



ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31ST DECEMBER 2022

Administrative information

Holy Trinity Church is situated in Logmore Lane, Westcott. It is part of the Diocese of Guildford within the Church of England. The correspondence address is The Parish Office, St John's, Furlong Road, Westcott, Dorking, Surrey, RH4 3PP.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (charity registration number: 1132869).

PCC members who have served from 1 January 2022 until the date this report was approved (unless noted otherwise) are:

Chairman, Ex-officio: The Rev'd Peter Nevins, Area Dean, until 8th September 2022.
The Rev'd Tim Armstrong, Incumbent. Licenced to the Parish, 8th September 2022.

Wardens: Simon Mabley: Elected 10.5.15 at special meeting of the Church Electoral
Roll and again at APCM 17.4.16, 30.4.17, 22.4.18, 7.4.19, 11.10.20, 23.5.21, 15.5.22.
Libby Witt: Elected at APCM 15.5.22

Representatives on the Deanery Synod:

Lisa Brady Elected at APCM, 11.10.20 for three years.
Glynis Cranefield Elected at APCM 11.10.20 for three years.

Elected members:

Kay Meldrum, Treasurer	First elected for three years at 2009 APCM, then for three years every third APCM, up to and including 23.5.21.
Jan Way, Secretary	Co-opted at PCC meeting 8.5.17. Elected 22.4.18. for three years and again 23.5.21.
Mark Shakespeare	Co-opted at PCC meeting 8.5.17, Elected 23.05.21 for three years.
Malcolm Bradley	Elected 11.10.20. for three years
Hannah Mayo	Elected 11.10.20. for three years
Richard Packer	Elected 11.10.20. for three years
Murray Stephen	Elected 11.10.20 for three years
Libby Witt	Co-opted at PCC meeting 18.1.22.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

Holy Trinity's PCC has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the building of St John's, Furlong Road, Westcott.

Church attendance

There are 185 parishioners on the Church Electoral Roll (2021 – 185). The average weekly attendance on a “normal Sunday” was 72 – comprising 70 adults and 2 children (2021 figures: 72; 70 adults and 2 children).

The “worshipping community” (ie attend worship at least monthly) is 104 (2021 – 104) - adults, children in congregational worship/ activities, plus home communions, plus monthly services taken at Bramley House and Westcott House.

Review of the year

The full PCC met five times during the year. Committees met between meetings and any matters arising were referred to the PCC as necessary.

SAFEGUARDING – Jan Way, Safeguarding Officer

Jan Way is the Safeguarding Officer and Helen Hughes the DBS Validator for this period.

Activities

a) *Safeguarding incidents*

There have been no safeguarding incidents during the period from January 2022 to December 2022.

b) *New policies and procedures*

No new policies have been issued by the Diocese.

The Safeguarding officer continues to monitor the Safeguarding Parish Dashboard - an online platform that outlines what the duties and responsibilities of each Parish regarding safeguarding, covering training, adoption of policies, activities etc. There are numerous levels as you move through the platform. As of December 2022 Holy Trinity was on Level 3, having completed tasks in the year to move from Level 2. Outstanding items at present include:

- Ensuring all involved in any leadership (this would include lay preachers, church wardens) attend the safeguarding leadership course
- Reviewing minor policies with the PCC which will be done at the next meeting.

c) *Training*

Members of the church have been diligent in undertaking safeguarding training for roles and I am very aware that everyone is a volunteer and therefore that training can be an additional burden placed upon us by the Diocese. Much of the basic training can now be undertaken online which helps. Currently our PCC and members of the church who are involved with children and vulnerable adults have the correct level of training. Some church members are required to undertake leadership.

d) *DBS validations*

It is important to note that key roles in the church require an enhanced DBS, specifically when the role involves work with children, young people and vulnerable adults. Equally DBS status lasts three years so renewals are required. However there is now an update system, free to volunteers where, once registered the DBS is automatically updated and the status of individuals can be checked. This saves a great deal of time and expense so it is really worth everyone who undertakes a DBS doing this. It is not possible to continue to work with children or vulnerable adults if a DBS has expired.

Helen Hughes looks after the DBS validations, which is not straightforward, and I am extremely grateful to her for doing this key role.

e) *Safeguarding meetings*

A safeguarding meeting was planned but cancelled due to ill health. This will be rearranged.

Conclusion

Safeguarding is now a standing item on the PCC agenda which is as it should be as it remains a key component of the church.

The Promoting a Safer Church guidance makes clear the safety and welfare of children and vulnerable adults within our church is the responsibility of everyone who participates in church life. The PCC sets the tone and example to all church members and is responsible for ensuring that we follow good safeguarding practice in all areas of church life. It is important that we embrace this responsibility fully.

GENERAL REVIEW OF THE YEAR – Rev'd Tim Armstrong, Vicar

Holy Trinity was in vacancy for two thirds of 2022, but thanks a large number of people the community continued to thrive. The whole congregation and wider community played a part in this, but special thanks must go to the Churchwardens, the PCC, the Vacancy Team, Rev'd Ian Hughes, Rev'd Virginia Smith, the Area Dean - Rev'd Peter Nevins, and the other churches and clergy in the Deanery – especially St Paul's who offered support throughout.

