

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, TEWKESBURY

England & Wales · Charity number 1130775

Details

Other names	THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, TEWKESBURY, HOLY TRINITY PCC, TEWKESBURY
Status	Registered
Legal form	Previously excepted
Registered	2009-07-28
Register	View on the Charity Commission register

Contact

Address	Holy Trinity Church Office 10 Oldbury Road Tewkesbury GL20 5NA
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Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Regular public worship open to all. Teaching of Christianity through sermons, courses and small groups. Taking of religious assemblies in schools. Promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups. Supporting other charities in the UK and overseas.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£287,232	£240,586	-	-
2024-12-31	£309,185	£248,330	-	-
2023-12-31	£209,019	£240,661	-	-
2022-12-31	£223,339	£238,373	-	-
2021-12-31	£203,320	£206,161	-	-
2020-12-31	£194,165	£219,925	-	-

Trustees

Name	Role	Appointed
Rev STEPHEN MICHAEL MAYNARD WALKER	Chair	
Alan James Bedford		2024-04-26
Alison Jane Cirel		2023-04-26
Amanda Jane Lowe		2025-05-15
Canon Nigel John Chetwood		2023-04-26
Duncan George Edward de Gruchy		2022-03-07
Elizabeth Jayne Walker		2014-04-28
Geraldine Sara Simpkins		2020-10-15
Ian Michael Hart		2023-04-26
Joanna Davies BA		2016-04-28
Joshua Kevin Powell		2025-05-15
Julian Edward Dickinson		2020-10-15
Lesley Rogers		2023-04-26
Martin Reading Edgley Mr		2024-05-15
Phil Loveridge		2023-04-26
Rev Simon Anthony Godfrey Phillips		2023-09-04

Accounts

Registered Charity Number: 1130775

Report of the Trustees and
Financial Statements for the Year Ended 31 December 2025
for The Parochial Church Council of Holy Trinity, Tewkesbury

The Parochial Church Council of Holy Trinity, Tewkesbury

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Year Ended 31 December 2025

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The Parochial Church Council of Holy Trinity, Tewkesbury

Report of the Trustees

Year Ended 31 December 2025

The trustees present their report with the financial statements of the charity for the year ended 31 December 2025. The trustees have adopted the provisions of the Accounting and Reporting by Charities: State 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).

Aim and Purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Stephen Walker, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objective and Activities

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our worshipping community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the diverse community in which we live. Our services and acts of worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer: learning about the gospel and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this, it is important that we maintain the fabric of the Church of Holy Trinity.

Achievements and Performance

Worship and Prayer

The year started, as usual, with a week of prayer. As a Church community we recognise the necessity to lay strong foundations in prayer at the start of each year. Our monthly 'Prayer for Revival' gatherings on the first Sunday evening of each month, reflect an aspiration for the spiritual transformation of our community and beyond. The Week of Prayer for Christian Unity brings all the churches together across the town to worship and share fellowship. Though we meet in separate spaces Sunday by Sunday we are all one church working together to see the Kingdom of God bringing hope to the people of this town.

Sunday and mid-week gatherings for worship which are open and accessible to all continued as per our regular pattern. Our fortnightly evening services (called 'Encounter') provide a space for more informal worship without the constraint of time that always accompanies our morning services.

'Encounter' is also an opportunity to develop the gifts of others as well as our young people by encouraging them to experience public speaking (delivering sermons), leading the service and participating in the worship group. In this way we hope to provide opportunities for members of our congregation to explore their gifts as well as encouraging the potential for future church leaders amongst our young people.

It also provides opportunity for those involved in serving in TJC (Trinity Junior Church) or the youth ministry in the morning to find a space for spiritual refreshment for themselves.

Services of worship also take place in the community in residential homes, the day centre and local hospital, particularly around Christmas, Easter and Harvest, facilitated by a team who extend the ministry of the church in this way.

All are welcome to attend our regular 10am services or twice monthly evening services. At present there are 201 on the electoral roll.

Deanery Synod

We now have 3 representatives of the PCC who attend Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church of England. The work of the Deanery reflects the 'Life' vision of the Diocese and informs the agenda so that the focus of ministry across the churches complies with the direction of

travel led by our Diocesan Bishop, Bishop Rachel.

The outworking of this comes from John 10:10, 'I have come that they may have LIFE and have it to the full'.

L: Leadership – a commitment to developing diverse and new models of leadership

I: Imagination – opening new paths to faith through existing and new mission opportunities

F: Faith – living as adventurous followers of Jesus by enabling people to discover new depths to spiritual growth

E: Engagement – living out Christ's love and hope through initiatives which combat injustice and exclusion

Rev David Penny, Vicar of St Peter's church, Winchcombe is the Area Dean and is supported by a Standing Committee of treasurer, secretary and Assistant Area Deans of the 3 Mission Areas. The Deanery Synod met on 3 occasions over the year to conduct its business.

The focus of the Deanery continues to be to implement the Strategic plan for sustainable ministry into the future.

Pastoral Care

Pastoral care expresses the love of God to those in our fellowship and in the wider community. This largely happens through the friendships grown in our small group network but also through our contacts with the wider community. In 2025 we began setting up a pastoral care team to provide pastoral care to those not in small groups. Our pastoral prayer support coordinator has provided a helpful means of communication to enable information of particular needs to be shared (with the individuals' consent) for the benefit of prayer and practical support. This has strengthened our ability to be aware of particular needs and demonstrate care as best we can or signpost individuals to professional support.

Pastoral care for young families

'Smarties', our parent and toddler weekly activity provides a regular connection with young families in the community. Such is the good reputation of this ministry that Health Visitors are happy to recommend it as a place where young parents or carers can access friendship, community and support.

With the cost of living continuing to have an impact the ministry of the Welcome Table (a warm space and free hot meal) for anyone in the community who desire it, has continued to be a helpful support to individuals and families.

Mission and Outreach

The Mission of the church to reach out with the good news of Jesus Christ and the love of God has continued through our support for one another in our community.

The Outlook services have continued providing an opportunity for worship at festival times (Harvest, Easter and Christmas) in residential homes, the local hospital and day care centre. We are grateful to those members of our church who have contributed so much to this outward expression of ministry not just in Tewkesbury but by leading services in churches further afield.

Members of our church community continued to reach out through their voluntary support offered to various local charities, in particular, the work of the Tewkesbury Foodbank and Cheltenham Street Pastors.

Schools Work

The PCC employed Sarah Hellewell Banelli as a part time Children's and Family Worker and Sam Williams as a part time Youth Pastor. This enables the church to have the capacity to be involved in local schools in a supportive role. This involvement has continued this year with input to school assemblies, Christian union groups and lunch time activities. Church members contribute as part of 'Open the Book' teams taking assemblies in different Primary Schools as well serving as school governors. Holy Trinity has hosted school Harvest and Christmas celebrations as well as providing the opportunity for school visits to the Experience Easter and Experience Christmas interactive experience. In addition, in 2025 we also hosted the Tewkesbury CofE school for a school concert in collaboration with 'IsingPop', and charity bringing together faith, community and music. All these opportunities demonstrate the involvement of the church in the local community.

Mission

The PCC have committed 10% of our unrestricted voluntary income (gross) to support Mission. Our primary commitment is to our Mission Partners serving in a variety of contexts in the UK and overseas:

- Chris and Suzy Wilson (CMS). Living in Addis Ababa and serving throughout Ethiopia.
- Release International – Building One Body Partnership programme with the church in Pakistan
- Pedro and Annu Santos – (CMJ) Beit Immanuel, Tel Aviv, Israel
- Tim Curtis – (SAMS/CMS) Paraguay
- Wayne O'Leary – Slavic Gospel Association
- Jason and Tracy Day – CMS (seconded to OMF) in Chiang Mai, Thailand

Our support for those who serve overseas acts as an important expression of our desire to be a 'Local Church with a Global Concern' and the links we have established through the Life groups will maintain their high profile in our church prayer agenda. As well as our Mission Partners the PCC has also provided support to the following ministries:

- Embrace the Middle East
- The Children's Society
- Gloucester City Mission.
- Tewkesbury GP Chaplaincy
- UCCF
- A Rocha

Financial Review

Total income for the year was £287,232 (2024: £309,579) and total expenditure £240,586 (2024: £248,330). The balance on the general fund increased to £95,889 (2024: £91,416). In addition to cash-based assets, the church owns Trinity House (the church office) and The Old Mission Hall along with various items of plant, equipment and furniture; these assets make up the fixed asset total on the Balance Sheet of £281,547 (2024: £ 264,421).

Reserves Policy

The policy of the PCC is to aim to keep a minimum of three months' expenditure on reserve. The PCC is thankful that it is possible again to observe this policy.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively and vibrant community that it is. In particular, we would like to thank our churchwardens, Mr Alan Bedford and Mrs Geraldine Simpkins who have worked so tirelessly on our behalf and Mr Philip Loveridge as the church treasurer supported by the finance team. We would like to express our appreciation as well to our leadership team who have provided so much support and shared leadership over the year.

The church can only function with the support of its members, so many of whom give willingly of their time and energy. Therefore, it is appropriate to express appreciation to the whole church membership as well as the PCC and administrative officers, staff team and leadership team and Life group leaders for all they give in so many ways to contribute to the life of Holy Trinity.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity, the membership of the PCC consists of the incumbent (Vicar), Curate, churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and consider themselves to be members of our congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year, every other month, with the Standing Committee meeting alternative months. An average level of attendance of about 80% was achieved at each meeting. Sub committees have also met throughout the year, reporting back to the full PCC at each meeting for further discussion. Representatives of the various Synods also report back following meetings they attend.

The PCC has employed part time staff to assist in the ministry of the church: Mrs Sam Williams (Youth Pastor), Mrs Sarah Hellewell Banelli (Children's and Families Worker) and Mrs Helen Hart (Administrator).

Administrative Information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Tewkesbury, known as Holy Trinity Tewkesbury, is located in the middle of Tewkesbury by the market car park. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is:

Holy Trinity Tewkesbury, Church Office, 10 Oldbury Road, Tewkesbury, GL20 5NA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Charity registered with the Charity Commission (Registration number: 1130775).

Members who have served from 1 January 2025 until this report was approved are:

Ex Officio members

<i>Incumbent:</i>	The Reverend Stephen Walker	Chairman
<i>Curate:</i>	The Rev Simon Philips	
<i>Reader:</i>	Mrs Jo Davies	
<i>Wardens:</i>	Mrs Geraldine Simpkins Mr Alan Bedford	Church Warden Church Warden
<i>Officers:</i>	Mr Philip Loveridge Mrs Liz Walker	Treasurer (Co-Opted April 2023) Secretary
<i>Elected members:</i>	Mr Issac Davis Mrs Sue Thatcher Mrs Andrea Duncan Mr Julian Dickinson Mr Duncan de Gruchy Mrs Alison Cirel Mrs Lesley Rogers Mrs Amanda Lowe Mr Joshua Powell	Resigned September 2025 Resigned May 2025 Resigned May 2025 (Safeguarding Rep)
<i>Deanery Synod:</i>	Mr Ian Hart Canon Nigel Chetwood Mr Martin Edgley	Deanery Synod Representative

Bankers

NatWest PLC
Cheltenham Branch
31 Promenade
Cheltenham
GL50 1LH

Independent examiner

Henry Stephenson MAAT
DOY Accountancy
69a Barton Street
Tewkesbury
GL20 5PY

Statement of Council Member's Responsibilities

Charity law requires the council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Annual Report and Accounts were approved by the PCC subject to examination and signed on its behalf by:



Reverend Stephen Walker (Chairman)

The Parochial Church Council of Holy Trinity, Tewkesbury

Independent Examiner's Report to the Trustees
Year Ended 31 December 2025

Independent Examiner's Report to the Trustees of The Parochial Church Council of Holy Trinity, Tewkesbury

I report to the charity's board of trustees in connection with my examination of the accounts of The Parochial Church Council of Holy Trinity, Tewkesbury for the year ended 31 December 2025.

Responsibilities and Basis of Reporting

As the trustees of the charity, you are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charities accounts carried out under Section 145 of the Act and 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

Since the charity's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians which is one of the listed bodies.

I have completed my examination and can confirm that no material matters have come to my attention giving me cause to believe that in any material way:

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 I feel attention should be drawn in this report to enable full and proper understanding of the accounts.

H Stephenson

Henry Stephenson MAAT

DOY Accountancy
69a Barton Street
Tewkesbury
Gloucestershire
GL20 5PY

Date: 31 March 2026

The Parochial Church Council of Holy Trinity, Tewkesbury

Detailed Statement of Financial Activities
Year Ended 31 December 2025

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2025 £	2024 £
INCOME						
Donations and legacies	2	233,794	10,527	28,467	272,788	273,325
Charitable activities	3	1,517	3,016	649	5,182	26,348
Other trading activities	4	2,066	1,169	-	3,235	3,693
Investment income		6,027	-	-	6,027	5,819
		243,404	14,712	29,116	287,232	309,185
EXPENDITURE						
Charitable activities	5	199,682	34,728	6,176	240,586	248,330
		199,682	34,728	6,176	240,586	248,330
Net operating income / (expenditure)		43,722	(20,016)	22,940	46,646	60,855
Transfer between funds		(39,249)	32,746	6,503	-	-
Net income and movement in funds		4,473	12,730	29,443	46,646	60,855
RECONCILIATION OF FUNDS						
Total funds brought forward		91,416	321,496	3,617	416,529	355,674
Total funds carried forward		95,889	334,226	33,060	463,175	416,529

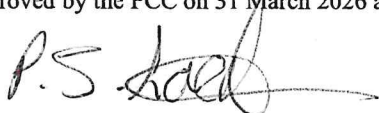
The Parochial Church Council of Holy Trinity, Tewkesbury

Balance Sheet

31 December 2025

	Notes	2025 £	2024 £
FIXED ASSETS			
Tangible fixed assets	7	281,547	264,421
		<u>281,547</u>	<u>264,421</u>
CURRENT ASSETS			
Investments		157,600	126,500
Debtors	8	2,797	3,560
Cash at bank		29,596	24,343
Petty cash		3	14
		<u>189,996</u>	<u>154,417</u>
LIABILITIES			
Creditors – amounts falling due in one year	9	(8,368)	(2,309)
NET CURRENT ASSETS		<u>181,628</u>	<u>152,108</u>
TOTAL NET ASSETS		<u>463,175</u>	<u>416,529</u>
THE FUNDS OF THE CHARITY			
Unrestricted funds – general		95,889	91,416
Unrestricted funds – designated		334,226	321,496
Restricted funds		33,060	3,617
		<u>463,175</u>	<u>416,529</u>

Approved by the PCC on 31 March 2026 and signed on its behalf by:



P J Loveridge
Treasurer

1. **ACCOUNTING POLICIES**

Basis of Preparing the Financial Statements

The financial statements have been prepared under the Church Accounting Regulations 2009 and the Charities Act 2011 in accordance with applicable accounting standards and the current Statement of Recognised Practice for Accounting and Reporting by Charities (SORP 2015 / FRS 102) and on the basis that the charity is a Public Benefit Entity. The financial statements include all transactions, assets and liabilities for which the PCC is 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. The financial statements have been prepared under the historical cost convention and on a Going Concern basis. The presentation currency is £ Sterling. The principal accounting policies adopted in the preparation of the financial statements are as follows:

Fund Accounting

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors, or which have been raised by the church for specific purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income and Endowments

Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers is not quantified. Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income Tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for when an inflow of economic benefit is probable. Rental income from the letting of church premises is recognised when the rental is due. Interest is accounted for when receivable. The PCC is not registered for VAT. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity, however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Expenditure

All expenditure is included on an accruals basis and is recognised when an outflow of economic benefit is probable. Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Taxation

The charity is exempt from tax on its charitable activities.

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year. Depreciation of the cost of equipment and refurbishment is charged on a 20% straight line basis. Freehold property is depreciated using the straight-line method using a rate of 1%. These rates are calculated to write off the assets over their useful economic lives. Assets costing more than £1000 are capitalised.

Pensions

The PCC makes contributions for the benefit of employees to a multi-employer defined contribution scheme.

Leasing

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term. The title of the lease remains with the lessor.

Financial Instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Going Concern

There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2025 £	2024 £
2. DONATIONS AND LEGACIES						
Planned giving and tax trail		147,961	-	-	147,961	135,611
Gift aid		37,058	325	-	37,383	47,058
Collections		13,059	-	-	13,059	11,465
Other donations		29,166	3,202	950	33,318	72,808
Grants		5,450	2,000	27,517	34,967	-
Legacies		1,100	5,000	-	6,100	6,383
		233,794	10,527	28,467	272,788	273,325
3. INCOME FROM CHARITABLE ACTIVITIES						
Church activities and conferences		99	3,016	649	3,764	24,909
Fees		1,418	-	-	1,418	1,439
		1,517	3,016	649	5,182	26,348
Income from "Church activities and conferences" varies widely from one year to the next depending on whether a "Church weekend away" has taken place, normally every other year. See also "Church fellowship activities" under Note 5b. From time to time the PCC receives funds raised by groups or individuals within the church and passes this money on to causes designated by the organisers. As these not considered to be activities of the PCC, the money is not included in these accounts.						
4. OTHER TRADING ACTIVITIES						
Hall rent		2,056	510	-	2,566	3,693
Other income		10	659	-	669	-
		2,066	1,169	-	3,235	3,693
5. EXPENDITURE ON CHARITABLE ACTIVITIES						
a) Grants and Donations						
Mission support		526	20,174	-	20,700	19,100
Other donations		-	-	-	-	1,168
		526	20,174	-	20,700	20,328
b) Costs of Church Activities						
Ministry – Parish share		88,080	-	-	88,080	91,605
Clergy expenses		1,568	-	-	1,568	1,867
Utilities		8,964	-	-	8,964	12,357
Cleaning		11,175	-	-	11,175	12,572
Church maintenance		9,087	620	36	9,743	7,642
Staff costs	6	55,512	-	-	55,512	48,353
Children and youth work		3,767	33	6,140	9,940	9,439
Music		-	-	-	-	1,249
Insurance		3,666	-	-	3,666	3,484
Outreach and services		2,434	-	-	2,434	4,674
Training and recruitment		1,184	-	-	1,184	2,094
Church fellowship activities		3,721	2,055	-	5,776	20,124
Depreciation		-	11,845	-	11,845	6,524
		189,158	14,554	6,176	209,888	221,984

c) **Church Administration**

Computer and website costs	2,003	-	-	2,003	1,778
Telephone	2,468	-	-	2,468	1,049
Printing, postage and stationery	1,862	-	-	1,862	1,418
Office sundries	2,585	-	-	2,585	1,383
Professional fees	1,080	-	-	1,080	390
	<u>9,998</u>	<u>-</u>	<u>-</u>	<u>9,998</u>	<u>6,018</u>
Total Expenditure on Charitable Activities	199,682	34,728	6,176	240,586	248,330

6. **STAFF COSTS AND TRUSTEE MATTERS**

The average numbers of employees (all part-time) during the year were:

	2025	2024
Charitable activities	2	2
Administration	<u>1</u>	<u>1</u>
	<u>3</u>	<u>3</u>

Employee Costs

	2025	2024
	£	£
Gross salaries	52,618	46,000
Employer pension contributions and life assurance	<u>2,894</u>	<u>2,535</u>
	<u>55,512</u>	<u>48,535</u>

No employee earned more than £60,000.

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £55,512 (2024 - £48,353).

Related Party Disclosures

No trustee received remuneration in 2025 (2024 - nil).

