

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY SOUTHWELL NOTTS

England & Wales - Charity number 1132003

## Details

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**Other names** HOLY TRINITY PCC SOUTHWELL

**Status** Registered

**Legal form** Previously excepted

**Registered** 2009-10-06

**Register** [View on the Charity Commission register](#)

## Contact

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Westgate  
Southwell  
Nottinghamshire  
NG25 0LD

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## Activities

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

**Activities:** Worship and prayer, biblical knowledge and teaching. Provision of pastoral care for people living in the parish and beyond. World and home mission, outreach support and work.

## Classification

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

## Geography

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

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-12-31	£159,928	£146,089	-	-
2024-12-31	£156,701	£144,721	-	-
2023-12-31	£171,894	£154,082	-	-
2022-12-31	£160,494	£183,173	-	-
2021-12-31	£189,274	£184,287	-	-
2020-12-31	£177,055	£171,828	-	-

## Trustees

Name	Role	Appointed
Ann Clark		2021-04-28
Anthony Dymock Hustwayte		2023-11-22
Christopher Stead		2026-04-29
Fionna Pauline Ridgwell		2024-05-01
Geoffrey Beadle		2026-04-29
Grant McCarthy		2026-04-29
Ian Baird-Smith		2014-04-23
Jacob Robert WARD Jacob		2025-05-14
KAREN DE FRAINE		2026-04-29
Kelly WALL		2018-04-26
MARGARET NEWSTEAD		2026-04-29
Peter Harris		2023-04-26
Philip Dent		2026-04-29
Richard John Bradley Marjoribanks		2023-04-26
SUZANNE DENT		2011-05-10
Shelagh Baird-Smith		2023-04-26
Susan Elizabeth Hurst		2024-05-01

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# Accounts

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**ANNUAL REPORT AND FINANCIAL STATEMENTS  
For the year ended 31 December 2025**

**The Parochial Church Council of Holy Trinity, Southwell**

**Charity Number 1132003**

	<u>Page</u>
Trustees' Report	1
Receipts and Payments Account	6
Statement of Assets and Liabilities	7
Notes to the Financial Statements	8
Independent Examiner's Report	12

# **2025 Trustees' Annual Report for the Parochial Church Council of Holy Trinity, Southwell.**

## **Aims and purposes**

In the ecclesiastical parish, Holy Trinity Parochial Church Council (PCC) has the responsibility of promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of the Council (Old Churchyard closed 31st May 1978; New Churchyard closed 14th February 2006). Applications have been submitted to formally close the Millennium Churchyard which has had difficulties with ground water levels due to its proximity to the Potwell Dyke. Burials into existing graves and interment of cremated remains are still available.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to become part of the church community at Holy Trinity. The PCC maintains an overview of worship and activities throughout the Parish and makes suggestions on how our services, worship and activities can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance for charities for the advancement of religion.

Throughout this year we have been in a process of consultation and reflection to discern the way forward for the church and develop a new vision which will direct our financial and organisational priorities for the years ahead.

The outcome of that period has resulted in our Vision Statement that Holy Trinity Church would be, 'A deep well of God's healing to Southwell and beyond.' In this we seek to encapsulate the sweep of God's redemptive work throughout history in taking that which is broken through the effects of sin and restoring it through the sovereign work of the Father, the death and resurrection of the Son, and the empowering work of the Holy Spirit.

We recognise that every one of us carries wounds, limitations, and longings we cannot fix on our own, yet we believe in the God who heals, renews, and brings hope where it has run dry, and our commitment is to become a spiritual well at the heart of our town, where people encounter the restoring, life-giving presence of God.

This vision is worked out through the lens of three focus words that we provisionally call our 'deep wells': Know | Grow | Go

We are continuing the process of clarifying our vision and priorities for this coming year, knowing that to facilitate this work, it is important that we maintain the fabric of the church of Holy Trinity.

## **Achievements and performance**

### **Leadership**

A major focus for the PCC a during the year, as noted above, was the development of the vision for Holy Trinity going forward. This will feed into our Growing Disciples Plan, which itself will form the basis of future funding bids and the shape of recruitment that is planned for 2026. With the arrival of a new Vicar in January 2025, the PCC has continued to hold leadership of the church in discerning the way forward through 2025.

### **Worship and prayer**

During 2025, Sunday worship services continued with provision from our church's ministry team including lay ministers and ordained clergy for services which required them. Sunday worship has also seen the development of a regular pre-school group at the 10:30 service in addition to a new monthly prayer and worship evening.

### **Youth and Children**

We run an early evening drop-in group - called youth café - for children in school years 4-7. There has previously been provision for an older youth group (years 7-11) which has currently been put on hold due to the viability of numbers attending.

We run a Tuesday morning Toddler group catering for parents, grandparents, carers and children, and providing fun, mutual support to the community. It continues to thrive and be well attended.

On Sundays at 10.30, as mentioned above, there is a regular small group of pre-school children meeting and exploring faith in their group. Our Kids and Families time continues monthly as a time of fun and connection with a brief Christian message. Attendance has reached a peak of around 40 children plus their parents/grandparents/carers.

We have good links with our infant school with church members leading collective worship on a regular basis as well as having two church members and the Revd. Jonathan Morley on the Governing Body. We have also strengthened links with other schools in Southwell including collective worship at Lowe's Wong, and participation in the Flourish Program at the Minster secondary school.

### **Pastoral Care**

Our pastoral care team has continued to take care of those members of the fellowship who are unwell or in need. Our Small Groups are an integral part of this as the first port of call. Connections and Moments provide pastoral support for, generally, older people in the community and the bereavement group (Living with Loss), which meets fortnightly, has proved a helpful space and support.

### **Mission and Outreach**

We consider that the majority of our activity already outlined is an embodiment of our mission and outreach to the local community of Southwell and beyond, as we seek to be a

## **Mission and Outreach (continued)**

deep well of God's healing to Southwell and beyond. In addition, we have seen the following one-off and regular events take place as part of our mission and outreach: Alpha; Men's Breakfast; Ladies Group; Christmas events (including, Carol services, A Service of Light and Scratch Nativity); Support of Brackenhurst CU; Thy Kingdom Come and Lighthouse Prayer Space.

Beyond our church context the mission committee has led the support for our mission partners and others throughout the year both financially and prayerfully, and by raising awareness.

## **Volunteers**

We would like to thank all the many volunteers (approximately 80) who work so hard to make our church the lively community it is, and who work hard to support and fulfill the mission of the church.

## **Deanery Synod**

We have two representatives on Deanery Synod, one of whom is on Diocesan Synod and General Synod. This provides the PCC with an important link between the parish and the wider structures of the Church.

## **Financial Review**

We achieved a net surplus in the year of £16,101. Of this, £2,262 was on restricted funds. Total income increased by £10,517 while total expenditure increased by £6,396.

Total unrestricted income increased by £8,302 from £151,626 to £159,928. Unrestricted planned giving fell by £2,567 due to the full year effect of members who left late in 2024. New members joining the church, and increased giving from some, partially offset this loss of income. Gift Aid receipts increased by £13,709 mainly because we were awaiting receipt of four claims at the end of 2024 due to delays at HM Revenue & Customs – this year we are up to date with only the December claim due. Loose offerings at services increased by just over 70%. Other voluntary income and income from Church Activities both fell by around £1,000.

Total unrestricted expenditure increased by just over £5,500 from £140,516 to £146,089. The Parish Share request from the Diocese increased by just over 5% to £77,988 in line with the trajectory for the next 10 years. Clergy and staffing costs fell by just over £1,000. Church running costs increased by around £1,000 mainly because of gas and electricity price increases. Unrestricted Mission Giving and Donations increased by just over £5,400 because there were significant payments out of the Holy Trinity Mission Fund in 2025.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three to six months' unrestricted payments, to cover emergency situations that may arise from time to time. The General Fund at the end of 2025 was £85,470 which represents just over six months' expenditure based on the 2026 budget approved by the PCC.

## **Structure, Governance and Management**

### **The Parochial Church Council (PCC)**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered Charity.

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, churchwardens, one representative of Preachers Group, three Deanery Synod Representatives and twelve members elected by those who are on the Electoral Roll. All those who attend our services or live in the parish are encouraged to register on the 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 how the funds of the PCC are to be spent.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were open to (and often were intended for) residents of the parish and the wider area.

### **Reference and administrative details**

The PCC is registered as the charity "The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Southwell Notts." with charity number 1132003. The shorter title is "Holy Trinity PCC Southwell".

### **Membership of the Parochial Church Council**

Members of the PCC are either *ex-officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year, the following served as members of the PCC:

#### **Members ex-officio**

Revd. Jonathan Morley (Incumbent from 13/01/2025)  
Chris Stead (Churchwarden until 07/07/2025)  
Ian Baird-Smith (Churchwarden)  
Peter Harris (Deanery Synod and Diocesan Synod Representative)  
Fionna Ridgwell (Deanery Synod Representative)

**Elected members**

Shelagh Baird-Smith (from APCM 2025)  
Julie Barker  
Ann Clark  
Suzanne Dent (Lay Chair)  
Sue Hurst  
Anthony Hustwayte  
Richard Marjoribanks (Treasurer)  
Tammy Morton (from APCM 2025)  
Denise Parkin  
Julie Payne  
Kelly Wall  
Jacob Ward (from APCM 2025)

**Staff in Attendance (not voting)**

Margaret Newstead (Administrator/PCC Secretary)

**Trustee Interest**

Denise Parkin was appointed Bookkeeper/Assistant Treasurer in a paid, self-employed, role from November 2023. No trustees are remunerated for their work as trustees.


**DECLARATION**

The trustees declare that they have approved the Trustees' Report above.  
Signed on behalf of the charity's trustees

Signature:  .....

Full Name: REVD JONATHAN E MORLEY .....

Chair of Meeting

Signature:  .....

Full Name: RICHARD JB MARJORIBANKS .....

Treasurer

Date: 25/03/2026 .....

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Financial Statements for the Year Ended 31st December 2025**  
**Receipts and Payments Accounts**

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2025 £	TOTAL 2024 £
<b>RECEIPTS</b>					
<b>Voluntary receipts:</b>					
Planned Giving		106,269	80	106,349	109,070
Collections at services		3,600	752	4,352	2,519
All other giving/voluntary receipts	3	395	3,431	3,826	4,839
Gift Aid recovered		31,726	1,263	32,989	19,280
		<u>141,990</u>	<u>5,526</u>	<u>147,516</u>	<u>135,708</u>
<b>Investment income</b>	4	5,701	1,764	7,465	7,623
<b>Church activities</b>	5	12,237	-	12,237	13,370
<b>Total receipts</b>		<u>159,928</u>	<u>7,290</u>	<u>167,218</u>	<u>156,701</u>
<b>PAYMENTS</b>					
<b>Church activities:</b>					
Parish share		77,988	-	77,988	74,137
Clergy and staffing costs	6	8,973	-	8,973	10,309
Church running expenses	7	38,084	1,740	39,824	38,762
Church repairs and maintenance	8	2,847	-	2,847	4,181
Mission giving and donations	9	17,417	2,189	19,606	14,595
Governance costs		780	-	780	780
<b>SUB TOTAL</b>		<u>146,089</u>	<u>3,929</u>	<u>150,018</u>	<u>142,764</u>
<b>ASSETS AND INVESTMENT PURCHASES</b>					
Asset Purchase		-	1,099	1,099	1,957
<b>Total Payments</b>		<u>146,089</u>	<u>5,028</u>	<u>151,117</u>	<u>144,721</u>
<b>Excess of payments over receipts</b>		13,839	2,262	16,101	11,980
Transfers between funds		274	(274)	-	-
Cash at bank and in hand at 1 January		141,263	7,578	148,841	136,861
Cash at bank and in hand at 31 December		<u>155,376</u>	<u>9,566</u>	<u>164,942</u>	<u>148,841</u>

**Parochial Church Council of Holy Trinity, Southwell  
Charity Number 1132003**

**Statement of Assets and Liabilities**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2025 £	TOTAL 2024 £
<b>Cash Funds</b>					
Bank current accounts	17,544	-	-	17,544	32,111
Deposit funds	137,832	9,566	-	147,398	116,699
Cash in hand	-	-	-	-	31
	<u>155,376</u>	<u>9,566</u>	<u>-</u>	<u>164,942</u>	<u>148,841</u>
<b>Other monetary assets</b>					
Gift Aid recoverable	2,067	144	-	2,211	9,171
Interest due	1,402	-	-	1,402	1,386
Other debtors	425	-	-	425	601
	<u>3,894</u>	<u>144</u>	<u>-</u>	<u>4,038</u>	<u>11,158</u>
<b>Investment assets</b>					
Investment fund shares market value	-	-	43,182	43,182	44,283
<b>Assets retained for the charity's own use</b>					
Music equipment at cost	-	1,099	-	1,099	-
Office equipment at cost	681	-	-	681	681
Kitchen equipment at cost	3,436	-	-	3,436	3,436
	<u>4,117</u>	<u>1,099</u>	<u>-</u>	<u>5,216</u>	<u>4,117</u>
<b>Liabilities</b>					
Other amounts owing	2,982	-	-	2,982	2,541

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes**

1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2 The movement in designated and restricted funds during the year were:

	Bal b/fwd £	Receipts £	Payments £	Transfer £	Bal c/fwd £
<b>General and Designated Funds</b>					
General Fund	70,742	157,409	(128,747)	(13,934)	85,470
Youth and children's ministry	30,941	1,118	-	-	32,059
Fabric	30,941	1,118	-	-	32,059
CMS	752	-	(3,433)	3,552	871
CPAS	752	-	(3,433)	3,552	871
Uganda Christian Institute	752	-	(3,433)	3,552	871
Holy Trinity Mission Fund	5,846	-	(6,983)	3,552	2,415
Ladies Group	537	283	(60)	-	760
	<u>141,263</u>	<u>159,928</u>	<u>(146,089)</u>	<u>274</u>	<u>155,376</u>
10% of regular giving is allocated to four mission partners, CMS, CPAS, Uganda Projects and the Holy Trinity Mission Fund.					
<b>Restricted Funds</b>					
CMS	-	275	(261)	(14)	-
CPAS	-	195	(195)	-	-
Uganda projects	-	2,573	(954)	-	1,619
AST income (restricted for music)	685	1,515	(1,741)	-	459
Miscellaneous	-	1,565	(1,224)	-	341
Tearfund	-	913	(653)	(260)	-
Youthwork	6,893	254	-	-	7,147
	<u>7,578</u>	<u>7,290</u>	<u>(5,028)</u>	<u>(274)</u>	<u>9,566</u>
<b>Total Funds</b>	<u>148,841</u>	<u>167,218</u>	<u>(151,117)</u>	<u>-</u>	<u>164,942</u>

Note: The transfers out of the two restricted funds are in respect of gift aid received in 2025 in respect of donations paid over to the respective charities in advance in 2024.

**Endowment Funds**

Archibald Stanley shares:

The CBF Church of England Property Fund 8,842.82 income shares generated income of £587.16 (2024 £584.51).

