

**The Parochial Church Council
of the Ecclesiastical Parish of
Holy Trinity, Cheltenham**

**Annual Report and Financial
Statements**

for the year ended 31 December 2022

Registered Charity No. 1130299

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Cheltenham
Annual report and financial statements for the year ended 31 December 2022

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Trustees Report

Administrative information

Holy Trinity Church (Trinity) is situated in Cheltenham. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is Holy Trinity Church, Trinity House, 100-102 Winchcombe Street, Cheltenham, GL52 2NW.

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Cheltenham is a charity registered in the UK with the Charity Commission, charity number 1130299. The PCC are also governed by the Parochial Church Council (Powers) Measure 1956 (as amended) and the Church Representation Rules 1969 (as amended).

Officers and Trustees who have served from 1 January 2022 until the date this report was approved are:

Name	Post	Dates (if part year)
<u>Officers</u>		
Rev Andrew Blyth	Chair	
Christine Robertson	Treasurer	
Helen Moss	Secretary	
Julia Thomson	Electoral Roll Officer	
<u>Trustees</u>		
Clare Benton	Elected	
Rev Andrew Blyth	Ex-Officio	
Caroline Breckon	Elected	From 22 nd May 2022
Russel Brooks	Elected	From 22 nd May 2022
James Clapp	Elected	From 22 nd May 2022
Nick Eden	Elected	
Mike Fuller	Deanery Synod Member	
Rachael Gill	Elected	
Rev Timothy Grew	Ex-Officio	
Iona Hay	Deanery Synod Member	
Jenny Harris	Elected	Until 22 nd May 2022
Tom Johnson	Elected	
Elizabeth Lang	Churchwarden	
Barry Lambert	Churchwarden	
Alex Metcalfe	Elected	Until 22 nd May 2022
Helen Moss	Elected	
Patrick Olaniyi	Deanery Synod Member	From 28 th November 2022
David Rowe	Elected	
Edmund Smith	Elected	
Henry Steven	Elected	
Milcah Troughton	Deanery Synod Member	
Sophie Whisker	Elected	
Andrew Whittaker	Elected	Until 22 nd May 2022

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The charities' Bankers, Solicitors and Auditors are:

Solicitors

BPE Solicitors LLP
St James' House
St James' Square
Cheltenham
GL50 3PR

Bankers

NatWest Bank PLC
31 Promenade
Cheltenham
GL50 1LE

Auditors

Hazlewoods LLP
Staverton Court
Staverton
Cheltenham
GL51 0UX

STRUCTURE, GOVERNANCE AND MANAGEMENT

Objectives and Public benefit

The Mission statement for Trinity Cheltenham is to: "Make committed followers of Jesus, who change communities and nations for Him". In simple terms, this means that we are aiming to share the Christian faith and help people in their journey of discipleship, serve the needs of our local community and impact for the good of all across Cheltenham, throughout our wider region, and the UK and beyond.

The Trustees – members of the Parochial Church Council (PCC) - are committed to enabling as many people as possible to engage in public worship at Trinity and become part of the community if they wish to, for Christian teaching and support. We maintain a policy of offering everything we do to all sections of the community in an open way, with a portfolio of ministries and practical support to meet the diverse needs of the people of Cheltenham and the wider communities regardless of faith.

The PCC are mindful of having due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. Members share with the Incumbent, in promoting the whole Christian mission of Trinity Church - pastoral, evangelistic, social and ecumenical – and examples of the public benefit this brings can be found in the review of achievements and performance later in this report.

Recruitment and Induction of Trustees

The method of appointment of the Trustees is set out in the Church of England's Church Representation Rules. All attending regularly for worship are encouraged to register on the Electoral Roll and may then stand for election to the PCC to serve alongside licensed Parish Ministers and elected Church Wardens as the board of Trustees. During the process of election, potential Trustees are made aware of their responsibilities in relation to Charities Commission guidance and the charitable objectives of Trinity.

Newly elected Trustees meet with the Chair for an induction briefing highlighting key areas of responsibility in particular relating to conflicts of interest, finance, safeguarding and public benefit. During the first meeting of the PCC following each APCM, the Chair and Officers give a further briefing on these matters. At each subsequent meeting of the Trustees attention is drawn to potential Conflicts of Interest, Safeguarding and Financial responsibilities.

Statutory Responsibilities

The PCC (Trustees) are responsible for preparing the Trustees Report and financial statements in accordance with applicable charity law and United Kingdom accounting standards. In giving a true and fair view of the state of affairs of the charity the Trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent on a 'going concern' basis
- Disclose and explain any material departures from accounting standards

The PCC (Trustees) are responsible for safeguarding the assets of the charity, taking reasonable steps for the prevention of fraud and other irregularities.

