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**HOLY TRINITY PAROCHIAL CHURCH COUNCIL, STEVENAGE**

including the churches of Holy Trinity and Christ the King

ANNUAL ACCOUNTS  
and

FINANCIAL REVIEW

YEAR ENDED 31st DECEMBER 2023

Registered Charity No. 1131873

**Holy Trinity Church, Stevenage**  
**Annual Report of the Parochial Church Council**  
**for the Year Ended 31 December 2023**

### **Aim and purposes**

The charitable purpose of Holy Trinity's Parochial Church Council (PCC) is the advancement of religion. The principal function of the PCC is to support the advancement of the Christian religion by promoting, in co-operation with the Vicar, in the geographical, ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical. In addition, the PCC has responsibility to the Anglican Congregation at the Church of Christ the King Local Ecumenical Project located within the parish at Filey Close, Symonds Green, Stevenage (currently the sole congregation there, as there are no ecumenical partners at present), and maintenance responsibilities for the Church buildings and Churchyard of Holy Trinity, High Street, Stevenage, and the house at 413 Scarborough Avenue, Stevenage.

### **Objectives and activities**

The PCC's charitable objects ('Promoting in the ecclesiastical parish the whole mission of the Church') are primarily focused on the advancement of religion, which is recognised as a charitable purpose having public benefit. The PCC works to enable the church to play its part in Christian mission to the world; to co-operate with the vicar in sharing leadership; to care for the buildings and churchyard so that they may be best suited for the purpose of the church's ministry and mission; to ensure legal compliance with charity law and ecclesiastical law, in particular in the areas of finance, employment and appointments; and to be a channel of consultation within the wider Church through its synodical structures on matters that affect the Church locally and nationally.

Using the language on the gov.uk site: we provide and maintain a place of worship, generally advance the Christian religion, educate people about the religion, provide pastoral care and outreach, and support missionary and evangelical activities. We provide buildings / facilities / open space (as mentioned above – the church, churchyard, and house), provide services (community activities to combat social isolation, including an Art Club), and make grants to organisations (giving a portion of our planned income to other charities). We help adherents of the Christian religion, but also the general public, especially people living within our geographical parish, including children and the elderly.

In addition, the PCC's activities as listed below have further public benefits; for example, teaching and taking assemblies offer advancement of education which is recognised as a charitable purpose having public benefit. Donations to other charities and our own projects provide public benefits in the relief of poverty, need, and social isolation, whether within or outside the ecclesiastical parish, often for minority groups with particular needs such as the elderly. Moreover, as a result of activity in the pursuit of the advancement of the Christian religion, the PCC has custody of property and of records, materials and artefacts of significance to the cultural and religious heritage, maintenance of which is undertaken by the PCC.

### **Achievements and performance**

#### *Worship and Prayer*

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, Morning and Evening Prayer and Services of the Word provide the opportunity to hear and reflect upon a number of Scripture passages read by and within a small gathering, while our Eucharists engage the senses more widely, with the provision of Communion. We provide a range of music on Sunday mornings, with a leaning toward the more traditional styles of hymn at Holy Trinity, and a mix of contemporary choruses with traditional hymns at Church of Christ the King. Much of our corporate worship is accessible by internet &/or telephone for those who are house-bound or ill.

We offer an 8 am Eucharist once a month, without hymns, for those who prefer a quieter, earlier service, with less variation in the liturgy.



The PCC continues to seek ways in which to involve young families in the life of the church, inviting baptism families to Sunday worship, and providing material for the very young alongside the traditional sermon.

### *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.

### *Pastoral Care*

The PCC and church more widely identified the lonely as a priority group for outreach, desiring to combat social isolation. We organise a monthly Friendship Cafe as well as a Coffee, Craft & Chat drop in at Christ the King. At Holy Trinity the Art Club drop-in is space for anyone but especially the lonely and vulnerable. In turn, some Art Club members enhance the worship life of our church with original artwork. The Holy Trinity Parish Rooms continue to serve as a regular meetings venue for a number of community groups including the Old Town Toddlers and Rainbow Guides.

