



**holy trinity**  
Registered Charity No. 1131724

northwood

**ANNUAL REPORT**  
**Financial Review and Accounts**  
**Approved by the PCC**



**for the year 2020**

**Presented to the**  
**Annual Church Meeting**  
**on 25 April 2021**

## **Financial Review**

The financial activities of the PCC are reviewed below. followed by the statutory financial statements, the Independent examiner's report and the budget for 2021.

### **General Account (Undesignated)**

The budget for the year identified that we would have a deficit this year of £6,471 on the general fund. All budget assumptions were affected by the Covid 19 pandemic. The PCC reviewed the effect this could have on the church and without urgent action being taken it was estimated that the PCC would run a deficit of over £20,000 with no social fund raising after February, minimal hall hires for the year and with many services cancelled, reduced donations. An appeal to the church membership however showed the strong support the church has from its parishioners both spiritual and financial. Many donations were received to support the church which has enabled the current account to remain positive for the year.

### **Designated and Restricted Funds**

Our long-term investments were reduced by £14,632 at the end of the first quarter with the initial fall in the stock market. The markets have recovered since then and by the end of the year the reduction had reduced to £9,062. The planned work on the hall was cut back but we still committed £35,848 to projects which include £24,039 of hall refurbishment and £8,178 refurbishing the organ. Whilst we had the funds to undertake refurbishment to the Office area of the Parish hall, the PCC took the decision to delay this work in order to conserve sufficient cash resources. The PCC did not want to liquidate our investments at their reduced value. We also received a legacy of £10,000.

### **Movement in Funds (note 9)**

The movement in funds of £4,631 from General to Designated Funds has been approved by the PCC. This will enable the Designated Fund to expense the church roof repairs of around £4,500. This was approved by the PCC and expected to be completed in 2020 but delayed due to the Covid pandemic. The repair should be completed by the end of February.

### **Balance Sheet**

The cash at bank has decreased by £12,044 during the year and overall working capital of £42,384 (2019 - £49,314) by only £6,930.

### **Reserves policy**

There has been no change to the reserves policy as set out in note 1 to the accounts.

## **The Budget for 2021**

A budget for 2021 has been approved by the PCC.

The budget has proved very difficult to prepare for 2021 due to the uncertainty of when things will return to normal. We have assumed that there will be minimal income from fund raising and hall hire in the first half of the year. The PCC approved a further reduction in payment for 2021 to the diocesan common fund but we will still be running a deficit in 2021. We hope to be able to eliminate the deficit in 2022 with a full year of hall hire and additional fund raising.

We have budgeted that the church holiday club will resume in 2021 and that we can possibly hold a fund raising event later in the year.

The designated budget has been prepared following the approval of the PCC to go ahead with the audio-visual project and continuing the hall renovation project

*Graham Hamwijk*  
*Treasurer*  
*28th January 2021.*

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2020

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	2020	2019
		£	£	£	£	£
<b>INCOME AND ENDOWMENTS</b>						
Voluntary Income	2a	154,120	20,100	2,096	176,316	165,536
Activities for generating funds	2b	4,576	904	0	5,480	15,315
Income from investments	2c	9,636	4,707		14,343	26,402
Income from church activities	2d	8,780			8,780	23,381
<b>TOTAL INCOME</b>		<b>177,112</b>	<b>25,711</b>	<b>2,096</b>	<b>204,919</b>	<b>230,634</b>
<b>EXPENDITURE</b>						
Charitable giving	3a	207	895	2,096	3,198	5,747
Church activities	3b	169,522	20,205	15,673	205,400	214,323
Investment outgoings	3c	2,752	499		3,251	6,557
<b>TOTAL EXPENDITURE</b>		<b>172,481</b>	<b>21,599</b>	<b>17,769</b>	<b>211,849</b>	<b>226,627</b>
<b>NET MOVEMENT IN RESOURCES</b>		<b>4,631</b>	<b>4,112</b>	<b>(15,673)</b>	<b>(6,930)</b>	<b>4,007</b>
<b>NET GAINS /(LOSSES) ON INVESTMENTS</b>			<b>(9,062)</b>		<b>(9,062)</b>	<b>7,443</b>
<b>TRANSFERS BETWEEN FUNDS</b>		<b>(4,631)</b>	<b>4,631</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>0</b>	<b>(319)</b>	<b>(15,673)</b>	<b>(15,992)</b>	<b>11,450</b>
Total funds brought forward		0	193,633	263,351	456,984	445,534
Total funds carried forward		0	193,314	247,678	440,992	456,984

