel. She continues to manage the office pages of the magazine.

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), Assistant 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 7 times during the year with an average level of attendance of 14 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:** Our Youth and Children's leaders oversee many successful activities referred to in 3.8 above.

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

## ANNUAL REPORT FOR 2024

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: Encourages the mission of the church locally and globally. It manages the Mission Gift Day and reviews the list of the enabled charities/mission agencies we support as a church each year. It initiates and monitors various activities of the church that reach out to our community in love and service. It 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.

PCC members who have served from 1st January 2024 until the date this report was approved are:

|                                       |                                                                                                         |                                                                                                                                                                 |
|---------------------------------------|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Incumbent:                            | The Rev'd. André Hart, Chair                                                                            |                                                                                                                                                                 |
| Assistant Curate                      | The Rev'd. Cheryl Hawkins to May 2024                                                                   |                                                                                                                                                                 |
| Wardens:                              | Gina Eastman (to APCM 2024)<br>Kate Hoare (from APCM 2024)                                              | Patrick Harris                                                                                                                                                  |
| Treasurer:                            | Gill Carter                                                                                             |                                                                                                                                                                 |
| Secretary:                            | Lucy Penn from September 2024,                                                                          |                                                                                                                                                                 |
| PCC Vice Chair                        | Kate Hoare (to APCM 2024)<br>David McGregor (from APCM 2024)                                            |                                                                                                                                                                 |
| Diocesan Synod:                       | The Rev'd. André Hart                                                                                   |                                                                                                                                                                 |
| Representatives on the Deanery Synod: | Kate Hoare<br>David McGregor                                                                            | Gill Howse<br>Keith Yeandel                                                                                                                                     |
| Elected Members:                      | Adrian Ailes<br>Mark Bourne-Worster<br>Christine Liddle<br>Dave Memery<br>David Troughton<br>Rob Wilson | Marianne Ailes (from APCM 2024)<br>Alison Burton<br>Saral Maganji (to APCM 2024)<br>Andy Renshaw (to APCM 2024)<br>Sam Turner<br>Clare Waggett (from APCM 2024) |
| Parish Safeguarding Officer:          | Clare Waggett                                                                                           |                                                                                                                                                                 |

Approved by the PCC on 13 April 2025

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

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

## **ANNUAL REPORT FOR 2024**

### **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, Patrick Harris, Churchwarden

Dated 13 April 2025

# **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 2024**

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 2024.

