

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    *Minutes Secretary*

## *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>		<u>(41,751)</u>	<u>(20,532)</u>	<u>7,244</u>	<u>(55,039)</u>	<u>(24,436)</u>
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	-	-	-	-	-
	<u>5,813</u>	<u>-</u>	<u>-</u>	<u>5,813</u>	<u>130</u>

**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	-	-	-	-	-
	<u>57,138</u>	<u>25,802</u>	<u>-</u>	<u>82,940</u>	<u>36,269</u>

**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>		<u>(41,751)</u>	<u>(20,532)</u>	<u>7,244</u>	<u>(55,039)</u>	<u>(24,436)</u>
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
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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	-	-	-	-	-
	<u>5,813</u>	<u>-</u>	<u>-</u>	<u>5,813</u>	<u>130</u>

**RESOURCES EXPENDED**

**5a Church Activities**

	Unrestricted Funds £	Restricted Funds £	Custodian Trustees £	Total 2021 £	Total 2020 £
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Church Hall	2,734	-	-	2,734	2,008
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Telephone	1,343	-	-	1,343	1,202
Sundries	531	-	-	531	712
Depreciation of Equipment	-	-	-	-	-
	<u>57,138</u>	<u>25,802</u>	<u>-</u>	<u>82,940</u>	<u>36,269</u>

**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

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**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