## BALANCE SHEET AS AT 31ST DECEMBER 2020

		2020	2019
		£	£
<b>FIXED ASSETS</b>			
Tangible	5a	355,438	355,438
Investments	5b	43,170	52,232
Office equipment	5c	<u>0</u>	<u>0</u>
		398,608	407,670
<b>CURRENT ASSETS</b>			
Debtors	6	17,927	20,583
Cash at bank		<u>37,782</u>	<u>49,826</u>
		55,709	70,409
		454,317	478,079
<b>LIABILITIES</b>			
Amounts falling due within 1 year	7	<u>13,325</u>	<u>21,095</u>
<b>TOTAL NET ASSETS</b>	<b>8</b>	<b><u>440,992</u></b>	<b><u>456,984</u></b>
<b>REPRESENTED BY</b>			
Funds: General	9	0	0
Designated	9	193,314	193,633
Restricted	9	<u>247,678</u>	<u>263,351</u>
		<u>440,992</u>	<u>456,984</u>

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

### **1. Accounting policies**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations "true and fair view" provisions.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliations to another body, nor those which are informal gatherings of church members.

### **Going Concern**

The accounts have been prepared on a going concern basis which assumes that the charity will continue to operate for the foreseeable future. This is based on the Trustees opinion that the activity will continue due to support of their charitable activities.

If the charity were unable to continue to operate adjustments would be made to provide for any further liabilities which may arise.

### **Assets**

The financial statements have been prepared under the historical cost convention except for:

a. The Church, built in 1854, and other consecrated and beneficed property assets, previously excluded from financial statements in accordance with generally accepted practice and now included as required by Charity Accounting regulations. Due to their location and purposes and having no known cost, the value ascribed is nominal.

b. Other property assets at cost.

c. Moveable church furnishings at cost where known.

d. Plant and equipment, over £1,000 with a life of 2 years and over, at cost

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

### **Depreciation**

No depreciation is provided on consecrated and beneficed property as its cost is unknown and by reason of its being unsaleable by its nature and age, being 50 or more years old.

No depreciation is provided on other property assets as their currently estimated residual value is not less than the carrying value and the remaining useful life exceeds 50 years.

Depreciation on plant, equipment and furnishings is calculated to write off their cost less their anticipated residual value over their estimated useful life.

**Investments**

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

**Funds****Unrestricted Funds**

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC.

**Designated Funds**

These represent unrestricted amounts designated by the PCC for specific purposes which may well extend over one or more accounting periods.

**Restricted Funds**

These represent amounts received which must be used for the purpose specified by the donor.

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31<sup>st</sup> DECEMBER 2020**

<b>2. INCOME AND ENDOWMENTS</b>	Note	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2020	TOTAL 2019
		£	£	£	£	£
Donations and Legacies	2a					
Planned giving		95,941			95,941	106,775
Open plate collections		1,783			1,783	5,019
Gift aid recoverable		29,766	1,530	0	31,296	28,850
Donations and appeals		26,630	8,570	2,096	37,296	14,892
Legacies			10,000		10,000	10,000
		<u>154,120</u>	<u>20,100</u>	<u>2,096</u>	<u>176,316</u>	<u>165,536</u>
Activities for generating funds	2b					
Fund raising events		214	904		1,118	8,628
Holiday club		0			0	2,009
Other funds generated		4,362			4,362	4,678
		<u>4,576</u>	<u>904</u>	<u>0</u>	<u>5,480</u>	<u>15,315</u>
Investment income	2c					
Interest		36	2,107		2,143	2,677
Property rent		9,600	2,600		12,200	23,725
		<u>9,636</u>	<u>4,707</u>	<u>0</u>	<u>14,343</u>	<u>26,402</u>
Income from church activities	2d					
Fees payable to the PCC		1,679			1,679	3,340
Hall and Parish Rooms		7,101			7,101	20,041
		<u>8,780</u>	<u>0</u>	<u>0</u>	<u>8,780</u>	<u>23,381</u>
<b>TOTAL INCOME</b>		<u>177,112</u>	<u>25,711</u>	<u>2,096</u>	<u>204,919</u>	<u>230,634</u>
<b>3. EXPENDITURE</b>						
Missionary and charitable giving	3a	207	895	2,096	3,198	5,747
Church activities	3b					
Ministry:						
Parish		85,200			85,200	82,800
Willesden		21,300			21,300	41,400
Curate		0			0	0
Staff expenses		1,477			1,477	2,639
Church running expenses		14,770	8,178		22,948	18,195
Hall and Parish Rooms		13,501			13,501	22,689
Property upkeep		172			172	155
Churchyard		303			303	1150
Youth work costs		6,533			6,533	3,719
Services and resources		3,274			3,274	15,246
Holiday club		0			0	470
Administration		22,977			22,977	23,338
Fund Raising Costs		15	29		44	2,522
Other Costs		0			0	0
Refurbishments			11,998	15,673	27,671	0
		<u>169,522</u>	<u>20,205</u>	<u>15,673</u>	<u>205,400</u>	<u>214,323</u>
<b>Investment costs</b>						
Property upkeep	3c	2,752	499	0	3,251	6,557
<b>TOTAL EXPENDITURE</b>		<u>172,481</u>	<u>21,599</u>	<u>17,769</u>	<u>211,849</u>	<u>226,627</u>
<b>NET MOVEMENT IN FUNDS</b>		<u>4,631</u>	<u>4,112</u>	<u>(15,673)</u>	<u>(6,930)</u>	<u>4,007</u>

