

**The Parish of Bracknell: Holy Trinity with Mosaic**  
*Called together to make Christ known*

Annual Report for 2022



May 2023

## Notes from Revd Robin Sharples

The months since my arrival in the Parish of Bracknell, have been full and enriching. I have been privileged to be able to work with the stimulating environment of Holy Trinity and Mosaic and alongside the enthusiastic members of the Town Centre Mission team.

A number of areas of work have been the main focus during these months:

Building links with the schools in the parish has been a particular success; regular contact is now established with Crown Wood, Harmans Water and Ranelagh and I have been appointed as a governor of Ranelagh. I lead regular assemblies at Crown Wood and Harmans Water and a strong working relationship is being built up with Ranelagh which includes services at Holy Trinity and work with the chaplaincy - most recently seen in the very well attended Ash Wednesday Service.

The pattern of services has been adjusted to include the establishment of my regular preaching and presiding at Communion with Mosaic church. Regular traditional language services at the 8.00am have been introduced at Holy Trinity. I am grateful to everyone at both Mosaic and Holy Trinity for enabling this to happen, especially those who have made the Lay-Led service at Holy Trinity so successful.

Home Communion have been celebrated with a number of parishioners regularly and a monthly communion takes place at Bickerton House. A monthly service has also been established at Clement House following a lively Christmas Service in December.

A number of services have been specifically prepared with children and families in mind. The Crib service and the Christingle service were particularly well attended and all have been well received.

Remembrance Sunday provided an opportunity to work alongside the Town Council, and renew my acquaintance with Rabbi Zvi Solomon. It was also a privilege to share the prayer on Remembrance day itself with Father Danny from St Joseph's Roman Catholic church.

At the end of January 2023 we bade a fond farewell to Janet Chalmers who so ably led the music at Holy Trinity as Music Director. We have been very fortunate to have been able to welcome Fabio Marques as Music Director at Holy Trinity. Some new music is being explored and we are looking forward to welcoming more singers and musicians at Holy Trinity.

A very stimulating afternoon was spent discussing the blessing of same sex relationships, following the controversial proposals from the House of Bishops. The conversation was characterised by an overwhelming sense of compassion and concern to provide a place where all are welcome.

A lot of work has been done since September and I am grateful for the support of so many people notably church wardens, leaders at Mosaic, PCC – and to members of the congregations who have been so welcoming and encouraging.

Besides the specific Parish work I am also acting as mentor to Beth Quainton as part of her ordination training with Sarum College in Salisbury. This was following a specific request from the Area Director of Ordinands.

I am looking forward to the future and the growth of the faith community of the parish some signs of which I believe we can see already in our parish such as the very well attended sequence of services in Holy Week and Easter. In all this we thank God for the blessings that are a part of all the work that we do.

*Revd Robin Sharples: Vicar*

## Parish Notes

At the beginning of 2022 the process for appointing an incumbent moved to a new phase, advertisements were placed in the Church Times. Interviews took place at the beginning of April, followed by the appointment of Revd Robin Sharples as our new Incumbent.

The parish said goodbye to Revd Malcolm Chalmers (who had been serving as an Associate Priest in our Parish since 2019) at a service of Choral Evensong on 26<sup>th</sup> June, and a group of people from the parish attended his induction to the benefice of Great Missenden on 19<sup>th</sup> July.

On 1<sup>st</sup> September at a special service Robin was collated by the Bishop of Reading, Rt Rev Olivia Graham, and inducted by the Archdeacon of Berkshire, Ven. Stephen Pullin, as Incumbent of the parish. Robin was welcomed by people of the parish, clergy from the deanery and other churches in our town, and representatives of the local community.

With the lifting of Coronavirus restrictions, it was possible to return to receiving Communion in both kinds in June.

*Angela Evans: Churchwarden*

## From Holy Trinity:

Services in 2022 included:

- A family service for Christingle in January, and special services on Maundy Thursday, Good Friday, and Easter Eve.
- We are grateful to all the clergy who covered several services when Malcolm was on holiday or unwell, and during July and August before Robin arrived.
- Weekly on-line parish prayer meetings took place on most Saturday mornings, with one on-line prayer meeting each month led by the Town Centre Mission.

A number of informal and fund raising events including a Christian Aid coffee morning in May, and a bring-and-share lunch in June to mark the Platinum Jubilee of Queen Elizabeth II. September saw our Heritage day, and Ride and Stride. December brought the Christmas Tree Festival and carol singing at Waitrose to raise funds for Shelter.

## Baptisms in 2022

Date	Children	Adults	Total
9 <sup>th</sup> Jan	2		2
23 <sup>rd</sup> Jan	2	1	3
27 <sup>th</sup> Feb	2		2
27 <sup>th</sup> Mar	1		1
17 <sup>th</sup> April	1		1
8 <sup>th</sup> May	1		1
22 <sup>nd</sup> May	2		2
6 <sup>th</sup> June	1		1
26 <sup>th</sup> June	1		1
10 <sup>th</sup> July	1		1
24 <sup>th</sup> July	2	1	3
14 <sup>th</sup> August	2		2
<b>12 Services</b>	<b>18</b>	<b>2</b>	<b>20</b>

- Weddings: 26<sup>th</sup> June, 6<sup>th</sup> August, 3<sup>rd</sup> November
- Funerals in Holy Trinity: 17<sup>th</sup> August
- Memorial service after funeral: June 14<sup>th</sup>
- There were several services of interment of ashes
- School services -
  - Ranelagh services for Ash Wednesday, Ascension Day and Carol Service
  - Holly Spring Carol Service
  - Harmans Water Carol Service

Special services have included:

- June – Choral Evensong – farewell to Revd Malcolm Chalmers
- September – Induction, Institution and Collation of Revd Robin Sharples
- September – service at Holy Trinity to commemorate late Queen Elizabeth
- November – Civic service at Holy Trinity on Remembrance Sunday
- December – Service of 9 Lessons and Carols

In the first part of 2023:

- A special Christingle service at Candlemas
- Ash Wednesday day service for Ranelagh School and a Parish Ash Wednesday Service
- Holy Week was well attended – despite the flooded boiler room
- Services included online Compline services on the Monday, Tuesday and Wednesday of Holy week

Pastoral Support for members of the parish has continued through the work of a small group of dedicated volunteers. This is greatly appreciated by those who are contacted.

We continue to be grateful to everyone who contributes to our worship - the Choir and Musicians, Welcomers, Servers and Readers – thank you.

*Angela Evans: Churchwarden*

## Fabric Report 2022

The churchwardens have continued to carry out their responsibilities to maintain the inventory, terrier and log book of the parish. During this year no items were added to the inventory, and nothing removed.

Details of the repairs carried out continue to be recorded in the log book.

The vestments, frontals, altar cloths and communion linen continue to be maintained in reasonably good condition. Some of the chasubles and albs are showing signs of wear, the black chasuble is in need of repair. Some of the altar linen has worn out due to age.

Thanks to our Sacristan, Shirley Taylor, for her diligent work in this area.

Consistent work has gone into caring for the buildings at Holy Trinity and Langley Hall. The Maintenance Mornings continue, we are grateful to the people that attend to work in the grounds of the church and hall, we would appreciate more people coming along, so that more jobs can be done

and ongoing maintenance carried out. Finally thanks to the Holy Dusters and volunteers who clean, polish & wax furnishings and tend to our brassware; your contribution is greatly appreciated.

Thanks to Malcolm Taylor for his assistance in this.