The search for a new vicar took place after consulting widely with the congregation and parish and the process led to the appointment of Rev'd Tim Armstrong who was licensed on September 8th 2022.

Tim's arrival coincided with most pandemic related restrictions coming to an end which allowed community and children's work to be restarted. Harvest, Advent, Christingle and Christmas all saw good engagement with the wider community.

DISCIPLESHIP

(Incorporates worship, prayer, teaching, outreach, pastoral care, growing vocations)

- Ellie Lister entered her final year as an Ordinand at St Mellitus College and Hannah Mayo began her first years training through Guildford Diocese Ordained Local Ministry course.
- Life Groups and Women's Group continued to thrive over 2022.
- The Pastoral Support group met and provided pastoral care throughout the year.
- Both the 8.30 and 10.15 services showed signs of growth with new people joining.
- The 10.15 service continued to be live streams via zoom with 10-15 people participating in worship this way each week, many of whom may otherwise not be able to attend.

FAMILIES, CHILDREN, YOUTH

The pandemic hit our families, children and youth work the hardest, but there were encouraging signs of engagement this year. The new Head Teacher of Surrey Hills School, Simon Coles, has been keen to collaborate with the church and we enjoyed welcoming the whole school to the church for services at Harvest and Christmas. Tim has started doing weekly assemblies and plans were made for Open the Book to begin at the school in the New Year. Tim is also involved with the chaplaincy at the Priory Secondary School.

Cookie Club restarted and is much appreciated by those who attend, as well as providing a great space for us to get to know those with young children in our community.

Christingle and the Crib Service saw lots of children joining us with their families in church and there was a general sense of momentum building. We planned to launch a monthly All Age Worship service in the New Year on the first Sunday of each month based on a similar format to the Christingle service.

RESOURCES TEAM

Financial Review – Kay Meldrum, Treasurer

Holy Trinity's finances have shown a decline over the past twelve months, largely due to the need to replace the gas boiler, but remain satisfactory, thanks to the generosity of its parishioners.

Total receipts on ordinary Unrestricted funds were £142,912 and are detailed in the Financial Statements. This represents an increase in Unrestricted income of just under 3%. This is made up of a continued decrease in covenanted donations of 11% (2021 4%), an increase in one-off donations, and a substantial increase in investment and other income.

The field next to the churchyard was let on an annual basis, and gross income of £1,083 from it is included in these accounts. Rental was also received in respect of a mobile telephone mast on church premises, and gross income of £4,568 from it is shown in these accounts.

£166,460 was spent to provide the Christian ministry from Holy Trinity Church, an increase of approx. 25%. The bulk of this increase was replacement of the elderly gas boiler. The main item, 49% of total expenditure and 57% of expenditure excluding the boiler, (last year 62%), is the contribution to the Diocesan Parish Share, which largely provides the stipends and housing for the clergy.

The PCC continues to own the former St John's church, which was used by various organisations and individuals. The net deficit on the premises was £461, compared with net deficit of £1,632 in 2021.

The net result for the year was an excess of expenditure over income of £23,131. £20,105 of this was the net cost of the replacement of the gas boiler, leaving a "working" deficit of £3,026 (2021 net surplus £4,576). The balances carried forward at 31st December for Unrestricted funds totalled £101,447 (2021 £124,578).

In addition the PCC has £44,335 in Funds Designated for improvements to the Church fabric and other work. (2021 £43,457). A generous legacy was received towards the reorganisation of the internal space in the church. Work on installing a disabled toilet was completed during the year using funds from another legacy held in the Designated account.

Looking forward to 2023, work is needed on the building following the Quinquennial review. If donations continue to fall it will be another challenging year.

Reserves policy

It is PCC policy to accumulate a balance on Unrestricted funds of £50,000, to cover emergency situations that may arise from time to time. The balance of £101,447 on Unrestricted funds at the year-end exceeds this target.

The balance of £251,344 in the Restricted funds represents £4,640 in the General Support Fund, £6,516 for Youth Work, £217,235 net cost of St John's, £1,265 for

future extension work at St John's, £1,440 grant for the churchyard at St Johns, £3,776 received for the Peace Garden, £3,172 relating to the Touche Fund, £12,923 in income producing investments, and £377 towards future work on the church building.

It is our policy to invest our Restricted and Unrestricted funds balances with the CBF Church of England Deposit Fund. Permanent Endowment funds are invested primarily in income generating Funds.

Fabric – Simon Mabley, Churchwarden

Alongside regular maintenance items (such as electrical and fire safety checks), we had our five yearly inspection (Quinquennial). I am very grateful to Louise Scillitoe-Brown for overseeing both this and the work arising.

We have also continued to move forward improvements to the church building and land.