Structure and Operational Management

The PCC (Trustees) met six times during 2022 including the APCM. During these meetings, reports and agendas enabled them to pray, discuss and review all aspects of Trinity's governance, policies, assets, staffing and financial performance. Reports were received on activities in all ministry areas to enable trustees to exercise oversight, offer encouragement and prayer. In the continuing aftermath of the Coronavirus pandemic, particular attention was given to any necessary adjustments to planned practical activities, pastoral care needs, financial matters, staffing arrangements and safeguarding.

Standing Committee (Senior Leadership Team)

Due to the size of the Church, to facilitate and manage effectively the operations of the Trust, the Trustees delegate certain authorities and responsibilities for day-to-day operations to a Standing Committee (Senior Leadership Team). Led by the Team Rector. The SLT oversees agreed vision priorities, strategic and financial plans for church activities including for safeguarding, managing staff and volunteers and budget control. The SLT and other senior members of the staff meet weekly to oversee the operation all church activities. Through the Team Rector, the SLT reports to the full PCC on all actions taken, progress with priorities, financial performance and outcomes, for Trustees to review and approve.

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In 2022 the SLT consisted of:

Rev Andrew Blyth – Team Rector
Rev Timothy Grew – Team Vicar
Elizabeth Lang – Churchwarden
Barry Lambert – Churchwarden
Hilary Grew – Lay Pastor
Rev Nick Stott - Self-Supporting Minister
Revd Simon Fellows – Curate (from 19/6/22)

Resources Group

The PCC delegates aspects of operational oversight relating to Fabric, Finance, HR and Buildings to the Resources Working Group. The Group is chaired by one of the Churchwardens. Members are a mix of nominated PCC members (majority) and members of the church with specialist knowledge in relevant areas. The Group meets between PCC meetings to pursue agreed objectives and reports back to the full PCC for approval of actions.

Safeguarding Group

The PCC delegates day-to-day management and implementation of agreed policies and plans to the Safeguarding Group. The Group is chaired by a member of the PCC and membership includes nominated trustees, the Parish Lead Safeguarding Officer and the Parish Safeguarding Administrator. The Group reports to each meeting of the PCC through an agreed 'Dashboard' report and Action Plan format.

Strategic Partnerships

In order to best fulfil Trinity's charitable objects, the PCC maintains a number of strategic partnerships. As an Ecclesiastical Parish in the Diocese of Gloucester, the PCC works closely with other Anglican parishes and the wider diocese especially in relation to ministry authorisation and practice, safeguarding procedures, financial control and the maintenance of church fabric. The PCC also partners closely with the Trinity Cheltenham Trust Limited, the New Wine Trust, the Kingdom Power Trust and the Love Cheltenham network of local churches.

Pay policy for key management personnel

The Trustees consider the Board of Trustees and the SLT as comprising the key management personnel of the Church in charge of directing and controlling the Church and running and operating activities on a day to day basis.

The Team Rector (Incumbent), Team Vicar and Curate are licensed to the Parish by the Bishop of Gloucester and paid by the diocese. All other members of the PCC members give of their time voluntarily.

The Trustees are fully aware of, and manage carefully, the potential for any conflict of interests. Any Declaration of Interests is required at all meetings and any person concerned is required to withdraw from any section of the meeting relating to these matters. All pay and remuneration arrangements for members of staff are reviewed by the Resources Working Group and approved by the full PCC, mindful of the Church's charitable objectives and responsibilities.

Risk Management and Safeguarding

On a regular basis, the SLT and Trustees discuss and assess the major risks to which the Church is exposed and consider the safeguards that can be implemented to mitigate those risks. The Trustees consider the major risks to include Health and Safety, Safeguarding and matters relating to Finance and Property. In accordance with the Statement of Recommended Practice for charities, the Trustees annually review and update the formal risk assessment which was initially approved by the Trustees in 2006.

Health & Safety

All areas of church life and ministry rely on the dedication and skill of the staff and volunteers serving on ministry, operations and administrative teams. The Trustees recognise that support, training and appropriate supervision for them is a key area for continuous attention and improvement. All areas and church activities are covered by risk assessments and written procedures.

Safeguarding

The PCC are fully aware of their heightened responsibilities for the safeguarding of children and vulnerable adults. Through the work and reports of the Safeguarding Group and SLT, the PCC ensures full compliance with the safeguarding policies of the Diocese of Gloucester and Church of England. The appointed Safeguarding Lead Officer and Administrator meet regularly with all those directly involved in overseeing ministry activities and with diocesan representatives to conduct detailed checking of procedures and 'case reviews' where appropriate. All staff and volunteers are required to complete reference forms and receive role descriptions which highlight essential safeguarding policies and practices. All members of the PCC, all staff and volunteers involved in direct activities with children and/or vulnerable adults are required to undertake formal safeguarding checks and training appropriate to their roles.