*Russell Goodburn: Churchwarden*

## Summary of Building works for January 2022 to March 2023

### Holy Trinity Church.

- Following storm damage a new church notice board has been erected.
- A new light outside the choir vestry has been fitted and the light above the lectern has been replaced.
- All testing and servicing have been carried out; winch, PAT testing, boiler service, heating, lighting conductor, fire extinguishers and exit signs, Langley Hall security alarm, all have passed. New fire extinguishers and stands have been purchased.
- Finchampstead Roofing carried out the annual clearing of the valleys, gutters, hoppers, rain water pipes and replaced some slates on the North Nave.
- Pointing to the flintwork outside the South Transept and other places around the external church walls is deteriorating due to the incorrect material being used. This is causing damp which damages the plaster internally and it crumbles inside the church.
- The existing slates on the Chancel Roof and the North Nave continue to slip, the mortar between the ridge tiles on the Chancel Roof is missing. We have some water getting in through the roof.
- Some pieces of York stone have eroded from the copings on the porch roof.
- Tiles have slipped and broken on the lychgate.
- There are some floor tiles in church that require bedding back down.
- Heavy rain causes the boiler room floor to get very wet due to water coming down the steps, one of the iron hinge brackets on the gate needs to be replaced, this will need to be specially made.
- Some of the stained glass windows have bowed and the lead will need replacing.
- One of the clocks on the tower and the one inside the church, both needs repair.
- The next Quinquennial Inspection is due in 2024.

### Langley Hall

- New wall-mounted heaters have been fitted in all three toilets, which have thermostat, timer, and frost protection controls on them.
- The heater casings in the main hall and the skirting boards have been decorated. The gents' toilet has been decorated, the other toilets and areas need re-decorating.
- A new ball valve has been fitted to the cistern in the gents' toilet and the damaged door guard replaced.
- The floor in the main hall and corridor has been stripped, sealed and re-polished, to help preserve the life of the floor tiles, we continue to stick down loose tiles.
- The after-school club's container has now been removed and the fencing been extended. The area where the container was is now ready to be paved, slabs have been donated to us, which is very much appreciated.

- The condition of the North Doors is deteriorating, as the bottom of the door is rotten.
- The hall roof was swept, and hoppers cleaned out by Finchampstead roofing, when they did, their annual clean at the end of last year.

*Malcolm Taylor for the PCC*

## *From Mosaic*

Mosaic meets at The Parks Community Centre at 10.30am on Sundays. Our mission statement is:  
Build community, Grow disciples, Reach outwards

### Build community

Transitioning out of COVID we found that Sunday morning social events brought people together and renewed friendships. Over the quiet summer holiday we held summer breakfast picnics with our 'in house' ukulele band entertaining us. We continue to schedule walks and brunches to sustain and build community. We thank God that our numbers at services have grown in the last few months as we have welcomed newcomers.

### Grow disciples

After significant preparation, speaking and feedback, those who preach at Mosaic recently had their authorisations as preachers renewed by Bishop Olivia – our thanks to Robin for facilitating this. During the summer we ran The Prayer Course over several weeks in place of our usual services. During one of our Advent services, we were led through a sensory journey, smelling frankincense, feeling straw and reflecting on the experience of Mary and Joseph in Bethlehem. We have an inter-generational approach to children's work so the children can be part of our family-friendly, café-style services. We currently have 3 music bands who take turns lead our singing. We have one daytime and one evening small group who meet to study the Bible and experiment with videos and other materials that help us explore our faith together.

### Reach outwards

We held a Harvest service and invited all those who live on The Parks to a free lunch afterwards where we served soups, cheeses, chutneys and bread. Yummy. We have helped set up and run Bracknell SHARE stalls to reduce food waste and bring surplus food to Bracknell people. We run a weekly SHARE stall at Holly Spring School. And on Fridays we work with the Warfield Churches at their St Andrew's stall. We are now planning with St Joseph's to open SHARE at St Margaret Clitherow School in the next few months.

### Robin's arrival

We have welcomed Robin's arrival and support, enjoying his regular Communion services and preaching once a month. He is an active member of our leadership team.

*Debbie Copping for Mosaic*

## Parish of Bracknell's Town Centre Mission (TCM)

### TCM Objectives

1. Be present in Bracknell town centre
2. Reach the unreached
3. Bring Bracknell churches together

Our Brand is 'One Step Closer', which is a useful conversation starter. Our role is in helping people get one step closer to one another in building community and one step closer to God wherever they are in their in their faith journey.

### Current TCM team:

Lynn Davidson and Beth Quainton are our two lay Pioneers, each working four days a month

- Volunteer line manager on behalf of the PCC: Debbie Copping
- Volunteer Chaplain – Sue McCartney (Easthampstead Baptist Church)
- Steering group: Paul Copping, Debbie Copping, allan wilson, Revd Robin Sharples

### Current TCM Activity:

This is a ministry of presence, where we spend time being present in the town centre connecting with those who work there: retail staff, Lexicon staff, window cleaners, buskers, Big Issue seller, police, Activate College students, market stall holders etc.

We pray and believe that as we go out, Jesus goes ahead of us and the Holy Spirit guides our encounters and the right words each time. This is a long-term ministry, building relationships and being there when we might be needed, such as when some of our shops have to close, or staff have medical needs. We are there to notice, to encourage, to affirm and to thank. When times are difficult, we are there to listen and simply present to care, to pray and to bless. We are able to signpost people to support (e.g. Foodbank, Clothes bank) when required and to church at Christmas, Easter or generally if requested.

If you are interested in being involved in or supporting this ministry please get in touch.

### TCM Events in Bracknell Town Centre

This year we have hosted three events in the town centre, providing a Christian presence and pointing people to Church at Christmas and Easter:

Christmas 2022 Carol Singing – We gathered a group of singers from different churches in Union Square. We produced leaflets with information about carol services at churches across the town and were able to hand them out to invite passers-by.

Easter 2023 Walk of Witness – Approximately 70 people from churches across the town joined us to worship together, stopping at different stations to pray and be a physical presence in the town centre.

Outreach presence – We were delighted that the council invited us to provide a Christian presence in Union Square. We had a large cross as a conversation starter and a prayer station; passers-by were invited to write prayers and stick them on the cross and children to do Easter craft. We were able to hand out cards pointing people to [www.findachurch.co.uk](http://www.findachurch.co.uk)

Monthly Town Centre Mission Prayers have continued on the second Saturday of the month at 10.00am on Zoom – we welcome everyone interested to join us.

TCM has a webpage as part of the Parish website and a Facebook page  
[www.facebook.com/groups/LOGOSbracknell](http://www.facebook.com/groups/LOGOSbracknell)

*Beth Quainton: Town Centre Pioneer*

## Safeguarding Report 2022

The Church is committed to safeguarding as an integral part of its ministry and mission, promoting a safer culture and the welfare of every child, young person and adult.

Our parish safeguarding policies are based on those required by the Church of England, and the procedures we follow are based on the Parish Safeguarding Handbook, with additional requirements and recommendations from the Safeguarding Team at the Diocese of Oxford and the Church of England. Our Parish Safeguarding Policy was reviewed by the PCC in September 2022, and this is displayed on our parish website, in Holy Trinity, Langley Hall and at Mosaic.

Volunteers - we are developing role descriptions for volunteers within our parish, which make clear lines of responsibility, training required and whether a DBS is necessary for the role.

DBS checks are likely to be required for a range of roles such as leadership positions, working with children, and working with adults considered vulnerable. We use an on-line system which makes the application relatively easy and generally quick. DBS checks must now be renewed every three years.

Safeguarding training. It is important that those in positions of leadership, office holders and volunteers within the parish are aware of safeguarding principles and good practice, particularly in the context of the church. The Church of England has developed a safeguarding training programme, most of which is accessed on-line; leadership training is delivered through the Diocese. As with the DBS, all training must be renewed every three years.