Market value at 31st December 2025 was £11,127.80 (2024 £10,893.47).

The CBF Church of England Investment Fund 1,444 shares generated income of £927.78 (2024 £906.10).

Market value at 31st December 2025 was £32,054.35 (2024 £33,389.18).

Total market value £43,182.15 at 31st December 2025 (£44,282.65 at 31st December 2024).

The income generated is placed in the AST restricted fund, and is used for expenditure on music under the restrictions placed on the original endowment.

**Parochial Church Council of Holy Trinity, Southwell  
Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Receipts</b>	Unrestricted	Restricted	TOTAL	TOTAL
	Funds	Funds	2025	2024
	£	£	£	£
<b>3 All other giving/voluntary receipts</b>				
Donations	395	3,431	3,826	3,767
Legacies	-	-	-	1,072
	<u>395</u>	<u>3,431</u>	<u>3,826</u>	<u>4,839</u>

Prior year total includes £2,857 of Restricted Fund income.

<b>4 Investment income:</b>				
Halloughton Road Land rent	250		250	250
Dividends	-	1,515	1,515	1,490
Interest	5,451	249	5,700	5,883
	<u>5,701</u>	<u>1,764</u>	<u>7,465</u>	<u>7,623</u>

Prior year total includes £1,674 of Restricted Fund income.

<b>5 Church activities:</b>				
Fees for wedding and funerals	3,092	-	3,092	5,140
Church Lettings - local community use	1,920	-	1,920	1,927
Toddlers	2,323	-	2,323	1,816
Connections	4,511	-	4,511	3,817
Mens Breakfast	391	-	391	457
Youth Events	-	-	-	213
	<u>12,237</u>	<u>-</u>	<u>12,237</u>	<u>13,370</u>

**Parochial Church Council of Holy Trinity, Southwell  
Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>TOTAL</b>	<b>TOTAL</b>
	<b>Funds</b>	<b>Funds</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>6 Clergy and staffing costs:</b>				
Administrative salaries	8,291	-	8,291	8,968
Vicars expenses	682	-	682	-
Clergy/visiting speaker fees	-	-	-	1,341
	<u>8,973</u>	<u>-</u>	<u>8,973</u>	<u>10,309</u>
<b>7 Church running expenses:</b>				
Music and licences	130	1,740	1,870	1,582
Organ repairs	-	-	-	-
Upkeep of services	1,089	-	1,089	1,871
Publicity / Advertising	595	-	595	1,206
Cleaning Materials	202	-	202	320
Gas and Electricity	17,565	-	17,565	16,486
Insurance premiums	3,881	-	3,881	3,648
Postage and stationery	432	-	432	448
Telephone, Email and Other Office Costs	2,254	-	2,254	1,554
Bank charges	695	-	695	690
Kitchen Costs	1,768	-	1,768	1,208
Conferences and Training	14	-	14	100
Halloughton Road land water rates	65	-	65	39
Churchyard maintenance	2,647	-	2,647	3,320
Youth work	996	-	996	1,005
Children's work	414	-	414	362
Alpha and adult outreach	554	-	554	357
Toddlers	1,023	-	1,023	978
Connections / Moments	3,648	-	3,648	3,189
Pastoral care	112	-	112	399
	<u>38,084</u>	<u>1,740</u>	<u>39,824</u>	<u>38,762</u>

Prior year total includes £1,570 of Restricted Fund expenditure.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>TOTAL</b>	<b>TOTAL</b>
	<b>Funds</b>	<b>Funds</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>8 Church repairs and maintenance:</b>				
Toilet repairs / replacements	47	-	47	361
Disconnecting/connecting kitchen oven	-	-	-	1,191
Dishwasher repairs / service	588	-	588	-
Roof / gutter / drain works	300	-	300	216
Heating system service/maintenance	930	-	930	1,818
Architect's fees	469	-	469	-
General repairs and maintenance	513	-	513	595
	<u>2,847</u>	<u>-</u>	<u>2,847</u>	<u>4,181</u>
<b>9 Mission Giving and donations:</b>				
Church Mission Society (CMS)	5,433	261	5,694	3,772
Church Pastoral Aid Society (CPAS)	4,483	195	4,678	3,759
Uganda Christian Inst. & Keframa School	4,433	954	5,387	3,703
Holy Trinity Mission Fund - other projects	2,918	-	2,918	904
Tearfund	-	653	653	1,781
Refugee Roots	-	-	-	133
SASRA	-	126	126	170
Other giving & grants	150	-	150	373
	<u>17,417</u>	<u>2,189</u>	<u>19,606</u>	<u>14,595</u>

Prior year total includes £2,635 of Restricted Fund expenditure.

**Independent Examiner's Report to the members/trustees of Holy Trinity Church,  
Southwell, Parochial Church Council (PCC)**

I report to the members/trustees on my examination of the accounts of Holy Trinity Church for the year ended 31<sup>st</sup> December 2025.

**Responsibilities and basis of report**

As the charity trustees of the PCC 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 PCC'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.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

*C A Bolitho*

C. A Bolitho FMAAT,  
W. H. Clifford & Co.,  
Accountants,  
Easthorpe,  
Southwell,  
Notts.  
NG25 0HX

Date: 7<sup>th</sup> April 2026

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# Accounts

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**ANNUAL REPORT AND FINANCIAL STATEMENTS  
For the year ended 31 December 2024**

**The Parochial Church Council of Holy Trinity, Southwell**

**Charity Number 1132003**

	<u>Page</u>
Trustees' Report	1
Receipts and Payments Account	6
Statement of Assets and Liabilities	7
Notes to the Financial Statements	8
Independent Examiner's Report	12

# **2024 Trustees' Annual Report for the Parochial Church Council of Holy Trinity, Southwell.**

## **Aims and purposes**

In the time of vacancy, Holy Trinity Parochial Church Council (PCC) has had the responsibility of promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Holy Trinity PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of the Council (Old Churchyard closed 31st May 1978; New Churchyard closed 14th February 2006). The Millennium Churchyard has had difficulties with ground water levels and its proximity to the Potwell Dyke and the PCC will eventually be looking to formally close it. Burials into existing graves and interment of cremated remains are still available.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to become part of the church community at Holy Trinity. The PCC maintains an overview of worship and activities throughout the Parish and makes suggestions on how our services, worship and activities can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular, the supplementary guidance for charities for the advancement of religion.

We try to enable ordinary people to live out their faith as part of our parish community, especially through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Empowering and discipling the Youth and Children of our Parish and beyond.
- Provision of pastoral care for people living in the parish and beyond.
- World and Home Mission, Outreach Support and Work.

Our Church Mission and Vision Statements reflect our commitment to the Parish and beyond:

Mission Statement: "Making Jesus Christ Known".

Vision Statement: We seek to partner with the Diocese in their renewed vision, embodying their key values, namely: Inspiring Worship, Reaching Younger, Enhancing Diversity, Growing Leaders, Enabling Commitment, Encouraging Generosity and Nurturing Prayer. This is all in the context of reaching out to our community.

These objectives are met by five key values: Relationships, Prayer, Mission, Worship and Discipleship which underpin all our activities in seeking to make Jesus Christ known.

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

## **Achievements and performance**

### **Leadership**

A major focus for the PCC during the year was the preparation of the Parish Profile leading to the appointment of Revd. Jonathan Morley as Vicar of Holy Trinity. The process took considerable time for the small team but was helpful in identifying the church's strengths and areas for development.

### **Worship and prayer**

During 2024, Sunday worship services continued with provision from our church's ministry team including lay ministers and ordained clergy for services which required them. Sunday worship was accompanied with specific focused times of prayer as we sought God's guidance in the search for our new vicar.

### **Youth and Children**

We run a very well-attended youth café for children in school years 3-6. There has previously been provision for an older youth group (years 7-11) which has currently been put on hold due to the viability of numbers attending.

We run a Tuesday morning Toddler group catering for parents, grandparents, carers and children, and providing fun, mutual support to the community. It continues to thrive and be well attended.

On Sundays at 10.30 there have been few children and we have provided some age appropriate activities during the service in the Stanley Room. A Kids and Families time started as a monthly service but numbers were falling and the format was developed to focus mainly on fun with a brief Christian message. Attendance has reached a peak of around 40 children plus their parents/grandparents/carers.

We have good links with our infant school with church members leading collective worship on a regular basis as well as having two church members on the Governing Body. The Revd. Jonathan Morley is joining the Governing Body imminently. Strengthening links with other schools in Southwell is an aim for the future.

### **Pastoral Care**

Our pastoral care team has continued to take care of those members of the fellowship who are unwell or in need. Our Small Groups are an integral part of this as the first port of call. Connections and Moments provide pastoral support for, generally, older people in the community and the bereavement group (Living with Loss), which meets fortnightly, has proved a helpful space and support.

### **Mission and Outreach**

The mission committee has led the support for our mission partners and others throughout the year both financially and prayerfully, and by raising awareness.

## **Volunteers**

We would like to thank all the many volunteers (approximately 80) who work so hard to make our church the lively community it is, and who work hard to support and fulfill the mission of the church.

## **Deanery Synod**

We have two representatives on Deanery Synod, one of whom is on Diocesan Synod and General Synod. This provides the PCC with an important link between the parish and the wider structures of the Church.

## **Financial Review**

We achieved a net surplus in the year of £11,980. Of this, £870 was on restricted funds. Total income fell by £15,193 while total expenditure fell by £9,361.

Total unrestricted income fell by around £8,000 from £160,203 to £151,626. Unrestricted planned giving fell by £8,600, mainly because there was no Gift Day in 2024. We also had a couple of members of the planned giving scheme leave the church towards the end of 2023. New members joining the church, and increased giving from many, partially offset this loss of income. The associated tax recovery fell similarly as a result. Loose offerings at services increased, as did investment income and income from Church activities. Other voluntary income fell - largely because we had £3,770 grant income in 2023 which was not repeated in 2024.

Total unrestricted expenditure fell by just over £5,000 from £145,865 to £140,516. The Parish Share request from the Diocese increased by just over 6,000 to a more normal level. Clergy and staffing costs fell by just over £17,200 as we still had youth worker salary costs and vicar's expenses in 2023. Church running costs increased by around £8,000 mainly because of gas and electricity price increases and the expense of partial felling of a tree in the Millennium Churchyard. Unrestricted Mission Giving and Donations fell by just over £2,900 because there were significant payments out of the Holy Trinity Mission Fund in 2023 that were not repeated in 2024.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three to six months' unrestricted payments, to cover emergency situations that may arise from time to time. The General Fund at the end of 2024 was £70,742 which represents just over six months' expenditure based on the 2025 budget approved by the PCC.

## **Structure, Governance and Management**

### **The Parochial Church Council (PCC)**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered Charity.

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, churchwardens, one representative of Preachers Group, three Deanery Synod Representatives and twelve members elected by those who are on the Electoral Roll. All those who attend our services or live in the parish are encouraged to register on the 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 how the funds of the PCC are to be spent.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were open to (and often were intended for) residents of the parish and the wider area.

### **Reference and administrative details**

The PCC is registered as the charity "The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Southwell Notts." with charity number 1132003. The shorter title is "Holy Trinity PCC Southwell".

### **Membership of the Parochial Church Council**

Members of the PCC are either *ex-officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year, the following served as members of the PCC:

#### **Members ex-officio**

Revd. Jonathan Morley (Incumbent from 13/01/2025)

Chris Stead (Churchwarden)

Helen Geeson (Churchwarden until APCM 2024)

Ian Baird Smith (Churchwarden from APCM 2024)

Shelagh Baird-Smith (Deanery Synod until APCM 2024)

Peter Harris (Deanery Synod and Diocesan Synod Representative)

Fionna Ridgwell (Deanery Synod Representative from 15/05/2024)

**Elected members**

Ian Baird-Smith (until APCM 2024)  
Shelagh Baird-Smith (from APCM 2024)  
Julie Barker (from APCM 2024)  
Ann Clark  
Suzanne Dent (Lay Chair)  
Sue Hurst (from APCM 2024)  
Anthony Hustwayte (from APCM 2024)  
Richard Marjoribanks (Treasurer)  
Peter May (from APCM 2024; resigned December 2024)  
Denise Parkin  
Julie Payne (from APCM 2024)  
Fionna Ridgwell (from APCM 2024; until 15/05/2024)  
Kelly Wall

**Staff in Attendance (not voting)**

Margaret Newstead (Administrator/PCC Secretary)

**Trustee Interest**

Denise Parkin was appointed Bookkeeper/Assistant Treasurer in a paid, self-employed, role from November 2023. No trustees are remunerated for their work as trustees.

**DECLARATION**

The trustees declare that they have approved the Trustees' Report above.  
Signed on behalf of the charity's trustees

Signature: ..... SER Dent .....

Full Name: ..... SUZANNE DENT .....

Chair of Meeting

Signature: ..... Richard Marjoribanks .....

Full Name: ..... RICHARD MARJORIBANKS .....

Treasurer

Date: ..... 23 March 2025 .....

