



Annual Report and Financial Statements of  
the Parochial Church Council  
for

**HOLY TRINITY PARISH NAILSEA**

for the year ended 31 December 2022

CHARITY REGISTRATION NUMBER 1135454

A REGISTERED CHARITY UNDER THE NAME OF  
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF HOLY TRINITY, NAILSEA

**[www.htnailsea.org.uk](http://www.htnailsea.org.uk)**

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**ANNUAL PAROCHIAL CHURCH MEETING  
INCLUDING MEETING OF PARISHIONERS  
7.30 pm Monday 22 May 2023**

**AGENDA**

**Welcome – Worship**

**Meeting of Parishioners**

- Election of a secretary for the meeting
- To receive and approve Minutes of 2022 meeting (see page 4)
- To elect 2 Churchwardens (under the Churchwardens Measure 2001(3))

**Annual Parochial Church Meeting**

**1      Approval of Minutes of the Annual Parochial Church Meeting held on 23 May 2022**  
(see page 4)

**2      Matters Arising**

**3      Appointments and Elections**

- To appoint a Reader representative to the PCC for the coming year
- To elect: 2 members to the PCC for 1 year
- To elect: 1 member to the PCC for 2 years
- To elect: 3 members to the PCC for 3 years
- To elect 4 members of Deanery Synod for 3 years
- To appoint an Independent Examiner

**Commissioning of above new members**

**4      Electoral Roll Report**

**Refreshment Break**

**5      To receive the Annual Report and Financial Statements**

- a      PCC Annual Report of Church Activities
- b      PCC Report of Financial Affairs (including financial statements and presentation).

**6      To receive Churchwardens' Report on Fabric, Goods and Ornaments**

**7      To receive Deanery Synod Report**

**8      Rector's Report**

**9      Open Forum**

**10     Close – Prayers**

Note: Any person entitled to attend the APCM may ask any question about church matters or bring about a discussion on any matter of parochial or general church interest, by moving a general resolution, or by moving to give any particular recommendation to the PCC in relation to its duties. (It would be helpful if any such resolution could be emailed to the PCC Secretary, Rae Baines, ([pccsecretary@htnailsea.org.uk](mailto:pccsecretary@htnailsea.org.uk)) before the meeting.)

# **MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING INCLUDING MEETING OF PARISHIONERS**

**7.30 pm Monday 23 May 2022**

Welcome - Worship

James opened in prayer and there was a time of worship.

## **Meeting of Parishioners**

- Election of a Secretary for the meeting  
James Packman proposed Siân Steel as Secretary who will take the minutes. Approved by all those present.
- Minutes of the Meeting of Parishioners to elect a Churchwarden (under the Churchwardens Measure 2001(3)) held on 24 May 2021.  
The minutes of the 2021 Meeting of Parishioners were proposed as an accurate record of the meeting from the Chair and unanimously accepted and approved.
- Election of Churchwardens (under the Churchwardens Measure 2001(3))  
Paul Mason will be stepping down this year as Churchwarden. James thanked Paul very much for all his work, time and commitment in his role as Churchwarden especially during the time of the pandemic. Thank you very much to Jutta in all she has done in her role over the past year and she will stand again as Churchwarden again this year. There is no-one else standing for Churchwarden, but we hope that the role will be filled soon. There will be an extraordinary Meeting of Parishioners to decide this, so watch this space. Please pray for Jutta and the Churchwarden vacancy.

Jutta Hank (who was nominated by Sally Walters and seconded by Gwen Montgomery) was unanimously re-elected as Churchwarden. James led a prayer for Jutta.