- We are delighted to have completed an Accessible Toilet – a much overdue provision for visitors and congregation. We are very grateful for the generous legacy from Godfrey Parry-Jones, and project management skills of Paul Goddard, that made this possible.
- We have faculty approval for a kitchen in the old vestry and are close to starting work on installation.
- A new Garden of Remembrance has been introduced in the extension graveyard, and a number of interments of ashes have already taken place.
- A new boiler was installed in the summer, bringing us welcome gas savings over the winter months. Many thanks to Mark Seymour for his project management of this.
- Following the PCC decision to make the removal of the pews permanent (and to modify the floor to make the main body of the church more flexible, welcoming and accessible) extensive consultation with statutory & heritage bodies happened throughout the year. There are no formal objections from any party, and we await the Chancellor's decision on faculty approval.

The Diocese (who own and are responsible for the old vicarage) continue to work on the development of the site, with the ultimate ambition of delivering a new vicarage plus additional housing. At the time of writing they advise that planning permission has been approved, and Savills have been appointed to market the site and select a Developer.

Flowers – Andrea Gabb, Co-ordinator

Flower arranging has gone ahead as usual, with special displays for Easter in 2022, the arrival of our new vicar in September 2022, and then an all-out vegetable and fruit display for harvest festival which was fun to do, and we were grateful for the temporary loan of vegetables from Ian Hughes from his allotment, and also from the team themselves, who ransacked their veg shelves and fridges to give us a lovely display for the Sunday of Harvest Festival.

Once again this year we did Christmas Trees in the windows at Christmas. We hope next year to include some garlands as well, as we have them in the cupboards in the upstairs vestry.

Planning ahead, we are looking again at how to provide a lovely and changing display of flowers by the altar. It's becoming more difficult to ask people to provide flowers every two weeks at their own costs, particularly since flowers seem to be travelling so many miles to get to us these days adding to the cost. We are relying on a mix of silk flowers (and we have been slowly adding to the collection) and fresh greenery. This seems to work quite well. There's some pressure to abandon Oasis flower foam, because of plastic Microparticles, so this year we will be looking into alternatives as part of our Eco Church involvement.

We are always looking for people to come and help on the rota, so if you think you might enjoy creating a display, and would like to practise, then we are the team to join! Don't think you aren't good enough - you soon will be!

Special thanks to the amazing team of Sheena Salmon, Sue Bax, Suzie Moore, Ralph Sutton, Pat Avis, Lyn Malins, Jan Way, Carol Smetham, Elizabeth Crook, Helen Chappell and Helen Bennett for your hard work this year, and to Mark Seymour for heroic efforts for a brilliant but gigantic Christmas tree. Normally he doesn't have to cut them down, but this time he did!!

ST JOHN'S COMMUNITY CENTRE

St John's continued to return to life, although rentals are not yet back to their pre-pandemic levels. Tony Astor has done an amazing job of overseeing St John's through these challenging times and we are extremely grateful to him. Regular users include yoga, cookie club and the writing workshop but there is more capacity going forward. Jon & Mum Groceries, the pop up shop which began as a delivery service during the pandemic, has continued to grow and has become a real hub for the local community. Going forward we want to work closely with Jon Mears who runs it, to work out how St John's can become more of a community hub.

MISSION & SOCIAL JUSTICE

The following was donated by way of Outward Giving in 2022 for outside agencies in direct giving to Holy Trinity or from general funds:

Royal British Legion £145
The Bishop of Guildford's Foundation £90
Leatherhead Start £31
CMS £360
Papua Partners £720

'Transforming Lives for Good' (TLG) – Libby Witt, Holy Trinity Westcott's TLG Coordinator

In the past year, Holy Trinity has continued partnering with 'Transforming Lives for Good' (TLG) and Surrey Hills All Saints School to run an Early Intervention programme with children from the school. TLG is a Christian charity which partners with local churches to give emotional support to vulnerable children and young people through a year-long coaching programme, designed to help the child make the very best of their time in education.

Once things returned to some normality at Surrey Hills All Saints last year after the Covid pandemic, we were able to resume coaching in person. In the last year, volunteer coaches from Holy Trinity have coached 4 children under the programme: Karen Ratzke completed her first year in the summer of 2022 and started coaching another child in November; Lisa Brady started coaching in May 2022 and Libby Witt started in November 2022. We now have a good working relationship with our School Key Contact and recently underwent our annual review with our TLG Regional Coordinator. TLG continue to be a huge support to our coaching team: providing resources, training and encouragement through termly online regional forum meetings, and contact with our Regional Coordinator. We were also delighted to welcome a guest preacher from TLG, Adeola Oludemi, to TLG Sunday in June 2022.

The school have indicated that they could accommodate a couple more coaching sessions each week if we had coaches available. If anyone would like to know more about what coaching involves, I'd love to hear from you!

DORKING DEANERY SYNOD

Nothing to add to last year's report.

