

**HOLY TRINITY CHURCH SUNNINGDALE**  
**Charity number – 1129882**  
**Report of the Trustees**  
**for the year ended 31 December 2021**

The PCC of the Ecclesiastical Parish of Sunningdale present their report with the financial statements for the year ended 31 December 2021. They have been prepared in accordance with the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)).

**Sharing God's Love**

The impact of the global pandemic has changed the life of the church in ways no-one would ever have considered. Pre-pandemic a few large churches had been experimenting with video and live streaming. Economic necessity led a number of churches to run or support a foodbank. Most churches relied on a large pool of volunteers to sustain their ministry and mission. During 2021 this changed for virtually everyone, everywhere.

Most churches now offer services via a live-stream. Most churches are now collaborating or running a foodbank or some form of economic support to those in need. Virtually every church (and charitable organisation across every sector) have reported a severe drop in the number of volunteers.

At Holy Trinity we have gone through the same uncertainty, experimentation and renewal to continue to fulfil our mission statement; Sharing God's Love.

**Live streaming**

It seems a very long time ago, but the restrictions on worship and singing in worship lasted until July 2021. We continued to make a weekly video to be accessed on You-Tube and shown at the 10:00am service in church. In church we followed the video with communion. We also made family worship videos through until the Summer holidays. I'm enormously grateful to Fleur Pelly for the work she did every week to make the family worship videos and the whole preaching and leading team who always came prepared and ready for filming.

During the year I was delighted to receive authorisation for Gilly and Carol as preachers (it involves them in some work to be submitted to the Diocese) and permission for Dolapo to lead Communion by Extension. Fleur also began exploring preaching and so good things came from the necessity of video making.

In August we switched from video to live streaming and it's not been without a few teething troubles, but eventually we have settled into a routine. Churches in our deanery have taken a variety of approaches. Some have invested heavily into new equipment and editing packages. Some continue to live stream using nothing more than a mobile phone or iPad. We took the decision to invest in a single camera (recommended by the Diocese) which connects via an iPad to our You Tube channel. We were also successful in obtaining a grant to cover the bulk of the expenditure.

We discovered that we could feed the sound system from church into the camera so what is heard at home is whatever is going through the system. To make the live stream more authentic we added two new microphones to include the congregations singing and liturgical responses. Who would have imagined that services from Holy Trinity Sunningdale could be viewed live from anywhere in the

world? I occasionally get a message from Pablo in Venezuela (a former resident of Sunningdale) who tunes in to worship with us.

### **A new service**

As with live-streaming, deanery churches took different approaches to the re-introduction of in-person services. Some simply wanted to do everything they did before. Reports at deanery meetings show numbers of worshippers are still lower than pre-pandemic and it's difficult to maintain services with lower volunteer numbers.

We and other local churches took the opportunity to review the provision of worship and explore how we might meet the diverse needs of the church community. We too had a number of volunteers stepping down, particularly around the provision we made for children.

After consultation we decided to experiment with an early evening inter-generational worship service that would run during term-times. Families are under huge pressure and their timetables are exhausting, we wanted to find a time that was free and create space for family activity around the holidays and half terms.

We are also conscious of the demand that another service puts on willing volunteers, so limiting Sunday @ Six seemed the right thing to do. We started with the first series of six services in November and a little momentum seemed to be developing and then Omicron hit and we had to close down after the first five.

### **Midweek communion and the Cafe**

After so long not being able to meet together socially it was lovely to have the Café meeting every Wednesday from June. The activity was carefully managed because of Covid and enjoyed by all who came. It was frustrating to shut down again when Omicron rapidly spread.

From May we re-introduced the Wednesday Midday Communion service and have been able to continue with that right the way through the rest of the year.

### **BCP Communion, Lynwood and Dormy House**

With some former 8:00 o'clock worshippers coming weekly to the Wednesday service, we have conducted a monthly 8:00am BCP on the first Sunday of the month and this has been maintained even when Omicron troubled us. We have also been able to resume taking services at Lynwood, but these have reduced from weekly to monthly and two services now take place simultaneously, one in the apartments and one in the nursing home.