Risk assessments are required before new activities organised within the parish begin, annually for activities taking place regularly, and prior to one-off activities.

Safeguarding concerns. Safeguarding is everyone's responsibility - if you have any safeguarding concerns, please raise them with the Parish Safeguarding Officer, or one of the contacts on the information displayed on the parish website, in Langley Hall, in Holy Trinity and at Mosaic.

Thank you to everyone who has supported safeguarding in any way within the parish during 2022, with special thanks to Linda Edwards, our Safeguarding Administrator, and those assisting with applications for DBS checks. Thank you too to everyone who has completed DBS or safeguarding training within the past year.

*Angela Evans: Parish Safeguarding Officer*



## Electoral Roll

At the last revision of the Electoral Roll, before the 2022 APCM, there were 245 names on the roll. Since then, five names have been removed (three deceased, two worshipping elsewhere). Twelve names have been added, giving a total of 252 names on the roll.

*Angela Evans: Acting Electoral Roll Officer*

## Deanery Synod

There were, as usual, 3 Synod meetings during the past year, 22 June 2022, 15 November 2022 and 7 February 2023 with the Deanery Gathering on 15 October 2022.

In February, Synod made preparations for the visit of Bishop Steven in March 2022 and the Deanery gathering in the Autumn.

The June meeting took place at Easthampstead Church with the theme of Digital Church. The speaker was Emma Thompson, Digital Church Communications Officer.

The November meeting was about the Eco Church and the speaker was the Revd. Margaret Dixon, Area Dean of Witney (by Zoom). Small group discussions followed the talk. This was also held at Easthampstead Church.

The speakers for the third meeting of the year in February were Adrian Laws, Chaplain for Ranelagh and Sandhurst schools and Tim Griffith, Headmaster of Ranelagh School. Adrian and Tim gave an overview of the Chaplaincy at Ranelagh. The meeting once again took place at Easthampstead Church although at the last moment a Zoom option was also available.

The Deanery Gathering was held on 15 October 2022 at Warfield Church. The speaker was James Lawrence of the Church Pastoral Aid Society talking about evangelism, with worship led by our very own Dave and Sally Roper.

The Deanery representatives for the Parish are Sally Roper, Simon Sellick and myself.

*Lesley Johnson*

## Financial Review

This financial year the Parish of Bracknell had an income of £124,625 with £113,077 being of voluntary income, this being a decrease of £4,552 from 2021. We had expenditure of £124,754.

The total funds of the church are now £415,607 which £245,074 is made up of unrestricted funds, £93,587 designated funds and £76,946 of restricted funds.

Our Parish Share contribution was £49,163 which we met fully.

Looking at Church income and expenditure from an unrestricted perspective in 2022 our Income was £111,529 and our Expenditure £100,206. We continue to tightly manage our unrestricted expenditure. From a Restricted perspective where the funds are to be spent on activities that they are restricted against the Income was £12,314 and the expenditure was £24,282, the Restricted funds for areas such as Town Centre Mission are therefore being expended and at the point the funds are spent these activities may have to cease if further funding from external sources cannot be found.

Income generation will therefore continue to be a focus in the coming year to ensure we balance the fixed overheads of the church (some or rising steeply such as Utility Bills) and ensure the PCC is able to deliver its outreach and charitable works.

The Finance & Administration Committee of the PCC continues to focus on close management of our expenditure and as lockdown eases maximising our income from the Langley Hall. The positive side of this is that the PCC has a clear view of all expenditure, much of which is non-discretionary (Utility Bills) and increasing every year, therefore to continue to be able to achieve our outreach goals we need to focus on increasing our income through giving.

## Gift Aid and Stewardship

We are able to reclaim the tax from the HMRC on regular donations and on cash donations (up to £8,000 limit). In 2022 we successfully reclaimed tax of £19,127 of which £16,852 was recovered from Unrestricted Giving. We are grateful to all who financially support the life and work of the church to the best of their ability.

## Reserves Policy

Our financial reserves policy, approved by Bracknell PCC at its meeting on 6th September 2012, is that "our reserves should not fall below the total of: two months expenditure over 3 year average", plus £30,000 contingency, plus any amounts in restricted funds which we are forbidden to use for general revenue spending. As at 31<sup>st</sup> December 2022 our two-month average expenditure was £21,000 and the Restricted Funds were £76,946, giving a Reserve figure of £127,946 as at the end of 2022. At no stage during 2022 did our total funds fall below this Reserve figure.

*Neil Dove: PCC Treasurer*

## PCC

Membership of the PCC consists of the Incumbent, Churchwardens, deanery synod representatives and members elected by members of the congregation who are on the electoral roll of the church. All who regularly attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC. The appointments are made as set out in the Church representation rules. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The PCC has a Standing Committee, which consists of the Incumbent, the two Parish Wardens, the Treasurer and the Secretary (and representatives from the Mosaic congregation if not otherwise represented). The Standing Committee is authorised to transact the business of the PCC between PCC meetings, reporting to the full PCC.

The full PCC met regularly during 2022/23.

Given its wide responsibilities the PCC has several committees, each of which deals with a particular aspect of parish life. These committees are detailed below, the full PCC discusses and ratifies any decisions as necessary.

Examples of PCC actions in 2022/23

- Agreed the appointment of Fabio Marques as Music Director at Holy Trinity

- Discussion and approval of eco-church initiatives such as mowing policy in the churchyard.
- Regularly discussed safeguarding matters and approved risk-assessments for parish activities.
- Agreed to the Parish Budget for 2023.

The three charities supported during the year 2022 were: Reading Refugee Support Group, Christians Against Poverty and Médecins sans Frontières.

The PCC employs, on behalf of the parish (part-time), 1 Parish Administrator (Linda Edwards), and 1 Finance Administrator (Sally Evans).

### **Administrative information**

The address of the church office is Langley Hall, The Ring, Bracknell, RG12 1HD.  
Bracknell PCC is registered under charity registration number 1133886.

### **And Finally**

Thank you to Linda Edwards, our Parish Administrator, and Sally Evans, our Finance Administrator for their hard work for the parish during the year. We are also grateful to all who contributed in so many ways to the life of the parish, including supporting our worship, serving on the PCC and other church committees, and providing practical support in many ways

## PCC Members : May 2022/2023

<b>Clergy</b>				
Revd Malcolm Chalmers	Clerk in Holy Orders	Ex officio	Until June 2022	
Revd Robin Sharples	Clerk in Holy Orders	Ex Officio	From Sept 2022	
<b>Church Wardens</b>				
Angela Evans	Churchwarden	Ex officio	2nd term 2022-2025	
Russell Goodburn	Churchwarden	Ex officio	1 <sup>st</sup> term 2022-2025	
<b>Deanery Synod</b>				
Lesley Johnson	Deanery Synod Rep		2020	2023
Simon Sellick	Deanery Synod Rep		2022	2023
Sally Roper	Deanery Synod Rep		2022	2023
There are 3 casual vacancies for Deanery Synod Representatives				

<b>Elected Lay PCC Members</b>	Elected	Re-elect in	Meeting Att.
Paul Copping	2021	-	PCC
Neil Dove	2021	2024	PCC
David Roper	2020	2023	PCC
Sally Roper	2022	2025	PCC
Les Allen	2022	2025	PCC
Shirley Taylor	2021	2024	PCC
Neil Arden	2021	2024	PCC
Paul Byron	2022	2025	PCC
There are 7 casual vacancies for Lay PCC Members			
<b>Parish officers</b>			
Treasurer: Neil Dove	Appointed 2017		PCC / SC / F&A
Secretary: Simon Sellick	Appointed 2019		Deanery / PCC / SC