Parochial Church Council of Holy Trinity Church

STATEMENT OF FINANCIAL AFFAIRS

For the year ended 31st December 2022

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowm'nt Funds £	TOTAL 2022 £	TOTAL 2021 £
INCOMING RESOURCES							
Voluntary Income	2(a)	104,383	27,963	2,880	0	135,226	145,496
Activities for generating income	2(b)	23,719	0	0	0	23,719	21,203
Investment income	2(c)	4,223	0	650	0	4,873	3,459
Incoming resources from charitable activities	2(d)	10,183	0	0	0	10,183	2,231
Other incoming resources	2(e)	404	0	0	0	404	1,112
TOTAL INCOMING RESOURCES		142,912	27,963	3,530	0	174,405	173,501
RESOURCES EXPENDED							
Costs of generating voluntary income	3(a)	0	0	0	0	0	0
Charitable activities	3(b)	156,453	26,668	1,678	0	184,799	148,343
Other resources expended	3(c)	10,007	0	983	0	10,990	22,648
TOTAL RESOURCES EXPENDED		166,460	26,668	2,661	0	195,789	170,991
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES							
		-23,548	1,295	869	0	-21,384	2,509
Gains/Loss on investment assets							
- on revaluation	5(b)	0	0	-1,684	-8,334	-9,413	6,846
Transfers		417	-417	0	0	0	0
NET MOVEMENT IN FUNDS		-23,131	878	-815	-8,334	-31,402	9,356
Balances b/f 1 Jan 2022		124,578	43,457	252,159	95,765	515,959	506,603
Balances c/f 31st December 2022		101,447	44,335	251,344	87,431	484,557	515,959

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31st December 2022

	Notes	£ Unrestricted Funds	£ Restricted Funds	Designated Funds	£ Endowment Funds	£ TOTAL 2022	TOTAL 2021
FIXED ASSETS							
Tangible	5(a)	10,029	217,224	0	0	227,253	230,784
Investments	5(b)	0	12,923	0	67,484	80,407	90,047
		10,029	230,147	0	67,484	307,660	320,831
CURRENT ASSETS							
Cash at bank and in hand	4(b)	25,857	560	33,323	0	59,740	50,665
Short term deposits	4(c)	66,317	21,197	11,012	19,947	118,473	145,332
Accounts receivable	6(a)	2,818	0	0	0	2,818	3,903
Prepayments	6(b)	336	0	0	0	336	648
		95,328	21,757	44,335	19,947	181,367	200,548
CURRENT LIABILITIES							
Creditors and Prepayments	7	3,910	560	0	0	4,470	5,420
NET CURRENT ASSETS		91,418	21,197	44,335	19,947	176,897	195,128
TOTAL NET ASSETS		101,447	251,344	44,335	87,431	484,557	515,959
PARISH FUNDS							
Unrestricted		101,447	0	0	0	101,447	124,578
Designated		0	0	44,335		44,335	43,457
Restricted	9(a)	0	251,344	0	0	251,344	252,159
Endowment	9(b)	0	0	0	87,431	87,431	95,765
		101,447	251,344	44,335	87,431	484,557	515,959

Approved by the Parochial Church Council on 8th February 2023 and signed on their behalf by

The Rev. Timothy Armstrong (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the period ended 31 December 2022

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Funds

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011. Also, capital additions to consecrated property are written off in the year of expenditure.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
Salaries and wages	12,640	10,876
Social Security costs	0	0
Pension costs	445	787
Other benefits	0	0
Total	13,085	11,663

Number of employees 3 4

No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

The PCC participates in the Pension Builder Scheme section of CWPf for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	TOTAL 2022	TOTAL 2021
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving - covenanted	61,978	1,160	0	0	63,138	71,025
Income tax recoverable	11,542	0	0	0	11,542	14,435
Listed Churches grant	4,021	0	713	0	4,734	1,537
Other giving	620	0	0	0	620	3,072
Sundry donations	20,530	0	5,000	0	25,530	31,124
Collections	1,392	0	0	0	1,392	238
Grants	4,300	1,000	2,250	0	7,550	5,300
Furlough grants	0	0	0	0	0	3,755
Legacies	0	0	20,000	0	20,000	1,500
Donations for restricted purposes	0	720	0	0	720	13,510
	104,383	2,880	27,963	0	135,226	145,496
2(b) Activities for generating income						
St Johns	4,895	0	0	0	4,895	3,067
Floodlights	320	0	0	0	320	390
Mast rental	4,568	0	0	0	4,568	4,382
Parish magazine adverts	13,936	0	0	0	13,936	13,364
	23,719	0	0	0	23,719	21,203
2(c) Investment income						
Dividends and interest	3,140	650	0	0	3,790	2,459
Church field rent	1,083	0	0	0	1,083	1,000
	4,223	650	0	0	4,873	3,459
2(d) Incoming resources from charitable activities						
Church and churchyard fees	10,183	0	0	0	10,183	2,231
	10,183	0	0	0	10,183	2,231
2(e) Other incoming resources						
Traidcraft	329	0	0	0	329	1,112
Bank errors	75	0	0	0	75	0
	404	0	0	0	404	1,112
Total Incoming resources	142,912	3,530	27,963	0	174,405	173,501