We re-connected with Dormy House for the monthly communion there but it hasn't been as easy as it was previously as we are not using the same conservatory room. Taking a service in a lounge and competing with a TV and the delivery of tea is challenging!

### **Schools worship and a fun night out**

2021 was very frustrating for the Holy Trinity school community. In the early part of the year I contributed to their worship with videos. From September I could go in and take in-person assemblies, only for the local authority to tighten restrictions back up which prevented the children meeting together as a whole school and visitors going in. Back to video making.



We had hoped that by Christmas the school could have their annual carol service and whole school Christingle service. Sadly the Carol service was cancelled (as was the Charters service) and the Christingle service had to be held in key stage bubbles.

With so many things being cancelled, both our own events and those we host it's good to report that we hosted the Scout's quiz night. This is one of their principle fund raisers and it was a terrific night for all concerned. The Scouts also donate generously to the church.

### **Pastoral Team and the Local hub**

During 2021 Roz Doherty recommenced the in-person meetings for members of the pastoral team and it was a joy to meet and collaborate together again. Their work has been impeded of course, but it is heartening to hear how the team have continued to serve others through phone calls, visits where possible, home communion and bereavement support. Both Roz and Revd Terry have been able to share something of the work they are also involved in concerning the local hub.

In March 2020 Windsor and Maidenhead Borough Council set up a number of support hubs under the chair of an elected counsellor. Revd Terry joined as our representative. At the end of the second lockdown the team met for the last time to review their efficacy. It had always been seen as a short term response to a short term need, but what has emerged is the need for an on-going work to meet a wider range of longer term, food poverty related needs.

Revd Terry has made it his Mission and Ministry Project (required for his curacy) to develop a local, cross-parish, long-term food poverty response team, bringing together individuals and charities who had already been involved in providing the short term need. Never has a MMP been more needed. As head of our Pastoral team Roz will be involved but has also brought forward proposals to the PCC to consider widening our food-poverty response. The impact of the huge rise in utility bills will have a direct impact on those least able to afford it.

Much as we all want to see the back of the pandemic and a return to a more straightforward life, it's clear that the church will continue to fulfil its mission in the most direct and practical of ways. We are blessed to have Roz and Revd Terry who lead by example.

### **Transforming Trinity**

You will recall we had the booklet ready to launch in April 2020 and it was with great frustration that had to be put on hold, however we distributed the booklets in 2021 and I started the process of visiting every church member in May and that has been a most enjoyable (if somewhat exhausting!) process.

What I've heard loud and clear is that the outcome must assist us in our capacity to be church, serve the community and share God's love. A number of people have spoken about how they are stewards of their resources and feel responsible to give to something that will have a clear outcome and benefit. No-one wants a vanity project that simply serves our own likes and quite possibly adds to the costly burden of managing the church. I've taken notes on all the ideas and views people have expressed and from this the priorities and practical ideas are emerging.

I've talked with everyone about the finances quite openly and have received pledges from those who feel able to give and wish to do so. I've been surprised that some church members wanted to give immediately and so an account was set up for that money. I've said the same thing to everyone. When we know what we can afford and have the plans that fit the budget, everyone has the right to

withdraw or change their mind if what we can afford to do is not what they can support. This part of the process is very slow but is vital in creating a clear and achievable project that will Transform Trinity.

### **Constant uncertainty and Divine re-assurance**

The difficulty for Holy Trinity, other churches and organisations has been not knowing if events and plans will come to fruition. The certainties we felt we had in early 2020 have been shaken. As the paragraphs above have demonstrated, we have had to start and then stop our activities in 2021 as the pandemic waned or reasserted itself. The reduction in volunteers limits what we might do. Finances are always tight and we face large increases to our bills. As I write there is a war taking place in the Ukraine with terribly fearful possibilities.