## **Annual Parochial Church Meeting**

1. **Approval of Minutes of the Annual Parochial Church Meeting**  
The minutes of the 2021 meeting which was held on 24 May 2021 were approved as an accurate record. James proposed the approval and everyone was in favour.
2. **Matters Arising**  
There were no matters arising
3. **Appointments and Elections**
  - **To appoint a Reader representative to the PCC for the coming year**  
Caroline Mason has put herself forward as Reader representative for the PCC. James thanked Caroline very much for her time and commitment and thanked Ruth Jolly (who is also a Reader), for their ministry to us as a church.
  - **PCC Elections**  
James thanked everyone on the PCC for their time, their advice and gifts. There are a few who are stepping down from the PCC after 6 years; Phil Williams, Lynda Dicks, Paul Mason and Peter Marriner. Thank you to all of them, we are very grateful to them. However, Peter is Chair of the Finance Committee, so he may be co-opted onto the PCC for another year.

- **To elect: 3 members to the PCC for 3 years**

There were three people willing to stand for the PCC for the next 3 years, (which means we have 2 vacancies, 1 for one year and 1 for two years):

Graham Adkins (who was nominated by Helen Adkins and seconded by Mary Southwood).

Adam Griffin (who was nominated by Jutta Hank and seconded by Alun Jenkins).

Vernon Parfitt (who was nominated by Bryn Jones and seconded by Rod Neal).

Graham, Adam and Vernon were unanimously nominated as PCC Members by all present.

- **To appoint an Independent Examiner**

Ron Taylor our Treasurer proposed and Peter Marriner seconded that Elliott Bunker be our Independent Examiner for this next year. This was agreed unanimously.

- **Thank you to our Duty Wardens and Stewards**

Our Duty Wardens and Stewards will be appointed at the first PCC meeting after the APCM. However, James wanted to thank them all for their time in this role.

**Duty Wardens:**

Heather Batchelor, Judy Norwood, Irene Crewdson, Lynda Dicks, John Dicks,

Paul Morgan, Rosemary Parker, Kath Markland, Tony Whitehead,

Ian Ashby, Sally Walters, Stewart Wright, Jutta Hank

(Pam Salisbury and Ali Pemble are stepping down in May)

**Stewards:**

Carol Langford, Robin Langford, Olive Dodson, Barbara Church, Su Jones, Chris Neal, Gay

Broughton, Carole Brooke Carole Hughes, Sue Harrison, David Callister, Audrey Callister, Jo

Jones, Chris Lee

- **Commissioning of above new members**

James prayed for the new PCC members and the Duty Wardens and Stewards in their roles.

There was a refreshment break

#### **4. Electoral Roll Report**

Ruth Jolly (our Electoral Roll Officer), reported that there were 233 people on our Electoral Roll at the time of the APCM, 6 new members and 6 have left. 5 died and 1 has moved away. The average age of the church at this time is 69. James thanked Ruth for her time as the Electoral Roll Officer.

#### **5. To receive the Annual Report and Financial Statements**

a. **PCC Annual Report of Church Activities**

James thanked all those who contributed to the Annual Report and thanked Siân for collating and producing. James also thanked everyone who has been involved and volunteered in all different roles throughout church life. There was a slight mistake in adding up the statistics on the Annual Report, but that would be put right for future annual reports. There were no questions regarding the Annual Report.

b. **PCC Report of Financial Affairs**

Ron Taylor went through the Financial Statements of the Annual Report. 2021 was financially a very good year, but this masks the difficulty for the future. Last year grants, especially the Cultural Recovery Grant, meant that we had a surplus of £35,528 (before the use of other funds).

We will be repaying all loans from the Trinity Project by 2024 and the project will be fully funded by 2026. There is still a balance of Tithe Funds for the Trinity Project, which the Mission Support Committee are looking at.

The current situation for the budget in 2022 will include a deficit of £55k. We have healthy balances at the moment but at this expenditure rate, we can't sustain those over a long period of time. The PCC therefore decided to set up a Finance Strategy Team to look at expenditure. Peter Marriner will tell us more about this committee.

Peter thanked Ron for all his work as Treasurer. Peter stated that the PCC has accepted this budget with the forecast deficit, however, the Finance Strategy Team was also set up and they have been looking at:

Mission giving; budgets; room usage including Church Hall; Staff; Gift Aid - (thank you to Keith Norwood who oversees this and has done an amazing job); buying online - (using Amazon Smile and Easy Fundraising); Legacies; Trinity Café and more.