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Financial Control

Trinity finances are reliant on voluntary giving by the members of the church. The PCC is conscious of the need to ensure full and transparent accounting procedures and for good communication back to the church family on finance matters to maintain trust and levels of support. Financial plans and budgets are drawn up on the basis of careful review of our strategic priorities in line with our mission and in the light of past financial performance and trends.

Throughout 2022, the PCC has been mindful of the particular financial risks resulting from the continuing impact of the Coronavirus pandemic and wider state of the UK economy. As set out in the accompanying financial statements, due to the continuing high level of voluntary giving by church members and careful management control, we are thankful to have largely maintained our programme of charitable activities through the year. Despite inherent uncertainties due to the way in which we receive the bulk of our funds through voluntary donations, we have continued to demonstrate financial resilience as a result of the size of our committed church community and the ability to appeal directly for giving when required.

In the PCC's reporting processes and monitoring due care is given to: the source of donations, potential money laundering.

Premises

All buildings used by the PCC are insured and risk assessed. The Church is inspected, maintained and insured in line with the Church of England's guidance and regulations. A report on the Church fabric is included in all meetings of the trustees, within the Annual report and given to the Annual Meeting.

KEY ACHIEVEMENTS, PERFORMANCE AND FUTURE PLANS

Trinity Cheltenham has continued as a large church community serving people from across the town of Cheltenham and surrounding region. We welcome anyone who wishes to attend our regular Sunday services and other activities during the week as appropriate.

We maintain a formal Electoral Roll of those entitled to vote in our formal meetings and this is reported on at each Annual General Meeting and filed with the Minutes. A total of 316 names were on the register at 24 May 2022. However, the Roll does not reflect the extent of our 'membership' nor the scope of our impact and influence within the local community. Following the ending of Coronavirus restrictions on public worship and other gatherings, we have seen increasing numbers attending on Sundays and engaging with activities. Our best estimate is that the total 'worshipping community' grew through the year to approximately 1,100 people (750 adults and 350 children/young people). We also continued to engage on-line with a significant number of people from a wide range of locations around the UK and across the world.

The PCC remained committed to serving people of all ages, races, social, personal backgrounds and circumstances through the strategic vision: 'All in with God, All in with each other and All in for the World'.

All in with God

Sunday celebrations have remained the key expression of our corporate worship:

- With the blessing of resources and expertise, our staff and volunteer teams have continued to maintain a hybrid of physical and online worship. We have gathered increasing numbers for worship, prayer, teaching, reflection and fellowship and in a way that seeks to be culturally relevant and open to all.
- Encouragingly, we have seen particular growth in the number of families and children, young people and young adults engaging with us week by week.

Our key objective to equip people in their Christian discipleship was expressed in a number of ways

- Support for our network of weekly discipleship Life Groups
- The launch of a new 'Trinity Learning Hub' to bring together all our teaching resources and courses into one coordinated programme
- Continued focus and support for individual spiritual practices through the Trinity 'Rule of Life'.
- The launch of the FORM discipleship programme with two 'Immersive' full-time students and seven 'Integrated' part-time students engaged in a programme of weekly teaching, mentoring and ministry service.

Prayer continued to underpin everything we do:

- We continued with monthly 'Kingdom Come' prayer gatherings
- We ran and supported various special initiatives including the national church 'Thy Kingdom Come'

All in with each Other

As a large church, small groups remain crucial to community life:

- For adults, through the network of 'Life Groups'
- For children, young people and students, through weekly groups and
- For specific demographic groups and social needs, dedicated groups and activities for men, women, older people (Primetime) and parents and carers (Whistlestop)
- For people facing loneliness, social deprivation, exclusion and housing issues, through 'Transform' ministry groups (Kings Table, Monday Church, The Garage, Women's Space) and through the creation of the 'Living Room' drop in.

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Pastoral care

- As planned, the PCC were delighted to be able to appoint a new pastoral care coordinator who is now developing plans for a volunteer network of 'befrienders' and routes to more specialist support for people in need.
- Courses were organised through the year to offer support through key life circumstances including marriage, divorce and parenting
- As reported above, the creation of the PCC Safeguarding group has significantly increased the level of resource going into this key area.

As ever, all activities relied on our staff and volunteers. The PCC are extremely grateful for

- Over 300 people serving in an enormous range of voluntary roles including large teams on Sundays for hosting, production, worship, kids and youth and during the week for Transform and other groups.
- The members of our highly motivated and skilled Staff team. A number of changes in personnel and remodelling of existing roles enabled additional resources in a number of key areas including the appointment of key people to lead Media and Communications, Kids and Youth.

All in for the World

Throughout the year, we sought to fulfil our Christian mission to meet the spiritual and practical needs of people in our community. We promoted and undertook a number of initiatives:

- The 'Growing Greener' strategy encourages every member of the church family to make connections within their own networks of contacts.
- We ran two 'Alpha' courses to introduce guests to the Christian faith
- In 'Transform', we offered food and practical help through 'Kings Table' meals and the work of 'Street Teams'
- In partnership with the Resurgo Trust we launched as a SPEAR training centre – running a nationally acclaimed programme for 16-24 not in education, employment or training to support them into these areas.
- We continued our valued partnership with Holy Trinity School through our two appointed 'Foundation Governors' and through members of our staff team running activities in and with the school team. As well as contributing to the overall educational and spiritual life of the school we were able to provide various forms of practical help.