The daytime open church policy (now Sunday – Thursday) permits casual visitors to the church to find a quiet place for prayer and reflection. Votive candles are made available free of charge.

A Pastoral Care group meets regularly to consider the needs of those in the parish unable to attend church due to sickness or infirmity. Home Communion is taken to the house-bound, as requested.

The Parish Magazine "Crozier" continues to receive favourable comment and support both within and beyond the parish family.

### *Mission and Evangelism*

During the year, the PCC felt able to continue to support the religious educational needs of school children via the Bridgebuilders group in Stevenage. An ongoing commitment is in place to support the pioneer mission work of the Oak Church in Stevenage which seeks to engage with the young people of the town.

### *Ecumenical Relationships*

The parish belongs to Churches Together in Stevenage. The Joint Church Council covering the life of Christ the King Church continues as a separate entity under the local responsibility of the Parochial Church Council.

## **Church attendance**

There are 126 parishioners on the Church Electoral Roll, 54 of whom are not resident within the parish. The average weekly attendance has been over 60 adults, including some connecting via Zoom or telephone (plus others who now view services via YouTube, which cannot be accurately counted).

## **Financial Review**

Activities took place which collectively raised £5,554.

Planned Christian Giving via our Stewardship Envelopes scheme and by bank standing order is gradually moving over to the Parish Giving Scheme. Combined total of envelopes and standing orders is £51,618 (£56,016 in 2022, £57,783 in 2021, £60,300 in 2020).

£66,064 as spent in meeting our commitment to supporting the Christian ministry at Holy Trinity and Christ the King as well as our obligations to St Albans Diocese, Stevenage Deanery and Churches Together in Stevenage.

A combination of generous donations, fundraising activities and extraordinary receipts amounting to £32,370 during the year still led to a shortfall of £8,776 which was covered by withdrawals from reserves.

### **Reserves Policy**

It is the PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately three months' unrestricted payments, to cover emergency situations that may arise from time to time.

It has been our policy to invest our funds balances over and above those needed to maintain three month's payment cover, as well as a positive cash flow position, at our bank with the CBF Church of England Deposit Fund.

### **Volunteers**

We continue to thank all the volunteers who work so hard to make our churches lively, welcoming and vibrant communities. In particular, we want to mention Churchwarden Mary Barton and Deputy Warden Sue Benford, and those who support them on a week-by-week basis. We also continue to thank all the other members of the PCC and Task Team / Group leaders for their valuable contribution to our ministry and keeping the church running. We have been greatly blessed by the support given during the year to the ministry in the parish by the Rev'd Andy Thomas (non-stipendiary), Readers Clive Bell and Keith Battarbee, and Lay Leader of Worship Glynis Ireton, who also serves as sacristan to Holy Trinity

### **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees 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 full PCC met seven times during the year (six normal meetings plus a short meeting immediately after the APCM) with an average attendance of 75%.



John Morgan, Bookkeeper



Mary Barton, Churchwarden

## Administrative information

Holy Trinity Church is situated in the High Street, Stevenage. It is part of the Diocese of St Albans within the Church of England.

The correspondence address is The Vicarage, 18 Letchmore Road, Stevenage, Herts. SG1 3JD.

The Parochial Church Council (PCC) is a charity

PCC Members who have served from 1 January 2023 until the date this report was approved are:

### Ex Officio Members:

<i>Vicar</i>	Rev'd Dr Ruth Carroll (PCC Chairman)
<i>Self-Supporting Associate Minister:</i>	Rev'd Andy Thomas
<i>Reader:</i>	Mr Clive Bell
<i>Reader:</i>	Mr Keith Battarbee
<i>Wardens:</i>	Mrs Mary Barton
	Vacant

*Deputy Warden:* Mrs Sue Benford

### Elected Members:

*Representatives on the Deanery Synod*


Mr Lee Slater	
Mrs Glynis Ireton	
Mrs Suzanne Sandry	Until 12/3/2023
Mr Clive Bell	w.e.f. 12/3/2023