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Financial Statements for the Year Ended 31st December 2024**  
**Receipts and Payments Accounts**

	Note	Unrestricted Funds £	Restricted Funds £	<b>TOTAL 2024 £</b>	<b>TOTAL 2023 £</b>
<b>RECEIPTS</b>					
<b>Voluntary receipts:</b>					
Planned Giving		108,836	234	<b>109,070</b>	121,727
Collections at services		2,373	146	<b>2,519</b>	1,297
All other giving/voluntary receipts	3	1,982	2,857	<b>4,839</b>	10,120
Gift Aid recovered		19,116	164	<b>19,280</b>	23,360
		<u>132,307</u>	<u>3,401</u>	<b>135,708</b>	<u>156,504</u>
<b>Investment income</b>	4	5,949	1,674	<b>7,623</b>	5,159
<b>Church activities</b>	5	13,370	-	<b>13,370</b>	10,231
<b>Total receipts</b>		<u>151,626</u>	<u>5,075</u>	<b>156,701</b>	<u>171,894</u>
<b>PAYMENTS</b>					
<b>Church activities:</b>					
Parish share		74,137	-	<b>74,137</b>	68,004
Clergy and staffing costs	6	10,309	-	<b>10,309</b>	27,510
Church running expenses	7	37,192	1,570	<b>38,762</b>	30,740
Church repairs and maintenance	8	4,181	-	<b>4,181</b>	5,311
Mission giving and donations	9	11,960	2,635	<b>14,595</b>	19,637
Governance costs		780	-	<b>780</b>	720
<b>SUB TOTAL</b>		<u>138,559</u>	<u>4,205</u>	<b>142,764</b>	<u>151,922</u>
<b>ASSETS AND INVESTMENT PURCHASES</b>					
Asset Purchase		1,957	-	<b>1,957</b>	2,160
<b>Total Payments</b>		<u>140,516</u>	<u>4,205</u>	<b>144,721</b>	<u>154,082</u>
<b>Excess of payments over receipts</b>		11,110	870	<b>11,980</b>	17,812
Transfers between funds		(274)	274	-	-
Cash at bank and in hand at 1 January		130,427	6,434	<b>136,861</b>	119,049
Cash at bank and in hand at 31 December		<u>141,263</u>	<u>7,578</u>	<b>148,841</b>	<u>136,861</u>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Statement of Assets and Liabilities**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL 2024</b> £	TOTAL 2023 £
<b>Cash Funds</b>					
Bank current accounts	30,900		685	<b>31,585</b>	25,551
Bank Ladies group account	526			<b>526</b>	493
Deposit funds	109,806	6,893		<b>116,699</b>	110,817
Cash in hand	31			<b>31</b>	-
	<b>141,263</b>	<b>6,893</b>	<b>685</b>	<b>148,841</b>	<b>136,861</b>
<b>Other monetary assets</b>					
Gift Aid recoverable	9,171			<b>9,171</b>	4,305
Interest and refund due	1,386			<b>1,386</b>	1,607
Other debtors	601			<b>601</b>	-
	<b>11,158</b>	-	-	<b>11,158</b>	<b>5,912</b>
<b>Investment assets</b>					
Investment fund shares market value			44,283	<b>44,283</b>	43,475
<b>Assets retained for the charity's own use</b>					
Office equipment at cost	681			<b>681</b>	-
Kitchen equipment at cost	3,436			<b>3,436</b>	2,160
	<b>4,117</b>	-	-	<b>4,117</b>	<b>2,160</b>
<b>Liabilities</b>					
Other amounts owing	2,541	-	-	<b>2,541</b>	2,935

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes**

1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2 The movement in designated and restricted funds during the year were:

	Bal b/fwd £	Receipts £	Payments £	Transfer £	Bal c/fwd £
<b>General and Designated Funds</b>					
General Fund	63,767	149,550	(129,049)	(13,526)	70,742
Youth and children's ministry	30,000	941			30,941
Fabric	30,000	941			30,941
CMS	910		(3,471)	3,313	752
CPAS	910		(3,471)	3,313	752
Uganda Christian Institute	910		(3,471)	3,313	752
Holy Trinity Mission Fund	3,437		(904)	3,313	5,846
Ladies Group	493	194	(150)		537
	<u>130,427</u>	<u>151,626</u>	<u>(140,516)</u>	<u>(274)</u>	<u>141,263</u>
10% of regular giving is allocated to four mission partners, CMS, CPAS, Uganda Projects and the Holy Trinity Mission Fund.					
<b>Restricted Funds</b>					
CMS	40	247	(301)	14	-
CPAS	130	158	(288)		-
Uganda projects	-	132	(132)		-
AST income (restricted for music)	765	1,490	(1,570)		685
Refugee Roots	50	83	(133)		-
Tearfund	449	1,072	(1,781)	260	-
Youthwork	5,000	1,893			6,893
	<u>6,434</u>	<u>5,075</u>	<u>(4,205)</u>	<u>274</u>	<u>7,578</u>
<b>Total Funds</b>	<u>136,861</u>	<u>156,701</u>	<u>(144,721)</u>	<u>-</u>	<u>148,841</u>

**Endowment Funds**

Archibald Stanley shares:

The CBF Church of England Property Fund 8,842.82 income shares generated income of £584.51 (2023 £575.67).

Market value at 31st December 2024 was £10,893.47 (2023 £10,833.34).

The CBF Church of England Investment Fund 1,444 shares generated income of £906.10 (2023 £892.24).

Market value at 31st December 2024 was £33,389.18 (2023 £32,642.05).

Total market value £44,283 at 31st December 2024 (£43,475.39 at 31st December 2023).

The income generated is placed in the AST restricted fund, and is used for expenditure on music under the restrictions placed on the original endowment.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Receipts</b>	Unrestricted	Restricted	<b>TOTAL</b>	<b>TOTAL</b>
	Funds	Funds	<b>2024</b>	<b>2023</b>
	£	£	£	£
<b>3 All other giving/voluntary receipts</b>				
Donations	910	2,857	<b>3,767</b>	5,350
Legacies	1,072		<b>1,072</b>	1,000
Grants	-		-	3,770
	<u>1,982</u>	<u>2,857</u>	<u><b>4,839</b></u>	<u>10,120</u>

The grants in 2023 were from the Listed Place of Worship Scheme to reclaim vat on eligible works carried out during the year and the Diocesan 'Warm Spaces' scheme .

Prior year total includes £4,660 of Restricted Fund income.

<b>4 Investment income:</b>				
Halloughton Road Land rent	250		<b>250</b>	250
Dividends and interest	5,699	1,674	<b>7,373</b>	4,909
	<u>5,949</u>	<u>1,674</u>	<u><b>7,623</b></u>	<u>5,159</u>

Prior year total includes £1,468 of Restricted Fund income.

<b>5 Church activities:</b>				
Fees for wedding and funerals	5,140		<b>5,140</b>	3,145
Church Lettings - local community use	1,927		<b>1,927</b>	1,485
Toddlers	1,816		<b>1,816</b>	1,972
Connections	3,817		<b>3,817</b>	2,834
Mens Breakfast	457		<b>457</b>	-
Youth Events	213		<b>213</b>	-
Adult/Whole Church Events	-		-	795
	<u>13,370</u>	<u>-</u>	<u><b>13,370</b></u>	<u>10,231</u>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	<b>TOTAL</b>	<b>TOTAL</b>
	Funds	Funds	<b>2024</b>	<b>2023</b>
	£	£	£	£
<b>6 Clergy and staffing costs:</b>				
Youth worker salary	-	-	-	17,203
Youth worker expenses	-	-	-	344
Administrative salaries	8,968		<b>8,968</b>	8,759
Vicars expenses	-	-	-	1,204
Clergy/visiting speaker fees	1,341		<b>1,341</b>	-
	<u>10,309</u>	<u>-</u>	<u><b>10,309</b></u>	<u>27,510</u>
<b>7 Church running expenses:</b>				
Music and licences	12	1,570	<b>1,582</b>	1,451
Organ repairs	-		-	19
Upkeep of services	1,871		<b>1,871</b>	3,481
Publicity / Advertising	1,206		<b>1,206</b>	22
Cleaning Materials	320		<b>320</b>	387
Gas and Electricity	16,486		<b>16,486</b>	10,642
Insurance premiums	3,648		<b>3,648</b>	3,523
Postage and stationery	448		<b>448</b>	304
Telephone, Email and Other Office Costs	1,554		<b>1,554</b>	1,123
Bank charges	690		<b>690</b>	636
Kitchen Costs	1,208		<b>1,208</b>	629
Conferences and Training	100		<b>100</b>	180
Halloughton Road land water rates	39		<b>39</b>	47
Churchyard maintenance	3,320		<b>3,320</b>	1,339
Youth work	1,005		<b>1,005</b>	500
Children's work	362		<b>362</b>	508
Alpha and adult outreach	357		<b>357</b>	1,244
Toddlers	978		<b>978</b>	1,516
Connections / Moments	3,189		<b>3,189</b>	3,158
Pastoral care	399		<b>399</b>	31
	<u>37,192</u>	<u>1,570</u>	<u><b>38,762</b></u>	<u>30,740</u>

Prior year total includes £1,301 of Restricted Fund expenditure.

**Parochial Church Council of Holy Trinity, Southwell  
Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	<b>TOTAL</b>	<b>TOTAL</b>
	Funds	Funds	<b>2024</b>	<b>2023</b>
	£	£	£	£
<b>8 Church repairs and maintenance:</b>				
Toilet repairs / replacements	361		<b>361</b>	1,970
Disconnecting/connecting kitchen oven	1,191		<b>1,191</b>	-
Office laptop and other equipment			-	873
Cellar wall and steps and handrail			-	240
Roof / gutter works	216		<b>216</b>	228
Heating system service/maintenance	1,818		<b>1,818</b>	-
Sound Desk & AV equipment			-	426
General repairs and maintenance	595		<b>595</b>	1,574
	<u>4,181</u>	-	<u>4,181</u>	<u>5,311</u>
<b>9 Mission Giving and donations:</b>				
Church Mission Society (CMS)	3,471	301	<b>3,772</b>	3,807
Church Pastoral Aid Society (CPAS)	3,471	288	<b>3,759</b>	3,994
Uganda Christian Institute	3,471		<b>3,471</b>	7,058
Holy Trinity Mission Fund - other projects	904		<b>904</b>	4,194
Keframa School in Uganda	100	132	<b>232</b>	10
Tearfund		1,781	<b>1,781</b>	-
Refugee Roots		133	<b>133</b>	208
SASRA	170		<b>170</b>	158
Other giving & grants	373		<b>373</b>	208
	<u>11,960</u>	<u>2,635</u>	<u>14,595</u>	<u>19,637</u>

Prior year total includes £4,756 of Restricted Fund expenditure.

**Independent Examiner's Report to the members/trustees of Holy Trinity Church,  
Southwell, Parochial Church Council (PCC)**

I report to the members/trustees on my examination of the accounts of Holy Trinity Church for the year ended 31<sup>st</sup> December 2024.

**Responsibilities and basis of report**

As the charity trustees of the PCC 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 PCC'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.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

*C A Bolitho*

C. A Bolitho FMAAT,  
W. H. Clifford & Co.,  
Accountants,  
Easthorpe,  
Southwell,  
Notts.  
NG25 0HX

Date: 3<sup>rd</sup> April 2025

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# Accounts

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**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**For the year ended 31 December 2023**

**The Parochial Church Council of Holy Trinity, Southwell**

**Charity Number 1132003**

Trustees Report

Receipts and Payments Account

Statement of Assets and Liabilities

Notes to the Financial Statements

Independent Examiner's Report

## **2023 Report and Accounts for the Parochial Church Council of Holy Trinity, Southwell.**

### **Aims and purposes**

Since October 2023 when the Revd. Andrew Porter moved to a new parish Holy Trinity Parochial Church Council (PCC) has had the responsibility of promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Holy Trinity PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of the Council (Old Churchyard closed 31<sup>st</sup> May 1978; New ~Churchyard closed 14<sup>th</sup> February 2006). The Millennium Churchyard has had difficulties with ground water levels and its proximity to the Potwell Dyke and the PCC will eventually be looking to formally close it. Burials into existing graves and interment of cremated remains are still available.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to become part of the church community at Holy Trinity. The PCC maintains an overview of worship and activities throughout the Parish and makes suggestions on how our services, worship and activities can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular, the supplementary guidance for charities for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community especially through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Empowering and discipling the Youth and Children of our Parish and beyond.
- Provision of pastoral care for people living in the parish and beyond.
- World and Home Mission, Outreach Support and Work.

Our Church Mission and Vision Statements reflect our commitment to the Parish and beyond:

Mission Statement: "Making Jesus Christ Known".

Vision Statement: We fully support the Diocese refreshed vision for the next 7 years, namely: Inspiring Worship, Reaching Younger, Enhancing Diversity, Growing Leaders, Enabling Commitment, Encouraging Generosity and Nurturing Prayer. This is all in the context of reaching out to our community.

These objectives are met by five key values: Relationships, Prayer, Mission, Worship and Discipleship which underpin all our activities in seeking to make Jesus Christ known.

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

## **Achievements and performance**

### **Worship and prayer**

Throughout 2023 the services continued at 9.00am and 10.30am with a shared coffee time between both services to encourage fellowship.

### **Youth and Children**

In August 2023 the Youth and Family Worker, Tim Ball, moved to a new job as we were financially unable to sustain a full-time post.

On Sundays at 10.30 there is provision for children but numbers are currently low. For the last year there has been a Kids and Families service on the first Sunday of the month at 4.00pm including tea.

The Tuesday morning Toddler group continues to thrive.

We run a very well attended youth café for children in school years 3-6. We also cater for older children in years 7+ after this.

We have good links with our infant school with church members leading collective worship on a regular basis. Strengthening links with other schools in Southwell is an aim for the future.

### **Pastoral Care**

Our pastoral care team has continued to take care of those members of the fellowship who are unwell or in need. Our Small Groups are an integral part of this.

In April a group to support the bereaved was launched and meets fortnightly. This is in the context of the Wednesday morning support provided by Connections and Moments, which ministers primarily to older people in the church and community.

### **Mission and Outreach**

The mission committee has led the support for our mission partners and others throughout the year both financially and prayerfully, and by raising awareness.

### **Volunteers**

We would like to thank all the many volunteers (approximately 80) who work so hard to make our church the lively community it is, and without whom the work would not take place.

### **Deanery Synod**

Until April 2023 we had two reps but since then only one. This provides the PCC with an important link between the parish and the wider structures of the Church.

## **Financial Review**

We achieved a net surplus on unrestricted funds in the year of £12,178. Planned giving, and the associated tax recovery, increased by 13.8% (£17,035) while we also received a legacy of £1,000 and a grant of £3,000 under the Diocesan 'Warm Spaces' scheme. Investment income increased but income from other church activities fell slightly.

Expenditure fell from £183,173 to £154,082 – a reduction of just over £29,000. The parish share fell by just under £13,000 but will increase again in 2023 to a more normal level. Staffing costs also fell by nearly £7,000 due to savings in administrative costs and because we had to make our Youth worker redundant in August. We spent less on repairs to the building in 2023 following the significant cost of work carried out in 2022 arising from the quinquennial inspection. Other costs were at a similar level to prior year.

We have transferred £30,000 to a designated reserve towards the costs of a new youth and children's ministry team which we would hope to be able to appoint in the next year. A further £30,000 has been transferred to a designated Fabric reserve towards future work being considered by PCC at the moment.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three months' unrestricted payments, to cover emergency situations that may arise from time to time. This level is currently set at £55,000 and the value of the General Fund at the end of 2023 was £63,767.

## **Structure, Governance and Management**

### **The Parochial Church Council (PCC)**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered Charity.

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, churchwardens, one representative of Preachers Group, three Deanery Synod Representatives and twelve members elected by those who are on the Electoral Roll. All those who attend our services or live in the parish are encouraged to register on the 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 how the funds of the PCC are to be spent.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were open to (and often were intended for) residents of the parish and the wider area.

## **Reference and administrative details**

The PCC is registered as the charity “The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Southwell Notts.” with charity number 1132003. The shorter title is **Holy Trinity PCC Southwell**.

## **Membership of the Parochial Church Council**

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year, the following served as members of the PCC:

### **Members ex-officio**

Revd Andrew Porter (Incumbent) until September 2023  
Chris Stead (Churchwarden)  
Helen Geeson (Churchwarden).  
Shelagh Baird-Smith (until April 2023), Peter Harris, (Deanery Synod Reps)  
*(Peter Harris is also the Diocesan Synod Representative)*

### **Elected members**

Ian Baird-Smith  
Shelagh Baird-Smith (from April 2023)  
Ann Clark  
Graham Cross (until April 2023)  
Suzanne Dent (Lay Chair)  
Stephen Dobson (until April 2023)  
Alex Lewis (until April 2023)  
Sally Lewis (until April 2023)  
John Peacock (from April 2023; resigned August 2023)  
Steve Perry (until April 2023)  
Anthony Hustwayte (from October 2023)  
Richard Marjoribanks (from April 2023) - (Treasurer)  
Peter May (from October 2023 – coopted)  
Denise Parkin (from April 2023)  
Kelly Wall

### **Staff in Attendance (not voting)**

Tim Ball (Youth Worker) until August 2023  
Alison Slinger (Treasurer) until October 2023  
Margaret Newstead (Administrator/PCC Secretary)

### **Trustee Interest**

Denise Parkin was appointed as Bookkeeper/Assistant Treasurer in a paid self-employed role from November 2023. No trustees are remunerated for their work as trustees.