## **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.

Graham Barsby

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

13 April 2025

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

**STATEMENT OF FINANCIAL ACTIVITIES**

**For the year ended 31 December 2024**

|                                                        |      | Unrestricted<br>Funds | Restricted<br>Funds | Endowment<br>Funds | <b>TOTAL FUNDS</b> |                |
|--------------------------------------------------------|------|-----------------------|---------------------|--------------------|--------------------|----------------|
|                                                        |      |                       |                     |                    | <b>2024</b>        | <b>2023</b>    |
|                                                        |      | £                     | £                   | £                  | £                  | £              |
| <b>INCOME AND ENDOWMENTS FROM</b>                      |      |                       |                     |                    |                    |                |
|                                                        | Note |                       |                     |                    |                    |                |
| Donations and legacies                                 | 2(a) | 182,488               | 54,998              | -                  | 237,486            | 183,391        |
| Other trading activities                               | 2(b) | 23,046                | -                   | -                  | 23,046             | 15,117         |
| Church activities                                      | 2(c) | 8,628                 | -                   | -                  | 8,628              | 9,535          |
| Other                                                  | 2(d) | 2,647                 | 30,584              | -                  | 33,231             | 12,698         |
| Investments                                            | 2(e) | 27,850                | 511                 | -                  | 28,361             | 27,172         |
| <b>TOTAL</b>                                           |      | <b>244,659</b>        | <b>86,093</b>       | <b>-</b>           | <b>330,752</b>     | <b>247,913</b> |
| <b>EXPENDITURE ON</b>                                  |      |                       |                     |                    |                    |                |
| Charitable activities                                  |      |                       |                     |                    |                    |                |
| Missionary and charitable giving                       | 3(a) | 2,791                 | 3,622               | -                  | 6,413              | 5,645          |
| Church activities                                      | 3(b) | 179,953               | 51,821              | -                  | 231,774            | 212,798        |
| Major capital expenditure                              | 3(c) | -                     | -                   | -                  | -                  | 241,738        |
| Raising funds                                          | 3(d) | 13,300                | -                   | -                  | 13,300             | 11,426         |
| <b>TOTAL</b>                                           |      | <b>196,044</b>        | <b>55,443</b>       | <b>-</b>           | <b>251,487</b>     | <b>471,607</b> |
| <b>NET INCOME/EXPENDITURE BEFORE INVESTMENT GAINS</b>  |      | 48,615                | 30,650              | -                  | 79,265             | (223,694)      |
| <b>NET GAINS ON INVESTMENTS</b>                        | 4(b) | 11,704                | -                   | 995                | 12,699             | 47,585         |
| <b>NET INCOME/EXPENDITURE</b>                          |      | 60,319                | 30,650              | 995                | 91,964             | (176,109)      |
| <b>TRANSFERS BETWEEN FUNDS</b>                         |      | (7,005)               | 7,005               | -                  | -                  | -              |
| <b>NET MOVEMENT IN FUNDS</b>                           |      | 53,314                | 37,655              | 995                | 91,964             | (176,109)      |
| <b>RECONCILIATION OF FUNDS</b>                         |      |                       |                     |                    |                    |                |
| <b>TOTAL FUNDS BROUGHT FORWARD AT 1 JANUARY 2024</b>   |      | 779,710               | (25,207)            | 209,641            | 964,144            | 1,140,253      |
| <b>TOTAL FUNDS CARRIED FORWARD AT 31 DECEMBER 2024</b> |      | <b>833,024</b>        | <b>12,448</b>       | <b>210,636</b>     | <b>1,056,108</b>   | <b>964,144</b> |

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

**BALANCE SHEET  
AT 31 DECEMBER 2024**

|                                       | Note | 2024<br>£        | 2023<br>£      |
|---------------------------------------|------|------------------|----------------|
| <b>FIXED ASSETS</b>                   |      |                  |                |
| Tangible fixed assets                 | 4(a) | 136,101          | 138,301        |
| Investment assets                     | 4(b) | 598,694          | 585,995        |
|                                       |      | <u>734,795</u>   | <u>724,296</u> |
| <b>CURRENT ASSETS</b>                 |      |                  |                |
| Stock                                 |      | 400              | 400            |
| Debtors                               | 5    | 44,151           | 16,415         |
| Short term deposits                   | 6    | 205,909          | 182,018        |
| Cash at bank and in hand              |      | 79,465           | 57,201         |
|                                       |      | <u>329,925</u>   | <u>256,034</u> |
| <b>LIABILITIES</b>                    |      |                  |                |
| Creditors falling due within one year | 7    | (8,612)          | (16,186)       |
|                                       |      | <u>321,313</u>   | <u>239,848</u> |
| <b>NET CURRENT ASSETS</b>             |      |                  |                |
|                                       |      | <u>1,056,108</u> | <u>964,144</u> |
| <b>NET ASSETS</b>                     |      |                  |                |
| <b>FUNDS</b>                          | 12   |                  |                |
| Unrestricted                          |      | 833,024          | 779,710        |
| Restricted                            |      | 12,448           | (25,207)       |
| Endowments                            |      | 210,636          | 209,641        |
|                                       |      | <u>1,056,108</u> | <u>964,144</u> |

Approved by the Parochial Church Council on 13 April 2025 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 2024

### 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 standard and the second edition of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)). Both FRS102 and SORP(FRS102) are subject to periodic review and the next versions are expected to take effect on 1 January 2026.

