

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF CHELMSFORD

England & Wales - Charity number 1135072

Details

Other names HOLY TRINITY SRINGFIELD PCC

Status Registered

Legal form Previously excepted

Registered 2010-03-22

Register [View on the Charity Commission register](#)

Contact

Address Holy Trinity Springfield
Trinity Road
Chelmsford
CM2 6HS

Phone 01245 284663

Email office@holytrinityspringfield.org.uk

Website www.holytrinityspringfield.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Regular public worship open to all; The provision of sacred space for personal prayer and contemplation; Pastoral work; Teaching of Christianity; Taking of religious assemblies in schools; Promotion of Christianity; Provision of activities for senior citizens; Parents and toddlers and other special need groups; Supporting other charities in the UK and overseas.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£98,359	£112,415	-	-
2023-12-31	£99,635	£95,020	-	-
2022-12-31	£84,812	£86,793	-	-
2021-12-31	£105,036	£110,127	-	-
2020-12-31	£120,263	£152,629	-	-

Trustees

Name	Role	Appointed
REV KEITH ANTHONY RODDY	Chair	2012-10-09
Alexander Evans		2020-10-21
Andy Parker		2022-05-22
David Harmsworth		2023-05-21
Elaine Charlesworth		2020-10-21
Eleanor Mary Evans		2018-04-29
IAN DAVID FULLER		
John William Dawson		2020-10-21
MARTIN JOHN CHARLESWORTH		2016-04-24
Mary Ruth Want		2020-10-21
Richard Scott		2020-10-21
Vicki Jones		2024-04-28

Accounts

Charity Registration Number: 1135072

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF
CHELMSFORD**

**ANNUAL ACCOUNTS AND TRUSTEES REPORT
FOR THE YEAR ENDED 31 DECEMBER 2024**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD,
DIOCESE OF CHELMSFORD**

TRUSTEES REPORT

Year ended 31 December 2024

The trustees present their report and accounts for the year ended 31 December 2024. For the rest of the report and accounts the name of the charity has been shortened to Holy Trinity, Springfield.

Administrative information

Holy Trinity, Springfield is situated on Trinity Road, Chelmsford, Essex, CM2 6HS. It is part of the Diocese of Chelmsford within the Church of England.

Structure, governance and management

The charity is subject to the following governing documents: Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. Holy Trinity, Springfield is a charity registered with the Charities Commission under number 1135072.

The trustees are the members of the Parochial Church Council (PCC), who are elected from members of the electoral role of the church at the annual parochial church meeting (APCM). They are elected for a term of three years, so there is a rolling number of around three trustee vacancies that need filling each year.

Trustees can leave the PCC at any point during their term, usually due to moving away from Holy Trinity, Springfield. These temporary vacancies are not usually filled until the next APCM as there are sufficient trustees to continue with the business of the charity.

The Trustees who served during the year were:

Ex-Officio members:

Keith Roddy (Incumbent)

Ian Fuller (Non-Stipendiary Minister)

Martin Charlesworth (Churchwarden to May 2024, then an elected member)

Alexander Evans (Churchwarden)

Elected members:

Elaine Charlesworth (PCC secretary)

John Dawson (Deputy Churchwarden)

Eleanor Evans (from May 2024)

David Harmsworth (until September 2024)

Vicki Jones (from May 2024)

Andy Parker

Richard Scott (Deputy Churchwarden to May 2024, then ex-officio as Churchwarden)

Mary Want

The trustees are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the charity are to be spent. The full PCC met six times during the year. All members of the church family are welcome to attend PCC meetings and minutes are circulated to the church family by email shortly after each meeting.

A standing committee made up of the Vicar, Assistant Minister, Churchwardens, Deputy Churchwardens and any additional co-opted members meets once a month. The standing committee can transact PCC business but may not make decisions which require the approval of the full PCC.

In addition, the PCC has appointed various officers to assist in specific functions as follows:

Stewardship and Gift Aid Officer: Jo Roddy

Treasurer: Eleanor Evans

Parish Safeguarding Officer: Keith Roddy, pending a formal appointment

Objectives and activities

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. As a parish church, we are committed to developing effective and appropriate ways of communicating the gospel of Jesus to those in our community. We seek to see God's kingdom grow in our parish, and to live as witnesses to Jesus in all we do.

The mission statement of the charity is as follows:

Holy Trinity, Springfield is an Evangelical Anglican Parish Church serving the Springfield Park, Chelmer Waterside and Parklands Drive communities in Chelmsford. We are a Bible believing church which seeks to glorify God – Father, Son and Holy Spirit – by:

- Teaching the Word of God, to help all ages grow in Jesus Christ and to be released into His service;
- Praying and caring for everyone within our church community;
- Sharing the good news of Jesus Christ with our parish and the wider community;
- Supporting mission partners across the world.

In making decisions about how to meet our objectives and live up to our mission statement, the trustees have had due regard to the public benefit guidance published by the Charities Commission when exercising any powers or duties to which the guidance is relevant.

Achievements and performance

Worship and prayer

All are welcome to attend our regular services. Our 10.30am service runs every Sunday. Across the year, this had an average attendance of approximately 44 adults and 13 children and it has been encouraging to see the numbers steadily increasing. Most Sundays our Sunday School, Ignite, runs alongside the service but on the fourth Sunday of each month we worship together as a full church family in our 'all-age' service. Due to low numbers, our 6pm service ceased in April 2024, replaced by a second 8am service per month.

We meet once a month as a church to pray for the church and our community. These meetings are on a Saturday morning allowing us to share breakfast together before praying. It continues to be encouraging to see so many members of the church family participating.

We also have a small, informal, spoken service that takes place once a week called Time with God.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. This year our ministers officiated at four funerals or committals, no weddings, one service of prayer and dedication after a civil marriage, one baptism and one thanksgiving service.

Discipleship and fellowship

The incumbent and PCC have continued to implement the annual plan put in place in 2022 (to be reviewed and updated during 2025), with a focus on building up the church through formal and informal discipleship. We have four fellowship groups which meet regularly to study the bible, encourage one another and to support each other in prayer. Three of these are groups open to all with one being particularly welcoming to those who wish to bring young children with them; the fourth group (known as 24/7) is aimed at young adults. In addition, we have a men's group which meets for bible studies and social gatherings and a women's social group, and we hold ad-hoc lunches for the whole church family to meet and eat together after a Sunday service.

Pastoral care

Ian Fuller heads up our pastoral team, caring for our community in whatever way we can. This includes visiting the sick, elderly and bereaved. Both Keith Roddy and Ian Fuller will celebrate the Lord's Supper in homes or hospital with those who request it.

Our Care Fund is available to provide funds to those in our community who are in need. Anyone can recommend someone for help from this fund; decisions regarding the disbursement of funds are made by Ian Fuller in conjunction with our vicar Keith Roddy and our treasurer, Eleanor Evans. The PCC are keen to see this fund used and welcome ideas in that regard.

Activities of the church (mission and evangelism)

We seek to promote the whole mission of the Church and use our facilities for the public benefit through the provision of activities in the church hall for various groups. The PCC regularly considers the viability of our existing community outreach activities and what additional activities might be possible; our main constraint is volunteer resources.

At the time of writing, we have a weekly group, Green Pastures, which provides activities and fellowship for elders in our community and a monthly group, Trinity Dads, for dads and carers of young children. We held another successful holiday club in October 2024 and are pleased that the half-term slot seems to be a popular time.

The church hall is regularly hired by community groups including Gamblers Anonymous, Brownies, Karate and Strollercise and is available for members of the community to hire for parties and other gatherings. Our church and hall are also hired on an occasional basis by the Peniel Church of God and we welcome our partnership with them.

We continue to have a good relationship with Trinity Road School and have been pleased to welcome them to our building during 2024 for Harvest Festival, Christmas and Easter and occasional other visits related to their Religious Education curriculum, as well as conducting assemblies and some lessons at the school. Keith Roddy is now co-chair of the governing body of the school.

Wider church engagement

We retain strong links with the Chelmsford Diocesan Evangelical Fellowship (CDEN) which brings together Church of England evangelical churches in the Chelmsford Diocese and sits within the wider Church of England Evangelical Council (CEEC). We became a partner church of the Church Society during 2024 and support the work of The Alliance, an informal partnership of leaders from networks within the Church of England including the CEEC. We are also developing a relationship with an "Alternative Spiritual Overseer" through our relationship with the CEEC and our parish share is now paid to the Chelmsford Diocese via the Ephesian Fund which is operated by the CEEC.

Financial review

The primary source of funds is the giving of the church members which, together with tax recovered through the Gift Aid and GASD schemes, accounts for the majority of income. This is received either through planned giving, collections in church or other donations. Additional regular sources of income are fees for weddings and funerals, hall rentals and interest on monies held. Both our giving income and our hall hire remained relatively steady in 2024.

Total receipts for 2024 across unrestricted funds were £88,164.

As part of our stated aim to be active in our partnership with the world church, we support various mission partners, prayerfully and financially. We hold regular "Mission Sundays" where the congregation can choose to support a specific mission partner and this is supplemented by giving from our general income. Overall giving to our mission partners in 2024 was £8,412.

In 2024, the general fund had a deficit of £1,806 (2023: surplus of £4,596) and the hall fund had a deficit of £1,080 (2023: deficit of £361). As with previous years, the charity did not meet its required parish share in full (we paid £46,000 of a required £72,909). The trustees continue to focus on how best the charity can manage its day-to-day operations while paying as much as possible towards our requested parish share.

Quinquennial fund

To provide for any big expenditure required as a result of the statutory quinquennial survey of the church buildings and property, the trustees seek to put aside up to £2,000 at the end of each financial year (giving £10,000 over each five year 'quinquennial' period). However, in 2024, due to high expenditure on work arising from the most recent quinquennial survey in November 2022, the trustees concluded that no amount would be put aside, since that money had essentially been spent rather than needing to be saved.

The quinquennial survey identified various areas of work to be undertaken, including two major items: (1) repairs relating to tree damage to our buildings and (2) repairs to certain areas of the church roof. Following extensive discussions with Essex County Council, the trustees reached an agreement for a number of trees in the churchyard to be removed which are responsible for subsidence to both the church building and the church hall. Both the tree works and the roof works took place during 2024 and work to repair the subsidence damage to the buildings is expected to take place in summer 2025. With a view to potential future expenditure, the trustees have also sought and obtained initial legal advice relating to the extent of the closed churchyard and the Council's responsibility for maintaining it. Internal and external discussions regarding this remain ongoing.

Reserves policy

More generally, the trustees' policy is to have three months' expenditure available in our current account to deal with any unexpected drop in income. The church's reserves policy is due for annual review by the trustees in May 2025.

The unrestricted reserves of the charity (not including the value of the church hall which is accounted for at its 2013 insurance valuation of £560,000) decreased in 2024 from £19,420 to £4,670, mainly due to the major works expenditure described above.

Format of the accounts

These accounts have been prepared on a receipts and payments basis.

Volunteers

Finally, we would like to thank all the volunteers who work so hard to make our church the friendly, caring and vibrant community it is.

The trustees declare that they have approved the Trustees' Report above.



.....
Richard Scott
Church Warden

Date: 5/5/25

Independent examiner's report to the Trustees of THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF CHELMSFORD

I report on the accounts of the PCC for the year ended 31 December 2024, which are set out on the following sheets: Receipts and Payments Account, Fund movement by type, Analysis of receipts and payments, Balance Sheet and Notes to the Accounts.

Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the "Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Act;
- to follow the applicable directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether these accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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



.....
Date: 6 May 2025
Name: Keith Jones, FCA
Address: 4 Lister Tye, Chelmsford, Essex, CM2 9LS

Holy Trinity Springfield
Receipts and Payments Account

For the period from 01 January 2024 to 31 December 2024

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Receipts					
Donations and legacies	73,388.29	6,190.25	10,195.40	89,773.94	91,735.01
Income from charitable activities	384.75	192.92	—	577.67	286.96
Other trading activities	490.00	7,370.00	—	7,860.00	7,430.00
Investments	15.92	131.40	—	147.32	183.10
Total receipts	74,278.96	13,884.57	10,195.40	98,358.93	99,635.07
Payments					
Expenditure on charitable activities	76,084.52	26,819.12	9,510.93	112,414.57	95,019.70
Total payments	76,084.52	26,819.12	9,510.93	112,414.57	95,019.70
Excess of receipts over payments before transfer	-1,805.56	-12,934.55	684.47	-14,055.64	4,615.37
Transfers					
Gross transfers between funds - in	—	1,079.86	10	1,079.86	1,799.80
Gross transfers between funds - out	-1,089.86	—	—	-1,089.86	-1,799.80
Excess of receipts over payments before other gain	-2,895.42	-11,854.69	694.47	-14,055.64	4,615.37
Net movement in funds	-2,895.42	-11,854.69	694.47	-14,055.64	4,615.37
Reconciliation of funds					
All assets at 01 January 2024	5,624.61	573,795.06	2,143.43	581,563.10	576,947.73
All assets at 31 December 2024	2,729.19	561,940.37	2,837.90	567,507.46	581,563.10

Holy Trinity Springfield
Fund movement by type
Selected period: 01 January 2024 to 31 December 2024

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances carried forward
Unrestricted							
General	5,624.61	74,278.96	76,084.52	-1,089.86	—	—	2,729.19
Sub-totals	5,624.61	74,278.96	76,084.52	-1,089.86	—	—	2,729.19
Designated							
Care	1,534.02	11.25	—	—	—	—	1,545.27
Hall capital value	560,000.00	—	—	—	—	—	560,000.00
Ladies' Group	36.19	45.00	60.38	—	—	—	20.81
Men's Group	118.49	327.50	324.15	—	—	—	121.84
Hall cash	-	7,370.00	8,449.86	1,079.86	—	—	—
Bookshop	198.33	175.42	121.30	—	—	—	252.45
Quinquennial	11,908.03	5,955.40	17,863.43	—	—	—	—
Sub-totals	573,795.06	13,884.57	26,819.12	1,079.86	—	—	561,940.37
Restricted							
Bibles	—	2,255.00	1,642.81	—	—	—	612.19
Church hall and grounds improvement fund	146.68	120.00	266.68	—	—	—	—
EcoChurch	—	500.00	150.98	—	—	—	349.02
Garden of Remembrance	840.00	626.25	885.00	—	—	—	581.25
Gift collections	—	924.00	924.00	—	—	—	—
Green Pastures	421.25	1,259.00	1,047.40	—	—	—	632.85
Outreach and Evangelism	500.00	—	165.16	—	—	—	334.84
Special Project	300.00	—	—	—	—	—	300.00
Mission/charities	7.50	4,449.15	4,428.90	—	—	—	27.75
Youth	-72.00	62.00	—	10.00	—	—	—
Sub-totals	2,143.43	10,195.40	9,510.93	10.00	—	—	2,837.90
Totals	581,563.10	98,358.93	112,414.57	—	—	—	567,507.46

Holy Trinity Springfield
Analysis of receipts and payments
01 January 2024 to 31 December 2024

	Unrestricted	Designated	Restricted	This year	Total Last year
Receipts					
Donations and legacies					
Gift Aid eligible planned giving - bank	39,839.00	—	—	39,839.00	44,963.50
Gift Aid eligible planned giving - envelopes	4,223.00	—	—	4,223.00	3,500.00
Other planned giving - bank	9,220.00	—	120.00	9,340.00	8,335.00
Other planned giving - envelopes	1,058.50	—	—	1,058.50	875.00
Loose plate collections	726.91	—	—	726.91	834.73
Mission/charities appeals	—	—	3,801.14	3,801.14	2,527.57
One-off Gift Aid eligible donations	4,320.00	10.00	2,165.00	6,495.00	7,195.00
Other one-off donations	811.41	300.00	3,296.64	4,408.05	6,862.97
Tax recovered (Gift Aid and GASDS)	12,811.47	56.25	812.62	13,680.34	15,766.37
Non-recurring one-off grants	—	5,824.00	—	5,824.00	855.00
General fundraising	378.00	—	—	378.00	19.87
Donations and legacies totals	73,388.29	6,190.25	10,195.40	89,773.94	91,735.01
Income from charitable activities					
Fees for weddings and funerals	282.00	—	—	282.00	173.00
Trinity Dads fees	102.75	17.50	—	120.25	31.00
Holiday club subscriptions	—	—	—	—	45.00
Bookstall sales (bible notes)	—	175.42	—	175.42	37.96
Income from charitable activities totals	384.75	192.92	—	577.67	286.96
Other trading activities					
Church lettings	490.00	—	—	490.00	—
Church hall lettings (regular)	—	5,485.00	—	5,485.00	4,890.00
Church hall lettings (one-off)	—	1,885.00	—	1,885.00	2,540.00
Other trading activities totals	490.00	7,370.00	—	7,860.00	7,430.00
Investments					
Bank and building society interest	15.92	131.40	—	147.32	183.10
Investments Totals	15.92	131.40	—	147.32	183.10
Receipts grand totals	74,278.96	13,884.57	10,195.40	98,358.93	99,635.07
Payments					
Expenditure on charitable activities					
Mission giving from general income	3,524.00	—	—	3,524.00	3,840.00
Mission giving (specific appeals)	—	—	4,887.90	4,887.90	3,321.52
Parish share	46,000.00	—	—	46,000.00	43,000.00
Salary of parish administrator	8,439.60	—	—	8,439.60	7,965.60
Clergy expenses	441.93	—	—	441.93	485.65
Clergy books and training	510.43	—	—	510.43	522.04
General parish mission and evangelism	185.11	301.73	3,195.28	3,682.12	1,148.94
Trinity Dads	80.53	—	—	80.53	73.61
Messy Church	—	—	—	—	11.90
Holiday Club	—	—	125.09	125.09	452.03
Church insurance	2,211.12	—	—	2,211.12	2,130.50

Church office - phone/internet	850.38	—	—	850.38	773.56
Organ tuning	292.80	—	—	292.80	—
Church maintenance	1,546.11	466.00	—	2,012.11	1,542.00
Cleaning	—	3,219.00	—	3,219.00	3,210.00
Upkeep of services	1,777.87	—	—	1,777.87	664.49
Ignite	481.05	—	—	481.05	191.61
Upkeep of churchyard	3,028.04	453.43	1,302.66	4,784.13	589.25
Church office/admin expenses	1,670.68	—	—	1,670.68	1,514.88
Church legal fees	1,596.00	—	—	1,596.00	—
Visiting speakers/locums	50.00	82.80	—	132.80	81.70
Church running - equipment/sundries	441.23	—	—	441.23	612.55
Church running - electricity	1,245.60	—	—	1,245.60	1,251.81
Church running - gas	1,712.04	—	—	1,712.04	3,662.38
Bookstall costs (bible notes)	—	121.30	—	121.30	108.41
Hall running - electricity	—	2,441.06	—	2,441.06	2,252.34
Hall running - insurance	—	1,591.23	—	1,591.23	1,547.64
Hall running - maintenance	—	977.38	—	977.38	213.18
Hall running - equipment/sundries	—	146.58	—	146.58	202.28
Hall running - water and sewage	—	74.61	—	74.61	365.83
Church major repairs - structure	—	16,944.00	—	16,944.00	—
Hall major repairs - structure	—	—	—	—	13,284.00
<i>Expenditure on charitable activities</i>	76,084.52	26,819.12	9,510.93	112,414.57	95,019.70
Payments grand totals	76,084.52	26,819.12	9,510.93	112,414.57	95,019.70

Holy Trinity Springfield
Balance sheet
As at: 31 December 2024

	As at 31/12/2024	As at 31/12/2023
	£	£
Cash at bank and in hand		
CCLA Deposit Account	—	4,917.53
Co-operative Bank Current Account	7,726.46	16,864.57
	<u>7,726.46</u>	<u>21,782.10</u>
Other assets		
Church hall building	560,000.00	560,000.00
Total assets	<u><u>567,726.46</u></u>	<u><u>581,782.10</u></u>
Represented by		
Unrestricted		
General fund	2,729.19	5,624.61
Designated		
Care fund	1,545.27	1,534.02
Hall capital value fund	560,000.00	560,000.00
Ladies' Group	20.81	36.19
Men's Group	121.84	118.49
Hall cash fund	—	—
Bookshop fund	252.45	198.33
Quinquennial fund	—	11,908.03
Restricted		
Bibles	612.19	—
Church hall and grounds improvement fund	—	146.68
EcoChurch	349.02	—
Garden of Remembrance	581.25	840.00
Green Pastures	632.85	421.25
Mission/charities	27.75	7.50
Outreach and Evangelism	334.84	500.00
Special Project	300.00	300.00
Youth fund	—	-72.00
Funds of the church	<u>567,507.46</u>	<u>581,563.10</u>
Funds held on behalf of others	<u>219.00</u>	<u>219.00</u>
TOTAL FUNDS	<u><u>567,726.46</u></u>	<u><u>581,782.10</u></u>

Signed on behalf of the trustees:



S/S/25

NOTES TO THE ACCOUNTS

1. These accounts have been prepared on a receipts and payments basis.

2. Funds held on behalf of others:

Funeral fees double paid to Holy Trinity	£219.00
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	£219.00
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3. The value of the church hall freehold is held in the accounts at the insurance valuation of 4 December 2013 (£560,000).

4. The PCC reserves policy is for an amount up to £2,000 to be transferred to the Quinquennial Fund each year to cover any required expenditure arising from the quinquennial report. Given the level of expenditure during 2024 on matters arising from the most recent quinquennial report, the PCC decided not to make a transfer to the Quinquennial Fund in this financial year.

Accounts

Charity Registration Number: 1135072

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
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TRUSTEES REPORT

Year ended 31 December 2023

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Administrative information

Holy Trinity, Springfield is situated on Trinity Road, Chelmsford, Essex, CM2 6HS. It is part of the Diocese of Chelmsford within the Church of England.

Structure, governance and management

The charity is subject to the following governing documents: Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. Holy Trinity, Springfield was previously obliged to register as a charity in its own right as its income was over £100,000 per annum. It is registered with the Charities Commission under number 1135072.

The trustees are the members of the Parochial Church Council (PCC), who are elected from members of the electoral role of the church at the annual parochial church meeting (APCM). They are elected for a term of three years, so there is a rolling number of around three trustee vacancies that need filling each year.

Trustees can leave the PCC at any point during their term, usually due to moving away from Holy Trinity, Springfield. These temporary vacancies are not usually filled until the next APCM as there are sufficient trustees to continue with the business of the charity.

The Trustees who served during the year were:

Ex-Officio members:

Keith Roddy (Incumbent)
Ian Fuller (Non-Stipendiary Minister)
Martin Charlesworth (Churchwarden)
Alexander Evans (Churchwarden)

Elected members:

Elaine Charlesworth (PCC secretary)
John Dawson (Deputy Churchwarden)
David Harmsworth (from May 2023)
Jo Haynes (to May 2023)
Andy Parker
Richard Scott (Deputy Churchwarden)
Claire Suttling (to May 2023)
Mary Want

The trustees are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the charity are to be spent. The full PCC met six times during the year. All members of the church family are welcome to attend PCC meetings and minutes are circulated to the church family by email shortly after each meeting.

A standing committee made up of the Vicar, Churchwardens, Deputy Churchwardens and any additional co-opted members meets once a month. The standing committee can transact PCC business but may not make decisions which require the approval of the full PCC.

In addition, the PCC has appointed various officers to assist in specific functions as follows:

Stewardship and Gift Aid Officer: Jo Roddy

Treasurer: Eleanor Evans

Safeguarding Officer: Currently vacant

Objectives and activities

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. As a parish church, we are committed to developing effective and appropriate ways of communicating the gospel of Jesus to those in our community. We seek to see God's kingdom grow in our parish, and to live as witnesses to Jesus in all we do.

The mission statement of the charity is as follows:

Holy Trinity, Springfield is an Evangelical Anglican Parish Church serving the Springfield Park, Chelmer Waterside and Parklands Drive communities in Chelmsford. We are a Bible believing church which seeks to glorify God – Father, Son and Holy Spirit – by:

- Teaching the Word of God, to help all ages grow in Jesus Christ and to be released into His service;
- Praying and caring for everyone within our church community;
- Sharing the good news of Jesus Christ with our parish and the wider community;
- Supporting mission partners across the world.

In making decisions about how to meet our objectives and live up to our mission statement, the trustees have had due regard to the public benefit guidance published by the Charities Commission when exercising any powers or duties to which the guidance is relevant.

Achievements and performance

Worship and prayer

All are welcome to attend our regular services. Our 10.30am service runs every Sunday. Across the year, this had an average attendance of approximately 45 adults and 15 children and it was particularly encouraging to see the numbers increasing towards the end of 2023. Most Sundays our Sunday School, Ignite, runs alongside the service but on the fourth Sunday of each month we worship together as a full church family in our 'all-age' service. We started 2023 with additional services each month as follows:

- | | |
|------------------------|---|
| 1 st Sunday | 6pm service with a repeat of the 10.30am sermon |
| 2 nd Sunday | 4pm Messy Church service aimed at families |
| 3 rd Sunday | 6pm service with a repeat of the 10.30am sermon |
| 4 th Sunday | 8am traditional BCP service |

However, the PCC decided in the summer of 2023 that the Messy Church service was no longer viable due to a consistent drop in numbers attending and the volunteer time needed to run it. We now have a 6pm service on the first three Sundays of the month.

We meet once a month as a church to pray for the church and our community. These meetings are on a Saturday morning allowing us to share breakfast together before praying. It continues to be encouraging to see so many members of the church family participating.

We also have a small, informal, spoken service that takes place once a week called Time with God.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. This year our ministers officiated at three funerals, one wedding and one baptism.