**4. Staff costs and Trustee Donations**

	2020	2019
	£	£
Within Youth work Costs and Church Administration Costs are:		
Salaries and Employer's National Insurance	21,840	18,135
Employer's Pension Contributions	472	433
Total	<u>22,312</u>	<u>18,568</u>

The four Readers, Mrs Ann Kentfield, Mr Gerry Edwardson, Mrs Margaret Nicholson and Mr Toby Partridge ) were granted a total of £1,000

No other payments, other than reimbursement of expenses incurred, were paid to any other PCC member, or persons closely connected to them, or related to them, or related parties.

The daughter of two PCC members was renting a property owned by the PCC during January and February.. The two members were not party to the agreement to rent the property to their daughter and their interest was declared.

In the year 2020, members of the PCC, being Trustees of the Charity, contributed £OUTSTANDING by way of donations to Holy Trinity.

**5. Fixed Assets**

	2020	2019
(a) Tangible		
Consecrated and benefice property assets - Hall, adjacent Parish Rooms with Flat at nominal value	2	2
Freehold property at cost	<u>355,436</u>	<u>355,436</u>
	<u>355,438</u>	<u>355,438</u>
(b) Investments		
Market value 1st January	52,232	44,789
Unrealised (loss)/gain on revaluation	<u>(9,062)</u>	<u>7,443</u>
Market value 31st December	<u>43,170</u>	<u>52,232</u>

The investments are in the Equities Investment Fund for Charities (Charifund).

(c) Equipment at cost	7,588	7,588
Less accumulated depreciation	<u>7,588</u>	<u>7,588</u>
Net book value at 31st December	<u>0</u>	<u>0</u>

**6. Debtors (Unrestricted Funds)**

	2020	2019
Amounts falling due within one year:		
Gift aid recoverable	8,808	6,871
Other debtors	<u>9,119</u>	<u>13,712</u>
	<u>17,927</u>	<u>20,583</u>

**7. Liabilities**

	2020	2019
Amounts falling due within one year:		
Accounts payable	3,764	10,398
Other creditors	<u>9,561</u>	<u>10,697</u>
	<u>13,325</u>	<u>21,095</u>



## 8. Analysis of net assets by fund

	General Fund	Designated Fund	Restricted Fund	Total Funds
	£	£	£	£
Tangible fixed assets		109,838	245,600	355,438
Investment fixed assets		43,170		43,170
Equipment fixed assets				0
Current assets	13,325	40,306	2,078	55,709
Current liabilities	(13,325)			(13,325)
	0	193,314	247,678	440,992

## 9. Funds

	Bal fwd 01 Jan 2020	Income	Expenditure	Losses	Funds Transfer	Bal fwd 31 Dec 2020
	£	£	£	£	£	£
Unrestricted Fund						
General	-	177,112	172,481		4,631	-
Designated Funds						
Maintenance	32,955	4,707	2,989	(9,062)	1,234	26,845
House	106,441				3,397	109,838
Working Capital	18,500					18,500
Projects	30,045	14,948	9,537			35,456
Organ	5,692	5,161	8,178			2,675
Mission and charity	-	895	895			-
	193,633	25,711	21,599	(9,062)	4,631	193,314
Restricted Funds						
House	245,600					245,600
Projects	15,673		15,673			-
Organ						-
Mission and charity	-	2,096	2,096			-
Vicar's Discretionary	2,078					2,078
	263,351	2,096	17,769	-	-	247,678

**10. Charitable and other donations**

The PCC made grants totalling £3,198 (2018 - £5,747) from its funds, from special collections, fund raising events and on behalf of other beneficiaries from special collections and fund raising and passed on directly to them. The beneficiaries were:-

	£	
Embrace the Middle East	10	*
Christian Aid	225	*
Children's Society	157	*
Royal British Legion	90	
Lynda Jackson	1,617	
Alma (Bishops Discretionary/Lent)	580	
Tearfund	244	*
USPG	275	*
	<hr/> 3,198 <hr/>	

Beneficiaries marked \* were able to claim further gift aid on the monies passed to them.