The results from the Finance Strategy Team will be given to the PCC in September.

James thanked Ron and Peter and the Strategy Group. He also thanked everyone for their donations and sacrificial giving and is very grateful to everyone for their willingness to support the church.

#### **6. To receive Churchwardens' report on Fabric, Goods and Ornaments**

Thank you to Paul and Jutta for their report. Everything is accounted for and in good order.

#### **7. To receive the Deanery Synod Report**

Thank you to the Deanery Representatives on the PCC: Chris Hughes, Tim Jolly, Caroline Mason and Rob Norman who is also Lay Dean. Deanery Synod report received.

#### **8. Rector's Report**

James gave his report to the meeting and stated that 2021 has been an odd year with the first part of the year still with Covid-19 restrictions. However, we have come through the pandemic and were able to start our 3 Sunday Services again, but only in July 2021 and our Midweek service in September 2021.

James thanked all the staff who have been navigating through that time of difficulty and the amazing wardens. There were more meetings than usual during the pandemic. The Ministry Team, Clergy and Readers stepped up willingly during this time, but were also keen to get back to services and preaching in church. Thank you to them for their wonderful enthusiasm. James also thanked his family for their support, and members of the church community. None of the time and work went unseen by God. Well done to everyone for working together and serving God.

However, there are exciting plans and a Vision for moving forward. The Vision has three strands:

- A vibrant worshipping community with Christ at the centre (heartfelt, authentic worship)
- A buzzing and growing community hub (a community where people can find Jesus)
- Making a real difference in the wider community (telling people about Jesus)

We have challenges with our Finances, but we are listening to God. Please pray for the PCC as they make decisions. We also have a high average age – we want to be a place for all ages. Please pray, God has great plans for us, let us keep looking to God for His guidance. John 15 v5 says, "I am the vine, you are the branches, if you remain in me, I will remain in you." James stated that this verse reminded Him that we are all dependent on God – go with God in his way and he will direct us.

James asked everyone to pray as we go forward as Psalm 127 says, "Unless the Lord builds the house, its builders labour in vain." Pray that God builds His Kingdom, pray on your own, pray with others, come along to Prayer and Praise every month, Pray for 5 and God will do something wonderful through us.

James closed his report in prayer.

## **9. Open Forum**

Phil Williams said that he has taken great encouragement from 20 years living in faith with Christian Surfers. There have been challenging times, but he wanted to encourage HT to be sending out and reaching out to those around us.

Jutta and Paul said thank you to James and Sarah for their encouragement and faithfulness.

## **10. Close – Prayers**

The meeting was closed in prayer.

# PCC ANNUAL REPORT OF CHURCH ACTIVITIES 2022 (PART 1)

## The Charities Act 2011

### REFERENCE AND ADMINISTRATIVE INFORMATION

Holy Trinity Church is situated in Nailsea. It is part of the Diocese of Bath and Wells within the Church of England.

Address:	The Church Office, Trinity House, 2 Church Lane, Nailsea, Bristol, BS48 4NG
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Website address:	www.htnailsea.org.uk
Telephone number:	01275 853227

#### Clergy

##### Rector

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Holy Trinity Rectory  
10 Ilminster Close  
Nailsea  
BS48 4YU  
01275 540223  
james.packman@htnailsea.org.uk

##### Associate Minister

Revd Trevor Dean  
3 Ilminster Close  
Nailsea  
BS48 4YU  
01275 851218  
trevor.dean@htnailsea.org.uk

#### Banks

Lloyds Bank plc  
16 The Triangle  
Clevedon  
North Somerset  
BS21 6NB

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
ME19 4JQ

#### Independent Examiner

Nick Michael  
Elliott Bunker Ltd  
61 Macrae Road  
Ham Green  
Bristol  
BS20 0DD



## **Parochial Church Council 2022/23**

### **CLERGY**

Rector: James Packman Associate Minister: Trevor Dean

### **CHURCHWARDENS (Elected each year at APCM for 1 year)**

Jutta Hank Vernon Parfitt (elected 7.8.22)