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 2024**

**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. 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 2024**

| 2 INCOME AND<br>ENDOWMENTS                                  | 2024                  |                      |                       | 2023                  |                      |                       |
|-------------------------------------------------------------|-----------------------|----------------------|-----------------------|-----------------------|----------------------|-----------------------|
|                                                             | Unrestricted<br>Funds | Restricted<br>Funds  | TOTAL<br>FUNDS        | Unrestricted<br>Funds | Restricted<br>Funds  | TOTAL<br>FUNDS        |
|                                                             | £                     | £                    | £                     | £                     | £                    | £                     |
| <i>(a) Donations and legacies</i>                           |                       |                      |                       |                       |                      |                       |
| Tax-efficient planned giving                                | 115,661               | -                    | 115,661               | 110,551               | -                    | 110,551               |
| Other planned giving                                        | 8,928                 | -                    | 8,928                 | 7,383                 | -                    | 7,383                 |
| Collections at all services<br>(open plate and card reader) |                       |                      |                       |                       |                      |                       |
| Tax efficient                                               | 2,640                 | -                    | 2,640                 | 4,093                 | -                    | 4,093                 |
| Other                                                       | 9,573                 | -                    | 9,573                 | 8,887                 | -                    | 8,887                 |
| All other recurring giving/donations                        |                       |                      |                       |                       |                      | -                     |
| Donations                                                   | 3,044                 | 3,359                | 6,403                 | 3,468                 | 2,179                | 5,647                 |
| Gift Days                                                   | -                     | 3,192                | 3,192                 | -                     | 2,158                | 2,158                 |
| All non-recurring giving/donations                          |                       |                      |                       |                       |                      |                       |
| Donations                                                   | 407                   | 7,800                | 8,207                 | 905                   | 1,227                | 2,132                 |
| Income tax recoverable                                      | 31,496                | 1,119                | 32,615                | 31,333                | 1,193                | 32,526                |
| Legacies                                                    | 9,364                 | 25,514               | 34,878                | 1,000                 | -                    | 1,000                 |
| Grants                                                      | 1,375                 | 14,014               | 15,389                | 4,500                 | 4,514                | 9,014                 |
|                                                             | <u>182,488</u>        | <u>54,998</u>        | <u>237,486</u>        | <u>172,120</u>        | <u>11,271</u>        | <u>183,391</u>        |
| <i>(b) Other trading activities</i>                         |                       |                      |                       |                       |                      |                       |
| Fetes, bazaars &<br>fund-raising events                     | 6,246                 | -                    | 6,246                 | 5,484                 | 488                  | 5,972                 |
| Events for Toilet Appeal                                    | -                     | -                    | -                     | -                     | 685                  | 685                   |
| College lettings                                            | 8,400                 | -                    | 8,400                 | 8,460                 | -                    | 8,460                 |
| Curate's house letting                                      | 8,400                 | -                    | 8,400                 | -                     | -                    | -                     |
|                                                             | <u>23,046</u>         | <u>-</u>             | <u>23,046</u>         | <u>13,944</u>         | <u>1,173</u>         | <u>15,117</u>         |
| <i>(c) Church activities</i>                                |                       |                      |                       |                       |                      |                       |
| Magazines                                                   | 2,224                 | -                    | 2,224                 | 2,296                 | -                    | 2,296                 |
| Fees                                                        | 6,404                 | -                    | 6,404                 | 7,239                 | -                    | 7,239                 |
|                                                             | <u>8,628</u>          | <u>-</u>             | <u>8,628</u>          | <u>9,535</u>          | <u>-</u>             | <u>9,535</u>          |
| <i>(d) Other</i>                                            |                       |                      |                       |                       |                      |                       |
| Feed in Tariff                                              | 2,147                 | -                    | 2,147                 | 2,005                 | -                    | 2,005                 |
| Rent receivable                                             | 500                   | -                    | 500                   | 500                   | -                    | 500                   |
| LPoW VAT grant                                              | -                     | 30,080               | 30,080                | 8,600                 | 1,593                | 10,193                |
| Insurance claims                                            | -                     | 504                  | 504                   | -                     | -                    | -                     |
|                                                             | <u>2,647</u>          | <u>30,584</u>        | <u>33,231</u>         | <u>11,105</u>         | <u>1,593</u>         | <u>12,698</u>         |
| <i>(e) Investments</i>                                      |                       |                      |                       |                       |                      |                       |
| Dividends                                                   | 14,949                | 414                  | 15,363                | 14,719                | 408                  | 15,127                |
| Interest                                                    | 12,901                | 97                   | 12,998                | 10,280                | 1,765                | 12,045                |
|                                                             | <u>27,850</u>         | <u>511</u>           | <u>28,361</u>         | <u>24,999</u>         | <u>2,173</u>         | <u>27,172</u>         |
|                                                             |                       |                      |                       |                       |                      |                       |
| <b>TOTAL</b>                                                | <u><b>244,659</b></u> | <u><b>86,093</b></u> | <u><b>330,752</b></u> | <u><b>231,703</b></u> | <u><b>16,210</b></u> | <u><b>247,913</b></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 2024**