More than ever we have to choose to trust in the promises of scripture, that God's faithfulness and love will never fail and our future is secure in his hands whatever we might have to face. We are called to be faithful, declare our hope in Christ and share God's love. We long to be able to do more and hope that Transforming Trinity will facilitate the capacity we have to befriend and welcome all who come. To be as open as is possible to those lost and isolated, bereaved and weary.

I believe that what we are experiencing invites us to experience re-creation and renewal. We can celebrate what God has done, but look to the new thing he is doing among us right now.

Revd. Jon Hutchinson

### **Financial Review – Michelle Scarsbrook (Treasurer)**

As per the Statement of Financial Activities ['SOFA'], unrestricted income for the calendar year 2021 totalled £135,542 (2020:£159,454) whilst expenditure totalled £135,418 (2020:£128,039) representing a £124 gain (2020: £31,415 gain) in the year (taking in to account a £253 gain on investments). Restricted donations of £39,121 were received towards Transforming Trinity.

Total reserves increased to £597,707 as a result of this. Of our total reserves, £121,334 is restricted where the use is limited by the terms under which the original gifts were made (this includes donations towards Transforming Trinity). The remaining £476,373 is unrestricted.

### **Reserves Policy: Michelle Scarsbrook (Treasurer)**

It is PCC policy to maintain a balance of unrestricted funds equivalent to 3 months of unrestricted expenditure to cover emergency situations that may arise from time to time (the Reserve Balance). This equates to approximately £35,000 (including Parish Share) based on the budgeted unrestricted expenditure for 2022. At 31 December 2021, there was £476,373 of unrestricted funds held as cash in hand or in current or deposit accounts.

The PCC seeks to maintain the Reserve Balance at the policy level throughout the year by setting an annual budget that complies with the policy and by monitoring the budget on a regular basis. If the level of unrestricted cash funds falls below the Reserve Balance at any time, the Treasurer should inform the Trustees at the earliest opportunity. It is our policy to invest our funds balances with CBF Church of England Deposit Fund.

## Administrative Information:

### PCC 2021/22

<b>Ex-Officio Members</b>		
Revd. Jon Hutchinson	Incumbent	
Michael Grist	Church Warden	An annually elected post
Carol Elsasser	Church Warden	An annually elected post
Revd. Terry Ward-Hall	Clergy	
Dolapo Ogunbawo	Licensed Lay Minister	
<b>Elected to Deanery Synod</b>		
Karen Fisher	Deanery Synod member	
Barry Aherne	Deanery Synod Member	
Stephanie Hynard	Deanery Synod Member	
<b>Elected to the PCC</b>		
Roz Doherty	PCC member	3 <sup>rd</sup> year of a second term
Beccy Keeble	PCC member	3 <sup>rd</sup> year of a second term
Evelyn Hatch	PCC member	2 <sup>nd</sup> year of a second term
Fleur Pelly	PCC member	2 <sup>nd</sup> year of a second term
Clare Warren	PCC member	2 <sup>nd</sup> year of a second term
Robert Furness	PCC member	3 <sup>rd</sup> year of first term
Debbie Beale	PCC member	3 <sup>rd</sup> year of a first term
Gilly Robinson	PCC member	3 <sup>rd</sup> year of a first term
Becky Meadows	PCC member	2 <sup>nd</sup> year of a first term
<i>Vacancy</i>		
<b>PCC appointed officers and consultants</b>		
<b>Church officers</b>		
Michelle Scarsbrook	Treasurer	
Carol Elsasser	PCC Secretary	holding dual responsibility
<b>PCC Consultants</b>		
Paul Sharman		



At our 2022 APCM Roz and Beccy will be standing down after many years' service on PCC. You will recall we adopted the 2 \* 3 years periods of service and they have reached 6 years although Roz has been on PCC for a lot longer. They now take a year's break before standing again if they wish to do so. Fleur has also decided to step down at the APCM after five years' service.

Thank you to each of them for all they have brought to this aspect of serving the church family. Debbie and Gilly have completed their first three-year term and both have indicated they are willing to stand again for a second term.

That means that along with a vacant post we have four spaces on PCC for election at the 2022 APCM.