3 RESOURCES EXPENDED

3(a) Costs of generating voluntary income

Cost of stewardship envelopes	0	0	0	0	0	0
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3(b) Charitable activities

Grants made in furtherance of PCC's objectives

Secular charities

Surrey Hills primary	45	0	0	0	45	107
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Missions and church societies/organisations

Papua	720	0	0	0	720	412
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Churches Together in

Dorking	120	0	0	0	120	120
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GS Fund	0	0	0	0	0	4,204
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Parish Share	82,145	0	0	0	82,145	82,639
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Parish ministry	6,399	0	0	0	6,399	3,275
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Parish office & secretarial	9,113	0	0	0	9,113	9,014
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Vicar's expenses	0	0	0	0	0	696
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Assistant staff

Communications	3,150	78	1,608	0	4,836	2,420
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Family worker	0	0	0	0	0	5,007
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Church running expenses

Utilities	2,334	0	0	0	2,334	3,758
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Insurance	3,151	0	0	0	3,151	2,748
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Cleaning	2,157	0	0	0	2,157	2,463
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Altar	202	0	0	0	202	69
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Organists	75	0	0	0	75	150
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Minor repairs	28,312	0	25,060	0	53,372	15,307
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Organ and piano repairs & maintenance	1,432	0	600	0	2,032	990
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Expenditure on Parish magazine	9,018	0	0	0	9,018	7,322
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Professional services	1,536	0	0	0	1,536	1,398
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Upkeep of Churchyard	5,295	1,000	0	0	6,295	6,244
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Lay Training	1,155	0	0	0	1,155	0
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Youth Work	94	0	0	0	94	0
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156,453	1,678	26,668	0	184,799	148,343
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3(c) Other resources expended

St Johns costs	5,356	0	0	0	5,356	4,699
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Traidcraft	611	0	0	0	611	877
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Other	0	0	0	0	0	14,462
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Depreciation	4,040	983	0	0	5,023	2,610
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10,007	983	0	0	10,990	22,648
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Total resources expended

166,460	2,661	26,668	0	195,789	170,991
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4(b) Cash at bank and in hand

Current account	2022	2021
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Curacy House Trust current account	47,969	38,478
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Traidcraft account	50	50
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Magazine account	212	407
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Cash in hand	11,224	11,190
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	285	540
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Total	59,740	50,665
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4(c) Short term deposits

C of E Deposit Fund	84,361	113,192
Curacy House deposit account	14,165	12,193
Curacy House Trust C of E Deposit Fund	19,947	19,947
	118,473	145,332
Total	178,213	195,997

5 FIXED ASSETS

5(a) Tangible		St Johns	Freehold	Church		
		Equipment	Land and Buildings £	Equipment £		
	At 1 January 2022	12,123	217,224	38,906	268,253	254,279
	Additions at cost	0	0	1,492	1,492	13,974
	At 31st December 2022	12,123	217,224	40,398	269,745	268,253
Depreciation	At 1 January 2022	11,140	0	26,329	37,469	34,859
	Charge for the year	983	0	4,040	5,023	2,610
	At 31st December 2022	12,123	0	30,369	42,492	37,469
Net		0	217,224	10,029	227,253	230,784

5(b) Investments**Restricted Fund**

value 1/1/22	CBF Investment Fund Income Shares	14,229	12,109
Purchased in year		378	356
Market value adjustment		-1,684	1,764
625.94 shares at 31st December 2022		12,923	14,229

Endowment Fund

6904 CBF Fixed Interest Securities Fund Income Shares- Touche Bequest at 1/1/22	10,908	11,678
Market value adjustment	-1,476	-770
At 31st December 2022	9,432	10,908
9750 Ordinary Shares Mercantile Investment Trust - Curacy House Trust	26,179	24,131
Market value adjustment	-7,459	2,048
At 31st December 2022	18,720	26,179

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund - Curacy House Trust	38,731	34,927
Market value adjustment	601	3,804
At 31st December 2022	39,332	38,731

Total Endowment Fund	67,484	75,818
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Total Investments	80,407	90,047
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6(a) Accounts receivable (unrestricted)

Tax recoverable	2,818	3,903
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6(b) Prepayments (unrestricted)

St Johns insurance	335	300
Bullimores wage account	1	348
	336	648

Liabilities**7. Sundry creditors amounts falling due in one year**

Unrestricted funds

Prepayments - Orange	2,665	2,665
-field rent	750	833
Floodlights	75	100
Other creditors - utilities HT	162	533
St Johns	208	452
church expenses	0	294
Traidcraft loan	50	50
	3,910	4,927

restricted funds	Outward giving	560	493
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9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St Johns Peace Garden Fund, St Johns Peace Garden Fund, the Touche Fund, the Building Development Fund, the Communications Fund, and the Organ fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair. Income from Curacy House Trust assets is Unrestricted

