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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 2024

Registered Charity No. 1131873

**Holy Trinity Church, Stevenage**  
**Annual Report of the Parochial Church Council**  
**for the Year Ended 31 December 2024**

### **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 8:30am daily Morning Prayer, 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 – Friday) 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 125 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 £8,051

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 £52,582 ( £51,618 in 2023, £56,016 in 2022, £57,783 in 2021, £60,300 in 2020).

£67,306 was 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 (including the sale of 413 Scarborough Avenue which raised £19,530) during the year led to a surplus of £22,101.

## **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, and our bookkeeper John Morgan (Sish Lane). We also continue to thank all the other members of the PCC 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.

## 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.

## 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

### Elected Members:

#### *Representatives on the Deanery Synod*

Mr Lee Slater  
Mrs Glynis Ireton  
Mr Clive Bell

#### *Parish Representatives*

Mrs Janice Apthorpe from 3/3/24  
Mrs Alison Baker from 3/3/24  
Ms Rebecca Birch until 3/3/24  
Mrs Karen Cattell  
Miss Susan Fisher  
Mr Ian Hamilton  
Mrs Nancy Handscomb  
Mrs Diane Hanlon until 3/3/24  
Mrs Sheila Soothill

*PCC Secretary Mrs Janice Apthorpe*

The PCC met 10 times during 2024, including a short meeting immediately following the APCM to elect officers; a PCC awayday in January 2024; and one extraordinary meeting in February at which the sole topic was the parish budget for the forthcoming year. The average attendance was 81%

During 2024 the PCC has made a priority the review of church policies, and thanks must be recorded to Alison Baker for her tireless work leading this project. Policies covering all aspects of church life have been reviewed and approved, to ensure that the PCC is following best practice in all areas. The decision was taken in 2024 to sell the property at 413 Scarborough Avenue as it was not being used for the greater good of the parish, and management of the property was becoming burdensome. The PCC has also been monitoring parish finances, and much work has been undertaken by the Finance sub-group with the bookkeeper to bring these under control.

Mary Barton, Churchwarden

Janice Apthorpe, PCC Secretary

Approved by the PCC on 11th March 2025 and signed on their behalf by the Rev'd Dr Ruth Carroll (PCC Chairman)

  
18 March 2025

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

**For the year ending 31 December 2024**

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2024 £	2023 £
<b>INCOMING RESOURCES</b>					
Voluntary Income	2(a)	63,211	-	<b>63,211</b>	62,459
Activities for generating funds	2(b)	34,569	-	<b>34,569</b>	23,442
Income from investments	2(c)	174	-	<b>174</b>	22
Church activities	2(d)	13,085	-	<b>13,085</b>	12,511
Other incoming resources	2(e)	9,412	4,646	<b>14,058</b>	28,689
<b>TOTAL INCOMING RESOURCES</b>		<b>120,450</b>	<b>4,646</b>	<b>125,097</b>	<b>127,123</b>
<b>RESOURCES EXPENDED</b>					
Church activities	3(a)	112,617	4,626	<b>117,244</b>	133,421
Cost of generation of voluntary income	3(b)	3,343	-	<b>3,343</b>	2,479
Fund-raising trading costs	3(c)	-	-	<b>-</b>	-
Governance costs	3(d)	1,939	-	<b>1,939</b>	-
<b>TOTAL RESOURCES EXPENDED</b>	3(e)	<b>117,899</b>	<b>4,626</b>	<b>122,526</b>	<b>135,899</b>
<b>NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>2,551</b>	<b>20</b>	<b>2,571</b>	<b>8,776</b>
Gains on investment assets:					
on disposal		19,531	-	<b>19,531</b>	-
on revaluation		-	-	<b>-</b>	-
<b>NET MOVEMENT IN FUNDS</b>		<b>22,082</b>	<b>20</b>	<b>22,102</b>	<b>8,776</b>
BALANCES B/FWD 1 JANUARY 2024		<b>13,406</b>	<b>-</b>	<b>13,406</b>	<b>22,182</b>
BALANCES C/FWD 31 DECEMBER 2024		<b>35,488</b>	<b>20</b>	<b>35,508</b>	<b>13,406</b>