Clergy expenses in 2025 amounted to £1,568 (mileage £575, telephone £670 and other costs £323). (2024 - £1,867)

No expenses were paid to other trustees, apart from reimbursement of church expenditure.

There were no related party transactions involving trustees during the year (2024 - nil).

No grants were made to related parties (2024 - nil).

As with many churches, a significant amount of donations is received from trustees, but it would not be in the best interests of the charity to assess the amount. Much giving is anonymous; all giving is treated as confidential.

7. **TANGIBLE FIXED ASSETS**

	Freehold property £	Equipment £	Total £
Cost or Valuation			
At 1 January 2025	283,342	178,209	461,551
Additions	-	28,971	28,971
Disposals	-	-	-
At 31 December 2025	<u>283,342</u>	<u>207,180</u>	<u>490,522</u>
Depreciation			
At 1 January 2025	31,378	165,752	197,130
Provided during the period	2,834	9,011	11,845
At 31 December 2025	<u>34,212</u>	<u>174,763</u>	<u>208,975</u>
Net Book Value 31 December 2025	249,130	32,417	281,547
Net Book Value 31 December 2024	251,964	12,457	264,421

8. **DEBTORS**

	2025	2024
	£	£
Gift aid recoverable	911	1,335
Prepayments	1,786	1,223
Sundry debtors	-	1,002
	<u>2,797</u>	<u>3,560</u>

9. **CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2025	2024
	£	£
Creditors	1,379	1,919
Accruals and deferred income	6,989	390
	<u>8,368</u>	<u>2,309</u>

Accounts



The Parochial Church Council of Holy Trinity Tewkesbury

**Annual Report and Accounts
Year ended 31 December 2024**

**THE CHURCH
OF ENGLAND**

**DIOCESE OF
GLOUCESTER**

Registered Charity 1130775



The Parochial Church Council of Holy Trinity Tewkesbury

Annual Report and Accounts Year ended 31 December 2024

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ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024

Aim and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Stephen Walker, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objective and Activities

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our worshipping community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the diverse community in which we live. Our services and acts of worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer: learning about the gospel and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this, it is important that we maintain the fabric of the Church of Holy Trinity.

Achievements and Performance

Worship and Prayer

The year started, as usual, with a week of prayer. As a Church community we recognise the necessity to lay strong foundations in prayer at the start of each year. Our monthly 'Prayer for Revival' gatherings on the first Sunday evening of each month, reflect an aspiration for the spiritual transformation of our community and beyond. The Week of Prayer for Christian Unity brings all the churches together across the town to worship and share fellowship. Though we meet in separate spaces Sunday by Sunday we are all one church working together to see the Kingdom of God bringing hope to the people of this town.

Sunday and mid-week gatherings for worship which are open and accessible to all continued as per our regular pattern. Our fortnightly evening services (called 'Encounter') provide a space for more informal worship without the constraint of time that always accompanies our morning services.

'Encounter' is also an opportunity to develop the gifts of others as well as our young people by encouraging them to experience public speaking (delivering sermons), leading the service and participating in the worship group. In this way we hope to provide opportunities for members of our congregation to explore their gifts as well as encouraging the potential for future church leaders amongst our young people.

It also provides opportunity for those involved in serving in TJC (Trinity Junior Church) or the youth ministry in the morning to find a space for spiritual refreshment for themselves.

Services of worship also take place in the community in residential homes, the day centre and local hospital, particularly around Christmas, Easter and Harvest, facilitated by a team who extend the ministry of the church in this way.

All are welcome to attend our regular 10am services or twice monthly evening services. At present there are 216 on the electoral roll.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024

Deanery Synod

We now have 3 representatives of the PCC who attend Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church of England. The work of the Deanery reflects the 'Life' vision of the Diocese and informs the agenda so that the focus of ministry across the churches complies with the direction of travel led by our Diocesan Bishop, Bishop Rachel. The outworking of this comes from John 10:10, 'I have come that they may have LIFE and have it to the full'.

L : Leadership – a commitment to developing diverse and new models of leadership

I : Imagination – opening new paths to faith through existing and new mission opportunities

F : Faith – living as adventurous followers of Jesus by enabling people to discover new depths to spiritual growth

E : Engagement – living out Christ's love and hope through initiatives which combat injustice and exclusion

Rev David Penny, Vicar of St Peter's church, Winchcombe is the Area Dean and is supported by a Standing Committee of treasurer, secretary and Assistant Area Deans of the 3 Mission Areas. The Deanery Synod met on 3 occasions over the year to conduct its business.

The focus of the Deanery continues to be to implement the Strategic plan for sustainable ministry into the future.

Pastoral Care

Pastoral care expresses the love of God to those in our fellowship and in the wider community. This largely happens through the friendships grown in our small group network but also through our contacts with the wider community. Our pastoral prayer support coordinator has provided a helpful means of communication to enable information of particular needs to be shared (with the individuals' consent) for the benefit of prayer and practical support. This has strengthened our ability to be aware of particular needs and demonstrate care as best we can or signpost individuals to professional support.

Pastoral care for young families

'Smarties', our parent and toddler weekly activity provides a regular connection with young families in the community. Such is the good reputation of this ministry that Health Visitors are happy to recommend it as a place where young parents or carers can access friendship, community and support.

With the cost of living continuing to have an impact the ministry of the Welcome Table (a warm space and free hot meal) for anyone in the community who desire it, has continued to be a helpful support to individuals and families.

Mission and outreach

The Mission of the church to reach out with the good news of Jesus Christ and the love of God has continued through our support for one another in our community.

The Outlook services have continued providing an opportunity for worship at festival times (Harvest, Easter and Christmas) in residential homes, the local hospital and day care centre. We are grateful to those members of our church who have contributed so much to this outward expression of ministry not just in Tewkesbury but by leading services in churches further afield.

Members of our church community continued to reach out through their voluntary support offered to various local charities, in particular, the work of the Tewkesbury Foodbank and Cheltenham Street Pastors.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024

Schools Work

The PCC employed Sarah Hellewell Banelli as a part time Children's and Family Worker and Sam Williams as a part time Youth Pastor. This enables the church to have the capacity to be involved in local schools in a supportive role. This involvement has continued this year with input to school assemblies, Christian union groups and lunch time activities. Church members contribute as part of 'Open the Book' teams taking assemblies in different Primary Schools as well serving as school governors. Holy Trinity has hosted school Harvest and Christmas celebrations as well as providing the opportunity for school visits to the Experience Easter and Experience Christmas interactive experience.

All these opportunities demonstrate the involvement of the church in the local community.

Mission

The PCC have committed 10% of our unrestricted voluntary income (gross) to support Mission. Our primary commitment is to our Mission Partners serving in a variety of contexts in the UK and overseas:

- Chris and Suzy Wilson (CMS). Living in Addis Ababa and serving throughout Ethiopia.
- Release International – Building One Body Partnership programme with the church in Pakistan
- Pedro and Annu Santos – (CMJ) Beit Immanuel, Tel Aviv, Israel
- Tim Curtis – (SAMS/CMS) Paraguay
- Wayne O'Leary – Slavic Gospel Association
- Jason and Tracy Day – CMS (seconded to OMF) in Chiang Mai, Thailand

Our support for those who serve overseas acts as an important expression of our desire to be a 'Local Church with a Global Concern' and the links we have established through the Life groups will maintain their high profile in our church prayer agenda.

As well as our Mission Partners the PCC has also provided support to the following ministries:

- Embrace the Middle East
- The Children's Society
- Gloucester City Mission.
- Tearfund's emergency appeal for aid in the Middle East

Financial Review

Total income for the year was £309,185 (2023: £209,019) and total expenditure £248,330 (2023: £240,661).

The balance on the general fund increased to £91,416 (2023: £75,689). In addition to cash-based assets, the church owns Trinity House (the church office) and The Old Mission Hall along with various items of plant, equipment and furniture; these assets make up the fixed asset total on the Balance Sheet of £264,421 (2023: £255,545).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024

Reserves policy

The policy of the PCC is to aim to keep a minimum of three months' expenditure on reserve. The PCC is thankful that it is possible again to observe this policy.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively and vibrant community that it is. In particular, we would like to thank our churchwardens, Mr Alan Bedford (and Mr Steve Burden who stepped down in April) and Mrs Geraldine Simpkins who have worked so tirelessly on our behalf and Mr Philip Loveridge as the church treasurer supported by the finance team. We would like to express our appreciation as well to our leadership team who have provided so much support and shared leadership over the year.

The church can only function with the support of its members, so many of whom give willingly of their time and energy. Therefore, it is appropriate to express appreciation to the whole church membership as well as the PCC and administrative officers, staff team and leadership team and Life group leaders for all they give in so many ways to contribute to the life of Holy Trinity.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity, the membership of the PCC consists of the incumbent (Vicar), Curate, churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and consider themselves to be members of our congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year, every other month, with the Standing Committee meeting alternative months. An average level of attendance of about 80% was achieved at each meeting. Sub committees have also met throughout the year, reporting back to the full PCC at each meeting for further discussion. Representatives of the various Synods also report back following meetings they attend.

The PCC has employed part time staff to assist in the ministry of the church: Mrs Sam Williams (Youth Pastor), Mrs Sarah Hellewell Banelli (Children's and Families Worker) and Mrs Helen Hart (Administrator).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024

Administrative information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Tewkesbury, known as Holy Trinity Tewkesbury, is located in the middle of Tewkesbury by the market car park. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is:

Holy Trinity Tewkesbury, Church Office, 10 Oldbury Road, Tewkesbury, GL20 5NA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Charity registered with the Charity Commission (Registration number: 1130775).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024

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

Ex Officio members

Incumbent: The Reverend Stephen Walker Chairman

Curate Rev Simon Philips

Reader:
Mrs Jo Davies

Wardens:

Mr Steve Burden Church Warden Resigned April 2024

Mrs Geraldine Simpkins Church Warden

Mr Alan Bedford Church Warden – From April 2024

Officers:

Mr Philip Loveridge Treasurer

Mrs Liz Walker Secretary

Elected members:

Mrs Lesley Rogers

Canon Nigel Chetwood

Mrs Alison Cirel

Mr Isaac Davies

Mrs Sue Thatcher (GDPR Rep)

Mrs Andrea Duncan (Mission and Evangelism Rep) Resigned April 2024

Mr Julian Dickinson

Mr John Haughan Resigned April 2024

Deanery Synod:

Mr Duncan de Gruchy (Safeguarding Rep)

Mr Ian Hart Deanery Synod Representative

Mr Martin Edgley

Mr David Greenwood Resigned April 2024

Bankers

NatWest PLC
Cheltenham Branch
31 Promenade
Cheltenham

GL50 1LH

Independent Examiner

Andrew R Cook ACA
Chartered Accountant
Shurdington Road
Bentham
Gloucestershire
GL51 4UA

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2024

Statement of Council members' responsibilities

Charity law requires the council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Annual Report and Accounts were approved by the PCC subject to examination and signed on its behalf by:



Reverend Stephen Walker (Chairman)
10 March 2025

Independent Examiner's report to the Council members on the unaudited accounts of the Parochial Church Council of Holy Trinity, Tewkesbury

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on pages 9 to 17.

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 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

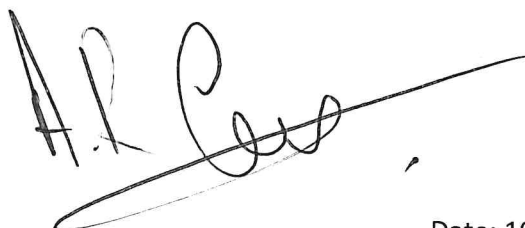
Since the charity's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 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.

Andrew R Cook ACA
Chartered Accountant
Shurdington Road
Bentham
Gloucestershire
GL51 4UA

A handwritten signature in black ink, appearing to read 'A.R. Cook', with a long horizontal flourish extending to the right.

Date: 10 March 2025

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2024

1

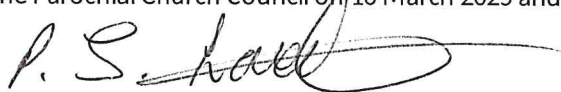
	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2024 £	2023 £
INCOME FROM:						
Income from generated funds						
Donations and legacies	2	235,568	33,475	4,282	273,325	194,051
Charitable activities	3	25,436	-	912	26,348	8,602
Other trading activities	4	3,693	-	-	3,693	2,838
Investments		5,819			5,819	3,528
TOTAL INCOME		270,516	33,475	5,194	309,185	209,019
EXPENDITURE FROM:						
Charitable activities	5	215,789	25,624	6,917	248,330	240,661
TOTAL EXPENDITURE		215,789	25,624	6,917	248,330	240,661
Net operating income/ (expenditure)		54,727	7,851	(1,723)	60,855	(31,642)
Transfer between funds	10	(39,000)	39,000	-	-	-
Net income for the year and net movement in funds		15,727	46,851	(1,723)	60,855	(31,642)
RECONCILIATION OF FUNDS						
Total funds brought forward		75,689	274,645	5,340	355,674	387,316
Total funds carried forward	11	91,416	321,496	3,617	416,529	355,674

The notes at pages 11 to 17 form part of these financial statements.
The allocation between funds for 2023 is shown in note 15.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
BALANCE SHEET
AS AT 31 DECEMBER 2024

	NOTES	2024	2023
		£	£
FIXED ASSETS			
Tangible fixed assets	7	264,421	255,545
		<u>264,421</u>	<u>255,545</u>
CURRENT ASSETS			
Deposit - CCLA Investment Management		120,000	80,000
Investment - CCLA CofE Global Equity Fund		6,500	-
Current account - Natwest		24,343	23,711
Petty cash		14	21
Cash at bank and in hand		<u>150,857</u>	<u>103,732</u>
Debtors	8	<u>3,560</u>	<u>3,095</u>
		154,417	106,827
LIABILITIES			
Creditors - amounts falling due in one year	9	(2,309)	(6,698)
NET CURRENT ASSETS		<u>152,108</u>	<u>100,129</u>
TOTAL NET ASSETS		<u>416,529</u>	<u>355,674</u>
THE FUNDS OF THE CHARITY			
Unrestricted funds - General		91,416	75,689
Unrestricted funds - Designated	12	321,496	274,645
Restricted funds	13	3,617	5,340
	14	<u>416,529</u>	<u>355,674</u>

Approved by the Parochial Church Council on 10 March 2025 and signed on its behalf by



P J Loveridge
Treasurer

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2024

1. Accounting Policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 and the Charities Act 2011 in accordance with applicable accounting standards and the current Statement of Recognised Practice for Accounting and Reporting by Charities (SORP 2015 / FRS 102) and on the basis that the charity is a Public Benefit Entity.

The financial statements include all transactions, assets and liabilities for which the PCC is 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. The financial statements have been prepared under the historical cost convention and on a Going Concern basis. The presentation currency is £ Sterling.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

Funds

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for specific purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income and endowments

Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers is not quantified.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income Tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for when an inflow of economic benefit is probable.

Rental income from the letting of church premises is recognised when the rental is due.

Interest is accounted for when receivable.

The PCC is not registered for VAT.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity, however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2024

1. Accounting Policies (continued)

Expenditure

All expenditure is included on an accruals basis and is recognised when an outflow of economic benefit is probable.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation of the cost of equipment and refurbishment is charged on a 20% straight line basis. Freehold property is depreciated using the straight line method using a rate of 1%. These rates are calculated to write off the assets over their useful economic lives. Assets costing more than £1000 are capitalised.

Pensions

The PCC makes contributions for the benefit of employees to a multi-employer defined contribution scheme.

Investments

Fixed asset investments, if any, are stated at market value.

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term. The title of the lease remains with the lessor.

Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Going concern

There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2024	TOTAL 2023
	£	£	£	£	£
2. DONATIONS AND LEGACIES					
Planned giving and Tax Trail	135,611	-		135,611	128,816
Non Tax Trail	11,545	-		11,545	18,584
Income Tax refunded	47,058	-		47,058	33,595
Collections	10,297		1,168	11,465	10,167
Other donations	31,057	27,092	3,114	61,263	560
Grants	-	-		-	2,329
Legacies	-	6,383	-	6,383	-
	<u>235,568</u>	<u>33,475</u>	<u>4,282</u>	<u>273,325</u>	<u>194,051</u>
3. INCOME FROM CHARITABLE ACTIVITIES					
Church activities and conferences	23,997	-	912	24,909	7,200
Fees	1,439	-	-	1,439	1,402
	<u>25,436</u>	<u>-</u>	<u>912</u>	<u>26,348</u>	<u>8,602</u>
Income from "Church activities and conferences" varies widely from one year to the next depending on whether a "Church weekend away" has taken place, normally every other year. See also "Church fellowship activities" under Note 5b. From time to time the PCC receives funds raised by groups or individuals within the church and passes this money on to causes designated by the organisers. As these not considered to be activities of the PCC, the money is not included in these accounts.					
4. OTHER TRADING ACTIVITIES					
Hall rents	3,693	-	-	3,693	2,838
Other income	-	-	-	-	-
	<u>3,693</u>	<u>-</u>	<u>-</u>	<u>3,693</u>	<u>2,838</u>
5. CHARITABLE ACTIVITIES					
a. GRANTS AND DONATIONS					
Families in Need	-	-	-	-	-
Home Mission	60	600	-	660	950
Overseas Mission	-	18,500	-	18,500	18,450
Other donations	-	-	1,168	1,168	818
	<u>60</u>	<u>19,100</u>	<u>1,168</u>	<u>20,328</u>	<u>20,218</u>
b. COSTS OF CHURCH ACTIVITIES					
Ministry - Parish Share	91,605	-	-	91,605	85,611
- Clergy expenses	1,867	-	-	1,867	1,860
Utilities	12,357	-	-	12,357	13,780
Cleaning contract	12,572	-	-	12,572	9,934
Church Maintenance	7,642	-	-	7,642	9,198
Staff costs (see note 6)	48,353	-	-	48,353	58,724
Children & Youth Work	7,724	-	1,715	9,439	10,842
Music	1,249	-	-	1,249	1,356
Insurance	3,484	-	-	3,484	3,347
Outreach and services	2,890	-	1,784	4,674	5,759
Training and recruitment	2,094	-	-	2,094	1,157
Church fellowship activities	17,874	-	2,250	20,124	368
Depreciation	-	6,524	-	6,524	12,140
	<u>209,711</u>	<u>6,524</u>	<u>5,749</u>	<u>221,984</u>	<u>214,076</u>
c. CHURCH ADMINISTRATION					
Computer and website costs	1,778	-	-	1,778	2,170
Telephone	1,049	-	-	1,049	1,219
Printing, postage and stationery	1,418	-	-	1,418	1,818
Office sundries	1,383	-	-	1,383	770
Professional fees	390	-	-	390	390
	<u>6,018</u>	<u>-</u>	<u>-</u>	<u>6,018</u>	<u>6,367</u>
TOTAL - CHARITABLE ACTIVITIES	<u>215,789</u>	<u>25,624</u>	<u>6,917</u>	<u>248,330</u>	<u>240,661</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2023 - £390) for the independent examination.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

6. STAFF COSTS AND TRUSTEE MATTERS

The average numbers of employees (all part-time) during the year were:

	2024	2023
Charitable activities	2	2
Administration	1	1
	<u>3</u>	<u>3</u>

Employee costs

	£	£
Gross salaries	46,000	55,805
Employers pension contributions	2,353	2,919
Employers NIC	-	-
	<u>48,353</u>	<u>58,724</u>

No employee earned more than £60,000 (2023 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £48,353 (2023 - £58,724).

Related party transactions:

No trustee received remuneration in 2024 (2023 - nil).