The Trustees have remained committed to Trinity's calling to serve as a 'Resource Planting church' in the diocese of Gloucester:

- We began work to on developing a church plant in the Coopers Edge housing development near Gloucester and a new youth 'minster network' called 'Fabric'. In both cases, ministers in training have been placed at Trinity by the diocese to lead the work.
- We made our worship resources and experience available to a number of other churches.

We continued our active support for a number of overseas mission partners through both prayer and financial giving. These are: Abi Read, Great Lakes Outreach, Wycliffe Bible Translations, Mission Macedonia, New Wine Trust, Roshan & Liz Wickremasingh, Ross & Christine Paterson, Pierre & Adelaide Roynel, Emma Holland, Brother Thomas and Jimmy & Katia Rocks. We gave a total of £20,180 in regular gifts to these partners during the year. As a result of special appeals, we also made a number of financial donations to support church pastors in Ukraine caring for refugees resulting from the war with Russia

We continued to support of a number of UK charities including: Hope for Justice, Compassion UK, Open Doors and International Justice Mission and the 'New Wine' network of churches.

BUILDINGS AND FABRIC

Our activities take place in our main worship space, Holy Trinity Church on Portland Street, and also through the licensed use of properties owned by the Trinity Cheltenham Trust - 'Trinity Fusion', 'Trinity House' and an office space. The location of the latter moved during the course of the year from 5 Winchcombe Street to 45 Portland Street, a new property purchased by the Trust.

We reported last year that as a result of a major fundraising appeal work on replacing the church roof had been completed. The major project undertaken this year was the successful installation of the new A/V screen and display system. Plans continue to be considered for further works identified in the original scheme including: repairs to the church Tower, re-carpeting of the church and refurbishment of the kitchen.

FINANCE

This year we faced continuing uncertainties as a result of the lasting impact of the Covid-19 pandemic and wider UK economic climate. The PCC is pleased to report that as a result of actions taken to monitor and control costs, along with the continuing generosity of church members, we were able to maintain church activities; however, we did have to rely on our reserves to cover an operating deficit. Action will be taken to address this through 2023 as described overleaf.

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Total income in 2022 was £963,529 (2021 - £1,100,592) representing a decrease in overall income received during 2021 (following the roof development project). Of this, £112,010 (2021 - £255,583) was received for specific activity and as such was restricted within our accounts. During the year, a total of £123,329 was recovered through Gift Aid, compared to £126,242 recovered in 2021.

Total expenditure in the year was £1,028,359 compared to £1,439,149 in 2021. Of this amount £108,966 (2021 - £621,562) was expended against restricted funds. As a result, the overall movement of funds showed a deficit for the year of £64,830 (2021 - £338,557 deficit). The underlying operating deficit for unrestricted funds was £67,874 in the year compared to a surplus of £27,422 in 2021.

Of the £112,010 of restricted income received during the year, and the £116,736 restricted funds brought forward, £108,966 was disbursed. The restricted funds have been ring-fenced in our accounts and will be utilised for their intended purpose during the coming years.

Future plans and continuing financial uncertainty

A number of factors played into the operating deficit for the year, notably a significant increase in the expenditure for licensed use of buildings and core costs due to inflation price rises and general cost of living increases in the UK. In common with other churches we also saw some pressure on voluntary giving. The PCC recognises that we will face a level of inherent uncertainty in being able to forecast voluntary income for 2023 due to the current economic climate. However, on the basis of past performance, increased church membership over the last 12 months and some significant new giving already received towards the year, the PCC have given conditional approval for an operating budget which forecasts a deficit for the year on current income levels.

The PCC clearly recognise that under charity law Trinity must at all times be able to meet all its obligations as a 'going concern' therefore:

- Within the current budget it is forecast that income from regular monthly standing orders will remain sufficient to pay staff and to cover immediate liabilities.
- Results and updated forecasts will be continuously monitored through the weekly meetings of the Standing Committee and monthly management reports to the Resources Group and full PCC. Budgets and spending plans for ministry areas and activities will be adjusted and updated accordingly throughout the year to ensure all requirements as a 'going concern' and appropriate levels of reserve are being maintained.
- Gift Aid reclaiming will continue to be made monthly to improve cash flow.
- The largest budget outgoing is a monthly 'Parish Share' contribution to the Diocese of Gloucester towards the costs of our licensed ministers and wider ministry of the diocese. This is an entirely voluntary contribution and should circumstances dictate will be adjusted or suspended entirely to ensure sufficient cash-flow and reserves are available to meet other obligations
- Plans for a renewed focus on regular giving have been made – a Gift day with associated teaching and resources is scheduled for Easter

The Senior Leadership Team ("SLT"), in regular consultation with the full PCC, will continue to manage the available financial and other resources to prioritise key areas of work including the pastoral care of staff and church members and serving the wider community needs. In the light of actual giving, especially through the Easter Gift Day, budgets and spending plans will be reviewed and adjusted as necessary to ensure appropriate levels of operating funds and reserves are being maintained at all times.

