

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY ELTHAM

England & Wales - Charity number 1132152

## Details

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**Other names** HOLY TRINITY ELTHAM'S PCC

**Status** Registered

**Legal form** Previously excepted

**Registered** 2009-10-16

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

## Contact

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**Address** The Parish Office  
59A Southend Crescent  
London  
SE9 2SD

**Phone** 02088596274

**Email** [parish.office@ht-e.org.uk](mailto:parish.office@ht-e.org.uk)

**Website** [www.ht-eltham.org.uk](http://www.ht-eltham.org.uk)

## Activities

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

**Activities:** WorshipSpiritual support and pastoral care

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

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

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£117,951	£126,945	-	-
2023-12-31	£149,228	£144,302	-	-
2022-12-31	£121,722	£129,659	-	-
2021-12-31	£112,836	£167,875	-	-
2020-12-31	£96,590	£121,026	-	-

## Trustees

Name	Role	Appointed
Alison Ruth Seaman		2024-05-05
BRIAN SEAMAN		2021-05-27
CHRISTOPHER MICHAEL LINDSEY		2020-10-04
DANIEL NJENJE		2021-05-23
Dr Helen Margaret Fearnley MDPRCP		2024-05-05
EDDIE NEISH		2021-05-27
HUGH LEWIS		2021-05-27
JEAN RUST		2021-05-27
June Knowles		2018-05-30
PHILIPPA ELLEN HUMPHRIES		2022-04-03
ROBERT BUXTON		2021-05-27
Rose Joyce Plumb		2025-05-25
SIMON JAMES CAPEY		2014-05-01
Samitha Vickremadithya Fernando		2024-05-05

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# Accounts

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Holy Trinity Eltham

The Annual Meeting  
to elect  
Churchwardens

*and the*

Annual Parochial  
Church Meeting

Sunday 25 May 2025  
at 11.30am



## AGENDA

### MEETING TO ELECT CHURCHWARDENS

1. Prayers
2. Apologies
3. Election of churchwardens

### ANNUAL PAROCHIAL CHURCH MEETING

1. Minutes
2. Matters arising from the minutes not covered elsewhere on the agenda
3. Elections
  - i. Parochial Representatives of the Laity to the PCC (2 representatives)
  - ii. Parish Representatives on the Deanery Synod (2 representatives)
  - iii. Head Sidesperson
  - iv. Independent Examiner
4. Financial Report (at back of booklet)
5. Reports – statutory (included in booklet)
  - i. Churchwardens (p 5)
  - ii. PCC activities (p 6)
  - iii. Electoral Roll (p 7)
  - iv. Stewardship report (p 7)
  - v. Deanery Synod report (p 8)
  - vi. Safeguarding (p 9)
    - Reports – other
  - vii. Fabric (p 9)
  - viii. Music (p 10)
  - ix. Sunday Club (p 11)
  - x. Head Sidesperson (p 12)
  - xi. Flowers (p12)
  - xii. Branches (p 12)
  - xiii. Silver and Brass Team (p 13)
6. Other business

## MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING Sunday 5 May 2024

### **Minutes of the Meeting to Elect Church Wardens**

There were two nominations for the office of Church Warden for the year 2024-2025, Daniel Njenje, proposed by Alison Seaman and seconded by Rose Plumb and Hugh Lewis, proposed by Monica Horner and seconded by Helen Fearnley. They were seconded and agreed to serve for a further year.

### **Minutes of the Annual Parochial Church Meeting Sunday 5 May 2024**

**1. Present:** Hugh Lewis (Chair) and 17 parishioners. Apologies were noted from Helene Albrecht.

**2. Minutes of the last meeting held on 29 April 2023.** The minutes were accepted as a true record, proposed and seconded.

**3. Matters arising from the minutes not covered elsewhere on the agenda.** There were no other matters arising.

#### **4. Elections**

##### **i) Parochial Representatives of the Laity to the PCC**

Two nominations were received - Samitha Fernando, proposed by Daniel Njenje and seconded by Jean Miles and Alison Seaman, proposed by Philippa Humphries and seconded by Jean Miles. They were duly elected to serve. Helene Albrecht stepped down which leaves two vacancies.

##### **ii) Parish representatives on the Deanery Synod**

There remains a vacancy on the Deanery Synod following June Knowles departure mid-way through 2023. Brian Seaman is the current representative.

##### **iii) Head Sidesperson**

Sarah Neish was thanked for her service and proposed by Janice Lewis and seconded by Jean Rust. Sarah is therefore elected for a further year.

##### **iv) Auditor/Independent Examiner**

Neal Rogers was proposed by Simon Capey and seconded by Alison Seaman and was duly elected as Auditor.

#### **5. Financial report**

Our accounts are with the Auditor. There will be a separate meeting to present them. Our Treasurer, Simon Capey, said there has been a lot of expenditure this year, particularly on costs such as heating and lighting. Hugh thanked Simon for his continuing hard work. Our giving is declining year on year with loss of parishioners through death or moving away from the parish. Bob had made the point that using the card machine for donations meant we missed out on gift aid details. Fr Dan said we will change the pay point to capture these. Bob said he would like to pass over the job. Hugh noted a common theme – long serving members would like to step down and hand over to others, having served for a number of years and now lacking the time to devote to the duties.

**6. Reports** were included in the booklet and were reviewed during the meeting. Particular thanks were given to Viv Prince and the team for the Sunday Club. Helen Fearnley wanted to register our thanks to Alan for his work on the music.

#### **7 Any Other business**

##### **Electoral Roll**

Notice was given at the meeting (5<sup>th</sup> May) that the revision of the electoral roll will begin on 19<sup>th</sup> May for two weeks and the result will be announced.

Helen said the following. 'I would like to formally express my deep concern for the length of time it is taking for the appointment of a new Priest here at Holy Trinity.

It is entirely unacceptable that we should be left in this position for such a length of time and with no sign of things moving forwards. This has been to the considerable detriment of the morale of the congregation and I am aware that many of us feel the same.

This is clearly no reflection on the outstanding support we have had from Fr Dan, which is in stark contrast to the sense of abandonment we feel from the Diocese which has ignored our repeated calls for a timely appointment. It is hard to see this as anything more than a cost saving exercise and at best it suggests a lack of competence and pastoral care.'

Alison said: 'I endorse Helen's comment, but also wanted to add that in spite of the indifference shown to us by the Diocese during the Vacancy, we have:

- 3 people in our congregation actively exploring their calling: one already in training for ordained ministry and two exploring other ministries within the Church of England
- A lively Sunday club, with children attending every week
- Live music to accompany our worship every week

Most churches around the country would be delighted just to have one of these! The fact we have all three is a beacon of hope to help us move forward with confidence.'

The meeting closed with prayer.

## CHURCHWARDENS' REPORT

We bid a fond farewell to Fr Dan in November and wish him and his family well as they begin their new life in Sheffield. We are deeply grateful for his ministry at Holy Trinity, especially for his guidance during the interregnum. After much prompting, the Diocese finally set the wheels in motion to appoint a new incumbent. Although it seemed to take an age to process the Parish Profile and advertise the post, interviews did take place, and we were delighted to appoint Fr Graham as our new Parish priest. We look forward to sharing many happy times and fruitful years with him. We would like to extend our special thanks to Fr Chris and Fr John-Francis for holding the fort and leading worship on many Sunday mornings.

Regarding Sunday worship, our thanks go out to the serving team. They still wish to add to their number, and if this is something of interest, members of the congregation are invited to speak with Fr Graham or Stella for advice on what might be involved.

Music continues to form an integral part of our liturgy, and we pay tribute to Alan Wilson for his leadership and the beauty of the sounds produced, as well as Helen Fearnley and the choir for their singing. A special thank you this year to Viv Prince for her stewardship of the Sunday Club. Her commitment and dedication to ensuring our young people are welcomed and nurtured is so important. We are grateful to the parents and carers who have supported this work.

We hope that a social committee may be formed to organise fundraising events. Special thanks to Sarah, who has continued to save us money by cleaning the church.

Chris Lindsey continues to monitor the fabric of the church and has supervised repairs to the building, ensuring that appropriate faculties and grants are obtained. A Quinquennial report due to be prepared later this year will no doubt list further works and financing them will be a challenge.

*Hugh Lewis and Daniel Njenje*

## REPORT ON THE ACTIVITIES OF THE PCC FOR 2024

The PCC met six times during 2024. All these meetings were held in person. Additionally, one extraordinary meeting with the Archdeacon was held in May.

### *PCC Membership*

Vacancy (from Nov 2022) Fr Daniel Wyman	Parish Priest Assistant Curate (until November 2024)
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Mr Daniel Njenje Mr Hugh Lewis	Churchwarden Churchwarden
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Mr Simon Capey Mrs Pat Rees	Treasurer Secretary <i>Honorary member</i>
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Vacant	Deanery Synod Deanery Synod
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Mr Robert Buxton Mr Christopher Lindsey Mrs Phillipa Humphries Dr Helen Fearnley Mr Eddie Neish Mrs Jean Rust Mr Brian Seaman Samitha Fernando Alison Seaman Mr Alan Wilson	Honorary Surveyor to the Fabric          Director of Music <i>Honorary member</i>
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Matters discussed over the year included the appointing of an inspecting architect to undertake the Quinquennial Inspection, the amount to be pledged for the Parish Share, the approval of various essential works to the church and its grounds, safeguarding information, progress on the appointing of a new incumbent and how the interregnum period would be covered in the absence of any clergy.

*Pat Rees PCC Secretary*

## ELECTORAL ROLL REPORT

The electoral roll at the APCM 2025 is 66. This is down from last year's 97.

Of the 66 persons on the roll 43 (65%) are female and 23 (35%) are male, with 29 people (43%) living within the Parish and 47 (57%) residing outside the parish boundary.

*Electoral Roll Officer*

## STEWARDSHIP REPORT

### HOLY TRINITY ELTHAM STEWARDSHIP and GIFT AID REPORT FOR 2024

47 members paid a total of £ 35 761.50\* which attracts Gift Aid.

The lower quartile amount is £ 280\*

The median amount is £ 720\*

The upper quartile amount is £ 1 200\*

15 members paid in excess of £ 1 000\*

Note that a member may, in fact, be 2 members if one partner is a tax payer and the other is not.

8 members paid a total of £ 3,997\* which does not attract Gift Aid.

5 members are now, sadly, deceased.

1 member has moved away.

\* All amounts are per annum for the calendar year 2024.

*Bob Buxton  
Stewardship Recorder and Gift Aid Secretary*

## **ELTHAM AND MOTTINGHAM ANGLICAN FORUM – DEANERY SYNOD**

The Churches of Eltham and Mottingham Deanery come together about 4 times a year for the Deanery Synod, also called the Deanery Forum. These meetings are open to all and you are warmly invited to join us. We try to focus on areas where we can share ministry or learn together.

Over the past year, the Deanery Synod has focussed on Inclusion, Diversity and Wellbeing. We have wanted especially to raise awareness of different issues and to offer ways of looking after ourselves to those who attend Deanery events.

On 9<sup>th</sup> June 2024 there was an afternoon gathering at the Peace Garden of All Saints, New Eltham. This was followed by a picnic and evening prayer.

On 2<sup>nd</sup> October 2024 the Revd Juliet hosted a wellbeing session at St Luke's Church. This included an exercise class for all abilities and highlighted the importance of physical wellbeing.

On 7<sup>th</sup> December 2024 an Advent retreat was scheduled at St Saviours, but was cancelled due to the inclement weather.

On 2<sup>nd</sup> February 2025 the Deanery Confirmation service was hosted at St John the Baptist and conducted by Bishop Alastair Cutting (Woolwich).

On 27<sup>th</sup> March 2025 an event raising awareness about Autism was held at St Edward the Confessor.

Overall, the Deanery Forums are a great way to meet people from other Churches and work and pray together. We share our learning to try build up the ministry in our local area.

*Position Vacant*  
*Copied from Assistant Area Dean The Reverend Caroline Risdon's Report*

### **SAFEGUARDING REPORT 2024-25**

Karen Wood and Eddie Neish, continue to be our two Parish Safeguarding Officers. Karen continues to be the named person responsible for DBS, as previously explained the Church Of England renewal process is now every 3 years to bring it into line with most other sectors. This guidance needs to be followed. Everyone working with children, vulnerable and older people in the parish as well as new PCC members, need to ensure they contact Karen and provide her with their relevant ID paperwork, in order to put this into practice. Safeguarding Training- the above mentioned people are also required to attend safeguarding training. This can be booked through the diocese web-site (please ask Eddie or Karen if unsure). We hope to discuss with the Area Dean to see if we can offer some safeguarding training at a local level within our Deanery. During the year 2024-25 there were no safeguarding concerns raised within our Parish. Safeguarding is everyone's responsibility and if you do have any safeguarding Concerns, you must raise them with our Safeguarding Officers or Fr Graham.

*Karen & Eddie*

## FABRIC REPORT

Repairs to leaks in the North Aisle roof and rainwater pipes were completed in August 2024 at a cost of £3,606 plus VAT. Repairs to leaks in the valley gutter between the church and hall which were damaging preschool items stored in the cupboards below were completed in March 2025 at a cost of £2,385 plus VAT for which we received a grant £1,000 from the Diocese's Mission Fund. The derelict shed in the inner courtyard between the church and hall has been removed. There were a number of minor repairs such as unblocking two drains and repairing leaks to the water supply in the lavatories and water heater in the vestry.

Future repairs:

The vestry roof is leaking badly because the lead covering requires replacement. I have applied for a faculty to use a cheaper replacement material than the original lead and am awaiting an answer from the DAC. The quotations I have received range from £9,000 plus VAT for the cheaper substitute to £20,000 plus VAT for a new lead covering. We should recover between £1300 and £1500 as salvage for the old lead. Three cast iron rainwater pipes have broken away from their corroded cast iron hoppers and will require repair to prevent the adjacent walls becoming saturated which in time will damage the stonework. The handrail to the front entrance ramp has rotted and collapsed and requires replacement. Before he left, Fr Dan Wyman secured a £300 grant for disabled access improvements which can be put toward this work. The sewer pipe from the manhole in the forecourt to the road had cracked allowing the waste water to wash away the soil beneath the car park and the area around the manhole to subside. The sewer has been sleeved to prevent further leakage and when the ground has stabilised the subsidence will be back-filled.