Clergy expenses in 2024 amounted to £1,867 (mileage £529, office / telephone £565 and other costs £773). (2023 - £1860)

No expenses were paid to other trustees, apart from reimbursement of church expenditure.

There were no related party transactions involving trustees during the year (2023 - £286).

No grants were made to related parties (2023 - nil).

As with many churches, a significant amount of donations is received from trustees but it would not be in the best interests of the charity to assess the amount. Much giving is anonymous; all giving is treated as confidential.

7. TANGIBLE FIXED ASSETS

	Freehold property	Equipment	Total
Cost or valuation	£	£	£
At 1 January 2024	283,342	162,809	446,151
Additions	-	15,400	15,400
Disposals	-	-	-
At 31 December 2024	<u>283,342</u>	<u>178,209</u>	<u>461,551</u>
Depreciation			
At 1 January 2024	28,545	162,061	190,606
Additions	2,833	3,691	6,524
Disposals	-	-	-
At 31 December 2024	<u>31,378</u>	<u>165,752</u>	<u>197,130</u>
			-
Net book value 31 December 2024	<u>251,964</u>	<u>12,457</u>	<u>264,421</u>
Net book value 31 December 2023	<u>254,797</u>	<u>748</u>	<u>255,545</u>

8. DEBTORS

	2024	2023
	£	£
Income Tax recoverable	1,335	859
Sundry debtors	1,002	-
Prepayments	1,223	2,236
	<u>3,560</u>	<u>3,095</u>

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Creditors	1,919	1,884
Accruals and deferred income	390	4,814
	<u>2,309</u>	<u>6,698</u>

Included in accruals and deferred income is deferred income of £nil (2023 - £4324) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2024	2023
	£	£
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year).	23,600	19,100
General fund to Fixed Asset fund representing initial cost of a new heating system.	15,400	

11. TOTAL FUNDS CARRIED FORWARD

	Note	At 1st January 2024	Income	Expenditure	Transfers	At 31 December 2024
		£	£	£	£	£
General fund		75,689	270,516	(215,789)	(39,000)	91,416
Designated funds	12	274,645	33,475	(25,624)	39,000	321,496
Restricted funds	13	5,340	5,194	(6,917)	-	3,617
		<u>355,674</u>	<u>309,185</u>	<u>(248,330)</u>	<u>-</u>	<u>416,529</u>

<i>previous year</i>		At 1st January 2023	Income	Expenditure	Transfers	At 31 December 2023
		£	£	£	£	£
General fund		94,557	204,252	(204,020)	(19,100)	75,689
Designated funds		287,085	-	(31,540)	19,100	274,645
Restricted funds		5,674	4,767	(5,101)	-	5,340
		<u>387,316</u>	<u>209,019</u>	<u>(240,661)</u>	<u>-</u>	<u>355,674</u>

12. DESIGNATED FUNDS

	At 1st January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
Building fund	-	27,092	-	-	27,092
Donation fund	19,100	-	(19,100)	23,600	23,600
Fixed asset fund	255,545	-	(6,524)	15,400	264,421
Legacy fund	-	6,383	-	-	6,383
	<u>274,645</u>	<u>33,475</u>	<u>(25,624)</u>	<u>39,000</u>	<u>321,496</u>

<i>previous year</i>	At 1st January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Donation fund	19,400	-	(19,400)	19,100	19,100
Fixed asset fund	267,685	-	(12,140)	-	255,545
	<u>287,085</u>	<u>-</u>	<u>(31,540)</u>	<u>19,100</u>	<u>274,645</u>

The **Building** fund earmarks finance required to meet future expenditure on buildings and equipment. The initial balance is mainly from a Gift Day for replacing the heating system in the halls in 2025.

The **Donation** fund is primed at the end of each year with a transfer from the general fund equivalent to 10% of the unrestricted voluntary income received in that year. It is used in the following year to fund grants to overseas and home missions, especially to support the church's mission partners.

The **Fixed Asset** fund mirrors the value of the Fixed Assets in the balance sheet, providing funds for the future depreciation charges relating to those assets.

The **Legacy** fund represents money received from legacies and invested to produce an income to meet future expenditure.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

13. RESTRICTED FUNDS

	At 1st January 2024	Income	Expenditure	Transfers	At 31 December 2024
	£	£	£	£	£
Garden of Remembrance	112	-	-	-	112
Families in Need	926	-	-	-	926
Special collections	-	1,168	(1,168)	-	-
Cefn Lea Bursary	1,250	1,000	(2,250)	-	-
Youth Events	1,383	2,911	(1,715)	-	2,579
The Welcome Table	1,669	115	(1,784)	-	-
	5,340	5,194	(6,917)	-	3,617

previous year	At 1st January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Garden of Remembrance	112	-	-	-	112
Families in Need	926	-	-	-	926
Special collections	-	818	(818)	-	-
Cefn Lea Bursary	-	1,250	-	-	1,250
Youth Events	1,851	884	(1,352)	-	1,383
The Welcome Table	2,785	1,815	(2,931)	-	1,669
	5,674	4,767	(5,101)	-	5,340

The **Garden of Remembrance** fund was set up to provide funds to maintain the Garden of Remembrance.

The **Families in Need** fund (also known as the Blessings fund) exists to provide gifts in cash or kind for people associated with the church in times of particular need.

Special collections are usually held at Christmas services for Embrace the Middle East and The Children's Society, and for other causes at various times.

The **Cefn Lea Bursary** fund enables church members to pay more than their own fees for the church weekend away for the benefit of other participants. The weekend takes place in alternate years and the next is planned for 2026.

Certain **Youth Events** such as attendance at Christian festivals and recreational outings are funded by a combination of charges paid by participants and gifts specifically for youth activities. Unspent gifts are retained in the restricted fund.

The **Welcome Table** fund was initiated in 2022 by a grant of £1,500 from a Christian charity for the church to provide meals for needy families and individuals in a warm environment. Further gifts were received subsequently for the same purpose.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS
as at 31 December 2024

	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	264,421	-	264,421
Current assets	93,187	57,075	4,155	154,417
Current liabilities	(1,771)	-	(538)	(2,309)
	91,416	321,496	3,617	416,529

as at 31 December 2023	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	255,545	-	255,545
Current assets	81,857	19,100	5,870	106,827
Current liabilities	(6,168)	-	(530)	(6,698)
	75,689	274,645	5,340	355,674

Accounts



The Parochial Church Council of Holy Trinity Tewkesbury

**Annual Report and Accounts
Year ended 31 December 2023**

**THE CHURCH
OF ENGLAND**

**DIOCESE OF
GLOUCESTER**

Registered Charity 1130775



The Parochial Church Council of Holy Trinity Tewkesbury

Annual Report and Accounts Year ended 31 December 2023

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ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Aim and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Stephen Walker, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objective and Activities

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our worshipping community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the diverse community in which we live. Our services and acts of worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer: learning about the gospel and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this, it is important that we maintain the fabric of the Church of Holy Trinity.

Achievements and Performance

Worship and Prayer

The year started, as usual, with a week of prayer. As a Church community we recognise the necessity to lay strong foundations in prayer at the start of each year. Our monthly 'Prayer for Revival' gatherings on the first Sunday evening of each month, reflect an aspiration for the spiritual transformation of our community and beyond. The Week of Prayer for Christian Unity brings all the churches together across the town to worship and share fellowship. Though we meet in separate spaces Sunday by Sunday we are all one church working together to see the Kingdom of God bringing hope to the people of this town.

Sunday and mid-week gatherings for worship which are open and accessible to all continued as per the regular pattern set up the previous year. Our fortnightly evening services (called 'Encounter') provide a space for more informal worship without the constraint of time that always accompanies our morning services.

'Encounter' is also an opportunity to develop the gifts of others as well as our young people by encouraging them to experience public speaking (delivering sermons), leading the service and participating in the worship group. In this way we hope to provide opportunities for members of our congregation to explore their gifts as well as encouraging the potential for future church leaders amongst our young people.

It also provides opportunity for those involved in serving in TJC (Trinity Junior Church) or the youth ministry in the morning to find a space for spiritual refreshment for themselves.

Services of worship also take place in the community in residential homes, the day centre and local hospital, particularly around Christmas, Easter and Harvest, facilitated by a team who extend the ministry of the church in this way.

All are welcome to attend our regular 10am services or twice monthly evening services. At present there are 236 on the electoral roll.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Deanery Synod

We now have 4 representatives of the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church of England. The work of the Deanery reflects the 'Life' vision of the Diocese and informs the agenda so that the focus of ministry across the churches complies with the direction of travel led by our Diocesan Bishop, Bishop Rachel.

The outworking of this comes from John 10:10, 'I have come that they may have LIFE and have it to the full'.

L : Leadership – a commitment to developing diverse and new models of leadership

I : Imagination – opening new paths to faith through existing and new mission opportunities

F : Faith – living as adventurous followers of Jesus by enabling people to discover new depths to spiritual growth

E : Engagement – living out Christ's love and hope through initiatives which combat injustice and exclusion

With a new interim Area Dean in post, Deanery Synod met on 2 occasions over the year to conduct its business. Following a couple of years in which the majority of clergy across the Deanery had either retired or moved onto new parishes we were able to welcome three new Incumbents:

In January, Rev Tim Garrett became Vicar of St Michael and All Angels, Bishops Cleeve

In March, Rev David Penny to St Peter's, Winchcombe

In September, Rev Nick Davies to Tewkesbury Abbey

Still to be appointed are a Team Vicar for Bishops Cleeve, an Associate Vicar for Tewkesbury Abbey and a Vicar for the parish of Ashchurch with Kemerton which would then bring us up to full strength in the Deanery for clergy.

At the second meeting of the Deanery Synod the new Incumbents were welcomed and invited to share their stories of coming to faith and their call to ordained ministry. This was the most interesting part of the meeting given the diversity of spirituality and background of each individual.

The focus of the Deanery continues to be on implementing the Strategic plan for sustainable ministry into the future.

Pastoral Care

Pastoral care expresses the love of God to those in our fellowship and in the wider community. This largely happens through the friendships grown in our small group network but also through our contacts with the wider community. Our pastoral prayer support coordinator has provided a helpful means of communication to enable information of particular needs to be shared (with the individuals' consent) for the benefit of prayer and practical support. This has strengthened our ability to be aware of particular needs and demonstrate care as best we can or signpost individuals to professional support.

Pastoral care for young families

'Smarties', our parent and toddler weekly activity provides a regular connection with young families in the community. Such is the good reputation of this ministry that Health Visitors are happy to recommend it as a place where young parents or carers can access friendship, community and support.

With the cost of living crisis still having an impact the ministry of the Welcome Table (a warm space and free hot meal) for anyone in the community who desire it, has continued to be a helpful support to individuals and families.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Mission and outreach

The Mission of the church to reach out with the good news of Jesus Christ and the love of God has continued through our support for one another in our community.

The Outlook services have continued providing an opportunity for worship at festival times (Harvest, Easter and Christmas) in residential homes, the local hospital and day care centre. We are grateful to those members of our church who have contributed so much to this outward expression of ministry not just in Tewkesbury but by leading services in churches further afield.

Members of our church community continued to reach out through their voluntary support offered to various local charities, in particular, the work of the Tewkesbury Foodbank and Cheltenham Street Pastors.

Schools Work

The PCC employed Lucy Betts as a part time Children's and Family Worker and Sam Williams as a part time Youth Pastor. This enables the church to have the capacity to be involved in local schools in a supportive role. This involvement has continued this year with input to school assemblies, Christian Union groups and lunch time activities. Church members contribute as part of 'Open the Book' teams taking assemblies in different Primary Schools as well serving as school governors. Holy Trinity has hosted school Harvest and Christmas celebrations as well as providing the opportunity for school visits to the Experience Easter and Experience Christmas interactive experience.

In March Holy Trinity partnered with the local Church of England Primary School to resource an IsingPOP event culminating in two concerts in the church attended by parents and families. All these opportunities demonstrate the involvement of the church in the local community.

Mission

The PCC have committed 10% of our unrestricted voluntary income (gross) to support Mission. Our primary commitment is to our Mission Partners serving in a variety of contexts in the UK and overseas:

- Chris and Suzy Wilson (CMS). Living in Addis Ababa and serving throughout Ethiopia.
- Release International – Building One Body Partnership programme with the church in Pakistan
- Pedro and Annu Santos – (CMJ) Beit Immanuel, Tel Aviv, Israel
- Tim Curtis – (SAMS/CMS) Paraguay
- Wayne O'Leary – Slavic Gospel Association
- Jason and Tracy Day – CMS (seconded to OMF) in Chiang Mai Thailand

Our support for those who serve overseas acts as an important expression of our desire to be a 'Local Church with a Global Concern' and the links we have established through the Life groups will maintain their high profile in our church prayer agenda.

As well as our Mission Partners the PCC has also provided support to the following ministries:

- Embrace the Middle East
- The Children's Society
- Gloucester City Mission.
- Tearfund's emergency appeal for aid in the Middle East

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Financial Review

Total income for the year was £209,019 (2022: £223,339) and total expenditure £240,661 (2022: £238,373).

The balance on the general fund decreased to £75,689 (2022: £94,557). In addition to cash-based assets, the church owns Trinity House (the church office) and The Old Mission Hall along with various items of plant, equipment and furniture; these assets make up the fixed asset total on the Balance Sheet of £255,545 (2022: £267,685).

Reserves policy

The policy of the PCC is to aim to keep a minimum of three months' expenditure on reserve. The PCC is thankful that it is possible again to observe this policy.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively and vibrant community that it is. In particular, we would like to thank our churchwardens, Mr Steve Burden and Mrs Geraldine Simpkins who have worked so tirelessly on our behalf and Mr Simon Holdsworth as the church treasurer (succeeded by Mr Philip Loveridge from April 23) supported by the finance team. We would like to express our appreciation as well to our leadership team who have provided so much support and shared leadership over the year. In June we welcomed our first ever Curate to Holy Trinity, Rev Simon Phillips following his ordination at Gloucester Cathedral.

The church can only function with the support of its members, so many of whom give willingly of their time and energy. Therefore, it is appropriate to express appreciation to the whole church membership as well as the PCC and administrative officers, staff team and leadership team and Life group leaders for all they give in so many ways to contribute to the life of Holy Trinity.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity, the membership of the PCC consists of the incumbent (Vicar), churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and consider themselves to be members of our congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year, every other month, with an additional extraordinary meeting to discuss specifically how we might respond to the discussions taking place at General Synod regarding the provision of 'Prayers of Love and Faith' for same sex couples. The outcome of that meeting was made available to all through the publication of the minutes on the church website. An average level of attendance of about 80% was achieved at each meeting. Sub committees/Teams: Staffing and the Standing committee (6 times) have also met throughout the year, reporting back to the full PCC at each meeting for further discussion. Representatives of the various Synods also report back following meetings they attend.

The PCC has employed part time staff to assist in the ministry of the church: Mrs Sam Williams (Youth Pastor), Mrs Lucy Betts (Children's and Families Worker) and Mrs Helen Hart (Administrator).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Administrative information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Tewkesbury, known as Holy Trinity Tewkesbury, is located in the middle of Tewkesbury by the market car park. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is:

Holy Trinity Tewkesbury, Church Office, 10 Oldbury Road, Tewkesbury, GL20 5NA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Charity registered with the Charity Commission (Registration number: 1130775).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2023

Members who have served from 1st January 2023 until this report was approved are:

Ex Officio members

<i>Incumbent:</i>	The Reverend Stephen Walker	Chairman
<i>Curate:</i>	The Reverend Simon Phillips	(from June 2023)
<i>Reader:</i>	Mrs Jo Davies	
<i>Wardens:</i>	Mr Steve Burden	Church Warden
	Mrs Geraldine Simpkins	Church Warden
<i>Officers:</i>	Mr Simon Holdsworth	Treasurer (resigned April 2023)
	Mr Philip Loveridge	Treasurer (Co-opted April 2023)
	Mrs Liz Walker	Secretary
<i>Elected members:</i>	Mrs Alison Cirel	(From April 2023)
	Mrs Lesley Rogers	(From April 2023)
	Mrs Sue Thatcher	(GDPR Rep)
	Mrs Andrea Duncan	(Mission and Evangelism Rep)
	Mrs Louise Woodward	(resigned April 2023)
	Mr Julian Dickinson	
	Mr John Haughan	
	Mr David Rogers	(resigned April 2023)
	Mrs Sarah Hellewell	(resigned December 2023)
	Mr Isaac Davies	
	Mr Duncan de Gruchy	(Safeguarding Rep)
<i>Deanery Synod Representatives:</i>	Canon Nigel Chetwood	(from April 2023)
	Mr Allen Snow	(resigned April 2023)
	Mr Ian Hart	(from April 2023)
	Mr Martin Edgley	(from September 2023)
	Mr David Greenwood	

Bankers

NatWest PLC
Cheltenham Branch
31 Promenade
Cheltenham
GL50 1LH

Independent Examiner

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham
GL52 9PU

Statement of Council members' responsibilities

Charity law requires the council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Annual Report and Accounts were approved by the PCC subject to examination and signed on its behalf by:

Reverend Stephen Walker (Chairman)
4 March 2024

Independent Examiner's report to the Council members on the unaudited financial statements of the Parochial Church Council of Holy Trinity, Tewkesbury

I report on the financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury for the year ended 31 December 2023 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The Council members are responsible for the preparation of the accounts. The Council members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Parochial Church Council and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Council members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham GL52 9PU

Date: 4 March 2024

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2023

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2023 £	2022 £
INCOME FROM:						
Income from generated funds						
Donations and legacies	2	190,168	-	3,883	194,051	196,946
Charitable activities	3	7,718	-	884	8,602	21,370
Other trading activities	4	2,838	-	-	2,838	4,461
Investments		3,528			3,528	562
TOTAL INCOME		204,252	-	4,767	209,019	223,339
EXPENDITURE FROM:						
Charitable activities	5	204,020	31,540	5,101	240,661	238,373
TOTAL EXPENDITURE		204,020	31,540	5,101	240,661	238,373
Net operating income/ (expenditure)		232	(31,540)	(334)	(31,642)	(15,034)
Transfer between funds	10	(19,100)	19,100	-	-	-
Net income for the year and net movement in funds		(18,868)	(12,440)	(334)	(31,642)	(15,034)
RECONCILIATION OF FUNDS						
Total funds brought forward		94,557	287,085	5,674	387,316	402,350
Total funds carried forward	11	75,689	274,645	5,340	355,674	387,316

The notes at pages 11 to 17 form part of these financial statements.
The allocation between funds for 2022 is shown in note 15.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
YEAR ENDED 31 DECEMBER 2023

	NOTES	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	7	255,545	267,685
		<u>255,545</u>	<u>267,685</u>
CURRENT ASSETS			
Deposit - CCLA Investment Management		80,000	80,000
Current account - Natwest		23,711	39,089
Petty cash		21	26
Cash at bank and in hand		<u>103,732</u>	<u>119,115</u>
Debtors	8	<u>3,095</u>	<u>3,242</u>
		106,827	122,357
LIABILITIES			
Creditors - amounts falling due in one year	9	(6,698)	(2,726)
NET CURRENT ASSETS		<u>100,129</u>	<u>119,631</u>
TOTAL NET ASSETS		<u>355,674</u>	<u>387,316</u>
THE FUNDS OF THE CHARITY			
Unrestricted funds - General		75,689	94,557
Unrestricted funds - Designated	12	274,645	287,085
Restricted funds	13	5,340	5,674
	14	<u>355,674</u>	<u>387,316</u>

Approved by the Parochial Church Council on 4 March 2024 and signed on its behalf by

P J Loveridge
Treasurer

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2023

1. Accounting Policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 and the Charities Act 2011 in accordance with applicable accounting standards and the current Statement of Recognised Practice for Accounting and Reporting by Charities (SORP 2015 / FRS 102) and on the basis that the charity is a Public Benefit Entity.