| 3 RESOURCES USED                            | 2024                  |                      |                       | 2023                  |                       |                       |
|---------------------------------------------|-----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                             | Unrestricted Funds    | Restricted Funds     | TOTAL FUNDS           | Unrestricted Funds    | Restricted Funds      | TOTAL FUNDS           |
|                                             | £                     | £                    | £                     |                       |                       | £                     |
| (a) <i>Missionary and charitable giving</i> |                       |                      |                       |                       |                       |                       |
| Overseas mission and Charities              | 766                   | 2,153                | 2,919                 | 1,259                 | 841                   | 2,100                 |
| Home Mission and UK Charities               | 2,025                 | 1,469                | 3,494                 | 1,317                 | 2,228                 | 3,545                 |
|                                             | <u>2,791</u>          | <u>3,622</u>         | <u>6,413</u>          | <u>2,576</u>          | <u>3,069</u>          | <u>5,645</u>          |
| (b) <i>Church Activities</i>                |                       |                      |                       |                       |                       |                       |
| Ministry:                                   |                       |                      |                       |                       |                       |                       |
| Parish share                                | 102,000               | -                    | 102,000               | 99,160                | -                     | 99,160                |
| Clergy expenses                             | 2,624                 | -                    | 2,624                 | 4,443                 | -                     | 4,443                 |
| Evangelism                                  | 215                   | -                    | 215                   | 50                    | -                     | 50                    |
| Church utilities                            | 8,378                 | -                    | 8,378                 | 10,559                | -                     | 10,559                |
| Service costs                               | 2,516                 | -                    | 2,516                 | 3,138                 | -                     | 3,138                 |
| Insurance                                   | 6,065                 | -                    | 6,065                 | 5,371                 | -                     | 5,371                 |
| Parish Administrator                        | 15,627                | -                    | 15,627                | 14,811                | -                     | 14,811                |
| Web/database administrator                  | 2,352                 | -                    | 2,352                 | 2,940                 | -                     | 2,940                 |
| Parish office expenses                      | 9,248                 | -                    | 9,248                 | 8,885                 | -                     | 8,885                 |
| Bank charges                                | 292                   | -                    | 292                   | 313                   | -                     | 313                   |
| Church maintenance                          | 2,963                 | 40,845               | 43,808                | 3,262                 | 27,359                | 30,621                |
| Depreciation                                | -                     | 2,200                | 2,200                 | -                     | 2,200                 | 2,200                 |
| Young Church                                | 635                   | -                    | 635                   | 797                   | -                     | 797                   |
| Family Worker                               | 4,702                 | 8,776                | 13,478                | -                     | 12,830                | 12,830                |
| Dues and gifts                              | 1,137                 | -                    | 1,137                 | 400                   | -                     | 400                   |
| Cost of events                              | 732                   | -                    | 732                   | 389                   | -                     | 389                   |
| Magazine and bookstall                      | 1,852                 | -                    | 1,852                 | 1,850                 | -                     | 1,850                 |
| Upkeep of churchyard                        | 3,041                 | -                    | 3,041                 | 520                   | -                     | 520                   |
| Director of Music                           | 9,660                 | -                    | 9,660                 | 9,660                 | -                     | 9,660                 |
| Other musical fees and expenses             | 5,289                 | -                    | 5,289                 | 3,861                 | -                     | 3,861                 |
|                                             | <u>179,953</u>        | <u>51,821</u>        | <u>231,774</u>        | <u>170,409</u>        | <u>42,389</u>         | <u>212,798</u>        |
| (c) <i>Major capital expenditure</i>        |                       |                      |                       |                       |                       |                       |
| Toilet reordering                           | -                     | -                    | -                     | -                     | 201,231               | 201,231               |
| Organ works                                 | -                     | -                    | -                     | 40,507                | -                     | 40,507                |
|                                             | <u>-</u>              | <u>-</u>             | <u>-</u>              | <u>40,507</u>         | <u>201,231</u>        | <u>241,738</u>        |
| (d) <i>Raising funds</i>                    |                       |                      |                       |                       |                       |                       |
| College running expenses                    | 7,971                 | -                    | 7,971                 | 8,239                 | -                     | 7,112                 |
| Curate's house                              | 5,329                 | -                    | 5,329                 | 3,187                 | -                     | 778                   |
|                                             | <u>13,300</u>         | <u>-</u>             | <u>13,300</u>         | <u>11,426</u>         | <u>-</u>              | <u>11,426</u>         |
| <b>TOTAL RESOURCES USED</b>                 | <b><u>196,044</u></b> | <b><u>55,443</u></b> | <b><u>251,487</u></b> | <b><u>224,918</u></b> | <b><u>246,689</u></b> | <b><u>471,607</u></b> |