DECLARATION

The trustees declare that they have approved the trustees' report above  
Signed on behalf of the charity's trustees

Signature: Suzanne Dent

Full Name: SUZANNE DENT

Chair of Meeting

Signature: Richard HartsreBanker

Full Name: RICHARD HARTSREBANKER

Treasurer

Date: 17 April 2024

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Financial Statements for the Year Ended 31st December 2023**  
**Receipts and Payments Accounts**

	Note	Unrestricted Funds	Restricted Funds	TOTAL 2023	Unrestricted Funds	Restricted Funds	TOTAL 2022
		£	£	£	£	£	£
<b>RECEIPTS</b>							
<b>Voluntary receipts:</b>							
Planned Giving		117,435	4,292	<b>121,727</b>	100,206	15,372	<b>115,578</b>
Collections at services		988	309	<b>1,297</b>	823	351	<b>1,174</b>
All other giving/voluntary receipts	3	5,460	4,660	<b>10,120</b>	2,322	492	<b>2,814</b>
Gift Aid recovered		22,398	962	<b>23,360</b>	22,592	1,538	<b>24,130</b>
		<u>146,281</u>	<u>10,223</u>	<b>156,504</b>	<u>125,943</u>	<u>17,753</u>	<b>143,696</b>
<b>Investment income</b>	4	3,691	1,468	<b>5,159</b>	1,655	1,463	<b>3,118</b>
<b>Church activities</b>	5	10,231	-	<b>10,231</b>	13,680	-	<b>13,680</b>
<b>Total receipts</b>		<u>160,203</u>	<u>11,691</u>	<b>171,894</b>	<u>141,278</u>	<u>19,216</u>	<b>160,494</b>
<b>PAYMENTS</b>							
<b>Church activities:</b>							
Parish share		68,004	-	<b>68,004</b>	82,668	-	<b>82,668</b>
Clergy and staffing costs	6	27,510	-	<b>27,510</b>	26,320	7,740	<b>34,060</b>
Church running expenses	7	29,439	1,301	<b>30,740</b>	30,291	1,123	<b>31,414</b>
Church repairs and maintenance	8	5,311	-	<b>5,311</b>	10,981	-	<b>10,981</b>
Mission giving and donations	9	14,881	4,756	<b>19,637</b>	13,290	10,040	<b>23,330</b>
Governance costs		720	-	<b>720</b>	720	-	<b>720</b>
		<u>145,865</u>	<u>6,057</u>	<b>151,922</b>	<u>164,270</u>	<u>18,903</u>	<b>183,173</b>
<b>SUB TOTAL</b>		<u>145,865</u>	<u>6,057</u>	<b>151,922</b>	<u>164,270</u>	<u>18,903</u>	<b>183,173</b>
<b>ASSETS AND INVESTMENT PURCHASES</b>							
Asset Purchase		2,160	-	<b>2,160</b>	-	-	<b>-</b>
		<u>148,025</u>	<u>6,057</u>	<b>154,082</b>	<u>164,270</u>	<u>18,903</u>	<b>183,173</b>
<b>Total Payments</b>		<u>148,025</u>	<u>6,057</u>	<b>154,082</b>	<u>164,270</u>	<u>18,903</u>	<b>183,173</b>
<b>Excess of payments over receipts</b>		12,178	5,634	<b>17,812</b>	(22,992)	313	<b>(22,679)</b>
Cash at bank and in hand at 1 January		118,249	800	<b>119,049</b>	141,241	487	<b>141,728</b>
Cash at bank and in hand at 31 December		<u>130,427</u>	<u>6,434</u>	<b>136,861</b>	<u>118,249</u>	<u>800</u>	<b>119,049</b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Statement of Assets and Liabilities**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL 2023 £</b>	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL 2022 £</b>
<b>Cash Funds</b>								
Bank current accounts	19,117	6,434		<b>25,551</b>	10,389	800		<b>11,189</b>
Bank Ladies group account	493			<b>493</b>	485			<b>485</b>
Deposit funds	110,817			<b>110,817</b>	107,375			<b>107,375</b>
	<u>130,427</u>	<u>6,434</u>		<b><u>136,861</u></b>	<u>118,249</u>	<u>800</u>		<b><u>119,049</u></b>
<b>Other monetary assets</b>								
Gift Aid recoverable	4,305			<b>4,305</b>	1,844			<b>1,844</b>
Interest and refund due	1,607			<b>1,607</b>	440			<b>440</b>
	<u>5,912</u>			<b><u>5,912</u></b>	<u>2,284</u>			<b><u>2,284</u></b>
<b>Investment assets</b>								
Investment fund shares market value			43,475	<b>43,475</b>			41,377	<b>41,377</b>
<b>Assets retained for the charity's own use</b>								
Dishwasher at cost	2,160			<b>2,160</b>				<b>-</b>
<b>Liabilities</b>								
other amounts owing	2,935			<b>2,935</b>	536			<b>536</b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes**

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 The movement in designated and restricted funds during the year were:

<b>General and Designated Funds</b>	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
General Fund	111,631	161,872	(135,252)	(74,484)	63,767
Youth and children's ministry	-			30,000	30,000
Fabric	-			30,000	30,000
CMS	782		(3,493)	3,621	910
CPAS	782		(3,493)	3,621	910
Uganda projects	782		(3,493)	3,621	910
Holy Trinity Mission Fund	3,787		(3,971)	3,621	3,437
Ladies Group	485	167	(159)		493
	<u>118,249</u>	<u>162,039</u>	<u>(149,861)</u>	<u>-</u>	<u>130,427</u>

10% of regular giving is allocated to four mission partners, CMS, CPAS, Uganda Projects and the Holy Trinity Mission Fund.

**Restricted Funds**

CMS	-	354	(314)		40
CPAS	-	631	(501)		130
Uganda projects	-	3,565	(3,565)		-
SASRA	-	158	(158)		-
AST income (restricted for music)	598	1,468	(1,301)		765
Keframa School	-	10	(10)		-
SRIS (Refugees Southwell)	-				-
Refugee Roots	202	56	(208)		50
Tearfund	-	449			449
Youthwork	-	5,000			5,000
	<u>800</u>	<u>11,691</u>	<u>(6,057)</u>	<u>-</u>	<u>6,434</u>

**Endowment Funds**

Archibald Stanley shares:

The CBF Church of England Property Fund 8,842.82 income shares generated income of £575.67 (2022 £575.67). Market value at 31st December 2023 was £10,833.34 (2022 £11,541.65).

The CBF Church of England Investment Fund 1,444 shares generated income of £892.24 (2022 £887.33). Market value at 31st December 2023 was £32,642.05 (2022 £29,835.06).

Total market value £43,475.39 at 31st December 2023. (£41,376.71 at 31st December 2022.)

The income generated is placed in the AST restricted fund, and is used for expenditure on music under the restrictions placed on the original endowment.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Receipts</b>	Unrestricted	Restricted	<b>TOTAL</b>	Unrestricted	Restricted	<b>TOTAL</b>
	Funds	Funds	<b>2023</b>	Funds	Funds	<b>2022</b>
	£	£	£	£	£	£
<b>3 All other giving/voluntary receipts</b>						
Donations	690	4,660	<b>5,350</b>	1,097	492	<b>1,589</b>
Legacies	1,000		<b>1,000</b>			<b>-</b>
Grants	3,770		<b>3,770</b>	1,225		<b>1,225</b>
	<u>5,460</u>	<u>4,660</u>	<b><u>10,120</u></b>	<u>2,322</u>	<u>492</u>	<b><u>2,814</u></b>
<p>The grants were from the Listed Place of Worship Scheme to reclaim vat on eligible works carried out during the year and the Diocesan 'Warm Spaces' scheme .</p>						
<b>4 Investment income:</b>						
Halloughton Road Land rent	250		<b>250</b>	250		<b>250</b>
Dividends and interest	3,441	1,468	<b>4,909</b>	1,405	1,463	<b>2,868</b>
	<u>3,691</u>	<u>1,468</u>	<b><u>5,159</u></b>	<u>1,655</u>	<u>1,463</u>	<b><u>3,118</u></b>
<b>5 Church activities:</b>						
Fees for wedding and funerals	3,145		<b>3,145</b>	5,510		<b>5,510</b>
Church Lettings - local community use	1,485		<b>1,485</b>	1,415		<b>1,415</b>
Toddlers	1,972		<b>1,972</b>	1,699		<b>1,699</b>
Connections	2,834		<b>2,834</b>	3,808		<b>3,808</b>
Adult/Whole Church Events	795		<b>795</b>	1,248		<b>1,248</b>
	<u>10,231</u>	<u>-</u>	<b><u>10,231</u></b>	<u>13,680</u>	<u>-</u>	<b><u>13,680</u></b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	2023	Funds	Funds	2022
	£	£	£	£	£	£
<b>6 Clergy and staffing costs:</b>						
Youth worker salary	17,203	-	<b>17,203</b>	12,852	7,740	<b>20,592</b>
Youth worker expenses	344		<b>344</b>	293		<b>293</b>
Administrative salaries	8,759		<b>8,759</b>	12,151		<b>12,151</b>
Vicars expenses	1,204		<b>1,204</b>	813		<b>813</b>
Clergy speaker fees	-		<b>-</b>	211		<b>211</b>
	<u>27,510</u>	<u>-</u>	<b><u>27,510</u></b>	<u>26,320</u>	<u>7,740</u>	<b><u>34,060</u></b>
<b>7 Church running expenses:</b>						
Music and licences	150	1,301	<b>1,451</b>		1,123	<b>1,123</b>
Organ repairs	19		<b>19</b>			<b>-</b>
Upkeep of services	3,481		<b>3,481</b>	4,638		<b>4,638</b>
Publicity	22		<b>22</b>	689		<b>689</b>
Church running costs	387		<b>387</b>	806		<b>806</b>
Gas and Electricity	10,642		<b>10,642</b>	11,309		<b>11,309</b>
Photocopier	681		<b>681</b>	499		<b>499</b>
Insurance premiums	3,523		<b>3,523</b>	3,371		<b>3,371</b>
Postage and stationery	304		<b>304</b>	392		<b>392</b>
Telephone	442		<b>442</b>	357		<b>357</b>
Bank charges	636		<b>636</b>	595		<b>595</b>
Architect fees	629		<b>629</b>			<b>-</b>
Conferences and Training	180		<b>180</b>	1,313		<b>1,313</b>
Halloughton Road land water rates	47		<b>47</b>	90		<b>90</b>
Churchyard maintenance	1,339		<b>1,339</b>	730		<b>730</b>
Youth work	500		<b>500</b>	468		<b>468</b>
Children's work	508		<b>508</b>	277		<b>277</b>
House groups	-		<b>-</b>	6		<b>6</b>
Alpha and adult outreach	1,244		<b>1,244</b>	699		<b>699</b>
Toddlers	1,516		<b>1,516</b>	1,240		<b>1,240</b>
Connections	3,158		<b>3,158</b>	2,640		<b>2,640</b>
Pastoral care	31		<b>31</b>	172		<b>172</b>
	<u>29,439</u>	<u>1,301</u>	<b><u>30,740</u></b>	<u>30,291</u>	<u>1,123</u>	<b><u>31,414</u></b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	<b>TOTAL</b>	Unrestricted	Restricted	<b>TOTAL</b>
	Funds	Funds	<b>2023</b>	Funds	Funds	<b>2022</b>
	£	£	£	£	£	£
<b>8 Church repairs and maintenance:</b>						
Toilet door and other repairs	1,970		<b>1,970</b>			-
Office laptop and other equipment	873		<b>873</b>			-
Spire Works			-	3,163		<b>3,163</b>
Cellar wall and steps and handrail	240		<b>240</b>	5,436		<b>5,436</b>
Gas heater investigation report			-	714		<b>714</b>
Vacuum cleaner			-	378		<b>378</b>
Roof works	228		<b>228</b>	330		<b>330</b>
Sound Desk & AV equipment	426		<b>426</b>	204		<b>204</b>
General repairs and maintenance	1,574		<b>1,574</b>	756		<b>756</b>
	<b>5,311</b>	-	<b>5,311</b>	<b>10,981</b>	-	<b>10,981</b>
<b>9 Mission Giving and donations:</b>						
Church Mission Society (CMS)	3,493	314	<b>3,807</b>	2,932	441	<b>3,373</b>
Church Pastoral Aid Society (CPAS)	3,493	501	<b>3,994</b>	2,932	468	<b>3,400</b>
UCI and food aid for Uganda	3,493	3,565	<b>7,058</b>	2,932	4,915	<b>7,847</b>
Holy Trinity Mission Fund - other projects	4,194		<b>4,194</b>	4,394		<b>4,394</b>
Keframa School in Uganda		10	<b>10</b>		987	<b>987</b>
Tearfund			-		2,620	<b>2,620</b>
Refugee Roots		208	<b>208</b>			-
SRIS (Southwell refugees)			-		609	<b>609</b>
SASRA		158	<b>158</b>			-
Other giving & grants	208		<b>208</b>	100		<b>100</b>
	<b>14,881</b>	<b>4,756</b>	<b>19,637</b>	<b>13,290</b>	<b>10,040</b>	<b>23,330</b>

**Independent Examiner's Report to the members/trustees of Holy Trinity Church,  
Southwell, Parochial Church Council (PCC)**

I report to the members/trustees on my examination of the accounts of Holy Trinity Church for the year ended 31<sup>st</sup> December 2023.

**Responsibilities and basis of report**

As the charity trustees of the PCC 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 PCC'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.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

*C A Bolitho*

C. A Bolitho FMAAT,  
W. H. Clifford & Co.,  
Accountants,  
Easthorpe,  
Southwell,  
Notts.  
NG25 0HX

Date: 5<sup>th</sup> April 2024

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# Accounts

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**ANNUAL REPORT AND FINANCIAL STATEMENTS  
For the year ended 31 December 2022**

**The Parochial Church Council of Holy Trinity, Southwell**

**Charity Number 1132003**

Trustees Report

Receipts and Payments Account

Statement of Assets and Liabilities

Notes to the Financial Statements

Independent Examiner's Report

## **2022 Report and Accounts for the Parochial Church Council of Holy Trinity, Southwell.**

### **Aims and purposes**

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Andrew Porter, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Holy Trinity PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of Council (Old Churchyard closed 31st May 1978; New Churchyard closed 14<sup>th</sup> February 2006). The Millennium Churchyard has had difficulties with ground water levels and proximity to Potwell dyke and the PCC will be looking to formally close it, burials in to existing graves and interment of cremated remains are still available.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to become part of the church community at Holy Trinity. The PCC maintains an overview of worship and activities throughout the Parish and makes suggestions on how our services, worship and activities can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular, the supplementary guidance for charities for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community especially through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Empowering and discipling the Youth and Children of our Parish and beyond.
- Provision of pastoral care for people living in the parish and beyond.
- World and Home Mission, Outreach Support and Work.