*Parish Representatives*

Mrs Janice Apthorpe	Until 12/3/2023
Ms Rebecca Birch	
Mrs Karen Cattell	
Mrs Susan Fisher	
Mr Ian Hamilton	
Mrs Nancy Handscombe	
Mrs Diane Hanlon	
Mr Francis Nartey	Until 12/3/2023
Mrs Val Piesse	Until 12/3/2023
Mrs Sheila Soothill	

*PCC Secretary* Mrs Janice Apthorpe

Approved by the PCC on 6 March 2024 and signed on their behalf by the Rev'd Dr Ruth Carroll

  
20.10.2024



**Parochial Church Council of Holy Trinity, Stevenage**  
**Statement of Financial Activities**

**For the year ending 31 December 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	2022 £
<b>INCOMING RESOURCES</b>						
Voluntary Income	2(a)	62,459	-	-	62,459	68,478
Activities for generating funds	2(b)	23,342	100	-	23,442	24,416
Income from investments	2(c)	22	-	-	22	6
Church activities	2(d)	12,511	-	-	12,511	13,767
Other incoming resources	2(e)	28,689	-	-	28,689	19,118
<b>TOTAL INCOMING RESOURCES</b>		<b>127,023</b>	<b>100</b>	<b>-</b>	<b>127,123</b>	<b>125,787</b>
<b>RESOURCES EXPENDED</b>						
Church activities	3(a)	133,420	-	-	133,420	109,800
Cost of generation of voluntary income	3(b)	2,479	-	-	2,479	2,501
Fund-raising trading costs	3(c)	-	-	-	-	158
Governance costs	3(d)	-	-	-	-	-
<b>TOTAL RESOURCES EXPENDED</b>	3(e)	<b>135,898</b>	<b>-</b>	<b>-</b>	<b>135,898</b>	<b>112,459</b>
<b>NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>- 8,875</b>	<b>100</b>	<b>- -</b>	<b>8,775</b>	<b>13,328</b>
Gains on investment assets:						
on disposal		-	-	-	-	-
on revaluation		-	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>- 8,875</b>	<b>100</b>	<b>- -</b>	<b>8,775</b>	<b>13,328</b>
BALANCES B/FWD 1 JANUARY 2023		23,120	-	-	23,120	9,793
BALANCES C/FWD 31 DECEMBER 2023		14,245	100	-	14,345	23,120

**Parochial Church Council of Holy Trinity, Stevenage**  
**Balance sheet at 31 December 2023**

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible	5	19,000	19,000
Investments		-	-
		<u>19,000</u>	<u>19,000</u>
<b>CURRENT ASSETS</b>			
Stock		-	197
Debtors	6	504	1,747
Short term deposits		519	498
Cash at bank and in hand		13,937	23,559
		<u>14,961</u>	<u>26,000</u>
<b>LIABILITIES</b>			
Creditors - amounts falling due in one year	7	1,511	3,775
<b>NET CURRENT ASSETS / (LIABILITIES)</b>		<u>13,450</u>	<u>22,226</u>
<b>Total assets less current liabilities</b>		13,450	22,226
Creditors - amounts falling due after one year		10	10
<b>TOTAL NET ASSETS</b>		<u>13,440</u>	<u>22,216</u>

**PARISH FUNDS**

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Unrestricted	13,078	22,166
Restricted	362	50
Endowment	-	-
	<u>13,440</u>	<u>22,216</u>

Approved by the Parochial Church Council on 6 March 2024 and signed on its behalf by

The Rev'd Dr Ruth Carroll (PCC Chairman)

The notes on pages 6 to 11 form part of these accounts.

**Notes to the financial statements**

For the year ended 31 December 2023

**1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.

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 main affiliation to another body, nor those that are informal gatherings of church members.

**Funds**

*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis. There is currently only one restricted fund.

