

The Parochial Church Council of the Ecclesiastical
Parish of Holy Trinity Church Barnstaple
Registered Charity Number: 1130331



**Trustees Annual Report and Accounts
For the year ended 31st December 2020**

HOLY TRINITY CHURCH BARNSTAPLE

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for the year ended 31st December 2020**

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HOLY TRINITY CHURCH BARNSTAPLE

REPORT OF THE TRUSTEES

for the year ended 31st December 2020

The trustees present their report and accounts for the year ended 31st December 2020. The trustees have opted, under section 133 of the Charities Act 2011 ('the Charities Act'), to prepare receipts and payments accounts.

Objectives and Aims

The primary object of the PCC is to promote the Gospel of the Lord Jesus Christ according to the doctrines and practices of The Church of England.

Public benefit

The Trustees have considered the Charity Commission guidance on public benefit and consider that the activities of the charity meet its charitable objectives and provide a benefit to the public.

Achievement and Performance

Charitable activities

The past year has been perhaps one of the most challenging chapters of church life experienced at Holy Trinity. From the start of the pandemic in March 2020, there have been three periods of 'Lockdown' enforced by the Government and Trinity, like many other churches around the country, has had to adjust how we 'do church' in the light of these restrictions. Despite these challenges, the leadership of the church have worked extremely hard together to ensure that church life could continue as best as can be expected under these constraints.

The leadership structure at Trinity includes the staff team, the ministry team and of course the PCC. All three of these groups have endeavoured to ensure that all areas of ministry have been covered during this season. This has included ensuring that people have been able to attend times of private prayer at the church when the church services haven't been happening, the continuation of Connect groups meeting online using Zoom and the careful opening of church services with restricted numbers whilst adhering to social-distancing guidelines. It has also included a clear plan for pastoral care which has involved organising key members of the church phoning around the congregation, as well as many of the people we seek to reach out to through support groups, in order to ensure that everyone has been cared for, checked up on, and prayed for.

The leadership and congregation at Trinity have handled the interregnum exceptionally well and have continued to develop fellowship and outreach programs to retain the healthy aspects of church ministry in the parish. The pandemic has also introduced certain challenges in terms of the timescale for appointing the new incumbent. The interviews took place on Friday 19th June 2020 and Revd Paul Taylor was licensed as the new incumbent on 2nd November 2020 led by Rt Revd Robert Atwell.

One key aspect of life and ministry that has been crucial in support for everyone during this season has been the exceptional teamwork overseen by the leadership within the church. Key volunteers have put a huge amount of commitment in time and effort into developing online worship and fellowship using Zoom as a tool of communication.

We want to take this opportunity to thank everyone who has worked so hard to support life and ministry at Trinity and in the wider community of the parish throughout the past year. Despite the difficulties faced, everyone has rallied together exceptionally well to develop the healthy aspects of church life that we can celebrate together.

Financial Review

Despite the financial challenges that the Covid 19 epidemic presented in 2020, our church managed to hold its own. As is to be expected, we experienced a drop in income since we were unable to hold customary church services during the year. Many of our members were forced to reduce their giving because of widespread financial issues, and our church, hall and carpark rental income also dropped. By year end, we were in the uncomfortable position of having our expenses exceed our receipts by some £6,072. Quite plainly, this is a situation that cannot be sustained in the long term.

We thank our faithful God that the good harvests of previous years have enabled us to withstand this loss. We were able to keep up to date with our Common Fund payments and to give an additional £3,600 to partners in mission, North Devon House of Prayer, Amigos, Frontiers, Tear Fund, Scripture Union and Lama Ministries as agreed by the PCC in December 2019. We also donated £2,500 to Christians Against Poverty. One of the chancel heaters in the church needed replacing at a cost of £3,027 and we were able to redecorate the church hall while it was not in use.

Praise God that the adverse conditions we all faced did not hamper your generosity. Some folk were able to make extraordinary donations to church funds and in true Acts 4 fashion, we were also able to establish a Covid Help Fund which paid out £4,650 to church members particularly badly affected by the epidemic. We were also able to support outreaches into the community through activity boxes for families stuck at home and gift hampers at Christmas.

As we move into 2021 and more uncertainty, the PCC have made the decision to put a hold on the 2021 increase to Common Fund and to continue making contributions to the Diocese in line with those made in 2020. This situation will be reviewed later in the year.