Fund Movements

9(a) Restricted

	G S Fund	Youth Work Fund	St Johns Building Fund	St Johns Peace Garden	Touche Fund	Building Development Fund	Communications Fund	Organ fund	Total 2022
balance 1/1/22	4,520	5,356	220,923	3,776	2,900	14,606	78	0	252,159
incoming resources	120	1,160	1,000	0	272	378	0	600	3,530
Transfers	0	0	0	0	0	0	0	0	0
resources expended	0	0	1,983	0	0	1,684	78	600	4,345
balance 31/12/22	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

Represented by:

Tangible fixed assets	0	0	217,224	0	0	0	0	0	217,224
Investments	0	0	0	0	0	12,923	0	0	12,923
Bullimores wage account	0	0	0	0	0	0	0	0	0
Building Extension cash at bank	0	0	1,264	0	0	0	0	0	1,264
Churchyard grant cash at bank	0	0	1,440	0	0	0	0	0	1,440
Main Fund Cash at bank	4,640	6,516	12	3,776	3,172	377	0	0	18,493
	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

9(b) Endowment

	Touche Fund	Curacy House Trust	Total 2022	2021
Opening Balance 1/1/22	10,908	84,857	95,765	90,683
increase in value of investments	-1,476	-6,858	-8,334	5,082
balance 31/12/22	9,432	77,999	87,431	95,765

Represented by

Investments	9,432	58,052	67,484	75,818
Short term deposits	0	19,947	19,947	19,947
	9,432	77,999	87,431	94,765

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2022 which are set out on pages 9 to 16 .

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention


1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

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.

D R Andrews BSc MBA FCA
Northacre
Deerleap Road
Westcott
Surrey
RH4 3LD


16 April 2023

Parochial Church Council of Holy Trinity Church

STATEMENT OF FINANCIAL AFFAIRS

For the year ended 31st December 2022

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowm'nt Funds £	TOTAL 2022 £	TOTAL 2021 £
INCOMING RESOURCES							
Voluntary Income	2(a)	104,383	27,963	2,880	0	135,226	145,496
Activities for generating income	2(b)	23,719	0	0	0	23,719	21,203
Investment income	2(c)	4,223	0	650	0	4,873	3,459
Incoming resources from charitable activities	2(d)	10,183	0	0	0	10,183	2,231
Other incoming resources	2(e)	404	0	0	0	404	1,112
TOTAL INCOMING RESOURCES		142,912	27,963	3,530	0	174,405	173,501
RESOURCES EXPENDED							
Costs of generating voluntary income	3(a)	0	0	0	0	0	0
Charitable activities	3(b)	156,453	26,668	1,678	0	184,799	148,343
Other resources expended	3(c)	10,007	0	983	0	10,990	22,648
TOTAL RESOURCES EXPENDED		166,460	26,668	2,661	0	195,789	170,991
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES							
		-23,548	1,295	869	0	-21,384	2,509
Gains/Loss on investment assets							
- on revaluation	5(b)	0	0	-1,684	-8,334	-9,413	6,846
Transfers		417	-417	0	0	0	0
NET MOVEMENT IN FUNDS		-23,131	878	-815	-8,334	-31,402	9,356
Balances b/f 1 Jan 2022		124,578	43,457	252,159	95,765	515,959	506,603
Balances c/f 31st December 2022		101,447	44,335	251,344	87,431	484,557	515,959

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WESTCOTT

Balance Sheet at 31st December 2022

	Notes	£ Unrestricted Funds	£ Restricted Funds	Designated Funds	£ Endowment Funds	£ TOTAL 2022	TOTAL 2021
FIXED ASSETS							
Tangible	5(a)	10,029	217,224	0	0	227,253	230,784
Investments	5(b)	0	12,923	0	67,484	80,407	90,047
		10,029	230,147	0	67,484	307,660	320,831
CURRENT ASSETS							
Cash at bank and in hand	4(b)	25,857	560	33,323	0	59,740	50,665
Short term deposits	4(c)	66,317	21,197	11,012	19,947	118,473	145,332
Accounts receivable	6(a)	2,818	0	0	0	2,818	3,903
Prepayments	6(b)	336	0	0	0	336	648
		95,328	21,757	44,335	19,947	181,367	200,548
CURRENT LIABILITIES							
Creditors and Prepayments	7	3,910	560	0	0	4,470	5,420
NET CURRENT ASSETS		91,418	21,197	44,335	19,947	176,897	195,128
TOTAL NET ASSETS		101,447	251,344	44,335	87,431	484,557	515,959
PARISH FUNDS							
Unrestricted		101,447	0	0	0	101,447	124,578
Designated		0	0	44,335		44,335	43,457
Restricted	9(a)	0	251,344	0	0	251,344	252,159
Endowment	9(b)	0	0	0	87,431	87,431	95,765
		101,447	251,344	44,335	87,431	484,557	515,959

Approved by the Parochial Church Council on 8th February 2023 and signed on their behalf by

The Rev. Timothy Armstrong (PCC Chairman)



NOTES TO THE FINANCIAL STATEMENTS for the period ended 31 December 2022

1(a) Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the Financial Reporting Standard applicable in the United Kingdom (FRS102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS102

The accounts present a true and fair view and the accounting policies adopted are those outlined below. No changes to accounting estimates have occurred in the reporting period. No material prior year error has been identified in the reporting period.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Funds

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were received. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used by the PCC for any purpose

Incoming resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable, interest is accrued. Rents received are accrued over the period to which they relate. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended; Grants and donations are accounted for when paid over or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Insurance is accrued over the period to which it relates. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets: Consecrated and benefice property is not included in the accounts by S10(2) of the Charities Act 2011. Also, capital additions to consecrated property are written off in the year of expenditure.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Any individual item costing less than £1,000 is written off when incurred.