*Unrestricted funds* are general funds which can be used for PCC ordinary purposes but maybe identified for PCC designated purposes within the accounts.

**Incoming resources**

Planned giving, collections and donations are recognised when received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable and is accounted for gross.

**Resources expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred. All such assets have been previously written off under this programme.

The curate's house is held on a value linked loan with the Church Commissioners. All risks associated with the asset value of ownership belong to them and therefore it is not included in these accounts.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired. All such assets have been previously written off under this programme.

No investments have been made beyond the short term deposits with the CBF Church of England Deposit Fund shown.

## 2. INCOMING RESOURCES

		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	Note	£	£	£	2023 £	2022 £
<b>Voluntary Income</b>						
Planned giving:						
Gift Aid donations		43,661	-	-	43,661	47,582
Tax Recoverable		7,977	-	-	7,977	8,434
Other		10,821	-	-	10,821	12,462
2(a)		62,459	-	-	62,459	68,478
<b>Activities for generating funds</b>						
Collections (open plate)	9(a)	5,943	-	-	5,943	5,877
Donations, appeals, etc.	9(b)	10,062	100	-	10,162	13,982
Fund-raising	9(c)	5,554	-	-	5,554	2,769
Messy Church		-	-	-	-	-
Crozier Magazine		1,783	-	-	1,783	1,789
2(b)		23,342	100	-	23,442	24,416
<b>Income from Investments</b>						
CBF of Church of England Deposit Interest		22	-	-	22	6
2(c)		22	-	-	22	6
<b>Income from church activities</b>						
Church hall lettings		2,350	-	-	2,350	2,760
Fees		5,423	-	-	5,423	5,769
Parish Breakfast		876	-	-	876	790
Traidcraft Stall		149	-	-	149	87
Other	9(d)	3,714	-	-	3,714	4,362
Sub-Total	2(d)	12,511	0	-	12,511	13,767
413 Scarborough Avenue letting		7,200	-	-	7,200	7,200
413 Scarborough Avenue utilities/maintenance		3,665	-	-	3,665	4,107
Extraordinary Income	9(e)	17,824	-	-	17,824	7,811
Sub-Total	2(e)	28,689	-	-	28,689	19,118
<b>Total incoming resources</b>		<b>127,023</b>	<b>100</b>	<b>-</b>	<b>127,123</b>	<b>125,786</b>

## 3. RESOURCES EXPENDED

				2023	2022
<b>Church activities</b>					
Missionary and charitable giving					
<b>Overseas:</b>					
Familia Moja		1,627	-	1,627	-
SCIMP		10	-	10	25
Sub-Total		1,636	-	1,636	25
<b>Home:</b>					
Abbeyfield		-	-	-	-
Age UK		26	-	26	-
Alzheimers Society		-	-	-	231
Beds & Herts Historic Churches Trust		430	-	430	425
Bishop's Harvest Appeal		-	-	-	54
Bridgebuilders		2,000	-	2,000	1,500
Church of Christ the King		178	-	178	-
East & North Herts Hospital Charity		175	-	175	-
Foodshed		20	-	20	-
Friends of Holy Trinity		-	-	-	-
Garden House Hospice		222	-	222	-
Holy Trinity PCC (half Age Concern Colln)		26	-	26	-
Letchmore Infant' & Nursery School		-	-	-	91
Mayor's Fund		-	-	-	143
St Albans Diocesan Ordinands Fund		-	-	-	83
Stroke Association		-	-	-	226
The Haven		3	-	3	9
The Oak Church		2,000	-	2,000	1,500
The Children's Society		55	-	55	100
Total Charitable Giving		6,771	-	6,771	4,387
Ministry: Diocesan Parish Share		65,764	-	65,764	64,742
Wider Church: JCC/Deanery/CTiS		300	-	300	300
Sub-Total		66,064	-	66,064	65,042