<u>Parish of Bracknell – committees and forums</u>		
Forum	Members	
Finance and Administration	Shirley Taylor, Financial Administrator (Sally Evans), Parish Administrator (Linda Edwards), Ade Odofin, Treasurer (Neil Dove), Incumbent, a Churchwarden	
AV group	Shirley Taylor, Financial Administrator (Sally Evans), Ade Odofin, Neil Dove, Incumbent	
Buildings Committee	Malcolm Taylor, Ian Johnson, Dudley Harte, Neil Dove	

# **The Parish of Bracknell**

## **Financial statements for the year ended 31 December 2022**

### **Independent Examiner's Report to the PCC of the Parish of Bracknell**

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This report on the financial statements of Bracknell PCC, for the year ended 31 December 2022 which are set out in this Appendix 1 on pages 1 - 10, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('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 s.43(2) of the Act does 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 s.43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those 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
  - (a) to keep accounting records in accordance with section 41 of the Act; and
  - (b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S K Douglas  
Chartered Management Accountant ACMA

*S K Douglas*

62 Westmorland Drive  
Warfield

Date: 21st March 2023

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Statement of financial activities

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Incoming resources</b>						
Voluntary income	3	100,689	250	12,138	113,077	110,307
Activities for generating funds	3	5,502		176	5,678	7,563
Income from Church Activities	3	6,748			6,748	4,182
Investment income	3	(2,484)	532	-	(1,952)	7,125
Insurance Claim	3	1,074			1,074	7,125
<b>Total incoming resources</b>		<b>111,529</b>	<b>782</b>	<b>12,314</b>	<b>124,625</b>	<b>129,177</b>
<b>Resources expended</b>						
<b>Church Activities:</b>						
Parish Share	4	44,247		4,916	49,163	50,425
Staffing and Clergy expenses	4	22,327		13,833	36,160	34,172
Church running expenses	4	17,524	83	4,199	21,806	19,832
Hall running expenses	4	11,693	129		11,822	9,529
Mission Giving and donations	4	2,137	54	586	2,777	5,065
Repairs & Building work	4			600	600	
<b>Sub total Church Activities</b>		<b>97,927</b>	<b>266</b>	<b>24,134</b>	<b>122,328</b>	<b>119,023</b>
<b>Costs of generating funds</b>	4	<b>2,089</b>		<b>148</b>	<b>2,237</b>	<b>415</b>
<b>Investment costs</b>	4	<b>81</b>			<b>81</b>	<b>96</b>
<b>Governance costs</b>	4	<b>108</b>			<b>108</b>	<b>90</b>
<b>Adjustment to accounts</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total resources expended</b>		<b>100,206</b>	<b>266</b>	<b>24,282</b>	<b>124,754</b>	<b>119,624</b>
<b>Net Incoming/(outgoing) resources before transfers</b>		<b>11,323</b>	<b>516</b>	<b>(11,968)</b>	<b>(129)</b>	<b>9,553</b>
<b>Gross transfers between funds</b>		<b>3,025</b>	<b>(2,950)</b>	<b>(75)</b>	<b>(0)</b>	<b>-</b>
<b>Net movement in funds</b>		<b>14,348</b>	<b>(2,434)</b>	<b>(12,043)</b>	<b>(129)</b>	<b>9,553</b>
<b>Total funds brought forward</b>		<b>230,726</b>	<b>96,021</b>	<b>88,989</b>	<b>415,736</b>	<b>406,183</b>
<b>Total funds carried forward</b>		<b>245,074</b>	<b>93,587</b>	<b>76,946</b>	<b>415,607</b>	<b>415,736</b>

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Balance sheet as at 31 December 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Fixed assets</b>						
Tangible assets	12	-	-	221	221	442
<b>Total fixed assets</b>		<u>0</u>	<u>-</u>	<u>221</u>	<u>221</u>	<u>442</u>
<b>Current assets</b>						
Investments	13	93,582			93,582	98,605
Debtors	14	6,700		805	7,505	9,317
Accrued Income	14	581			581	323
Prepayments	14	-			0	(30)
Cash in hand and at bank		145,297	93,587	83,510	322,394	308,802
<b>Total current assets</b>		<u>246,160</u>	<u>93,587</u>	<u>84,315</u>	<u>424,062</u>	<u>417,017</u>
<b>Liabilities</b>	15	1,085		7,591	8,676	1,723
<b>Net current assets</b>		<u>245,075</u>	<u>93,587</u>	<u>76,724</u>	<u>415,386</u>	<u>415,294</u>
<b>Net assets</b>		<u>245,075</u>	<u>93,587</u>	<u>76,945</u>	<u>415,607</u>	<u>415,736</u>
<b>Funds of the church</b>						
<b>Unrestricted funds</b>						
General fund		245,074	-	-	245,074	230,726
Designated fund	17	-	93,587	-	93,587	96,021
		<u>245,074</u>	<u>93,587</u>	<u>-</u>	<u>338,661</u>	<u>326,747</u>
<b>Restricted funds</b>	16	-	-	76,946	76,946	88,989
<b>Total funds of the church</b>	18	<u>245,074</u>	<u>93,587</u>	<u>76,946</u>	<u>415,607</u>	<u>415,736</u>

Approved by the Parochial Church Council on 26th April 2023 and signed on its behalf by:

*7 R Sharples*

Robin Sharples  
Chair and Vicar

# **The Parish of Bracknell**

## **Financial statements for the year ended 31 December 2022**

### **Notes to the accounts**

---

#### **1 Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 to 2001, the Charities Act 1993, applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (revised 2005).

The accounts are drawn up under the historical cost convention as modified by the inclusion of investment assets at market value. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. These accounts 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.

The accounts have been prepared on an accruals accounting basis.

#### **2 Accounting policies**

##### **Funds**

Unrestricted funds are general funds available for the general objectives of the church, not subject to any restrictions regarding their use.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes. Details of designated funds can be found in Note 17.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the church. The cost of raising and administering such funds are charged against those specific funds. Details of restricted funds held can be found in Note 16.

Endowment funds are restricted funds which must be held permanently and the capital maintained while the income is restricted. Bracknell PCC do not hold any Endowment Funds.

##### **Incoming resources**

All incoming resources are included in the SOFA when the church becomes legally entitled to the income and when the amount can be quantified with reasonable certainty.

Collections are recognised when received by or on behalf of the PCC. Planned giving is recognised only when received. Grants and legacies are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due is quantifiable with reasonable certainty.

Income tax recoverable on gift aid donations is accounted for when the gift is received, not when the tax refund is received.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and the related resources expended are accounted for gross in the SOFA where possible.

Rental income from letting the Langley Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and includes any recoverable tax.

Realised gains on assets held for the church's own use are taken into account at the time of sale.

##### **Resources expended**

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for goods or services.

All costs have been directly attributed to the various categories within the SOFA.



## **The Parish of Bracknell**

### **Financial statements for the year ended 31 December 2022**

#### **Notes to the accounts**

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##### **Resources expended continued**

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not registered for VAT, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted for when paid over or when awarded, if the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish Share is accounted for when due except that any Parish Share unpaid at the end of the financial year is provided for in the accounts as a constructive obligation, although not a liability, and is included in the balance sheet as a liability.

##### **Fixed assets**

All capital expenditure in excess of £250, for a single item or a group of similar items, is capitalised.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost evenly over the expected useful economic life of assets. Accordingly, furniture, fittings and equipment are depreciated over 5 years.

##### **Buildings:**

Bracknell PCC is the beneficial owner of properties held in trust for us by the Diocese of Oxford.

Holy Trinity Church is consecrated and therefore dedicated to God, being set aside solely for sacred purposes.

Consecrated property is excluded from the financial statements by s.96(2)(a) of the Charities Act 1993.