Our Church Mission and Vision Statements reflect our commitment to the Parish and beyond:

Mission Statement: "Making Jesus Christ Known".

Vision Statement: Going Deeper with God: Deep rooted, Cross centred and Community Focussed.

This objective is met by five key values; Relationships, Prayer, Mission, Worship and Discipleship which underpin all our activities in seeking to make Jesus Christ known.

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

## **Achievements and performance**

### **Worship and prayer**

In the early months of 2022, the services continued at 9.00am and 10.45am with the furniture arranged to give a choice for those who still had a need to self-isolate and those who did not. Following the review of the services the service times changed, in May, to 9.00am and 10.30am with a shared coffee time between the services in order to encourage fellowship. Throughout the Vicar's Sabbatical the services continued as usual thanks to visiting clergy and our own Lay Readers. The numbers attending the services on a Sunday have increased slowly but steadily throughout the year as people have felt more confident about returning to larger gatherings. In the autumn the live online recording of services ceased and there was a return to the previous practice of sound recording the sermons.

### **Youth and Children**

The Youth Cafe continues to flourish and is very well attended. A discipleship group for years 7 to 9 is planned for January 2023. Our Sunday groups continue but with very few children under 5. The Kids and Families Services have been reviewed and will move to a Sunday afternoon in the New Year. The Toddler Group, on a Tuesday morning, thrives. If it continues to grow it will be busier than pre-pandemic.

### **Pastoral Care**

Our pastoral care team have continued to take care of those members of the fellowship who are unwell or in need. The work continues to be led by the Pastoral care co-ordinators and supported by our volunteers. During the colder winter months the donations towards Connections have been waived to encourage all to attend our warm space to share fellowship and enjoy a hot meal and hot drinks.

### **Mission and Outreach**

The mission committee have led the support for many organisations throughout the year both financially and prayerfully and by raising awareness.

### **Volunteers**

We would like to thank all the many volunteers who work so hard to make our church the lively community it is, and without whom the work would not take place.

### **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.

### **Financial Review**

It is encouraging to see that planned giving has held at a similar level to the previous year, after several years of decline. The income from church activities has increased now that the restrictions of the pandemic have been gradually lifted, and the fees for weddings and funerals were reinstated in 2022.

In total the income on restricted funds was £36,016 lower than last year, because in 2021 there were legacy receipts of £43,250.

The total expenditure from unrestricted funds was £164,270. This is at a similar level to 2021 because although Parish Share was reduced by £9,984, the gas and electricity charges were

much higher during the year. Other expenditure gradually increased as the church began to open again for activities following the pandemic.

The net result for the year was a deficit on the unrestricted general fund of £22,992.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three months' unrestricted payments, to cover emergency situations that may arise from time to time. This level is currently set at £55,000 and the value of the General Fund at the end of 2022 was £111,631.

## **Structure, Governance and Management**

### **The Parochial Church Council (PCC)**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered Charity.

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, churchwardens, one representative of Preachers Group, three Deanery Synod Representatives and twelve members elected by those who are on the Electoral Roll. All those who attend our services or live in the parish are encouraged to register on the 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 how the funds of the PCC are to be spent.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were open to (and often were intended for) residents of the parish and the wider area.

### **Reference and administrative details**

The PCC is registered as the charity "The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Southwell Notts." with charity number 1132003. The shorter title is **Holy Trinity PCC Southwell**.

### **Membership of the Parochial Church Council**

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year, the following served as members of the PCC:

#### **Members ex-officio**

Revd Andrew Porter (Incumbent)

Chris Stead (Churchwarden)

Helen Geeson (Churchwarden).

Shelagh Baird-Smith, Peter Harris, (Deanery Synod Reps)

*(Peter Harris is also the Diocesan Synod Representative)*

**Elected members**


Ian Baird-Smith  
Ann Clark  
Graham Cross  
Suzanne Dent (Lay Chair)  
Stephen Dobson  
Alex Lewis  
Sally Lewis  
Steve Perry  
Kelly Wall

**Staff in Attendance (not voting)**

Tim Ball (Youth Worker)  
Alison Slinger (Treasurer)  
Margaret Newstead (Administrator/PCC Secretary)

**DECLARATION**

The trustees declare that they have approved the trustees' report above  
Signed on behalf of the charity's trustees

Signature: .....  .....

Full Name: Rev. Andrew William Porter .....

Position: Vicar .....

Date: 07.03.23 .....

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Financial Statements for the Year Ended 31st December 2022**  
**Receipts and Payments Accounts**

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £
<b>RECEIPTS</b>							
<b>Voluntary receipts:</b>							
Planned Giving		100,206	15,372	<b>115,578</b>	100,963	7,156	<b>108,119</b>
Collections at services		823	351	<b>1,174</b>	619	260	<b>879</b>
All other giving/voluntary receipts	3	2,322	492	<b>2,814</b>	48,971	580	<b>49,551</b>
Gift Aid recovered		22,592	1,538	<b>24,130</b>	21,585	2,562	<b>24,147</b>
		<u>125,943</u>	<u>17,753</u>	<b>143,696</b>	<u>172,138</u>	<u>10,558</u>	<b>182,696</b>
<b>Investment income</b>	4	1,655	1,463	<b>3,118</b>	303	1,422	<b>1,725</b>
<b>Church activities</b>	5	13,680	0	<b>13,680</b>	4,853	0	<b>4,853</b>
<b>Total receipts</b>		<u>141,278</u>	<u>19,216</u>	<b>160,494</b>	<u>177,294</u>	<u>11,980</u>	<b>189,274</b>
<b>PAYMENTS</b>							
<b>Church activities:</b>							
Parish share		82,668	0	<b>82,668</b>	92,652	0	<b>92,652</b>
Clergy and staffing costs	6	26,320	7,740	<b>34,060</b>	33,308	0	<b>33,308</b>
Church running expenses	7	30,291	1,123	<b>31,414</b>	18,855	1,165	<b>20,020</b>
Church repairs and maintenance	8	10,981	0	<b>10,981</b>	8,047	1,796	<b>9,843</b>
Mission giving and donations	9	13,290	10,040	<b>23,330</b>	15,016	12,728	<b>27,744</b>
Governance costs		720	0	<b>720</b>	720	0	<b>720</b>
<b>Total Payments</b>		<u>164,270</u>	<u>18,903</u>	<b>183,173</b>	<u>168,598</u>	<u>15,689</u>	<b>184,287</b>
<b>Excess of payments over receipts</b>		-22,992	313	<b>-22,679</b>	8,696	-3,709	<b>4,987</b>
Cash at bank and in hand at 1 January		141,241	487	<b>141,728</b>	132,545	4,196	<b>136,741</b>
Cash at bank and in hand at 31 December		<u>118,249</u>	<u>800</u>	<b>119,049</b>	<u>141,241</u>	<u>487</u>	<b>141,728</b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Statement of Assets and Liabilities**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL 2022 £</b>	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL 2021 £</b>
<b>Cash Funds</b>								
Bank current account	10,389	800		<b>11,189</b>	14,877	487		<b>15,364</b>
Bank Ladies group account	485			<b>485</b>	394			<b>394</b>
Deposit funds	107,375			<b>107,375</b>	125,970			<b>125,970</b>
	<u>118,249</u>	<u>800</u>		<b><u>119,049</u></b>	<u>141,241</u>	<u>487</u>		<b><u>141,728</u></b>
<b>Other monetary assets</b>								
Gift Aid recoverable	1,844			<b>1,844</b>	3,279			<b>3,279</b>
Letting fees due	440			<b>440</b>	400			<b>400</b>
	<u>2,284</u>			<b><u>2,284</u></b>	<u>3,679</u>			<b><u>3,679</u></b>
<b>Investment assets</b>								
Investment fund shares market value			41,377	<b>41,377</b>			46,892	<b>46,892</b>
<b>Liabilities</b>								
other amounts owing	536			<b>536</b>	4,765			<b>4,765</b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes**

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 The movement in designated and restricted funds during the year were:

<b>General and Designated Funds</b>	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
General Fund	133,612	141,083	-150,976	-12,088	111,631
CMS	692		-2,932	3,022	782
CPAS	692		-2,932	3,022	782
Uganda projects	692		-2,932	3,022	782
Holy Trinity Mission Fund	5,159		-4,394	3,022	3,787
Ladies Group	394	195	-104	0	485
	<u>141,241</u>	<u>141,278</u>	<u>-164,270</u>	<u>0</u>	<u>118,249</u>

10% of regular giving is allocated to four mission partners, CMS, CPAS, Uganda Projects and the Holy Trinity Mission Fund.

**Restricted Funds**

CMS	0	441	-441		0
CPAS	0	468	-468		0
Uganda projects	0	4,915	-4,915		0
Simon Farmer work with Servicemen	0				0
Fabric	0				0
AST income (restricted for music)	257	1,464	-1,123		598
Keframa School	178	810	-988		0
SRIS (Refugees Southwell)	0	608	-608		0
Refugee Roots	12	190			202
Tearfund	0	2,620	-2,620		0
Youthwork	40	7,700	-7,740		0
	<u>487</u>	<u>19,216</u>	<u>-18,903</u>	<u>0</u>	<u>800</u>

**Endowment Funds**

Archibald Stanley shares:

The CBF Church of England Property Fund 8,842.82 income shares generated income of £575.67. (2021 £564.17.)  
Market value at 31st December 2022 was £11,541.65. (2021 £13,075.88.)

The CBF Church of England Investment Fund 1,444 shares generated income of £887.33. (2021 £858.18.)  
Market value at 31st December 2022 was £29,835.06. (2021 £33,815.74.)

Total market value £41,376.71 at 31st December 2022. (£46,891.62 at 31st December 2021)

The income generated is placed in the AST restricted fund, and is used for expenditure on music under the restrictions placed on the original endowment.

**Parochial Church Council of Holy Trinity, Southwell  
Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Receipts</b>	Unrestricted	Restricted	<b>TOTAL</b>	Unrestricted	Restricted	<b>TOTAL</b>
	Funds	Funds	<b>2022</b>	Funds	Funds	<b>2021</b>
	£	£	£	£	£	£
<b>3 All other giving/voluntary receipts</b>						
Donations	1,097	492	<b>1,589</b>	5,721	580	<b>6,301</b>
Legacies	0		<b>0</b>	43,250	0	<b>43,250</b>
Grants	1,225		<b>1,225</b>	0	0	<b>0</b>
	<u>2,322</u>	<u>492</u>	<b><u>2,814</u></b>	<u>48,971</u>	<u>580</u>	<b><u>49,551</u></b>
<b>4 Investment income:</b>						
Halloughton Road Land rent	250		<b>250</b>	250	0	<b>250</b>
Dividends and interest	1,405	1,463	<b>2,868</b>	53	1,422	<b>1,475</b>
	<u>1,655</u>	<u>1,463</u>	<b><u>3,118</u></b>	<u>303</u>	<u>1,422</u>	<b><u>1,725</u></b>
<b>5 Church activities:</b>						
Fees for wedding and funerals	5,510		<b>5,510</b>	918		<b>918</b>
Church Lettings - local community use	1,415		<b>1,415</b>	530		<b>530</b>
Toddlers	1,699		<b>1,699</b>	425		<b>425</b>
Connections	3,808		<b>3,808</b>	1,757		<b>1,757</b>
Childrens Holiday Club	0		<b>0</b>	235		<b>235</b>
Youth Events	0		<b>0</b>	0		<b>0</b>
Adult/Whole Church Events	1,248		<b>1,248</b>	988		<b>988</b>
	<u>13,680</u>	<u>0</u>	<b><u>13,680</u></b>	<u>4,853</u>	<u>0</u>	<b><u>4,853</u></b>

The grants were from the Listed Place of Worship Scheme to reclaim vat on eligible works carried out during the year.

The fees for wedding and funerals were lower in 2021 partly because Environment Agency regulations prohibit full burials within 30m of a watercourse, and partly due to a PCC policy of waiving the fees.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	2022	Funds	Funds	2021
	£	£	£	£	£	£
<b>6 Clergy and staffing costs:</b>						
Youth worker salary	12,852	7,740	<b>20,592</b>	21,755		<b>21,755</b>
Youth worker expenses	293		<b>293</b>	309		<b>309</b>
Administrative salaries	12,151		<b>12,151</b>	10,432		<b>10,432</b>
Vicars expenses	813		<b>813</b>	699		<b>699</b>
Clergy speaker fees	211		<b>211</b>	113		<b>113</b>
	<u>26,320</u>	<u>7,740</u>	<b><u>34,060</u></b>	<u>33,308</u>	<u>0</u>	<b><u>33,308</u></b>
<b>7 Church running expenses:</b>						
Music and licences		1,123	<b>1,123</b>	0	1,165	<b>1,165</b>
Upkeep of services	4,638		<b>4,638</b>	2,678		<b>2,678</b>
Publicity	689		<b>689</b>	670		<b>670</b>
Church running costs	806		<b>806</b>	508		<b>508</b>
Gas and Electricity	11,309		<b>11,309</b>	4,579		<b>4,579</b>
Photocopier	499		<b>499</b>	335		<b>335</b>
Insurance premiums	3,371		<b>3,371</b>	3,320		<b>3,320</b>
Postage and stationery	392		<b>392</b>	351		<b>351</b>
Telephone	357		<b>357</b>	437		<b>437</b>
Bank charges	595		<b>595</b>	622		<b>622</b>
Conferences and Training	1,313		<b>1,313</b>	175		<b>175</b>
Halloughton Road land water rates	90		<b>90</b>	0		<b>0</b>
Churchyard maintenance	730		<b>730</b>	1,144		<b>1,144</b>
Youth work	468		<b>468</b>	810		<b>810</b>
Children's work	277		<b>277</b>	252		<b>252</b>
Holiday Club	0		<b>0</b>	18		<b>18</b>
House groups	6		<b>6</b>	0		<b>0</b>
Alpha and adult outreach	699		<b>699</b>	1,333		<b>1,333</b>
Toddlers	1,240		<b>1,240</b>	558		<b>558</b>
Connections	2,640		<b>2,640</b>	913		<b>913</b>
Pastoral care	172		<b>172</b>	152		<b>152</b>
	<u>30,291</u>	<u>1,123</u>	<b><u>31,414</u></b>	<u>18,855</u>	<u>1,165</u>	<b><u>20,020</u></b>

Gas costs were particularly high at the beginning of the year when the supplier went into liquidation and ofgem chose a deemed supplier. A new tariff has now been negotiated with a different supplier on cheaper rates.