The financial statements include all transactions, assets and liabilities for which the PCC is 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. The financial statements have been prepared under the historical cost convention and on a Going Concern basis. The presentation currency is £ Sterling.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

Funds

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for specific purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income and endowments

Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers is not quantified.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income Tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for when an inflow of economic benefit is probable.

Rental income from the letting of church premises is recognised when the rental is due.

Interest is accounted for when receivable.

The PCC is not registered for VAT.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity, however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2023

1. Accounting Policies (continued)

Expenditure

All expenditure is included on an accruals basis and is recognised when an outflow of economic benefit is probable.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation of the cost of equipment and refurbishment is charged on a 20% straight line basis. Freehold property is depreciated using the straight line method using a rate of 1%. These rates are calculated to write off the assets over their useful economic lives. Assets costing more than £1000 are capitalised.

Pensions

The PCC makes contributions for the benefit of employees to a multi-employer defined contribution scheme.

Investments

Fixed asset investments, if any, are stated at market value.

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term. The title of the lease remains with the lessor.

Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Going concern

There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2023	TOTAL 2022
	£	£	£	£	£
2. DONATIONS AND LEGACIES					
Planned giving and Tax Trail	127,316	-	1,500	128,816	139,804
Non Tax Trail	18,394	-	190	18,584	7,194
Income Tax refunded	33,220	-	375	33,595	35,972
Collections	9,349	-	818	10,167	7,274
Other donations	560	-	-	560	202
Grants	1,329	-	1,000	2,329	1,500
Legacies	-	-	-	-	5,000
	<u>190,168</u>	<u>-</u>	<u>3,883</u>	<u>194,051</u>	<u>196,946</u>
3. INCOME FROM CHARITABLE ACTIVITIES					
Church activities and conferences	6,316	-	884	7,200	20,757
Fees	1,402	-	-	1,402	613
	<u>7,718</u>	<u>-</u>	<u>884</u>	<u>8,602</u>	<u>21,370</u>
Income from "Church activities and conferences" varies widely from one year to the next depending on whether a "Church weekend away" has taken place, normally every other year. See also "Church fellowship activities" under Note 5b.					
From time to time the PCC receives funds raised by groups or individuals within the church and passes this money on to causes designated by the organisers. As these not considered to be activities of the PCC, the money is not included in these accounts.					
4. OTHER TRADING ACTIVITIES					
Hall rents	2,838	-	-	2,838	4,461
Other income	-	-	-	-	-
	<u>2,838</u>	<u>-</u>	<u>-</u>	<u>2,838</u>	<u>4,461</u>
5. CHARITABLE ACTIVITIES					
a. GRANTS AND DONATIONS					
Families in Need	-	-	-	-	-
Home Mission	-	950	-	950	500
Overseas Mission	-	18,450	-	18,450	19,100
Other donations	-	-	818	818	432
	<u>-</u>	<u>19,400</u>	<u>818</u>	<u>20,218</u>	<u>20,032</u>
b. COSTS OF CHURCH ACTIVITIES					
Ministry - Parish Share	85,611	-	-	85,611	85,611
- Clergy expenses	1,860	-	-	1,860	1,054
Utilities	13,780	-	-	13,780	4,219
Cleaning contract	9,934	-	-	9,934	6,250
Church Maintenance	9,198	-	-	9,198	4,763
Staff costs (see note 6)	58,724	-	-	58,724	52,934
Children & Youth Work	9,490	-	1,352	10,842	10,416
Music	1,356	-	-	1,356	1,193
Insurance	3,347	-	-	3,347	3,068
Outreach and services	2,828	-	2,931	5,759	3,670
Training and recruitment	1,157	-	-	1,157	818
Church fellowship activities	368	-	-	368	16,604
Depreciation	-	12,140	-	12,140	21,546
	<u>197,653</u>	<u>12,140</u>	<u>4,283</u>	<u>214,076</u>	<u>212,146</u>
c. CHURCH ADMINISTRATION					
Computer and website costs	2,170	-	-	2,170	2,459
Telephone	1,219	-	-	1,219	1,183
Printing, postage and stationery	1,818	-	-	1,818	1,588
Office sundries	770	-	-	770	575
Professional fees	390	-	-	390	390
	<u>6,367</u>	<u>-</u>	<u>-</u>	<u>6,367</u>	<u>6,195</u>
TOTAL - CHARITABLE ACTIVITIES	<u>204,020</u>	<u>31,540</u>	<u>5,101</u>	<u>240,661</u>	<u>238,373</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2022 - £390) for the independent examination.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

6. STAFF COSTS AND TRUSTEE MATTERS

The average numbers of employees (all part-time) during the year were:

	2023	2022
Charitable activities	2	2
Administration	1	1
	3	3

Employee costs

	£	£
Gross salaries	55,805	50,174
Employers pension contributions	2,919	2,760
Employers NIC	-	-
	58,724	52,934

No employee earned more than £60,000 (2022 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £58,724 (2022 - £52,934).

Related party transactions:

No trustee received remuneration in 2023 (2022 - nil).

Clergy expenses in 2023 amounted to £1,860 (mileage £633, office / telephone £656 and introductory costs for a new curate £571). (2022 - £648, £406 and zero respectively.)

No expenses were paid to other trustees, apart from reimbursement of church expenditure.

A daughter of Mrs Jo Davies, a trustee, was paid £286 for self-employed services as a church cleaner during the year (2022 - £44). The amount owing at the year end was NIL.

No grants were made to related parties (2022 - nil).

As with many churches, a significant amount of donations is received from trustees but it would not be in the best interests of the charity to assess the amount. Much giving is anonymous; all giving is treated as confidential.

7. TANGIBLE FIXED ASSETS

	Freehold property	Equipment	Total
	£	£	£
Cost or valuation			
At 1 January 2023	283,342	162,809	446,151
Additions	-	-	-
Disposals	-	-	-
At 31 December 2023	283,342	162,809	446,151
Depreciation			
At 1 January 2023	25,712	152,754	178,466
Additions	2,833	9,307	12,140
Disposals	-	-	-
At 31 December 2023	28,545	162,061	190,606
			-
Net book value 31 December 2023	254,797	748	255,545
Net book value 31 December 2022	257,630	10,055	267,685

8. DEBTORS

	2023	2022
	£	£
Income Tax recoverable	859	657
Sundry debtors	-	206
Prepayments	2,236	2,379
	3,095	3,242

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Creditors	1,884	1,516
Accruals and deferred income	4,814	1,210
	<u>6,698</u>	<u>2,726</u>

Included in accruals and deferred income is deferred income of £4324 (2022 - £220) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2023	2022
	£	£
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year).	19,100	19,400
Transfer from Cefn Lea Bursary restricted fund to general fund to assist with fees for the church weekend away.	-	1,762

11. TOTAL FUNDS CARRIED FORWARD

	Note	At 1st January 2023	Income	Expenditure	Transfers	At 31 December 2023
		£	£	£	£	£
General fund		94,557	204,252	(204,020)	(19,100)	75,689
Designated funds	12	287,085	-	(31,540)	19,100	274,645
Restricted funds	13	5,674	4,767	(5,101)	-	5,340
		<u>387,316</u>	<u>209,019</u>	<u>(240,661)</u>	<u>-</u>	<u>355,674</u>

<i>previous year</i>	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
<i>General fund</i>	88,775	218,684	(195,264)	(17,638)	94,557
<i>Designated funds</i>	308,731	-	(41,046)	19,400	287,085
<i>Restricted funds</i>	4,844	4,655	(2,063)	(1,762)	5,674
	<u>402,350</u>	<u>223,339</u>	<u>(238,373)</u>	<u>-</u>	<u>387,316</u>

12. DESIGNATED FUNDS

	At 1st January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Donation fund	19,400	-	(19,400)	19,100	19,100
Fixed asset fund	267,685	-	(12,140)	-	255,545
	<u>287,085</u>	<u>-</u>	<u>(31,540)</u>	<u>19,100</u>	<u>274,645</u>

<i>previous year</i>	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
<i>Donation fund</i>	19,500	-	(19,500)	19,400	19,400
<i>Fixed asset fund</i>	289,231	-	(21,546)	-	267,685
	<u>308,731</u>	<u>-</u>	<u>(41,046)</u>	<u>19,400</u>	<u>287,085</u>

The **Donation** fund is primed at the end of each year with a transfer from the general fund equivalent to 10% of the unrestricted voluntary income received in that year. It is used in the following year to fund grants to overseas and home missions, especially to support the church's mission partners.

The **Fixed Asset** fund mirrors the value of the Fixed Assets in the balance sheet, providing funds for the future depreciation charges relating to those assets.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

13. RESTRICTED FUNDS

	At 1st January 2023	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Garden of Remembrance	112	-	-	-	112
Families in Need	926	-	-	-	926
Special collections	-	818	(818)	-	-
Cefn Lea Bursary	-	1,250	-	-	1,250
Youth Events	1,851	884	(1,352)	-	1,383
The Welcome Table	2,785	1,815	(2,931)	-	1,669
	5,674	4,767	(5,101)	-	5,340

previous year	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
Garden of Remembrance	344	-	(232)	-	112
Families in Need	926	-	-	-	926
Special collections	-	432	(432)	-	-
Cefn Lea Bursary	1,562	200	-	(1,762)	-
Youth Events	2,012	967	(1,128)	-	1,851
The Welcome Table	-	3,056	(271)	-	2,785
	4,844	4,655	(2,063)	(1,762)	5,674

The **Garden of Remembrance** fund was set up to provide funds to maintain the Garden of Remembrance.

The **Families in Need** fund (also known as the Blessings fund) exists to provide gifts in cash or kind for people associated with the church in times of particular need.

Special collections are usually held at Christmas services for Embrace the Middle East and The Children's Society, and for other causes at various times.

The **Cefn Lea Bursary** fund enables church members to pay more than their own fees for the church weekend away for the benefit of other participants. The weekend takes place in alternate years and the next is planned for 2024.

Certain **Youth Events** such as attendance at Christian festivals and recreational outings are funded by a combination of charges paid by participants and gifts specifically for youth activities. Unspent gifts are retained in the restricted fund.

The Welcome Table fund was initiated in 2022 by a grant of £1,500 from a Christian charity for the church to provide meals for needy families and individuals in a warm environment. Further gifts have been received subsequently for the same purpose.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS
as at 31 December 2023

	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	255,545	-	255,545
Current assets	81,857	19,100	5,870	106,827
Current liabilities	(6,168)	-	(530)	(6,698)
	75,689	274,645	5,340	355,674

<i>as at 31 December 2022</i>	<i>Unrestricted funds</i>		<i>Restricted</i>	<i>Total</i>
	<i>General</i>	<i>Designated</i>		
	£	£	£	£
<i>Fixed assets</i>	-	267,685	-	267,685
<i>Current assets</i>	97,283	19,400	5,674	122,357
<i>Current liabilities</i>	(2,726)	-	-	(2,726)
	94,557	287,085	5,674	387,316

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

15. PREVIOUS YEAR'S STATEMENT OF FINANCIAL ACTIVITIES SHOWING ALLOCATION BETWEEN GROUPS OF FUNDS

<i>EXTRACT FROM STATEMENT OF FINANCIAL ACTIVITIES</i>				
<i>YEAR ENDED 31 DECEMBER 2022</i>				
	<i>GENERAL FUND £</i>	<i>DESIGNATED FUNDS £</i>	<i>RESTRICTED FUNDS £</i>	<i>2022 £</i>
<i>INCOME FROM:</i>				
<i>Income from generated funds</i>				
<i>Donations and legacies</i>	193,258	-	3,688	196,946
<i>Charitable activities</i>	20,403	-	967	21,370
<i>Other trading activities</i>	4,461	-	-	4,461
<i>Investments</i>	562			562
<i>TOTAL INCOME</i>	<u>218,684</u>	<u>-</u>	<u>4,655</u>	<u>223,339</u>
<i>EXPENDITURE FROM:</i>				
<i>Charitable activities</i>	195,264	41,046	2,063	238,373
<i>TOTAL EXPENDITURE</i>	<u>195,264</u>	<u>41,046</u>	<u>2,063</u>	<u>238,373</u>
<i>Net operating income/ (expenditure)</i>	23,420	(41,046)	2,592	(15,034)
<i>Transfer between funds</i>	(17,638)	19,400	(1,762)	-
<i>Net income for the year and net movement in funds</i>	5,782	(21,646)	830	(15,034)
<i>RECONCILIATION OF FUNDS</i>				
<i>Total funds brought forward</i>	88,775	308,731	4,844	402,350
<i>Total funds carried forward</i>	<u>94,557</u>	<u>287,085</u>	<u>5,674</u>	<u>387,316</u>

16. OBLIGATIONS UNDER OPERATING LEASES

During 2023 the PCC's only annual commitment under a non-cancellable operating lease came to an end and was not renewed. Details are as follows.

Expiry date	2023 £	2022 £
Within 1 year	-	516
Between 2 - 5 years	-	-
	<u>-</u>	<u>516</u>

17. CAPITAL COMMITMENTS

The PCC has no capital commitments.

18. CONTINGENT LIABILITIES and POST BALANCE SHEET EVENTS

There are no known contingent liabilities or post balance sheet events.

Accounts



The Parochial Church Council of Holy Trinity Tewkesbury

**Annual Report and Accounts
Year ended 31 December 2022**

**THE CHURCH
OF ENGLAND**

**DIOCESE OF
GLOUCESTER**

Registered Charity 1130775



The Parochial Church Council of Holy Trinity Tewkesbury

Annual Report and Accounts Year ended 31 December 2022

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ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2022

Aim and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Stephen Walker, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objective and Activities

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our worshipping community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the diverse community in which we live. Our services and acts of worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through;

Worship and prayer: learning about the gospel and developing their knowledge and trust in Jesus.

Provision of pastoral care for people living in the parish.

Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of Holy Trinity.

Achievements and Performance

Worship and Prayer

January 2022 welcomed a restored pattern to our regular worship following the previous two years of disruption. Sunday morning services resumed their usual rhythm whilst the Sunday evening service, 'Encounter' continued as a monthly service until September when it became twice monthly. Whilst recognising the ever-present reality of the COVID virus, there was also a recognition that we have to learn to live with it and ensure we maintain good hygiene to minimise any cross contamination.

The work of the church has in almost every way been restored with regular meetings of small groups, new and creative initiatives (The Welcome Table and Bereavement course) and opportunities for rebuilding connection and community.

'Creating community' is one of our core values and this was given special emphasis as we sought to rebuild and strengthen our corporate life together. To this end a residential weekend away at Cefn Lea (a Christian conference and retreat centre in mid Wales) took place in late June 2022. Whilst numbers of those attending were down on previous occasions, the 160 or so who did attend considered the event to be one of the highlights of the year. The guest speaker, Nicola Neal brought a fresh perspective on the quality of love that is at the heart of God as she illustrated her talks with stories from her experiences working in the slums of Kampala. The weekend was further resourced by individuals and teams providing support for children and youth activities and leading our acts of worship.

All are welcome to attend our regular 10am services or twice monthly evening services. At present there are 219 on the electoral roll.

Deanery Synod

Two members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The work of the Deanery reflects the 'Life' vision of the Diocese and informs the agenda so that the focus of ministry across the churches complies with the direction of travel in which the Diocese led by Bishop Rachel is being directed. The outworking of this is the focus given by John 10:10, 'I have come that they may have LIFE and have it to the full'.

L : Leadership – a commitment to developing diverse and new models of leadership

I : Imagination – opening new paths to faith through existing and new mission opportunities

F : Faith – living as adventurous followers of Jesus by enabling people to discover new depths to spiritual growth

E : Engagement – living out Christ's love and hope through initiatives which combat injustice and exclusion

Deanery Synod met on 2 occasions over the year. The first meeting in January introduced the new Diocesan Youth Connector, Barrie Voyce. This focus on the ministry amongst young people across the Diocese is further facilitated by Deanery youth connectors of which Amy Todd is the representative for Tewkesbury and Winchcombe Deanery. The aim of these connectors is to develop a network of youth ministries across churches and deaneries and provide inspiration and support to those leading youth work in their own local contexts.

The second meeting of the Deanery Synod focussed on the aspiration of the Church of England and Gloucester Diocese to make our churches more environmentally friendly by taking measures to achieve the 'A Rocha' bronze and silver awards towards a target of net zero carbon emissions by 2030. Rev'd Cate Williams, the diocesan environmental officer delivered a presentation to the Synod providing suggestions as to how local churches can make small changes for greater impact. At Holy Trinity we celebrated the achievement of the Bronze award as we continue to work towards the silver and do our part in limiting the effect of climate change on the environment.

Pastoral Care

Pastoral care is part of expressing the love of God to those in our fellowship and in the wider community. This largely happens through the friendships grown in our small group network but also through our contacts with the wider community. Our pastoral prayer support coordinator has provided a vital means of communication to enable information of particular needs to be shared (with the individuals consent) for the benefit of prayer and practical support. This has strengthened our ability to be aware of particular needs and demonstrate care as best we can or signpost individuals to professional support.

Pastoral care for young families

'Smarties', our parent and toddler weekly activity provides a regular connection with young families in the community. Such is the good reputation of this ministry that Health Visitors are happy to recommend the activity as a place where young parents or carers can access friendship, community and support.

With the cost of living crisis and the rising impact of energy prices a new initiative was started from within this team of leaders and helpers to provide a welcome table (a warm space and free hot meal) for anyone in the community who desired it. Launched in November 2022 this activity demonstrated in a very practical way how the church seeks to serve the local community and be a place of welcome for those who desire it.

Mission and outreach

The Mission of the church to reach out with the good news of Jesus Christ and the love of God has continued through our support for one another in our community. The Welcome Table is one expression of this as is the launch of a 'The bereavement journey' a course to draw together any who are facing the pain of grief and loss. With our connections with the wider community through our funeral ministry, we have the means of

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2022

providing some ongoing support for those facing the transition of bereavement.

The Outlook services have re-started taking opportunities for worship at festival times (Harvest, Easter and Christmas) into residential homes, the local hospital and Day care centre. We are grateful to those members of our church who have contributed so much to this outward expression of ministry not just in Tewkesbury but by leading services in churches further afield.

Members of our church community continued to reach out through their voluntary support offered to various local charities. In particular, the work of the Tewkesbury Food bank and Cheltenham, Street Pastors, are just two such charities in which church members are involved.

Schools Work

The PCC employs Lucy Betts as a part time Children's and Family Worker and Sam Williams as a part time Youth Pastor. This enables the church to have the capacity to be involved in local schools in a supportive role. This involvement has continued this year with input to school assemblies, Christian union groups, lunch time activities and church members serving as school governors in a variety of different local schools. Holy Trinity has hosted school Harvest and Christmas celebrations as well as providing the opportunity for school visits to the Experience Easter and Experience Christmas interactive experience.

The ministry the church conducts in support of our local primary schools has been further enhanced through the re-establishing of 'Open the Book' teams which act out Bible stories in front of the children as part of their morning assembly. This ministry had stopped for the last two years and only in the past year has it started to re-engage with the schools as they have welcomed community groups onto their premises.