*Bankers:* CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JG  
CCLA Investment Managers Ltd, 80 Cheapside, London EC2V 6DZ

*Independent examiner:* Jason Foxwell, independent-examiner.net, 39 Enfield Road, Poole, BH15 3LJ.

*Trustees Report approved by the PCC and signed on their behalf by*

Signed:..........Date: 24/3/22.....  
Revd Jon Hutchinson (Chair)

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF  
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY  
SUNNINGDALE (hereinafter known as 'Holy Trinity Church Sunningdale')**

I report to the trustees on my examination of the accounts of Holy Trinity Church Sunningdale ("the charity") for the year ended 31 December 2021.

**Responsibilities and basis of report**

As the charity's trustees, 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 charity'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 charity 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 the 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.



**Mr J P Foxwell FCCA FCIE**  
independent-examiner.net

39 Enfield Road  
Poole  
BH15 3LJ

Date: 24 March 2022

# HOLY TRINITY CHURCH SUNNINGDALE

## Statement of Financial Activities Year Ended 31 December 2021

	Notes	Unrestricted £	Restricted £	2021 Total funds £	2020 Total funds £
<b>Incoming and endowments from:</b>					
Donations and legacies	2	116,287	39,121	155,408	140,493
Other trading activities (church activities)	3	19,002	-	19,002	18,506
Investments		253	-	253	455
<b>Total</b>		<u>135,542</u>	<u>39,121</u>	<u>174,663</u>	<u>159,454</u>
 <b>Expenditure on:</b>					
Charitable activities (church activities)	4	135,418	-	135,418	128,039
<b>Total</b>		<u>135,418</u>	<u>-</u>	<u>135,418</u>	<u>128,039</u>
<b>Net income/(expenditure)</b>		124	39,121	39,245	31,415
Realised gain on sale of fixed assets		-	-	-	118,536
<b>Net movement in funds</b>		<u>124</u>	<u>39,121</u>	<u>39,245</u>	<u>149,951</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		476,249	82,213	558,462	408,511
<b>Total funds carried forward</b>		<u>£476,373</u>	<u>£121,334</u>	<u>£597,707</u>	<u>£558,462</u>

The Statement of Financial Activities reflects the results of continuing activities for the year.

There are no recognised gains and losses other than those shown in the Statement of Financial Activities.

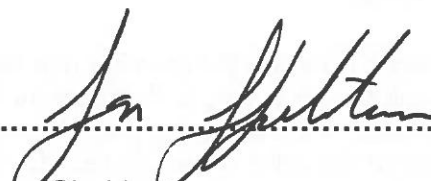


# HOLY TRINITY CHURCH SUNNINGDALE

## Balance Sheet at 31 December 2021

	Notes	Unrestricted £	Restricted £	2021 Total funds £	2020 Total funds £
<b>Current assets:</b>					
Debtors		4,935	-	4,935	-
Cash at bank and in hand		471,438	121,334	592,772	558,824
Total current assets		476,373	121,334	597,707	558,824
<b>Liabilities:</b>					
Creditors falling due within one year		-	-	-	(362)
Net current assets		476,373	121,334	597,707	558,462
<b>Total assets less current liabilities /</b>					
<b>Net assets</b>		<u>£476,373</u>	<u>£121,334</u>	<u>£597,707</u>	<u>£558,462</u>
<b>The funds of the charity:</b>					
Restricted income funds	7	-	121,334	121,334	82,213
Unrestricted income funds		476,373	-	476,373	476,249
		<u>£476,373</u>	<u>£121,334</u>	<u>£597,707</u>	<u>£558,462</u>

Approved by the members of the PCC and signed on their behalf by

Signed:  Date: 24/3/22

Revd Jon Hutchinson (Chair)

# **HOLY TRINITY CHURCH SUNNINGDALE**

## **Notes to the Financial Statements For the Year Ended 31 December 2021**

### **1 ACCOUNTING POLICIES**

#### **(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)). The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **(b) Funds structure**

Restricted income funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose (there are currently no designated funds). Further details of each fund are disclosed in note 8.