**Parochial Church Council of Holy Trinity, Southwell  
Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	<b>TOTAL</b>	Unrestricted	Restricted	<b>TOTAL</b>
	Funds	Funds	<b>2022</b>	Funds	Funds	<b>2021</b>
	£	£	£	£	£	£
<b>8 Church repairs and maintenance:</b>						
Spire Works	3,163		<b>3,163</b>			
Cellar wall and steps and handrail	5,436		<b>5,436</b>			
Gas heater investigation report	714		<b>714</b>			
Vacuum cleaner	378		<b>378</b>			
Roof works	330		<b>330</b>			
Live streaming equipment	204		<b>204</b>			
General repairs and maintenance	756		<b>756</b>	1,437	32	<b>1,469</b>
Replacement projectors	0		<b>0</b>	5,782	0	<b>5,782</b>
Small gas boiler replacement	0		<b>0</b>	0	1,764	<b>1,764</b>
Architect's fees - quinquennial inspection	0		<b>0</b>	828	0	<b>828</b>
	<u>10,981</u>	<u>0</u>	<b><u>10,981</u></b>	<u>8,047</u>	<u>1,796</u>	<b><u>9,843</u></b>
<b>9 Mission Giving and donations:</b>						
Church Mission Society (CMS)	2,932	441	<b>3,373</b>	4,349	320	<b>4,669</b>
Church Pastoral Aid Society (CPAS)	2,932	468	<b>3,400</b>	4,349	475	<b>4,824</b>
UCI and food aid for Uganda	2,932	4,915	<b>7,847</b>	4,349	8,208	<b>12,557</b>
Holy Trinity Mission Fund - other projects	4,394		<b>4,394</b>	1,922		<b>1,922</b>
Keframa School in Uganda		987	<b>987</b>		3,112	<b>3,112</b>
Tearfund		2,620	<b>2,620</b>			<b>0</b>
Family Care			<b>0</b>			<b>0</b>
Refugee Roots			<b>0</b>		528	<b>528</b>
SRIS (Southwell refugees)		609	<b>609</b>			<b>0</b>
Simon Farmer work with soldiers			<b>0</b>		85	<b>85</b>
Other giving & grants	100		<b>100</b>	47		<b>47</b>
	<u>13,290</u>	<u>10,040</u>	<b><u>23,330</u></b>	<u>15,016</u>	<u>12,728</u>	<b><u>27,744</u></b>

**Independent Examiner's Report to the members/trustees of Holy Trinity Church,  
Southwell, Parochial Church Council (PCC)**

I report to the members/trustees on my examination of the accounts of Holy Trinity Church for the year ended 31<sup>st</sup> December 2022.

**Responsibilities and basis of report**

As the charity trustees of the PCC 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 PCC'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.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

*C A Bolitho*

C. A Bolitho FMAAT,  
W. H. Clifford & Co.,  
Accountants,  
Easthorpe,  
Southwell,  
Notts.  
NG25 0HX

Date: 14<sup>th</sup> April 2023

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# Accounts

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**ANNUAL REPORT AND FINANCIAL STATEMENTS  
For the year ended 31 December 2021**

**The Parochial Church Council of Holy Trinity, Southwell**

Trustees Report

Receipts and Payments Account

Statement of Assets and Liabilities

Notes to the Financial Statements

Independent Examiner's Report

# **2021 Report and Accounts for the Parochial Church Council of Holy Trinity, Southwell.**

## **Aims and purposes**

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Andrew Porter, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Holy Trinity PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of Council (Old Churchyard closed 31<sup>st</sup> May 1978; New Churchyard closed 14<sup>th</sup> February 2006). The Millennium Churchyard has had difficulties with ground water levels and proximity to Potwell dyke and the PCC will be looking to formally close it, burials in to existing graves and interment of cremated remains are still available.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to become part of the church community at Holy Trinity. The PCC maintains an overview of worship and activities throughout the Parish and makes suggestions on how our services, worship and activities can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

When planning activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular, the supplementary guidance for charities for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community especially through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Empowering and discipling the Youth and Children of our Parish and beyond.
- Provision of pastoral care for people living in the parish and beyond.
- World and Home Mission, Outreach Support and Work.

Our Church Mission and Vision Statements reflect our commitment to the Parish and beyond:

Mission Statement: "Making Jesus Christ Known".

Vision Statement: Going Deeper with God: Deep rooted, Cross centred and Community Focussed.

This objective is met by five key values; Relationships, Prayer, Mission, Worship and Discipleship which underpin all our activities in seeking to make Jesus Christ known.

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

## **Achievements and performance**

### **Worship and prayer**

During 2021 the PCC have made regular adaptations to respond to the restrictions of the Covid-19 pandemic. There have been times of closure enforced by the Government restrictions, and times of closure when the PCC considered it was necessary for the health and safety of our fellowship. Each week there has been a recorded service available on the church website and on youtube, and a DVD recording has been made available to those who do not have access to the internet. Any services that have been held in church have been subject to all the latest guidance on the necessary health and safety precautions. The church remained open for one session each week for private prayer. During the year we reviewed our services and held a consultation day, the outcome was a change in service format that came into place in October – the new format will be reviewed in March 2022.

### **Youth and Children**

In September 2019 we appointed our new Youth Worker, Tim Ball, on a two-year fixed term contract and in 2020 we continued to benefit from the Joseph Rank Trust funding towards this post. The PCC have decided to extend the term of Tim's employment for another year. The usual weekly activities for youth and children moved to an online provision using creative solutions to maintain contact, whilst meeting all safeguarding requirements whilst the church was closed and returned to in person meetings as soon as was possible. It was not possible to hold any residential trips, but an in person, reduced size, holiday club was run in the building during August.

Schools work has been restricted for the whole of this year due to the Pandemic, however we have provided some pre-recorded Collective Worship sessions.

A review of the youth and children's work was completed during the year and the new provisions put into place at the start of the autumn term including a new Youth Café on Tuesdays and new Sunday morning groups.

### **Pastoral Care**

Our pastoral care team have continued to take care of those members of the fellowship who are unwell or in need. This work has been especially important whilst many of our fellowship are experiencing such isolation. The work continues to be led by the Pastoral care co-ordinators and supported by our volunteers.

### **Mission and Outreach**

The mission committee have led the support for many organisations throughout the year both financially and prayerfully and by raising awareness. We have also run an online Alpha course during the period when the building was closed.

### **Volunteers**

We would like to thank all the many volunteers who work so hard to make our church the lively community it is, and without whom the work would not take place.

### **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.

## **Financial Review**

In 2021 the tax efficient planned giving was 11% lower than 2020, following a 21% decrease in the previous year, and the PCC had already taken steps to reduce staffing costs accordingly.

We have received a legacy of £21,809 from the estate of Hugh Fry, and a legacy of £21,441 from the estate of Sylvia Rouse.

In total the income on the unrestricted funds was £30,690 higher than 2020.

The total expenditure from unrestricted funds was £168,598 and the net result for the year was a surplus on the unrestricted general fund of £8,696.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three months' unrestricted payments, to cover emergency situations that may arise from time to time. This level is currently set at £55,000 and the value of the General Fund at the end of 2021 was £133,612.

## **Structure, Governance and Management**

### **The Parochial Church Council (PCC)**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered Charity.

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

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### **Reference and administrative details**

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**Members ex-officio**

Revd Andrew Porter (Incumbent)  
Chris Stead (Churchwarden)  
Helen Geeson (Churchwarden).  
Shelagh Baird-Smith, Peter Harris, (Deanery Synod Reps)  
*(Peter Harris is also the Diocesan Synod Representative)*

**Elected members**


Graham Cross, Ian Baird-Smith, Suzanne Dent (Lay Chair), Steve Perry, Mark Smith,  
Lawrence Tyrell, Lynda Tyrell, Kelly Wall, Ann Clark (Parish Safeguarding Officer).

**Staff in Attendance (not voting)**

Tim Ball (Youth Worker)  
Alison Slinger (Treasurer)  
Margaret Newstead (Administrator/PCC Secretary)

DECLARATION

The trustees declare that they have approved the trustees' report above  
Signed on behalf of the charity's trustees

Signature: .....  .....

Full Name: Andrew Porter .....

Position: Vicar .....

Date: 15/03/2022 .....

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Financial Statements for the Year Ended 31st December 2021**  
**Receipts and Payments Accounts**

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £
<b>RECEIPTS</b>							
<b>Voluntary receipts:</b>							
Planned Giving		100,963	7,156	<b>108,119</b>	112,782	12,376	<b>125,158</b>
Collections at services		619	260	<b>879</b>	446	0	<b>446</b>
All other giving/voluntary receipts	3	48,971	580	<b>49,551</b>	1,126	10,528	<b>11,654</b>
Gift Aid recovered		21,585	2,562	<b>24,147</b>	22,534	4,624	<b>27,158</b>
		<u>172,138</u>	<u>10,558</u>	<b>182,696</b>	<u>136,888</u>	<u>27,528</u>	<b>164,416</b>
<b>Investment income</b>	4	303	1,422	<b>1,725</b>	660	1,406	<b>2,066</b>
<b>Church activities</b>	5	4,853	0	<b>4,853</b>	9,056	0	<b>9,056</b>
<b>Total receipts</b>		<u>177,294</u>	<u>11,980</u>	<b>189,274</b>	<u>146,604</u>	<u>28,934</u>	<b>175,538</b>
<b>PAYMENTS</b>							
<b>Church activities:</b>							
Parish share		92,652	0	<b>92,652</b>	91,140	0	<b>91,140</b>
Clergy and staffing costs	6	33,308	0	<b>33,308</b>	23,446	10,000	<b>33,446</b>
Church running expenses	7	18,855	1,165	<b>20,020</b>	17,345	0	<b>17,345</b>
Church repairs and maintenance	8	8,047	1,796	<b>9,843</b>	7,574	0	<b>7,574</b>
Mission giving and donations	9	15,016	12,728	<b>27,744</b>	12,705	10,525	<b>23,230</b>
Governance costs		720	0	<b>720</b>	720	0	<b>720</b>
<b>Total Payments</b>		<u>168,598</u>	<u>15,689</u>	<b>184,287</b>	<u>152,930</u>	<u>20,525</u>	<b>173,455</b>
<b>Excess of receipts over payments</b>		8,696	-3,709	<b>4,987</b>	-6,326	8,409	<b>2,083</b>
Transfers between funds		0	0	<b>0</b>	7,343	-7,343	<b>0</b>
Cash at bank and in hand at 1 January		132,545	4,196	<b>136,741</b>	131,528	3,130	<b>134,658</b>
Cash at bank and in hand at 31 December		<u>141,241</u>	<u>487</u>	<b>141,728</b>	<u>132,545</u>	<u>4,196</u>	<b>136,741</b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Statement of Assets and Liabilities**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL 2021 £</b>	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	<b>TOTAL 2020 £</b>
<b>Cash Funds</b>								
Bank current account	14,877	487		<b>15,364</b>	46,249	4,196		<b>50,445</b>
Bank Ladies group account	394			<b>394</b>	379			<b>379</b>
Deposit funds	125,970			<b>125,970</b>	85,917			<b>85,917</b>
	<u>141,241</u>	<u>487</u>		<u><b>141,728</b></u>	<u>132,545</u>	<u>4,196</u>	<u>0</u>	<u><b>136,741</b></u>
<b>Other monetary assets</b>								
Gift Aid recoverable	3,279			<b>3,279</b>	4,256			<b>4,256</b>
Letting fees due	400			<b>400</b>	0			<b>0</b>
	<u>3,679</u>			<u><b>3,679</b></u>	<u>4,256</u>	<u>0</u>	<u>0</u>	<u><b>4,256</b></u>
<b>Investment assets</b>								
Investment fund shares market value			46,892	<b>46,892</b>			41,027	<b>41,027</b>
<b>Liabilities</b>								
other amounts owing	<u>4,765</u>			<u><b>4,765</b></u>	<u>2,029</u>			<u><b>2,029</b></u>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes**

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 The movement in designated and restricted funds during the year were:

<b>General and Designated Funds</b>	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
General Fund	126,994	177,257	-153,607	-17,032	133,612
CMS	783		-4,349	4,258	692
CPAS	783		-4,349	4,258	692
Uganda projects	783		-4,349	4,258	692
Holy Trinity Mission Fund	2,823		-1,922	4,258	5,159
Ladies Group	379	37	-22	0	394
	<u>132,545</u>	<u>177,294</u>	<u>-168,598</u>	<u>0</u>	<u>141,241</u>

10% of regular giving is allocated to four mission partners, CMS, CPAS, Uganda Projects and the Holy Trinity Mission Fund.

**Restricted Funds**

CMS	0	320	-320		0
CPAS	0	475	-475		0
Uganda projects	0	8,208	-8,208		0
Simon Farmer work with Servicemen	0	85	-85		0
Fabric	1,546	250	-1,796		0
AST income (restricted for music)	0	1,422	-1,165		257
Keframa School	2,332	958	-3,112		178
Refugee Roots	318	222	-528		12
Youthwork	0	40			40
	<u>4,196</u>	<u>11,980</u>	<u>-15,689</u>	<u>0</u>	<u>487</u>

**Endowment Funds**

Archibald Stanley shares:

The CBF Church of England Property Fund 8,842.82 income shares generated income of £564.17.  
 Market value at 31st December 2021 was £13,075.88.

The CBF Church of England Investment Fund 1,444 shares generated income of £858.18.  
 Market value at 31st December 2021 £33,815.74.

Total market value £46,891.62 at 31st December 2021. (£41,027 at 31st December 2020)

The income generated is placed in the AST restricted fund, and is used for expenditure on music under the restrictions placed on the original endowment.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Receipts</b>	Unrestricted	Restricted	<b>TOTAL</b>	Unrestricted	Restricted	<b>TOTAL</b>
	Funds	Funds	<b>2021</b>	Funds	Funds	<b>2020</b>
	£	£	£	£	£	£
<b>3 All other giving/voluntary receipts</b>						
Donations	5,721	580	<b>6,301</b>	75	528	<b>603</b>
Legacies	43,250	0	<b>43,250</b>	1,051	0	<b>1,051</b>
Grants	0	0	<b>0</b>	0	10,000	<b>10,000</b>
	<u>48,971</u>	<u>580</u>	<b><u>49,551</u></b>	<u>1,126</u>	<u>10,528</u>	<b><u>11,654</u></b>
<b>4 Investment income:</b>						
Halloughton Road Land rent	250	0	<b>250</b>	250	0	<b>250</b>
Dividends and interest	53	1,422	<b>1,475</b>	410	1,406	<b>1,816</b>
	<u>303</u>	<u>1,422</u>	<b><u>1,725</u></b>	<u>660</u>	<u>1,406</u>	<b><u>2,066</u></b>
<b>5 Church activities:</b>						
Fees for wedding and funerals	918		<b>918</b>	5,050		<b>5,050</b>
Church Lettings - local community use	530		<b>530</b>	630		<b>630</b>
Toddlers	425		<b>425</b>	389		<b>389</b>
Connections	1,757		<b>1,757</b>	1,368		<b>1,368</b>
Childrens Holiday Club	235		<b>235</b>	493		<b>493</b>
Youth Events	0		<b>0</b>	905		<b>905</b>
Adult/Whole Church Events	988		<b>988</b>	221		<b>221</b>
	<u>4,853</u>	<u>0</u>	<b><u>4,853</u></b>	<u>9,056</u>	<u>0</u>	<b><u>9,056</u></b>

In 2020 the grant of £10,000 was the third tranche from Joseph Rank Trust to fund the staff costs of Childrens and Youth Staff.