The lead covered roofs to the rooms each side of the former baptistery apse are as old as that to the vestry and will no doubt similarly require repair or replacement soon. The next quinquennial inspection, which is now overdue, will probably identify other items requiring repair with varying degrees of urgency. We are often required to use expensive materials to match the original because the church is a Grade 2 listed historic building.

The appointment of the new Quinquennial Inspector, selected by Hugh Lewis and me, should be completed by the end of May 2025 after which we can undertake the overdue inspection. It would be wise to establish a fabric repair fund to cover future ongoing expenditure by regularly setting aside part of our income for the purpose. We would like to recruit any members of the congregation skilled in plumbing, electrical work and general minor building works to undertake limited repairs and help us to avoid the costs of engaging contractors each time. We would also like to recruit a member of the congregation to pursue grant aiding bodies to help raise funds for the considerable amount of repair work we have planned and more that will inevitably follow our quinquennial report.

*Christopher Lindsey*  
*Honorary Surveyor to the Fabric*

## MUSIC REPORT

Unfortunately, due to illness Alan is unable to write a music report for 2024 but I'm sure you would agree that music at Holy Trinity has, as always, been very strong and inspiring with Alan himself taking the lead, particularly over the interregnum after Fr Dan left. We had wonderful music over Christmas and Easter, including the Gallipoli service at the end of April. Alan would want to mention his grateful thanks to our wonderful choir and that he is looking forward to continuing our great music tradition with Father Graham. We're all wishing Alan a speedy recovery. Pat

*Alan Wilson Director of Music*

## SUNDAY CLUB

Once more, I am pleased to say that Sunday Club has continued as a regular event this academic year (Sept 2024 until July 2025) at the 10am Sunday Mass. We follow the school terms and have a break during the Christmas, Easter and August school holiday and occasionally meet through half-term break, if there is someone who is available to lead the session. At the start of the 10am service, the children gather together and then sit in the front row of the church. After the absolution, the children go to the altar to collect the crosses and bible and process out to the church hall. Once there, we closely follow the theme of the service in the church. The children listen to a story then have time to express themselves in an artistic way, be it making cards, palm trees, decorating eggs, etc. plus lots of other fun, creative things. The children then return to church to be part of the congregation preparing for Communion. Many of the SC children, joined by visiting, younger guests, performed the Nativity story on Christmas Eve to a full church at our Christingle service and our sessions during Advent were used to familiarise the children with the story and allocate parts, etc. The Sunday Club team of adults is still small, just Richard, Mel and I – and it is sometimes a struggle to cover every Sunday, although Melissa is extremely good at stepping in at the last moment! Richard and I manage, somehow to fill the gaps. However, the good news is that we have been able to welcome Angela Sach to our team and hope she may continue to help in this important role in children's ministry. The weekly numbers continue to vary from week to week, with a consistency of about 6 to 8 - sometimes fewer, most often more. The slightly older children usually attend when they are not serving as Acolytes at the Altar. A few parents often stay, which is most welcome. We have a growing number of parents coming to church with their children and are very pleased that we can offer this important part of Christian service. As I say in each year's report, if any parents/carers would like to become involved in helping to run a session, I'd always be happy to hear from you.

*Vivienne Prince*

## HEAD SIDEPERSON'S REPORT

Thank you to everyone who serves on the Sidesperson/hospitality teams especially during our advent season (what fun we had!). I'd like to welcome Courtney to our sides team and Bob (who makes a lovely cuppa) to hospitality. Thank you all for your time and dedication, particularly during the last three months of our interregnum. We showed great team spirit. Thank you so much.

*Sarah Neish*

## CHURCH FLOWERS

We have a dedicated team of five ladies that work on a rota and arrange flower displays every week. Our money budget is small. We are very grateful for donations given by the congregation who give generously for flowers throughout the year and give generously at Easter and Christmas. Thank you.

*Dee Stoten*

## BRANCHES.

Branches is an outreach for our community. Branches is held every Tuesday from 9:30 -2:30 pm. We recently celebrated its 13th year anniversary! Such a happy fun time had by all who join us - we have a good attendance every week. Homemade cakes and savouries every week are on offer, with tea and coffee. We have a weekly raffle, bingo. Some weeks we have games, quizzes, sing-a-long days and days out for lunches. Birthdays are celebrated. Cost weekly £15 start of the month and £5 weekly per person. This covers the hall hire, treats and homemade cooking.

All are very welcome to join us, and tell your friends.

Thank you.

*Dee Stoten*

## SILVER AND BRASS TEAM

Due to ill health the Brass and Silver team are reduced to three. We meet once a month for about an hour and a half, and we would welcome anyone who could spare some time to help. If you could, please speak to Chrissie, Monica or Jean.

*Jean Rust*

**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
**HOLY TRINITY ELTHAM**  
**FOR THE YEAR TO 31 DECEMBER 2024**

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 DECEMBER 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
<b>INCOMING RESOURCES</b>						
<i>Voluntary Receipts</i>						
Planned Giving		40,430	-	-	40,430	46,019
Collections and other Giving	4a	9,574	736	-	10,310	61,371
Income tax recovered		20,388	-	-	20,388	10,631
		<u>70,392</u>	<u>736</u>	<u>-</u>	<u>71,128</u>	<u>118,021</u>
Activities for generating funds	4b	697	-	-	697	695
Receipts from Church Activities	4c	26,319	1,512	-	27,831	19,359
Investment income	4d	8,170	-	10,125	18,295	11,153
Other income	4e	-	-	-	-	-
		<u>105,578</u>	<u>2,248</u>	<u>10,125</u>	<u>117,951</u>	<u>149,228</u>
<b>RESOURCES EXPENDED</b>						
<i>Church activities</i>						
Diocesan parish share		62,500	-	-	62,500	83,520
Church Activities	5a	53,748	2,341	-	56,089	44,637
Fundraising	5b	336	-	-	336	8,282
Governance Costs	5c	8,020	-	-	8,020	7,863
		<u>124,604</u>	<u>2,341</u>	<u>-</u>	<u>126,945</u>	<u>144,302</u>
<b>Excess of Receipts over Payments</b>		(19,026)	(93)	10,125	(8,994)	4,926
Gains and Losses on Investment Assets		-	-	6,275	6,275	23,766
Transfer between funds		-	-	-	-	-
		<u>(19,026)</u>	<u>(93)</u>	<u>16,400</u>	<u>(2,719)</u>	<u>28,692</u>
Funds b/fwd at 01.01.2024		(43,035)	9,088	386,008	352,061	323,369
Funds c/fwd at 31.12.2024		<u>£ (62,061)</u>	<u>£8,995</u>	<u>£402,408</u>	<u>£349,342</u>	<u>£352,061</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
BALANCE SHEET AS AT 31 DECEMBER 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	280,454	280,454	274,179
		<u>-</u>	<u>-</u>	<u>280,454</u>	<u>280,454</u>	<u>274,179</u>
<i>Current Assets</i>						
Debtors	9	9,506	-	-	9,506	12,499
Cash at Bank		(67,641)	19,533	121,954	73,846	78,193
		<u>(58,135)</u>	<u>19,533</u>	<u>121,954</u>	<u>83,352</u>	<u>90,692</u>
<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	3,926	10,538	-	14,464	12,810
		<u>3,926</u>	<u>10,538</u>	<u>-</u>	<u>14,464</u>	<u>12,810</u>
<i>Net Current Assets</i>		<u>(62,061)</u>	<u>8,995</u>	<u>121,954</u>	<u>68,888</u>	<u>77,882</u>
<i>Net Assets</i>		<u>£ (62,061)</u>	<u>£8,995</u>	<u>£402,408</u>	<u>£349,342</u>	<u>£352,061</u>
<i>Represented by:</i>						
Unrestricted Funds		(169,128)	-	-	(169,128)	(142,601)
Designated Funds	2	107,067	-	-	107,067	99,566
Restricted Funds	3	-	8,995	-	8,995	9,088
Custodian Trustees		-	-	402,408	402,408	386,008
		<u>£ (62,061)</u>	<u>£8,995</u>	<u>£402,408</u>	<u>£349,342</u>	<u>£352,061</u>

Approved by the PCC on

and signed on their behalf by:

.....  
Chair

.....  
Churchwarden

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2024**

**1. ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including donations, gifts, legacies, and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accrual's basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011.

Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired.

These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

**2. The movements in designated funds during the year were:**

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	7,825	-	-	-	7,825
Flat 59b	71,756	7,837	(336)	-	79,257
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Andrews Place Fund	16,758	-	-	-	16,758
	<u>99,566</u>	<u>7,837</u>	<u>(336)</u>	<u>-</u>	<u>107,067</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2024**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Church Day Outings	360	-	-	-	360
Diocese Fees	2,802	1,512	(1,512)	-	2,802
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Parish Office Grant	274	-	-	-	274
Father Wyman	-	636	(636)	-	-
Ukraine	223	100	(193)	-	130
Nalini Tree	261	-	-	-	261
	<u>9,088</u>	<u>2,248</u>	<u>(2,341)</u>	<u>-</u>	<u>8,995</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2024**

**INCOMING RESOURCES**

4a Collections and Other Giving

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Collections (Open Plate)	4,279	-	-	4,279	6,736
Sundry Donations	2,793	736	-	3,529	4,635
Legacies	2,502	-	-	2,502	50,000
	<u>9,574</u>	<u>736</u>	<u>-</u>	<u>10,310</u>	<u>61,371</u>

4b Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Parish Magazine	-	-	-	-	-
Tea & coffee	697	-	-	697	695
	<u>697</u>	<u>-</u>	<u>-</u>	<u>697</u>	<u>695</u>

4c Receipts from Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Church Hall Lettings	25,631	-	-	25,631	18,174
Fees	688	1,512	-	2,200	1,185
	<u>26,319</u>	<u>1,512</u>	<u>-</u>	<u>27,831</u>	<u>19,359</u>

4d Investment Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Dividends	-	-	7,611	7,611	7,494
CBF Deposit	333	-	2,514	2,847	2,370
Fund Interest					
Rental	7,837	-	-	7,837	1,289
Income					
	<u>8,170</u>	<u>-</u>	<u>10,125</u>	<u>18,295</u>	<u>11,153</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2024**

**INCOMING RESOURCES (Cont'd)**

4e Other Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Insurance Claims	-	-	-	-	-
Parish Retreat	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**RESOURCES EXPENDED**

5a Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Ministry & Charitable Giving	314	829	-	1,143	3,288
Other Ministry Costs	3,143	-	-	3,143	1,713
Church Running & Maintenance	32,120	-	-	32,120	28,889
Church Hall	4,297	-	-	4,297	3,239
Cost of Services	2,338	-	-	2,338	2,160
Funeral Expenses & Memorials	-	-	-	-	261
Fees payable to Diocese	-	1,512	-	1,512	887
Postage & Stationery	1,859	-	-	1,859	2,385
Subscriptions	-	-	-	-	-
Telephone	999	-	-	999	1,815
Administrators' Wages	8,206	-	-	8,206	-
Hospitality	-	-	-	-	-
Sundries	472	-	-	472	-
Depreciation of Equipment	-	-	-	-	-
	<u>53,748</u>	<u>2,341</u>	<u>-</u>	<u>56,089</u>	<u>44,637</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2024**

**RESOURCES EXPENDED (Cont'd)**

5b Fundraising

	Unrestric ted Funds £	Restric ted Funds £	Custodia n Trustees £	Total 2024 £	Total 2023 £
Tea & Coffee	-	-	-	-	48
Maintenance of Rental Properties	-	-	336	336	8,234
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	336	336	8,282
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		-		-	-

5c Governance Costs

	Unrestric ted Funds £	Restric ted Funds £	Custodia n Trustees £	Total 2024 £	Total 2023 £
Insurance	7,490	-	-	7,490	7,363
Bank Charges	-	-	-	-	-
Independent Examination Fee	530	-	-	530	500
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	8,020	-	-	8,020	7,610
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		-		-	-

6 STAFF WAGES

	Unrestric ted Funds £	Restric ted Funds £	Custodia n Trustees £	Total 2024 £	Total 2023 £
Administrator	8,206	-	-	8,206	-
Other	6,457	-	-	6,457	5,399
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	14,663	-	-	14,663	5,399
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		-		-	-

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions.

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2024**

7 TANGIBLE ASSETS

	Total 2024 Office Equipmen t £	Total 2023 Office Equipment £
<b>COST</b>		
As at 01.01.2024	3,136	3,136
As at 31.12.2024	<u>3,136</u>	<u>3,136</u>
<b>DEPRECIATION</b>		
As at 01.01.2024	3,136	2,352
Charge for the year	-	784
As at 31.12.2024	<u>3,136</u>	<u>3,136</u>
<b>NET BOOK VALUE</b>		
As at 31.12.2024	<u>-</u>	<u>-</u>

8 INVESTMENTS

The PCC hold 12,128.96 shares in the CBF Investment Fund.

	Total 2024 £	Total 2023 £
<b>MARKET VALUE</b>		
As at 01.01.2024	274,179	250,413
Revaluation gain/(loss)	6,275	23,766
As at 31.12.2024	<u>280,454</u>	<u>274,179</u>

9 DEBTORS

	Unrestrict ed Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Tax Recoverable	9,506	-	-	9,506	12,499
Prepayments	-	-	-	-	-
Other Debtors	-	-	-	-	-
	<u>9,506</u>	<u>-</u>	<u>-</u>	<u>9,506</u>	<u>12,499</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2024**

10 CREDITORS

	Unrestrict ed Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2024 £	Total 2023 £
Accruals	2,287	-	-	2,287	3,785
Tax and Social Security	1,639	-	-	1,639	-
Other Creditors	-	10,538	-	10,538	9,025
	<u>3,926</u>	<u>10,538</u>	<u>-</u>	<u>14,464</u>	<u>12,810</u>
				<u>—</u>	<u>—</u>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL  
OF HOLY TRINITY ELTHAM ON THE ACCOUNTS FOR THE  
YEAR ENDED 31 DECEMBER 2024**

This report on the financial statements of the PCC for the year to 31 December 2024, which is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and in accordance with s145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (1) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements,
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations
 have not been met; or
- 2) to which, in my opinion, attention should be drawn, in order, to enable a proper understanding of the accounts to be reached.