Discipleship and fellowship

The incumbent and PCC have continued to implement the annual plan put in place in 2022 (to be reviewed and updated during 2024), with a focus on building up the church through formal and informal discipleship. We have four fellowship groups which meet regularly to study the bible, encourage one another and to support each other in prayer. Three of these are groups open to all with one being particularly welcoming to those who wish to bring young children with them; the fourth group (known as 24/7) is aimed at young adults. In addition, we have a men's group which meets for bible studies and social gatherings and a women's social group, and we hold ad-hoc lunches for the whole church family to meet and eat together after a Sunday service.

We retain strong links with the Chelmsford Diocesan Evangelical Fellowship (CDEN) which brings together Church of England evangelical churches in the Chelmsford Diocese.

Pastoral care

Ian Fuller heads up our pastoral team, caring for our community in whatever way we can. This includes visiting the sick, elderly and bereaved. Both Keith Roddy and Ian Fuller will celebrate the Lord's Supper in homes or hospital with those who request it.

Our Care Fund is available to provide funds to those in our community who are in need. Anyone can recommend someone for help from this fund; decisions regarding the disbursement of funds are made by Ian Fuller in conjunction with our Treasurer, Eleanor Evans. The PCC are keen to see this fund used and welcome ideas in that regard.

Activities of the church (mission and evangelism)

We seek to promote the whole mission of the Church and use our facilities for the public benefit through the provision of activities in the church hall for various groups. The PCC regularly considers the viability of our existing community outreach activities and what additional activities might be possible; our main constraint is volunteer resources.

At the time of writing, we have a weekly group, Green Pastures, which provides activities and fellowship for elders in our community and a monthly group, Trinity Dads, for dads and carers of young children. 2023 also saw the return of our holiday club for primary aged children, held during the October half term. The Secret Agents academy was enjoyed by a group of enthusiastic children and we hope to build on its success in October 2024.

The church hall is regularly hired by community groups including Gamblers Anonymous, Brownies, Karate and Strollercise and is available for members of the community to hire for parties and other gatherings.

We continue to have a good relationship with Trinity Road School and have been pleased to welcome them to our building during 2023 for Harvest Festival, Christmas and Easter and occasional other visits related to their Religious Education curriculum, as well as conducting assemblies at the school.

Financial review

The primary source of funds is the giving of the church members which, together with tax recovered through the Gift Aid and GASD schemes, accounts for the majority of income. This is received either through planned giving, collections in church or other donations. Additional regular sources of income are fees for weddings and funerals, hall rentals and interest on monies held. Both our giving income and our hall hire remained relatively steady in 2023.

Total receipts for 2023 across unrestricted funds were £93,893 (including the gift day income described below).

As part of our stated aim to be active in our partnership with the world church, we support various mission partners, prayerfully and financially. We hold regular "Mission Sundays" where the congregation can choose to support a specific mission partner and this is supplemented by giving from our general income. Overall giving to our mission partners in 2023 was £7,162.

In 2023, the general fund had a surplus of £4,596 (2022: surplus of £1,114) and the hall fund had a deficit of £361 (2022: surplus of £61). As with previous years, the charity did not meet its required parish share in full (we paid £43,000 of a required £71,572). The trustees continue to focus on how best the charity can manage its day-to-day operations while paying as much as possible towards our requested parish share.

Quinquennial fund

To provide for any big expenditure required as a result of the statutory quinquennial survey of the church buildings and property, the trustees seek to put aside up to £2,000 at the end of each financial year (giving £10,000 over each five year 'quinquennial' period). In 2023, the amount put aside was £1,500.

The most recent quinquennial survey took place in November 2022 and identified various areas of work to be undertaken. The trustees consider that the two areas of necessary work at costs over the amounts set aside in the Quinquennial Fund are (1) repairs relating to tree damage to our buildings and (2) repairs to certain areas of the church roof. Following extensive discussions with Essex County Council, the trustees reached an agreement for a number of trees in the churchyard to be removed which are responsible for subsidence to both the church building and the church hall. A church family gift day was held towards the cost of the works to the trees and the roof in April 2023 which raised £10,265 (with an additional £1,598 in gift aid). We were also successful in applying for a grant towards the roof works of £3,000 from the Friends of Essex Churches Trust, to be paid following completion of the works and we expect to be eligible for a grant to cover the VAT payable on the roof works from the government funded Listed Places of Worship Grant Scheme. Both the tree works and the roof works are scheduled to take place during the spring of 2024. With a view to potential future expenditure, the trustees have also sought and obtained initial legal advice relating to the extent of the closed churchyard and the Council's responsibility for maintaining it. Internal and external discussions regarding this are ongoing.

Reserves policy

More generally, the trustees' policy is to have three months' expenditure available in our current account to deal with any unexpected drop in income. The church's reserves policy is due for annual review by the trustees in May 2024.

The unrestricted reserves of the charity (not including the value of the church hall which is accounted for at its 2013 insurance valuation of £560,000) increased in 2023 from £9,633 to £19,420, mainly due to the additional income to the Quinquennial Fund as described above.

Format of the accounts

These accounts have been prepared on a receipts and payments basis.

Volunteers

Finally, we would like to thank all the volunteers who work so hard to make our church the friendly, caring and vibrant community it is.

The trustees declare that they have approved the Trustees' Report above.



Martin Charlesworth
Church Warden

Date: 28 April 2024

Independent examiner's report to the Trustees of THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF CHELMSFORD

I report on the accounts of the PCC for the year ended 31 December 2023, which are set out on the following sheets: Receipts and Payments Account, Fund movement by type, Analysis of receipts and payments, Balance Sheet and Notes to the Accounts.

Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the "Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Act;
- to follow the applicable directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether these accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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



.....
Date: 18 April 2024
Name: Keith Jones, FCA
Address: 4 Lister Tye, Chelmsford, Essex, CM2 9LS

Holy Trinity Springfield
Receipts and Payments Account

For the period from 01 January 2023 to 31 December 2023

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Receipts					
Donations and legacies	73,574.24	12,418.50	5,742.27	91,735.01	75,649.40
Income from charitable activities	249.00	37.96	—	286.96	1,275.12
Other trading activities	—	7,430.00	—	7,430.00	7,715.00
Investments	—	183.10	—	183.10	172.79
Total receipts	73,823.24	20,069.56	5,742.27	99,635.07	84,812.31
Payments					
Expenditure on charitable activities	69,227.02	14,879.16	10,913.52	95,019.70	86,793.43
Total payments	69,227.02	14,879.16	10,913.52	95,019.70	86,793.43
Excess of receipts over payments before transfer	4,596.22	5,190.40	-5,171.25	4,615.37	-1,981.12
Transfers					
Gross transfers between funds - in	—	1,799.80	—	1,799.80	1,500.00
Gross transfers between funds - out	-1,799.80	—	—	-1,799.80	-1,500.00
Excess of receipts over payments before other gair	2,796.42	6,990.20	-5,171.25	4,615.37	-1,981.12
Net movement in funds	2,796.42	6,990.20	-5,171.25	4,615.37	-1,981.12
Reconciliation of funds					
All assets at 01 January 2023	2,828.19	566,804.86	7,314.68	576,947.73	578,928.85
All assets at 31 December 2023	5,624.61	573,795.06	2,143.43	581,563.10	576,947.73

Holy Trinity Springfield
Fund movement by type
Selected period: 01 January 2023 to 31 December 2023

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances carried forward
Unrestricted							
General	2,828.19	73,823.24	69,227.02	-1,799.80	—	—	5,624.61
Sub-totals	2,828.19	73,823.24	69,227.02	-1,799.80	—	—	5,624.61
Designated							
Care	1,534.02	—	—	—	—	—	1,534.02
Hall capital value	560,000.00	—	—	—	—	—	560,000.00
Ladies' Group	—	62.50	26.31	—	—	—	36.19
Men's Group	21.52	493.50	396.53	—	—	—	118.49
Sandra O'Sullivan bequest	184.64	—	184.64	—	—	—	—
Hall cash	61.47	7,430.00	7,791.27	299.80	—	—	—
Bookshop	268.78	37.96	108.41	—	—	—	198.33
Quinquennial	4,734.43	12,045.60	6,372.00	1,500.00	—	—	11,908.03
Sub-totals	566,804.86	20,069.56	14,879.16	1,799.80	—	—	573,795.06
Restricted							
Garden of Remembrance	—	1,400.00	560.00	—	—	—	840.00
Green Pastures	165.00	256.25	—	—	—	—	421.25
Outreach and Evangelism	—	500.00	—	—	—	—	500.00
Special Project	—	300.00	—	—	—	—	300.00
Mission/charities	211.00	3,118.02	3,321.52	—	—	—	7.50
Youth	—	48.00	120.00	—	—	—	-72.00
Church hall and grounds improvement fund	6,938.68	120.00	6,912.00	—	—	—	146.68
Sub-totals	7,314.68	5,742.27	10,913.52	—	—	—	2,143.43
Totals	576,947.73	99,635.07	95,019.70	—	—	—	581,563.10

Holy Trinity Springfield

Analysis of receipts and payments 01 January 2023 to 31 December 2023

	Unrestricted	Designated	Restricted	This year	Total Last year
Receipts					
Donations and legacies					
Gift Aid eligible planned giving - bank	44,963.50	—	—	44,963.50	46,309.50
Gift Aid eligible planned giving - envelopes	3,500.00	—	—	3,500.00	2,580.00
Other planned giving - bank	8,215.00	—	120.00	8,335.00	7,682.50
Other planned giving - envelopes	875.00	—	—	875.00	768.30
Loose plate collections	834.73	—	—	834.73	797.99
Mission/charities appeals	—	—	2,527.57	2,527.57	3,701.94
One-off Gift Aid eligible donations	327.00	6,350.00	518.00	7,195.00	237.81
Other one-off donations	594.97	4,353.00	1,915.00	6,862.97	2,195.38
Tax recovered (Gift Aid and GASDS)	13,389.17	1,715.50	661.70	15,766.37	11,342.64
Non-recurring one-off grants	855.00	—	—	855.00	—
General fundraising	19.87	—	—	19.87	33.34
Donations and legacies totals	73,574.24	12,418.50	5,742.27	91,735.01	75,649.40
Income from charitable activities					
Fees for weddings and funerals	173.00	—	—	173.00	1,039.00
Trinity Dads fees	31.00	—	—	31.00	—
Holiday club subscriptions	45.00	—	—	45.00	—
Bookstall sales (bible notes)	—	37.96	—	37.96	236.12
Income from charitable activities totals	249.00	37.96	—	286.96	1,275.12
Other trading activities					
Church hall lettings (regular)	—	4,890.00	—	4,890.00	5,775.00
Church hall lettings (one-off)	—	2,540.00	—	2,540.00	1,940.00
Other trading activities totals	—	7,430.00	—	7,430.00	7,715.00
Investments					
Bank and building society interest	—	183.10	—	183.10	172.79
Investments Totals	—	183.10	—	183.10	172.79
Receipts grand totals	73,823.24	20,069.56	5,742.27	99,635.07	84,812.31
Payments					
Expenditure on charitable activities					
Mission giving from general income	3,840.00	—	—	3,840.00	4,380.00
Mission giving (specific appeals)	—	—	3,321.52	3,321.52	4,175.30
Parish share	43,000.00	—	—	43,000.00	46,000.00
Salary of parish administrator	7,965.60	—	—	7,965.60	7,339.92
Clergy expenses	485.65	—	—	485.65	934.89
Clergy books and training	522.04	—	—	522.04	348.94
General parish mission and evangelism	606.10	422.84	120.00	1,148.94	1,449.04
Trinity Dads	73.61	—	—	73.61	—
Messy Church	6.00	5.90	—	11.90	60.64
Holiday Club	452.03	—	—	452.03	—
Church insurance	2,130.50	—	—	2,130.50	2,079.43
Church office - phone/internet	773.56	—	—	773.56	736.67

Organ tuning	—	—	—	—	300.00
Church maintenance	1,542.00	—	—	1,542.00	3,587.80
Cleaning	—	3,210.00	—	3,210.00	2,984.00
Upkeep of services	664.49	—	—	664.49	734.33
Ignite	191.61	—	—	191.61	298.43
Upkeep of churchyard	29.25	—	560.00	589.25	445.74
Church office/admin expenses	1,514.88	—	—	1,514.88	1,963.92
Visiting speakers/locums	81.70	—	—	81.70	—
Church running - equipment/sundries	433.81	178.74	—	612.55	4.99
Church running - electricity	1,251.81	—	—	1,251.81	551.07
Church running - gas	3,662.38	—	—	3,662.38	1,110.15
Bookstall costs (bible notes)	—	108.41	—	108.41	148.64
Hall running - electricity	—	2,252.34	—	2,252.34	1,807.38
Hall running - insurance	—	1,547.64	—	1,547.64	1,818.20
Hall running - maintenance	—	213.18	—	213.18	272.63
Hall running - equipment/sundries	—	202.28	—	202.28	301.14
Hall running - water and sewage	—	365.83	—	365.83	470.18
Church major repairs - structure	—	—	—	—	2,490.00
Hall major repairs - structure	—	6,372.00	6,912.00	13,284.00	—
<i>Expenditure on charitable activities</i>	69,227.02	14,879.16	10,913.52	95,019.70	86,793.43
Payments grand totals	69,227.02	14,879.16	10,913.52	95,019.70	86,793.43