Maintenance costs on consecrated property are written off in the year they are incurred.

The PCC have a beneficial interest in the land and buildings of Langley Hall.

Langley Hall was built over 30 years ago. The costs were written off at the time of completion. The Statement of Recommended Practice for accounting and reporting (SORP) 2005 requires that these buildings should be capitalised. However there are insufficient records of the original costs, and no values have been included in the Balance Sheet.

Our insurance policy, with Ecclesiastical Insurance Group, for both Holy Trinity Church and Langley Hall has changed to a combined policy, Parish Plus. Details of which are available in the Parish Office. Building and content values for both church and church hall have not been included in the balance sheet in 2022 (or since 2006), as to do so would distort the overall view of our finances.

##### **Investments**

Investments are included at market value.

Both realised and unrealised gains are shown under 'other recognised gains/(losses)' section of the SOFA.

##### **Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors.

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

3 Analysis of incoming resources	Notes	2022			2021
		Unrestricted £	Designated £	Restricted £	Total funds £
<b>Voluntary income</b>					
Recurring income:					
Envelope giving (excl. tax)		2,450			2,450
Collections of loose cash at services		2,172			2,172
Other planned giving (bankers orders)		66,109		9,575	75,684
Coffee mornings		611			611
		<u>71,342</u>	<u>0</u>	<u>9,575</u>	<u>80,917</u>
Non-recurring income:					
Legacies		-	-	-	-
Grants	5	592	-	-	592
One Off Donations		6,526	250	288	7,064
Donation - cashless		2,883			2,883
- less fee taken		(108)			(108)
Gifts for individuals		1,400			1,400
Collections for Charities		1,202			1,202
		<u>12,495</u>	<u>250</u>	<u>288</u>	<u>13,033</u>
Gift Aid - Tax recovered		16,852		2,275	19,127
		<u>100,689</u>	<u>250</u>	<u>12,138</u>	<u>113,077</u>
<b>Activities for generating funds</b>					
Fund raising activities	6	135		176	311
Langley Hall/Car Park letting		5,329			5,329
Langley Hall hire debt written off		(520)			(520)
Social events		558			558
		<u>5,502</u>	<u>0</u>	<u>176</u>	<u>5,678</u>
<b>Income from Church Activities</b>					
Fees - weddings, funerals etc		6,273			6,273
Church magazine sales					-
Evangelism Income		475			475
		<u>6,748</u>	<u>0</u>	<u>0</u>	<u>6,748</u>
<b>Investment income</b>					
CBF accounts		1,991			1,991
Investment movement		(5,023)			(5,023)
Bank interest		548	532		1,080
		<u>(2,484)</u>	<u>532</u>	<u>-</u>	<u>(1,952)</u>
Insurance Claim		1,074			1,074
<b>Total Incoming resources</b>		<u>111,529</u>	<u>782</u>	<u>12,314</u>	<u>124,625</u>
					<u>129,177</u>

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

		2022			2021
	Notes	Unrestricted £	Designated £	Restricted £	Total funds £
<b>4 Analysis of resources expended</b>					
<b>Church Activities</b>					
Parish Share		45,630		5,070	50,700
Rebate		(1,383)		(154)	(1,537)
		44,247		4,916	49,163
<b>Staffing and Clergy expenses</b>					
Salaries		20,644		8,048	28,692
Clergy expenses	7	1,683			1,683
Consultancy/Pioneer roles/Staff exp	8			5,785	5,785
		22,327		13,833	36,160
<b>Church running expenses</b>					
Cost of weddings and funerals etc		3,202			3,202
Verger and organist fees		80			80
Mosaic expenses				2,377	2,377
Insurance		4,523			4,523
Outreach & Training		47		5	52
Licences/Permits/Subscriptions		353		939	1,292
Organ repair/tuning & Music		1,095	83	75	1,253
Utilities		1,899			1,899
Telephone & Internet		917			917
Church Maintenance		4,030			4,030
Church supplies		490			490
Equipment		119		146	265
Books and publications		15			15
Stationery, Printing & Office supplies		754		657	1,411
		17,524	83	4,199	21,806
<b>Hall running expenses</b>					
Cleaning		5,400			5,400
Maintenance		2,499	129		2,628
Utilities		2,749			2,749
Insurance		1,045			1,045
		11,693	129		11,822
<b>Mission Giving and donations</b>					
Mission Giving and donations	9	1,990		586	2,576
Vicar discretionary grant			54		54
Evangelism Activities		147			147
		2,137	54	586	2,777
<b>Repairs &amp; Building work - Church</b>					
Repairs & Building work - Church	10			600	600
<b>Cost of Church Activities</b>					
		97,928	266	24,134	122,328
<b>Costs of generating funds</b>					
Fundraising costs					-
Coffee Morning/Refreshments		279		110	389
Gifts		1,290		38	1,328
Social Event		520			520
		2,089		148	2,237
<b>Investment costs</b>					
Bank charges		81			81
<b>Governance costs</b>					
Audit fee	11	108			108
<b>Resources used total</b>					
		100,206	266	24,282	124,754

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

#### 5 Grants

One grant was received in 2022 - £592 from the Diocese of Oxford towards Energy costs (2021- £0).

#### 6 Fund raising activities

	2022	2021
	£	£
Paypal Giving	70	
Ride & Stride	160	
Card Sales	36	45
Tea Towels	45	
Just Giving (Town Centre)		446
Carol Singing		90
	<u>311</u>	<u>581</u>

#### 7 Clergy Expenses

No members of the PCC received any remuneration for their work for the PCC. The clergy, who are ex officio members do receive a stipend but are not remunerated for their service on the PCC. No PCC members claimed expenses although they would have been entitled to claim travel costs for attending meetings. The clergy, including visiting clergy, received expenses for their role as parish or guest priests of £659 (2021 - £506). In addition an amount of £1,024 was paid towards interview costs for the new incumbent.

#### 8 Consultancy and Staff Expenses

Pioneer roles for the New Town Centre amounted to £11,393 of which £5,785 was paid on a Consultancy basis (2021: £11,695). There were no staff expenses for 2022 (£2021: £0)

#### 9 Mission Giving and donations

	2022	2021
	£	£
Charitable Donations were made to the following institutions:		
Children's Society	187	
Red Cross - Ukraine	230	
UNICEF - Ukraine	125	
DEC - Ukraine	45	
Médecins Sans Frontières - Ukraine	5	
Thames Hospice	40	
Christian Aid	100	
Shelter	298	
Bishop's Outreach Fund	133	
Berkshire Churches Trust	39	
Food Bank		375
Royal British Legion		200
Sub Total	<u>1,202</u>	<u>575</u>
Vicar Incumbent grants	54	2,880
New Town Centre expenditure	<u>408</u>	<u>878</u>
	<u>462</u>	<u>3,758</u>
Mission Giving:		
Reading Refuge Support	322	966
CAP	322	
Médecins Sans Frontières	322	732
Total	<u>2,630</u>	<u>5,065</u>

In addition £410 was collected for the British Legion Poppy Appeal and £357 for the Bracknell Foodbank. Both of these were collected by us as an agency and passed directly to the charity concerned.

In 2022 the Hardship Restricted Fund was closed and donations of £120 during 2022 were moved to General Funds with the permission of the donor. No Hardship COVID grants were made in 2022 (2021: £2,880). In 2022 a Vicar Incumbent designated fund was established which received a donation of £250 and 1 grant for £54 was made.

#### 10 Repairs & Building work

No repairs were carried out to the church roof (£2021: £0) and no other building works were undertaken other than regular maintenance.

