



Holy Trinity
Bradford on Avon

**ANNUAL REPORT
AND ACCOUNTS
FOR THE FINANCIAL
YEAR 2021**

THE PARISH OF HOLY TRINITY, BRADFORD ON AVON ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2021

Administrative information

The parish (from March 2013) is part of the Benefice of Bradford on Avon Holy Trinity, Westwood and Wingfield, within the Bradford Group Ministry, in the Deanery of Bradford, in the Diocese of Salisbury, within the Church of England.

The correspondence address is:

The Vicarage, 18A Woolley Street, Bradford on Avon, Wiltshire, BA15 1AF.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission. Charity number: 1134135

PCC members who have served from 1 January 2021 until the date this Report was approved are:

Ex officio

Rector

The Revd Canon Joanna Abecassis	Chair
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Associate Priest

The Revd Dr Ali Green	(until October 2021)
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Licensed Lay Minister

Graham Dove	Secretary
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Churchwarden

David Milne	Vice Chair
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Representative on the Deanery Synod

Graham Dove

Elected members

Zabe Ashworth-James

Tony Bruun	(until APCM)
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Elaine Giles

Co-opted members

Tony Bruun	(from APCM)
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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.

Aim and purposes

Holy Trinity PCC has the responsibility of co-operating with the incumbent, the Revd Joanna Abecassis, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for the maintenance of the church buildings and contents, and takes a keen interest in the care and maintenance of the churchyard.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Holy Trinity. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

In particular, we try to enable people to live out their faith as part of our parish community through:

- worship and prayer, learning about the gospel, and developing their Christian faith
- provision of pastoral care for people living in the parish
- missionary and outreach work

To facilitate this work it is important that we maintain the fabric of Holy Trinity Church.

Treasurer's Report & Accounts for 2021

There were no legacies this year but with the help of some generous donations, reduced staffing costs, money from HMRC's furlough scheme, the Street Market and the Christmas Tree Festival, we were able to make a small profit of £2,474. Fortunately there are no late additions to expenditure this year. Current cash balances remain healthy at £156,000.

In 2021 the church remained open for a limited number of services, however social distancing was still in place, restricting the number of attendees. From the middle of the year the number of events, weddings and funerals began to increase, adding to our income, though some of the payments for events had been made in 2020. In addition the church was open during the day, which led to an increase in giving.

Once again I would like to give my thanks to Aylene Clack, our Benifice Admin Assistant, for her hard work throughout the year, with the pandemic continuing to mean she had some home schooling to do.

Elaine Giles, Treasurer

Holy Trinity PCC

Analysis of income and expenditure Selected period: 01 January 2021 to 31 December 2021

					Total	
	General	Designated	Restricted	Endowment	This year	Last year
Income and endowments from:						
Donations and legacies						
0101 - Non Gift Aid - Bank standing order	£13,431.00	-	-	-	£13,431.00	£11,128.00
0110 - Gift Aid - Bank standing order	£42,434.00	-	-	-	£42,434.00	£39,688.00
0201 - Gift Aid - Envelopes	£1,670.00	-	-	-	£1,670.00	£260.00
0301 - Plate collections	£4,933.37	-	-	-	£4,933.37	£3,497.93
0401 - Votive Candle sales	£210.81	-	-	-	£210.81	£153.42
0410 - Maintenance through church box	£750.80	-	-	-	£750.80	£372.17
0501 - One-off Gift Aid gifts	£1,375.00	-	-	-	£1,375.00	£2,725.00
0510 - Hospitality sales	£1,485.35	-	-	-	£1,485.35	-
0550 - Donations (+user groups)	£6,877.15	-	-	-	£6,877.15	£7,585.60
0601 - Tax recoverable on Gift Aid	£13,329.24	-	-	-	£13,329.24	£14,206.56
0701 - Legacies	-	-	-	-	-	£15,000.00
08A1 - Non-recurring one-off grants	£3,220.00	-	-	-	£3,220.00	-
0901 - Other funds generated	£7,259.04	-	-	-	£7,259.04	£7,693.23
Donations and legacies Totals	£96,975.76	-	-	-	£96,975.76	£102,309.91
Income from charitable activities						
0101012 - Stewardship Envelopes	£2,310.61	-	-	-	£2,310.61	£3,605.25
1101 - Fees for weddings and funerals	£5,885.00	-	-	-	£5,885.00	£2,204.00
Income from charitable activities Totals	£8,195.61	-	-	-	£8,195.61	£5,809.25
Other trading activities						
0910 - Street Market	£1,880.34	-	-	-	£1,880.34	-
1240 - Church lettings	£4,473.00	-	-	-	£4,473.00	£2,542.00
1260 - Westwood & Wingfield PCC Admin	£3,600.00	-	-	-	£3,600.00	£3,600.00
1410 - VAT recovery Buildings	-	-	-	-	-	£3,393.63
Other trading activities Totals	£9,953.34	-	-	-	£9,953.34	£9,535.63
Investments						
1020 - Bank and building society interest	£102.79	-	-	-	£102.79	£579.59
Investments Totals	£102.79	-	-	-	£102.79	£579.59
Other income						
1710 - Special collections	£2,459.65	-	-	-	£2,459.65	£435.88
Other income Totals	£2,459.65	-	-	-	£2,459.65	£435.88
Income and endowments Grand totals	£117,687.15	-	-	-	£117,687.15	£118,670.26
Expenditure on:						
Raising funds						
1730 - Costs of fetes & other events	£365.39	-	-	-	£365.39	-