Other ministry costs	9(f)	15,887	-	-	15,887	13,825
Church running and maintenance	9(g)	8,747	-	-	8,747	8,206
Church Utilities	9(g)	6,429	-	-	6,429	2,965
Parish magazine costs		454	-	-	454	1,789
Printing and stationery	9(h)	1,479	-	-	1,479	991
Major renovations/repairs		-	-	-	-	-
Extraordinary expenditure	9(j)	20,344	-	-	20,344	5,873
Wages and Salaries	4(a)9(k)	7,245	-	-	7,245	6,723
	3(a)	133,420	-	-	133,420	109,801
<b>Fund raising costs</b>						
100 Club		1,936	-	-	1,936	2,096
Parish Breakfast		178	-	-	178	61
Other		365	-	-	365	344
Sub-Total	3(b)	2,479	-	-	2,479	2,501
Traidcraft		0	-	-	-	158
Sub-Total	3(c)	0	-	-	0	158
Governance Costs	9(i)	-	-	-	-	0
Sub-Total	3(d)	-	-	-	-	0
TOTAL RESOURCES EXPENDED	3(e)	135,898	-	-	135,898	112,461

#### 4. STAFF COSTS

Wages and salaries	4(a)	7,245	-	-	7,245	6,723
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During the year the PCC employed a parish secretary and administrator, grass cutter and two church cleaners (all part time) but no payments were large enough to attract social security costs. Other similarly small payment of fees were paid in respect of occasional duties performed by vergers, relief organists and sexton.

Together these employees equate to less than one full time employee.

#### Payments to PCC members 4(b)

Payments in respect of expenses incurred on behalf of the PCC have been paid to PCC members: Rev'd Dr Ruth Carroll; Janice Apthorpe, Elaine Hawkes; Diane Hanlon; Keith Battarbee; Glynis Ireton

A salary has been paid to Janice Apthorpe in her role as Parish Secretary

Fee payments have been made to PCC Members: Sue Benford, Mary Barton

100 Club prizes have been paid to, or associates of, PCC Members: Becky Birch, Clive Bell, Suzanne Sandry, Diane Hanlon, Lee Slater.

All payments referred to in this note are included under the relevant expense categories within the PCC accounts.

#### 5. FIXED ASSETS

With effect from 1 July 2011, the Church Commissioners have awarded the PCC a small share in the equity of the Curate's House at 413 Scarborough Avenue, Stevenage in recognition of improvements made to the property by the PCC.

Estimated value of property = £290,000

Equity Share = 6.57534% which approximates to £19,000

#### 6. DEBTORS (UNRESTRICTED FUNDS)

	2023 £	2022 £
Prepayments and accrued interest	504	1747

#### 7. LIABILITIES

	2023 £	2022 £
Amounts falling due in one year (unrestricted funds)	10	3775
Accruals for utility and other costs	-	-
Other creditors	1,511	10
	<u>1,521</u>	<u>3785</u>

## 8. FUNDS

Designated funds have accumulated over time and represent funds that have been set aside for various purposes. The amounts remain held accounted as such unless, or until, the PCC determines that payments be made from them.

Designated Fund movements	£	£
Balance as at 1 January 2023	13,082	
Incoming resources	32,151	
Resources expended	-35,043	
Balance at 31 December 2023	<u>10,190</u>	-10,190
<b>Balances at Bank as at 31 December 2023</b>		
Current a/c	13,937	
CCLA Clock Fund a/c	437	
CCLA Restoration Fund a/c	82	
	<u>14,457</u>	14,457

**UNDESIGNATED FUNDS AVAILABLE** 4,266

## 9. ADDITIONAL NOTES FOR THE PARISH

### (a) Collections (open plate)

	2023		2022	
General Plate	£ 5,458.93		£ 4,671	
Baptism Services	£ 87.45		£ 415	
Christmas Services	£ 203.30		£ 343	
Wedding Services	£ 44.77		£ -	
Funeral Services	£ 107.01		£ 5	
Other Services	£ 41.26	£ 5,942.72	£ 443	£ 5,877

