



Holy Trinity
Bradford on Avon

**ANNUAL REPORT
AND ACCOUNTS
FOR THE FINANCIAL
YEAR 2022**

THE PARISH OF HOLY TRINITY, BRADFORD ON AVON ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2022

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 2022 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 Sarah Jackson	Vice Chair (from APCM 2022)
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Licensed Lay Minister

Graham Dove	Secretary
Churchwarden	(until APCM 2022)
David Milne	Vice Chair

Representative on the Deanery Synod

Graham Dove

Elected members

Zabe Ashworth-James

Elaine Giles	Treasurer
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Julia Steward

Peter Yarker

Co-opted members

Tony Bruun	(until APCM 2022)
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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 2022

Costs for 2022 increased with the appointment of two new staff members midway through the year and of course the rising costs of gas and electric. As I said in the *Parish News* for March 2023, the church needs an income of approximately £130,000 per year to cover our expenses. As you can see from the attached reports, income in 2022 was £125,371 (including £7,875 from the Diocese to help with heating costs but excluding the Friends donation) and our expenses were £127,474. Thus for the year we had a deficit of income over expenditure of £2,103. However cash balances at the end of the year were a healthy £150,714.

In 2022 the church was open on a fulltime basis and restrictions on seating were gradually lifted, so more parishioners felt comfortable with attending church and giving went up. The Street Market was a success, despite a heavy downpour over the lunch period and of course the Christmas Tree Festival was hugely popular, over 300 attended on the last day even though there was snow on the ground.

I would like to thank John Potter and John Cox for organising the Street Market and Christmas Tree Festival, Aylene Clack for holding the fort during her reduced hours and finally Klaus Huber for his sterling work on the accounts.

Elaine Giles, Treasurer

Holy Trinity PCC

Analysis of income and expenditure Selected period: 01 January 2022 to 31 December 2022

					Total	
	General	Designated	Restricted	Endowment	This year	Last year
Income and endowments from:						
Donations and legacies						
0101 - Non Gift Aid - Bank standing order	£10,376.00	-	-	-	£10,376.00	£13,431.00
0101012 - Stewardship Envelopes	£1,793.13	-	-	-	£1,793.13	£2,310.61
0110 - Gift Aid - Bank standing order	£31,652.00	-	-	-	£31,652.00	£42,434.00
0201 - Gift Aid - Envelopes	£717.00	-	-	-	£717.00	£1,670.00
0301 - Plate collections	£4,267.41	-	-	-	£4,267.41	£4,933.37
0401 - Votive Candle sales	£490.85	-	-	-	£490.85	£210.81
0410 - Maintenance through church box	£1,685.71	-	-	-	£1,685.71	£750.80
0501 - One-off Gift Aid gifts	£500.00	-	-	-	£500.00	£1,375.00
0510 - Hospitality sales	£243.14	-	-	-	£243.14	£1,485.35
0550 - Donations (+user groups)	£5,478.50	-	-	-	£5,478.50	£6,877.15
0551 - Online donations (Stewardship)	£3,373.55	-	-	-	£3,373.55	-
0552 - Online donations (Parish Giving)	£18,456.00	-	-	-	£18,456.00	-
0553 - Friends Donation	-	£23,818.58	-	-	£23,818.58	-
0601 - Tax recoverable on Gift Aid	£11,947.61	-	-	-	£11,947.61	£13,329.24
0701 - Legacies	-	-	-	-	-	-
08A1 - Non-recurring one-off grants	£7,875.49	-	-	-	£7,875.49	£3,220.00
0901 - Other funds generated	£38.14	-	-	-	£38.14	£7,259.04
1610 - Organ fund donations	-	-	-	-	-	-
Donations and legacies Totals	£98,894.53	£23,818.58	-	-	£122,713.11	£99,286.37
Income from charitable activities						
1101 - Fees for weddings and funerals	£6,111.00	-	-	-	£6,111.00	£5,885.00
1510 - Saxon Club subs	£340.00	-	-	-	£340.00	-
Income from charitable activities Totals	£6,451.00	-	-	-	£6,451.00	£5,885.00
Other trading activities						
0910 - Street Market & Tree Festival	£5,932.73	-	-	-	£5,932.73	£1,880.34
1240 - Church lettings	£8,684.00	-	-	-	£8,684.00	£4,473.00
1260 - Westwood & Wngfield PCC Admin	£3,600.00	-	-	-	£3,600.00	£3,600.00
Other trading activities Totals	£18,216.73	-	-	-	£18,216.73	£9,953.34
Investments						
1020 - Bank and building society interest	£754.04	-	-	-	£754.04	£102.79
Investments Totals	£754.04	-	-	-	£754.04	£102.79
Other income						
1310 - Insurance claims	-	-	-	-	-	-
1410 - VAT recovery Buildings	£674.68	-	-	-	£674.68	-
1710 - Special collections	£380.31	-	-	-	£380.31	£2,459.65
Other income Totals	£1,054.99	-	-	-	£1,054.99	£2,459.65