Reserves policy

After reviewing the nature of possible risks to the charity's activities, the Trustees do not intend to build up large scale operational reserves. To minimise the risk of being unable to meet all its financial obligations as they fall due in relation to staff salaries and expenses, the Trustees seek to manage cash flow so that at any point there would be a sufficient cash reserve of £50,000 available to cover at least one month's wages.

Restricted Funds

The accounts show that as well as major sums given for development projects such as the roof repairs, the PCC manages a number of smaller restricted funds for specific mission projects, pastoral needs and specific ministry areas. These funds recognise that individuals sometimes want to give only to specific items and enable this to happen in accordance with charity law.

Fundraising Activities

The PCC encourages members to support the church by regular giving, preferably by monthly standing order. The PCC has supported the practice of holding special gift weekends. There are times when teaching is focused on the role of financial giving within Christian discipleship; new members are encouraged to commit to regular giving and existing members are encouraged to make additional, one-off gifts to support the work of the church. A key principle of biblical teaching is that giving should be in proportion to means. This is emphasised in the teaching and donations are handled with confidentiality. Together, these measures help to ensure that no-one feels under pressure to give nor to give more than they can afford. An offertory is taken in all services for the work of Trinity and its mission partners. There are occasional special collections for special events e.g. natural disasters.

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We facilitate a small number of fund-raising activities to enable groups undertaking mission trips to raise funds.

The PCC does not use professional fundraisers or involve commercial participators and no complaints were received about fundraising this year.

DISCLOSURE OF INFORMATION TO THE AUDITORS

Each trustee has taken the steps that they ought to have taken as a Trustee in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information. The Trustees confirm that there is no relevant information that they know of and of which they know the auditors are unaware.

Auditors

A resolution proposing that Hazlewoods LLP be reappointed as auditors of the Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Cheltenham was passed at the AGM held on the 24th May 2022

This report was approved by the Trustees on 12th May 2023 and signed on their behalf by



Rev Andrew Blyth
Chairman

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham

Independent auditors' report to the members of The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham

Opinion

We have audited the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Cheltenham for the year ended 31 December 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 December 2022 and of the incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Material uncertainty related to going concern

In forming our opinion on the financial statements, which is not qualified, we draw your attention to note 1.2 to the financial statements and the disclosures made in the going concern accounting policy which describes an uncertainty relating to the going concern of the Charity. The Charity is dependent on donations and other income which are inherently uncertain and difficult to predict as the UK eases lockdown and enters the inevitable post lockdown recession. The financial statements do not include any adjustments that would result if the financial statements were not prepared on a going concern basis.

Otherwise, based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue. Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

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

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept by the charity, or returns adequate for our audit have not been received from branches not visited by us; or

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Independent auditors' report to the members of The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham

- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities set out in the Trustees' annual report, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards of Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

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

- We considered the nature of the charity and its control environment and reviewed documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities;
- We obtained an understanding of the legal and regulatory framework that the charity operates in and identified the key laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements, including the UK GAAP and taxation laws, and, those that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty;
- We discussed among the audit engagement team regarding the opportunities and incentives that may exist within the organisation for fraud and how and where fraud might occur in the financial statements.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments; assessed whether the judgments made in accounting estimates are indicative of a potential bias; and evaluated the business rationale of any significant transactions that are unusual or outside the normal course of business.

In addition to the above, our procedures to respond to the risks identified included the following:

- reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatements due to fraud;
- enquiring of management concerning actual and potential litigation and claims and instances of non-compliance with laws and regulations; and
- reading minutes of meetings of those charged with governance.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

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Ecclesiastical Parish of Holy Trinity, Cheltenham

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the group and the parent charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and nonfinancial information in the Trustee's Annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Use of this report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



HAZLEWOODS LLP
Chartered Accountants and Statutory Auditor
Cheltenham

.....15 May, 2023

Hazlewoods LLP is eligible to act as an auditor in terms of the Companies Act 2006, s. 1212

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Statement of financial activities for the year ended 31 December 2022
Including income and expenditure account

