

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 a 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

		Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
	Note				
RECEIPTS					
Voluntary receipts:					
Planned Giving		108,836	234	109,070	121,727
Collections at services		2,373	146	2,519	1,297
All other giving/voluntary receipts	3	1,982	2,857	4,839	10,120
Gift Aid recovered		19,116	164	19,280	23,360
		<u>132,307</u>	<u>3,401</u>	135,708	<u>156,504</u>
Investment income	4	5,949	1,674	7,623	5,159
Church activities	5	13,370	-	13,370	10,231
Total receipts		<u>151,626</u>	<u>5,075</u>	156,701	<u>171,894</u>
PAYMENTS					
Church activities:					
Parish share		74,137	-	74,137	68,004
Clergy and staffing costs	6	10,309	-	10,309	27,510
Church running expenses	7	37,192	1,570	38,762	30,740
Church repairs and maintenance	8	4,181	-	4,181	5,311
Mission giving and donations	9	11,960	2,635	14,595	19,637
Governance costs		780	-	780	720
SUB TOTAL		<u>138,559</u>	<u>4,205</u>	142,764	<u>151,922</u>
ASSETS AND INVESTMENT PURCHASES					
Asset Purchase		1,957	-	1,957	2,160
Total Payments		<u>140,516</u>	<u>4,205</u>	144,721	<u>154,082</u>
Excess of payments over receipts		11,110	870	11,980	17,812
Transfers between funds		(274)	274	-	-
Cash at bank and in hand at 1 January		130,427	6,434	136,861	119,049
Cash at bank and in hand at 31 December		<u>141,263</u>	<u>7,578</u>	148,841	<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 £	TOTAL 2024 £	TOTAL 2023 £
Cash Funds					
Bank current accounts	30,900		685	31,585	25,551
Bank Ladies group account	526			526	493
Deposit funds	109,806	6,893		116,699	110,817
Cash in hand	31			31	-
	141,263	6,893	685	148,841	136,861
Other monetary assets					
Gift Aid recoverable	9,171			9,171	4,305
Interest and refund due	1,386			1,386	1,607
Other debtors	601			601	-
	11,158	-	-	11,158	5,912
Investment assets					
Investment fund shares market value			44,283	44,283	43,475
Assets retained for the charity's own use					
Office equipment at cost	681			681	-
Kitchen equipment at cost	3,436			3,436	2,160
	4,117	-	-	4,117	2,160
Liabilities					
Other amounts owing	2,541	-	-	2,541	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 £
General and Designated Funds					
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>
Restricted Funds					
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>
Total Funds	<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

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

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

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

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

Parochial Church Council of Holy Trinity, Southwell
Charity Number 1132003

Further Analysis of Receipts and Payments Accounts

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

Payments	Unrestricted	Restricted	TOTAL	TOTAL
	Funds	Funds	2024	2023
	£	£	£	£
8 Church repairs and maintenance:				
Toilet repairs / replacements	361		361	1,970
Disconnecting/connecting kitchen oven	1,191		1,191	-
Office laptop and other equipment			-	873
Cellar wall and steps and handrail			-	240
Roof / gutter works	216		216	228
Heating system service/maintenance	1,818		1,818	-
Sound Desk & AV equipment			-	426
General repairs and maintenance	595		595	1,574
	<u>4,181</u>	-	<u>4,181</u>	<u>5,311</u>
9 Mission Giving and donations:				
Church Mission Society (CMS)	3,471	301	3,772	3,807
Church Pastoral Aid Society (CPAS)	3,471	288	3,759	3,994
Uganda Christian Institute	3,471		3,471	7,058
Holy Trinity Mission Fund - other projects	904		904	4,194
Keframa School in Uganda	100	132	232	10
Tearfund		1,781	1,781	-
Refugee Roots		133	133	208
SASRA	170		170	158
Other giving & grants	373		373	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 31st 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: 3rd April 2025