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

11 Audit Fee	2022	2021
	£	£
Auditor	108	90

### 12 Tangible fixed assets

	Fixtures fittings & £	Musical Instruments £	Langley Hall Kitchen £	Total £
Net book value				
At 1 January 2022	-	150	292	442
Depreciation		(75)	(146)	(221)
At 31 December 2022	-	75	146	221

### 13 Investment assets

CBF Trust Funds		£
Value on 1 January 2022	98,605	93,191
Net gain/(loss) on revaluation for 2022		5,363
Correction for 2020		51
Value on 31 December 2022	98,605	98,605

There were no additions or disposals during the year.

#### Analysis of Investments

		Market value at £
Grange Road Trust Fund - (for any ecclesiastical purposes in the Parish.) represented by CBF C of E Deposit Fund		55,938
Leaves Green Trust Fund (capital and income to be applied as part of the general income of the Bracknell PCC) represented by CBF Investment Fund	£ 25,715	
represented by Income Shares	11,929	37,644
		93,582

### 14 Debtors and prepayments

(Amounts falling due within one year)	2022	2021
	£	£
Debtors	113	673
Debtor - Gift Aid owed	7,392	8,644
Prepayments	0	(30)
Accrued income	581	323
	8,085	9,610

### 15 Creditors and accruals

(Amounts falling due within one year apart from Hall and Key deposits)	2022	2021
	£	£
Creditors	715	215
Money held - Hall & Key Deposits	400	625
Money held - Wedding and Funerals	561	883
Collecting Agent - Ranelagh School	7,000	0
	8,676	1,723

£150 hall hire and key deposit money has been held for over one year.

The Parish of Bracknell are acting as an agent for the Oxford Diocese for the payment of salary and costs for the Ranelagh School Chaplain. During 2022 we received £28,075.06 of income and paid £21,075.06 to Ranelagh School. Therefore as at 31st December 2022 we are holding £7,000 as an agent for the Oxford Diocese.

The Parish of Bracknell

Financial statements for the year ended 31 December 2022

Notes to the accounts

16 Restricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Holy Trinity Roof Fund	3,673	379	(600)	45	3,497
Holy Trinity Fabric Fund	1,000	200			1,200
Holy Trinity Hymn / Service Books	283				283
Holy Trinity Music Fund	1,473		(75)		1,398
Holy Trinity Music Director	2,855		(2,440)		415
Holy Trinity Seating Fund	1,652				1,652
Hardship Grants	0	120		(120)	0
Special Services	28		(28)		0
Training	200				200
Clergy Expenses	1,034				1,034
Youth Bibles	97				97
Mosaic	43,804	11,615	(8,898)		46,521
New Town Centre Mission	30,874		(12,095)		18,779
Night Shelter	2,016		(146)		1,870
	<u>88,989</u>	<u>12,314</u>	<u>(24,282)</u>	<u>(75)</u>	<u>76,946</u>

17 Designated funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
For Ecclesiastical matters and charitable purposes within Bracknell parish					
Hardship Grants	9,683			(9,683)	0
Car Park compensation	6,050		(129)	(3,000)	2,921
Roof	72,490	532		8,183	81,205
Vicar Incumbent grants	-	250	(54)	1,500	1,696
History Project	768				768
Organ/Music	83		(83)	50	50
Legacy	6,947				6,947
Total	<u>96,021</u>	<u>782</u>	<u>(266)</u>	<u>(2,950)</u>	<u>93,587</u>

18 Summary of funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Net assets at 1 January 2022	230,726	96,021	88,989	415,736
Income in 2022	111,529	782	12,314	124,625
Expenditure in 2022	(100,206)	(266)	(24,282)	(124,754)
Transfers between funds	3,025	(2,950)	(75)	(0)
Net assets at 31 December 2022	<u>245,074</u>	<u>93,587</u>	<u>76,946</u>	<u>415,607</u>

# **The Parish of Bracknell**

## **Financial statements for the year ended 31 December 2022**

### **Independent Examiner's Report to the PCC of the Parish of Bracknell**

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This report on the financial statements of Bracknell PCC, for the year ended 31 December 2022 which are set out in this Appendix 1 on pages 1 - 10, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('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 s.43(2) of the Act does 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 s.43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those 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
  - (a) to keep accounting records in accordance with section 41 of the Act; and
  - (b) to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S K Douglas  
Chartered Management Accountant ACMA

*S K Douglas*

62 Westmorland Drive  
Warfield

Date: 21st March 2023

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Statement of financial activities

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Incoming resources</b>						
Voluntary income	3	100,689	250	12,138	113,077	110,307
Activities for generating funds	3	5,502		176	5,678	7,563
Income from Church Activities	3	6,748			6,748	4,182
Investment income	3	(2,484)	532	-	(1,952)	7,125
Insurance Claim	3	1,074			1,074	7,125
<b>Total incoming resources</b>		<b>111,529</b>	<b>782</b>	<b>12,314</b>	<b>124,625</b>	<b>129,177</b>
<b>Resources expended</b>						
<b>Church Activities:</b>						
Parish Share	4	44,247		4,916	49,163	50,425
Staffing and Clergy expenses	4	22,327		13,833	36,160	34,172
Church running expenses	4	17,524	83	4,199	21,806	19,832
Hall running expenses	4	11,693	129		11,822	9,529
Mission Giving and donations	4	2,137	54	586	2,777	5,065
Repairs & Building work	4			600	600	
<b>Sub total Church Activities</b>		<b>97,927</b>	<b>266</b>	<b>24,134</b>	<b>122,328</b>	<b>119,023</b>
<b>Costs of generating funds</b>	4	<b>2,089</b>		<b>148</b>	<b>2,237</b>	<b>415</b>
<b>Investment costs</b>	4	<b>81</b>			<b>81</b>	<b>96</b>
<b>Governance costs</b>	4	<b>108</b>			<b>108</b>	<b>90</b>
<b>Adjustment to accounts</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total resources expended</b>		<b>100,206</b>	<b>266</b>	<b>24,282</b>	<b>124,754</b>	<b>119,624</b>
<b>Net Incoming/(outgoing) resources before transfers</b>		<b>11,323</b>	<b>516</b>	<b>(11,968)</b>	<b>(129)</b>	<b>9,553</b>
<b>Gross transfers between funds</b>		<b>3,025</b>	<b>(2,950)</b>	<b>(75)</b>	<b>(0)</b>	<b>-</b>
<b>Net movement in funds</b>		<b>14,348</b>	<b>(2,434)</b>	<b>(12,043)</b>	<b>(129)</b>	<b>9,553</b>
<b>Total funds brought forward</b>		<b>230,726</b>	<b>96,021</b>	<b>88,989</b>	<b>415,736</b>	<b>406,183</b>
<b>Total funds carried forward</b>		<b>245,074</b>	<b>93,587</b>	<b>76,946</b>	<b>415,607</b>	<b>415,736</b>



# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Balance sheet as at 31 December 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Fixed assets</b>						
Tangible assets	12	-	-	221	221	442
<b>Total fixed assets</b>		<u>0</u>	<u>-</u>	<u>221</u>	<u>221</u>	<u>442</u>
<b>Current assets</b>						
Investments	13	93,582			93,582	98,605
Debtors	14	6,700		805	7,505	9,317
Accrued Income	14	581			581	323
Prepayments	14	-			0	(30)
Cash in hand and at bank		145,297	93,587	83,510	322,394	308,802
<b>Total current assets</b>		<u>246,160</u>	<u>93,587</u>	<u>84,315</u>	<u>424,062</u>	<u>417,017</u>
<b>Liabilities</b>	15	1,085		7,591	8,676	1,723
<b>Net current assets</b>		<u>245,075</u>	<u>93,587</u>	<u>76,724</u>	<u>415,386</u>	<u>415,294</u>
<b>Net assets</b>		<u>245,075</u>	<u>93,587</u>	<u>76,945</u>	<u>415,607</u>	<u>415,736</u>
<b>Funds of the church</b>						
<b>Unrestricted funds</b>						
General fund		245,074	-	-	245,074	230,726
Designated fund	17	-	93,587	-	93,587	96,021
		<u>245,074</u>	<u>93,587</u>	<u>-</u>	<u>338,661</u>	<u>326,747</u>
<b>Restricted funds</b>	16	-	-	76,946	76,946	88,989
<b>Total funds of the church</b>	18	<u>245,074</u>	<u>93,587</u>	<u>76,946</u>	<u>415,607</u>	<u>415,736</u>

Approved by the Parochial Church Council on 26th April 2023 and signed on its behalf by:

*7 R Sharples*

Robin Sharples  
Chair and Vicar

# **The Parish of Bracknell**

## **Financial statements for the year ended 31 December 2022**

### **Notes to the accounts**

---

#### **1 Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 to 2001, the Charities Act 1993, applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (revised 2005).