In addition to the above the PCC paid out of youth work costs £1,065 to the London Diocesan Willesden Area Education Fund.

The Report, Financial Statements and Activity Reports were approved by the Parochial Church Council on 28 January 2021 and signed on their behalf, by Chairperson.

Ann Lynes

## **~~Independent Examiner's Report to the Parochial Church Council of Holy Trinity Northwood~~**

~~I report on the accounts of the charity for the year ended 31<sup>st</sup> of December 2020 which are set on pages 2 to 9.~~

### **~~Respective responsibilities of the PCC and examiner 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.~~

~~I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.~~

### **~~Basis of independent examiner's report~~**

~~I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:~~

- ~~• The accounting records were not kept in accordance with section 130 of the Charities Act: or~~
- ~~• The accounts did not accord with the accounting records: or~~
- ~~• The accounts did 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 matter 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.~~

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Shahbaz Ahmed ACA; FCCA

LPS Livingstone Limited Chartered Accountants

Relevant Professional body: Institute of Chartered Accountants in England and Wales

Address:

Suite F3 Sunley House,

Olds Approach,

Tolpits Lane,

Watford,

WD18 9TB.

## Budget for the Year 2021

	2021			2020
	General	Designated	Restricted	Total Funds
<b>Incoming Resources</b>				
Voluntary income				
Planned giving	96,807			96,807
Open plate collections	2,460			2,460
Gift aid Tax recoverable	24,196	5,000		29,196
Donations	2,000	76,425		78,425
Legacies				
Activities for generating funds				
Fund raising events	4,000			4,000
Holiday club	1,800			1,800
Other funds generated	2,450			2,450
Investment income				
Interest		2,000		2,000
Property rent	9,600			9,600
Income from church activities				
Fees payable to the PCC	1,747			1,747
Hall and Parish room	10,260			10,260
<b>Total incoming resources</b>	<b>155,320</b>	<b>83,425</b>	<b>0</b>	<b>238,745</b>
<b>Resources expended</b>				
Missionary and charitable giving	300	5,300	1,400	7,000
Missionary and charitable income		(5,300)	(1,400)	(6,700)
Common Fund	85,200			85,200
Curate	1,874			1,874
Staff expenses	2,550			2,550
Services, resources and music	5,055			5,055
Church running costs	18,398	4,500		22,898
Youth ministry costs	7,276			7,276
Holiday Club	800			800
Fund Raising Costs	200			200
Churchyard	480			480
Church Hall & Parish Rooms	13,852			13,852
Administration	24,046			24,046
Housing Rental General				0
Property Costs	500			500
Investment Property Costs	1,260			1,260
Project Costs		102,000		102,000
Other				0
<b>Total resources expended</b>	<b>161,791</b>	<b>106,500</b>	<b>0</b>	<b>268,291</b>
<b>(Deficit)/Surplus</b>	<b>(6,471)</b>	<b>(23,075)</b>	<b>0</b>	<b>(29,546)</b>

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 <b>holy trinity</b> northwood <small>Registered Charity No. 1131724</small>			
<i>a welcoming community of Christ</i>  <i>open to God</i>  <i>Inclusive of all</i>  <i>serving one another</i>			
<b>Vicar</b>	<b>Rev. Ann Lynes</b>	<b>Tel</b>	<b>01923 825732</b>
		<b>Email</b>	<b>vicar@htnorthwood.co.uk</b>
<hr/>			
<b>PARISH OFFICE</b>		<b>Address</b>	Gateway Close Northwood HA6 2RP
<b>Administrator</b>	Vanessa Bronnert	<b>Tel</b>	01923 822990
<b>Open Hours</b>	9 am - 12 noon Tuesday - Friday	<b>Email</b>	office@htnorthwood.co.uk
		<b>Twitter</b>	@htnorthwood
<b>www.htnorthwood.co.uk</b>			