Holy Trinity Springfield

Balance sheet As at: 31 December 2023

	As at 31/12/2023	As at 31/12/2022
	£	£
Cash at bank and in hand		
CCLA Deposit Account	4,917.53	13,309.73
Co-operative Bank Current Account	16,864.57	4,281.00
	21,782.10	17,590.73
Other assets		
Church hall building	560,000.00	560,000.00
Total assets	581,782.10	577,590.73
Represented by		
Unrestricted		
General fund	5,624.61	2,828.19
Designated		
Care fund	1,534.02	1,534.02
Hall capital value fund	560,000.00	560,000.00
Ladies' Group	36.19	—
Men's Group	118.49	21.52
Sandra O'Sullivan bequest	—	184.64
Hall cash fund	—	61.47
Bookshop fund	198.33	268.78
Quinquennial fund	11,908.03	4,734.43
Restricted		
Garden of Remembrance	840.00	—
Green Pastures	421.25	165.00
Outreach and Evangelism	500.00	—
Special Project	300.00	—
Mission/charities	7.50	211.00
Youth fund	-72.00	—
Church hall and grounds improvement fund	146.68	6,938.68
Funds of the church	581,563.10	576,947.73
Funds held on behalf of others	219.00	643.00
TOTAL FUNDS	581,782.10	577,590.73

Signed on behalf of the trustees:



28 April 2024

NOTES TO THE ACCOUNTS

1. These accounts have been prepared on a receipts and payments basis.

2. Funds held on behalf of others:

Funeral fees double paid to Holy Trinity	£219.00
	<hr/>
	£219.00
	<hr/>

3. The value of the church hall freehold is held in the accounts at the insurance valuation of 4 December 2013 (£560,000).

4. The PCC reserves policy is for an amount up to £2,000 to be transferred to the Quinquennial Fund each year to cover any required expenditure arising from the quinquennial report. The amount transferred in 2023 was £1,500.

Accounts

Charity Registration Number: 1135072

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF
CHELMSFORD**

**ANNUAL ACCOUNTS AND TRUSTEES REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD,
DIOCESE OF CHELMSFORD**

TRUSTEES REPORT

Year ended 31 December 2022

The trustees present their report and accounts for the year ended 31 December 2022. For the rest of the report and accounts the name of the charity has been shortened to Holy Trinity, Springfield.

Administrative information

Holy Trinity, Springfield is situated on Trinity Road, Chelmsford, Essex, CM2 6HS. It is part of the Diocese of Chelmsford within the Church of England.

Structure, governance and management

The charity is subject to the following governing documents: Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. Holy Trinity, Springfield was previously obliged to register as a charity in its own right as its income was over £100,000 per annum. It is registered with the Charities Commission under number 1135072.

The trustees are the members of the Parochial Church Council (PCC), who are elected from members of the electoral role of the church at the annual parochial church meeting (APCM). They are elected for a term of three years, so there is a rolling number of around four-five trustee vacancies that need filling each year.

Trustees can leave the PCC at any point during their term, usually due to moving away from Holy Trinity, Springfield. These temporary vacancies are not usually filled until the next APCM as there are sufficient trustees to continue with the business of the charity.

The Trustees who served during the year were:

Ex-Officio members:

Keith Roddy (Incumbent)
Ian Fuller (Non-Stipendiary Minister)
Martin Charlesworth (Churchwarden)
Alexander Evans (Churchwarden)

Elected members:

Elaine Charlesworth (PCC secretary)
John Dawson (Deputy Churchwarden)
Zara Harrison (to September 2022)
Jo Haynes
Andy Parker
Richard Scott (Deputy Churchwarden)
Claire Suttling
Mary Want

The trustees are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the charity are to be spent. The full PCC met six times during the year. All members of the church family are welcome to attend PCC meetings and minutes are circulated to the church family by email shortly after each meeting.

A standing committee made up of the Vicar, Churchwardens, Deputy Churchwardens and any additional co-opted members meets once a month. The standing committee can transact PCC business but may not make decisions which require the approval of the full PCC.

In addition, the PCC has appointed various officers to assist in specific functions as follows:

Stewardship and Gift Aid Officer: Jo Roddy

Treasurer: Eleanor Evans

Safeguarding Officer: Eleanor Evans to November 2022

Objectives and activities

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. As a parish church, we are committed to developing effective and appropriate ways of communicating the gospel of Jesus to those in our community. We seek to see God's kingdom grow in our parish, and to live as witnesses to Jesus in all we do.

The mission statement of the charity is as follows:

Holy Trinity, Springfield is an Evangelical Anglican Parish Church serving the Springfield Park, Chelmer Waterside and Parklands Drive communities in Chelmsford. We are a Bible believing church which seeks to glorify God – Father, Son and Holy Spirit – by:

- Teaching the Word of God, to help all ages grow in Jesus Christ and to be released into His service;
- Praying and caring for everyone within our church community;
- Sharing the good news of Jesus Christ with our parish and the wider community;
- Supporting mission partners across the world.

In making decisions about how to meet our objectives and live up to our mission statement, the trustees have had due regard to the public benefit guidance published by the Charities Commission when exercising any powers or duties to which the guidance is relevant.

Achievements and performance

Worship and prayer

All are welcome to attend our regular services. Our 10.30am service runs every Sunday (with an average attendance of 38 adults and 8 children). Most Sundays this includes our Sunday School, Ignite, but on the fourth Sunday of each month we worship together as a full church family in our 'all-age' service. We have additional services each month as follows:

1st Sunday 6pm service with a repeat of the 10.30am sermon

2nd Sunday 4pm Messy Church service aimed at families

3rd Sunday 6pm service with a repeat of the 10.30am sermon

4th Sunday 8am traditional BCP service

The annual plan was put together at the beginning of 2022 by the standing committee and then discussed and refined in PCC. The PCC formally adopted the plan, which focused on building up the church through formal and informal discipleship. Amongst other initiatives, this has involved the launch of new fellowship groups in the first half of 2022 as well as a new men's group in October 2022, and more recently a women's group. In addition, the church has become more involved in the

Chelmsford Diocesan Evangelical Fellowship (CDEN) which brings together Church of England evangelical churches in the Chelmsford Diocese.

We meet once a month as a church to pray for the church and our community. These meetings are on a Saturday morning allowing us to share breakfast together before praying. It has been encouraging to see so many members of the church family participating.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. This year our ministers officiated at 6 funerals (2 in church and 4 elsewhere) but we held no baptisms or weddings.

Pastoral care

Ian Fuller heads up our pastoral team, caring for our community in whatever way we can. This includes visiting the sick, elderly and bereaved. Both Keith Roddy and Ian Fuller will celebrate the Lord's Supper in homes or hospital with those who request it.

Our Care Fund is available to provide funds to those in our community who are in need. Anyone can recommend someone for help from this fund; decisions regarding the disbursement of funds are made by Ian Fuller in conjunction with our Treasurer, Eleanor Evans. In 2022, we helped a local family who were moving into an unfurnished house with the purchase of white goods.

Activities of the church (mission and evangelism)

We seek to promote the whole mission of the Church and use our facilities for the public benefit through the provision of activities in the church hall for various groups. At the time, due to volunteer constraints, our only regular group is Green Pastures which meets once a week providing activities and fellowship for elders in our community. We continue to keep under review what other community outreach activities might be possible.

The church hall is regularly hired by community groups including Brownies, Karate and Strollercise and is available for members of the community to hire for parties and other gatherings.

We continue to have a good relationship with Trinity Road School and have been pleased to welcome them to our building during 2022 for Harvest Festival, Christmas and Easter and occasional other visits related to their Religious Education curriculum, as well as conducting assemblies at the school.

Financial review

The primary source of funds is the giving of the church members which, together with tax recovered through the Gift Aid and GASD schemes, accounts for the majority of income. This is received either through planned giving, collections in church or other donations. Additional regular sources of income are fees for weddings and funerals, hall rentals and interest on monies held. Our giving income in 2022 was significantly reduced from 2021 due to people moving on from the church. However, the hall hire continued to increase, both through regular and one-off hires.

Total receipts for 2022 across unrestricted funds were £70,838.

As part of our stated aim to be active in our partnership with the world church, the voluntary giving to our mission partners was £4,380. We also held regular "Mission Sundays" where the congregation could give specifically to one of our mission partners. Overall giving to our mission partners was £8,555.

In 2022, the general fund had a surplus of £1,114 (2021: surplus of £3,681) and the hall fund had a surplus of £61 (2021: deficit of £2,508). As with previous years, the charity did not meet its required parish share in full (we paid £46,000 of a required £74,599). The trustees continue to focus on how best the charity can manage its day-to-day operations while paying as much as possible towards our requested parish share.

Quinquennial fund

To provide for any big expenditure required as a result of the statutory quinquennial survey of the church buildings and property, the trustees seek to put aside up to £2,000 at the end of each financial year (giving £10,000 over each five year 'quinquennial' period). In 2022, the amount put aside was £1,500.

During 2022, the trustees decided to use money in the Quinquennial Funds to pay for investigations into certain trees, the roots of which are affecting the church and hall buildings. It was expected that the relevant repair work would be raised in the 2022 quinquennial survey and as such the work was of the type for which this money has been saved.

The 2022 quinquennial survey took place in November 2022 and as expected has identified various areas of work to be undertaken over the next five years. The trustees consider that the two areas of necessary work at costs over the amounts set aside in the Quinquennial Fund are (1) repairs relating to tree damage as described above and (2) repairs to certain areas of the church roof. Discussions are ongoing with Essex County Council regarding the former and the trustees are exploring various avenues of funding for the latter, including a church family gift day and applications for grant funding.

Reserves policy

More generally, the trustees' policy is to have three months' expenditure available in our current account to deal with any unexpected drop in income. The church's reserves policy is due for annual review by the trustees in May 2023.

The unrestricted reserves of the charity (not including the value of the church hall which is accounted for at its 2013 insurance valuation of £560,000) decreased in 2022 from £12,041 to £9,633, mainly due to expenditure from the Quinquennial Fund as described above.

Format of the accounts

These accounts have been prepared on a receipts and payments basis.

Volunteers

Finally, we would like to thank all the volunteers who work so hard to make our church the friendly, caring and vibrant community it is.

The trustees declare that they have approved the Trustees' Report above.



Martin Charlesworth
Church Warden

Date: 09/05/2023

Independent examiner's report to the Trustees of THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF CHELMSFORD

I report on the accounts of the PCC for the year ended 31 December 2022, which are set out on the following sheets: Receipts and Payments Account, Fund movement by type, Analysis of receipts and payments, Balance Sheet and Notes to the Accounts.

Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the "Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Act;
- to follow the applicable directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether these accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Keith Jones

.....
Date: 28th April 2023
Name: Keith Jones, FCA
Address: 4 Lister Tye, Chelmsford, Essex, CM2 9LS

Holy Trinity Springfield
Receipts and Payments Account

For the period from 01 January 2022 to 31 December 2022

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Receipts					
Donations and legacies	69,773.10	164.00	5,712.30	75,649.40	95,997.59
Income from charitable activities	1,039.00	236.12	—	1,275.12	592.00
Other trading activities	—	7,715.00	—	7,715.00	4,580.00
Investments	26.19	—	146.60	172.79	6.84
Other income	—	—	—	—	3,860.00
Total receipts	70,838.29	8,115.12	5,858.90	84,812.31	105,036.43
Payments					
Expenditure on charitable activities	69,724.02	11,637.61	5,431.80	86,793.43	110,126.63
Total payments	69,724.02	11,637.61	5,431.80	86,793.43	110,126.63
Excess of receipts over payments before transfer	1,114.27	(3,522.49)	427.10	(1,981.12)	(5,090.20)
Transfers					
Gross transfers between funds - in	—	1,500.00	—	1,500.00	4,538.78
Gross transfers between funds - out	(1,500.00)	—	—	(1,500.00)	(4,538.78)
Excess of receipts over payments before other gains	(385.73)	(2,022.49)	427.10	(1,981.12)	(5,090.20)
Net movement in funds	(385.73)	(2,022.49)	427.10	(1,981.12)	(5,090.20)
Reconciliation of funds					
All assets at 01 January 2022	3,213.92	568,827.35	6,887.58	578,928.85	584,019.05
All assets at 31 December 2022	2,828.19	566,804.86	7,314.68	576,947.73	578,928.85

Holy Trinity Springfield
Fund movement by type
Selected period: 01 January 2022 to 31 December 2022

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances carried forward
Unrestricted							
General	3,213.92	70,838.29	69,724.02	(1,500.00)	—		2,828.19
Sub-totals	3,213.92	70,838.29	69,724.02	(1,500.00)	—		2,828.19
Designated							
Care	2,201.02	90.00	757.00	—	—		1,534.02
Hall capital value	560,000.00	—	—	—	—		560,000.00
Men's Group	—	74.00	52.48	—	—		21.52
Sandra O'Sullivan bequest	720.60	—	535.96	—	—		184.64
Hall cash	—	7,715.00	7,653.53	—	—		61.47
Bookshop	181.30	236.12	148.64	—	—		268.78
Quinquennial	5,724.43	—	2,490.00	1,500.00	—		4,734.43
Sub-totals	568,827.35	8,115.12	11,637.61	1,500.00	—		566,804.86
Restricted							
Gift collections	—	974.00	974.00	—	—		—
Green Pastures	100.00	225.00	160.00	—	—		165.00
Mission/charities	38.00	4,348.30	4,175.30	—	—		211.00
Youth	20.00	45.00	65.00	—	—		—
Church hall and grounds improvement fund	6,672.08	266.60	—	—	—		6,938.68
NISA	57.50	—	57.50	—	—		—
Sub-totals	6,887.58	5,858.90	5,431.80	—	—		7,314.68
Totals	578,928.85	84,812.31	86,793.43	—	—		576,947.73

Holy Trinity Springfield
Analysis of receipts and payments
01 January 2022 to 31 December 2022

	Unrestricted	Designated	Restricted	This year	Total Last year
Receipts					
Donations and legacies					
Gift Aid eligible planned giving - bank	46,309.50	—	—	46,309.50	59,631.08
Gift Aid eligible planned giving - envelopes	2,580.00	—	—	2,580.00	4,015.00
Other planned giving - bank	7,562.50	—	120.00	7,682.50	6,785.00
Other planned giving - envelopes	768.30	—	—	768.30	575.00
Loose plate collections	797.99	—	—	797.99	687.59
Mission/charities appeals	—	—	3,701.94	3,701.94	4,326.99
One-off Gift Aid eligible donations	187.81	—	50.00	237.81	1,180.59
Other one-off donations	887.38	164.00	1,144.00	2,195.38	1,778.48
Tax recovered (Gift Aid and GASDS)	10,646.28	—	696.36	11,342.64	15,902.44
General fundraising	33.34	—	—	33.34	1,115.42
Donations and legacies totals	69,773.10	164.00	5,712.30	75,649.40	95,997.59
Income from charitable activities					
Fees for weddings and funerals	1,039.00	—	—	1,039.00	363.00
Who Let The Dads Out fees	—	—	—	—	70.00
Bookstall sales (bible notes)	—	236.12	—	236.12	159.00
Income from charitable activities totals	1,039.00	236.12	—	1,275.12	592.00
Other trading activities					
Church hall lettings (regular)	—	5,775.00	—	5,775.00	3,560.00
Church hall lettings (one-off)	—	1,940.00	—	1,940.00	1,020.00
Other trading activities totals	—	7,715.00	—	7,715.00	4,580.00
Investments					
Bank and building society interest	26.19	—	146.60	172.79	6.84
Investments Totals	26.19	—	146.60	172.79	6.84
Other income					
Insurance claims	—	—	—	—	3,860.00
Other income totals	—	—	—	—	3,860.00
Receipts grand totals	70,838.29	8,115.12	5,858.90	84,812.31	105,036.43
Payments					
Expenditure on charitable activities					
Mission giving from general income	4,380.00	—	—	4,380.00	6,050.00
Mission giving (specific appeals)	—	—	4,175.30	4,175.30	5,279.77
Parish share	46,000.00	—	—	46,000.00	60,000.00
Salary of parish administrator	7,339.92	—	—	7,339.92	7,339.93
Clergy expenses	398.93	535.96	—	934.89	567.69
Clergy books and training	348.94	—	—	348.94	347.93
General parish mission and evangelism	299.31	809.48	340.25	1,449.04	1,164.07
Who Let The Dads Out	—	—	—	—	83.25
Messy Church	14.39	—	46.25	60.64	232.11
Church insurance	2,079.43	—	—	2,079.43	2,054.40

Church office - phone/internet	736.67	—	—	736.67	687.59
Organ tuning	300.00	—	—	300.00	—
Church maintenance	2,782.80	—	805.00	3,587.80	1,764.23
Cleaning	—	2,984.00	—	2,984.00	2,032.63
Upkeep of services	734.33	—	—	734.33	1,563.15
Ignite	233.43	—	65.00	298.43	188.59
Upkeep of churchyard	445.74	—	—	445.74	—
Church office/admin expenses	1,963.92	—	—	1,963.92	1,854.27
Church running - equipment/sundries	4.99	—	—	4.99	230.54
Church running - electricity	551.07	—	—	551.07	503.75
Church running - gas	1,110.15	—	—	1,110.15	997.82
Bookstall costs (bible notes)	—	148.64	—	148.64	238.68
Hall running - electricity	—	1,807.38	—	1,807.38	1,810.75
Hall running - insurance	—	1,818.20	—	1,818.20	1,712.07
Hall running - maintenance	—	272.63	—	272.63	1,091.39
Hall running - equipment/sundries	—	301.14	—	301.14	—
Hall running - water and sewage	—	470.18	—	470.18	342.02
Church major repairs - structure	—	2,490.00	—	2,490.00	1,430.00
Hall major repairs - structure	—	—	—	—	4,850.00
Hall major repairs - installation	—	—	—	—	4,900.00
New building Church	—	—	—	—	810.00
<i>Expenditure on charitable activities</i>	69,724.02	11,637.61	5,431.80	86,793.43	110,126.63
Payments grand totals	69,724.02	11,637.61	5,431.80	86,793.43	110,126.63

Holy Trinity Springfield

Balance sheet As at: 31 December 2022

	As at 31/12/2022	As at 31/12/2021
	£	£
Cash at bank and in hand		
CCLA Deposit Account	13,309.73	13,136.94
Co-operative Bank Current Account	4,281.00	6,090.91
	<u>17,590.73</u>	<u>19,227.85</u>
Other assets		
Church hall building	560,000.00	560,000.00
Good Book Company credit note	—	20.00
Total assets	<u><u>577,590.73</u></u>	<u><u>579,247.85</u></u>
Represented by		
Unrestricted		
General fund	2,828.19	3,213.92
Designated		
Care fund	1,534.02	2,201.02
Hall capital value fund	560,000.00	560,000.00
Men's Group	21.52	—
Sandra O'Sullivan bequest	184.64	720.60
Hall cash fund	61.47	—
Bookshop fund	268.78	181.30
Quinquennial fund	4,734.43	5,724.43
Restricted		
Green Pastures	165.00	100.00
Mission/charities	211.00	38.00
Youth fund	—	20.00
Church hall and grounds improvement fund	6,938.68	6,672.08
NISA fund	—	57.50
Funds of the church	<u>576,947.73</u>	<u>578,928.85</u>
Funds held on behalf of others	<u>643.00</u>	<u>319.00</u>
TOTAL FUNDS	<u><u>577,590.73</u></u>	<u><u>579,247.85</u></u>

Signed on behalf of the trustees:



NOTES TO THE ACCOUNTS

1. These accounts have been prepared on a receipts and payments basis.

2. Funds held on behalf of others

Funeral fees double paid to Holy Trinity	£219.00
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Wedding fees (CDBF portion) paid in advance	£218.00
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Funeral fees (CDBF) received close to year end, to be paid out in 2023	£206.00
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	<hr/> <hr/>
	£643.00
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3. The value of the church hall freehold is held in the accounts at the insurance valuation of 4 December 2013 (£560,000).

4. The PCC reserves policy is for an amount up to £2,000 to be transferred to the Quinquennial Fund each year to cover any required expenditure arising from the quinquennial report. The PCC will review this policy during 2023, having considered the 2022 quinquennial report.

Accounts

Charity Registration Number: 1135072

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF
CHELMSFORD**

**ANNUAL ACCOUNTS AND TRUSTEES REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD,
DIOCESE OF CHELMSFORD**

TRUSTEES REPORT

Year ended 31 December 2021

The trustees present their report and accounts for the year ended 31 December 2021. For the rest of the report and accounts the name of the charity has been shortened to Holy Trinity, Springfield.

Administrative information

Holy Trinity, Springfield is situated on Trinity Road, Chelmsford, Essex, CM2 6HS. It is part of the Diocese of Chelmsford within the Church of England.

Structure, governance and management

The charity is subject to the following governing documents: Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. Holy Trinity, Springfield was obliged to register as a charity in its own right as its income was over £100,000 per annum.

The trustees are the members of the Parochial Church Council (PCC), who are elected from members of the electoral role of the church at the annual parochial church meeting (APCM). They are elected for a term of three years, so there is a rolling number of around four-five trustee vacancies that need filling each year.

Trustees can leave the PCC at any point during their term, usually due to moving away from Chelmsford. These temporary vacancies are not usually filled until the next APCM as there are sufficient trustees to continue with the business of the charity.

The Trustees who served during the year were:

Ex-Officio members:

Keith Roddy (Incumbent)
Ian Fuller (Non-Stipendiary Minister)
Martin Charlesworth (Churchwarden)
David Suttling (Churchwarden)

Elected members:

Pam Buckingham
John Dawson (Deputy Churchwarden)
Alex Evans (Deputy Churchwarden)
Eleanor Evans (Treasurer)
Jo Haynes
Fran Pattie (to November 2021)
Richard Scott
Claire Suttling (PCC secretary)
Helen Turner
James Turner
Mary Want
Chris Whiddon (to November 2021)

The trustees are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the charity are to be spent. The full PCC met six times during the year. All members of the church family are welcome to attend PCC meetings.

A standing committee made up of the Vicar, Churchwardens, Deputy Churchwardens and any additional co-opted members meets once a month. The standing committee can transact PCC business but may not make decisions which require the approval of the full PCC.

In addition, the PCC has appointed various officers to assist in specific functions as follows:

Stewardship and Gift Aid Officer: Jo Roddy

Safeguarding Officer: Helen Vass to July 2021, Eleanor Evans from September 2021

Objectives and activities

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. As a parish church, we are committed to developing effective and appropriate ways of communicating the gospel of Jesus to those in our community. We seek to see God's kingdom grow in our parish, and to live as witnesses to Jesus in all we do.

The mission statement of the charity is as follows:

Holy Trinity, Springfield, is the Anglican Parish Church serving the Springfield Park and Parklands Drive communities in Chelmsford.

We aim to be:-

A biblically based church with a faithful witness to Jesus Christ in the 21st Century.

and

Active in our partnership with the world Church

We endeavour to make:-

Our welcome warm,

Our worship meaningful,

and

Our fellowship a beacon of hope in the community.

In making decisions about how to meet our objectives and live up to our mission statement, the trustees have had due regard to the public benefit guidance published by the Charities Commission when exercising any powers or duties to which the guidance is relevant.

Achievements and performance

Worship and prayer

All are welcome to attend our regular services. Our 10.30am service runs every Sunday and restarted in March 2021 (with an average attendance of 30 adults and 6 children, from then until the end of the year). The 8am and 6pm services did not run in 2021. Our once a month 4pm Messy Church service ran outdoors for much of the year and restarted in the church building from September 2021.

2021 was again dominated by the Covid-19 pandemic and emergence therefrom, with the additional burden of our vicar, Keith, being on sick leave from April to July and on sabbatical from July to October. Church was closed to all activities from January to March. From our reopening until Keith's return to work in October, the services and other parts of church life were run by our churchwardens together with our associate minister. We followed public health guidance as regards social distancing, mask wearing, cleaning etc. Church activities were able to reopen in earnest from September onwards and

there has been a need to assess resources (financial and people) in order to determine which activities should continue and in what format. Following Keith's sabbatical, he has been sharing ideas and learning from that time, and there has been helpful discussion within the church as to our future direction. It is intended that the church family will be consulted on a formal vision plan as the output from these discussions.

Some of our fellowship groups have struggled to restart following the pandemic so it has been decided to reset in 2022 with the formation of new groups.

We meet once a month as a church to pray for the church and our community: these continued on Zoom throughout 2021 but have restarted in person in 2022.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. This year we celebrated one wedding and no baptisms. We held no funerals in our church but our ministers presided over eleven funerals, in each case following the relevant government guidance applicable at the time.

Pastoral care

Ian Fuller heads up our pastoral team, caring for our community in whatever way we can. This includes visiting the sick, elderly and bereaved. Both Keith Roddy and Ian Fuller will celebrate the Lord's Supper in homes or hospital with those who request it.

Physical pastoral care continued to be limited due to government restrictions and Church of England guidelines. However, we continued online streaming of services until the summer with corresponding recordings distributed to those unable to access it through other means. Most of the contact during the pandemic has been via telephone, with main responsibility for various groups being undertaken by their respective leaders, including Green Pastures, Messy Church families and Fellowship Groups. Independently the clergy have sought to keep in touch with members of the congregation by telephone. It has been encouraging to see the impact on relationship building of face-to-face meetings now that things have opened up.