NEAL M ROGERS FFA/FIPA  
FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: April 2025



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# Accounts

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**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
**HOLY TRINITY ELTHAM**  
**FOR THE YEAR TO 31 DECEMBER 2023**

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 DECEMBER 2023**

	Notes	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
<b>INCOMING RESOURCES</b>						
<i>Voluntary Receipts</i>						
Planned Giving		46,019	-	-	46,019	51,588
Collections and other Giving	4a	59,102	2,269	-	61,371	21,586
Income tax recovered		10,631	-	-	10,631	13,296
		<u>115,752</u>	<u>2,269</u>	<u>-</u>	<u>118,021</u>	<u>86,470</u>
Activities for generating funds	4b	695	-	-	695	652
Receipts from Church Activities	4c	18,472	887	-	19,359	17,693
Investment income	4d	1,484	-	9,669	11,153	16,907
Other income	4e	-	-	-	-	-
		<u>136,403</u>	<u>3,156</u>	<u>9,669</u>	<u>149,228</u>	<u>121,722</u>
<b>RESOURCES EXPENDED</b>						
<i>Church activities</i>						
Diocesan parish share		83,520	-	-	83,520	82,500
Church Activities	5a	41,605	3,032	-	44,637	38,900
Fundraising	5b	8,282	-	-	8,282	649
Governance Costs	5c	7,863	-	-	7,863	7,610
		<u>141,270</u>	<u>3,032</u>	<u>-</u>	<u>144,302</u>	<u>129,659</u>
<b>Excess of Receipts over Payments</b>		(4,867)	124	9,669	4,926	(7,937)
Gains and Losses on Investment Assets		-	-	23,766	23,766	(33,243)
Transfer between funds		-	-	-	-	-
		<u>(4,867)</u>	<u>124</u>	<u>33,435</u>	<u>28,692</u>	<u>(41,180)</u>
Funds b/fwd at 01.01.2023		(38,168)	8,964	352,573	323,369	364,549
Funds c/fwd at 31.12.2023		<u>£ (43,035)</u>	<u>£9,088</u>	<u>£386,008</u>	<u>£352,061</u>	<u>£323,369</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
BALANCE SHEET AS AT 31 DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	274,179	274,179	250,413
		<u>-</u>	<u>-</u>	<u>274,179</u>	<u>274,179</u>	<u>250,413</u>
<i>Current Assets</i>						
Debtors	9	12,499	-	-	12,499	13,283
Cash at Bank		(51,749)	18,113	111,829	78,193	81,739
		<u>(39,250)</u>	<u>18,113</u>	<u>111,829</u>	<u>90,692</u>	<u>95,022</u>
<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	3,785	9,025	-	12,810	22,066
		<u>3,785</u>	<u>9,025</u>	<u>-</u>	<u>12,810</u>	<u>22,066</u>
<i>Net Current Assets</i>		<u>(43,035)</u>	<u>9,088</u>	<u>386,008</u>	<u>77,882</u>	<u>72,956</u>
<i>Net Assets</i>		<u>£ (43,035)</u>	<u>£9,088</u>	<u>£386,008</u>	<u>£352,061</u>	<u>£323,369</u>
<i>Represented by:</i>						
Unrestricted Funds		(142,601)	-	-	(142,601)	(144,679)
Designated Funds	2	99,566	-	-	99,566	106,511
Restricted Funds	3	-	9,088	-	9,088	8,964
Custodian Trustees		-	-	386,008	386,008	352,573
		<u>£ (43,035)</u>	<u>£9,088</u>	<u>£386,008</u>	<u>£352,061</u>	<u>£323,369</u>

Approved by the PCC on

and signed on their behalf by:

.....  
Chair

.....  
Churchwarden

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

1. **ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including, donations, gifts, legacies, and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accrual's basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011.

Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired.

These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

2. The movements in designated funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	7,825	-	-	-	7,825
Flat 59b	78,701	1,289	(8,234)	-	71,756
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Andrews Place Fund	16,758	-	-	-	16,758
	<u>106,511</u>	<u>1,289</u>	<u>(8,234)</u>	<u>-</u>	<u>99,566</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Church Day Outings	360	-	-	-	360
Diocese Fees	2,802	887	(887)	-	2,802
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Parish Office Grant	274	-	-	-	274
Open Doors (Syria Refugees)	55	-	(55)	-	-
Ukraine	305	223	(305)	-	223
Nalini Tree	-	1,821	(1,560)	-	261
Uden's Christmas Tree	-	225	(225)	-	-
	<u>8,964</u>	<u>3,156</u>	<u>(3,032)</u>	<u>-</u>	<u>9,088</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**INCOMING RESOURCES**

4a Collections and Other Giving

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Collections (Open Plate)	6,736	-	-	6,736	4,806
Sundry Donations	2,366	2,269	-	4,635	11,396
Legacies	50,000	-	-	50,000	5,384
	<u>59,102</u>	<u>2,269</u>	<u>-</u>	<u>61,371</u>	<u>21,586</u>

4b Activities for Generating Funds

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Parish Magazine	-	-	-	-	-
Tea & coffee	695	-	-	695	652
	<u>695</u>	<u>-</u>	<u>-</u>	<u>695</u>	<u>652</u>

4c Receipts from Church Activities

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Church Hall Lettings	18,174	-	-	18,174	12,531
Fees	298	887	-	1,185	5,162
	<u>18,472</u>	<u>887</u>	<u>-</u>	<u>19,359</u>	<u>17,693</u>

4d Investment Income

	Unrestricted Funds £	Restrict ed Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Dividends	-	-	7,494	7,494	7,453
CBF Deposit Fund Interest	195	-	2,175	2,370	754
Rental Income	1,289	-	-	1,289	8,700
	<u>1,484</u>	<u>-</u>	<u>9,669</u>	<u>11,153</u>	<u>16,907</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**INCOMING RESOURCES (Cont'd)**

4e Other Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Insurance Claims	-	-	-	-	-
Parish Retreat	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**RESOURCES EXPENDED**

5a Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Ministry & Charitable Giving					
- Home	918	2,145	-	3,063	5,457
- Overseas	225	-	-	225	887
Other Ministry Costs	1,713	-	-	1,713	1,243
Church Running & Maintenance	28,889	-	-	28,889	18,902
Church Hall	3,239	-	-	3,239	3,001
Cost of Services	2,160	-	-	2,160	2,600
Funeral Expenses & Memorials	261	-	-	261	628
Fees payable to Diocese	-	887	-	887	1,933
Postage & Stationery	2,385	-	-	2,385	2,353
Subscriptions	-	-	-	-	160
Telephone	1,815	-	-	1,815	1,201
Hospitality	-	-	-	-	303
Sundries	-	-	-	-	232
Depreciation of Equipment	-	-	-	-	-
	<u>41,605</u>	<u>3,032</u>	<u>-</u>	<u>44,637</u>	<u>38,900</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

**RESOURCES EXPENDED (Cont'd)**

5b Fundraising

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Tea & Coffee	48	-	-	48	68
Maintenance of Rental Properties	8,234	-	-	8,234	581
	<u>8,282</u>	<u>-</u>	<u>-</u>	<u>8,282</u>	<u>649</u>

5c Governance Costs

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Insurance	7,363	-	-	7,363	7,110
Bank Charges	-	-	-	-	-
Independent Examination Fee	500	-	-	500	500
	<u>7,863</u>	<u>-</u>	<u>-</u>	<u>7,863</u>	<u>7,610</u>

6 STAFF WAGES

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Wages & Salaries	5,399	-	-	5,399	5,601
	<u>5,399</u>	<u>-</u>	<u>-</u>	<u>5,399</u>	<u>5,601</u>

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions.

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

7 TANGIBLE ASSETS

	Total 2023 Office Equipment	Total 2022 Office Equipment
	£	£
<b>COST</b>		
As at 01.01.2023	3,136	3,136
As at 31.12.2023	<u>3,136</u>	<u>3,136</u>
<b>DEPRECIATION</b>		
As at 01.01.2023	3,136	2,352
Charge for the year	-	784
As at 31.12.2023	<u>3,136</u>	<u>3,136</u>
<b>NET BOOK VALUE</b>		
As at 31.12.2023	<u>-</u>	<u>-</u>

8 INVESTMENTS

The PCC hold 12,128.96 shares in the CBF Investment Fund.

	Total 2023 £	Total 2022 £
<b>MARKET VALUE</b>		
As at 01.01.2023	250,413	283,656
Revaluation gain/(loss)	23,766	(33,243)
As at 31.12.2023	<u>274,179</u>	<u>250,413</u>

9 DEBTORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Tax Recoverable	12,499	-	-	12,499	13,283
Prepayments	-	-	-	-	-
Other Debtors	-	-	-	-	-
	<u>12,499</u>	<u>-</u>	<u>-</u>	<u>12,499</u>	<u>13,283</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

10 CREDITORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2023 £	Total 2022 £
Accruals	3,785	-	-	3,785	2,513
Other Creditors	-	9,025	-	9,025	19,553
	<u>3,785</u>	<u>9,025</u>	<u>-</u>	<u>12,810</u>	<u>22,066</u>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL  
OF HOLY TRINITY ELTHAM ON THE ACCOUNTS FOR THE  
YEAR ENDED 31 DECEMBER 2023**

This report on the financial statements of the PCC for the year to 31 December 2023, which is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and in accordance with s145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (1) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements,
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- 2) to which, in my opinion, attention should be drawn, in order, to enable a proper understanding of the accounts to be reached.

NEAL M ROGERS FFA/FIPA  
FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: May 2024

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# Accounts

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**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
**HOLY TRINITY ELTHAM**  
**FOR THE YEAR TO 31 DECEMBER 2022**

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 DECEMBER 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
<b>INCOMING RESOURCES</b>						
<i>Voluntary Receipts</i>						
Planned Giving		51,588	-	-	51,588	55,822
Collections and other Giving	4a	18,342	3,244	-	21,586	12,969
Income tax recovered		13,296	-	-	13,296	12,317
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Activities for generating funds	4b	83,226	3,244	-	86,470	81,108
Receipts from Church Activities	4c	652	-	-	652	306
Investment income	4d	14,768	2,925	-	17,693	9,522
Other income	4e	8,779	-	8,128	16,907	16,087
		-	-	-	-	5,813
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		107,425	6,169	8,128	121,722	112,836
<b>RESOURCES EXPENDED</b>						
<i>Church activities</i>						
Diocesan parish share		82,500	-	-	82,500	75,600
Church Activities	5a	33,385	5,515	-	38,900	82,940
Fundraising	5b	649	-	-	649	2,012
Governance Costs	5c	7,610	-	-	7,610	7,323
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		124,144	5,515	-	129,659	167,875
<b>Excess of Receipts over Payments</b>						
		(16,719)	654	8,128	(7,937)	(55,039)
Gains and Losses on Investment Assets						
		-	-	(33,243)	(33,243)	35,659
Transfer between funds						
		-	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		(16,719)	654	(25,115)	(41,180)	(19,380)
Funds b/fwd at 01.01.2022		(21,449)	8,310	377,688	364,549	383,929
Funds c/fwd at 31.12.2022		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		£(38,168)	£8,964	£352,573	£323,369	£364,549

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
BALANCE SHEET AS AT 31 DECEMBER 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	250,413	250,413	283,656
		<u>-</u>	<u>-</u>	<u>250,413</u>	<u>250,413</u>	<u>283,656</u>
<i>Current Assets</i>						
Debtors	9	13,283	-	-	13,283	12,859
Cash at Bank		(48,938)	28,517	102,160	81,739	89,447
		<u>(35,655)</u>	<u>28,517</u>	<u>102,160</u>	<u>95,022</u>	<u>102,306</u>
<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	2,513	19,553	-	22,066	21,413
		<u>2,513</u>	<u>19,553</u>	<u>-</u>	<u>22,066</u>	<u>21,413</u>
<i>Net Current Assets</i>		<u>(38,168)</u>	<u>8,964</u>	<u>102,160</u>	<u>72,956</u>	<u>80,893</u>
<i>Net Assets</i>		<u>£(38,168)</u>	<u>£8,964</u>	<u>£352,573</u>	<u>£323,369</u>	<u>£364,549</u>
<i>Represented by:</i>						
Unrestricted Funds		(144,679)	-	-	(144,679)	(119,841)
Designated Funds	2	106,511	-	-	106,511	98,392
Restricted Funds	3	-	8,964	-	8,964	8,310
Custodian Trustees		-	-	352,573	352,573	377,688
		<u>£(38,168)</u>	<u>£8,964</u>	<u>£352,573</u>	<u>£323,369</u>	<u>£364,549</u>

Approved by the PCC on

and signed on their behalf by:

.....  
Chair

.....  
Churchwarden

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022**

**1. ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including, donations, gifts, legacies, and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011. Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired. These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

**2. The movements in designated funds during the year were:**

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	8,109	-	(284)	-	7,825
Flat 59b	70,298	8,700	(297)	-	78,701
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Andrews Place Fund	16,758	-	-	-	16,758
	<u>98,392</u>	<u>8,700</u>	<u>(581)</u>	<u>-</u>	<u>106,511</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Church Day Outings	360	-	-	-	360
Diocese Fees	1,810	2,925	(1,933)	-	2,802
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Help for Heroes	-	379	(379)	-	-
Parish Office Grant	274	-	-	-	274
Open Doors (Syria Refugees)	698	55	(698)	-	55
Ukraine	-	305	-	-	305
Malta Pilgrimage	-	725	(725)	-	-
Father Brett Retirement	-	1,225	(1,225)	-	-
Uden's Christmas Tree	-	225	(225)	-	-
A Wahjohi	-	330	(330)	-	-
	<u>8,310</u>	<u>6,169</u>	<u>(5,515)</u>	<u>-</u>	<u>8,964</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022**

**INCOMING RESOURCES**

4a Collections and Other Giving

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Collections (Open Plate)	4,806	-	-	4,806	3,350
Sundry Donations	8,152	3,244	-	11,396	9,619
Legacies	5,384	-	-	5,384	-
	<u>18,342</u>	<u>3,244</u>	<u>-</u>	<u>21,586</u>	<u>12,969</u>

4b Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Parish Magazine	-	-	-	-	-
Tea & coffee	652	-	-	652	306
	<u>652</u>	<u>-</u>	<u>-</u>	<u>652</u>	<u>306</u>

4c Receipts from Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Church Hall Lettings	12,531	-	-	12,531	4,625
Fees	2,237	2,925	-	5,162	4,897
	<u>14,768</u>	<u>2,925</u>	<u>-</u>	<u>17,693</u>	<u>9,522</u>