#### **(c) Income recognition**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Donations, are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield of the investment portfolio.

#### **(d) Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

# HOLY TRINITY CHURCH SUNNINGDALE

## Notes to the Financial Statements For the Year Ended 31 December 2021

### 1 ACCOUNTING POLICIES (continued)

#### (e) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

#### (f) Tangible fixed assets and depreciation

Depreciation is calculated to write off the cost less estimated residual value of all fixed assets on a straight line basis over their estimated useful lives. The following annual rates are used:

Freehold property	Not depreciated
Fixtures and fittings	20% straight line
Computer equipment	33% straight line

### 2 DONATIONS AND LEGACIES

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Donations received	94,290	-	94,290	119,744
Donations for Transforming Trinity	-	39,121	39,121	-
Gift aid tax reclaimed	21,997	-	21,997	20,749
	<u>£116,287</u>	<u>£39,121</u>	<u>£155,408</u>	<u>£140,493</u>

### 3 OTHER TRADING ACTIVITIES (CHURCH ACTIVITIES)

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Sale of Minibus	3,000	-	3,000	111
Wedding and funeral fees	5,950	-	5,950	2,728
Parish magazine	1,678	-	1,678	2,205
Café	1,224	-	1,224	71
Hire of church facilities	400	-	400	480
Rental income, 62 Park Crescent	250	-	250	2,911
Grant / Other	6,500	-	6,500	10,000
	<u>£19,002</u>	<u>£nil</u>	<u>£19,002</u>	<u>£18,506</u>



## HOLY TRINITY CHURCH SUNNINGDALE

### Notes to the Financial Statements For the Year Ended 31 December 2021

#### 4 CHARITABLE ACTIVITIES (CHURCH ACTIVITIES)

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Parish share	76,791	-	76,791	76,309
Parish insurance	4,428	-	4,428	4,537
Electricity and water	9,053	-	9,053	9,972
Clergy expenses	1,342	-	1,342	979
Printing, stationery, telephone, internet	4,125	-	4,125	2,625
IT hardware, software and maintenance	685	-	685	332
Church and vicarage maintenance	5,734	-	5,734	1,792
Training costs	26	-	26	10
Ministry costs inc donations	11,100	-	11,100	7,186
Refreshments	342	-	342	262
Wages and salaries	11,867	-	11,867	13,196
Legal and professional fees	110	-	110	2,138
Fees – diocese wedding and funeral	3,341	-	3,341	1,940
Governance costs	1,072	-	1,072	1,029
Other costs	2,016	-	2,016	3,936
Motor vehicle expenses	-	-	-	1,167
Sound and vision equipment	3,386	-	3,386	629
	<u>£135,418</u>	<u>£nil</u>	<u>£135,418</u>	<u>£128,039</u>

#### 5 ANALYSIS OF STAFF COSTS

	2021 £	2020 £
Salaries and wages	11,719	13,055
Other pension costs	148	141
Total cost	<u>£11,867</u>	<u>£13,196</u>

The average number of employees during the year was 2 (2020: 2.5) with all employee time involved in providing either support to the governance of the charity or support services to charitable activities.

No employees had employee benefits in excess of £60,000 (2020: none).

## HOLY TRINITY CHURCH SUNNINGDALE

### Notes to the Financial Statements For the Year Ended 31 December 2021

#### 6 INDEPENDENT EXAMINER'S REMUNERATION

The independent examiner's remuneration constituted a fee of £415 (2020: £415) for the independent examination and £235 (2020: £235) for accounts preparation assistance.

#### 7 RESTRICTED FUNDS

	Balance 1 Jan 2021 £	Income £	Transfers £	Expend- iture £	Balance 31 Dec 2021 £
Organ	6,753	-	-	-	6,753
Barrington Beare	75,460	-	-	-	75,460
Transforming Trinity	-	39,121	-	-	39,121
	<u>£82,213</u>	<u>£39,121</u>	<u>£nil</u>	<u>£nil</u>	<u>£121,334</u>