Mission

The PCC have committed 10% of our unrestricted voluntary income (gross) to support Mission. Our primary commitment is to our Mission Partners serving in a variety of contexts in the UK and overseas:

- Chris and Suzy Wilson (CMS). They happened to be back in the UK when lockdown happened (2020/2021) awaiting a return to Ethiopia. When this finally became possible they found themselves caught in a potential civil war situation so again had to leave the country until the violence abated. They are now back living in Addis Ababa supported by CMS but in a different role.
- Release International – Building One Body Partnership programme with the church in Pakistan
- Pedro and Annu Santos – (CMJ) Beit Immanuel, Tel Aviv, Israel
- Tim Curtis – (SAMS/CMS) Paraguay
- Wayne O'Leary – Slavic Gospel Association
- Jason and Tracy Day – CMS (seconded to OMF) in Thailand

Our support for those who serve overseas acts as an important expression of our desire to be a 'Local Church with a Global Concern' and the links we have established through the Life groups will maintain their high profile in our church prayer agenda.

As well as our Mission Partners the PCC has also provided support to the following ministries:

- Embrace the Middle East
- The Children's Society
- Gloucester City Mission.
- Tearfund's emergency appeal to alleviate the emerging famine in East Africa

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2022

Financial Review

Total income for the year was £223,339 (2021: £203,320) and total expenditure £238,373 (2021: £206,161). Gifts received through the Parish Giving Scheme increased to £156,000 and continued to represent 80% of voluntary income.

The balance on the general fund rose to £94,557 (2021: £88,775). In addition to cash-based assets, the church owns Trinity House (the church office) and The Old Mission Hall along with various items of plant, equipment and furniture; these assets make up the fixed asset total on the Balance Sheet of £267,685 (2021: £289,231).

Reserves policy

The policy of the PCC is to aim to keep a minimum of three months' expenditure on reserve. The PCC is thankful that it is possible again to observe this policy.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively and vibrant community that it is. In particular, we would like to thank our churchwardens, Mr Steve Burden and Mrs Geraldine Simpkins who have worked so tirelessly on our behalf and Mr Simon Holdsworth as the church treasurer supported by the finance team. We would like to express our appreciation as well to our leadership team who have provided so much support and shared leadership over the year as we navigated our way forward. Jo Davies project managed the Church weekend away and the Christmas party and contributed to the team coordinating the evening 'Encounter' services.

The church can only function with the support of its members, so many of whom give willingly of their time and energy. Therefore, it is appropriate to express appreciation to the whole church membership as well as the PCC and administrative officers, staff team and leadership team and Life group leaders for all they give in so many ways to contribute to the life of Holy Trinity.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity, the membership of the PCC consists of the incumbent (Vicar), churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and consider themselves to be members of our congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year, every other month, with an additional extraordinary meeting to discuss specifically how we engage in the task of mission and evangelism. An average level of attendance of about 80% was achieved at each meeting. Sub committees/Teams: Staffing and the Standing committee (6 times) have also met throughout the year, reporting back to the full PCC at each meeting for further discussion. Representatives of the various Synods also report back following meetings they attend.

The PCC has employed part time staff to assist in the ministry of the church: Mrs Sam Williams (Youth Pastor), Mrs Lucy Betts (Children's and Families Worker) and Mrs Helen Hart (Administrator).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2022

Administrative information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Tewkesbury, known as Holy Trinity Tewkesbury, is located in the middle of Tewkesbury by the market car park. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is:
Holy Trinity Tewkesbury, Church Office, 10 Oldbury Road, Tewkesbury, GL20 5NA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Charity registered with the Charity Commission (Registration number: 1130775).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2022

Members who have served from 1st January 2022 until this report was approved are:

Ex Officio members

Incumbent: The Reverend Stephen Walker Chairman

Reader:

Mrs Jo Davies

Wardens:

Mr Steve Burden Church Warden
Mrs Geraldine Simpkins Church Warden

Officers:

Mr Simon Holdsworth Treasurer (Lay Chair)
Mrs Liz Walker Secretary

Elected members:

Mr Andy Kingston Smith (until December 2022)
Mrs Julie Jarman (until April 2022)
Mrs Sue Thatcher (GDPR Rep)
Mrs Andrea Duncan (Mission and Evangelism Rep)
Mrs Louise Woodward
Mr Julian Dickinson
Mr John Haughan
Mr David Rogers
Mrs Sarah Hellewell (from June 2022)
Mr Isaac Davies (from June 2022)
Mr Duncan de Gruchy (Safeguarding Rep from March 2022)

Deanery Synod:

Mr Allen Snow Deanery Synod Representative
Mr David Greenwood Deanery Synod Representative

Bankers

NatWest PLC
Cheltenham Branch
31 Promenade
Cheltenham
GL50 1LH

Independent Examiner

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham
GL52 9PU

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2022

Statement of Council members' responsibilities

Charity law requires the council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Annual Report and Accounts were approved by the PCC subject to examination and signed on its behalf by:

Reverend Stephen Walker (Chairman)
6 March 2023

Independent Examiner's report to the Council members on the unaudited financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury.

I report on the financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury for the year ended 31 December 2022 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The Council members are responsible for the preparation of the accounts. The Council members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Parochial Church Council and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Council members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham GL52 9PU

Date: 6 March 2023

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2022

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2022 £	2021 £
INCOME FROM:						
Income from generated funds						
Donations and legacies	2	193,258	-	3,688	196,946	196,637
Charitable activities	3	20,403	-	967	21,370	1,797
Other trading activities	4	4,461	-	-	4,461	4,818
Investments		562			562	68
TOTAL INCOME		218,684	-	4,655	223,339	203,320
EXPENDITURE FROM:						
Charitable activities	5	195,264	41,046	2,063	238,373	206,161
TOTAL EXPENDITURE		195,264	41,046	2,063	238,373	206,161
Net operating income/ (expenditure)		23,420	(41,046)	2,592	(15,034)	(2,841)
Transfer between funds	10	(17,638)	19,400	(1,762)	-	-
Net income for the year and net movement in funds		5,782	(21,646)	830	(15,034)	(2,841)
RECONCILIATION OF FUNDS						
Total funds brought forward		88,775	308,731	4,844	402,350	405,191
Total funds carried forward	11	94,557	287,085	5,674	387,316	402,350

The notes at pages 11 to 17 form part of these financial statements.
The allocation between funds for 2021 is shown in note 15.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
BALANCE SHEET AS AT 31 DECEMBER 2022

	NOTES	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	7	267,685	289,231
		<u>267,685</u>	<u>289,231</u>
CURRENT ASSETS			
Deposit - CCLA Investment Management		80,000	50,000
Current account - Natwest		39,089	64,230
Petty cash		26	56
Cash at bank and in hand		<u>119,115</u>	<u>114,286</u>
Debtors	8	<u>3,242</u>	<u>3,464</u>
		122,357	117,750
LIABILITIES			
Creditors - amounts falling due in one year	9	(2,726)	(4,631)
NET CURRENT ASSETS		<u>119,631</u>	<u>113,119</u>
TOTAL NET ASSETS		<u>387,316</u>	<u>402,350</u>
THE FUNDS OF THE CHARITY			
Unrestricted funds - General		94,557	88,775
Unrestricted funds - Designated	12	287,085	308,731
Restricted funds	13	5,674	4,844
	14	<u>387,316</u>	<u>402,350</u>

Approved by the Parochial Church Council on 6 March 2023 and signed on its behalf by

S Holdsworth
Lay Chair / Treasurer

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

1. Accounting Policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 and the Charities Act 2011 in accordance with applicable accounting standards and the current Statement of Recognised Practice for Accounting and Reporting by Charities (SORP 2015 / FRS 102) and on the basis that the charity is a Public Benefit Entity.

The financial statements include all transactions, assets and liabilities for which the PCC is 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. The financial statements have been prepared under the historical cost convention and on a Going Concern basis. The presentation currency is £ Sterling.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

Funds

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for specific purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income and endowments

Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers is not quantified.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income Tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for when an inflow of economic benefit is probable.

Rental income from the letting of church premises is recognised when the rental is due.

Interest is accounted for when receivable.

The PCC is not registered for VAT.

Expenditure

All expenditure is included on an accruals basis and is recognised when an outflow of economic benefit is probable.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2022

1. Accounting Policies (continued)

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation of the cost of equipment and refurbishment is charged on a 20% straight line basis. Freehold property is depreciated using the straight line method using a rate of 1%. These rates are calculated to write off the assets over their useful economic lives. Assets costing more than £1000 are capitalised.

Pensions

The PCC makes contributions for the benefit of employees to a multi-employer defined contribution scheme.

Investments

Fixed asset investments, if any, are stated at market value.

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term. The title of the lease remains with the lessor.

Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Going concern

There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2022	TOTAL 2021
	£	£	£	£	£
2. DONATIONS AND LEGACIES					
Planned giving and Tax Trail	139,504	-	300	139,804	139,174
Non Tax Trail	6,013	-	1,381	7,394	18,159
Income Tax refunded	35,697	-	75	35,772	34,932
Collections	6,842	-	432	7,274	3,167
Other donations	202	-	-	202	1,205
Grants	-	-	1,500	1,500	-
Legacies	5,000	-	-	5,000	-
	<u>193,258</u>	<u>-</u>	<u>3,688</u>	<u>196,946</u>	<u>196,637</u>
3. INCOME FROM CHARITABLE ACTIVITIES					
Church activities and conferences	19,790	-	967	20,757	1,267
Fees	613	-	-	613	530
	<u>20,403</u>	<u>-</u>	<u>967</u>	<u>21,370</u>	<u>1,797</u>
Income from "Church activities and conferences" varies widely from one year to the next depending on whether a "Church weekend away" has taken place, normally every other year. See also "Church fellowship activities" under Note 5b.					
From time to time the PCC receives funds raised by groups or individuals within the church and passes this money on to causes designated by the organisers. As these not considered to be activities of the PCC, the money is not included in these accounts.					
4. OTHER TRADING ACTIVITIES					
Hall rents	4,461	-	-	4,461	4,514
Other income	-	-	-	-	304
	<u>4,461</u>	<u>-</u>	<u>-</u>	<u>4,461</u>	<u>4,818</u>
5. CHARITABLE ACTIVITIES					
a. GRANTS AND DONATIONS					
Families in Need	-	-	-	-	298
Home Mission	100	400	-	500	4,200
Overseas Mission	-	19,100	-	19,100	15,600
Other donations	-	-	432	432	237
	<u>100</u>	<u>19,500</u>	<u>432</u>	<u>20,032</u>	<u>20,335</u>
b. COSTS OF CHURCH ACTIVITIES					
Ministry - Parish Share	85,611	-	-	85,611	80,765
- Clergy expenses	1,054	-	-	1,054	839
Utilities	4,219	-	-	4,219	4,961
Cleaning contract	6,250	-	-	6,250	3,397
Church Maintenance	4,531	-	232	4,763	5,541
Staff costs (see note 6)	52,934	-	-	52,934	52,152
Children & Youth Work	9,288	-	1,128	10,416	4,267
Music	1,193	-	-	1,193	1,262
Insurance	3,068	-	-	3,068	2,937
Outreach and services	3,399	-	271	3,670	1,520
Training and recruitment	818	-	-	818	380
Church fellowship activities	16,604	-	-	16,604	-
Depreciation	-	21,546	-	21,546	21,930
	<u>188,969</u>	<u>21,546</u>	<u>1,631</u>	<u>212,146</u>	<u>179,951</u>
c. CHURCH ADMINISTRATION					
Computer and website costs	2,459	-	-	2,459	2,262
Telephone	1,183	-	-	1,183	1,076
Printing, postage and stationery	1,588	-	-	1,588	1,530
Office sundries	575	-	-	575	617
Professional fees	390	-	-	390	390
	<u>6,195</u>	<u>-</u>	<u>-</u>	<u>6,195</u>	<u>5,875</u>
TOTAL - CHARITABLE ACTIVITIES	<u>195,264</u>	<u>41,046</u>	<u>2,063</u>	<u>238,373</u>	<u>206,161</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2021 - £390) for the independent examination.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

6. STAFF COSTS AND TRUSTEE MATTERS

The average numbers of employees (all part-time) during the year were:

	2022	2021
Charitable activities	2	2
Administration	1	1
	3	3

Employee costs

	£	£
Gross salaries	50,174	49,433
Employers pension contributions	2,760	2,719
Employers NIC	-	-
	52,934	52,152

No employee earned more than £60,000 (2021 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £52,934 (2021 - £52,152).

Related party transactions:

No trustee received remuneration in 2022 (2021 - nil).

Expenses paid to the Vicar in 2022 amounted to £1,054 (mileage £648 and office / telephone £406). (2021 - £839, £515 , £324 respectively.)

No expenses were paid to other trustees, apart from reimbursement of church expenditure.

A daughter of Mrs Jo Davies, a trustee, was paid £44 for self-employed services as a church cleaner during the year. The amount owing at the year end was NIL.

No grants were made to related parties (2021 - nil).

As with many churches, a significant amount of donations is received from trustees but it would not be in the best interests of the charity to calculate the amount. Much giving is anonymous; all giving is treated as confidential.

7. TANGIBLE FIXED ASSETS

	Freehold property	Equipment	Total
Cost or valuation	£	£	£
At 1 January 2022	283,342	162,809	446,151
Additions	-	-	-
Disposals	-	-	-
At 31 December 2022	283,342	162,809	446,151
Depreciation			
At 1 January 2022	22,879	134,041	156,920
Additions	2,833	18,713	21,546
Disposals	-	-	-
At 31 December 2022	25,712	152,754	178,466
			-
Net book value 31 December 2022	257,630	10,055	267,685
Net book value 31 December 2021	260,463	28,768	289,231

8. DEBTORS

	2022	2021
	£	£
Income Tax recoverable	657	1,465
Sundry debtors	206	398
Prepayments	2,379	1,601
	3,242	3,464

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Creditors	1,516	1,651
Accruals and deferred income	1,210	2,980
	<u>2,726</u>	<u>4,631</u>

Included in accruals and deferred income is deferred income of £220 (2021: £2,590) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2022
	£
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year)	19,400
Transfer from Cefn Lea Bursary restricted fund to general fund to assist with fees for the church weekend away.	1,762

11. TOTAL FUNDS CARRIED FORWARD

	Note	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
		£	£	£	£	£
General fund		88,775	218,684	(195,264)	(17,638)	94,557
Designated funds	12	308,731	-	(41,046)	19,400	287,085
Restricted funds	13	4,844	4,655	(2,063)	(1,762)	5,674
		<u>402,350</u>	<u>223,339</u>	<u>(238,373)</u>	<u>-</u>	<u>387,316</u>

<i>previous year</i>	At 1st January 2021	Income	Expenditure	Transfers	At 31 December 2021
	£	£	£	£	£
<i>General fund</i>	70,578	201,520	(163,823)	(19,500)	88,775
<i>Designated funds</i>	330,274	-	(41,730)	20,187	308,731
<i>Restricted funds</i>	4,339	1,800	(608)	(687)	4,844
	<u>405,191</u>	<u>203,320</u>	<u>(206,161)</u>	<u>-</u>	<u>402,350</u>

12. DESIGNATED FUNDS

	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
Donation fund	19,500	-	(19,500)	19,400	19,400
Fixed asset fund	289,231	-	(21,546)	-	267,685
	<u>308,731</u>	<u>-</u>	<u>(41,046)</u>	<u>19,400</u>	<u>287,085</u>

<i>previous year</i>	At 1st January 2021	Income	Expenditure	Transfers	At 31 December 2021
	£	£	£	£	£
<i>Donation fund</i>	19,800	-	(19,800)	19,500	19,500
<i>Fixed asset fund</i>	310,474	-	(21,930)	687	289,231
	<u>330,274</u>	<u>-</u>	<u>(41,730)</u>	<u>20,187</u>	<u>308,731</u>

The **Donation** fund is primed at the end of each year with a transfer from the general fund equivalent to 10% of the unrestricted voluntary income received in that year. It is used in the following year to fund grants to overseas and home missions, especially to support the church's mission partners.

The **Fixed Asset** fund mirrors the value of the Fixed Assets in the balance sheet, providing funds for the future depreciation charges relating to those assets.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

13. RESTRICTED FUNDS

	At 1st January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
Garden of Remembrance	344	-	(232)	-	112
Families in Need	926	-	-	-	926
Special collections	-	432	(432)	-	-
Cefn Lea Bursary	1,562	200	-	(1,762)	-
Youth Events	2,012	967	(1,128)	-	1,851
The Welcome Table	-	3,056	(271)	-	2,785
	4,844	4,655	(2,063)	(1,762)	5,674

<i>previous year</i>	At 1st January 2021	Income	Expenditure	Transfers	At 31 December 2021
	£	£	£	£	£
<i>Garden of Remembrance</i>	344	-	-	-	344
<i>Families in Need</i>	1,224	-	(298)	-	926
<i>Special collections</i>	-	237	(237)	-	-
<i>Audio Visual fund</i>	687	-	-	(687)	-
<i>Cefn Lea Bursary</i>	-	1,562	-	-	1,562
<i>Youth Events</i>	2,084	-	(72)	-	2,012
	4,339	1,799	(607)	(687)	4,844

The **Garden of Remembrance** fund was set up to provide funds to maintain the Garden of Remembrance.

The **Families in Need** fund (also known as the Blessings fund) exists to provide gifts in cash or kind for people associated with the church in times of particular need.

Special collections are usually held at Christmas services for Embrace the Middle East and The Children's Society, and for other causes at various times.

The **Cefn Lea Bursary** fund enables church members to pay more than their own fees for the church weekend away for the benefit of other participants. The money in the fund was used for this purpose in 2022.

Certain **Youth Events** such as attendance at Christian festivals and recreational outings are funded by a combination of charges paid by participants and gifts specifically for youth activities. Unspent gifts are retained in the restricted fund.

The **Welcome Table** fund was initiated in 2022 by a grant of £1,500 from a Christian charity for the church to provide meals for needy families and individuals in a warm environment. Further gifts have been received subsequently for the same purpose.

The **Audio Visual** fund was set up in 2016 with a bequest for the specific purpose of improving audio visual facilities in the church building. The fund was fully spent and closed in 2021.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

as at 31 December 2022	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	267,685	-	267,685
Current assets	97,283	19,400	5,674	122,357
Current liabilities	(2,726)	-	-	(2,726)
	94,557	287,085	5,674	387,316

as at 31 December 2021	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
<i>Fixed assets</i>	-	289,231	-	289,231
<i>Current assets</i>	93,406	19,500	4,844	117,750
<i>Current liabilities</i>	(4,631)	-	-	(4,631)
	88,775	308,731	4,844	402,350

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

15. PREVIOUS YEAR'S STATEMENT OF FINANCIAL ACTIVITIES SHOWING ALLOCATION BETWEEN GROUPS OF FUNDS

<i>EXTRACT FROM STATEMENT OF FINANCIAL ACTIVITIES</i>				
<i>YEAR ENDED 31 DECEMBER 2021</i>				
	<i>GENERAL FUND £</i>	<i>DESIGNATED FUNDS £</i>	<i>RESTRICTED FUNDS £</i>	<i>TOTAL £</i>
<i>INCOME FROM:</i>				
<i>Income from generated funds</i>				
<i>Donations and legacies</i>	194,838	-	1,799	196,637
<i>Charitable activities</i>	1,797	-	-	1,797
<i>Other trading activities</i>	4,818	-	-	4,818
<i>Investments</i>	68	-	-	68
<i>TOTAL INCOME</i>	<u>201,521</u>	<u>-</u>	<u>1,799</u>	<u>203,320</u>
<i>EXPENDITURE FROM:</i>				
<i>Charitable activities</i>	163,824	41,730	607	206,161
<i>TOTAL EXPENDITURE</i>	<u>163,824</u>	<u>41,730</u>	<u>607</u>	<u>206,161</u>
<i>Net operating income/ (expenditure)</i>	37,697	(41,730)	1,192	(2,841)
<i>Transfer between funds</i>	(19,500)	20,187	(687)	-
<i>Net income for the year and net movement in funds</i>	<u>18,197</u>	<u>(21,543)</u>	<u>505</u>	<u>(2,841)</u>
<i>RECONCILIATION OF FUNDS</i>				
<i>Total funds brought forward</i>	70,578	330,274	4,339	405,191
<i>Total funds carried forward</i>	<u>88,775</u>	<u>308,731</u>	<u>4,844</u>	<u>402,350</u>

16. OBLIGATIONS UNDER OPERATING LEASES

At 31st December 2022 the PCC had annual commitments under non-cancellable operating leases as follows:

Expiry date	2022 £	2021 £
Within 1 year	516	516
Between 2 - 5 years	-	516
	<u>516</u>	<u>1,032</u>

17. CAPITAL COMMITMENTS

The PCC is in contact with the owner of land near the church with a view to negotiating the purchase of a plot of land. Neither the landowner nor the PCC is committed to any transaction.