	Note	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Income and endowments from:					
Donations and legacies	2	817,881	108,342	926,223	1,046,239
Other trading activities	3	33,638	3,668	37,306	46,315
Other income	4	-	-	-	8,038
Total income and endowments		851,519	112,010	963,529	1,100,592
Expenditure on:					
Raising funds	5	(656)	-	(656)	(158)
Charitable activities	6	(918,737)	(108,966)	(1,027,703)	(1,438,991)
Total expenditure		(919,393)	(108,966)	(1,028,359)	(1,439,149)
Net (expenditure)/income		(67,874)	3,044	(64,830)	(338,557)
Reconciliation of funds					
Total funds brought forward		133,997	116,736	250,733	589,290
Total funds carried forward	14-16	66,123	119,780	185,903	250,733

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Balance sheet as at 31 December 2022


Registered Charity No: 1130299

	Note	2022 £	2022 £	2021 £	2021 £
Fixed Assets					
Tangible assets	10		65,253		38,117
Current Assets					
Stocks		6,000		6,000	
Debtors	11	39,662		55,026	
Cash at bank and in hand		153,110		192,336	
		<u>198,772</u>		<u>253,362</u>	
Liabilities					
Creditors: amounts falling due within one year	12	(78,122)		(40,746)	
		<u></u>		<u></u>	
Net Current Assets			120,650		212,616
Net Assets			<u>185,903</u>		<u>250,733</u>
The Funds of the Charity					
Restricted income funds	14		119,780		116,736
Unrestricted income funds	15		66,123		133,997
			<u></u>		<u></u>
Total Charity Funds	16		<u>185,903</u>		<u>250,733</u>

The financial statements were approved by the Parochial Church Council on 12th May 2023 and signed on its behalf by



Christine Robertson
Treasurer



Elizabeth Lang
Church Warden

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Cash flow statement for the year ending 31 December 2022

	2022	2021
	£	£
Cash flows from operating activities		
Net expenditure over income for the financial year	(64,830)	(338,557)
<i>Adjustments for</i>		
Depreciation of property plant and equipment	7,325	6,944
Decrease/(Increase) in trade and other receivables	15,364	(30,952)
Decrease in inventories	-	1,000
Increase in trade payables	37,376	2,515
Net cash generated/(expended) from operating activities	60,065	(20,493)
Cash flows from investing activities		
Purchase of fixed assets	(34,461)	(2,760)
Net cash (expended) from investing activities	(34,461)	(2,760)
Net (decrease) in cash and cash equivalents	(39,226)	(361,810)
Cash and cash equivalents at the beginning of the year	192,336	554,146
Cash and cash equivalents at the end of the year	153,110	192,336

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity have no debt at 31 December 2022 and no debt at the 31 December 2021

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

1. Accounting policies

1.1 Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (amendment) Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice 2019 for FRS 102. The financial statements have been prepared under the historical cost convention. The Trust constitutes a public benefit entity as defined by FRS 102. The principal accounting policies adopted in the preparation of the financial statements are as follows:

1.2 Going concern

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast a significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of one year from the date of approval of the financial statements.

In making the current year's assessment the Trustees have taken into account cash reserves and available unrestricted funds at the point of approving the financial statements, reviewed detailed forecasts that takes account known larger one off gifts expected.

There are inherent uncertainties regarding the forecasts, such as the extent of the impact of the rising UK inflation on the levels of future incoming resources. The forecast assumes a level of income to match costs, the costs can be reduced if the income levels are not realised at the forecast levels. The Charity continues to be supported by its supporters and the Trustees have a reasonable expectation that the Charity will have adequate resources to continue in operation for at least 12 months from approval of these financial statements.

Consequently, the Trustees have concluded that it is appropriate to adopt the going concern basis in preparing the annual statements.

1.3 Funds

General funds represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application on the general purposes by the Trustees. Funds designated for a particular purpose by the Trustees are also unrestricted.

Restricted funds represent the funds of the charity that can only be used for particular restricted purposes with in the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular purposes.

The financial statements include all transactions, assets and liabilities for which the Trustees are responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

1.4 Income and endowments

Collections are recognised when received by or on behalf of the charity. Planned giving receivable and other donations under Gift Aid are recognised only when received. Income Tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the charity are accounted for as soon as the charity is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the charity is reasonably certain. The charity is not registered for VAT.

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

1.5 Expenditure

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. Costs are attributed to one of the financial categories of expenditure in the statement of financial activities. The support costs are apportioned directly to the charitable activity where possible, the remainder are split equally between Ministry support and Pastoral and Evangelistic expenses support.

1.6 Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by s96(2)(a) of the Charities Act 1993.

Fixtures, fittings and office equipment - depreciation is provided using the straight line method at rates calculated to write off the assets over their useful economic lives. The rate used is 25% per annum apart from for specific assets whose useful life is considered to be longer, whereby the appropriate rate is used, subject to a minimum of 10%. Amounts are capitalised where they exceed £1,250 and where the life of the assets is not less than three years.

1.7 Operating Leases

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.8 Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the statement of financial activities as they become payable in accordance with the rules of the scheme.