Our thanks go to every one of our faithful givers. Whether your contribution to your church is small or large, know that it

HOLY TRINITY CHURCH BARNSTAPLE

REPORT OF THE TRUSTEES

for the year ended 31st December 2020

is a blessing to the Lord and a vehicle for growing His Kingdom. May we all continue to live a lifestyle of grateful giving that overflows into our community.

The accounts show that income decreased in the year by 7% to £201,839 whilst expenditure increased by 2% to £208,011. Deficit for the year was £6,072 (PY: Surplus £15,954)

Unrestricted cash reserves held at the year-end amounted to £26,841 (PY £23,975)

Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the Charity should be approximately three months of the resources expended. At this level the trustees feel that they would be able to continue the current activities of the Charity in the event of a significant drop in income.

Structure, Governance and Management

Governing document

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. Holy Trinity Barnstaple is Mission community known as the Barnstaple Group.

Trustee selection

The method of appointment to the PCC is set out in the Church Representation Rules.

Nominations for membership to the PCC are invited prior to the Annual Parochial Church Meeting. Membership of the PCC is open to all members on Holy Trinity's Electoral Roll. The PCC has ultimate responsibility for a wide range of matters affecting the parish, including such matters as compliance with health and safety, General Data Protection Regulations, disability discrimination legislation and safeguarding children and vulnerable adults. We have no formal induction process although new members are briefed on issues as they arise. Members of the PCC have attended training in Safeguarding and all members have been made aware of current Safeguarding legislation and good practice recommendations. The incumbent, church wardens and church administrator ensure that all decisions made by the PCC comply with current legislation. The PCC meets every month. Other matters are delegated to the Standing Committee which meets when necessary. Standing Committee can authorise expenditure up to £1,000. Day to day management of the parish is by the minister and church wardens. Two part-time administrators are employed in the church office.

Organisational structure

The PCC (Powers) Measure 1956 states the PCC is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Members of the PCC are either ex-officio, elected by the Annual Parochial Church Meeting or co-opted by the PCC in accordance with the Church Representation Rules. There are currently 6 elected members of the PCC (12 is the maximum allowed). Two of these are coming to the end of their term making 8 positions available.

The Standing Committee: As agreed in May 2011 the SC consists of the Vicar, Associate Minister, Church Wardens, PCC Treasurer and PCC secretary. The Standing Committee has the power to transact business on behalf of the PCC. This committee meets in between the monthly PCC meetings when needed and has the authority to call extra-ordinary meetings of the PCC if necessary. It has the responsibility to bring to the full PCC's attention the financial position of the church and can authorise urgent expenditure up to the limit set by the PCC.

HOLY TRINITY CHURCH BARNSTAPLE

REPORT OF THE TRUSTEES

for the year ended 31st December 2020

Reference and Administration Details

Registered name

The full name of the charity is The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Barnstaple. The charity is also known by the name Holy Trinity Church Barnstaple

Registered Charity number

1130331

Principal address

Holy Trinity Church hall
Barbican Terrace
Barnstaple
EX32 0HQ

Vicar

Revd Paul Taylor

Secretary

Peter Nott

Trustees

Name	Position	Appointments/Resignations
Ex Officio members:		
Revd Paul Taylor	Vicar/Chair	
Shirley Paterson	Associate Minister	
Andrew Keenan	Churchwarden/Vice-chair	
Roger Boyton	Churchwarden	
David Elliot	Deanery Synod Representative	Until 2021
Members:		
David Archer		Until 2023
Sharon Blyth		Until 2023
Steve Bunce		Until 2022
Stephen Dove		Until 2023
Lee Hurrell	Assistant Safeguarding Officer	Until 2023
Rachel Keenan	Safeguarding Officer	Until 2023
Harry Monson		Until 2022
Margie Nobbs	Treasurer	Until 2022
Christopher Oldham		Until 2023
Tony Shields		Until 2023

Independent Examiner

Magnus Proctor FFA
Lindisfarne
Landkey Road
Barnstaple
EX32 9BW

Approved by the board of trustees on 19th April 2021 and signed on its behalf by:

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Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOLY TRINITY CHURCH BARNSTAPLE

Independent examiner's report to the trustees of Trinity Church Barnstaple

I report to the charity trustees on my examination of the accounts of Trinity Church Barnstaple (the Trust) for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 Trust 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed:



Magnus Proctor FFA
Fellow of the Institute of Financial Accountants
Lindisfarne
Landkey Road
Barnstaple
EX32 9BW