**Parochial Church Council of Holy Trinity, Stevenage**  
**Balance sheet at 31 December 2024**

	Note	2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible	5	-	19,000
Investments		-	-
		<b>-</b>	<b>19,000</b>
<b>CURRENT ASSETS</b>			
Stock		-	-
Debtors	6	939	504
Prepayments		137	-
Short term deposits		50,224	519
Cash at bank and in hand		- 14,716	13,936
		<b>36,584</b>	<b>14,960</b>
<b>LIABILITIES</b>			
Creditors - amounts falling due in one year	7	25,493	1,511
<b>NET CURRENT ASSETS / (LIABILITIES)</b>		<b>11,090</b>	<b>13,449</b>
<b>Total assets less current liabilities</b>		<b>11,090</b>	<b>13,449</b>
Creditors - amounts falling due after one year		-	10
<b>TOTAL NET ASSETS</b>		<b>11,090</b>	<b>13,439</b>
<b>PARISH FUNDS</b>			
Unrestricted	8	10,708	13,077
Restricted		382	362
		<b>11,090</b>	<b>13,439</b>

Approved by the Parochial Church Council on 11th March 2025 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 2024**

### **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 are currently four restricted funds.

*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 was 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	TOTAL FUNDS 2024	2023
	Note	£	£	£	£
<b>Voluntary Income</b>					
Planned giving:					
Gift Aid donations		43,799	-	43,799	43,661
Tax Recoverable		8,783	-	8,783	7,977
Other		10,628	-	10,628	10,821
	2(a)	63,211	-	63,211	62,459
<b>Activities for generating funds</b>					
Collections (open plate)	9(a)	6,720	-	6,720	5,943
Donations, appeals, etc.	9(b)	17,931	-	17,931	10,162
Fund-raising	9(c)	8,052	-	8,052	5,554
Crozier Magazine		1,867	-	1,867	1,783
	2(b)	34,569	-	34,569	23,442
<b>Income from Investments</b>					
HSBC Deposit Interest		146	-	146	-
CBF of Church of England Deposit Interest		28	-	28	22
	2(c)	174	-	174	22
<b>Income from church activities</b>					
Church hall lettings		2,508	-	2,508	2,350
Fees		5,945	-	5,945	5,423
Parish Breakfast		817	-	817	876
Traidcraft Stall		0	-	-	149
Other	9(d)	3,815	-	3,815	3,714
<i>Sub-Total</i>	2(d)	13,085	-	13,085	12,511
413 Scarborough Avenue letting		5,250	-	5,250	7,200
413 Scarborough Avenue utilities/maintenance		3,149	-	3,149	3,665
Extraordinary Income	9(e)	70	4,646	4,716	17,824
PAYE/NIC		943	-	943	-
<i>Sub-Total</i>	2(e)	9,412	4,646	14,058	28,689
<b>Total incoming resources</b>		120,450	4,646	125,097	127,123

## 3. RESOURCES EXPENDED

			2024	2023
<b>Church activities</b>				
Missionary and charitable giving				
<b>Overseas:</b>				
Familia Moja (Part Tithed Mission)		1,749	-	1,749
SCIMP		12	-	12
<i>Sub-Total</i>		1,761	-	1,761
<b>Home:</b>				
Abbeyfield		38	-	38
Age UK		231	-	231
Alzheimers Society		-	-	-
Beds & Herts Historic Churches Trust		730	-	730
Bishop's Harvest Appeal		132	-	132
Bridgebuilders (Tithed Mission)		2,000	-	2,000
Church of Christ the King		-	-	178
Dementia UK		140	-	140
East & North Herts Hospital Charity		-	-	175
Foodshed		-	-	20
Friends of Holy Trinity		118	-	118
Garden House Hospice		-	-	222
Holy Trinity PCC (half Age Concern Colln)		-	-	26
Letchmore Infant' & Nursery School		-	-	-
Mayor's Fund		108	-	108
RNLI Cromer Lifeboat Station		125	-	125
St Albans Diocesan Ordinands Fund		-	-	-
Stroke Association		-	-	-
The Haven		4	-	4
The Oak Church (Tithed Mission)		2,000	-	2,000
The Children's Society		37	-	37
<i>Total Charitable Giving</i>		7,422	-	7,422
Ministry: Diocesan Parish Share		66,996	-	66,996
Wider Church: JCC/Deanery/CTiS		310	-	310
<i>Sub-Total</i>		67,306	-	67,306



Other ministry costs	9(f)	12,430	-	12,430	15,887
Church running and maintenance	9(g)	10,578	-	10,578	8,748
Church Utilities	9(g)	4,323	-	4,323	6,429
Parish magazine costs		419	-	419	454
Printing and stationery	9(h)	1,377	-	1,377	1,479
Major renovations/repairs		-	-	-	-
Extraordinary expenditure	9(j)	54	4,626	4,680	20,344
Wages and Salaries	4(a)9(k)	7,766	-	7,766	7,245
PAYE/NIC		943	-	943	-
	3(a)	112,617	4,626	117,244	133,421

#### Fund raising costs

100 Club		1,950	-	1,950	1,936
Parish Breakfast		345	-	345	178
Other		1,048	-	1,048	365
<b>Sub-Total</b>	3(b)	3,343	-	3,343	2,479