The accounts are drawn up under the historical cost convention as modified by the inclusion of investment assets at market value. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. These accounts 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.

The accounts have been prepared on an accruals accounting basis.

#### **2 Accounting policies**

##### **Funds**

Unrestricted funds are general funds available for the general objectives of the church, not subject to any restrictions regarding their use.

Designated funds are unrestricted funds that have been set aside by the PCC for particular purposes. Details of designated funds can be found in Note 17.

Restricted funds can only be used for the purposes for which they have been given, within the objectives of the church. The cost of raising and administering such funds are charged against those specific funds. Details of restricted funds held can be found in Note 16.

Endowment funds are restricted funds which must be held permanently and the capital maintained while the income is restricted. Bracknell PCC do not hold any Endowment Funds.

##### **Incoming resources**

All incoming resources are included in the SOFA when the church becomes legally entitled to the income and when the amount can be quantified with reasonable certainty.

Collections are recognised when received by or on behalf of the PCC. Planned giving is recognised only when received. Grants and legacies are recognised as soon as the PCC becomes aware of its legal entitlement and the amount due is quantifiable with reasonable certainty.

Income tax recoverable on gift aid donations is accounted for when the gift is received, not when the tax refund is received.

When incoming resources have related expenditure (as with fundraising income) the incoming resources and the related resources expended are accounted for gross in the SOFA where possible.

Rental income from letting the Langley Hall is accounted for when it falls due.

Dividends and interest are accounted for when receivable and includes any recoverable tax.

Realised gains on assets held for the church's own use are taken into account at the time of sale.

##### **Resources expended**

Expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for goods or services.

All costs have been directly attributed to the various categories within the SOFA.

## **The Parish of Bracknell**

### **Financial statements for the year ended 31 December 2022**

#### **Notes to the accounts**

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##### **Resources expended continued**

Any general support costs have been allocated across activity cost categories on a basis consistent with the use of resources based on an allocation of actual costs.

As the church is not registered for VAT, all expenditure is shown inclusive of VAT.

Governance costs include the cost of the preparation of the annual accounts, the cost of PCC meetings and the legal cost of advice on governance or constitutional matters.

Grants and charitable giving are accounted for when paid over or when awarded, if the award creates a binding obligation on the PCC, provided that there are no conditions to be met relating to the grant which remain in the control of the church.

Parish Share is accounted for when due except that any Parish Share unpaid at the end of the financial year is provided for in the accounts as a constructive obligation, although not a liability, and is included in the balance sheet as a liability.

##### **Fixed assets**

All capital expenditure in excess of £250, for a single item or a group of similar items, is capitalised.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost evenly over the expected useful economic life of assets. Accordingly, furniture, fittings and equipment are depreciated over 5 years.

##### **Buildings:**

Bracknell PCC is the beneficial owner of properties held in trust for us by the Diocese of Oxford.

Holy Trinity Church is consecrated and therefore dedicated to God, being set aside solely for sacred purposes.

Consecrated property is excluded from the financial statements by s.96(2)(a) of the Charities Act 1993.

Maintenance costs on consecrated property are written off in the year they are incurred.

The PCC have a beneficial interest in the land and buildings of Langley Hall.

Langley Hall was built over 30 years ago. The costs were written off at the time of completion. The Statement of Recommended Practice for accounting and reporting (SORP) 2005 requires that these buildings should be capitalised. However there are insufficient records of the original costs, and no values have been included in the Balance Sheet.

Our insurance policy, with Ecclesiastical Insurance Group, for both Holy Trinity Church and Langley Hall has changed to a combined policy, Parish Plus. Details of which are available in the Parish Office. Building and content values for both church and church hall have not been included in the balance sheet in 2022 (or since 2006), as to do so would distort the overall view of our finances.

##### **Investments**

Investments are included at market value.

Both realised and unrealised gains are shown under 'other recognised gains/(losses)' section of the SOFA.

##### **Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors.

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

3 Analysis of incoming resources	Notes	2022			2021
		Unrestricted £	Designated £	Restricted £	Total funds £
<b>Voluntary income</b>					
Recurring income:					
Envelope giving (excl. tax)		2,450			2,450
Collections of loose cash at services		2,172			2,172
Other planned giving (bankers orders)		66,109		9,575	75,684
Coffee mornings		611			611
		<u>71,342</u>	<u>0</u>	<u>9,575</u>	<u>80,917</u>
Non-recurring income:					
Legacies		-	-	-	-
Grants	5	592	-	-	592
One Off Donations		6,526	250	288	7,064
Donation - cashless		2,883			2,883
- less fee taken		(108)			(108)
Gifts for individuals		1,400			1,400
Collections for Charities		1,202			1,202
		<u>12,495</u>	<u>250</u>	<u>288</u>	<u>13,033</u>
Gift Aid - Tax recovered		16,852		2,275	19,127
		<u>100,689</u>	<u>250</u>	<u>12,138</u>	<u>113,077</u>
<b>Activities for generating funds</b>					
Fund raising activities	6	135		176	311
Langley Hall/Car Park letting		5,329			5,329
Langley Hall hire debt written off		(520)			(520)
Social events		558			558
		<u>5,502</u>	<u>0</u>	<u>176</u>	<u>5,678</u>
<b>Income from Church Activities</b>					
Fees - weddings, funerals etc		6,273			6,273
Church magazine sales					-
Evangelism Income		475			475
		<u>6,748</u>	<u>0</u>	<u>0</u>	<u>6,748</u>
<b>Investment income</b>					
CBF accounts		1,991			1,991
Investment movement		(5,023)			(5,023)
Bank interest		548	532		1,080
		<u>(2,484)</u>	<u>532</u>	<u>-</u>	<u>(1,952)</u>
Insurance Claim		1,074			1,074
<b>Total Incoming resources</b>		<u>111,529</u>	<u>782</u>	<u>12,314</u>	<u>124,625</u>
					<u>129,177</u>