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

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2024**

**4 FIXED ASSETS**

| (a) <b>Property and Equipment</b>   | Freehold Land<br>and Buildings | PV<br>Panels | Fixtures and<br>Fittings | <b>TOTAL FUNDS</b> |             |
|-------------------------------------|--------------------------------|--------------|--------------------------|--------------------|-------------|
|                                     |                                |              |                          | <b>2024</b>        | <b>2023</b> |
| Cost                                |                                | £            | £                        | £                  | £           |
| Balance at 31.12.24 and at 31.12.23 | 135,000                        | 13,202       | 11,343                   | 159,545            | 159,545     |
| Depreciation                        |                                |              |                          |                    |             |
| Balance at 31.12.23                 |                                | 13,202       | 8,042                    | 21,244             | 19,044      |
| Charge for the year                 |                                | -            | 2,200                    | 2,200              | 2,200       |
| Balance at 31.12.24                 |                                | 13,202       | 10,242                   | 23,444             | 21,244      |
| Net book value at 31.12.24          | 135,000                        | -            | 1,101                    | 136,101            |             |
| Net book value at 31.12.23          | 135,000                        | -            | 3,301                    |                    | 138,301     |

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         | Valuation | Valuation |
|---------------------------------------------------------|--------------|-----------|-----------|
|                                                         | 31.12.24     | 31.12.24  | 31.12.23  |
|                                                         | £            | £         | £         |
| Endowment Funds                                         |              |           |           |
| 1441.00 - CBF Investment Fund                           | 1,530        | 33,320    | 32,574    |
| 3012.44 - COIF Charities Ethical Investment Fund Shares | 8,879        | 9,316     | 9,067     |
| - CBF Deposit Fund - Churchfields Trust (note)          | 23,000       | 23,000    | 23,000    |
| - CBF Deposit Fund - Adeline Margaret Trust             | 10,000       | 10,000    | 10,000    |
|                                                         | 43,409       | 75,636    | 74,641    |
| Unrestricted Funds                                      |              |           |           |
| 22620.96 - CBF Investment Fund                          | 350,000      | 523,058   | 511,354   |
|                                                         | 393,409      | 598,694   | 585,995   |
|                                                         |              |           |           |
| Increases/(decreases) in valuation                      |              | 12,699    | 47,585    |
| Summary                                                 | Unrestricted | Endowment | Total     |
|                                                         | £            | £         | £         |
| Investments at carrying value brought forward           | 511,354      | 74,641    | 585,995   |
| Increases in valuation                                  | 11,704       | 995       | 12,699    |
| Investments at carrying value carried forward           | 523,058      | 75,636    | 598,694   |