1.9 Stock

Stock is valued at the lower of cost and net realisable value.

1.10 Ethical standards

In common with many other organisations of our size and nature, we use our auditors to assist with the preparation of the financial statements.

1.11 Judgements and estimation uncertainty

The Trustees make estimates and assumptions concerning the future. There are no estimates or assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

1.12 Cash and cash equivalents

Cash and cash equivalents comprise cash in hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

1.13 Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. All trade debtors are repayable within one year and hence are included at the undiscounted cost of cash expected to be received. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the debtors.

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

1.14 Trade creditors

Trade creditors are obligations for pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right at the end of the reporting period to defer settlement for at least twelve months after the reporting date, otherwise they are presented as non-current liabilities. Trade creditors are recognised initially at the transaction price and are repayable within one year and hence are included at the undiscounted amount of cash expected to be paid.

1.15 Financial instruments

Financial instruments are classified and accounted for according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit and loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

2. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
Gift Aid, legacies and other donations	493,481	69,380	562,861	543,750
Gift Aid recoverable	123,329	-	123,329	126,242
Offerings at services/other no tax giving	200,761	-	200,761	177,921
New Development	-	16,733	16,733	196,720
Missionary appeals including gift aid recoverable	310	22,229	22,539	1,606
Total 2022	817,881	108,342	926,223	1,046,239
Total 2021	807,353	238,886		1,046,239

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

3. Other trading activities

	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
Church activities:				
Income from specific activities	15,900	-	15,900	14,963
Pastoral and evangelistic	17,039	3,668	20,707	30,929
Worship media activity income	210	-	210	219
Investment Income	489	-	489	204
Total 2022	33,638	3,668	37,306	46,315
Total 2021	29,618	16,697		46,315

4. Other Income

	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
Coronavirus job retention scheme	-	-	-	8,038

5. Raising funds

	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
Cost of Worship media activity income	656	-	656	158
Total 2021	158	-		158

The cost of raising funds in 2022 were all unrestricted.

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

6. Charitable activities

	Note	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Activities undertaken:					
Missionary appeals					
Trinity Supported Mission Partners					
Missionary and charitable giving		54,784	72,594	127,378	95,803
Administrative expenses		180	-	180	118
Support costs	7	15,375	-	15,375	12,879
		<u>70,339</u>	<u>72,594</u>	<u>142,933</u>	<u>108,800</u>
Ministry					
Parish Share		162,190	-	162,190	156,811
Welcome and discipleship		2,065	-	2,065	1,390
Staff costs	8	133,331	-	133,331	139,125
Worship, prayer and teaching		11,698	942	12,640	12,115
Printing, postage and stationery		-	-	-	36
Depreciation	10	1,273	2,389	3,662	3,472
Support costs	7	186,816	8,171	194,987	427,954
		<u>497,373</u>	<u>11,502</u>	<u>508,875</u>	<u>740,903</u>
Pastoral & evangelistic expenses					
Sunday School and Youth					
Activities		13,123	-	13,123	5,966
Gifts and pastoral care		7,862	5,898	13,760	11,211
Alpha, training & evangelistic expenses		17,001	506	17,507	11,998
Staff costs	8	109,422	6,765	116,187	111,458
Administrative expenses		9,308	366	9,674	9,637
Support costs	7	188,871	8,171	197,042	431,703
Other expenses		5,438	3,164	8,602	7,315
		<u>351,025</u>	<u>24,870</u>	<u>375,895</u>	<u>589,288</u>
Total cost of activities undertaken		<u>918,737</u>	<u>108,966</u>	<u>1,027,703</u>	<u>1,438,991</u>
Total cost of activities undertaken 2021		<u>817,429</u>	<u>621,562</u>		<u>1,438,991</u>

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

7. Support costs

	Note	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Church running expenses					
Insurance		4,026	-	4,026	3,813
Utilities and telephone		10,717	-	10,717	6,979
Cleaning		7,400	-	7,400	2,569
Repairs and maintenance		2,977	-	2,977	1,302
New Development		-	13,953	13,953	548,361
General running costs		96,222	-	96,222	79,211
Other expenses		16,094	-	16,094	15,894
Events expenses		7,117	-	7,117	5,745
Administrative expenses		8,155	-	8,155	8,249
Depreciation	10	1,273	2,389	3,662	3,472
Staff costs	8	231,981	-	231,981	191,660
Audit and accountancy fees		5,100	-	5,100	5,280
Total support costs		391,062	16,342	407,404	872,536

The above support costs are allocated between activities based on time spent on those activities or if they are property related costs, equally between ministry and pastoral and evangelistic expenses as detailed below:

	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Missionary appeals	15,375	-	15,375	12,879
Ministry	186,816	8,171	194,987	427,954
Pastoral & evangelistic expenses	188,871	8,171	197,042	431,703
Total support costs	391,062	16,342	407,404	872,536
Total support costs 2021	321,435	551,101		872,536

The charity does not provide any grant funding or similar support.