Activities of the church (mission and evangelism)

We seek to promote the whole mission of the Church and use our facilities for the public benefit through the provision of activities in the church hall for various groups. During the final months of the year thought was given to what activities we could sustainably restart at this time. Messy Church moved back into the church building and it is encouraging to see some families returning. Who Let the Dads Out held a final few sessions but has stopped for the time being due to leaders having moved away from the church. Little Rockets has not restarted, again due to volunteer constraints.

Green Pastures is back to meeting once a week providing activities and fellowship for elders in our community.

We restarted a Sunday morning group for secondary age children in early summer 2021, and reopened all of our groups in September. Currently we offer this teaching for children on every Sunday except the fourth Sunday in the month when the entire congregation meets to worship together in an all-age service.

We continue to have a good relationship with Trinity Road School, and are beginning to welcome them back to our building in 2022, as well as conducting assemblies at the school.

Mission and Ministry Units

As part of the Diocese's "Transforming Presence" initiative, Holy Trinity Church continues in prayerful discussion with other local churches to form a Mission and Ministry Unit. This seeks to use Stipendiary Clergy more effectively whilst encouraging a more collaborative approach to Mission.

Financial review

The primary source of funds is the giving of the church members which, together with tax recovered through the Gift Aid and GASD schemes, accounts for the majority of income. This is received either through planned giving, collections in church or other donations. Additional regular sources of income are fees for weddings and funerals, hall rentals and interest on monies held. Our income held up well in the early part of 2021 but towards the end of the year, a reduction in numbers in the congregation became apparent as giving became less. However, the hall hire continues to increase, with four groups now regularly using it and one-off hire is also expanding. The hall was used as a polling station for the first time in 2021.

Total receipts for 2021 across unrestricted funds were £86,573.

As part of our stated aim to be active in our partnership with the world church, the voluntary giving to our mission partners was £6,050. We also held regular "Mission Sundays" where the congregation could give specifically to one of our mission partners. Overall giving to our mission partners was £11,330.

In 2021, the general fund had a surplus of £3,681 (2020: surplus of £2,071) and the hall fund had a deficit of £2,508 (2020: deficit of £4,619). As with previous years, the charity did not meet its required parish share in full (we paid £60,000 of a required £70,051, which was the same amount as in 2020). The trustees continue to focus on how to ensure the charity reaches and maintains a stable financial footing.

Church hall and grounds improvement fund (formerly the extension fund)

Following the extensive work undertaken in 2020, a further £6,600 was spent from this fund in 2021 on extending and resurfacing the car park and building a small paved area/patio at the back of the church hall which allows for outdoor socialising in good weather. There was £6,672 remaining in the fund as at 31 December 2021 and the trustees anticipate that this will be used in any major hall maintenance items, particularly with an eye to the roof over the kitchen/small hall which needs some attention.

Reserves policy

To provide for any big expenditure required as a result of the statutory quinquennial survey of the church buildings and property, the trustees seek to put aside up to £2,000 at the end of each financial year (giving £10,000 over each five year 'quinquennial' period). In 2021, the amount put aside was £1,500. More generally, the trustees are working towards having three months' expenditure available in our current account to deal with any unexpected drop in income. The church's reserves policy is due for annual review by the trustees in May 2022.

The unrestricted reserves of the charity (not including the value of the church hall which is accounted for at its 2013 insurance valuation of £560,000) decreased slightly in 2021 from £12,657 to £12,041.

Format of the accounts

These accounts have been prepared on a receipts and payments basis.

Volunteers

Finally, we would like to thank all the volunteers who work so hard to make our church the friendly, caring and vibrant community it is.

The trustees declare that they have approved the Trustees' Report above.

A handwritten signature in black ink, appearing to read 'M. Charlesworth', written over a horizontal dotted line.

Martin Charlesworth

Church Warden

Date: 22/05/22

Independent examiner's report to the Trustees of THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF CHELMSFORD

I report on the accounts of the PCC for the year ended 31 December 2021, which are set out on the following sheets: Receipts and Payments Account, Fund movement by type, Analysis of receipts and payments, Balance Sheet and Notes to the Accounts.

Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the "Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Act;
- to follow the applicable directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether these accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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



.....
Date: 11 May 2022
Name: Keith Jones, FCA
Address: 4 Lister Tye, Chelmsford, Essex, CM2 9LS

Holy Trinity Springfield
Receipts and Payments Account

For the period from 01 January 2021 to 31 December 2021

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Prior year total funds
Receipts					
Donations and legacies	86,140.14	865.01	8,992.44 —	95,997.59	116,020.87
Income from charitable activities	433.00	159.00	— —	592.00	879.76
Other trading activities	—	4,580.00	— —	4,580.00	1,922.50
Investments	—	—	6.84 —	6.84	127.10
Other income	—	3,860.00	— —	3,860.00	1,312.58
Total receipts	86,573.14	9,464.01	8,999.28 —	105,036.43	120,262.81
Payments					
Raising funds	—	—	— —	—	—
Expenditure on charitable activities	82,891.77	13,798.15	13,436.71 —	110,126.63	152,628.71
Total payments	82,891.77	13,798.15	13,436.71 —	110,126.63	152,628.71
Excess of receipts over payments before transfer	3,681.37	(4,334.14)	(4,437.43) —	(5,090.20)	(32,365.90)
Transfers					
Gross transfers between funds - in	283.15	4,149.20	106.43 —	4,538.78	562,988.91
Gross transfers between funds - out	(4,255.63)	(140.34)	(142.81) —	(4,538.78)	(562,988.91)
Excess of receipts over payments before other gains	(291.11)	(325.28)	(4,473.81) —	(5,090.20)	(32,365.90)
Net movement in funds	(291.11)	(325.28)	(4,473.81) —	(5,090.20)	(32,365.90)
Reconciliation of funds					
All assets at 01 January 2021	3,505.03	569,152.63	11,361.39 —	584,019.05	616,384.95
All assets at 31 December 2021	3,213.92	568,827.35	6,887.58 —	578,928.85	584,019.05

Holy Trinity Springfield
Fund movement by type
Selected period: 01 January 2021 to 31 December 2021

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances carried forward
Unrestricted							
General fund	3,505.03	86,573.14	82,891.77	(3,972.48)	—	—	3,213.92
Sub-totals	3,505.03	86,573.14	82,891.77	(3,972.48)	—	—	3,213.92
Designated							
Care fund	1,535.00	865.01	198.99	—	—	—	2,201.02
Hall capital value fund	560,000.00	—	—	—	—	—	560,000.00
Sandra O'Sullivan	1,049.60	—	329.00	—	—	—	720.60
Hall cash fund	—	8,440.00	10,948.86	2,508.86	—	—	—
Bookshop fund	323.60	159.00	301.30	—	—	—	181.30
Quinquennial fund	6,244.43	—	2,020.00	1,500.00	—	—	5,724.43
Sub-totals	569,152.63	9,464.01	13,798.15	4,008.86	—	—	568,827.35
Restricted							
Gift collections	—	865.00	866.33	1.33	—	—	—
Green Pastures	—	100.00	—	—	—	—	100.00
Messy Church	—	—	—	—	—	—	—
Stained glass window	750.00	—	850.00	100.00	—	—	—
Mission/charities	—	4,867.59	4,834.69	5.10	—	—	38.00
Youth fund	—	47.00	27.00	—	—	—	20.00
Church hall and grounds improvement fund	10,446.49	2,825.59	6,600.00	—	—	—	6,672.08
First Wednesday Group	—	294.10	151.29	(142.81)	—	—	—
NISA fund	164.90	—	107.40	—	—	—	57.50
Sub-totals	11,361.39	8,999.28	13,436.71	(36.38)	—	—	6,887.58
Totals	584,019.05	105,036.43	110,126.63	—	—	—	578,928.85

Holy Trinity Springfield

Analysis of receipts and payments Selected period: 01 January 2021 to 31 December 2021

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Receipts						
Donations and legacies						
Gift Aid eligible planned giving - bank	58,531.08	—	1,100.00	—	59,631.08	63,836.00
Gift Aid eligible planned giving - envelopes	4,015.00	—	—	—	4,015.00	2,585.00
Other planned giving - bank	6,665.00	—	120.00	—	6,785.00	7,220.00
Other planned giving - envelopes	575.00	—	—	—	575.00	1,922.00
Loose plate collections	687.59	—	—	—	687.59	596.19
Loose plate collection - Messy Church	—	—	—	—	—	30.38
Mission/charities appeals	—	—	4,326.99	—	4,326.99	1,754.34
One-off Gift Aid eligible donations	408.58	692.01	80.00	—	1,180.59	18,363.00
Other one-off donations	832.38	—	946.10	—	1,778.48	518.52
Tax recovered (Gift Aid and GASDS)	14,347.09	173.00	1,382.35	—	15,902.44	19,158.52
General fundraising	78.42	—	1,037.00	—	1,115.42	36.92
Donations and legacies Totals	86,140.14	865.01	8,992.44	—	95,997.59	116,020.87
Income from charitable activities						
Fees for weddings and funerals	363.00	—	—	—	363.00	528.00
Who Let The Dads Out fees	70.00	—	—	—	70.00	114.20
Bookstall sales (bible notes)	—	159.00	—	—	159.00	237.56
Income from charitable activities Totals	433.00	159.00	—	—	592.00	879.76
Other trading activities						
Mission/charity specific fundraising	—	—	—	—	—	250.00
Church hall lettings (regular)	—	3,560.00	—	—	3,560.00	1,055.00
Church hall lettings (one-off)	—	1,020.00	—	—	1,020.00	617.50
Other trading activities Totals	—	4,580.00	—	—	4,580.00	1,922.50
Investments						
Bank interest	—	—	6.84	—	6.84	127.10
Investments Totals	—	—	6.84	—	6.84	127.10
Other income						
Insurance claims	—	3,860.00	—	—	3,860.00	1,312.58
Other income Totals	—	3,860.00	—	—	3,860.00	1,312.58
Receipts Grand totals	86,573.14	9,464.01	8,999.28	—	105,036.43	120,262.81

Payments

Expenditure on charitable activities

Mission giving from general income	6,050.00	—	—	—	6,050.00	6,550.00
Mission giving (specific appeals)	—	—	5,279.77	—	5,279.77	1,972.27
Parish share	60,000.00	—	—	—	60,000.00	60,000.00
Salary of parish administrator	7,339.93	—	—	—	7,339.93	7,230.60
Clergy expenses	291.69	—	—	—	291.69	903.06
Vicar's telephone	276.00	—	—	—	276.00	259.97
Clergy books and training	347.93	—	—	—	347.93	356.52
General parish mission and evangelism	392.54	198.99	572.54	—	1,164.07	499.76
Who Let The Dads Out	83.25	—	—	—	83.25	45.62
Messy Church	62.09	62.62	107.40	—	232.11	282.83
Church insurance	2,054.40	—	—	—	2,054.40	2,031.31
Church office - phone/internet	687.59	—	—	—	687.59	546.55
Organ tuning	—	—	—	—	—	1,069.37
Church maintenance	324.23	1,440.00	—	—	1,764.23	828.08
Cleaning	—	2,032.63	—	—	2,032.63	3,363.42

Upkeep of services	1,234.15	329.00	—	—	1,563.15	8,753.99
Ignite	161.59	—	27.00	—	188.59	131.47
Upkeep of churchyard	—	—	—	—	—	3,776.96
Church office/admin expenses	1,854.27	—	—	—	1,854.27	1,969.07
Church running - equipment/sundries	230.54	—	—	—	230.54	500.77
Church running - electricity	503.75	—	—	—	503.75	520.59
Church running - gas	997.82	—	—	—	997.82	7.50
Bookstall costs (bible notes)	—	238.68	—	—	238.68	254.22
Hall running - electricity	—	1,810.75	—	—	1,810.75	1,486.42
Hall running - insurance	—	1,712.07	—	—	1,712.07	2,889.22
Hall running - maintenance	—	1,091.39	—	—	1,091.39	1,402.57
Hall running - water and sewage	—	342.02	—	—	342.02	422.24
Church major repairs - structure	—	580.00	850.00	—	1,430.00	356.96
Hall + major repairs - structure	—	—	4,850.00	—	4,850.00	43,335.71
Hall + major repairs - installation	—	3,960.00	940.00	—	4,900.00	881.66
New building church	—	—	810.00	—	810.00	—
<i>Expenditure on charitable activities Totals</i>	82,891.77	13,798.15	13,436.71	—	110,126.63	152,628.71
Payments Grand totals	82,891.77	13,798.15	13,436.71	—	110,126.63	152,628.71

Holy Trinity Springfield

Balance sheet As at: 31 December 2021

	As at 31/12/2021	As at 31/12/2020
	£	£
Cash at bank and in hand		
CBF Deposit Account	13,136.94	13,130.10
Co-operative Bank Current Account	6,090.91	11,039.45
Cash in hand (Bookstall - Bible Notes)	-	40.62
Cash in hand (WLTD0)	-	50.20
	19,227.85	24,260.37
Other assets		
Church hall building	560,000.00	560,000.00
Good Book Company credit note	20.00	82.62
Total assets	579,247.85	584,342.99
Represented by		
Unrestricted		
General fund	3,213.92	3,505.03
Designated		
Care fund	2,201.02	1,535.00
Hall capital value fund	560,000.00	560,000.00
Sandra O'Sullivan bequest	720.60	1,049.60
Hall cash fund	-	-
Bookshop fund	181.30	323.60
Quinquennial fund	5,724.43	6,244.43
Restricted		
Gift collections	-	-
Green Pastures	100.00	-
Stained glass window	-	750.00
Mission/charities	38.00	-
Youth fund	20.00	-
Church hall and grounds improvement fund	6,672.08	10,446.49
First Wednesday Group	-	-
NISA fund	57.50	164.90
Funds of the church	578,928.85	584,019.05
Funds held on behalf of others	319.00	323.94
TOTAL FUNDS	579,247.85	584,342.99

M. Chalcraft

22/05/22

NOTES TO THE ACCOUNTS

1. These accounts have been prepared on a receipts and payments basis.
2. PCC policy is to minimise the use of petty cash and during 2021 we have managed to remove our use of petty cash accounts.