Governance Costs	9(i)	1,939	-	1,939	-
<b>Sub-Total</b>	3(d)	1,939	-	1,939	-

<b>TOTAL RESOURCES EXPENDED</b>	3(e)	117,899	4,626	122,526	135,899
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#### 4. STAFF COSTS

<b>Wages and salaries</b>	4(a)	7,766	-	7,766	7,245
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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, Mary Barton; Clive Bell; Diane Hanlon

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

Verge fees have been paid to Mary Barton and Sue Benford

100 Club prizes have been paid to, or associates of, PCC Members: Clive Bell; Ian Hamilton; 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

During the year, the property formerly held as a home for a Curate at 413 Scarborough Avenue, Stevenage and in which the PCC held a 6.57534% equity share, was sold for £304,000. After costs, the sale of this assets raised a net £19,531 being the share due to the PCC.

#### 6. DEBTORS (UNRESTRICTED FUNDS)

	2024 £	2023 £
Prepayments and accrued interest	939	504

#### 7. LIABILITIES

	2024 £	2023 £
Amounts falling due in one year (unrestricted funds)	-	10
Accruals for utility and other costs	-	-
Other creditors	25,493	1511
	<u>25,493</u>	<u>1521</u>

#### 8. FUNDS

Restricted funds are held by the PCC until such time as the conditions on which the money has been lodged are met.

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.

<b>Restricted Fund movements</b>	<b>£</b>	
Balance as at 1 January 2024	362	
Incoming resources	4,646	
Resources expended	-4,626	
Balance at 31 December 2024	<u>382</u>	382
<b>Designated Fund movements</b>	<b>£</b>	
Balance as at 1 January 2024	8,108	
Incoming resources	67,586	
Resources expended	-45,463	
Balance at 31 December 2024	<u>30,232</u>	30,232
<b>Unrestricted/Undesignated Fund movements</b>	<b>£</b>	
Balance as at 1 January 2024	4,936	
Incoming resources	72,395	
Resources expended	-72,437	
Balance at 31 December 2024	<u>4,894</u>	4,894
		<u><b>35,508</b></u>
<b>Balances at Bank as at 31 December 2024</b>		
Current Account	-14,716	
Deposit Account	30,146	
CCLA Restoration	86	
CCLA Clock	461	
CCLA Deposit	19,531	
	<u>35,508</u>	<u><b>35,508</b></u>

## 9. ADDITIONAL NOTES FOR THE PARISH

### 9(a) Collections (open plate)

	2024		2023	
General Plate	£ 5,757.68		£ 5,459	
Baptism Services	£ 23.16		£ 87	
Christmas Services	£ 318.35		£ 203	
Wedding Services	£ -		£ 45	
Funeral Services	£ 325.75		£ 107	
Other Services	£ 295.01	£ 6,719.95	£ 41	£ 5,943

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

	2024		2023	
Age UK	£ 230.71		£ 52	
Bishop's Harvest Appeal	£ 132.00		£ -	
Christingle (The Children' Society)	£ 37.15		£ 55	
CtK Carol Service	£ 108.16		£ 353	
Dementia UK	£ 139.50		£ -	
Donation for bible	£ -		£ 20	
Donation for Friends of Holy Trinity	£ 117.50		£ -	
Donation for Easter Eggs	£ -		£ 262	
Donations for Dishwasher Fund	£ -		£ 50	
Donation in memory of Louie Richards	£ 217.50		£ -	
Donation in memory of Norman Apthorpe	£ -		£ 1,000	
Donations via Amazon Smile	£ -		£ 22	
Donations via DONr	£ -		£ 30	
Donations via GoodBox	£ 35.00		£ 260	
Donations via Wall Safe	£ 705.17		£ 732	
Familia Moja	£ 147.00		£ 25	
Foodshed	£ -		£ 20	
Garden House Hospice	£ -		£ 222	
General Donations	£ 4,040.98		£ 3,220	
General Donations - Gift Aided	£ 8,307.49		£ 1,303	
Historic Churches Bike n Hike	£ 730.00		£ 430	
Holy Trinity Church Choir	£ -		£ 100	
JustGiving Donations	£ 5.00		£ 80	
Macmillan Support	£ 37.50		£ -	
PAYAZ Device	£ 2,594.50		£ 1,914	
RNLI Cromer	£ 125.00		£ -	
SCIMP	£ 12.06		£ 10	
The Haven	£ 3.85		£ 3	
Towards candles	£ 204.78	£ 17,930.85	£ -	£ 10,162