	General	Designated	Restricted	Endowment	Total	
					This year	Last year
Income and endowments Grand totals	£125,371.29	£23,818.58	-	-	£149,189.87	£117,687.15
Expenditure on:						
Raising funds						
1720 - Costs of stewardship campaign	-	-	-	-	-	-
1730 - Costs of fetes & other events	£324.45	-	-	-	£324.45	£365.39
Raising funds Totals	£324.45	-	-	-	£324.45	£365.39
Expenditure on charitable activities						
1801 - Charitable giving	£2,684.72	-	-	-	£2,684.72	£50.00
1830 - Giving - national	-	-	-	-	-	-
1850 - Mainly Music	-	-	-	-	-	-
1910 - Parish share	£68,148.00	-	-	-	£68,148.00	£64,903.50
2050 - Admin staff wages	£8,945.40	-	-	-	£8,945.40	£6,740.60
2101 - Clergy expenses	£4,104.96	-	-	-	£4,104.96	£1,761.15
2130 - Vicarage garden expenses	-	-	-	-	-	£175.00
2201 - Parish training and mission	£157.99	-	-	-	£157.99	£156.99
2301 - Church running - insurance	£6,205.28	-	-	-	£6,205.28	£5,772.37
2310 - Church telephone & internet	£347.96	-	-	-	£347.96	£481.06
2320 - Organ / piano maintenance	£1,496.68	-	-	-	£1,496.68	£890.90
2330 - Church maintenance	£3,869.89	-	-	-	£3,869.89	£2,131.58
2331 - Church cleaning cost & wages	£2,643.46	-	-	-	£2,643.46	£2,177.64
2340 - Upkeep of services	£756.50	-	-	-	£756.50	£1,059.14
2350 - Upkeep of churchyard	£2,080.60	-	-	-	£2,080.60	£2,175.00
2360 - Administration	£1,051.96	-	-	-	£1,051.96	£4,074.26
2401 - Church running - electric	£3,779.86	-	-	-	£3,779.86	£3,121.50
2410 - Church running - gas	£9,118.96	-	-	-	£9,118.96	£7,379.16
2420 - Church running - water	£387.79	-	-	-	£387.79	£355.61
2601 - Governance costs examination/audit fee	-	-	-	-	-	-
2701 - Church major repairs - over 2K	-	-	-	-	-	-
2710 - Church improvements (from Friends Donation)	-	£3,096.54	-	-	£3,096.54	-
2801 - Sacristy expenses	£252.88	-	-	-	£252.88	£193.05
3001 - Organist salary & fees	£4,706.40	-	-	-	£4,706.40	£4,665.54
3101 - HMRC payments re staff wages	£3,673.06	-	-	-	£3,673.06	£2,986.16
3201 - Photocopier & printing costs	£2,303.03	-	-	-	£2,303.03	£1,766.74
3301 - Christmas cards	-	-	-	-	-	£609.60
3402 - Hospitality costs	£54.45	-	-	-	£54.45	-
Expenditure on charitable activities Totals	£126,769.83	£3,096.54	-	-	£129,866.37	£113,626.55
Other expenditure						
2901 - Reordering project expenses	-	-	-	-	-	-
3401 - Special collections	£380.31	-	-	-	£380.31	£1,221.36
3501 - General adjustments	-	-	-	-	-	-
Other expenditure Totals	£380.31	-	-	-	£380.31	£1,221.36
Expenditure Grand totals	£127,474.59	£3,096.54	-	-	£130,571.13	£115,213.30

Holy Trinity PCC
Balance Sheet detailed

	As at 31/12/2022	As at 31/12/2021
Current assets		
6501: HSBC current account CLOSED May 2022	-	£51,923.00
6502: Co-op Current Account	£70,532.50	-
6510: CCLA deposit account	£104,136.00	£104,136.00
6520: Flowers Weddings	-	-
6599: Cash in hand	£9.24	-
Total Current assets	£174,677.74	£156,059.00
Liabilities		
6699: Agency collections	-	-
Total Liabilities	-	-
Net Asset surplus (deficit)	£174,677.74	£156,059.00
Reserves		
Excess/(deficit) to date	£18,618.74	£2,473.85
Z01: Starting balances	£156,059.00	£153,585.15
Z03: Gains/(losses) on reval of fixed assets	-	-
Total Reserves	£174,677.74	£156,059.00

Represented by Funds		
General (Unrestricted)	£153,955.70	£156,059.00
Designated	£20,722.04	-
Restricted	-	-
Total	£174,677.74	£156,059.00

Holy Trinity Vicar and Church Wardens Accounts - 2022

CBF Church of England Deposit Fund

	Income £	Expenditure £
Opening Balance as at 1.1.22	10693.34	
Interest Added*	9.32	
Leaving Present for C Warden		125
New choir robes		793.23
	<hr/> 10702.66	<hr/> 918.23
Balance as at 31.12.22	<div style="border: 1px solid black; padding: 2px;">9784.43</div>	

* As of 1.4.22 Interest paid to Co-op current Account

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

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 £15,465.

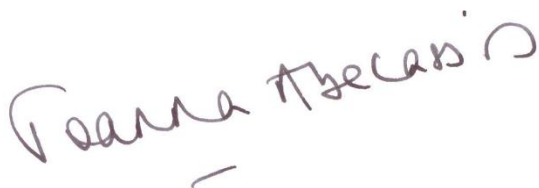
Tax & NI deductions amounted to £3,673.

For the first half of the year, the PCC employed a Director of Music, an Administrative Assistant/Book-keeper (13 hours per week) and a cleaner. From July, it employed a Comms Officer, a Book-keeper and an Administrator (totalling 22 hours per week), in addition to the Director of Music and cleaner.

All 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.

A handwritten signature in purple ink that reads "Joanna Abecassis".

Annual Report and Accounts agreed by the PCC, 22 March 2023 and signed by the Chair,
The Revd Canon Joanna Abecassis.

Independent examiner's report to the trustees of Holy Trinity Parochial Church Council.

I report on my examination of the church accounts for the year ended 31 December 2022.

Respective Responsibilities of Trustees and examiner

The Church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

As independent examiner it is my responsibility to:

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 24 March 2023

Richard Ross
78 Bath Road
Bradford on Avon
BA15 2PB