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

		2022			2021
	Notes	Unrestricted £	Designated £	Restricted £	Total funds £
<b>4 Analysis of resources expended</b>					
<b>Church Activities</b>					
Parish Share		45,630		5,070	50,700
Rebate		(1,383)		(154)	(1,537)
		44,247		4,916	49,163
Staffing and Clergy expenses					
Salaries		20,644		8,048	28,692
Clergy expenses	7	1,683			1,683
Consultancy/Pioneer roles/Staff exp	8			5,785	5,785
		22,327		13,833	36,160
Church running expenses					
Cost of weddings and funerals etc		3,202			3,202
Verger and organist fees		80			80
Mosaic expenses				2,377	2,377
Insurance		4,523			4,523
Outreach & Training		47		5	52
Licences/Permits/Subscriptions		353		939	1,292
Organ repair/tuning & Music		1,095	83	75	1,253
Utilities		1,899			1,899
Telephone & Internet		917			917
Church Maintenance		4,030			4,030
Church supplies		490			490
Equipment		119		146	265
Books and publications		15			15
Stationery, Printing & Office supplies		754		657	1,411
		17,524	83	4,199	21,806
Hall running expenses					
Cleaning		5,400			5,400
Maintenance		2,499	129		2,628
Utilities		2,749			2,749
Insurance		1,045			1,045
		11,693	129		11,822
Mission Giving and donations	9	1,990		586	2,576
Vicar discretionary grant			54		54
Evangelism Activities		147			147
		2,137	54	586	2,777
Repairs & Building work - Church	10			600	600
Cost of Church Activities		97,928	266	24,134	122,328
<b>Costs of generating funds</b>					
Fundraising costs					-
Coffee Morning/Refreshments		279		110	389
Gifts		1,290		38	1,328
Social Event		520			520
		2,089		148	2,237
<b>Investment costs</b>					
Bank charges		81			81
<b>Governance costs</b>					
Audit fee	11	108			108
<b>Resources used total</b>		100,206	266	24,282	124,754

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

#### 5 Grants

One grant was received in 2022 - £592 from the Diocese of Oxford towards Energy costs (2021- £0).

#### 6 Fund raising activities

	2022	2021
	£	£
Paypal Giving	70	
Ride & Stride	160	
Card Sales	36	45
Tea Towels	45	
Just Giving (Town Centre)		446
Carol Singing		90
	<u>311</u>	<u>581</u>

#### 7 Clergy Expenses

No members of the PCC received any remuneration for their work for the PCC. The clergy, who are ex officio members do receive a stipend but are not remunerated for their service on the PCC. No PCC members claimed expenses although they would have been entitled to claim travel costs for attending meetings. The clergy, including visiting clergy, received expenses for their role as parish or guest priests of £659 (2021 - £506). In addition an amount of £1,024 was paid towards interview costs for the new incumbent.

#### 8 Consultancy and Staff Expenses

Pioneer roles for the New Town Centre amounted to £11,393 of which £5,785 was paid on a Consultancy basis (2021: £11,695). There were no staff expenses for 2022 (£2021: £0)

#### 9 Mission Giving and donations

	2022	2021
	£	£
Charitable Donations were made to the following institutions:		
Children's Society	187	
Red Cross - Ukraine	230	
UNICEF - Ukraine	125	
DEC - Ukraine	45	
Médecins Sans Frontières - Ukraine	5	
Thames Hospice	40	
Christian Aid	100	
Shelter	298	
Bishop's Outreach Fund	133	
Berkshire Churches Trust	39	
Food Bank		375
Royal British Legion		200
Sub Total	<u>1,202</u>	<u>575</u>
Vicar Incumbent grants	54	2,880
New Town Centre expenditure	<u>408</u>	<u>878</u>
	<u>462</u>	<u>3,758</u>
Mission Giving:		
Reading Refuge Support	322	966
CAP	322	
Médecins Sans Frontières	322	732
Total	<u>2,630</u>	<u>5,065</u>

In addition £410 was collected for the British Legion Poppy Appeal and £357 for the Bracknell Foodbank. Both of these were collected by us as an agency and passed directly to the charity concerned.

In 2022 the Hardship Restricted Fund was closed and donations of £120 during 2022 were moved to General Funds with the permission of the donor. No Hardship COVID grants were made in 2022 (2021: £2,880). In 2022 a Vicar Incumbent designated fund was established which received a donation of £250 and 1 grant for £54 was made.

#### 10 Repairs & Building work

No repairs were carried out to the church roof (£2021: £0) and no other building works were undertaken other than regular maintenance.

# The Parish of Bracknell

## Financial statements for the year ended 31 December 2022

### Notes to the accounts

<b>11 Audit Fee</b>	2022	2021
	£	£
Auditor	108	90

### 12 Tangible fixed assets

	Fixtures fittings & £	Musical Instruments £	Langley Hall Kitchen £	Total £
Net book value				
At 1 January 2022	-	150	292	442
Depreciation		(75)	(146)	(221)
At 31 December 2022	-	75	146	221

### 13 Investment assets

<b>CBF Trust Funds</b>		£
Value on 1 January 2022	98,605	93,191
Net gain/(loss) on revaluation for 2022		5,363
Correction for 2020		51
Value on 31 December 2022	98,605	98,605

There were no additions or disposals during the year.

#### Analysis of Investments

		Market value at £
Grange Road Trust Fund - (for any ecclesiastical purposes in the Parish.) represented by CBF C of E Deposit Fund		55,938
Leaves Green Trust Fund (capital and income to be applied as part of the general income of the Bracknell PCC) represented by CBF Investment Fund	£ 25,715	
represented by Income Shares	11,929	37,644
		93,582

### 14 Debtors and prepayments

(Amounts falling due within one year)	2022	2021
	£	£
Debtors	113	673
Debtor - Gift Aid owed	7,392	8,644
Prepayments	0	(30)
Accrued income	581	323
	8,085	9,610

### 15 Creditors and accruals

(Amounts falling due within one year apart from Hall and Key deposits)	2022	2021
	£	£
Creditors	715	215
Money held - Hall & Key Deposits	400	625
Money held - Wedding and Funerals	561	883
Collecting Agent - Ranelagh School	7,000	0
	8,676	1,723

£150 hall hire and key deposit money has been held for over one year.

The Parish of Bracknell are acting as an agent for the Oxford Diocese for the payment of salary and costs for the Ranelagh School Chaplain. During 2022 we received £28,075.06 of income and paid £21,075.06 to Ranelagh School. Therefore as at 31st December 2022 we are holding £7,000 as an agent for the Oxford Diocese.

The Parish of Bracknell

Financial statements for the year ended 31 December 2022

Notes to the accounts

16 Restricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Holy Trinity Roof Fund	3,673	379	(600)	45	3,497
Holy Trinity Fabric Fund	1,000	200			1,200
Holy Trinity Hymn / Service Books	283				283
Holy Trinity Music Fund	1,473		(75)		1,398
Holy Trinity Music Director	2,855		(2,440)		415
Holy Trinity Seating Fund	1,652				1,652
Hardship Grants	0	120		(120)	0
Special Services	28		(28)		0
Training	200				200
Clergy Expenses	1,034				1,034
Youth Bibles	97				97
Mosaic	43,804	11,615	(8,898)		46,521
New Town Centre Mission	30,874		(12,095)		18,779
Night Shelter	2,016		(146)		1,870
	<u>88,989</u>	<u>12,314</u>	<u>(24,282)</u>	<u>(75)</u>	<u>76,946</u>

17 Designated funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
For Ecclesiastical matters and charitable purposes within Bracknell parish					
Hardship Grants	9,683			(9,683)	0
Car Park compensation	6,050		(129)	(3,000)	2,921
Roof	72,490	532		8,183	81,205
Vicar Incumbent grants	-	250	(54)	1,500	1,696
History Project	768				768
Organ/Music	83		(83)	50	50
Legacy	6,947				6,947
Total	<u>96,021</u>	<u>782</u>	<u>(266)</u>	<u>(2,950)</u>	<u>93,587</u>

18 Summary of funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Net assets at 1 January 2022	230,726	96,021	88,989	415,736
Income in 2022	111,529	782	12,314	124,625
Expenditure in 2022	(100,206)	(266)	(24,282)	(124,754)
Transfers between funds	3,025	(2,950)	(75)	(0)
Net assets at 31 December 2022	<u>245,074</u>	<u>93,587</u>	<u>76,946</u>	<u>415,607</u>