The fees for wedding and funerals were lower in 2021 partly because Environment Agency regulations prohibit full burials within 30m of a watercourse, and partly due to a PCC policy of waiving the fees which is due to be reviewed during 2022.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	<b>TOTAL</b>	Unrestricted	Restricted	<b>TOTAL</b>
	Funds	Funds	<b>2021</b>	Funds	Funds	<b>2020</b>
	£	£	<b>£</b>	£	£	<b>£</b>
<b>6 Clergy and staffing costs:</b>						
Youth worker salary	21,755		<b>21,755</b>	11,693	10,000	<b>21,693</b>
Youth worker expenses	309		<b>309</b>	328		<b>328</b>
Administrative salaries	10,432		<b>10,432</b>	10,259		<b>10,259</b>
Vicars expenses	699		<b>699</b>	1,010		<b>1,010</b>
Clergy speaker fees	113		<b>113</b>	156		<b>156</b>
	<u>33,308</u>	<u>0</u>	<b><u>33,308</u></b>	<u>23,446</u>	<u>10,000</u>	<b><u>33,446</u></b>
<b>7 Church running expenses:</b>						
Music and licences	0	1,165	<b>1,165</b>	1,079		<b>1,079</b>
Upkeep of services	2,678		<b>2,678</b>	1,090		<b>1,090</b>
Publicity	670		<b>670</b>	651		<b>651</b>
Church running costs	508		<b>508</b>	292		<b>292</b>
Gas and Electricity	4,579		<b>4,579</b>	4,883		<b>4,883</b>
Photocopier	335		<b>335</b>	253		<b>253</b>
Insurance premiums	3,320		<b>3,320</b>	3,312		<b>3,312</b>
Postage and stationery	351		<b>351</b>	85		<b>85</b>
Telephone	437		<b>437</b>	1,145		<b>1,145</b>
Bank charges	622		<b>622</b>	597		<b>597</b>
Conferences	175		<b>175</b>	0		<b>0</b>
Halloughton Road land water rates	0		<b>0</b>	58		<b>58</b>
Churchyard maintenance	1,144		<b>1,144</b>	757		<b>757</b>
Youth work	810		<b>810</b>	247		<b>247</b>
Children's work	252		<b>252</b>	199		<b>199</b>
Holiday Club	18		<b>18</b>	540		<b>540</b>
House groups	0		<b>0</b>	15		<b>15</b>
Alpha and adult outreach	1,333		<b>1,333</b>	140		<b>140</b>
Toddlers	558		<b>558</b>	185		<b>185</b>
Connections	913		<b>913</b>	807		<b>807</b>
Pastoral care	152		<b>152</b>	155		<b>155</b>
Youth work chargeable	0		<b>0</b>	855		<b>855</b>
	<u>18,855</u>	<u>1,165</u>	<b><u>20,020</u></b>	<u>17,345</u>	<u>0</u>	<b><u>17,345</u></b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Further Analysis of Receipts and Payments Accounts**

<b>Payments</b>	Unrestricted	Restricted	<b>TOTAL</b>	Unrestricted	Restricted	<b>TOTAL</b>
	Funds	Funds	<b>2021</b>	Funds	Funds	<b>2020</b>
	£	£	£	£	£	£
<b>8 Church repairs and maintenance:</b>						
Replacement projectors	5,782	0	<b>5,782</b>	0	0	<b>0</b>
Small gas boiler replacement	0	1,764	<b>1,764</b>	0	0	<b>0</b>
General repairs and maintenance	1,437	32	<b>1,469</b>	1,834	0	<b>1,834</b>
Sound desk	0	0	<b>0</b>	5,740	0	<b>5,740</b>
Architect's fees - quinquennial inspection	828	0	<b>828</b>	0	0	<b>0</b>
	<u>8,047</u>	<u>1,796</u>	<b><u>9,843</u></b>	<u>7,574</u>	<u>0</u>	<b><u>7,574</u></b>
<b>9 Mission Giving and donations:</b>						
Church Mission Society (CMS)	4,349	320	<b>4,669</b>	3,388	0	<b>3,388</b>
Church Pastoral Aid Society (CPAS)	4,349	475	<b>4,824</b>	3,388	2,066	<b>5,454</b>
UCI and food aid for Uganda	4,349	8,208	<b>12,557</b>	3,388	2,952	<b>6,340</b>
Holy Trinity Mission Fund - other projects	1,922	0	<b>1,922</b>	2,426	354	<b>2,780</b>
Keframa School in Uganda	0	3,112	<b>3,112</b>	0	4,438	<b>4,438</b>
Tearfund	0	0	<b>0</b>	0	169	<b>169</b>
Family Care	0	0	<b>0</b>	0	0	<b>0</b>
Refugee Roots	0	528	<b>528</b>	0	546	<b>546</b>
Simon Farmer work with soldiers	0	85	<b>85</b>	0	0	<b>0</b>
Other giving & grants	47	0	<b>47</b>	115	0	<b>115</b>
	<u>15,016</u>	<u>12,728</u>	<b><u>27,744</u></b>	<u>12,705</u>	<u>10,525</u>	<b><u>23,230</u></b>

**Independent Examiner's Report to the members/trustees of Holy Trinity Church,  
Southwell, Parochial Church Council (PCC)**

I report to the members/trustees on my examination of the accounts of Holy Trinity Church for the year ended 31<sup>st</sup> December 2021.

**Responsibilities and basis of report**

As the charity trustees of the PCC 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 PCC'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.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

*C A Bolitho*

C. A Bolitho FMAAT,  
W. H. Clifford & Co.,  
Accountants,  
Easthorpe,  
Southwell,  
Notts.  
NG25 0HX

Date: 16<sup>th</sup> August 2022

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# Accounts

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# **Holy Trinity Parochial Church Council**

Registered with the Charity Commission as  
**“The Parochial Church Council of the Ecclesiastical  
Parish of Holy Trinity Southwell Notts”.**

With charity number 1132003

## **Parish Church:**

Holy Trinity Church, Southwell  
in the Deanery of Newark and Southwell,  
in the Archdeaconry of Newark  
and Diocese of Southwell and Nottingham

## **Address:**

Holy Trinity Church  
Westgate  
Southwell, Notts. NG25 0LD  
01636 815512

Email: [\*holytrinitysouthwell@gmail.com\*](mailto:holytrinitysouthwell@gmail.com)

Web site: [\*holytrinitysouthwell.co.uk\*](http://holytrinitysouthwell.co.uk)

## **Incumbent:**

The Revd Andrew Porter  
Holy Trinity Vicarage,  
Southwell, Notts. NG25 0NB

## **Bankers:**

### **Natwest**

1 Market Place  
Newark  
Notts  
NG24 1DY

## **Independent Examiner:**

Mrs C A Bolitho FMAAT  
W H Clifford & Co.  
Southwell, Notts.  
NG25 0HX

This is the form of annual report and financial statements required by the *Charities Act 2011* and the *Church Accounting Regulations 2006* together with the *Statement of Recommended Practice 2015 – Accounting and Reporting by Charities* and *FRS102*. It covers the PCC’s financial year, January to December 2020.

# ANNUAL REPORT FOR 2020

## Objectives and Activities

**Holy Trinity Parochial Church Council** has the responsibility of co-operating with the incumbent, the Reverend Andrew Porter, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Holy Trinity PCC also has maintenance responsibilities for the Parish Church, Holy Trinity, and for the Churchyards, two of which are closed by Order of Council (Old Churchyard closed 31<sup>st</sup> May 1978; New Churchyard closed 14<sup>th</sup> February 2006). The Millennium Churchyard is currently in use for the benefit of parishioners.

The PCC is committed to enabling as many people as possible to worship at Holy Trinity and to become part of the church community at Holy Trinity. The PCC maintains an overview of worship and activities throughout the Parish and makes suggestions on how our services, worship and activities can involve the many groups that live within our parish.

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

- Worship and Prayer, Biblical knowledge and Teaching.
- Empowering and discipling the Youth and Children of our Parish and beyond.
- Provision of Pastoral Care for people living in the parish and beyond.
- World and Home Mission, Outreach Support and Work.

Our Church Mission and Vision Statements reflect our commitment to the Parish and beyond:

Mission Statement: "Making Jesus Christ Known".

Vision Statement: Going Deeper with God: Deep rooted, Cross centred and Community Focussed.

This objective is met by five key values; Relationships, Prayer, Mission, Worship and Discipleship which underpin all our activities in seeking to make Jesus Christ known.

## Achievements and performance

Worship and prayer

During 2020 the PCC have made regular adaptations to respond to the restrictions of the Covid-19 pandemic. There have been times of closure enforced by the Government restrictions, and times of closure when the PCC considered it was necessary for the health and safety of our fellowship. Each week there has been a recorded service available on the church website and on youtube, and a DVD recording has been made available to those who do not have access to the internet. Any services that have been held in church have been subject to all the latest guidance on the necessary health and safety precautions. The church has remained open on one session each week for private prayer.

### Youth and Children

In September 2019 we appointed our new Youth Worker on a two-year fixed term contract and in 2020 we continued to benefit from the Joseph Rank Trust funding towards this post. The PCC have decided to extend the term of Tim's employment for another year. The usual weekly activities for youth and children have moved to an online provision using creative solutions to maintain contact, whilst meeting all safeguarding requirements. It was not possible to hold any residential trips, but the summer holiday club was held online in collaboration with other churches in Southwell.

### Pastoral Care

Our pastoral care team have continued to take care of those members of the fellowship who are unwell or in need. This work has been especially important whilst many of our fellowship are experiencing such isolation. The work continues to be led by the Pastoral care co-ordinators and supported by our volunteers.

### Mission and Outreach

The mission committee have led the support for many organisations throughout the year both financially and prayerfully and by raising awareness. We have implemented online giving pages to take the place of Mission Sunday plate offerings.

### Volunteers

We would like to thank all the many volunteers who work so hard to make our church the lively community it is, and without whom the work would not take place.

### **Financial Review**

In 2020 the tax efficient planned giving was 22% lower than 2019. This was not unexpected and not due to the pandemic, and the PCC had already taken steps to reduce staffing costs accordingly.

Some income streams were reduced by the impact of the pandemic, such as income from open plate collections at services, church lettings fees, and the donations usually made at Toddlers and Signpost. These reductions in income were partially offset by the receipt of legacies totalling £1,051 in 2020.

In total the income on the unrestricted funds was £45,447 lower than 2019.

There were corresponding reductions in expenditure caused by the impact of the pandemic. Less was spent on church running costs, upkeep of services costs and church activities costs for Signpost, Toddlers and Youth work.

The net result for the year was a surplus on the unrestricted general fund of £1,889.

It is PCC policy to maintain a balance on unrestricted funds which equates to approximately three months' unrestricted payments, to cover emergency situations that may arise from time to time. This level is currently set at £55,000 and the value of the General Fund at the end of 2020 was £129,083.

In 2021 we have received a legacy of £21,809 from the estate of Hugh Fry, and we await final settlement of the legacy from the estate of Sylvia Rouse.

## **Structure, Governance and Management**

### **The Parochial Church Council (PCC)**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered Charity.

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, churchwardens, one representative of Preachers Group, three Deanery Synod Representatives and twelve members elected by those who are on the Electoral Roll. All those who attend our services or live in the parish are encouraged to register on the 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 how the funds of the PCC are to be spent.

The activities planned by the PCC complied with the Charity Commission's guidance on public benefit, and were open to (and often were intended for) residents of the parish and the wider area.

### **Reference and administrative details**

The PCC is registered as the charity "The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Southwell Notts." with charity number 1132003. The shorter title is **Holy Trinity PCC Southwell**.

### **Membership of the Parochial Church Council**

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year, the following served as members of the PCC:

#### **Members ex-officio**

Revd Andrew Porter (*Incumbent*)

John Peacock (*Churchwarden*)

Helen Geeson (*Churchwarden*)

(Either Churchwarden acts as Vice-Chair).

Shelagh Baird-Smith, Peter Harris, and Nigel Ladbury (*Deanery Synod Reps*)

(*Peter Harris is also the Diocesan Synod Representative*)

#### **Staff in Attendance (not voting)**

Tim Ball (*Youth Worker*)

Alison Slinger (*Treasurer*)

Margaret Newstead (*Administrator/PCC Secretary*)

#### **Elected members**

Graham Cross, Ian Baird-Smith, Suzanne Dent (Chair), Julie Payne, Mark Smith, Chris Stead, Lawrence Tyrell, Lynda Tyrell, Marian Welham, Kelly Wall, Liza Ware. (Liza Ware stood down from PCC in December 2020)


#### **Elected members who served until 2020 APCM**

Matthew Adlem

**DECLARATION**

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature: .....  .....

Full Name: **Rev. Andrew Porter** .....

Position: **Vicar** .....

Date: **24/02/21** .....

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Statement of Financial Activities for the year ending 31st December 2020**

		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2019 £
	Note								
<b>INCOME AND ENDOWMENTS FROM:</b>									
Donations and legacies	2	142,080	27,528		<b>169,608</b>	185,546	20,422		<b>205,968</b>
Charitable activities	3	4,751	0		<b>4,751</b>	4,814	0		<b>4,814</b>
Other trading activities	4	630	0		<b>630</b>	1,523	0		<b>1,523</b>
Investments	5	660	1,406		<b>2,066</b>	1,685	805		<b>2,490</b>
<b>TOTAL</b>		<u>148,121</u>	<u>28,934</u>		<u><b>177,055</b></u>	<u>193,568</u>	<u>21,227</u>		<u><b>214,795</b></u>
<b>LESS: EXPENDITURE ON:</b>									
Charitable activities	6	151,303	20,525		<b>171,828</b>	169,253	29,321		<b>198,574</b>
<b>TOTAL</b>		<u>151,303</u>	<u>20,525</u>		<u><b>171,828</b></u>	<u>169,253</u>	<u>29,321</u>		<u><b>198,574</b></u>
Transfers between funds	14	7,106	-7,106	0	<b>0</b>	765	-765	0	<b>0</b>
<b>NET INCOME/EXPENDITURE</b>		3,924	1,303		<b>5,227</b>	25,080	-8,859		<b>16,221</b>
GAINS & LOSSES ON INVESTMENTS				1,305	<b>1,305</b>			4,037	<b>4,037</b>
<b>NET MOVEMENT IN FUNDS</b>		3,924	1,303	1,305	<b>6,532</b>	25,080	-8,859	4,037	<b>20,258</b>
TOTAL FUNDS BROUGHT FORWARD		149,512	3,281	39,722	<b>192,515</b>	124,432	12,140	35,685	<b>172,257</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>153,436</u>	<u>4,584</u>	<u>41,027</u>	<u><b>199,047</b></u>	<u>149,512</u>	<u>3,281</u>	<u>39,722</u>	<u><b>192,515</b></u>

The notes on pages iii to viii form part of these accounts.