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
Raising funds Totals	£365.39	-	-	-	£365.39	-
Expenditure on charitable activities						
1801 - Charitable giving	£50.00	-	-	-	£50.00	-
1830 - Giving - national	-	-	-	-	-	£373.27
1910 - Parish share	£64,903.50	-	-	-	£64,903.50	£64,902.50
2050 - Admin staff wages	£6,740.60	-	-	-	£6,740.60	£13,782.60
2101 - Rector's expenses	£1,761.15	-	-	-	£1,761.15	£1,015.01
2130 - Vicarage garden expenses	£175.00	-	-	-	£175.00	-
2201 - Parish training and mission	£156.99	-	-	-	£156.99	£95.99
2301 - Church running - insurance	£5,772.37	-	-	-	£5,772.37	£5,619.42
2310 - Church telephone & internet	£481.06	-	-	-	£481.06	£330.47
2320 - Organ / piano maintenance	£890.90	-	-	-	£890.90	£963.28
2330 - Church maintenance	£2,131.58	-	-	-	£2,131.58	£1,337.75
2331 - Church cleaning cost & wages	£2,177.64	-	-	-	£2,177.64	£2,217.64
2340 - Upkeep of services	£1,059.14	-	-	-	£1,059.14	£936.25
2350 - Upkeep of churchyard	£2,175.00	-	-	-	£2,175.00	£1,220.00
2360 - Administration	£4,074.26	-	-	-	£4,074.26	£150.00
2401 - Church running - electric	£3,121.50	-	-	-	£3,121.50	£2,938.11
2410 - Church running - gas	£7,379.16	-	-	-	£7,379.16	£3,854.28
2420 - Church running - water	£355.61	-	-	-	£355.61	£373.90
2701 - Church major repairs - over 2K	-	-	-	-	-	£8,158.27
2801 - Sacristy expenses	£193.05	-	-	-	£193.05	£152.77
3001 - Organist salary & fees	£4,665.54	-	-	-	£4,665.54	£3,866.10
3101 - HMRC payments re staff wages	£2,986.16	-	-	-	£2,986.16	£2,539.24
3201 - Photocopier & printing costs	£1,766.74	-	-	-	£1,766.74	£1,659.04
3301 - Christmas cards	£609.60	-	-	-	£609.60	-
Expenditure on charitable activities Totals	£113,626.55	-	-	-	£113,626.55	£116,485.89
Other expenditure						
3401 - Special collections	£1,221.36	-	-	-	£1,221.36	-
3501 - General adjustments	-	-	-	-	-	£1,262.00
Other expenditure Totals	£1,221.36	-	-	-	£1,221.36	£1,262.00
Expenditure Grand totals	£115,213.30	-	-	-	£115,213.30	£117,747.89

Holy Trinity PCC
Statement of Assets and Liabilities (by fund)
As at: 31 December 2021

			Balance	Previous balance
Cash At Bank And In Hand				
6501: HSBC current account				
General fund	Unrestricted		£51,923.00	£49,449.15
			£51,923.00	£49,449.15
6510: CCLA deposit account				
General fund	Unrestricted		£104,136.00	£104,136.00
			£104,136.00	£104,136.00
Cash At Bank And In Hand			£156,059.00	£153,585.15
Grand Total			£156,059.00	£153,585.15

Holy Trinity Vicar and Church Wardens Accounts - 2021

CBF Church of England Deposit Fund

	Income £	Expenditure £
Opening Balance as at 1.1.21	6848.13	
Transfer from HSBC	3841.26	
Interest Added	3.95	
Closing Balance as at 31.12.20	10693.34	
HSBC		
Balance as at 1.1.21	3922.36	
29.1.21 RBS Dividend	18.90	
3.2.21 Honorarium		100.00
30.9.21 Transfer to CBF		3841.26
	3941.26	3941.26
Balance as at 31.12.21	0	
Balance as at 31.12.21	10693.34	

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2021

ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of Financial Reporting Standards 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, and have been prepared under FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalised cost of fixed assets, less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Computers 4 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value, and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

Short term deposits

These are the cash held on deposit at the bank.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of any funds held and restrictions provided are shown in the notes to the accounts.

There are currently no Holy Trinity PCC Restricted Funds.

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

Vicar and Churchwardens' Fund

This is shown as a separate statement. The Fund ("Miss KE Webber's Bequest") was formerly vested in the Diocesan Board of Finance under the 'Incumbent and Churchwardens Trust Measure 1964', and was for the "general purpose of Holy Trinity Church". It was therefore used to purchase the new church seating. It is a PCC fund but separate from the General Fund, and any decisions have to be specifically agreed by the Vicar and Churchwardens. The fund is now under the care of the PCC Treasurer.

RESERVES POLICY

In view of the current financial position the PCC has agreed that the policy relating to any remaining free reserves is to look at maintaining the balance between paying all lines of expenditure as they fall due and remaining solvent at the year end. By far the largest level of expenditure is the Diocesan Share payments and it is the stated objective of the PCC to continue to pay the "Share" in full, but this will have to be dependent on the level of income received and cash flow constraints.

STAFF COSTS

Gross Wages & Salaries for the year amounted to £13,106.

Tax & NI deductions amounted to £2,986.

During the year the PCC employed a Director of Music, an administrative assistant/book-keeper and a cleaner.

All three are employed on a part time basis. There were no employee benefits paid to members of staff during the current or previous year.

VAT RECOVERY

Generally, the church has to pay VAT on all goods & services. Where possible this is recovered under the Listed Places of Worship Grant Scheme.

Annual Report and Accounts agreed by the PCC, XXXX 2022 and signed by the Chair, The Revd Canon Joanna Abecassis.