18. CONTINGENT LIABILITIES and POST BALANCE SHEET EVENTS

There are no known contingent liabilities or post balance sheet events.

Accounts



The Parochial Church Council of Holy Trinity Tewkesbury

**Annual Report and Accounts
Year ended 31 December 2021**

**THE CHURCH
OF ENGLAND**

**DIOCESE OF
GLOUCESTER**

Registered Charity 1130775



The Parochial Church Council of Holy Trinity Tewkesbury

Annual Report and Accounts Year ended 31 December 2021

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ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2021

Aim and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Stephen Walker, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objective and Activities

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our worshipping community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the diverse community in which we live. Our services and acts of worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through;

- Worship and prayer: learning about the gospel and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of Holy Trinity.

Achievements and Performance

Worship and Prayer

The impact of COVID-19 continued to affect the ministry of Holy Trinity in 2021 with further lockdowns and restrictions on how we meet and the protocols we need to put in place to keep everyone safe. The pre-recorded services on YouTube continued every Sunday until the end of July, by which time we had recorded over 75 consecutive services. From mid-April we were able to resume 'in person' worship with strict controls in place. We limited the number of people who could attend according to the distanced seating we had available in the nave of the church. Those who wished to attend needed to book in and be registered. We held a family service on the first Sunday of each month to enable children and families to keep connected with the Sunday worship whilst we were unable to provide dedicated children's ministry. As restrictions eased, we were able to revise our risk assessment in line with government guidelines and the Church of England directives. Towards the end of the year when the new variant of COVID-19, Omicron, impacted the UK, we had to adjust our protocols yet again and tighten up on our procedures whilst keeping the church open for public worship and private prayer. With some creative adjustments to how we have done things in the past we were able to facilitate the full programme of Christmas services incorporating the online skills we acquired in 2020 for pre-recording the Christingle Service. Throughout this year we have enabled everyone who has desired to attend acts of worship at Holy Trinity whether on Sundays or for funerals, wedding thanksgiving, or other occasions.

All are welcome to attend our regular 10am services whether in person or online. At present there are 258 on the electoral roll.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2021

Deanery Synod

Two members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The work of the Deanery reflects the 'Life' vision of the Diocese and informs the agenda so that the focus of ministry across the churches complies with the direction of travel in which the Diocese led by Bishop Rachel is being directed. The outworking of this is the focus given by John 10:10, 'I have come that they may have LIFE and have it to the full'.

L : Leadership – a commitment to developing diverse and new models of leadership

I : Imagination – opening new paths to faith through existing and new mission opportunities

F : Faith – living as adventurous followers of Jesus by enabling people to discover new depths to spiritual growth

E : Engagement – living out Christ's love and hope through initiatives which combat injustice and exclusion

The restrictions on physical meetings continued into 2021 resulting in the two Deanery Synod meetings being held on Zoom. In June the Archdeacon of Cheltenham joined us as our guest speaker to share the new Church of England vision statement: 'Jesus Centred, Christ Shaped' as its primary focus and that in practice it should be 'Bolder, Humbler, Simpler'.

- A Simpler Church, both in governance and structure and in the way we live and share the gospel
- A Humbler Church, recognising our failings and working with others to serve the common good
- A Bolder Church, energised by the good news of what God has done in Jesus and sharing that with everyone.

It was also the occasion to advertise the forthcoming elections to General Synod for the next 5 years and request synod members consider who might like to stand to represent the diocese.

Pastoral Care

Starting our 2nd year with the limitations resulting from the COVID pandemic meant Pastoral Care continued to take a place of great importance in the church and the community. We recognised the ongoing need to care for one another, particularly the most vulnerable in our church congregation and in the wider community.

The 'Buddy system' we had put in place at the start of lockdown in 2020 continued to operate according to need with some of the younger members of the congregation caring for those elderly and most vulnerable. The purpose of this was to provide a support structure whereby assistance with shopping, collecting prescriptions, keeping in touch with regular telephone conversations would ensure people felt looked after.

The effect of these measures for some has been to develop new friendships across the generations which may continue as an enduring legacy of these times.

Pastoral Care has been important for the sharing of prayer needs. Loneliness, isolation, loss of loved ones, loss of income, loss of mental health have all impacted almost everyone to some degree or other. Our structure of prayer support and encouragement has enabled us to stand with those who find themselves in a place of struggle and is a source of great comfort.

Pastoral care for young families

'Smarties', our parent and toddler weekly activity, whilst suspended at the beginning of the year gradually was able to re-open with carefully managed risk assessments in place. The provision for Trinity Junior Church (TJC) has also continued throughout the year and once we were able to resume some public services of worship in April, the first Sunday of each month was given over to being a Family Service specifically for families of primary school age children and below. Similarly, ministry to our young people has continued with online zoom meetings and mentoring sessions.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2021

Mission and outreach

The Mission of the church to reach out with the good news of Jesus Christ and the love of God has continued through our support for one another in our community. Members of our church community continued to reach out through their involvement with the Tewkesbury Foodbank, providing increased support to a broad range of people in our community who found themselves out of work or on reduced hours and needing extra provision.

The support offered to bereaved families who found their opportunity to honour their loved one at a funeral service was limited by numbers able to attend and what they could do at that service has been particularly hard. Yet working within the parameters of what is permissible we have been able to provide comfort and pastoral care both to families as well as Funeral Directors and staff, for whom the stress of these times has been intense.

Schools Work

The PCC employs Lucy Betts as a part time Children's and Family Worker and Sam Williams as a part time Youth Pastor. This enables the church to have the capacity to be involved in local schools in a supportive role. This involvement has continued this year although in a different and more limited way. In contrast to last year, there have been more opportunities to visit schools and take assemblies, but the emergence of the Omicron variant has again limited what we have been able to do. We have participated with iSingPOP to provide a package of school assembly worship and contributed to school Christmas online events and this year managed to run an Experience Christmas event in church for the local schools to attend.

Mission

The PCC have committed 10% of our unrestricted voluntary income (gross) to support Mission. Our primary commitment is to our Mission Partners serving in a variety of contexts in the UK and overseas:

- Chris and Suzy Wilson (CMS). They happened to be back in the UK when lockdown happened (2020/2021) awaiting a return to Ethiopia. When this finally became possible they found themselves caught in a potential civil war situation so again had to leave the country until the violence abated. They are now back living in Addis Ababa supported by CMS but in a different role.
- Release International – Building One Body Partnership programme with the church in Pakistan
- Pedro and Annu Santos – (CMJ) Beit Immanuel, Tel Aviv, Israel
- Tim Curtis – (SAMS/CMS) Paraguay
- Wayne O'Leary – Slavic Gospel Association
- Jason and Tracy Day – CMS (seconded to OMF) in Thailand

Our support for those who serve overseas acts as an important expression of our desire to be a 'Local Church with a Global Concern' and the links we have established through the Life groups will maintain their high profile in our church prayer agenda.

Whilst we were unable to have 'in person' visits from our Mission Partners in 2021, we were able to include updates and interviews with them using Zoom. In this way we kept the congregation informed of news of our partnerships through our YouTube services and when we could resume Sunday worship in church.

As well as our Mission Partners the PCC has also provided support to the following ministries:

- Embrace the Middle East
- The Children's Society
- A Rocha
- Salvation Army
- CPAS
- And two local Christian charities, Axe Valley Christian Trust and Sixty-one

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2021

Financial Review

Total income for the year was £203,320 (2020: £194,165) and total expenditure £206,161 (2020: £219,925). In the absence of church services for much of the year, income from Sunday collections was £3,000 and represented less than 2% of voluntary income, but gifts received through the Parish Giving Scheme increased by £4,000 to £154,000 and continued to represent almost 80% of voluntary income.

The balance on the general fund rose to £88,775 (2020: £70,578). In addition to cash-based assets, the church owns Trinity House (the church office) and The Old Mission Hall along with various items of plant, equipment and furniture; these assets make up the fixed asset total on the Balance Sheet of £289,231 (2020: £310,474).

Reserves policy

The policy of the PCC is to aim to keep a minimum of three months' expenditure on reserve. The PCC is thankful that it is possible again to observe this policy.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively and vibrant community that it is. In particular, we would like to thank our churchwardens, Mr Roger Workman (replaced by Mr Steve Burden at the April APCM) and Mrs Geraldine Simpkins who have worked so tirelessly on our behalf, Mr Mike Page who provided such helpful advice and direction as our church accountant and Mr Simon Holdsworth as the church treasurer. We are particularly grateful to Roger Workman whose 3 years as Church Warden concluded at the April APCM.

The church can only function with the support of its members, so many of whom give willingly of their time and energy. Therefore, it is appropriate to express appreciation to the whole church membership as well as the PCC and administrative officers, staff team and leadership team and Life group leaders for all they give in so many ways to contribute to the life of Holy Trinity. In particular we would like to express our appreciation to John and Sarah Haughan who stepped down from the Leadership team at the end of the year having served in some leadership capacity for more than 20 years. We extend our grateful thanks for all they have given in service to the life and ministry of the church over several decades.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity, the membership of the PCC consists of the incumbent (Vicar), churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and consider themselves to be members of our congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year, every other month, with an average level of attendance of about 80%. All the meetings before September were held on Zoom, and then in person. Sub committees/Teams: Staffing and the Standing committee (6 times) have also met throughout the year, reporting back to the full PCC at each meeting for further discussion. Representatives of the various Synods also report back following meetings they attend.

The PCC has employed part time staff to assist in the ministry of the church: Mrs Sam Williams (Youth Pastor), Mrs Lucy Betts (Children's and Families Worker) and Mrs Helen Hart (Administrator).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2021

Administrative information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Tewkesbury, known as Holy Trinity Tewkesbury, is located in the middle of Tewkesbury by the market car park. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is:
Holy Trinity Tewkesbury, Church Office, 10 Oldbury Road, Tewkesbury, GL20 5NA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Charity registered with the Charity Commission (Registration number: 1130775).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2021

PCC members who have served from 1st January 2021 until this report was approved are:

Ex Officio members

Incumbent: The Reverend Stephen Walker Chairman

Reader:

Mrs Jo Davies

Wardens:

Mr Steve Burden	Church Warden (from April 2021)
Mr Roger Workman	Church Warden (until April 2021)
Mrs Geraldine Simpkins	Church Warden

Officers:

Mr Simon Holdsworth	Treasurer (Lay Chair)
Mrs Liz Walker	Secretary

Elected members:

Mrs Sue Thatcher	(GDPR Rep)
Mrs Julie Northcott	(until January 2022)
Mr Andy Kingston Smith	(Green Rep)
Mrs Julie Jarman	
Mrs Andrea Duncan	(Mission and Evangelism Rep from April 2021)
Mrs Louise Woodward	
Mr Julian Dickinson	
Mr David Greenwood	(From April 2021)
Mr John Haughan	
Mr David Rogers	

Deanery Synod:

Mr Allen Snow	Deanery Synod Representative (re-elected 2020)
Miss Emma Ash	Deanery Synod Representative (Until Nov 2021)
Mr Tony Walker	Deanery Synod Representative (until April 2021)

Bankers

NatWest PLC
Cheltenham Branch
31 Promenade
Cheltenham
GL50 1LH

Independent Examiner

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham
GL52 9PU

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2021

Statement of Council members' responsibilities

Charity law requires the council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Annual Report and Accounts were approved by the PCC subject to examination and signed on its behalf by:

Reverend Stephen Walker (Chairman)
7 March 2022

Independent Examiner's report to the Council members on the unaudited financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury.

I report on the financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury for the year ended 31 December 2020 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The Council members are responsible for the preparation of the accounts. The Council members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Parochial Church Council and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Council members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham GL52 9PU**

Date:

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2021

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2021 £	2020 £
INCOME FROM:						
Income from generated funds						
Donations and legacies	2	194,838	-	1,799	196,637	189,875
Charitable activities	3	1,797	-	-	1,797	3,038
Other trading activities	4	4,818	-	-	4,818	896
Investments		68			68	356
TOTAL INCOME		201,521	-	1,799	203,320	194,165
EXPENDITURE FROM:						
Charitable activities	5	163,824	41,730	607	206,161	219,925
TOTAL EXPENDITURE		163,824	41,730	607	206,161	219,925
Net operating income/ (expenditure)		37,697	(41,730)	1,192	(2,841)	(25,760)
Transfer between funds	10	(19,500)	20,187	(687)	-	-
Net income for the year and net movement in funds		18,197	(21,543)	505	(2,841)	(25,760)
RECONCILIATION OF FUNDS						
Total funds brought forward		70,578	330,274	4,339	405,191	430,951
Total funds carried forward	11	88,775	308,731	4,844	402,350	405,191

The notes at pages 11 to 17 form part of these financial statements.
The allocation between funds for 2020 is shown in note 15.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
BALANCE SHEET AS AT 31 DECEMBER 2021

	NOTES	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	7	289,231	310,474
		<u>289,231</u>	<u>310,474</u>
CURRENT ASSETS			
Deposit - CCLA Investment Management		50,000	50,000
Current account - Natwest		64,230	45,680
Petty cash		56	31
Cash at bank and in hand		<u>114,286</u>	<u>95,711</u>
Debtors	8	<u>3,464</u>	<u>1,540</u>
		117,750	97,251
LIABILITIES			
Creditors - amounts falling due in one year	9	(4,631)	(2,534)
NET CURRENT ASSETS		<u>113,119</u>	<u>94,717</u>
TOTAL NET ASSETS		<u>402,350</u>	<u>405,191</u>
THE FUNDS OF THE CHARITY			
Unrestricted funds - General		88,775	70,578
Unrestricted funds - Designated	12	308,731	330,274
Restricted funds	13	4,844	4,339
	14	<u>402,350</u>	<u>405,191</u>

Approved by the Parochial Church Council on 7 March 2022 and signed on its behalf by

S Holdsworth
Lay Chair / Treasurer

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

1. Accounting Policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 and the Charities Act 2011 in accordance with applicable accounting standards and the current Statement of Recognised Practice for Accounting and Reporting by Charities (SORP 2015 / FRS 102) and on the basis that the charity is a Public Benefit Entity.

The financial statements include all transactions, assets and liabilities for which the PCC is 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. The financial statements have been prepared under the historical cost convention and on a Going Concern basis. The presentation currency is £ Sterling.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

Funds

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for specific purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income and endowments

Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers is not quantified.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income Tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for when an inflow of economic benefit is probable.

Rental income from the letting of church premises is recognised when the rental is due.

Interest is accounted for when receivable.

The PCC is not registered for VAT.

Expenditure

All expenditure is included on an accruals basis and is recognised when an outflow of economic benefit is probable.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

1. Accounting Policies (continued)

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation of the cost of equipment and refurbishment is charged on a 20% straight line basis. Freehold property is depreciated using the straight line method using a rate of 1%. These rates are calculated to write off the assets over their useful economic lives. Assets costing more than £1000 are capitalised.

Pensions

The PCC makes contributions for the benefit of employees to a multi-employer defined contribution scheme.

Investments

Fixed asset investments, if any, are stated at market value.

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term. The title of the lease remains with the lessor.

Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Going concern

There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2021	TOTAL 2020
	£	£	£	£	£
2. DONATIONS AND LEGACIES					
Planned giving and Tax Trail	137,924	-	1,250	139,174	129,064
Non Tax Trail	18,159	-	-	18,159	19,771
Income Tax refunded	34,620	-	312	34,932	34,266
Collections	2,930	-	237	3,167	4,308
Other donations	1,205	-	-	1,205	2,166
Grants	-	-	-	-	300
	<u>194,838</u>	<u>-</u>	<u>1,799</u>	<u>196,637</u>	<u>189,875</u>
3. INCOME FROM CHARITABLE ACTIVITIES					
Conferences and trips	1,267	-	-	1,267	2,604
Fees	530	-	-	530	434
	<u>1,797</u>	<u>-</u>	<u>-</u>	<u>1,797</u>	<u>3,038</u>
Income from "Conferences and trips" varies widely from one year to the next depending on whether a "Church weekend away" has taken place, normally every other year. The "Church weekend away" which was due in 2021 had to be deferred to 2022. See also "Church weekend away" under Note 5b.					
From time to time the PCC receives funds raised by groups or individuals within the church and passes this money on to causes designated by the organisers. As these not considered to be activities of the PCC, the money is not included in these accounts.					
4. OTHER TRADING ACTIVITIES					
Hall rents	4,514	-	-	4,514	378
Other income	304	-	-	304	518
	<u>4,818</u>	<u>-</u>	<u>-</u>	<u>4,818</u>	<u>896</u>
5. CHARITABLE ACTIVITIES					
a. GRANTS AND DONATIONS					
Families in Need	-	-	298	298	-
Home Mission	-	4,200	-	4,200	2,000
Overseas Mission	-	15,600	-	15,600	17,400
Other donations	-	-	237	237	-
	<u>-</u>	<u>19,800</u>	<u>535</u>	<u>20,335</u>	<u>19,400</u>
b. COSTS OF CHURCH ACTIVITIES					
Ministry - Parish Share	80,765	-	-	80,765	80,765
- Clergy expenses	839	-	-	839	876
Utilities	4,961	-	-	4,961	7,050
Cleaning contract	3,397	-	-	3,397	3,054
Church Maintenance	5,541	-	-	5,541	8,511
Staff costs (see note 6)	52,152	-	-	52,152	51,743
Children & Youth Work	4,195	-	72	4,267	5,703
Music	1,262	-	-	1,262	1,094
Insurance	2,937	-	-	2,937	2,909
Outreach and services	1,520	-	-	1,520	1,821
Training and recruitment	380	-	-	380	500
Church weekend away	-	-	-	-	-
Depreciation	-	21,930	-	21,930	29,751
	<u>157,949</u>	<u>21,930</u>	<u>72</u>	<u>179,951</u>	<u>193,777</u>
c. CHURCH ADMINISTRATION					
Computer and website costs	2,262	-	-	2,262	3,315
Telephone	1,076	-	-	1,076	1,135
Printing, postage and stationery	1,530	-	-	1,530	1,107
Office sundries	617	-	-	617	801
Professional fees	390	-	-	390	390
	<u>5,875</u>	<u>-</u>	<u>-</u>	<u>5,875</u>	<u>6,748</u>
TOTAL - CHARITABLE ACTIVITIES	<u>163,824</u>	<u>41,730</u>	<u>607</u>	<u>206,161</u>	<u>219,925</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2020 - £390) for the independent examination.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

6. STAFF COSTS AND TRUSTEE MATTERS

The average numbers of employees (all part-time) during the year were:

	2021	2020
Charitable activities	2	2
Administration	1	1
	<u>3</u>	<u>3</u>

Employee costs

	£	£
Gross salaries	49,433	48,992
Employers pension contributions	2,719	2,695
Employers NIC	-	56
	<u>52,152</u>	<u>51,743</u>

No employee earned more than £60,000 (2020 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £52,152 (2020 = £51,743).