**9(c) Fund Raising**

	2024		2023	
Afternoon Tea	£ 1,374.00		£ 837	
Book Sales	£ 750.00		£ 1,144	
Bike 'n Hike	£ 423.43		£ 268	
Coffee Morning	£ 23.20		£ -	
Easter Saturday	£ -		£ 35	
Jason Lee Concert	£ 2,137.00		£ -	
Ploughmans' Lunch	£ 1,231.00		£ 1,042	
Christmas Fayre	£ 2,112.91	£ 8,051.54	£ 2,228	£ 5,553.66

**9(d) Other Income**

	2024		2023	
100 Club	£ 1,906.00		£ 1,532	
Easter Eggs	£ 75.00			
Flower Fund	£ 218.32		£ 260	
Sundries	£ 946.22		£ 564	
Wedding Deposits	£ 669.00		£ 1,358	
Youth Work	£ -	£ 3,814.54	£ -	£ 3,714

**9(e) Extraordinary Income**

	2024		2023	
Boiler Replacement funds from Friends of Holy Trinity	£ -		£ 13,450	
Donation towards Dishwasher	£ -		£ 744	
Electrical safety funds from Friends of Holy Trinity	£ 2,996.00		£ 2,880	
Grant for Art Club (Warm Space)	£ -		£ 500	
Art Club	£ 50.00		£ -	
Grant towards Hot Chocolate Project	£ -		£ 250	
Insurance Claim - Boundary Wall Repair	£ 1,650.36		£ -	
Pilgrimage Minivan	£ 20.00		£ -	
	£ 4,716.36	£ 17,824		

**9(f) Other Ministry Costs**

	2024		2023	
Clergy Travel	£ 1,011.17		£ 166	
Fees	£ 3,324.00		£ 3,001	
413 Scarborough Avenue	£ 8,095.16	£ 12,430.33	£ 12,720	£ 15,887

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

	2024		2023	
Admin	£ 236.96		£ 190	
Easter Eggs	£ 180.00		£ -	
Flower Arranging	£ 112.14		£ 140	
General Maintenance	£ 1,232.88		£ 827	
Heat & Light	£ 4,018.19		£ 6,145	
Insurance of the Church	£ 2,042.26		£ 1,953	
Organ Maintenance	£ 336.00		£ 328	
Payroll	£ 162.00		£ -	
Stewardship	£ 22.35		£ 81	
Sundries	£ 943.22		£ 564	
Telephone	£ 1,347.94		£ 678	
Upkeep of Services	£ 3,292.97		£ 2,612	
Water	£ 305.09		£ 284	
Wedding Deposits Used	£ 669.00		£ 1,358	
Youth Work	£ -	£ 14,901.00	£ 15	£ 15,177

**9(h) Stationery**

	2024		2023	
Photocopier Rental	£ 468.00		£ 468	
Photocopier Paper	£ 266.25		£ 264	
Inkjet Cartridges	£ 120.70		£ 294	
General resources	£ 164.39		£ 14	
Postages	£ 72.00		£ -	
Photocopies	£ 285.21	£ 1,376.55	£ 438	£ 1,479

**9(i) Governance Costs**

	2024		2023	
Quinquennial Inspection	£ 1,939.10	£ 1,939.10	£ -	£ -

**9(j) Extraordinary expenditure**

	2024		2023	
Advent Wreath	£ -		£ 317	
Art Club	£ -		£ 469	
Boiler Replacements	£ -		£ 13,450	
Boundary Wall repairs	£ 1,650.36		£ -	
Dishwasher	£ -		£ 1,794	
Electrical Safety Checks	£ 2,976.00		£ 2,880	
Hot Chocolate Project	£ -		£ 38	
Loft Ladder	£ -		£ 630	
Plaque for Candle Stand	£ 29.99		£ -	
Prayer & Care Packages	£ -		£ 356	
Easter Scenes for Children	£ 24.00		£ -	
Vicar Discretionary Purchase	£ -		£ 410	
	£	4,680.35	£	20,344

**9(k) Wages**

	2024		2023	
Caretaker / Cleaner	£ 2,128.60		£ 1,048	
Grasscutter	£ -		£ 300	
Organist	£ 1,060.00		£ 1,320	
Secretary	£ 4,577.28	£ 7,765.88	£ 4,577	£ 7,245

**9(l) Upkeep of Services**

	2024		2023	
Books	£ 106.84		£ 45	
Candles	£ 1,157.18		£ 1,540	
Chocolate Eggs	£ 180.00		£ -	
Music	£ 847.39		£ 771	
Communion Wafers	£ 334.90		£ 226	
Communion Wine	£ 134.10		£ 30	
One License Subscription	£ 232.80		£ -	
Zoom Subscription	£ 299.76	£ 3,292.97	£ -	£ 2,612

**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 2024 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 Celine*

*5th October 2025*

Date