**Holy Trinity PCC Southwell**  
**Charity Number 1132003**

**Balance Sheet at 31 December 2020**

	Note	TOTAL 2020 £	TOTAL 2019 £
<b>FIXED ASSETS</b>			
Tangible assets	7	18,802	17,636
Investments	8	41,027	39,722
<b>TOTAL FIXED ASSETS</b>		<b>59,829</b>	<b>57,358</b>
<b>CURRENT ASSETS</b>			
Debtors	9	4,256	2,440
Investment	10	85,917	120,507
Cash at bank and in hand	11	51,074	14,151
<b>TOTAL CURRENT ASSETS</b>		<b>141,247</b>	<b>137,098</b>
<b>LIABILITIES: FALLING DUE WITHIN ONE YEAR</b>	12	<b>-2,029</b>	<b>-1,941</b>
<b>NET CURRENT ASSETS</b>		<b>139,218</b>	<b>135,157</b>
<b>NET ASSETS</b>	13	<b>199,047</b>	<b>192,515</b>
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted General fund	14	129,083	127,194
Unrestricted Designated funds	14	24,353	22,318
Restricted funds	15	4,584	3,281
Endowment funds	16	41,027	39,722
<b>TOTAL FUNDS</b>		<b>199,047</b>	<b>192,515</b>

Approved by the Parochial Church Council on:  
and signed on its behalf by Rev Andrew Porter



The notes on pages iii to viii form part of these accounts.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Statement of Cash Flows for the year ending 31st December 2020**

	Total Funds £	Prior Year Funds £	Note
<b>Cash flows from operating activities:</b>	6,007	19,573	see table
<b>Net cash provided by (used in) operating activities</b>			
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments	2,066	2,490	
Proceeds from the sale of property, plant and equipment		250	
Purchase of property, plant and equipment	-5,740	-3,066	
Proceeds from sale of investments			
Purchase of investments			
<b>Net cash provided by (used in) investing activities</b>	-3,674	-326	
<b>Cash flows from financing activities:</b>			
Repayments of cash borrowing			
Cash inflows from new borrowing			
Receipt of endowment			
<b>Net cash provided by (used in) financing activities</b>	0	0	
<b>Change in cash and cash equivalents in the reporting period</b>	2,333	19,247	
<b>Cash and cash equivalents at the beginning of the reporting period</b>	134,658	115,411	
<b>Cash and cash equivalents at the end of the reporting period</b>	136,991	134,658	see below

<b>Reconciliation of net income/expenditure to net cash flow from operating activities</b>		
	Current Year £	Prior Year £
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	5,227	16,221
<b>Adjustments for:</b>		
Depreciation charges	4,574	4,110
(Gains)/Losses on investments	0	0
Dividends, interest and rents from investments	-2,066	-2,490
Loss/(profit) on the sale of fixed assets		1,548
(increase)decrease in debtors	-1,816	654
increase/(decrease) in creditors	88	-470
<b>Net cash provided by (used in) operating activities</b>	6,007	19,573

**Analysis of Cash and Cash equivalents**

	Current Year £	Prior Year £
Cash at bank and in hand	51,074	14,151
Notice deposits (less than three months)	85,917	120,507
	136,991	134,658

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes to the Financial Statements for the year ended 31st December 2020**

**1 ACCOUNTING POLICIES**

**Basis of preparation**

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 PCC's, together with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (Charities SORP), and FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value.

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

The charity is a public benefit entity.

**Income**

Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

The value of voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income is included in the accounts when its receipt is probable and the amount receivable can be measured reliably.

Investment gains and losses resulting from any sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year are included in the SOFA.

**Expenditure and Liabilities**

Liabilities are recognised as soon as the legal or constructive obligation arises.

Governance costs include costs of the independent examination of statutory accounts.

**Assets**

Consecrated and benefice property of any kind is excluded from the financial statements in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Moveable church furnishings are capitalised at cost and depreciated over their useful economic life.

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost. Depreciation is calculated to write off fixed assets over their estimated useful lives as follows:

Moveable Furnishings	10 years
Organ	15 years
Office Equipment	4 or 10 years depending on estimate of useful life
General Equipment	5 years

**Fund accounting**

*Endowment funds* are funds, the capital of which must be retained permanently. The income derived from the endowment is restricted.

*Restricted funds* are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

*Unrestricted funds* are the remaining income funds of the PCC that are available for spending on the general purposes of the PCC.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes to the Financial Statements for the year ended 31st December 2020**

	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	Unrestricted Funds £	Restricted Funds £	TOTAL 2019 £
<b>INCOME</b>						
<b>2 Donations and legacies</b>						
Tax-efficient planned giving	96,156	12,176	<b>108,332</b>	123,715	8,220	<b>131,935</b>
Gift Aid recovered	24,350	4,624	<b>28,974</b>	30,537	1,894	<b>32,431</b>
Other planned giving	16,626	200	<b>16,826</b>	15,099	-	<b>15,099</b>
Collections at services	446	-	<b>446</b>	1,589	283	<b>1,872</b>
Grants	-	10,000	<b>10,000</b>	-	10,000	<b>10,000</b>
Legacies	1,051	-	<b>1,051</b>	-	-	<b>-</b>
Donations from groups and events	3,376	-	<b>3,376</b>	13,927	-	<b>13,927</b>
Other donations	75	528	<b>603</b>	679	25	<b>704</b>
	<b>142,080</b>	<b>27,528</b>	<b>169,608</b>	<b>185,546</b>	<b>20,422</b>	<b>205,968</b>
<b>3 Charitable activities</b>						
Parochial fees	4,751	-	<b>4,751</b>	4,814	-	<b>4,814</b>
<b>4 Other trading activities</b>						
Church lettings	630	-	<b>630</b>	1,523	-	<b>1,523</b>
<b>5 Investment</b>						
Dividends, Interest, income from property	660	1,406	<b>2,066</b>	1,685	805	<b>2,490</b>
<b>TOTAL</b>	<b>148,121</b>	<b>28,934</b>	<b>177,055</b>	<b>193,568</b>	<b>21,227</b>	<b>214,795</b>
<b>EXPENDITURE ON:</b>						
<b>6 Charitable activities</b>						
Mission Giving and Donations	12,705	10,525	<b>23,230</b>	16,443	13,610	<b>30,053</b>
Diocesan parish share	91,140	-	<b>91,140</b>	92,640	-	<b>92,640</b>
Other Ministry costs	1,305	-	<b>1,305</b>	1,953	-	<b>1,953</b>
Salaries - youth, children, families	12,021	10,000	<b>22,021</b>	5,980	15,711	<b>21,691</b>
Salaries - administration and finance	10,259	-	<b>10,259</b>	11,237	-	<b>11,237</b>
Church running costs	9,252	-	<b>9,252</b>	14,000	-	<b>14,000</b>
Church maintenance	1,834	-	<b>1,834</b>	3,411	-	<b>3,411</b>
Upkeep of services	3,535	-	<b>3,535</b>	5,277	-	<b>5,277</b>
Upkeep of churchyard	757	-	<b>757</b>	847	-	<b>847</b>
Training costs	-	-	<b>-</b>	720	-	<b>720</b>
Depreciation and loss on disposal	4,574	-	<b>4,574</b>	5,658	-	<b>5,658</b>
Other PCC property upkeep	58	-	<b>58</b>	-	-	<b>-</b>
Church activities costs	3,143	-	<b>3,143</b>	10,367	-	<b>10,367</b>
Independent Examiner's Fees	720	-	<b>720</b>	720	-	<b>720</b>
<b>TOTAL</b>	<b>151,303</b>	<b>20,525</b>	<b>171,828</b>	<b>169,253</b>	<b>29,321</b>	<b>198,574</b>

Note: In 2019 Collections at service of £1,589 were incorrectly included in Tax Efficient Planned Giving. This has now been amended - see above.

## Notes to the accounts

7 Tangible fixed assets	(unrestricted)		Movable	Organ	Office	General	TOTAL
			furnishings & fittings		equipment	equipment	
			£	£	£	£	£
Actual/deemed cost	At 1 Jan 2020		128,300	18,144	8,072	2,109	156,625
	Additions		5,740				5,740
	Disposals		24,121	-		-	24,121
	At 31 Dec 2020		109,919	18,144	8,072	2,109	138,244
Depreciation	At 1 Jan 2020		114,994	16,934	4,952	2,109	138,989
	Charge for the year		3,006	1,210	358		4,574
	On disposals		24,121	-		-	24,121
	At 31 Dec 2020		93,879	18,144	5,310	2,109	119,442
<b>Total net book value</b>	At 31 Dec 2020		<b>16,040</b>	<b>-</b>	<b>2,762</b>	<b>-</b>	<b>18,802</b>
	At 31 Dec 2019		13,306	1,210	3,120	-	17,636

The old sound desk was removed and replaced with a new model in 2020.

8 Investment fixed assets (valuation)	TOTAL 2020	TOTAL 2019
<u>Archibald Stanley Trust (endowment)</u>	£	£
Market Value at 1st January 2020	39,722	35,685
Investment losses/gains	1,305	4,037
<b>Market Value at 31st December 2020</b>	<b>41,027</b>	<b>39,722</b>

CBF Church of England Property Fund: 8,842.82 shares market value £11,443.49, historic cost £10,979.25.  
CBF Investment Fund 1,444 shares market value £29,583.66, historic cost £9,604.44.

9 Debtors (unrestricted)		
HMRC - Gift Aid due	4,256	2,200
Lettings fees due	-	240
	<b>4,256</b>	<b>2,440</b>

10 Short Term Deposit		
CBF Deposit Fund (unrestricted)	<b>85,917</b>	120,507

11 Cash at bank, on short term deposit & in hand		
Nat West current a/c (unrestricted, restricted funds)	50,695	13,591
Nat West current a/c (unrestricted, restricted funds)	-	45
Petty cash imprest account (unrestricted)	-	51
Ladies Group account (unrestricted)	379	464
	<b>51,074</b>	<b>14,151</b>

12 Liabilities		
Other amounts owing (unrestricted)	<b>2,029</b>	1,941

13 NET ASSETS BY FUND TYPE	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2020	TOTAL 2019
	£	£	£	£	£
Tangible fixed assets	18,802			18,802	17,636
Investment fixed assets			41,027	41,027	39,722
Current assets	136,663	4,584		141,247	137,098
Current liabilities	-	2,029		- 2,029	- 1,941
<b>totals</b>	<b>153,436</b>	<b>4,584</b>	<b>41,027</b>	<b>199,047</b>	<b>192,515</b>

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes to the Financial Statements for the year ended 31st December 2020**

**14 Movement in unrestricted funds**                      Fund Balances brought forward      Income      Expenditure      Transfers      Fund Balances carried forward

General Fund	127,194	148,083	134,016	- 12,178	129,083
CMS	785		3,388	3,386	783
CPAS	785		3,388	3,386	783
Youth Worker - staff costs	-				-
Capitalised assets	17,636		4,574	5,740	18,802
Ladies Group	464	38	123		379
Uganda Projects	785		3,388	3,386	783
Holy Trinity Mission Fund	1,863		2,426	3,386	2,823
<b>TOTAL</b>	<b>149,512</b>	<b>148,121</b>	<b>151,303</b>	<b>7,106</b>	<b>153,436</b>

10% of regular giving is allocated to four mission partners, CMS, CPAS, Uganda Projects and the Holy Trinity Mission Fund.

**15 Movement in restricted funds**                      Fund Balances brought forward      Income      Expenditure      Transfers      Fund Balances carried forward

Archibald Stanley: Dividend Income		1,406		- 1,406	-
CMS					-
CPAS		2,066	2,066		-
Fabric		7,536		- 5,740	1,796
Family Care	-				-
HT Mission Fund	104	250	354		-
Keframa Building Project	-				-
Keframa School	2,524	4,297	4,438	40	2,423
Refugee Roots (Rainbow Project renamed)	546	365	546		365
Servicemen ministry (Simon Farmer)	-				-
Tearfund	-	169	169		-
Uganda Christian Institute	107	2,845	2,952		-
Youth Worker	-	10,000	10,000		-
<b>TOTAL</b>	<b>3,281</b>	<b>28,934</b>	<b>20,525</b>	<b>- 7,106</b>	<b>4,584</b>

In September 2020 Holy Trinity PCC received a grant for the Joseph Rank Trust to fund the staff costs of the Childrens and Youth staff. The grant was for £30,000 over three years and this is the third tranche.

<b>16 Endowment Funds</b>	<b>2020</b>	<b>2019</b>
Archibald Stanley Shares: valuation	<u><b>41,027</b></u>	<u><b>39,722</b></u>

- 17 Gross Transfers between Funds**  
 The Archibald Stanley Endowment Shares generated dividend income of £1,406 in 2020. This was transferred into the general fund to cover expenditure incurred on music as specified by the restriction placed on the endowment.

**Parochial Church Council of Holy Trinity, Southwell**  
**Charity Number 1132003**

**Notes to the Financial Statements for the year ended 31st December 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>17 Salaries</b>		
Gross wages and salaries	30,259	31,049
Employers national insurance contributions	-	120
Pension costs	693	901
Other employment expenses	1,328	858
	<u>32,280</u>	<u>32,928</u>
 Number of employees at the end of the year	 <b>3</b>	 <b>3</b>

The full time staff post was the Youth Worker.

The remaining two staff work part time in administration and finance.

No employees received employee benefits of more than £60,000 per year.

**18 Payments to PCC Members**

The following payments were made to PCC members or persons closely connected to them or related parties. The payments were for verger and organist fees and for conducting funerals.

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Shelah Baird-Smith	28	168
Ian Baird-Smith	20	-
Suzanne Dent	72	81

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>19 Independent Examiner Fee</b>		
W H Clifford and Co	<u>720</u>	<u>720</u>

**20 Reserves Policy**

The PCC has a reserves policy of retaining three months normal expenditure in the general reserve, this has been agreed as £55,000.

The balance in the general fund at the end of 2020 was:      £129,083

**Independent Examiner's Report to the members/trustees of Holy Trinity Church,  
Southwell, Parochial Church Council (PCC)**

I report to the members/trustees on my examination of the accounts of Holy Trinity Church for the year ended 31<sup>st</sup> December 2020.

**Responsibilities and basis of report**

As the charity trustees of the PCC 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 PCC'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.

**Independent Examiner's Statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the 2011 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.

*C A Bolitho*

C. A Bolitho FMAAT,  
W. H. Clifford & Co.,  
Accountants,  
Easthorpe,  
Southwell,  
Notts.  
NG25 0HX

Date: 15<sup>th</sup> April 2021