4d Investment Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Dividends	-	-	7,453	7,453	7,208
CBF Deposit Fund Interest	79	-	675	754	39
Rental Income	8,700	-	-	8,700	8,840
	<u>8,779</u>	<u>-</u>	<u>8,128</u>	<u>16,907</u>	<u>16,087</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022**

**INCOMING RESOURCES (Cont'd)**

4e Other Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Insurance Claims	-	-	-	-	5,813
Parish Retreat	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,813</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**RESOURCES EXPENDED**

5a Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Ministry & Charitable Giving					
- Home	1,875	3,582	-	5,457	465
- Overseas	887	-	-	887	1,182
Other Ministry Costs	1,243	-	-	1,243	1,253
Church Running & Maintenance	18,902	-	-	18,902	7,944
Lighting Upgrade	-	-	-	-	62,426
Church Hall	3,001	-	-	3,001	2,734
Cost of Services	2,600	-	-	2,600	2,635
Funeral Expenses & Memorials	628	-	-	628	555
Fees payable to Diocese	-	1,933	-	1,933	-
Postage & Stationery	2,353	-	-	2,353	1,626
Subscriptions	160	-	-	160	246
Telephone	1,201	-	-	1,201	1,343
Hospitality	303	-	-	303	-
Sundries	232	-	-	232	531
Depreciation of Equipment	-	-	-	-	-
	<u>33,385</u>	<u>5,515</u>	<u>-</u>	<u>38,900</u>	<u>82,940</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022**

**RESOURCES EXPENDED (Cont'd)**

5b Fundraising

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Tea & Coffee	68	-	-	68	64
Maintenance of Rental Properties	581	-	-	581	1,948
	<u>649</u>	<u>-</u>	<u>-</u>	<u>649</u>	<u>2,012</u>

5c Governance Costs

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Insurance	7,110	-	-	7,110	6,677
Bank Charges	-	-	-	-	-
Independent Examination Fee	500	-	-	500	550
	<u>7,610</u>	<u>-</u>	<u>-</u>	<u>7,610</u>	<u>7,227</u>

6 STAFF WAGES

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Wages & Salaries	5,601	-	-	5,601	5,369
	<u>5,601</u>	<u>-</u>	<u>-</u>	<u>5,601</u>	<u>5,369</u>

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions.

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022**

7 TANGIBLE ASSETS

	Total 2022 Office Equipment	Total 2021 Office Equipment
	£	£
<b>COST</b>		
As at 01.01.2022	3,136	3,136
As at 31.12.2022	<u>3,136</u>	<u>3,136</u>
<b>DEPRECIATION</b>		
As at 01.01.2022	3,136	2,352
Charge for the year	-	784
As at 31.12.2022	<u>3,136</u>	<u>3,136</u>
<b>NET BOOK VALUE</b>		
As at 31.12.2022	<u>-</u>	<u>-</u>

8 INVESTMENTS

The PCC hold 12128.96 shares in the CBF Investment Fund.

	Total 2022 £	Total 2021 £
<b>MARKET VALUE</b>		
As at 01.01.2022	283,656	247,997
Revaluation gain/(loss)	(33,243)	35,659
As at 31.12.2022	<u>250,413</u>	<u>283,656</u>

9 DEBTORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Tax Recoverable	13,283	-	-	13,283	12,859
Prepayments	-	-	-	-	-
Other Debtors	-	-	-	-	-
	<u>13,283</u>	<u>-</u>	<u>-</u>	<u>13,283</u>	<u>12,859</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022**

10 CREDITORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2022 £	Total 2021 £
Accruals	2,513	-	-	2,513	1,860
Other Creditors	-	19,553	-	19,553	19,553
	<u>2,513</u>	<u>19,553</u>	<u>-</u>	<u>22,066</u>	<u>21,413</u>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL  
OF HOLY TRINITY ELTHAM ON THE ACCOUNTS FOR THE  
YEAR ENDED 31 DECEMBER 2022**

This report on the financial statements of the PCC for the year to 31 December 2022, which is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and in accordance with s145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (1) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements,
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- 2) to which, in my opinion, attention should be drawn, in order, to enable a proper understanding of the accounts to be reached.

NEAL M ROGERS FFA/FIPA  
FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: April 2023

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# Accounts

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Holy Trinity Eltham

The Annual Meeting to Elect  
Churchwardens

*and the*

Annual Parochial  
Church Meeting



Sunday 3 April 2022  
at 11.30am



# **AGENDA**

## **MEETING TO ELECT CHURCHWARDENS**

1. Prayers
2. Reception of written nominations
3. Election (if necessary)

## **ANNUAL PAROCHIAL CHURCH MEETING**

1. Apologies
2. Minutes of the APCM of 23 May 2021 (p3)
3. Matters arising from the minutes – not covered elsewhere on the agenda.
4. Elections – written nominations received –
  - i. Parochial Representatives of the Laity to the PCC (4 representatives)
  - ii. Parish Representatives on the Deanery Synod (1 representative – casual vacancy)
  - iii. Head Sidesperson
  - iv. Auditor/Independent Examiner
5. Financial Report (distributed separately)
6. Other reports (included in booklet)
  - i. PCC Activities for 2021 and Review of the Year (p5)
  - ii. Churchwardens (p9)
  - iii. Electoral Roll Report (p10)
  - iv. Stewardship (p10)
  - v. Deanery Synod (p11)
  - vi. Safeguarding (p11)
  - vii. Sidespersons' (p12)
  - viii. The Guild of Servers (p12)
  - ix. MAP (p12)
  - x. Music (p12)
  - xi. Sunday Club (p13)
  - xii. Flowers (p14)
  - xiii. Enquiring Minds (p14)
  - xiv. Branches (p14)
7. Other business (notice given)
  - i. Covid-19 and worship
  - ii.

## **MINUTES OF THE MEETING TO ELECT CHURCH WARDENS Sunday 23 May 2021**

There were two written nominations for the office of Church Warden for the year 2021-2022.

Hugh Lewis proposed by Christine Spence, seconded Dee Stoten.  
Daniel Njenje proposed by Christine Spence, seconded Dee Stoten.

## **MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING Sunday 23 May 2021**

### **Present**

Fr Brett Ward (Chair) Jackie Clark (minutes), Fr Daniel Wyman and 12 parishioners.

The meeting commenced with prayers.

The minutes of the meeting 4th October 2020 were agreed as a true record and accepted by all.

### **Annual Accounts**

Adoption of the accounts was proposed seconded and agreed by all present.

### **Elections**

*Parochial representatives of the Laity to the PCC*

The following were elected to serve:

Brian Seaman, proposed by Jean Miles, seconded by Philippa Humphries

Jean Rust, proposed by Doreen Bettles, seconded by Nalini Ekanayake

Robert Buxton, proposed Deirdre Stoten, seconded by Rose Plumb

Edward Neish, proposed by Daniel Njenje, seconded by Deirdre Stoten

*Head Sidesperson*

Sarah Neish was thanked for her service and elected for a further year.

*Auditor/Independent Examiner*

Neil Rogers was unanimously agreed to serve for 1 year.

### **Financial report**

The Treasurer presented his report identifying the continuing loss of income from a smaller congregation and loss of Hall lettings (due to Covid 19) and the challenges this provided in meeting our commitments. Simon was thanked for his work.

**Covid 19**

There was considerable discussion on the way forward through the pandemic. It was agreed that The PCC would review advice and propose strategies for social distancing and use of face coverings in line with Church and Government advice. It was suggested that they proceed with caution given that many of our church family would be identified as vulnerable.

The meeting closed with prayer.

## REPORT ON THE ACTIVITIES OF THE PCC FOR 2021

The PCC met five times during 2021. All these meetings were able to be in person, although we met in church rather than the parish room to enable more effective social distancing.

### *PCC Membership*

Fr Brett Ward	Parish Priest
Fr Daniel Wyman	Assistant Curate
Mrs Wendy Buxton	Churchwarden <i>until APCM 2021</i>
Mr Daniel Njenje	Churchwarden
Mr Hugh Lewis	Churchwarden <i>from APCM 2021</i>
Mr Simon Capey	Treasurer
Mrs Christine Smith	Secretary
Ms Madelaine Fielden	Deanery Synod
Mrs June Knowles	Deanery & Diocesan Synod
Mrs Karen Wood	Deanery Synod
Mr Paul Betts	<i>until APCM 2021</i>
Mr Robert Buxton	<i>from APCM 2021</i>
Mrs Jacqueline Clark	<i>until APCM 2021</i>
Mr Christopher Lindsey	
Miss Dorothy Martin	
Mr Eddie Neish	<i>from APCM 2021</i>
Miss Martha Parkhurst	
Mrs Jean Rust	<i>from APCM 2021</i>
Mr Brian Seaman	<i>from APCM 2021</i>
Mrs Christine Spence	
Miss Dee Stoten	<i>until APCM 2021</i>
Mrs Angela Turner	
also in attendance from APCM 2021	
Mrs Margaret Leamon	<i>Minutes Secretary</i>

## *Review of the Year*

2021 was not the normal year we had hoped for in 2020. The Covid-19 pandemic continued to have many significant effects on parish life and worship, although we were able to remain open for worship throughout the year, if with continuing precautionary and legal measures in place. The 8am Eucharist was suspended at the beginning of the year because of pandemic concerns, and this resumed on Easter Day, although it continues to be celebrated in the nave, which allows extravagant social distancing.

The PCC kept Covid restrictions under consideration for the latter part of the year as the situation variously improved and declined. It was not clear when Holy Communion in both kinds would be resumed, although the PCC discussed and agreed that, when the chalice is restored, the practice of intinction (dipping the Host into the chalice) will not be permitted. This will be a permanent parish policy, and has the support of the Bishop. Intinction poses a greater risk of spreading infection than drinking from a common chalice: those who administer the chalice will be able to testify to the number of times fingers inadvertently dip into the Precious Blood. This also raises obvious questions around reverence for the Sacrament.

The Holy Week and Easter solemnities were able to be celebrated with a few modifications, and Christmass similarly was able to go ahead by asking people to book places for the larger liturgies and, in the case of the Lessons and Carols, a reduced ensemble from the Greenwich Concert Band.

Live-streaming of the Parish Eucharist and other major liturgies has continued and now seems to be established as a normal part of our “offering”. That said, we hope that those who remain cautious about returning to live worship will be able to do so and that the congregation will not only return to pre-pandemic levels, but continue to grow. We have rejoiced in welcoming new people into the congregation during the year and look forward to when restrictions permit us to resume a more normal pattern of social life and fellowship. By the year’s end there were still many pre-2020 activities that had not yet resumed.

## **Staff and administration**

Fr Daniel was ordained to the Priesthood at Petertide, and although numbers at the ordination were limited to six invited guests, many more were able to take part by following the livestream. He celebrated his First Mass the following day with a much fuller congregation in Holy Trinity, and the parish continues to benefit from and enjoy his ministry among us.

Fr Chris Newlands joined the team as an honorary assistant priest during 2021. We are delighted to welcome Fr Chris into the parish following his retirement from

ministry at Lancaster Priory, and have already begun to enjoy his presence when he is not well-occupied assisting in other parishes and otherwise making the most of the freedom of retired life.

Alan Wilson's ministry as Director of Music has continued to encourage and inspire us through 2021. We are very grateful to Helene Albrecht, one of our choir members, who stepped in to deputize for Alan while he underwent medical treatment during the year. Helen Fearnley's music-making on the violin and the constant commitment and offering of our choir members mean that each Sunday is filled with worship that lifts the heart and enables us to enter into the beauty of the Eucharist more fully.

Annie Wanjohi continued to be with us as an ordinand on placement and in the autumn term she was joined by Joanne McCrone. Jo is training for the permanent diaconate at St Augustine's College and we were very pleased to welcome her into our team.

### **Study and Spirituality**

For our Lent course in 2021 we read together *Lentwise – Spiritual essentials for real life* by Paula Gooder. This was conducted on Zoom. Wellspring also continued on Zoom during the year, providing opportunities for prayer and reflection.

In the early summer Fr Dan led a group through the materials provided by the Church of England for its course *Living in Love and Faith* (LLF). This course looked at relationships and sexuality. Behind it was the on-going debate in the Church about our approach to same-sex relationships, civil partnerships and equal marriage, and the question of whether church law should be changed to allow the blessing of these relationships and the solemnisation of all marriages. This debate has gone on for decades in different forms. The clear direction of our discussions in LLF was that the time has come for the Church of England to change and to become the genuinely inclusive place ("radically inclusive" in the words of the Archbishop of Canterbury) to which Holy Trinity Eltham has long aspired.

### **Mission and Community**

Work in schools remained in abeyance during 2021, and although dates were put in the calendar for Easter and Christmass worship, coronavirus case numbers caused these events to be cancelled.

The Greenwich Winter Night Shelter was also in abeyance, although we looked forward to the establishment of the night shelter in a permanent location (rather than a nightly rotation between church halls) in early 2022. Members of our congregation continued to be keen supporters of this important ministry.

During the summer holidays we participated in the local authority scheme to be a distribution base for free lunches to needy families two days a week. A team of people volunteered to help with this important task, although take-up was surprisingly very small, which appears to have been due to some high level of disorganisation on the part of the local authority. Although we signed up for the Christmass holiday scheme as well, no response came to us from the Borough.

Collections of food and other articles for the foodbank in Avery Hill focused on Harvest Festival in October, when we were able to give both cash and material things in response to the generosity of the congregation.

During 2021 there were no marriages conducted in church (although we rejoiced with Fr Dan and Mtr Caroline Wyman in their marriage at St John the Divine Kennington on Easter Saturday). We celebrated 8 baptisms and the funerals of 12 people were conducted by members of our team.

### **PCC Business**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

One of the highlights of the year was the long-awaited installation of a new lighting scheme in the church building. This has made an immense difference to the building, to the ease with which the congregation can read their texts, but has also enriched the ways in which the building can be used for different liturgical celebrations and community events like concerts. Importantly, it has also had a positive impact on our electricity consumption.

The PCC appointed one of its members, Christopher Lindsey, as Honorary Surveyor to the Fabric. Chris's role lifts many of the practical issues regarding the fabric of the building from the day-to-day work of the churchwardens, although he works closely with them and the Parish Priest.

A gilded solid silver ciborium was commissioned in memory of Robert Pyne, priest, and this was used for the first time on Easter Day. The ciborium was paid for by gifts given at Robert's funeral and after.