Related party transactions:

No trustee received remuneration in 2021 (2020 - nil).

Expenses paid to the Vicar in 2021 amounted to £839 (mileage £515 and office / telephone £324). (2020 - £876, £722 , £154 respectively.)

No expenses were paid to other trustees, apart from reimbursement of church expenditure.

No grants were made to related parties (2020 - nil).

As with many churches, a significant amount of donations is received from trustees but it would not be in the best interests of the charity to calculate the amount. Much giving is anonymous; all giving is treated as confidential.

7. TANGIBLE FIXED ASSETS

	Freehold property	Equipment	Total
	£	£	£
Cost or valuation			
At 1 January 2021	283,342	164,720	448,062
Additions	-	687	687
Disposals	-	(2,598)	(2,598)
At 31 December 2021	<u>283,342</u>	<u>162,809</u>	<u>446,151</u>
Depreciation			
At 1 January 2021	20,046	117,542	137,588
Additions	2,833	19,097	21,930
Disposals	-	(2,598)	(2,598)
At 31 December 2021	<u>22,879</u>	<u>134,041</u>	<u>156,920</u>
			-
Net book value 31 December 2021	<u>260,463</u>	<u>28,768</u>	<u>289,231</u>
Net book value 31 December 2020	<u>263,296</u>	<u>47,178</u>	<u>310,474</u>

8. DEBTORS

	2021	2020
	£	£
Income Tax recoverable	1,465	732
Sundry debtors	398	418
Prepayments	1,601	390
	<u>3,464</u>	<u>1,540</u>

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Creditors	1,651	1,544
Accruals and deferred income	2,980	990
	<u>4,631</u>	<u>2,534</u>

Included in accruals and deferred income is deferred income of £2,590 (2020: £nil) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2021
	£
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year)	19,500
Transfer from Audio Visual fund to Fixed Assets fund (the cost of acquisition of new fixed assets)	687

11. TOTAL FUNDS CARRIED FORWARD

	Note	At 1st January	Income	Expenditure	Transfers	At 31 December
		2021				2021
		£	£	£	£	£
General fund		70,578	201,521	(163,824)	(19,500)	88,775
Designated funds	12	330,274	-	(41,730)	20,187	308,731
Restricted funds	13	4,339	1,799	(607)	(687)	4,844
		<u>405,191</u>	<u>203,320</u>	<u>(206,161)</u>	<u>-</u>	<u>402,350</u>

<i>previous year</i>	At 1st January	Income	Expenditure	Transfers	At 31 December
	2020				2020
	£	£	£	£	£
<i>General fund</i>	67,823	192,223	(170,728)	(18,740)	70,578
<i>Designated funds</i>	358,243	-	(49,151)	21,182	330,274
<i>Restricted funds</i>	4,885	1,942	(46)	(2,442)	4,339
	<u>430,951</u>	<u>194,165</u>	<u>(219,925)</u>	<u>-</u>	<u>405,191</u>

12. DESIGNATED FUNDS

	At 1st January	Income	Expenditure	Transfers	At 31 December
	2021				2021
	£	£	£	£	£
Donation fund	19,800	-	(19,800)	19,500	19,500
Fixed asset fund	310,474	-	(21,930)	687	289,231
	<u>330,274</u>	<u>-</u>	<u>(41,730)</u>	<u>20,187</u>	<u>308,731</u>

<i>previous year</i>	At 1st January	Income	Expenditure	Transfers	At 31 December
	2020				2020
	£	£	£	£	£
<i>Donation fund</i>	20,400	-	(19,400)	18,800	19,800
<i>Fixed asset fund</i>	337,843	-	(29,751)	2,382	310,474
	<u>358,243</u>	<u>-</u>	<u>(49,151)</u>	<u>21,182</u>	<u>330,274</u>

The **Donation** fund is primed at the end of each year with a transfer from the general fund equivalent to 10% of the unrestricted voluntary income received in that year. It is used in the following year to fund grants to overseas and home missions, especially to support the church's mission partners.

The **Fixed Asset** fund mirrors the value of the Fixed Assets in the balance sheet, providing funds for the future depreciation charges relating to those assets.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

13. RESTRICTED FUNDS

	At 1st January 2021	Income	Expenditure	Transfers	At 31 December 2021
	£	£	£	£	£
Garden of Remembrance	344	-	-	-	344
Families in Need	1,224	-	(298)	-	926
Special collections	-	237	(237)	-	-
Audio Visual fund	687	-	-	(687)	-
Cefn Lea Bursary	-	1,562	-	-	1,562
Youth Events	2,084	-	(72)	-	2,012
	4,339	1,799	(607)	(687)	4,844

<i>previous year</i>	At 1st January 2020	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
<i>Garden of Remembrance</i>	344	-	-	-	344
<i>Families in Need</i>	1,224	-	-	-	1,224
<i>Special collections</i>	-	-	-	-	-
<i>Audio Visual fund</i>	1,287	-	-	(600)	687
<i>Defibrillator</i>	-	1,782	-	(1,782)	-
<i>Youth Events</i>	2,030	100	(46)	-	2,084
<i>Old Mission Hall fund</i>	-	60	-	(60)	-
	4,885	1,942	(46)	(2,442)	4,339

The **Garden of Remembrance** fund was set up to provide funds to maintain the Garden of Remembrance.

The **Families in Need** fund (also known as the Blessings fund) exists to provide gifts in cash or kind for people associated with the church in times of particular need.

Special collections are usually held at Christmas services for Embrace the Middle East and The Children's Society, and for other causes at various times. Such collections have been affected in 2020 and 2021 by the Covid-19 pandemic.

The **Audio Visual** fund was set up in 2016 with a bequest for the specific purpose of improving audio visual facilities in the church building. The transfer shown represents the cost of fixed assets funded by the bequest during the year, and provides finance in the Fixed Asset fund to meet the cost of annual depreciation of the assets. The fund has been fully spent and is now closed.

Certain Youth Events such as attendance at Christian festivals and recreational outings are funded by a combination of charges paid by participants and gifts specifically for youth activities. Unspent gifts are retained in the restricted fund.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS
as at 31 December 2021

	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	289,231	-	289,231
Current assets	93,406	19,500	4,844	117,750
Current liabilities	(4,631)	-	-	(4,631)
	88,775	308,731	4,844	402,350

as at 31 December 2020

	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
<i>Fixed assets</i>	-	310,474	-	310,474
<i>Current assets</i>	73,112	19,800	4,339	97,251
<i>Current liabilities</i>	(2,534)	-	-	(2,534)
	70,578	330,274	4,339	405,191

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2021

15. PREVIOUS YEAR'S STATEMENT OF FINANCIAL ACTIVITIES SHOWING ALLOCATION BETWEEN GROUPS OF FUNDS

<i>EXTRACT FROM STATEMENT OF FINANCIAL ACTIVITIES</i>				
<i>YEAR ENDED 31 DECEMBER 2020</i>				
	<i>GENERAL FUND £</i>	<i>DESIGNATED FUNDS £</i>	<i>RESTRICTED FUNDS £</i>	<i>TOTAL £</i>
<i>INCOME FROM:</i>				
<i>Income from generated funds</i>				
<i>Donations and legacies</i>	187,933	-	1,942	189,875
<i>Charitable activities</i>	3,038	-	-	3,038
<i>Other trading activities</i>	896	-	-	896
<i>Investments</i>	356	-	-	356
<i>TOTAL INCOME</i>	<u>192,223</u>	<u>-</u>	<u>1,942</u>	<u>194,165</u>
<i>EXPENDITURE FROM:</i>				
<i>Charitable activities</i>	170,728	49,151	46	219,925
<i>TOTAL EXPENDITURE</i>	<u>170,728</u>	<u>49,151</u>	<u>46</u>	<u>219,925</u>
<i>Net operating income/ (expenditure)</i>	21,495	(49,151)	1,896	(25,760)
<i>Transfer between funds</i>	(18,740)	21,182	(2,442)	-
<i>Net income for the year and net movement in funds</i>	<u>2,755</u>	<u>(27,969)</u>	<u>(546)</u>	<u>(25,760)</u>
<i>RECONCILIATION OF FUNDS</i>				
<i>Total funds brought forward</i>	67,823	358,243	4,885	430,951
<i>Total funds carried forward</i>	<u>70,578</u>	<u>330,274</u>	<u>4,339</u>	<u>405,191</u>

16. OBLIGATIONS UNDER OPERATING LEASES

At 31st December 2021 the PCC had annual commitments under non-cancellable operating leases as follows:

Expiry date	2021 £	2020 £
Within 1 year	516	516
Between 2 - 5 years	516	1,032
	<u>1,032</u>	<u>1,548</u>

17. CAPITAL COMMITMENTS

The PCC is in contact with the owner of land near the church with a view to negotiating the purchase of a plot of land. Neither the landowner nor the PCC is committed to any transaction.

18. CONTINGENT LIABILITIES and POST BALANCE SHEET EVENTS

There are no known contingent liabilities or post balance sheet events.

Accounts



The Parochial Church Council of Holy Trinity Tewkesbury

**Annual Report and Accounts
Year ended 31 December 2020**

**THE CHURCH
OF ENGLAND**

**DIOCESE OF
GLOUCESTER**

Registered Charity 1130775



The Parochial Church Council of Holy Trinity Tewkesbury

Annual Report and Accounts Year ended 31 December 2020

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ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2020

Aim and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Stephen Walker, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objective and Activities

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our worshipping community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the diverse community in which we live. Our services and acts of worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through;

- Worship and prayer: learning about the gospel and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of Holy Trinity.

Achievements and Performance

Worship and Prayer

The unprecedented circumstances of the year began in late March when the country went into lockdown due to the threat of transmission of COVID-19. The impact on our ability to gather as a worshipping community became evident from Mothering Sunday 22nd March when we could no longer hold services in our church building. With all activity in our premises suspended, the PCC were keen to establish virtual means of maintaining the life of the church. We quickly had to adapt to using technology to put services online and encourage church members to meet via one of the various video conferencing tools available. Many adapted to the new context in which we found ourselves. Despite being physically distanced, the church, which is the people of God, has been able to be socially connected and continue to gather and worship and further the mission of the church. Our online provision has enabled us to connect with a wider audience and continue to serve the local residential homes in the parish for the festivals of Harvest and Christmas, further enhanced through the provision of pre-recorded services on DVD.

All are welcome to attend our regular online 10am services. At present there are 258 on the electoral roll.

Deanery Synod

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The work of the Deanery reflects the 'Life' vision of the Diocese and informs the agenda so that the focus of ministry across the churches complies with the direction of travel in which the Diocese led by Bishop Rachel is being directed. The outworking of this is the focus given by John 10:10, 'I have come that they may have LIFE and have it to the full'.

L : Leadership – a commitment to developing diverse and new models of leadership

I : Imagination – opening new paths to faith through existing and new mission opportunities

F : Faith – living as adventurous followers of Jesus by enabling people to discover new depths to spiritual growth

E : Engagement – living out Christ's love and hope through initiatives which combat injustice and exclusion

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2020

After an initial Deanery Synod in February to start the process of creating a strategic plan for ministry and mission for the next 5 years, lockdown and the uncertainties that it presented brought all planning to a standstill. Following elections in September, and with new members on the Deanery Synod meeting in November, there was recognition that despite continuing uncertainty as to when we might be able to have physical 'in person' meetings, the process of developing a Deanery plan should continue. This is now ongoing.

Pastoral Care

Pastoral Care took on a new sense of urgency with lockdown. We recognised the importance of caring for one another, particularly the most vulnerable in our church congregation and in the wider community. To support those in our church community who had to self-isolate we set up a 'Buddy System', matching up the younger members of the congregation with those elderly and most vulnerable. The purpose of this was to provide a support structure whereby assistance with shopping, collecting prescriptions, keeping in touch with regular telephone conversations would ensure people felt looked after. Within the wider community members of the church actively participated in coordinating and supporting local structures of support to those in their street or neighbourhood. Facebook groups and WhatsApp groups took on a new importance for sharing needs and reaching out with practical support.

The effect of these measures for some has been to develop new friendships across the generations which may continue as an enduring legacy of these times.

Pastoral Care has been important for the sharing of prayer needs. Loneliness, isolation, loss of loved ones, loss of income, loss of mental health have impacted almost everyone to some degree or other. Our structure of prayer support and encouragement has enabled us to stand with those who find themselves in a place of struggle and be a source of comfort.

Pastoral care for young families

'Smarties', our parent and toddler weekly activity, whilst suspended along with the other group activities in our buildings, has continued to maintain connections and support through social media. The provision online for Trinity Junior Church (TJC) has also continued throughout the year and once we were able to resume some public services of worship in September albeit in a limited form, the first Sunday of each month was given over to being a Family Service specifically for families of primary school age children and below. Similarly ministry to our young people has continued with online zoom meetings and mentoring sessions.

Mission and outreach

The Mission of the church to reach out with the good news of Jesus Christ and the love of God has continued through our support for one another in our community. As a church we participated with the 'Long Table' in a project initiated by the Diocese called 'Feeding the 5000' in which pre-cooked meals were stored in a large freezer in our church hall for distribution to individuals or families. In this way we were able to provide free meals to front line workers at the local hospital and for teachers in our schools. Members of our church community continued to reach out through their involvement with the Tewkesbury Foodbank, providing increased support to a broad range of people in our community who found themselves out of work or on reduced hours and needing extra provision.

The support offered to bereaved families who found their opportunity to honour their loved one at a funeral service was limited by numbers able to attend and what they could do at that service has been particularly hard. Yet working within the parameters of what is permissible we have been able to provide comfort and pastoral care both to families as well as Funeral Directors and staff, for whom the stress of these times has been intense.

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2020

Schools Work

The PCC employs Lucy Betts as a part time Children's and Family Worker and Sam Williams as a part time Youth Pastor. This enables the church to have the capacity to be involved in local schools in a supportive role. This involvement has continued this year although in a different and more limited way. As we have not been able to physically visit the schools, provision has been made for continuing our Christian ministry online. We have participated with iSingPOP to provide a package of school assembly worship and contributed to school Christmas online events as well as some of the 'Experiences' we would normally put on in church.

Mission

The PCC have committed 10% of our unrestricted voluntary income (gross) to support Mission. Our primary commitment is to our Mission Partners serving in a variety of contexts in the UK and overseas:

- Chris and Suzy Wilson (CMS) working in a Theological College in Gambella, Ethiopia
- Ochalla Omot Chan training for ministry at the Theological College and supported through 'Crosslinks' (although due to COVID-19 the college was closed for a large part of the year and so our support was similarly suspended).
- Release International – Building One Body Partnership programme with the church in Pakistan
- Jenny Green – (CMS) working in Bradford (This concluded with her retirement in August)
- Pedro and Annu Santos – (CMJ) Beit Immanuel, Tel Aviv, Israel
- Tim Curtis – (SAMS/CMS) Paraguay
- Wayne O'Leary – Slavic Gospel Association

Our support for those who serve overseas acts as an important expression of our desire to be a 'Local Church with a Global Concern' and the links we have established through the Life groups will maintain their high profile on our church prayer agenda.

We were able to have visits from two of our Mission Partners before lockdown and introduce some new Mission Partners via Zoom as replacement support for Jenny Green who retired. Jason and Tracy Day (CMS but seconded to OMF) working in Thailand were adopted by the PCC as new Mission Partners for 2021. As well as our Mission Partners the PCC has also provided support to the following ministries:

- Embrace the Middle East
- The Children's Society
- Gloucester City Mission

Financial Review

Total income for the year was £194,165 (2019: £240,199 and total expenditure £219,925 (2019: £245,987). The decrease in both income and expenditure was in part due to there being no church weekend away in 2020 (income £13,000 and expenditure £16,000 in 2019). In the absence of church services for much of the year, income from Sunday collections decreased by £13,000 to £4,000, but gifts received through the Parish Giving Scheme increased by £4,000 to £150,000 and represent almost 80% of the voluntary income for the year.

The balance on the general fund was £70,578 (2019: £67,823). In addition to cash-based assets, the church owns Trinity House (the church office) and The Old Mission Hall along with various items of plant, equipment and furniture; these assets are shown in the fixed asset total on the Balance Sheet of £310,474 (2019: £337,843).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2020

Reserves policy

The policy of the PCC is to aim to keep a minimum of three months' expenditure on reserve. The PCC is thankful that it is possible again to observe this policy.

Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively and vibrant community that it is. In particular we want to mention our churchwardens Mr Stephen Cirel and Mr Roger Workman who have worked so tirelessly on our behalf, Mr Mike Page who has provided such helpful advice, management and direction as our church accountant and Mr Simon Holdsworth as the church treasurer. We are particularly grateful to Stephen Cirel whose 6 years as Church Warden would officially have concluded at the April APCM. However as this was postponed until October, we are grateful for his willingness to continue until a replacement Church Warden had been found. In this respect we are thankful to Mrs Sara Simpkins for stepping into this role as from the October APCM.

The church can only function with the support of its members, so many of whom give willingly of their time and energy. Therefore, it is appropriate to express appreciation to the whole church membership as well as the PCC and administrative officers, staff team and leadership team and Life group leaders for all they give in so many ways to contribute to the life of Holy Trinity.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity, the membership of the PCC consists of the incumbent (Vicar), churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services and consider themselves to be members of our congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year, every other month, with an average level of attendance of about 80%. The first two meetings happened in person (before lockdown) and then subsequently online. Sub committees/Teams: Staffing and the Standing committee (6 times) have also met throughout the year, reporting back to the full PCC at each meeting for further discussion. Representatives of the various Synods also report back following meetings they attend.

The PCC has employed part time staff to assist in the ministry of the church: Mrs Sam Williams (Youth Pastor), Mrs Lucy Betts (Children's and Families Worker) and Mrs Rachel Hargreave (Administrator) until September 2020, thereafter from 1st October, Mrs Helen Hart.

Administrative information

The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity, Tewkesbury, known as Holy Trinity Tewkesbury, is located in the middle of Tewkesbury by the market car park. It is part of the Diocese of Gloucester within the Church of England. The correspondence address is:
Holy Trinity Tewkesbury, Church Office, 10 Oldbury Road, Tewkesbury, GL20 5NA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a Charity registered with the Charity Commission (Registration number: 1130775).

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2020

PCC members who have served from 1st January 2020 until this report was approved are:

Ex Officio members

Incumbent: The Reverend Stephen Walker Chairman

Reader:

Mrs Jo Davies

Wardens:

Mr Stephen Cirel	Church Warden (until October 2020)
Mr Roger Workman	Church Warden
Mrs Sara Simpkins	Church Warden (from October 2020)

Officers:

Mr Simon Holdsworth	Treasurer (Lay Chair)
Mrs Liz Walker	Secretary

Elected members:

Mrs Sue Thatcher	(GDPR Rep)
Mrs Julie Northcott	(Safeguarding Officer)
Mr Andy Kingston Smith	(Green Rep)
Mrs Julie Jarman	
Mrs Lynn Satchell	(until September 2020)
Mrs Louise Woodward	
Mr Julian Dickinson	(From October 2020)
Mr Stephen Cirel	(From October 2020)
Mr John Haughan	
Mr David Rogers	

Deanery Synod:

Mr Allen Snow	Deanery Synod Representative (re-elected 2020)
Mr Peter Herrick	Deanery Synod Representative (until Oct 2020)
Miss Emma Ash	Deanery Synod Representative (elected Oct 2020)
Mr Tony Walker	Deanery Synod Representative (re-elected 2020)

Bankers

NatWest PLC
Cheltenham Branch
31 Promenade
Cheltenham
GL50 1LH

Independent Examiner

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham
GL52 9PU

ANNUAL REPORT FOR HOLY TRINITY TEWKESBURY FOR THE YEAR ENDED 31 DECEMBER 2020

Statement of Council members' responsibilities

Charity law requires the council members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the Council members are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Parochial Church Council will continue to function.