Equipment used within Holy Trinity church or St John's premises is depreciated on a straight line basis over 10 years. Individual items with a purchase price of less than £500 are written off when the asset is acquired

Investments are valued at market value at 31 December. They are held by the Diocese of Guildford as Custodian Trustee.

The PCC acts as managing Trustee

Restricted and unrestricted funds are mingled in the PCC's current bank account and short term deposit accounts

The PCC's maintenance policy in respect of its consecrated and benefice property and land and buildings is to recognise repair liabilities when they are contracted for rather than when they are discovered.

Staff costs	This year	Last year
Salaries and wages	12,640	10,876
Social Security costs	0	0
Pension costs	445	787
Other benefits	0	0
Total	13,085	11,663

Number of employees 3 4

No employee received benefits for the reporting period of more than £60,000

No Trustee expenses have been incurred.

There have been no related party transactions in the reporting period

The PCC participates in the Pension Builder Scheme section of CWPf for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	TOTAL 2022	TOTAL 2021
2. INCOMING RESOURCES						
2(a) Voluntary Income						
Planned giving - covenanted	61,978	1,160	0	0	63,138	71,025
Income tax recoverable	11,542	0	0	0	11,542	14,435
Listed Churches grant	4,021	0	713	0	4,734	1,537
Other giving	620	0	0	0	620	3,072
Sundry donations	20,530	0	5,000	0	25,530	31,124
Collections	1,392	0	0	0	1,392	238
Grants	4,300	1,000	2,250	0	7,550	5,300
Furlough grants	0	0	0	0	0	3,755
Legacies	0	0	20,000	0	20,000	1,500
Donations for restricted purposes	0	720	0	0	720	13,510
	104,383	2,880	27,963	0	135,226	145,496
2(b) Activities for generating income						
St Johns	4,895	0	0	0	4,895	3,067
Floodlights	320	0	0	0	320	390
Mast rental	4,568	0	0	0	4,568	4,382
Parish magazine adverts	13,936	0	0	0	13,936	13,364
	23,719	0	0	0	23,719	21,203
2(c) Investment income						
Dividends and interest	3,140	650	0	0	3,790	2,459
Church field rent	1,083	0	0	0	1,083	1,000
	4,223	650	0	0	4,873	3,459
2(d) Incoming resources from charitable activities						
Church and churchyard fees	10,183	0	0	0	10,183	2,231
	10,183	0	0	0	10,183	2,231
2(e) Other incoming resources						
Traidcraft	329	0	0	0	329	1,112
Bank errors	75	0	0	0	75	0
	404	0	0	0	404	1,112
Total Incoming resources	142,912	3,530	27,963	0	174,405	173,501

3 RESOURCES EXPENDED

3(a) Costs of generating voluntary income

Cost of stewardship envelopes	0	0	0	0	0	0
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3(b) Charitable activities

Grants made in furtherance of PCC's objectives

Secular charities

Surrey Hills primary	45	0	0	0	45	107
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Missions and church societies/organisations

Papua	720	0	0	0	720	412
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Churches Together in

Dorking	120	0	0	0	120	120
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GS Fund	0	0	0	0	0	4,204
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Parish Share	82,145	0	0	0	82,145	82,639
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Parish ministry	6,399	0	0	0	6,399	3,275
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Parish office & secretarial	9,113	0	0	0	9,113	9,014
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Vicar's expenses	0	0	0	0	0	696
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Assistant staff

Communications	3,150	78	1,608	0	4,836	2,420
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Family worker	0	0	0	0	0	5,007
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Church running expenses

Utilities	2,334	0	0	0	2,334	3,758
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Insurance	3,151	0	0	0	3,151	2,748
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Cleaning	2,157	0	0	0	2,157	2,463
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Altar	202	0	0	0	202	69
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Organists	75	0	0	0	75	150
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Minor repairs	28,312	0	25,060	0	53,372	15,307
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Organ and piano repairs & maintenance	1,432	0	600	0	2,032	990
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Expenditure on Parish magazine	9,018	0	0	0	9,018	7,322
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Professional services	1,536	0	0	0	1,536	1,398
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Upkeep of Churchyard	5,295	1,000	0	0	6,295	6,244
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Lay Training	1,155	0	0	0	1,155	0
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Youth Work	94	0	0	0	94	0
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156,453	1,678	26,668	0	184,799	148,343
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3(c) Other resources expended