### 9(b) Donations, appeals, etc.

	2023		2022	
Abbeyfield	£ -		£ -	
Age UK	£ 51.97		£ -	
Alzheimers Society	£ -		£ 231	
Bishop's Harvest Appeal	£ -		£ 54	
Bishop's Ordinands Fund	£ -		£ 83	
Christingle (The Children's Society)	£ 55.22		£ 100	
CtK Carol Service	£ 352.67		£ -	
Donation for bible	£ 20.00		£ -	
Donation for Friends of Holy Trinity	£ -		£ -	
Donation for Easter Eggs	£ 262.00		£ -	
Donations for Dishwasher Fund	£ 50.00		£ -	
Donation in memory of Patricia Keal	£ -		£ -	
Donation in memory of Geoff Withers	£ -		£ 1,934	
Donations in memory of Derek Jackson	£ -		£ 356	
Donation in memory of Norman Apthorpe	£ 1,000.00			
Donation towards organist fee	£ -		£ 80	
Donations via Amazon Smile	£ 22.12		£ 21	
Donations via DONr	£ 30.00		£ 50	
Donations via GoodBox	£ 260.00		£ 391	
Donations via Wall Safe	£ 732.25		£ -	
Familia Moja	£ 25.00		£ -	
Foodshed	£ 20.00		£ -	
Garden House Hospice	£ 221.87			
General Donations	£ 3,219.56		£ 3,711	
General Donations - Gift Aided	£ 1,302.90		£ 5,678	
Historic Churches Bike n Hike	£ 430.00		£ 425	
Holy Trinity Church Choir	£ 100.00		£ -	
JustGiving Donations	£ 80.00		£ 182	
Letchmore Infants' & Nursery School (½ Collection)	£ -		£ 91	
Mayor's Carol Concert	£ -		£ 143	
PAYAZ Device	£ 1,913.50		£ -	
Queen's Platinum Jubilee Donations	£ -		£ 182	
SCIMP	£ 9.75		£ 25	
Stroke Association	£ -		£ 226	
The Haven	£ 3.40		£ 9	
Towards candles	£ -	£ 10,162.21	£ 10	£ 13,982

**9(c) Fund Raising**

	2023		2022	
Afternoon Tea	£ 837.28		£ -	
Book Sales	£ 1,143.62		£ 10	
Bike 'n Hike	£ 267.50		£ 212	
Easter Saturday	£ 35.39		£ -	
Harvest Festival	£ -		£ 90	
Jubilate Concert	£ -		£ 815	
Ploughmans' Lunch	£ 1,041.70			
Christmas Fayre	£ 2,228.17	£	£ 1,642	£ 2,769
			£ 5,553.66	

**9(d) Other Income**

	2023		2022	
100 Club	£ 1,532.00		£ 2,118	
Christmas Dinner	£ -		£ -	
Flower Fund	£ 259.67		£ 1,023	
Sundries	£ 563.85		£ 1,121	
Wedding Deposits	£ 1,358.00		£ -	
Youth Work	£ -	£	£ 100	£ 4,362
			£ 3,713.52	

**9(e) Extraordinary Income**

	2023		2022	
Bequest	£ -		£ 500	
Boiler Replacement funds from Friends of Holy Trinity	£ 13,450.03		£ 3,602	
Collection for Catherine Smith (Organist)	£ -		£ -	
Donation towards Dishwasher	£ 744.00		£ 1,000	
Donation towards pastoral care carrier bags	£ -		£ -	
Electrical safety funds from Friends of Holy Trinity	£ 2,880.00		£ -	
Grant for Art Club (Warm Space)	£ 500.00		£ 150	
Grant towards Godly Play materials	£ -		£ 2,559	
Grant towards Hot Chocolate Project	£ 250.00		£ -	
Maintenance Grant	£ -		£ -	
Towards Easter Bags	£ -		£ -	
		£	£ 17,824.03	£ 7,811