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

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2024**

|                                                       | 2024<br>£      | 2023<br>£      |
|-------------------------------------------------------|----------------|----------------|
| <b>5 DEBTORS</b>                                      |                |                |
| Income Tax recoverable                                | 9,429          | 12,421         |
| College Lettings                                      | 1,947          | 1,875          |
| Estates of Walter Finley and Michael Hammond          | 25,514         | -              |
| Sundry debtors                                        | <u>7,261</u>   | <u>2,369</u>   |
|                                                       | <u>44,151</u>  | <u>16,415</u>  |
| <b>6 SHORT TERM DEPOSITS</b>                          |                |                |
| Central Board of Finance                              | <u>205,909</u> | <u>182,018</u> |
| <b>7 LIABILITIES</b>                                  |                |                |
| <b>AMOUNTS FALLING DUE WITHIN ONE YEAR</b>            |                |                |
| Sundry creditors                                      | <u>8,612</u>   | <u>16,186</u>  |
| <b>8 LEGACIES</b>                                     |                |                |
| The following legacies were received during the year: |                |                |
| Estate of Walter Finley                               | 1,027          | -              |
| Estate of Michael Hamond for the fabric fund          | 25,000         | -              |
| Estate of Roger Thomas                                | 5,850          | -              |
| Estate of John Reed                                   | 3,000          | -              |
| Estate of Ann Marilyn Gordon                          | <u>-</u>       | <u>1,000</u>   |
|                                                       | <u>34,877</u>  | <u>1,000</u>   |

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

Estate of Walter Finley: 1% of his residuary estate shared between the fabric and churchyard funds  
The final payment due is £1,027 making the total legacy £21,663.

Estate of Roger Thomas 1% of his residuary estate to be used for the benefit and general purposes of the church.  
This legacy has been received in full.

Estate of Lionel Reeves 7% of his residuary estate.  
There is insufficient information to quantify the amount due.

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

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2024**

|                                           | 2024<br>£     | 2023<br>£     |
|-------------------------------------------|---------------|---------------|
| <b>9 MISSIONARY AND CHARITABLE GIVING</b> |               |               |
| <b>Overseas mission and Charities</b>     |               |               |
| ChildAid                                  | 1,321         | 1,355         |
| St John's Eye Hospital                    | 1,077         | -             |
| Christian Aid                             | 521           | 533           |
| From Bristol with Love                    | -             | 100           |
| Mission Direct                            | -             | 112           |
|                                           | <u>2,919</u>  | <u>2,100</u>  |
| <b>Home Mission and UK Charities</b>      |               |               |
| MentorMe                                  | 1,321         | 1,385         |
| One25                                     | 1,300         | 1,579         |
| Westbury on Trym Society (flower fund)    | 500           | -             |
| Caring at Christmas                       | 111           | -             |
| Bristol North West Foodbank               | 100           | -             |
| Tree Aid                                  | 56            | 87            |
| WomanKind                                 | 56            | 88            |
| A Rocha UK                                | 50            | -             |
| Operation Noah                            | -             | 406           |
|                                           | <u>3,494</u>  | <u>3,545</u>  |
|                                           | <u>6,413</u>  | <u>5,645</u>  |
| <b>10 STAFF COSTS</b>                     |               |               |
| Salaries                                  | 28,621        | 27,253        |
| Pension contributions                     | 484           | 381           |
| Social security costs                     | -             | -             |
|                                           | <u>29,105</u> | <u>27,634</u> |
| <br>Average number of staff               | <br><u>2</u>  | <br><u>2</u>  |

**11 TRANSACTIONS INVOLVING MEMBERS OF THE PCC**

Revd Andre Hart and Revd Cheryl Hawkins received expenses of £1,800 and £226 respectively (2023 £1,484 and £1,301). 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  
OF HOLY TRINITY, WESTBURY ON TRYM**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2024**