3. Funds held on behalf of others

Hall deposits	£100.00
Funeral fees double paid to Holy Trinity	£219.00
	<hr/> <hr/>
	£319.00
	<hr/>

4. The value of the church hall freehold is held in the accounts at the insurance valuation of 4 December 2013 (£560,000).
5. The PCC reserves policy is for an amount up to £2,000 to be transferred to the Quinquennial Fund each year to cover any required expenditure arising from the quinquennial report. The PCC will review this policy at the time of the next quinquennial report.

Accounts

Charity Registration Number: 1135072

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF
CHELMSFORD**

**ANNUAL ACCOUNTS AND TRUSTEES REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD,
DIOCESE OF CHELMSFORD**

TRUSTEES REPORT

Year ended 31 December 2020

The trustees present their report and accounts for the year ended 31 December 2020. For the rest of the report and accounts the name of the charity has been shortened to Holy Trinity, Springfield.

Administrative information

Holy Trinity, Springfield is situated on Trinity Road, Chelmsford, Essex, CM2 6HS. It is part of the Diocese of Chelmsford within the Church of England.

Structure, governance and management

The charity is subject to the following governing documents: Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. Holy Trinity, Springfield was obliged to register as a charity in its own right as its income is over £100,000 per annum.

The trustees are the members of the Parochial Church Council (PCC), who are elected from members of the electoral role of the church at the annual parochial church meeting (APCM). They are elected for a term of three years, so there is a rolling number of around four-five trustee vacancies that need filling each year.

Trustees can leave the PCC at any point during their term, usually due to moving away from Chelmsford. These temporary vacancies are not usually filled until the next APCM as there are sufficient trustees to continue with the business of the charity.

The Trustees who served during the year were:

Ex-Officio members:

Keith Roddy (Incumbent)
Ian Fuller (Non-Stipendiary Minister)
Martin Charlesworth (Churchwarden)
David Suttling (Churchwarden)

Elected members:

Pauline Baker (to October 2020)
Pam Buckingham
John Dawson (Deputy Churchwarden)
Alex Evans (Deputy Churchwarden)
Eleanor Evans (Treasurer)
Jo Haynes (from October 2020)
Sam Houghton (to October 2020)
Simon Leach (Deputy Churchwarden) (to July 2020)
Fran Pattie
Richard Scott
Claire Suttling (PCC secretary)
Helen Turner
James Turner
Helen Vass (to October 2020)

Mary Want (from October 2020)
Chris Whiddon

The trustees are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the charity are to be spent. The full PCC met six times during the year. All members of the church family are welcome to attend PCC meetings.

A standing committee made up of the Vicar, Churchwardens, Deputy Churchwardens and any additional co-opted members meets once a month. The standing committee can transact PCC business but may not make decisions which require the approval of the full PCC.

In addition, the PCC has appointed various officers to assist in specific functions as follows:

Stewardship and Gift Aid Officer: Jo Roddy

Safeguarding Officer: Helen Vass

Objectives and activities

The object of the charity is promoting in the ecclesiastical parish the whole mission of the church. As a parish church, we are committed to developing effective and appropriate ways of communicating the gospel of Jesus to those in our community. We seek to see God's kingdom grow in our parish, and to live as witnesses to Jesus in all we do.

The mission statement of the charity is as follows:

Holy Trinity, Springfield, is the Anglican Parish Church serving the Springfield Park and Parklands Drive communities in Chelmsford.

We aim to be:-

A biblically based church with a faithful witness to Jesus Christ in the 21st Century.

and

Active in our partnership with the world Church

We endeavour to make:-

Our welcome warm,

Our worship meaningful,

and

Our fellowship a beacon of hope in the community.

In making decisions about how to meet our objectives and live up to our mission statement, the trustees have had due regard to the public benefit guidance published by the Charities Commission when exercising any powers or duties to which the guidance is relevant.

Achievements and performance

Worship and prayer

All are welcome to attend our regular services. In ordinary times, our 10.30am service runs every Sunday (with an average attendance of 60 adults and 16 children, January to March 2020), complemented by 8am and 6.00pm services at least twice a month. Again in ordinary times, our Messy Church services on the second Sunday of each month continue to be very well attended and in February half term we ran a Messy Church Monday.

2020 was dominated by the Covid-19 pandemic. Church was closed to all activities from 23 March to 26 July, from 8 – 29 November and again from 20 December except Christmas Day. When open in

that period, we held one service every Sunday at 10.30am with social distancing measures in place and limited numbers in attendance. Although legally able to remain open for services, following advice from the Diocese and Public Health England, the Standing Committee took the decision in December to close again in light of the high number of Covid-19 cases in the Chelmsford area and out of a desire to protect our congregation and community.

Our Messy Church team have been very active in maintaining links with the families in our church and our community through regular Messy Church online activities and Messy Church Outdoors on the usual second Sunday of the month between July and October.

We have six active fellowship groups which usually meet in homes or the church centre across the week, allowing members of our congregation to spend time studying and discussing God's word. A number of these groups have successfully transitioned to meeting online via Zoom. Others felt that style of meeting would not work for their group members. As restrictions ease, it is hoped that groups will return to meeting face-to-face at some point in 2021.

We meet once a month as a church to pray for the church and our community: at the beginning of 2020, we trialled meeting on a mid-week evening one month and on a Saturday morning the next month. The introduction of the Saturday morning prayer meetings was very successful, with prayer breakfasts held in January and March. Formal prayer meetings were suspended for the remainder of 2020 but the congregation was encouraged to pray in their own homes each night at 8pm for the nation, our community and our church. Monthly zoom prayer meetings have started in 2021 but we hope to return to face-to-face meetings as soon as possible.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Unfortunately, this year, we did not celebrate any baptisms or weddings. We held no funerals in our church but our ministers presided over fourteen funerals, in each case following the relevant government guidance applicable at the time.

Pastoral care

Ian Fuller heads up our pastoral team, caring for our community in whatever way we can. This includes visiting the sick, elderly and bereaved. Both Keith Roddy and Ian Fuller will celebrate the Lord's Supper in homes or hospital with those who request it.

Physical pastoral care has been limited during the pandemic due to government restrictions and Church of England guidelines. However, whilst all services have been streamed online, they've also been recorded, burnt onto disc and posted to all those either unable to access it through other means. Most of the contact has been via telephone, with main responsibility for various groups being undertaken by their respective leaders, including Green Pastures, Messy Church families and Fellowship Groups. Independently the clergy have sought to keep in touch with members of the congregation by telephone.

Activities of the church

We seek to promote the whole mission of the Church and use our facilities for the public benefit through the provision of activities in the church hall for various groups. This includes:

- Green Pastures which meets once a week providing activities and fellowship for elders in our community;
- Little Rockets which meets once a week during term time, providing a space to play as well as craft activities, a snack and a bible story for pre-school children and their carers.

- Who Let The Dads Out? which meets once a month, providing a space to play for children aged 0-8 and a place to chat for their dads and grandads.

Our children's groups were suspended from the beginning of the first national lockdown in March and have not yet reopened. During the summer months, Green Pastures was able to physically meet outdoors in a socially distanced manner, but has otherwise been closed.

We continue to have a good relationship with Trinity Road School, although assemblies are suspended at the moment.

Mission and evangelism

As with everything else, our mission and evangelism in person was limited due to the pandemic. Our website and Facebook consequently became crucial and our services and other activities have been extensively publicised in that way. The Messy Church at Home activities are a key example of how we have sought to engage our local community using online resources. This developed into Messy Church Outdoors, which met on the usual second Sunday of the month when restrictions permitted, making use of our large church yard to provide activities and engage all ages with the gospel story.

A small band of musicians played carols around the parish in December and delivered Christmas cards to those houses on their route.

Mission and Ministry Units

As part of the Diocese's "Transforming Presence" initiative, Holy Trinity Church continues in prayerful discussion with other local churches to form a Mission and Ministry Unit. This seeks to use Stipendiary Clergy more effectively whilst encouraging a more collaborative approach to Mission.

Financial review

The primary source of funds is the giving of the church members which, together with tax recovered through the Gift Aid and GASD schemes, accounts for the majority of income. This is received either through planned giving, collections in church or other donations. Additional regular sources of income are fees for weddings and funerals, hall rentals and interest on monies held. Our income held up well during 2020 with many people increasing their giving following the financial update to the congregation at the beginning of the year. Inevitably, our loose plate collections were non-existent while we were closed but several church members who would usually give in cash on a Sunday moved to giving by bank transfer. We have two new groups regularly hiring the hall, when restrictions allow.

Total receipts for 2020 across unrestricted funds were £90,650.02.

As part of our stated aim to be active in our partnership with the world church, the voluntary giving to our mission partners was £6,550. We also held regular "Mission Sundays" where the congregation could give specifically to one of our mission partners – these continued during our online services but giving was significantly reduced by comparison to our usual in person 'wave offerings'. Overall giving to our mission partners was £8,522.27.

In 2020, the general fund had a surplus of £2,071.61 (2019: deficit of £2,720.51) and the hall fund had a deficit of £4,619.55 (2019: deficit of £6,856.69). As with previous years, the charity did not meet its required parish share in full (we paid £60,000 of a required £70,051, compared to £50,000 in 2019). The trustees continue to focus on how to ensure the charity reaches and maintains a stable financial footing. It is hoped that following the extensive refurbishment of the church hall (see below) and once restrictions ease, the hall income will increase, with a goal of making the hall self-sustaining.

Church hall and grounds improvement fund (formerly the extension fund)

Following prayerful consideration, the trustees approved a major refurbishment of the church storage facilities, halls and kitchen using the funds in the Church Hall and Grounds Improvement Fund. It was considered that this was the most prudent use of the funds which had been so generously given for the purpose of updating the church hall. The work took nine months and has given us the following:

- a new, safe, dry storage facility to house all the equipment we currently need;
- a large, asbestos free hall with a new thermal insulation, new ceiling, new lighting, new floor and new storage cupboards to safely accommodate the chairs and tables;
- a revised link room that now allows wheel chair access to the small hall;
- a new kitchen that now has extraction, a large oven, a dishwasher and two fridges thereby enabling safe food preparation of meals for the community and groups; and
- a re-decorated toilet block.

The trustees would like to note their grateful thanks to the small team of very dedicated volunteers who completed this extensive project: Martin Charlesworth, Chris Whiddon, David Suttling, Fran Pattie & Nick Pattie.

Some significant donations were received towards the hall refurbishment work, totalling nearly £16,000 which was a great encouragement to the team. There was £10,446.49 remaining in the fund as at 31 December 2020 and the trustees have approved the building of a small block paved area at the back of the church hall and a further consolidation of the car park surface.

Reserves policy

The church's reserves policy was formulated during the year and approved formally by the trustees at their meeting in May 2021. To provide for any big expenditure required as a result of the statutory quinquennial survey of the church buildings and property, the trustees seek to put aside up to £2,000 at the end of each financial year (giving £10,000 over each five year 'quinquennial' period). More generally, the trustees are working towards having three months' expenditure available in our current account to deal with any unexpected drop in income.

The unrestricted reserves of the charity (not including the value of the church hall which is accounted for at its 2013 insurance valuation of £560,000) decreased in 2020 from £20,550.47 to £12,657.66.

Format of the accounts

Previous years' accounts have been prepared on an accrual basis but the charity is not legally required to do this since its income is less than £250,000. The 2020 accounts have therefore been prepared on a receipts and payments basis, reflecting monies paid in and out within the financial year itself. The attached accounts for financial year 2020 therefore show the accruals which were made at the end of the 2019 financial year but no equivalent accruals have been made at the end of the 2020 financial year, causing some apparent inconsistency in certain figures (e.g. hall insurance expenditure and tax recovered income). This will even out in the 2021 financial year.