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

8. Staff costs

	2022	2021
	Number	Number
Number of employees		
The average monthly numbers of full time equivalent employees were:	17	16
No employee earned more than £60,000 in the year (2021 - nil).		
Employment costs		
	2022	2021
	£	£
Wages and salaries	420,887	390,584
Social security costs	32,344	25,557
Other pension costs	23,484	22,140
Recruitment costs	912	110
Other staff costs	3,872	3,852
	481,499	442,243

9. Pension costs

The charity operates a defined contribution scheme for the benefit of all employees. The assets of the scheme are administered by Trustees in a fund independent from the charity. The charity has enrolled into the government auto enrolment scheme. The pension costs charged in the financial statements represent the contributions payable in the year by the charity, and amounted to £23,484 (2021 - £22,140).

Contributions totalling £3,895 (2021 - £3,369) were payable to the scheme at the end of the year and are included in creditors.

10. Tangible fixed assets

	Fixtures, fittings and equipment
	£
Cost	
At 1 January 2022	191,016
Additions in the year	34,461
At 31 December 2022	225,477
Depreciation	
At 1 January 2022	152,899
Charge for the year	7,325
At 31 December 2022	160,224
Net book values	
At 31 December 2022	65,253
At 31 December 2021	38,117

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

11. Debtors

	2022	2021
	£	£
General debtors	158	243
Gift Aid recoverable	18,173	31,605
Other debtors	1,361	-
Prepayments and accrued income	19,970	23,178
	<u>39,662</u>	<u>55,026</u>

12. Creditors: amounts falling due within one year

	2022	2021
	£	£
Expense creditors	33,543	4,930
Other creditors	18,887	17,697
Accruals	14,604	13,861
Deferred income	11,088	4,258
	<u>78,122</u>	<u>40,746</u>

13. Deferred income

	2022	2021
	£	£
Grants and donations		
Balance as at 1 January 2022	4,258	9,351
Received in the year	22,824	21,393
Amount released to income and endowments	(19,989)	(26,486)
Balance as at 31 December 2022	<u>11,088</u>	<u>4,258</u>

All deferred income brought forward were released in full during the year.

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

14. Restricted funds

	1 January 2022 £	Income and endowments £	Expenditure £	31 December 2022 £
Special collections	601	22,229	(21,130)	1,700
Specific purposes	95,175	86,113	(81,193)	100,095
Pastoral and evangelistic	20,960	3,668	(6,643)	17,985
	<u>116,736</u>	<u>112,010</u>	<u>(108,966)</u>	<u>119,780</u>

Purposes of restricted funds

Special collections

Gifts were received mainly for relief for the war in Ukraine.

Specific purposes

Gifts from congregation members for specific purposes received and paid on their behalf in the year, including donations and expenditure for the roof repairs project and Kenya related projects.

Pastoral and evangelistic

Several donations were received specifically to support some of the outreach activities of the church, namely Kings Table, the Women's ministry and Romania.

Restricted funds comparative

	1 January 2021 £	Income and endowments £	Expenditure £	31 December 2021 £
Special collections	2,191	906	(2,496)	601
Specific purposes	471,427	236,840	(612,792)	95,175
Pastoral and evangelistic	9,097	17,837	(5,974)	20,960
	<u>482,715</u>	<u>255,583</u>	<u>(621,562)</u>	<u>116,736</u>

15. Unrestricted funds

	1 January 2022 £	Income and endowments £	Expenditure £	31 December 2022 £
General	<u>133,997</u>	<u>851,519</u>	<u>(919,393)</u>	<u>66,123</u>

The Parochial Church Council for the Ecclesiastical Parish of Holy Trinity, Cheltenham
Notes to the financial statements for the year ended 31 December 2022

16. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2022 as represented by:			
Tangible fixed assets	8,518	56,735	65,253
Current Assets	135,727	63,045	198,772
Current Liabilities	(78,122)	-	(78,122)
	<u>66,123</u>	<u>119,780</u>	<u>185,903</u>

17. Transactions with Council Members

Key Management personnel received £5,220 (2021 - £35,541).

In 2021, there is one member of staff who is also a Trustee, this member of staff only receive remuneration in respect of services they provide undertaking their staff roles and not in respect to their services as trustees. Other trustees did not receive any payments from the PCC in respect of their role as trustees. The value of remuneration received, including employer pension contributions, was as follow:

David Baker

- Remuneration £nil (2021 - £28,351)
- Employer's pension contributions paid £nil (2021 - £1,790)

No trustees were reimbursed for personal expenses by the charity during the year (2021 - £nil).

Total donations received from Trustees during the year were £84,888 (2021- £93,911) of which £1,497 (2021 - £4,477) were restricted for use within the Charity's existing activities.

There were no other related parties during the year (2021 - £nil).