|                                 | At 1<br>January<br>2024<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>2024<br>£ |
|---------------------------------|------------------------------|----------------|-----------------------|-----------------------------------|-----------------------------------|--------------------------------|
| <b>12 FUNDS</b>                 |                              |                |                       |                                   |                                   |                                |
| <b>Unrestricted</b>             |                              |                |                       |                                   |                                   |                                |
| Parish Reserves                 | 72,537                       | 190,901        | (167,407)             | -                                 | (21,880)                          | 74,151                         |
| Organ Maintenance               | -                            | -              | (2,280)               | -                                 | 2,280                             | -                              |
| Church music & choir            | 2,166                        | 4,934          | (3,549)               | -                                 | 720                               | 4,271                          |
| Churchyard                      | 688                          | 1,973          | (3,041)               | -                                 | 880                               | 500                            |
| Clergy House                    | 46,596                       | 10,093         | (5,329)               | -                                 | -                                 | 51,360                         |
| College                         | 3,203                        | 8,400          | (7,971)               | -                                 | 1,000                             | 4,632                          |
| Custodial                       | 860                          | -              | 2                     | -                                 | -                                 | 862                            |
| Redland Trust                   | 4,082                        | -              | (4,082)               | -                                 | -                                 | -                              |
| Guisse Legacy fund              | 615,601                      | 19,508         | (2,245)               | 11,704                            | (7,005)                           | 637,563                        |
| Fabric (unrestricted)           | 2,568                        | 8,850          | (142)                 | -                                 | 17,000                            | 28,276                         |
| General Reserves                | 31,409                       | -              | -                     | -                                 | -                                 | 31,409                         |
|                                 | <u>779,710</u>               | <u>244,659</u> | <u>(196,044)</u>      | <u>11,704</u>                     | <u>(7,005)</u>                    | <u>833,024</u>                 |
| <b>Restricted</b>               |                              |                |                       |                                   |                                   |                                |
| Fabric                          | (28,183)                     | 68,774         | (43,045)              | -                                 | 7,005                             | 4,551                          |
| Family worker                   | 2,976                        | 5,800          | (8,776)               | -                                 | -                                 | -                              |
| Bellringers                     | -                            | 7,897          | -                     | -                                 | -                                 | 7,897                          |
| Other                           | -                            | 3,622          | (3,622)               | -                                 | -                                 | -                              |
|                                 | <u>(25,207)</u>              | <u>86,093</u>  | <u>(55,443)</u>       | <u>-</u>                          | <u>7,005</u>                      | <u>12,448</u>                  |
| <b>Endowment</b>                |                              |                |                       |                                   |                                   |                                |
| 16 Southfield Road              | 135,000                      | -              | -                     | -                                 | -                                 | 135,000                        |
| Adeline Margaret (church music) | 10,000                       | -              | -                     | -                                 | -                                 | 10,000                         |
| Churchyard (upkeep)             | 15,261                       | -              | -                     | 391                               | -                                 | 15,652                         |
| 16 Southfield Road (upkeep)     | 11,461                       | -              | -                     | 262                               | -                                 | 11,723                         |
| Fabric (upkeep)                 | 14,919                       | -              | -                     | 342                               | -                                 | 15,261                         |
| Churchfields (churchyard)       | 23,000                       | -              | -                     | -                                 | -                                 | 23,000                         |
|                                 | <u>209,641</u>               | <u>-</u>       | <u>-</u>              | <u>995</u>                        | <u>-</u>                          | <u>210,636</u>                 |

Investment income on these funds is applied as shown.

The Fabric fund represents accumulated donations and appeals for fabric maintenance. The funds can only be spent for these purposes.

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

The Bellringers fund represents funds donated by the Westbury bellringers. The funds can only be spent on projects proposed by the bellringers.

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

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2024**

**12 FUNDS continued**

The following transfers have been made between accounts:

From the Parish Reserves:

- £1,500 to each of the Organ maintenance fund and the Church music fund.
- £880 to the churchyard fund.
- £17,000 to the unrestricted fabric fund towards the costs of a new sound system and energy saving measures.
- £1,000 to the college fund for future maintenance.

From the Church music fund - £720 to the organ maintenance fund.

From the Peggy Guise fund - £7,005 to the restricted fabric fund to cover the cost of the sanctuary lights fitted in 2023.

**13 ANALYSIS OF NET ASSETS BY  
FUND**

|                       | Unrestricted<br>Funds | Restricted<br>Funds | Endowment<br>Funds | <b>TOTAL FUNDS</b> |                  |
|-----------------------|-----------------------|---------------------|--------------------|--------------------|------------------|
|                       | £                     | £                   | £                  | <b>2024</b><br>£   | <b>2023</b><br>£ |
| Tangible Fixed Assets | 1,101                 | -                   | 135,000            | 136,101            | 138,301          |
| Investments           | 523,058               | -                   | 75,636             | 598,694            | 585,995          |
| Current assets        | 315,793               | 14,132              | -                  | 329,925            | 256,034          |
| Current liabilities   | (6,928)               | (1,684)             | -                  | (8,612)            | (16,186)         |
|                       | <u>833,024</u>        | <u>12,448</u>       | <u>210,636</u>     | <u>1,056,108</u>   | <u>964,144</u>   |