The Council members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Annual Report and Accounts were approved by the PCC subject to examination and signed on its behalf by:

Reverend Stephen Walker (Chairman)
1 March 2021

Independent Examiner's report to the Council members on the unaudited financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury.

I report on the financial statements of The Parochial Church Council of Holy Trinity, Tewkesbury for the year ended 31 December 2020 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The Council members are responsible for the preparation of the accounts. The Council members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Parochial Church Council and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Council members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M Adlard ACIE
Pippins Accountancy Services
The Pippins
Gambles Lane
Woodmancote
Cheltenham GL52 9PU

Date: 1 March 2021

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 DECEMBER 2020

	NOTES	GENERAL FUND £	DESIGNATED FUNDS £	RESTRICTED FUNDS £	2020 £	2019 £
INCOME FROM:						
Income from generated funds						
Donations and legacies	2	187,933	-	1,942	189,875	214,660
Charitable activities	3	3,038	-	-	3,038	22,584
Other trading activities	4	896	-	-	896	2,272
Investments		356			356	683
TOTAL INCOME		192,223	-	1,942	194,165	240,199
EXPENDITURE FROM:						
Charitable activities	5	170,728	49,151	46	219,925	245,987
TOTAL EXPENDITURE		170,728	49,151	46	219,925	245,987
Net operating income/ (expenditure)		21,495	(49,151)	1,896	(25,760)	(5,788)
Transfer between funds	10	(18,740)	21,182	(2,442)	-	-
Net income for the year and net movement in funds		2,755	(27,969)	(546)	(25,760)	(5,788)
RECONCILIATION OF FUNDS						
Total funds brought forward		67,823	358,243	4,885	430,951	436,739
Total funds carried forward	11	70,578	330,274	4,339	405,191	430,951

The notes at pages 10 to 16 form part of these financial statements.

The allocation between funds for 2019 is shown in note 15.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
BALANCE SHEET AS AT 31 DECEMBER 2020

	NOTES	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	7	310,474	337,843
		<u>310,474</u>	<u>337,843</u>
CURRENT ASSETS			
Deposit - CCLA Investment Management		50,000	50,000
Current account - Natwest		45,680	39,972
Petty cash		31	90
Cash at bank and in hand		<u>95,711</u>	<u>90,062</u>
Debtors	8	<u>1,540</u>	<u>5,416</u>
		97,251	95,478
LIABILITIES			
Creditors - amounts falling due in one year	9	(2,534)	(2,370)
NET CURRENT ASSETS		<u>94,717</u>	<u>93,108</u>
TOTAL NET ASSETS		<u><u>405,191</u></u>	<u><u>430,951</u></u>
THE FUNDS OF THE CHARITY			
Unrestricted funds - General		70,578	67,823
Unrestricted funds - Designated	12	330,274	358,243
Restricted funds	13	4,339	4,885
	14	<u><u>405,191</u></u>	<u><u>430,951</u></u>

Approved by the Parochial Church Council on 1 March 2021 and signed on its behalf by

S Holdsworth
Lay Chair / Treasurer

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

1. Accounting Policies

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 and the Charities Act 2011 in accordance with applicable accounting standards and the current Statement of Recognised Practice for Accounting and Reporting by Charities (SORP 2015 / FRS 102) and on the basis that the charity is a Public Benefit Entity.

The financial statements include all transactions, assets and liabilities for which the PCC is 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. The financial statements have been prepared under the historical cost convention and on a Going Concern basis. The presentation currency is £ Sterling.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

Funds

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for specific purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income and endowments

Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the PCC where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers is not quantified.

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income Tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for when an inflow of economic benefit is probable.

Rental income from the letting of church premises is recognised when the rental is due.

Interest is accounted for when receivable.

The PCC is not registered for VAT.

Expenditure

All expenditure is included on an accruals basis and is recognised when an outflow of economic benefit is probable.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

1. Accounting Policies (continued)

Fixed assets

Consecrated and beneficed property of any kind is excluded from the financial statements by S10(2) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not included in the financial statements. There were no acquisitions of inalienable property in this financial year.

Depreciation of the cost of equipment and refurbishment is charged on a 20% straight line basis. Freehold property is depreciated using the straight line method using a rate of 1%. These rates are calculated to write off the assets over their useful economic lives. Assets costing more than £1000 are capitalised.

Pensions

The PCC makes contributions for the benefit of employees to a multi-employer defined contribution scheme.

Investments

Fixed asset investments, if any, are stated at market value.

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term. The title of the lease remains with the lessor.

Financial instruments

The PCC only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

Going concern

There are no material uncertainties that may cast significant doubt on the PCC's ability to continue as a going concern.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

	GENERAL FUND	DESIGNATED FUNDS	RESTRICTED FUNDS	TOTAL 2020	TOTAL 2019
	£	£	£	£	£
2. DONATIONS AND LEGACIES					
Planned giving and Tax Trail	129,064	-	-	129,064	125,657
Non Tax Trail	19,711	-	60	19,771	32,511
Income Tax refunded	34,266	-	-	34,266	33,415
Collections	4,308	-	-	4,308	17,991
Other donations	284	-	1,882	2,166	3,886
Grants	300	-	-	300	1,200
	<u>187,933</u>	<u>-</u>	<u>1,942</u>	<u>189,875</u>	<u>214,660</u>
3. INCOME FROM CHARITABLE ACTIVITIES					
Conferences and trips	2,604	-	-	2,604	21,669
Fees	434	-	-	434	915
	<u>3,038</u>	<u>-</u>	<u>-</u>	<u>3,038</u>	<u>22,584</u>
Income from "Conferences and trips" varies widely from one year to the next depending on whether a "Church weekend away" has taken place, normally every other year. See also "Church weekend away" under Note 5b. From time to time the PCC receives funds raised by groups or individuals within the church and passes this money on to causes designated by the organisers. As these not considered to be activities of the PCC, the money is not included in these accounts.					
4. OTHER TRADING ACTIVITIES					
Hall rents	378	-	-	378	2,272
Other income	518	-	-	518	-
	<u>896</u>	<u>-</u>	<u>-</u>	<u>896</u>	<u>2,272</u>
5. CHARITABLE ACTIVITIES					
a. GRANTS AND DONATIONS					
Families in Need	-	-	-	-	-
Home Mission	-	2,000	-	2,000	1,419
Overseas Mission	-	17,400	-	17,400	17,634
Other donations	-	-	-	-	113
	<u>-</u>	<u>19,400</u>	<u>-</u>	<u>19,400</u>	<u>19,166</u>
b. COSTS OF CHURCH ACTIVITIES					
Ministry - Parish Share	80,765	-	-	80,765	76,194
- Clergy expenses	876	-	-	876	913
Utilities	7,050	-	-	7,050	6,128
Cleaning contract	3,054	-	-	3,054	7,982
Church Maintenance	8,511	-	-	8,511	9,218
Staff costs (see note 6)	51,743	-	-	51,743	49,636
Children & Youth Work	5,657	-	46	5,703	14,185
Music	1,094	-	-	1,094	1,240
Insurance	2,909	-	-	2,909	2,868
Outreach and services	1,821	-	-	1,821	3,852
Training and recruitment	500	-	-	500	1,460
Church weekend away	-	-	-	-	16,344
Depreciation	-	29,751	-	29,751	30,109
	<u>163,980</u>	<u>29,751</u>	<u>46</u>	<u>193,777</u>	<u>220,129</u>
c. CHURCH ADMINISTRATION					
Computer and website costs	3,315	-	-	3,315	1,805
Telephone	1,135	-	-	1,135	1,285
Printing, postage and stationery	1,107	-	-	1,107	2,248
Office sundries	801	-	-	801	964
Professional fees	390	-	-	390	390
	<u>6,748</u>	<u>-</u>	<u>-</u>	<u>6,748</u>	<u>6,692</u>
TOTAL - CHARITABLE ACTIVITIES	<u>170,728</u>	<u>49,151</u>	<u>46</u>	<u>219,925</u>	<u>245,987</u>

Professional fees includes the remuneration of the Independent Examiner of £390 (2019 - £390) for the independent examination.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

6. STAFF COSTS AND TRUSTEE MATTERS

The average numbers of employees (all part-time) during the year were:

	2020	2019
Charitable activities	2	2
Administration	1	1
	<u>3</u>	<u>3</u>

Employee costs

	£	£
Gross salaries	48,992	47,785
Employers pension contributions	2,695	1,790
Employers NIC	56	61
	<u>51,743</u>	<u>49,636</u>

No employee earned more than £60,000 (2019 - nil).

The aggregate cost to the charity of all employee benefits received by the trustees and other key personnel is £51,743 (2019 - £49,636).

Related party transactions:

No trustee received remuneration in 2020 (2019 - nil).

Expenses paid to the Vicar in 2020 amounted to £876 (mileage £722 and office / telephone £154). (2019 - £913, £500, £413 respectively.)

No expenses were paid to other trustees, apart from reimbursement of church expenditure.

No grants were made to related parties (2019 - nil).

As with many churches, a significant amount of donations is received from trustees but it would not be in the best interests of the charity to calculate the amount. Much giving is anonymous; all giving is treated as confidential.

7. TANGIBLE FIXED ASSETS

	Freehold property	Equipment	Total
	£	£	£
Cost or valuation			
At 1 January 2020	283,342	162,338	445,680
Additions	-	2,382	2,382
Disposals	-	-	-
At 31 December 2020	<u>283,342</u>	<u>164,720</u>	<u>448,062</u>
Depreciation			
At 1 January 2020	17,213	90,624	107,837
Additions	2,833	26,918	29,751
Disposals	-	-	-
At 31 December 2020	<u>20,046</u>	<u>117,542</u>	<u>137,588</u>
			-
Net book value 31 December 2020	<u>263,296</u>	<u>47,178</u>	<u>310,474</u>
Net book value 31 December 2019	<u>266,129</u>	<u>71,714</u>	<u>337,843</u>

8. DEBTORS

	2020	2019
	£	£
Income Tax recoverable	732	783
Sundry debtors	418	279
Prepayments	390	4,354
	<u>1,540</u>	<u>5,416</u>

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

9. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Creditors	1,544	1,700
Accruals and deferred income	990	670
	<u>2,534</u>	<u>2,370</u>

Included in accruals and deferred income is deferred income of £nil (2019: £280) representing monies collected in advance for church activities taking place in the following year.

10. TRANSFERS BETWEEN FUNDS

	2020 £
Transfer from general fund to Donation fund (equal to 10% of unrestricted voluntary income in year)	18,800
Transfer from Audio Visual fund to Fixed Assets fund (the cost of acquisition of new fixed assets)	600
Transfer from Defibrillator fund to Fixed Assets fund (the cost of acquisition of new fixed assets)	1,782
Transfer from Old Mission Hall fund to general fund (please refer to Note 13.	60

11. TOTAL FUNDS CARRIED FORWARD

	Note	At 1st January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
General fund		67,823	192,223	(170,728)	(18,740)	70,578
Designated funds	12	358,243	-	(49,151)	21,182	330,274
Restricted funds	13	4,885	1,942	(46)	(2,442)	4,339
		<u>430,951</u>	<u>194,165</u>	<u>(219,925)</u>	<u>-</u>	<u>405,191</u>

<i>previous year</i>	<i>At 1st January 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>At 31 December 2019 £</i>
<i>General fund</i>	<i>56,816</i>	<i>232,734</i>	<i>(194,701)</i>	<i>(27,026)</i>	<i>67,823</i>
<i>Designated funds</i>	<i>373,592</i>	<i>-</i>	<i>(48,629)</i>	<i>33,280</i>	<i>358,243</i>
<i>Restricted funds</i>	<i>6,331</i>	<i>7,465</i>	<i>(2,657)</i>	<i>(6,254)</i>	<i>4,885</i>
	<u><i>436,739</i></u>	<u><i>240,199</i></u>	<u><i>(245,987)</i></u>	<u><i>-</i></u>	<u><i>430,951</i></u>

12. DESIGNATED FUNDS

	At 1st January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
Donation fund	20,400	-	(19,400)	18,800	19,800
Fixed asset fund	337,843	-	(29,751)	2,382	310,474
	<u>358,243</u>	<u>-</u>	<u>(49,151)</u>	<u>21,182</u>	<u>330,274</u>

<i>previous year</i>	<i>At 1st January 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>At 31 December 2019 £</i>
<i>Development fund</i>	<i>30,600</i>	<i>-</i>	<i>-</i>	<i>(30,600)</i>	<i>-</i>
<i>Donation fund</i>	<i>18,520</i>	<i>-</i>	<i>(18,520)</i>	<i>20,400</i>	<i>20,400</i>
<i>Fixed asset fund</i>	<i>324,472</i>	<i>-</i>	<i>(30,109)</i>	<i>43,480</i>	<i>337,843</i>
	<u><i>373,592</i></u>	<u><i>-</i></u>	<u><i>(48,629)</i></u>	<u><i>33,280</i></u>	<u><i>358,243</i></u>

The **Development** fund was set up to fund ways in which the church site could be developed or other premises acquired in order to provide more accommodation for the church's varied activities. Its balance contributed to the cost of the purchase and refurbishment of the Old Mission Hall in 2018 and 2019 and, having fulfilled its purpose, the fund was closed.

The **Donation** fund is primed at the end of each year with a transfer from the general fund equivalent to 10% of the unrestricted voluntary income received in that year. It is used in the following year to fund grants to overseas and home missions, especially to support the church's mission partners.

The **Fixed Asset** fund mirrors the value of the Fixed Assets in the balance sheet, providing funds for the future depreciation charges relating to those assets.

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

13. RESTRICTED FUNDS

	At 1st January 2020	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
Garden of Remembrance	344	-	-	-	344
Families in Need	1,224	-	-	-	1,224
Special collections	-	-	-	-	-
Audio Visual fund	1,287	-	-	(600)	687
Defibrillator	-	1,782	-	(1,782)	-
Youth Events	2,030	100	(46)	-	2,084
Old Mission Hall fund	-	60	-	(60)	-
	4,885	1,942	(46)	(2,442)	4,339

<i>previous year</i>	<i>At 1st January 2019</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 December 2019</i>
	£	£	£	£	£
<i>Garden of Remembrance</i>	344	-	-	-	344
<i>Families in Need</i>	1,224	-	-	-	1,224
<i>Special collections</i>	-	646	(646)	-	-
<i>Audio Visual fund</i>	2,767	-	-	(1,480)	1,287
<i>Youth Events</i>	1,996	2,045	(2,011)	-	2,030
<i>Old Mission Hall fund</i>	-	4,774	-	(4,774)	-
	6,331	7,465	(2,657)	(6,254)	4,885

The **Garden of Remembrance** fund was set up to provide funds to maintain the Garden of Remembrance.

The **Families in Need** fund (also known as the Blessings fund) exists to provide gifts in cash or kind for people associated with the church in times of particular need.

Special collections were held at Christmas services in 2019 for Embrace the Middle East and The Children's Society, and for other causes at various times. Because of the Covid-19 pandemic, no similar services could be held in 2020, but the PCC sent compensatory gifts from the designated Donation fund.

The **Audio Visual** fund was set up in 2016 with a bequest for the specific purpose of improving audio visual facilities in the church building. The transfer shown represents the cost of fixed assets funded by the bequest during the year, and provides finance in the Fixed Asset fund to meet the cost of annual depreciation of the assets.

A donation was received in 2020 to buy a **defibrillator**; the gift has been transferred to the Fixed Asset fund to meet the cost of annual depreciation.

Certain **Youth Events** such as attendance at Christian festivals are funded by a combination of charges paid by participants and gifts specifically for youth activities. Unspent gifts are retained in the restricted fund.

The **Old Mission Hall** fund was established to purchase and refurbish a property close to the church which was acquired in 2018 and refurbished at a total cost of £236,750; this was financed in 2018 and 2019, requiring some £6,600 from the general fund. Any residual gifts for the Old Mission Hall fund are transferred to the general fund to offset that contribution.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS
as at 31 December 2020

	Unrestricted funds		Restricted	Total
	General	Designated		
	£	£	£	£
Fixed assets	-	310,474	-	310,474
Current assets	73,112	19,800	4,339	97,251
Current liabilities	(2,534)	-	-	(2,534)
	70,578	330,274	4,339	405,191

<i>as at 31 December 2019</i>	<i>Unrestricted funds</i>		<i>Restricted</i>	<i>Total</i>
	<i>General</i>	<i>Designated</i>		
	£	£	£	£
<i>Fixed assets</i>	-	337,843	-	337,843
<i>Current assets</i>	69,547	20,400	5,531	95,478
<i>Current liabilities</i>	(1,724)	-	(646)	(2,370)
	67,823	358,243	4,885	430,951

THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY TEWKESBURY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

15. PREVIOUS YEAR'S STATEMENT OF FINANCIAL ACTIVITIES SHOWING ALLOCATION BETWEEN GROUPS OF FUNDS

<i>EXTRACT FROM STATEMENT OF FINANCIAL ACTIVITIES</i>				
<i>YEAR ENDED 31 DECEMBER 2019</i>				
	<i>GENERAL FUND £</i>	<i>DESIGNATED FUNDS £</i>	<i>RESTRICTED FUNDS £</i>	<i>TOTAL £</i>
<i>INCOME FROM:</i>				
<i>Income from generated funds</i>				
<i>Donations and legacies</i>	207,195	-	7,465	214,660
<i>Charitable activities</i>	22,584	-	-	22,584
<i>Other trading activities</i>	2,272	-	-	2,272
<i>Investments</i>	683	-	-	683
<i>TOTAL INCOME</i>	<u>232,734</u>	<u>-</u>	<u>7,465</u>	<u>240,199</u>
<i>EXPENDITURE FROM:</i>				
<i>Charitable activities</i>	194,701	48,629	2,657	245,987
<i>TOTAL EXPENDITURE</i>	<u>194,701</u>	<u>48,629</u>	<u>2,657</u>	<u>245,987</u>
<i>Net operating income/ (expenditure)</i>	38,033	(48,629)	4,808	(5,788)
<i>Transfer between funds</i>	(27,026)	33,280	(6,254)	-
<i>Net income for the year and net movement in funds</i>	<u>11,007</u>	<u>(15,349)</u>	<u>(1,446)</u>	<u>(5,788)</u>
<i>RECONCILIATION OF FUNDS</i>				
<i>Total funds brought forward</i>	56,816	373,592	6,331	436,739
<i>Total funds carried forward</i>	<u>67,823</u>	<u>358,243</u>	<u>4,885</u>	<u>430,951</u>

16. OBLIGATIONS UNDER OPERATING LEASES

At 31st December 2020 the PCC had annual commitments under non-cancellable operating leases as follows:

Expiry date	2020 £	2019 £
Within 1 year	516	516
Between 2 - 5 years	1,032	1,548
	<u>1,548</u>	<u>2,064</u>

17. CAPITAL COMMITMENTS

The PCC is in contact with the owner of land near the church with a view to negotiating the purchase of a plot of land. Neither the landowner nor the PCC is committed to any transaction.

18. CONTINGENT LIABILITIES and POST BALANCE SHEET EVENTS

There are no known contingent liabilities or post balance sheet events.