Date: 27th March 2021

RECEIPTS AND PAYMENTS
for the Year ended 31st December 2020

	Unrestricted funds	Restricted funds	2020 Total	2019 Total
	£	£	£	£
Receipts				
Donations and legacies	129,348	27,868	157,216	126,345
Gift aid	23,651	44	23,695	25,788
Cash collections	9,296		9,296	37,689
Diocesan fees	2,046		2,046	3,287
Church weekend	295		295	15,243
Church hire and car park rent	3,873		3,873	5,812
Goodleigh PCC	0		0	405
Climbing wall and other sundry receipts	4,390		4,390	1,178
	172,899	27,912	200,811	215,747
Investments				
Interest received	1,087	41	1,128	1,122
Total receipts	173,986	27,953	201,939	216,869
Payments				
Charitable activities				
Common fund	83,608		83,608	78,358
Diocesan fees	1,518		1,518	1,433
Clergy expenses	2,396		2,396	3,427
Ministry resources	1,014		1,014	1,581
Altar, music and coffee supplies	1,837		1,837	2,969
Mission gifts	18,677		18,677	11,398
Interface	697		697	52
Christians Against Poverty	0	27,495	27,495	15,401
Church weekend	30		30	12,250
Youth and children	3,159		3,159	3,795
Climbing wall	40		40	48
Premises costs				
Insurance	5,503		5,503	5,312
Light and heat	4,774		4,774	5,692
Cleaning	1,205		1,205	619
Maintenance	6,462	41	6,503	3,713
Church hall - maintenance	3,670		3,670	7,463
Church hall – light and heat	1,671		1,671	2,843
Security	2,003		2,003	5,609
Administration costs				
Salaries	35,295		35,295	32,505
Telephone	1,483		1,483	747
Stationery and printing	1,817		1,817	2,313
Sundry office costs	3,061		3,061	2,087
Legal costs	55		55	800
Independent examination	500		500	500
Total payments	180,475	27,536	208,011	200,915
Net receipts / (payments)	-6,489	417	-6,072	15,954
Reconciliation of funds				
Transfer between funds	0	0	0	0
Total Funds brought forward	33,330	37,907	71,237	55,283
Total Funds carried forward	26,841	38,324	65,165	71,237

STATEMENT OF ASSETS AND LIABILITIES
At 31st December 2020

	Unrestricted funds	Restricted funds	2020 Total	2019 Total
	£	£	£	£
Fixed Assets				
	0	0	0	0
Investment Assets				
CBF Investment Fund	38,726	1,472	40,198	37,602
Current Assets				
Debtors	1,916	6	1,922	2,669
Cash at bank	26,841	38,324	65,165	71,237
Current Liabilities				
Creditors	(1,170)	(0)	(1,170)	(845)
Total Assets less Liabilities	66,313	39,802	106,115	110,663

The financial statements were approved by the Board of Trustees on 19th April 2021 and were signed on its behalf by:

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Chair

1. Accounting Policies

Basis of preparing the financial statements and assessment of going concern

The accounts have been prepared on a receipts and payments method under section 133 of the Charities Act 2011 ('the Charities Act')

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

2. Movement in Funds

	Balance	Income	Expenditure	Transfers	Balance
	1 st Jan 2020				31 st Dec 2020
General Fund	33,330	173,986	(180,475)	0	26,841
Restricted:					
Building fund	29,316	0	0	0	29,316
Christians Against Poverty	8,591	27,912	(27,495)	0	9,008
Endowment:					
CBF Churchyard fund	0	41	(41)	0	0
Total Funds	71,237	201,939	(208,011)	0	65,165

	Balance	Income	Expenditure	Transfers	Balance
	1 st Jan 2019				31 st Dec 2019
General Fund	23,975	194,829	(185,474)	0	33,330
Restricted:					
Building fund	26,023	3,293	0	0	29,316
Christians Against Poverty	5,285	18,707	(15,401)	0	8,591
Endowment:					
CBF Churchyard fund	0	40	(40)		0
Total Funds	55,283	216,869	(200,915)	0	71,237

The Building Fund was commenced in September 2016 to provide for the Chancel roof repair, a new doorway, garden and wall refurbishment and window repairs. The target is £80,000. Donors have been notified that a 10% tithe of all giving toward the building fund will go to the Lama girl's hostel in the Philippines.

3. Trustee remuneration and benefits

Rachel Keenan (Church Administrator) and Sharon Blyth (Schools and Families Worker) are both employed by the charity.

No other of the trustees have been paid any remuneration or received any benefits from an employment with the charity or a related entity.