The PCC, as mentioned in previous years, aspires for us to be a financially self-supporting parish, that is, we pay the full cost of having a parish priest with the various attendant expenses. In 2021 the PCC took the step – a significant step of faith – of pledging this figure (£82,200) in our Parish Support Fund pledge to the Diocese.

Over three weeks at Harvest-tide we conducted a stewardship review which encouraged every member of the congregation to consider their giving and, if possible, to increase their pledge. This had some positive impact and although we are still some way short of what we need to balance the budget, we hope that some increase in hall lettings will begin to fill the gap. Personal stewardship, with each member of the congregation responding with realistic, generous giving does however continue to be an important priority. Our aim needs to be not to “break even” but to increase our budget so that our ministry and mission can grow rather than remain static.

Fr Chris Newlands presented the parish with a very fine icon of the Holy Trinity, written by a renowned Romanian iconographer. We are exploring possibilities for the best location for its permanent home in the building.

### **In Memoriam**

During 2021 we commended three of our people to resurrection life: Leonard Lovelock, Ann Gurney, priest, and Eoin Mackenzie. May God grant each of them the light and peace he promises in Christ’s resurrection.

## **CHURCHWARDENS’ REPORT**

Worship at Holy Trinity continues to be inspiring and rewarding. Worshipping together, even behind masks, has been a great help to us all during the Pandemic. As we welcome the much-anticipated relaxation of the majority of Covid rules we can reflect and feel extremely proud of the way we all pulled together and supported one another as a church community during the Pandemic. We also welcome the return of our church facilities being used by the local community.

This year we celebrated the marriage of Fr Dan and Mother Caroline and welcomed Fr Chris as part of the ministry team. Our ministry team continues to expand with the inclusion of our youngest members of the Holy Trinity family being trained up to join the serving team. The church has been upgraded with the installation of the much-awaited lighting system.

A big “thank you” to everyone who supports us in so many ways throughout the year to ensure the smooth running and joy of the worship every Sunday. A special thank you to Sarah Neish and members of her family who have done an extraordinary job of cleaning the church building every week, and often sweeping in the churchyard during the autumn “She’s saved us thousands!” We thank Fr Brett, Fr Dan, Fr Chris and the Ministry Team for their continuing leadership, guidance, and enthusiasm. We also thank Alan and the musicians for continuing to make worship at Holy Trinity inspiring and rewarding.

*Daniel Njenje & Hugh Lewis*

## ELECTORAL ROLL REPORT

The electoral roll at the APCM 2022 is 106. 2 people have been removed this year due to death and 1 through relocation out of the parish. 6 have been added during the year.

Of the 106 persons on the roll 75 (70.7%) are female and 31 (29.2%) are male, with 48 people (45.3%) living within the Parish and 58 (54.7%) residing outside the parish boundary.

*Angela Turner*  
*Electoral Roll Officer*

## STEWARDSHIP REPORT

Now that things are returning closer to normal the stewardship position has become clearer.

During the calendar year 2021:

45 people paid standing orders which attracted Gift Aid.

The total collected was £ 44 621 and Gift Aid will be £ 11 155.25

11 people paid by envelope which attracted Gift Aid.

The total collected was £ 6 457 and Gift Aid will be £ 1 614.25

6 people paid standing orders which did not attract Gift Aid.

The total collected was £ 2 320.

7 people paid by envelope which did not attract Gift Aid.

The total collected was £ 2 095.20

Some visitors paid in completed Gift Aid envelopes.

The total collected was £ 359 and Gift Aid will be £ 89.75

**The grand total is £ 68 711.45**

Weekly open plate collections (and other small contributions) are aggregated for the tax year rather than the calendar year.

For the 2020/21 tax year the total was £ 2 047.90 attracting "Top up" Gift Aid of £511.92

Thank you to all who have switched from weekly envelopes to standing orders, the administration is much easier. For those who prefer to stick with the weekly envelopes, I am happy to continue to provide the necessary back up.

Have you thought of sponsoring the weekly altar requisites in memory of a loved one or as a gesture of thanks? Speak to Rosie Plumb for details.  
Thank you to everyone who has contributed towards these totals.

*Bob Buxton*  
*Stewardship Recorder and Gift Aid Secretary*

## **ELTHAM AND MOTTINGHAM ANGLICAN FORUM – DEANERY SYNOD**

The Deanery Synod has met virtually and in hybrid this year covering the following areas:

- Eco Forum held in Sept 2021 with feedback from survey
- Elections were held:
  - o Deanery Lay Chair remained as Martin North, Deanery Treasure remained as Bob Love and Jacquie Howell was elected as Deanery Secretary.
  - o Alberta was elected as the lay rep on the Deanery Mission and Pastoral Group
- Disability and Inclusion Working group established with update to March Forum. This group continues to work together and is focussing on hosting a information fair in May 2022.

*June Knowles*

## **SAFEGUARDING REPORT 2021-2022**

This year we said goodbye to Madelaine Fielden, one of our Parish Safeguarding Officers. The Diocese requires all churches to have two officers, therefore if anyone would like to consider this role, please speak to Karen Wood or Father Brett. A copy of 'A Safe Church', which outlines the Diocesan policies, procedures and guidelines for safeguarding, can be found in the Parish Office and on our church website.

Karen Wood is the named person responsible for DBS. Safeguarding is everyone's responsibility. Members of the PCC and everyone volunteering/working with our young people, as well as older and vulnerable people need to ensure they have an up to date DBS with the Diocese. They are also required to attend Safeguarding training. Training can be accessed via the Diocese's website. If you need advice regarding training, please speak to Karen. A standard registration form continues to be used for all activities within Holy Trinity. We have a generic template, which can be amended where necessary.

*Karen Wood*

## HEAD SIDEPERSON'S REPORT

Thank you to all the Sides Team / Tea and Coffee Team for all your help and support. A few more hands would be appreciated! So if you are interested in the above (or some cleaning) do let myself or Wendy Buxton know.

*Sarah Neish*

## THE GUILD OF SERVERS

At present the Guild has 10 servers and it has been good to welcome Jo, Stella, Shenura, Dorcas, and Henry to the team this year. Olivia, Caelan and Anastasia are training and start to serve soon. The team continue to support all liturgies and have responded well to the changes in routines. With a growing team we continue to work well together supporting and encouraging each other.

New servers are always welcome – if you would like to know more please speak to any of the team.

*June Knowles*

## MISSION ACTION PLAN: KEEPING IT ALIVE

As it has been difficult to do anything during the pandemic due to the restrictions, PCC will be considering an approach to reflect and revisit the MAP during the summer.

We supported the council by hosting free lunches for local people during schools holidays. We supported a small group of families unfortunately the council has not made contact (despite best efforts from Fr Dan and June) re further support.

*June Knowles*

## MUSIC REPORT

As we began 2021, we were still three quarters into the devastating 20/21 'first' stage of the ongoing pandemic. However, despite severe austerity, music could be actively prolific at Holy Trinity. Sadly the congregation could not yet participate, but a plethora of 'listening' sacred music abounded - both from a small specialised live 'schola' group and using original pre-recorded music from this ensemble. Regarding the latter it was a project I enjoyed immensely: arranging local recording sessions of

contrasting works, studio mixing at home, followed by an ingenious parade of technical transfers to Fr Brett through several processes and finally arriving on the audio hi-fi hardware in the church, beaming out into an ambient acoustic with sonorous effect.

Another type of music support that involved at this time was the Organ Mass - for this, the congregation could take an active spoken part as the organ, in dialogue, commented in the background. All these styles took centre stage right up until August: including Holy Week, Easter, and the other great Feast Days, as well as Ordinary Sundays. Finally, a token form of normality was to return with a congregation (masked) and full parish choir being allowed to sing again.

Unfortunately I was not around to witness it, as I was in the midst of a strict medical sabbatical with advanced innovative treatment for my illness. But in stepped Helene Albrecht, taking charge with skill, expertise and enjoying warm response by all. I am immensely grateful to Helene for that 'holding' contribution, keeping the music standard stable and paving the way for a lovely warm aural flourish as I returned in October. I must also mention the Christmass period: working together with the Greenwich Concert Band (especially Chris Lloyd) was a valued privilege which we all benefited from in our successful Carols by Candlelight, preceding Christmass. I must also express the delight of working week by week with Helen Fearnley, who adds so much richness to our musical tapestry with her violin – a joyous collaboration.

I have to say that this must go down as a being a very unusual but unique challenging year, yet adorned with expressive delights and heart felt offerings. A big thank you to all who helped achieved this momentous pinnacle.

*Alan Wilson, Director of Music*

## **SUNDAY CLUB**

Sunday Club recommenced as a regular event in September 2021. Each Sunday, at the start of the 10am Eucharist, the children are 'collected' up by the Sunday Club Leader and we then process behind the priest to sit in the front row of the church. After the absolution, the children go to the altar to collect the crosses and bible and process out to the church hall. Once there, we follow the session lay-out and themes as presented by 'Diddy Disciples' – an excellent scheme created by Sharon Moughton-Mumby (she may be remembered by several of our congregation?) The children listen to a story, often related to the one that is being told in church and then have time to express themselves in an artistic way, be it making cards, badges, decorating eggs, etc. plus lots of other fun, creative things we do. The children then return to church to be part of the congregation preparing for Communion.

The Sunday Club team is amazing! I have been ably assisted by Richard, Melissa, Jen Daden (plus her sister and also mum) and members of the clergy – Annie, and Jo, with an appearance by Fr Dan and Fr Brett. Our weekly numbers vary from 4 (the week it was Fr Brett's turn!) to a number beyond 30 when we had a Baptism in church and Jen had to lead (her first time doing so!). However, our regular attendees number approximately 12 – 15 and nearly all are aged between one and eight years old. A few parents often stay, which is most welcome – especially once the glue sticks come out!

We have a growing number of parents coming to church with their children and are very pleased that we can offer this important part of Christian service. If other parents/carers would like to become involved in helping to run a session, I'd always be happy to hear from them.

Vivienne Prince

## **CHURCH FLOWERS**

We were able to provide flowers in church again. A big thank you to our flower team and, to the members of our congregation who donate towards the cost of the flowers. Donations are always welcome and help us to provide the flowers, despite the increasing costs.

*Dee Stoten*

## **ENQUIRING MINDS**

Enquiring Minds have had a second year's hiatus due to the pandemic.

As we begin to emerge from this, we're considering restarting this biweekly Bible study. If you would be interested in this, please speak with Martha, and we'll find a day of the week that suits as many people as possible.

*Martha Parkhurst*

## **BRANCHES**

Branches re-opened in August 2021 after a long closure during the pandemic. We have recruited several new members to join the original group. Branches will celebrate its 10th birthday in May. It is a very happy, lively and supportive place.

*Dee Stoten*



**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
**HOLY TRINITY ELTHAM**  
**FOR THE YEAR TO 31 DECEMBER 2021**

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 DECEMBER 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
<b>INCOMING RESOURCES</b>						
<i>Voluntary Receipts</i>						
Planned Giving		55,822	-	-	55,822	47,602
Collections and other Giving	4a	9,524	3,445	-	12,969	8,699
Income tax recovered		12,317	-	-	12,317	12,628
		<u>77,663</u>	<u>3,445</u>	<u>-</u>	<u>81,108</u>	<u>68,929</u>
Activities for generating funds	4b	306	-	-	306	215
Receipts from Church Activities	4c	7,697	1,825	-	9,522	7,866
Investment income	4d	8,843	-	7,244	16,087	19,450
Other income	4e	5,813	-	-	5,813	130
		<u>100,322</u>	<u>5,270</u>	<u>7,244</u>	<u>112,836</u>	<u>96,590</u>
<b>RESOURCES EXPENDED</b>						
<i>Church activities</i>						
Diocesan parish share		75,600	-	-	75,600	75,600
Church Activities	5a	57,138	28,802	-	82,940	36,269
Fundraising	5b	2,012	-	-	2,012	1,930
Governance Costs	5c	7,323	-	-	7,323	7,227
		<u>142,073</u>	<u>25,802</u>	<u>-</u>	<u>167,875</u>	<u>121,026</u>
<b>Excess of Receipts over Payments</b>		<b>(41,751)</b>	<b>(20,532)</b>	<b>7,244</b>	<b>(55,039)</b>	<b>(24,436)</b>
Gains and Losses on Investment Assets		-	-	35,659	35,659	16,019
Transfer between funds		-	-	-	-	-
		<u>(41,751)</u>	<u>(20,532)</u>	<u>42,903</u>	<u>(19,380)</u>	<u>(8,417)</u>
Funds b/fwd at 01.01.2021		20,302	28,842	334,785	383,929	392,346
Funds c/fwd at 31.12.2021		<u>£(21,449)</u>	<u>£8,310</u>	<u>£377,688</u>	<u>£364,549</u>	<u>£383,929</u>

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
BALANCE SHEET AS AT 31 DECEMBER 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	283,656	283,656	247,997
		<u>-</u>	<u>-</u>	<u>283,656</u>	<u>283,656</u>	<u>247,997</u>
<i>Current Assets</i>						
Debtors	9	12,859	-	-	12,859	12,628
Cash at Bank		(32,448)	27,863	94,032	89,447	148,089
		<u>(19,589)</u>	<u>27,863</u>	<u>94,032</u>	<u>102,306</u>	<u>160,717</u>
<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	1,860	19,553	-	21,413	24,785
		<u>1,860</u>	<u>19,553</u>	<u>-</u>	<u>21,413</u>	<u>24,785</u>
<i>Net Current Assets</i>		<u>(21,449)</u>	<u>8,310</u>	<u>94,032</u>	<u>80,893</u>	<u>135,932</u>
<i>Net Assets</i>		<u>£(21,449)</u>	<u>£8,310</u>	<u>£377,688</u>	<u>£364,549</u>	<u>£383,929</u>
<i>Represented by:</i>						
Unrestricted Funds		(119,841)	-	-	(119,841)	(71,487)
Designated Funds	2	98,392	-	-	98,392	91,789
Restricted Funds	3	-	8,310	-	8,310	28,842
Custodian Trustees		-	-	377,688	377,688	334,785
		<u>£(21,449)</u>	<u>£8,310</u>	<u>£377,688</u>	<u>£364,549</u>	<u>£383,929</u>

Approved by the PCC on

16/3/22

and signed on their behalf by:



Chair – Father Brett E Ward



Churchwarden – Daniel Njenje

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

**1. ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including, donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011.

Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired

These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

**2. The movements in designated funds during the year were:**

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	9,643	140	(1,674)	-	8,109
Flat 59b	61,871	8,700	(273)	-	70,298
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Computer Fund	290	-	(290)	-	-
Andrews Place Fund	16,758	-	-	-	16,758
	<u>91,789</u>	<u>8,840</u>	<u>(2,237)</u>	<u>-</u>	<u>98,392</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Bishops Lent Appeal	-	-	-	-	-
Church Day Outings	360	-	-	-	360
Diocese Fees	(15)	1,825	-	-	1,810
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Greenwich Hospice	-	160	(160)	-	-
Legacy (Brookfield)	700	-	-	(700)	-
Legacy (Playle)	5,000	-	-	(5,000)	-
Parish Office Grant	274	-	-	-	274
Open Doors (Syria Refugees)	318	380	-	-	698
Bexley Food Bank	-	305	(305)	-	-
Lighting Fund	9,875	2,600	(19,637)	12,862	-
Memorial (Lincoln)	7,162	-	-	(7,162)	-
	<u>28,842</u>	<u>5,270</u>	<u>(20,102)</u>	<u>-</u>	<u>8,310</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

**INCOMING RESOURCES**

4a Collections and Other Giving

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Collections (Open Plate)	3,350	-	-	3,350	2,028
Sundry Donations	6,174	3,445	-	9,619	6,671
Legacies	-	-	-	-	-
	<u>9,524</u>	<u>3,445</u>	<u>-</u>	<u>12,969</u>	<u>8,699</u>

4b Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Parish Magazine	-	-	-	-	-
Tea & coffee	306	-	-	306	215
	<u>306</u>	<u>-</u>	<u>-</u>	<u>306</u>	<u>215</u>

4c Receipts from Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Church Hall Lettings	4,625	-	-	4,625	4,655
Fees	3,072	1,825	-	4,897	3,211
	<u>7,697</u>	<u>1,825</u>	<u>-</u>	<u>9,522</u>	<u>7,866</u>

4d Investment Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Dividends	-	-	7,208	7,208	6,961
CBF Deposit Fund Interest	3	-	36	39	400
Rental Income	8,840	-	-	8,840	12,089
	<u>8,843</u>	<u>-</u>	<u>7,244</u>	<u>16,087</u>	<u>19,450</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

**INCOMING RESOURCES (Cont'd)**

4e Other Income	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Insurance Claims	5,813	-	-	5,813	130
Parish Retreat	-	-	-	-	-
	5,813	-	-	5,813	130

**RESOURCES EXPENDED**

5a Church Activities	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Ministry & Charitable Giving					
- Home	-	465	-	465	4,633
- Overseas	1,182	-	-	1,182	1,182
Other Ministry Costs	1,253	-	-	1,253	471
Church Running & Maintenance	7,944	-	-	7,944	11,836
Lighting Upgrade	37,089	25,337	-	62,426	-
Church Hall	2,734	-	-	2,734	2,008
Cost of Services	2,635	-	-	2,635	2,281
Funeral Expenses & Memorials	555	-	-	555	6,822
Fees payable to Diocese	-	-	-	-	2,604
Postage & Stationery	1,626	-	-	1,626	2,460
Subscriptions	246	-	-	246	58
Telephone	1,343	-	-	1,343	1,202
Sundries	531	-	-	531	712
Depreciation of Equipment	-	-	-	-	-
	57,138	25,802	-	82,940	36,269

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

**RESOURCES EXPENDED (Cont'd)**

5b Fundraising

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Tea & Coffee	64	-	-	64	202
Maintenance of Rental Properties	1,948	-	-	1,948	1,728
	<u>2,012</u>	<u>-</u>	<u>-</u>	<u>2,012</u>	<u>1,930</u>

5c Governance Costs

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Insurance	6,823	-	-	6,823	6,677
Bank Charges	-	-	-	-	-
Independent Examination Fee	500	-	-	500	550
	<u>7,323</u>	<u>-</u>	<u>-</u>	<u>7,323</u>	<u>7,227</u>

6 STAFF WAGES

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Wages & Salaries	5,369	-	-	5,369	3,928
	<u>5,369</u>	<u>-</u>	<u>-</u>	<u>5,369</u>	<u>3,928</u>

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
 NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021

7 TANGIBLE ASSETS

	Total 2021 Office Equipment	Total 2020 Office Equipment
	£	£
<b>COST</b>		
As at 01.01.2021	3,136	3,136
As at 31.12.2021	<u>3,136</u>	<u>3,136</u>
<b>DEPRECIATION</b>		
As at 01.01.2021	3,136	2,352
Charge for the year	-	784
As at 31.12.2021	<u>3,136</u>	<u>3,136</u>
<b>NET BOOK VALUE</b>		
As at 31.12.2021	<u>-</u>	<u>-</u>

8 INVESTMENTS

The PCC hold 12128.96 shares in the CBF Investment Fund.

	Total 2021 £	Total 2020 £
<b>MARKET VALUE</b>		
As at 01.01.2021	247,997	231,979
Revaluation gain/(loss)	35,659	16,018
As at 31.12.2021	<u>283,656</u>	<u>247,997</u>

9 DEBTORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Tax Recoverable	12,859	-	-	12,859	12,628
Prepayments	-	-	-	-	-
Other Debtors	-	-	-	-	-
	<u>12,859</u>	<u>-</u>	<u>-</u>	<u>12,859</u>	<u>12,628</u>

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
 NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021

10 CREDITORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Accruals	1,860	-	-	1,860	5,232
Other Creditors	-	19,553	-	19,553	19,553
	<u>1,860</u>	<u>19,553</u>	<u>-</u>	<u>21,413</u>	<u>24,785</u>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL  
OF HOLY TRINITY ELTHAM ON THE ACCOUNTS FOR THE  
YEAR ENDED 31 DECEMBER 2021**

This report on the financial statements of the PCC for the year to 31 December 2021, which is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (1) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

NEAL M ROGERS FFA/FIPA  
FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: March 2021



**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
**HOLY TRINITY ELTHAM**  
**FOR THE YEAR TO 31 DECEMBER 2021**

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 DECEMBER 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
<b>INCOMING RESOURCES</b>						
<i>Voluntary Receipts</i>						
Planned Giving		55,822	-	-	55,822	47,602
Collections and other Giving	4a	9,524	3,445	-	12,969	8,699
Income tax recovered		12,317	-	-	12,317	12,628
		<u>77,663</u>	<u>3,445</u>	<u>-</u>	<u>81,108</u>	<u>68,929</u>
Activities for generating funds	4b	306	-	-	306	215
Receipts from Church Activities	4c	7,697	1,825	-	9,522	7,866
Investment income	4d	8,843	-	7,244	16,087	19,450
Other income	4e	5,813	-	-	5,813	130
		<u>100,322</u>	<u>5,270</u>	<u>7,244</u>	<u>112,836</u>	<u>96,590</u>
<b>RESOURCES EXPENDED</b>						
<i>Church activities</i>						
Diocesan parish share		75,600	-	-	75,600	75,600
Church Activities	5a	57,138	28,802	-	82,940	36,269
Fundraising	5b	2,012	-	-	2,012	1,930
Governance Costs	5c	7,323	-	-	7,323	7,227
		<u>142,073</u>	<u>25,802</u>	<u>-</u>	<u>167,875</u>	<u>121,026</u>
<b>Excess of Receipts over Payments</b>		<b>(41,751)</b>	<b>(20,532)</b>	<b>7,244</b>	<b>(55,039)</b>	<b>(24,436)</b>
Gains and Losses on Investment Assets		-	-	35,659	35,659	16,019
Transfer between funds		-	-	-	-	-
		<u>(41,751)</u>	<u>(20,532)</u>	<u>42,903</u>	<u>(19,380)</u>	<u>(8,417)</u>
Funds b/fwd at 01.01.2021		20,302	28,842	334,785	383,929	392,346
Funds c/fwd at 31.12.2021		<u>£(21,449)</u>	<u>£8,310</u>	<u>£377,688</u>	<u>£364,549</u>	<u>£383,929</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
BALANCE SHEET AS AT 31 DECEMBER 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	283,656	283,656	247,997
		<u>-</u>	<u>-</u>	<u>283,656</u>	<u>283,656</u>	<u>247,997</u>
<i>Current Assets</i>						
Debtors	9	12,859	-	-	12,859	12,628
Cash at Bank		(32,448)	27,863	94,032	89,447	148,089
		<u>(19,589)</u>	<u>27,863</u>	<u>94,032</u>	<u>102,306</u>	<u>160,717</u>
<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	1,860	19,553	-	21,413	24,785
		<u>1,860</u>	<u>19,553</u>	<u>-</u>	<u>21,413</u>	<u>24,785</u>
<i>Net Current Assets</i>		<u>(21,449)</u>	<u>8,310</u>	<u>94,032</u>	<u>80,893</u>	<u>135,932</u>
<i>Net Assets</i>		<u>£(21,449)</u>	<u>£8,310</u>	<u>£377,688</u>	<u>£364,549</u>	<u>£383,929</u>
<i>Represented by:</i>						
Unrestricted Funds		(119,841)	-	-	(119,841)	(71,487)
Designated Funds	2	98,392	-	-	98,392	91,789
Restricted Funds	3	-	8,310	-	8,310	28,842
Custodian Trustees		-	-	377,688	377,688	334,785
		<u>£(21,449)</u>	<u>£8,310</u>	<u>£377,688</u>	<u>£364,549</u>	<u>£383,929</u>

Approved by the PCC on

16/3/22

and signed on their behalf by:



Chair – Father Brett E Ward



Churchwarden – Daniel Njenje

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

**1. ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including, donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011.

Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired

These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

**2. The movements in designated funds during the year were:**

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	9,643	140	(1,674)	-	8,109
Flat 59b	61,871	8,700	(273)	-	70,298
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Computer Fund	290	-	(290)	-	-
Andrews Place Fund	16,758	-	-	-	16,758
	<u>91,789</u>	<u>8,840</u>	<u>(2,237)</u>	<u>-</u>	<u>98,392</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Bishops Lent Appeal	-	-	-	-	-
Church Day Outings	360	-	-	-	360
Diocese Fees	(15)	1,825	-	-	1,810
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Greenwich Hospice	-	160	(160)	-	-
Legacy (Brookfield)	700	-	-	(700)	-
Legacy (Playle)	5,000	-	-	(5,000)	-
Parish Office Grant	274	-	-	-	274
Open Doors (Syria Refugees)	318	380	-	-	698
Bexley Food Bank	-	305	(305)	-	-
Lighting Fund	9,875	2,600	(19,637)	12,862	-
Memorial (Lincoln)	7,162	-	-	(7,162)	-
	<u>28,842</u>	<u>5,270</u>	<u>(20,102)</u>	<u>-</u>	<u>8,310</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

**INCOMING RESOURCES**

4a Collections and Other Giving

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Collections (Open Plate)	3,350	-	-	3,350	2,028
Sundry Donations	6,174	3,445	-	9,619	6,671
Legacies	-	-	-	-	-
	<u>9,524</u>	<u>3,445</u>	<u>-</u>	<u>12,969</u>	<u>8,699</u>

4b Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Parish Magazine	-	-	-	-	-
Tea & coffee	306	-	-	306	215
	<u>306</u>	<u>-</u>	<u>-</u>	<u>306</u>	<u>215</u>

4c Receipts from Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Church Hall Lettings	4,625	-	-	4,625	4,655
Fees	3,072	1,825	-	4,897	3,211
	<u>7,697</u>	<u>1,825</u>	<u>-</u>	<u>9,522</u>	<u>7,866</u>

4d Investment Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Dividends	-	-	7,208	7,208	6,961
CBF Deposit Fund Interest	3	-	36	39	400
Rental Income	8,840	-	-	8,840	12,089
	<u>8,843</u>	<u>-</u>	<u>7,244</u>	<u>16,087</u>	<u>19,450</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021**

**INCOMING RESOURCES (Cont'd)**

4e Other Income	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Insurance Claims	5,813	-	-	5,813	130
Parish Retreat	-	-	-	-	-
	5,813	-	-	5,813	130

**RESOURCES EXPENDED**

5a Church Activities	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Ministry & Charitable Giving					
- Home	-	465	-	465	4,633
- Overseas	1,182	-	-	1,182	1,182
Other Ministry Costs	1,253	-	-	1,253	471
Church Running & Maintenance	7,944	-	-	7,944	11,836
Lighting Upgrade	37,089	25,337	-	62,426	-
Church Hall	2,734	-	-	2,734	2,008
Cost of Services	2,635	-	-	2,635	2,281
Funeral Expenses & Memorials	555	-	-	555	6,822
Fees payable to Diocese	-	-	-	-	2,604
Postage & Stationery	1,626	-	-	1,626	2,460
Subscriptions	246	-	-	246	58
Telephone	1,343	-	-	1,343	1,202
Sundries	531	-	-	531	712
Depreciation of Equipment	-	-	-	-	-
	57,138	25,802	-	82,940	36,269

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
 NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021

RESOURCES EXPENDED (Cont'd)

5b Fundraising

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Tea & Coffee	64	-	-	64	202
Maintenance of Rental Properties	1,948	-	-	1,948	1,728
	<u>2,012</u>	<u>-</u>	<u>-</u>	<u>2,012</u>	<u>1,930</u>

5c Governance Costs

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Insurance	6,823	-	-	6,823	6,677
Bank Charges	-	-	-	-	-
Independent Examination Fee	500	-	-	500	550
	<u>7,323</u>	<u>-</u>	<u>-</u>	<u>7,323</u>	<u>7,227</u>

6 STAFF WAGES

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
Wages & Salaries	5,369	-	-	5,369	3,928
	<u>5,369</u>	<u>-</u>	<u>-</u>	<u>5,369</u>	<u>3,928</u>

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
 NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2021

7 TANGIBLE ASSETS

	Total 2021 Office Equipment	Total 2020 Office Equipment
	£	£
<b>COST</b>		
As at 01.01.2021	3,136	3,136
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<b>DEPRECIATION</b>		
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Other Debtors	-	-	-	-	-
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FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: March 2021



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# Accounts

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## REPORT ON THE ACTIVITIES OF THE PCC FOR 2020

The PCC met four times during 2020. The January and September meetings were in person; June and November were on Zoom.