St Johns costs	5,356	0	0	0	5,356	4,699
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Traidcraft	611	0	0	0	611	877
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Other	0	0	0	0	0	14,462
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Depreciation	4,040	983	0	0	5,023	2,610
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10,007	983	0	0	10,990	22,648
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Total resources expended

166,460	2,661	26,668	0	195,789	170,991
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4(b) Cash at bank and in hand

Current account	2022	2021
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Curacy House Trust current account	47,969	38,478
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Traidcraft account	50	50
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Magazine account	212	407
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Cash in hand	11,224	11,190
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	285	540
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Total	59,740	50,665
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4(c) Short term deposits

C of E Deposit Fund	84,361	113,192
Curacy House deposit account	14,165	12,193
Curacy House Trust C of E Deposit Fund	19,947	19,947
	118,473	145,332

Total	178,213	195,997
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5 FIXED ASSETS

5(a) Tangible		St Johns	Freehold	Church		
		Equipment	Land and Buildings £	Equipment £		
	At 1 January 2022	12,123	217,224	38,906	268,253	254,279
	Additions at cost	0	0	1,492	1,492	13,974
	At 31st December 2022	12,123	217,224	40,398	269,745	268,253
Depreciation	At 1 January 2022	11,140	0	26,329	37,469	34,859
	Charge for the year	983	0	4,040	5,023	2,610
	At 31st December 2022	12,123	0	30,369	42,492	37,469
Net		0	217,224	10,029	227,253	230,784

5(b) Investments**Restricted Fund**

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Purchased in year		378	356
Market value adjustment		-1,684	1,764
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Market value adjustment	-7,459	2,048
At 31st December 2022	18,720	26,179

13605 Class I Income Shares M & G Global Dividend Sterling I Income Fund - Curacy House Trust	38,731	34,927
Market value adjustment	601	3,804
At 31st December 2022	39,332	38,731

Total Endowment Fund	67,484	75,818
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Total Investments	80,407	90,047
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6(a) Accounts receivable (unrestricted)

Tax recoverable	2,818	3,903
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6(b) Prepayments (unrestricted)

St Johns insurance	335	300
Bullimores wage account	1	348
	336	648

Liabilities**7. Sundry creditors amounts falling due in one year**

Unrestricted funds

Prepayments - Orange	2,665	2,665
-field rent	750	833
Floodlights	75	100
Other creditors - utilities HT	162	533
St Johns	208	452
church expenses	0	294
Traidcraft loan	50	50
	3,910	4,927

restricted funds	Outward giving	560	493
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9. FUNDS

The restricted funds comprise the General Support Fund, the Youth Work Fund, St John's Building Fund, St Johns Peace Garden Fund, St Johns Peace Garden Fund, the Touche Fund, the Building Development Fund, the Communications Fund, and the Organ fund. The Touche Fund is to be used for the maintenance of the church and churchyard so long as the Touche family grave is kept in good order and repair. Income from Curacy House Trust assets is Unrestricted

Fund Movements

9(a) Restricted

	G S Fund	Youth Work Fund	St Johns Building Fund	St Johns Peace Garden	Touche Fund	Building Development Fund	Communications Fund	Organ fund	Total 2022
balance 1/1/22	4,520	5,356	220,923	3,776	2,900	14,606	78	0	252,159
incoming resources	120	1,160	1,000	0	272	378	0	600	3,530
Transfers	0	0	0	0	0	0	0	0	0
resources expended	0	0	1,983	0	0	1,684	78	600	4,345
balance 31/12/22	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

Represented by:

Tangible fixed assets	0	0	217,224	0	0	0	0	0	217,224
Investments	0	0	0	0	0	12,923	0	0	12,923
Bullimores wage account	0	0	0	0	0	0	0	0	0
Building Extension cash at bank	0	0	1,264	0	0	0	0	0	1,264
Churchyard grant cash at bank	0	0	1,440	0	0	0	0	0	1,440
Main Fund Cash at bank	4,640	6,516	12	3,776	3,172	377	0	0	18,493
	4,640	6,516	219,940	3,776	3,172	13,300	0	0	251,344

9(b) Endowment

	Touche Fund	Curacy House Trust	Total 2022	2021
Opening Balance 1/1/22	10,908	84,857	95,765	90,683
increase in value of investments	-1,476	-6,858	-8,334	5,082
balance 31/12/22	9,432	77,999	87,431	95,765

Represented by

Investments	9,432	58,052	67,484	75,818
Short term deposits	0	19,947	19,947	19,947
	9,432	77,999	87,431	94,765

INDEPENDENT EXAMINERS REPORT TO THE PAROCHIAL CHURCH COUNCIL

I report on the accounts of the Parochial Church Council for the year ended 31st December 2022 which are set out on pages 9 to 16 .

Respective responsibilities of the Trustees and Independent Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year by Church Accounting Regulations and section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act;
- and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and in the Church Guidance, 2006 edition.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view", and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention


1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act

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.

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16 April 2023