**9(f) Other Ministry Costs**

	2023		2022	
Clergy Expenses	£ -		£ -	
Clergy Travel	£ 165.79		£ 804	
Fees	£ 3,001.00		£ 2,893	
413 Scarborough Avenue	£ 12,720.27	£	£ 10,127	£ 13,824
			£ 15,887.06	

**9(g) Church running and maintenance**

	2023		2022	
Admin	£ 189.22		£ 219	
Faith Development	£ -		£ 80	
Flower Arranging	£ 139.78		£ 428	
General Maintenance	£ 827.44		£ 1,658	
Heat & Light	£ 6,144.77		£ 2,714	
Insurance of the Church	£ 1,953.31		£ 1,811	
Organ Maintenance	£ 328.00		£ 328	
Stewardship	£ 81.36		£ 82	
Sundries	£ 563.85		£ 821	
Telephone	£ 677.95		£ 895	
Upkeep of Services	£ 2,612.23	9(l)	£ 1,885	
Water	£ 284.04		£ 251	
Wedding Deposits Used	£ 1,358.00		£ -	
Youth Work	£ 15.45	£	£ -	£ 11,171
			£ 15,175.40	

**9(h) Stationery**

	2023		2022	
Photocopier Rental	£ 468.00		£ 558	
Photocopier Paper	£ 264.35		£ 67	
Ikjet Cartridges	£ 294.18		£ -	
General resources	£ 14.49		£ -	
Photocopies	£ 437.52	£	£ 367	£ 992
			£ 1,478.54	



**9(i) Governance Costs**

	2023			2022		
Fire Risk Assessment	£	-	£	-	£	-

**9(j) Extraordinary expenditure**

	2023			2022		
Advent Wreath	£	316.74		£	-	
Art Club	£	469.32		£	32	
Boiler Replacements	£	13,450.03		£	-	
Boundary Wall repairs	£	-		£	3,602	
Candle Gifts	£	-		£	-	
Dishwasher	£	1,794.00		£	-	
Electrical Safety Checks	£	2,880.00		£	-	
Godly Play Materials	£	-		£	338	
Hardship Relief	£	-		£	22	
Hot Chocolate Project	£	37.68		£	-	
Loft Ladder	£	630.00		£	-	
Maintenance Grant	£	-		£	1,279	
Prayer & Care Packages	£	356.22		£	-	
Stevenage Pride Award	£	-		£	100	
Streamers and Bells	£	-		£	225	
Vicar Discretionary Purchase	£	409.90		£	-	
Vicar's Retreat	£	-		£	220	
Vicar's Training Course	£	-		£	55	
	£		20,343.89	£		5,873

**9(k) Wages**

	2023			2022		
Caretaker	£	1,047.85		£	1,291	
Grasscutter	£	300.00		£	275	
Organist	£	1,320.00		£	580	
Secretary	£	4,577.28	£	7,245.13	£	4,577
					£	6,723

**9(l) Upkeep of Services**

	2023			2022		
COVID-19	£	-		£	36	
Books	£	44.93		£	52	
Candles	£	1,539.84		£	602	
Music	£	771.00		£	926	
Candle Stand	£	-		£	44	
Communion Wafers	£	226.16		£	170	
Communion Wine	£	30.30				
Microphone Clips	£	-		£	-	
Palm Crosses	£	-		£	-	
Zoom Subscription	£	-	£	2,612.23	£	144
					£	1,885

## INDEPENDENT EXAMINER'S REPORT

### TO THE PCC OF HOLY TRINITY CHURCH, STEVENAGE

This report on the accounts of the PCC for the year ended 31 December 2023 which are set out on pages 1 to 11, is in respect of an examination carried out under the Church Accounting Regulations 2006 ('the Regulations') and s.145 of the Charities Act 2011 ('the Act').

#### Respective Responsibilities of trustees and examiner

As members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of the Regulations and section 144(2) of the Act does not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

#### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion of the view given by the accounts.

#### 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 respects the requirements
- to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations have 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.

*Richard Gerhe*

*7<sup>th</sup> October 2024*

Date