### *PCC Membership*

Fr Brett Ward	Parish Priest
Fr Daniel Wyman	Assistant Curate <i>from July 2020</i>
Mrs Wendy Buxton	Churchwarden
Mr Daniel Njenje	Churchwarden
Mr Simon Capey	Treasurer
Mrs Christine Smith	Secretary
Ms Madelaine Fielden	Deanery Synod <i>from APCM 2020</i>
Mrs June Knowles	Deanery & Diocesan Synod
Mrs Shirley Williams	Deanery Synod <i>until APCM 2020</i>
Mrs Karen Wood	Deanery Synod
Mr Paul Betts	
Mrs Jacqueline Clark	Minutes Secretary
Mr Christopher Lindsey	<i>from APCM 2020</i>
Miss Dorothy Martin	<i>from APCM 2020</i>
Miss Martha Parkhurst	
Ms Janice Shepherd	<i>until APCM 2020</i>
Mrs Christine Spence	<i>from APCM 2020</i>
Miss Dee Stoten	
Mrs Angela Turner	<i>from APCM 2020</i>

### *Review of the Year*

For the first three months of 2020, Fr Brett was on sabbatical and we are enormously grateful to the priests of the Deanery, along with Fr John-Francis Friendship and Southwark Cathedral for helping ensure the pattern of Sunday and Wednesday Eucharistic worship was able to continue during that time. The

churchwardens took on numerous extra responsibilities, not least in terms of fielding telephone calls and emails, during his absence. Their work was invaluable in helping things carry on as normal, and was not without its burdens. Only the final two weeks of the sabbatical needed to be cut, which considering everything that went on in 2020 was remarkable. Nothing else that happened in 2020 was unaffected by the Covid-19 pandemic. The beginning of a national lockdown in March and the ban, not only on gathering in church for worship, but even on priests entering church, shaped our life together for some months, with effects which continue.

The congregation responded positively to the question about the live-streaming of the Eucharist on Sundays, and as a result Fr Brett learned numerous new technological skills, and created an oratory in the Vicarage dining room. From here, our Sunday Eucharist was streamed until it was finally permitted for priests to re-enter church to stream from there. Holy Week and Easter were dramatically different from normal, but were still observed. Initially solo, and slowly with permission granted to some assistants, this pattern continued until congregational worship was allowed again in July. It was also good that the use of Zoom enabled members of the congregation to “gather” after the Eucharist during the lockdowns and to enjoy some socializing in place of what would normally have happened in the church hall.

The live-streaming of the Parish Eucharist continued when churches re-opened, and this looks to become, if not permanent, then at least a long-term part of our offering. Initially on Twitter until this became technically unreliable, we moved to streaming on Facebook Live, which was much more successful and usually provided a surprisingly good quality. Occasional technical problems notwithstanding, live-streaming has proved a very positive thing, enabling those who are shielding or unwell to continue to feel connected; at the same time it also seems to have attracted a much more scattered following of virtual worshippers.

Changes to Christmass worship were also necessary. The Children’s Nativity and Christingle was offered as an online only pre-recorded Nativity worship. Lessons and Carols and Midnight

Mass were open to pre-booked (free) ticket holders, and Christmass morning was open to all. This pattern worked well, and the mix of worship with both live and recorded music was valued by all who joined in both in person and online.

### **Staff and administration**

Beyond the pandemic, but also affected by it, was the arrival of Daniel Wyman from the College of the Resurrection, Mirfield as our assistant curate in the summer. With ordinations postponed, he joined us at Petertide as a licensed lay assistant, and began pastoral ministry and visiting as lockdown conditions eased and made being in other people's gardens and homes possible. He was ordained to the diaconate in September at a socially-distanced ordination liturgy at our Cathedral. Fr Dan's contribution to parish life and worship has already begun to make its mark, not only with his contribution as a gifted singer, but in the pastoral work he undertakes.

Alan Wilson's ministry as Director of Music continued throughout the two lockdowns of 2020, and the other periods between and around these. We are immensely grateful to Alan for the creative way he has enabled us to continue to enjoy exceptional music and for the unimaginably countless additional hours he has put into the work of making music as good as it possibly can be, in a mix of pre-recorded and live offerings. Holy Trinity is almost certainly in a small minority of parishes to have been able to offer lockdown worship with high quality music. It has made an immense difference to our ability to engage with the Eucharist and to feel some sense of familiarity in the midst of a bizarre season.

During 2020 we also welcomed Annie Wanjohi to the parish. Annie, who lived in the studio flat and worked as our verger over ten years ago, is now studying for the priesthood at St Augustine's College, and is with us on placement for the two years of her training. One of the sadnesses of lockdown was that we had no opportunity to say our farewells to Bisi Akano-Adesoye, whose time as our placement ordinand concluded in the summer. But we extended our love and prayers to her as she was ordained at the same time as Fr Daniel, and began her curacy in the Thamesmead Team.

## **Study and Spirituality**

The only provision that was able to continue in 2020 was Wellspring, which met via Zoom, and has continued to offer space for prayer, reflection and silence.

## **Mission and Community**

It was decided not to extend our contract with Greenwich Citizens when the period ended in March. This trial, which was entered in partnership with St Luke's Eltham Park, concluded, but our decision was to continue to seek ways of engaging with the wider community, as much as possible in conjunction with St Luke's.

All work in schools was cancelled during the pandemic, so the usual provision of assemblies and seasonal worship in church did not take place.

The Greenwich Winter Night Shelter was supported, as in previous years, by a diverse and sizeable team from our congregation at the beginning of the year. However, Covid meant that alternative arrangements needed to be made for the winter of 2020/21, and the night shelters did not re-start at the end of the year. The Foodbank, based on the Avery Hill estate, continued to receive our support, although this was through direct cash donations during the year and a generous collection (over £500) in lieu of produce at Harvest Festival. The demands on the Foodbank have only increased, so that assistance remains an essential provision in our community.

The Area Dean took pastoral responsibility for funerals in the parish during Fr Brett's sabbatical. Despite the health crisis of the year, the number of funerals conducted during the rest of 2020 numbered 14. No marriages were celebrated, and 5 children were baptized.

## **PCC Business**

More grant applications were made for the lighting scheme. Unfortunately, none of these was successful. We had, however, reached the point where doing nothing about the lighting was no longer a responsible option. With c. £30,000 generously donated and fund-raised so far, the PCC made the decision to explore a pared-down lighting design and to withdraw money

from a reserve account. By reducing the cost of the scheme from c. £95,000 to £60,000, this was possible. The lighting designers and our appointed architect were extremely helpful, and the Diocesan Advisory Committee and Chancellor thoroughly supportive; this meant we did not need to recommence the whole faculty process. By the end of the year we were able to proceed with a firm booking for the works, which were due to begin early in 2021.

The PCC continues to aspire to being financially self-supporting and to paying the costs of having a full-time incumbent. (As Fr Daniel is in training, his stipend and pension costs are paid by the Church Commissioners.) In 2020, this aspiration had to be balanced against the reality that our income had suffered several major blows, not least as a result of Covid-19 and the loss of hall rental income, plus the loss in 2019 of the before and after-school club. The savings we were making and the cuts made to expenditure helped but did not negate the reduction in income. The decision was made therefore that we reluctantly could not increase our pledge for 2021, but we were unwilling to reduce it, and so pledged to keep the figure at £75,600, which would involve using our reserves. Reserves are, of course, “rainy day” money, and the present crisis clearly fits that category. It felt irresponsible, ungenerous and selfish to make other parishes pick up our slack when we had some resources we could use to contribute ourselves.

Again, because of the issues around the pandemic and the reduced numbers of people able to come to worship, our annual stewardship review was not held, although the PCC remains aware that this will need to happen in 2021 if we are to look ahead with vision rather than pessimism.

The Diocese has similarly been struggling with finances, and during the year approached Fr Brett about the rental income from the two Vicarage flats, and the parish’s provision of 59a rent-free to a curate. An examination of the circumstances around the legal position with the flats was provided, following research through paperwork and correspondence from the late 1980s. The situation can be summarized:

- 1867 the land grant was made with a reverter clause that should the property not be used for Church purposes all would revert to the Crown.
- 1976 the status of the flats was unchanged when other property changes were made.
- 1998/99 There was extended correspondence between Fr Mike Harrison and the Diocese resulting in the agreement that the incumbent was the Landlord and income would go to the Landlord/ Parish. Internal repairs of the flats are the responsibility of the Parish and the Diocese has a statutory duty to maintain the external structure.
- 59A was available for housing a Curate without contribution to the Diocese.
- Archives, and copies of letters and paperwork are filed in the Vicarage.

### **In Memoriam**

During 2020 we commended some present and former parishioners to resurrection life: Rebecca Spinks, Polly Hay, Dorothy Puttick, Susan Pardoe and Nicholas Towey. May God grant each of them the light and peace he promises in Christ's resurrection.

**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
**HOLY TRINITY ELTHAM**  
**FOR THE YEAR TO 31 DECEMBER 2020**

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR TO 31 DECEMBER 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
<b>INCOMING RESOURCES</b>						
<i>Voluntary Receipts</i>						
Planned Giving		47,602	-	-	47,602	49,736
Collections and other Giving	4a	6,622	2,077	-	8,699	34,681
Income tax recovered		12,628	-	-	12,628	16,228
		<u>66,852</u>	<u>2,077</u>	<u>-</u>	<u>68,929</u>	<u>100,645</u>
Activities for generating funds	4b	215	-	-	215	1,271
Receipts from Church Activities	4c	5,262	2,604	-	7,866	26,377
Investment income	4d	12,114	-	7,336	19,450	25,767
Other income	4e	130	-	-	130	1,050
		<u>84,573</u>	<u>4,681</u>	<u>7,336</u>	<u>96,590</u>	<u>155,110</u>
<b>RESOURCES EXPENDED</b>						
<i>Church activities</i>						
Diocesan parish share		75,600	-	-	75,600	72,000
Church Activities	5a	26,499	9,770	-	36,269	42,258
Fundraising	5b	1,930	-	-	1,930	500
Governance Costs	5c	7,227	-	-	7,227	7,081
		<u>111,256</u>	<u>9,770</u>	<u>-</u>	<u>121,026</u>	<u>121,839</u>
<b>Excess of Receipts over Payments</b>		<u>(26,683)</u>	<u>(5,089)</u>	<u>7,336</u>	<u>(24,436)</u>	<u>33,271</u>
Gains and Losses on Investment Assets		-	-	16,019	16,019	36,586
Transfer between funds		-	-	-	-	-
		<u>(26,683)</u>	<u>(5,089)</u>	<u>23,355</u>	<u>(8,417)</u>	<u>69,857</u>
Funds b/fwd at 01.01.2020		46,985	33,931	311,430	392,346	322,489
Funds c/fwd at 31.12.2020		<u>£20,302</u>	<u>£28,842</u>	<u>£334,785</u>	<u>£383,929</u>	<u>£392,346</u>


**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
BALANCE SHEET AS AT 31 DECEMBER 2020**

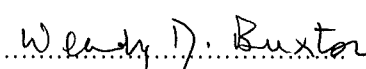
	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	247,997	247,997	231,979
		<u>-</u>	<u>-</u>	<u>247,997</u>	<u>247,997</u>	<u>231,979</u>
<i>Current Assets</i>						
Debtors	9	12,628	-	-	12,628	16,739
Cash at Bank		12,906	48,395	86,788	148,089	169,221
		<u>25,534</u>	<u>48,395</u>	<u>86,788</u>	<u>160,717</u>	<u>185,960</u>
<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	5,232	19,553	-	24,785	25,593
		<u>5,232</u>	<u>19,553</u>	<u>-</u>	<u>24,785</u>	<u>25,593</u>
<i>Net Current Assets</i>		<u>20,302</u>	<u>28,842</u>	<u>86,788</u>	<u>135,932</u>	<u>160,369</u>
<i>Net Assets</i>		<u>£20,302</u>	<u>£28,842</u>	<u>£334,785</u>	<u>£383,929</u>	<u>£392,346</u>
<i>Represented by:</i>						
Unrestricted Funds		(71,487)	-	-	(71,487)	(34,443)
Designated Funds	2	91,789	-	-	91,789	81,428
Restricted Funds	3	-	28,842	-	28,842	33,931
Custodian Trustees		-	-	334,785	334,785	311,430
		<u>£20,302</u>	<u>£28,842</u>	<u>£334,785</u>	<u>£383,929</u>	<u>£392,346</u>

Approved by the PCC on

24.3.2021

and signed on their behalf by:

  
Chair – Father Brett E Ward

  
Churchwarden – Wendy Buxton

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**1. ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including, donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011.

Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired

These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

**2. The movements in designated funds during the year were:**

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	7,443	2,200	-	-	9,643
Flat 59b	53,710	9,889	(1,728)	-	61,871
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Computer Fund	290	-	-	-	290
Andrews Place Fund	16,758	-	-	-	16,758
	<u>81,428</u>	<u>12,089</u>	<u>(1,728)</u>	<u>-</u>	<u>91,789</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Bishops Lent Appeal	346	-	(346)	-	-
Church Day Outings	360	-	-	-	360
Diocese Fees	(15)	2,604	(2,604)	-	(15)
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Hope 4 the World	641	-	(641)	-	-
Children's Society	330	-	(330)	-	-
Legacy (Brookfield)	700	-	-	-	700
Legacy (Playle)	5,000	-	-	-	5,000
Parish Office Grant	274	-	-	-	274
Open Doors (Syria Refugees)	792	318	(792)	-	318
Church Urban Fund	1,495	-	(1,495)	-	-
Bexley Food Bank	-	515	(515)	-	-
NSPCC	-	144	(144)	-	-
Lighting Fund	8,775	1,100	-	-	9,875
Memorial (Lincoln)	7,273	-	(111)	-	7,162
Memorial (Pyne)	2,792	-	(2,792)	-	-
	<u>33,931</u>	<u>4,681</u>	<u>(9,770)</u>	<u>-</u>	<u>28,842</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**INCOMING RESOURCES**

4a Collections and Other Giving

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Collections (Open Plate)	2,028	-	-	2,028	5,055
Sundry Donations	4,594	2,077	-	6,671	24,626
Legacies	-	-	-	-	5,000
	<u>6,622</u>	<u>2,077</u>	<u>-</u>	<u>8,699</u>	<u>34,681</u>

4b Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Parish Magazine	-	-	-	-	-
Tea & coffee	215	-	-	215	1,271
	<u>215</u>	<u>-</u>	<u>-</u>	<u>215</u>	<u>1,271</u>

4c Receipts from Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Church Hall Lettings	4,655	-	-	4,655	20,365
Fees	607	2,604	-	3,211	6,012
	<u>5,262</u>	<u>2,604</u>	<u>-</u>	<u>7,866</u>	<u>26,377</u>

4d Investment Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Dividends	-	-	6,961	6,961	6,758
CBF Deposit Fund Interest	25	-	375	400	658
Rental Income	12,089	-	-	12,089	18,351
	<u>12,114</u>	<u>-</u>	<u>7,336</u>	<u>19,450</u>	<u>25,767</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**INCOMING RESOURCES (Cont'd)**

4e Other Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Insurance Claims	130	-	-	130	1,050
Parish Retreat	-	-	-	-	-
	<u>130</u>	<u>-</u>	<u>-</u>	<u>130</u>	<u>1,050</u>

**RESOURCES EXPENDED**

5a Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Ministry & Charitable Giving					
- Home	370	4,263	-	4,633	1,729
- Overseas	1,182	-	-	1,182	1,182
Other Ministry Costs	471	-	-	471	3,299
Church Running & Maintenance	11,836	-	-	11,836	18,940
Chapel Restoration	-	-	-	-	-
Church Hall	2,008	-	-	2,008	3,067
Cost of Services	2,281	-	-	2,281	3,796
Funeral Expenses & Memorials	3,919	2,903	-	6,822	345
Sunday Club	-	-	-	-	-
Fees payable to Diocese	-	2,604	-	2,604	2,912
Postage & Stationery	2,460	-	-	2,460	3,788
Subscriptions	58	-	-	58	906
Telephone	1,202	-	-	1,202	1,187
Hospitality	-	-	-	-	58
Sundries	712	-	-	712	1,049
Depreciation of Equipment	-	-	-	-	-
	<u>26,499</u>	<u>9,770</u>	<u>-</u>	<u>36,269</u>	<u>42,258</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**RESOURCES EXPENDED (Cont'd)**

5b Fundraising

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Tea & Coffee	202	-	-	202	202
Maintenance of Rental Properties	1,728	-	-	1,728	298
	<u>1,930</u>	<u>-</u>	<u>-</u>	<u>1,930</u>	<u>500</u>

5c Governance Costs

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Insurance	6,677	-	-	6,677	6,531
Bank Charges	-	-	-	-	-
Independent Examination Fee	550	-	-	550	550
	<u>7,227</u>	<u>-</u>	<u>-</u>	<u>7,227</u>	<u>7,081</u>

6 STAFF WAGES

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Wages & Salaries	3,928	-	-	3,928	6,457
	<u>3,928</u>	<u>-</u>	<u>-</u>	<u>3,928</u>	<u>6,457</u>

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
 NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020

7 TANGIBLE ASSETS

	Total 2020 Office Equipment	Total 2020 Office Equipment
	£	£
<b>COST</b>		
As at 01.01.2020	3,136	3,136
As at 31.12.2020	<u>3,136</u>	<u>3,136</u>
<b>DEPRECIATION</b>		
As at 01.01.2020	3,136	2,352
Charge for the year	-	784
As at 31.12.2020	<u>3,136</u>	<u>3,136</u>
<b>NET BOOK VALUE</b>		
As at 31.12.2020	<u>-</u>	<u>-</u>

8 INVESTMENTS

The PCC hold 12128.96 shares in the CBF Investment Fund.

	Total 2020 £	Total 2019 £
<b>MARKET VALUE</b>		
As at 01.01.2020	231,979	195,393
Revaluation gain/(loss)	16,018	36,586
As at 31.12.2020	<u>247,997</u>	<u>231,979</u>

9 DEBTORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Tax Recoverable	12,628	-	-	12,628	16,228
Prepayments	-	-	-	-	511
Other Debtors	-	-	-	-	-
	<u>12,628</u>	<u>-</u>	<u>-</u>	<u>12,628</u>	<u>16,739</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

10 CREDITORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Accruals	5,232	-	-	5,232	1,747
Other Creditors	-	19,553	-	19,553	23,846
	<u>5,232</u>	<u>19,553</u>	<u>-</u>	<u>24,785</u>	<u>25,593</u>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL  
OF HOLY TRINITY ELTHAM ON THE ACCOUNTS FOR THE  
YEAR ENDED 31 DECEMBER 2020**

This report on the financial statements of the PCC for the year to 31 December 2020, which is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (1) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

NEAL M ROGERS FFA/FIPA  
FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: March 2021

**UNAUDITED ANNUAL REPORTS AND FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL OF**  
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**FOR THE YEAR TO 31 DECEMBER 2020**

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Transfer between funds		-	-	-	-	-
		<u>(26,683)</u>	<u>(5,089)</u>	<u>23,355</u>	<u>(8,417)</u>	<u>69,857</u>
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**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
BALANCE SHEET AS AT 31 DECEMBER 2020**

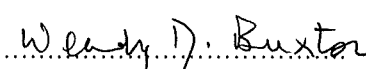
	Notes	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
<i>Fixed Assets</i>						
Tangible Assets	7	-	-	-	-	-
Investments	8	-	-	247,997	247,997	231,979
		<u>-</u>	<u>-</u>	<u>247,997</u>	<u>247,997</u>	<u>231,979</u>
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<i>Current Liabilities</i>						
Creditors: amounts falling due within one year	10	5,232	19,553	-	24,785	25,593
		<u>5,232</u>	<u>19,553</u>	<u>-</u>	<u>24,785</u>	<u>25,593</u>
<i>Net Current Assets</i>		<u>20,302</u>	<u>28,842</u>	<u>86,788</u>	<u>135,932</u>	<u>160,369</u>
<i>Net Assets</i>		<u>£20,302</u>	<u>£28,842</u>	<u>£334,785</u>	<u>£383,929</u>	<u>£392,346</u>
<i>Represented by:</i>						
Unrestricted Funds		(71,487)	-	-	(71,487)	(34,443)
Designated Funds	2	91,789	-	-	91,789	81,428
Restricted Funds	3	-	28,842	-	28,842	33,931
Custodian Trustees		-	-	334,785	334,785	311,430
		<u>£20,302</u>	<u>£28,842</u>	<u>£334,785</u>	<u>£383,929</u>	<u>£392,346</u>

Approved by the PCC on

24.3.2021

and signed on their behalf by:

  
Chair – Father Brett E Ward

  
Churchwarden – Wendy Buxton

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**1. ACCOUNTING POLICIES**

**Basis of Preparation of Financial Statements**

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**Incoming Resources**

Voluntary Income including, donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. All incoming resources are accounted for gross.

**Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of value added tax, which cannot be recovered.

**Unrestricted Funds**

These are general funds which can be used for PCC ordinary activities.

**Restricted Funds**

These are donations or grants that are received for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance that remains unspent at the year end must be carried forward as a balance on that fund.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts under the Charities Act 2011.

Tangible Fixed Assets are stated at cost or valuation, less depreciation. Individual items of equipment with a cost or valuation of less than £500 are written off when the asset is acquired

These assets are depreciated on a straight-line basis over 4 years.

**Investments**

These are valued at market value as at the year end.

**2. The movements in designated funds during the year were:**

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Flat 59a	7,443	2,200	-	-	9,643
Flat 59b	53,710	9,889	(1,728)	-	61,871
Flower Fund	2,890	-	-	-	2,890
Candle Fund	337	-	-	-	337
Computer Fund	290	-	-	-	290
Andrews Place Fund	16,758	-	-	-	16,758
	<u>81,428</u>	<u>12,089</u>	<u>(1,728)</u>	<u>-</u>	<u>91,789</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

3. The movements in restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Bishops Lent Appeal	346	-	(346)	-	-
Church Day Outings	360	-	-	-	360
Diocese Fees	(15)	2,604	(2,604)	-	(15)
Insurance Claim	430	-	-	-	430
Altar Cloths	51	-	-	-	51
Church Art Fund	3,695	-	-	-	3,695
Vestments Fund	992	-	-	-	992
Hope 4 the World	641	-	(641)	-	-
Children's Society	330	-	(330)	-	-
Legacy (Brookfield)	700	-	-	-	700
Legacy (Playle)	5,000	-	-	-	5,000
Parish Office Grant	274	-	-	-	274
Open Doors (Syria Refugees)	792	318	(792)	-	318
Church Urban Fund	1,495	-	(1,495)	-	-
Bexley Food Bank	-	515	(515)	-	-
NSPCC	-	144	(144)	-	-
Lighting Fund	8,775	1,100	-	-	9,875
Memorial (Lincoln)	7,273	-	(111)	-	7,162
Memorial (Pyne)	2,792	-	(2,792)	-	-
	<u>33,931</u>	<u>4,681</u>	<u>(9,770)</u>	<u>-</u>	<u>28,842</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**INCOMING RESOURCES**

4a Collections and Other Giving

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Collections (Open Plate)	2,028	-	-	2,028	5,055
Sundry Donations	4,594	2,077	-	6,671	24,626
Legacies	-	-	-	-	5,000
	<u>6,622</u>	<u>2,077</u>	<u>-</u>	<u>8,699</u>	<u>34,681</u>

4b Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Parish Magazine	-	-	-	-	-
Tea & coffee	215	-	-	215	1,271
	<u>215</u>	<u>-</u>	<u>-</u>	<u>215</u>	<u>1,271</u>

4c Receipts from Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Church Hall Lettings	4,655	-	-	4,655	20,365
Fees	607	2,604	-	3,211	6,012
	<u>5,262</u>	<u>2,604</u>	<u>-</u>	<u>7,866</u>	<u>26,377</u>

4d Investment Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Dividends	-	-	6,961	6,961	6,758
CBF Deposit Fund Interest	25	-	375	400	658
Rental Income	12,089	-	-	12,089	18,351
	<u>12,114</u>	<u>-</u>	<u>7,336</u>	<u>19,450</u>	<u>25,767</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**INCOMING RESOURCES (Cont'd)**

4e Other Income

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Insurance Claims	130	-	-	130	1,050
Parish Retreat	-	-	-	-	-
	<u>130</u>	<u>-</u>	<u>-</u>	<u>130</u>	<u>1,050</u>

**RESOURCES EXPENDED**

5a Church Activities

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Ministry & Charitable Giving					
- Home	370	4,263	-	4,633	1,729
- Overseas	1,182	-	-	1,182	1,182
Other Ministry Costs	471	-	-	471	3,299
Church Running & Maintenance	11,836	-	-	11,836	18,940
Chapel Restoration	-	-	-	-	-
Church Hall	2,008	-	-	2,008	3,067
Cost of Services	2,281	-	-	2,281	3,796
Funeral Expenses & Memorials	3,919	2,903	-	6,822	345
Sunday Club	-	-	-	-	-
Fees payable to Diocese	-	2,604	-	2,604	2,912
Postage & Stationery	2,460	-	-	2,460	3,788
Subscriptions	58	-	-	58	906
Telephone	1,202	-	-	1,202	1,187
Hospitality	-	-	-	-	58
Sundries	712	-	-	712	1,049
Depreciation of Equipment	-	-	-	-	-
	<u>26,499</u>	<u>9,770</u>	<u>-</u>	<u>36,269</u>	<u>42,258</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

**RESOURCES EXPENDED (Cont'd)**

5b Fundraising

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Tea & Coffee	202	-	-	202	202
Maintenance of Rental Properties	1,728	-	-	1,728	298
	<u>1,930</u>	<u>-</u>	<u>-</u>	<u>1,930</u>	<u>500</u>

5c Governance Costs

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Insurance	6,677	-	-	6,677	6,531
Bank Charges	-	-	-	-	-
Independent Examination Fee	550	-	-	550	550
	<u>7,227</u>	<u>-</u>	<u>-</u>	<u>7,227</u>	<u>7,081</u>

6 STAFF WAGES

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Wages & Salaries	3,928	-	-	3,928	6,457
	<u>3,928</u>	<u>-</u>	<u>-</u>	<u>3,928</u>	<u>6,457</u>

During the year the PCC employed a hall booking administrator and a music director, all on a part time basis. No payments made were large enough to attract social security deductions

Any expenses paid to clergy are small immaterial amounts, which relate to their function as PCC members. No other payments were made to PCC members.

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
 NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020

7 TANGIBLE ASSETS

	Total 2020 Office Equipment	Total 2020 Office Equipment
	£	£
<b>COST</b>		
As at 01.01.2020	3,136	3,136
As at 31.12.2020	<u>3,136</u>	<u>3,136</u>
<b>DEPRECIATION</b>		
As at 01.01.2020	3,136	2,352
Charge for the year	-	784
As at 31.12.2020	<u>3,136</u>	<u>3,136</u>
<b>NET BOOK VALUE</b>		
As at 31.12.2020	<u>-</u>	<u>-</u>

8 INVESTMENTS

The PCC hold 12128.96 shares in the CBF Investment Fund.

	Total 2020 £	Total 2019 £
<b>MARKET VALUE</b>		
As at 01.01.2020	231,979	195,393
Revaluation gain/(loss)	16,018	36,586
As at 31.12.2020	<u>247,997</u>	<u>231,979</u>

9 DEBTORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Tax Recoverable	12,628	-	-	12,628	16,228
Prepayments	-	-	-	-	511
Other Debtors	-	-	-	-	-
	<u>12,628</u>	<u>-</u>	<u>-</u>	<u>12,628</u>	<u>16,739</u>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY ELTHAM  
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020**

10 CREDITORS

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2020 £	Total 2019 £
Accruals	5,232	-	-	5,232	1,747
Other Creditors	-	19,553	-	19,553	23,846
	<u>5,232</u>	<u>19,553</u>	<u>-</u>	<u>24,785</u>	<u>25,593</u>

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL  
OF HOLY TRINITY ELTHAM ON THE ACCOUNTS FOR THE  
YEAR ENDED 31 DECEMBER 2020**

This report on the financial statements of the PCC for the year to 31 December 2020, which is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and the Charities Act 2011 ('the Act').

**Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (1) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of this report**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulationshave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

NEAL M ROGERS FFA/FIPA  
FOR AND ON BEHALF OF  
BERACAH ADMINISTRATION LIMITED  
INCORPORATED FINANCIAL ACCOUNTANTS  
37 ST JOHNS ROAD  
SIDCUP  
KENT DA14 4HD  
Date: March 2021