Volunteers

Finally, we would like to thank all the volunteers who work so hard to make our church the friendly, caring and vibrant community it is.

The trustees declare that they have approved the Trustees' Report above.

A handwritten signature in black ink, appearing to read "Martin Charlesworth", written over a dotted horizontal line.

Martin Charlesworth

Church Warden

Date: 11/05/2021

Independent examiner's report to the Trustees of THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SPRINGFIELD, DIOCESE OF CHELMSFORD

I report on the accounts of the PCC for the year ended 31 December 2020, which are set out on the following sheets: Receipts and Payments Account, Fund movement by type, Analysis of receipts and payments, Balance Sheet and Notes to the Accounts.

Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the "Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Act;
- to follow the applicable directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether these accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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



.....
Date: 9 May 2021
Name: Keith Jones, FCA
Address: 4 Lister Tye, Chelmsford, Essex, CM2 9LS

Holy Trinity Springfield

Receipts and Payments Account

For the period from 01 January 2020 to 31 December 2020

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Donations and legacies	90,007.82	1,775.00	24,238.05	—	116,020.87	100,491.34
Income from charitable activities	642.20	237.56	—	—	879.76	2,321.34
Other trading activities	—	1,672.50	250.00	—	1,922.50	2,771.15
Investments	—	—	127.10	—	127.10	470.72
Other income	—	562.58	750.00	—	1,312.58	—
Total receipts	90,650.02	4,247.64	25,365.15	—	120,262.81	106,054.55
Payments						
Expenditure on charitable activities	88,578.41	14,211.49	49,838.81	—	152,628.71	106,273.70
Total payments	88,578.41	14,211.49	49,838.81	—	152,628.71	106,273.70
Excess of receipts over payments before transfer	2,071.61	(9,963.85)	(24,473.66)	—	(32,365.90)	(219.15)
Transfers						
Gross transfers between funds - in	—	562,988.34	0.57	—	562,988.91	1,500.50
Gross transfers between funds - out	(2,988.91)	(560,000.00)	—	—	(562,988.91)	(1,500.50)
Excess of receipts over payments before transfer	(917.30)	(6,975.51)	(24,473.09)	—	(32,365.90)	(219.15)
Net movement in funds	(917.30)	(6,975.51)	(24,473.09)	—	(32,365.90)	(219.15)
Reconciliation of funds						
All assets at 01 January 2020	4,422.33	576,128.14	35,834.48	—	616,384.95	616,604.10
All assets at 31 December 2020	3,505.03	569,152.63	11,361.39	—	584,019.05	616,384.95

Holy Trinity Springfield
Fund movement by type
Selected period: 01 January 2020 to 31 December 2020

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances carried forward
Unrestricted							
General fund	4,422.33	90,650.02	88,578.41	(2,988.91)	—	—	3,505.03
Sub-totals	4,422.33	90,650.02	88,578.41	(2,988.91)	—	—	3,505.03
Designated							
Care fund	—	1,535.00	—	—	—	—	1,535.00
Hall capital value fund	—	—	—	560,000.00	—	—	560,000.00
Sandra O'Sullivan bequest	7,912.24	240.00	7,102.64	—	—	—	1,049.60
Hall cash fund	563,131.21	2,235.08	6,854.63	(558,511.66)	—	—	—
Bookshop fund	340.26	237.56	254.22	—	—	—	323.60
Quinquennial fund	4,744.43	—	—	1,500.00	—	—	6,244.43
Sub-totals	576,128.14	4,247.64	14,211.49	2,988.34	—	—	569,152.63
Restricted							
Fuller birthday gift	—	227.00	227.57	0.57	—	—	—
Messy Church	—	187.50	187.50	—	—	—	—
Stained glass window	—	750.00	—	—	—	—	750.00
Mission/charities	(576.90)	2,549.17	1,972.27	—	—	—	—
Youth fund	51.41	—	51.41	—	—	—	—
Church hall and grounds improvement fund	36,109.14	21,651.48	47,314.13	—	—	—	10,446.49
NISA fund	250.83	—	85.93	—	—	—	164.90
Sub-totals	35,834.48	25,365.15	49,838.81	0.57	—	—	11,361.39
Totals	616,384.95	120,262.81	152,628.71	—	—	—	584,019.05

Holy Trinity Springfield

Analysis of receipts and payments
Selected period: 01 January 2020 to 31 December 2020

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Receipts						
Donations and legacies						
Gift Aid eligible planned giving - bank	62,636.00	—	1,200.00	—	63,836.00	52,946.90
Gift Aid eligible planned giving - envelopes	2,585.00	—	—	—	2,585.00	3,317.00
Other planned giving - bank	7,100.00	—	120.00	—	7,220.00	4,865.00
Other planned giving - envelopes	1,922.00	—	—	—	1,922.00	4,872.50
Loose plate collections	596.19	—	—	—	596.19	2,431.02
Loose plate collection - Messy Church	30.38	—	—	—	30.38	—
Mission/charities appeals	—	—	1,754.34	—	1,754.34	3,706.72
One-off Gift Aid eligible donations	985.00	1,420.00	15,958.00	—	18,363.00	1,717.88
Other one-off donations	51.02	—	467.50	—	518.52	3,877.00
Tax recovered (Gift Aid and GASDS)	14,065.31	355.00	4,738.21	—	19,158.52	14,599.90
Legacies	—	—	—	—	—	7,912.24
General fundraising	36.92	—	—	—	36.92	245.18
Donations and legacies Totals	90,007.82	1,775.00	24,238.05	—	116,020.87	100,491.34
Income from charitable activities						
Fees for weddings and funerals	528.00	—	—	—	528.00	894.00
Who Let The Dads Out fees	114.20	—	—	—	114.20	390.50
Bookstall sales to promote objectives	—	—	—	—	—	795.47
Bookstall sales (bible notes)	—	237.56	—	—	237.56	241.37
Income from charitable activities Totals	642.20	237.56	—	—	879.76	2,321.34
Other trading activities						
Mission/charity specific fundraising	—	—	250.00	—	250.00	501.15
Church hall lettings (regular)	—	1,055.00	—	—	1,055.00	2,270.00
Church hall lettings(one-off)	—	617.50	—	—	617.50	—
Other trading activities Totals	—	1,672.50	250.00	—	1,922.50	2,771.15
Investments						
Bank and building society interest	—	—	127.10	—	127.10	470.72
Investments Totals	—	—	127.10	—	127.10	470.72
Other income						
Insurance claims	—	562.58	750.00	—	1,312.58	—
Other income Totals	—	562.58	750.00	—	1,312.58	—
Receipts Grand Totals	90,650.02	4,247.64	25,365.15	—	120,262.81	106,054.55

Payments

Expenditure on charitable activities

Mission giving from general income	6,550.00	—	—	—	6,550.00	5,330.50
Mission giving (specific appeals)	—	—	1,972.27	—	1,972.27	7,158.61
Parish share	60,000.00	—	—	—	60,000.00	50,000.00
Salary of parish administrator	7,230.60	—	—	—	7,230.60	7,020.00
Clergy expenses	903.06	—	—	—	903.06	866.74

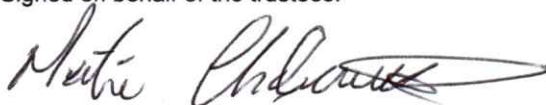
Vicar's telephone	259.97	—	—	—	259.97	309.60
Clergy books and training	356.52	—	—	—	356.52	990.70
General parish mission and evangelism	272.19	—	227.57	—	499.76	1,007.84
Who Let The Dads Out	45.62	—	—	—	45.62	238.82
Little Rockets	—	—	—	—	—	214.37
Messy Church	9.40	—	273.43	—	282.83	517.33
Holiday Club	—	—	—	—	—	486.79
Church insurance	2,031.31	—	—	—	2,031.31	2,086.01
Church office - phone/internet	546.55	—	—	—	546.55	632.93
Organ tuning	1,069.37	—	—	—	1,069.37	—
Church maintenance	828.08	—	—	—	828.08	1,280.43
Cleaning	3,363.42	—	—	—	3,363.42	5,223.01
Upkeep of services	1,651.35	7,102.64	—	—	8,753.99	1,646.03
Ignite	80.06	—	51.41	—	131.47	355.91
Upkeep of churchyard	382.98	—	3,393.98	—	3,776.96	4,707.61
Church office/admin expenses	1,969.07	—	—	—	1,969.07	2,246.88
Church running - equipment/sundries	500.77	—	—	—	500.77	162.39
Church running - electricity	520.59	—	—	—	520.59	1,118.00
Church running - gas	7.50	—	—	—	7.50	1,722.00
Bookstall costs	—	—	—	—	—	877.89
Bookstall costs (bible notes)	—	254.22	—	—	254.22	248.75
Hall running - electricity	—	1,486.42	—	—	1,486.42	1,617.27
Hall running - insurance	—	2,889.22	—	—	2,889.22	1,621.70
Hall running - maintenance	—	1,394.17	8.40	—	1,402.57	5,451.96
Hall running - water and sewage	—	422.24	—	—	422.24	435.76
Church major repairs - structure	—	—	356.96	—	356.96	—
Hall renovation expenditure	—	662.58	43,554.79	—	43,554.79	—
Hall interior and exterior decorating	—	—	—	—	—	697.87
<i>Expenditure on charitable activities Totals</i>	88,578.41	14,211.49	49,838.81	—	152,628.71	106,273.70
Payments Grand Totals	88,578.41	14,211.49	49,838.81	—	152,628.71	106,273.70

Holy Trinity Springfield

Balance sheet As at: 31 December 2020

	Notes	As at 31/12/2020 £	As at 31/12/2019 £
Cash at bank and in hand			
	2		
CBF Deposit Account		13,130.10	33,003.00
Co-operative Bank Current Account		11,039.45	20,842.20
Cash in hand (Ignite)		-	30.56
Cash in hand (Bookstall - Bible Notes)		40.62	67.49
Cash in hand (WLTDO)		50.20	75.50
		24,260.37	54,018.75
Other assets			
Church hall building	4	560,000.00	560,000.00
Good Book Company credit note		82.62	-
Debtors (2019 only)		-	2,991.24
		584,342.99	617,009.99
Total assets			617,009.99
less creditors (2019 only)			625.04
2019 total			616,384.95
Represented by			
Unrestricted			
General fund		3,505.03	4,422.33
Designated			
Care fund		1,535.00	—
Hall capital value fund	4	560,000.00	—
Sandra O'Sullivan bequest		1,049.60	7,912.24
Hall cash fund		—	563,131.21
Bookshop fund		323.60	340.26
Quinquennial fund	5	6,244.43	4,744.43
Restricted			
Fuller birthday gift		—	—
Messy Church		—	—
Stained glass window		750.00	—
Mission/charities		—	(576.90)
Youth fund		—	51.41
Church hall and grounds improvement fund		10,446.49	36,109.14
NISA fund		164.90	250.83
		584,019.05	616,384.95
Funds of the church			616,384.95
Funds held on behalf of others	3	323.94	
TOTAL FUNDS		584,342.99	

Signed on behalf of the trustees:



11/05/2021

NOTES TO THE ACCOUNTS

1. These accounts have been prepared on a receipts and payments basis. Prior accounts were prepared on an accrual basis. The accounts for financial year 2020 therefore show the accruals which were made at the end of the 2019 financial year but no equivalent accruals have been made at the end of the 2020 financial year, causing some apparent inconsistency in certain figures (e.g. hall insurance expenditure and tax recovered income). This will even out in the 2021 financial year.

BALANCE SHEET NOTES

2. PCC policy is to minimise the use of petty cash, while recognising that it is important to the running of certain church activities. Ignite petty cash was assessed as no longer needed and was wound down during 2020. There are plans to reduce the use of cash for the bookstall (bible notes) petty cash. Who Let The Dads Out continues to require a cash pool: as a general rule the amount held in any cash account at any time is no greater than £50.

3. Funds held on behalf of others

Hall deposits	£100.00
Funeral fees paid to Holy Trinity by Cooperative Funerals in error, held as pre-payment of Diocese fees for the next funeral.	£210.00
Children's Society (money raised in 2019 and inadvertently not paid out)	£13.94
	<hr/>
	£323.94
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4. For ease of reference, the capital value of the church hall which had been reflected in the hall fund has been transferred to a standalone fund (Hall Capital Value Fund) and the previous hall fund renamed as the Hall Cash Fund. The value of the church hall freehold is held in the accounts at the insurance valuation of 4 December 2013 (£560,000).
5. The PCC reserves policy is for an amount up to £2,000 to be transferred to the Quinquennial Fund each year to cover any required expenditure arising from the quinquennial report. The PCC will review this policy at the time of the next quinquennial report.