### **DEANERY SYNOD (To 2023)**

Chris Hughes Tim Jolly Caroline Mason# Rob Norman#

### **READER REP (Appointed annually at APCM for one year)**

Caroline Mason

### **ELECTED MEMBERS**

**(To Year 2023)** Rod Neal\*\* Ron Taylor\* Mary Southwood\*\*  
Annie Williams\*\* (resigned in February 2022)

**(To Year 2024)** Chris Barnes\* Kim Magner\* (resigned in September 2022)

**(To Year 2025)** Graham Adkins\* Adam Griffin\*

\* = 1st Term \*\* = 2nd Term # = Also Diocesan Synod

(PCC members can only serve for 2 consecutive terms before having 1 year away from PCC)

### **CO-OPTED MEMBERS (One year only)**

Peter Marriner (co-opted July 2022)

### **STAFF IN ATTENDANCE**

Siân Steel – PCC Secretary (Till December 2022)

# STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure of 1956. In accordance with the Charities Act of 2006, the PCC has registered with the Charity Commission as an independent charity under the legal name of the Parochial Church Council of the Ecclesiastical Parish of Holy Trinity Nailsea (working name Holy Trinity Church), Registration Number 1135454.

It is the primary duty of the Parochial Church Council to co-operate with the incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Appointment of PCC members**

Members of the PCC are either ex-officio, elected or appointed by the Annual Parochial Church Meeting, or co-opted by the PCC in accordance with the Church Representation Rules.

## **Day-to-Day Management**

The Rector, Churchwardens and PCC manage the ministry and mission of the parish through a range of sub-committees, leaders' teams, staff and individuals, appointed by the PCC as appropriate.

## **Recruitment, Induction and Training of PCC Members**

Prior to the Annual Parochial Church Meeting the congregations are informed of the forthcoming elections to PCC and Deanery Synod. People are encouraged to stand for election and/or nominate others. The congregations are informed of resulting appointments and the new members are prayed for publicly. Ongoing training is offered for all members of the PCC, particularly in areas of special interest such as finance and safeguarding. We avail ourselves of training offered through the Diocese of Bath & Wells.

## **PCC Responsibilities**

The PCC has ultimate responsibility for a wide range of matters affecting the parish, including finance risk management, approval of individuals for authorised ministry and such matters as compliance with Health and Safety, GDPR, Disability Discrimination Legislation and Safeguarding.

## **PCC Sub-Committees**

The PCC has six Sub-Committees to assist in its work, whose areas of responsibility are as follows:

**Fabric Team** – Church, Churchyard, Organ & A/V, Tower (including the clock), Church Hall, Trinity House/Centre, Lower Graveyard, Repairs and Maintenance

**Evangelism & Community** – Arena Men's Ministry, Alpha, Trinity Café, Trinity Garden, Welcome and Hospitality, Christians Together, Ladies' Ministries, CAP, Skate Festival & Skate Park

**Mission Support** – Mission Partners, allocation of Mission Partnering Budget and support for Mission visits

**Finance** – Finance Policies and budget monitoring

**Personnel** – Staff employment policies, recruitment and clergy and staff welfare

**Church Hall** – Responsible to the PCC for managing the church hall

The areas of Children & Youth, Worship, Pastoral & Discipleship are covered in the following ways: the Children & Families Worker, and until October 2022, the Youth Worker, are invited to report to PCC on a regular basis; the Ministry Leadership Team (MLT) oversees the whole of these areas; the MLT keeps the PCC apprised of its key areas of discussion; and the PCC reviews one of the five Purpose areas in each of its meetings.

## MAJOR RISKS AND UNCERTAINTIES

No.	Potential Risk	Mitigation
1.	Harm comes to those in our care due to lack of appropriate and compliant child and vulnerable adult safeguarding procedures	Safeguarding at Holy Trinity is overseen by a Church Safeguarding Officer (PCC member) whose details are prominently displayed in the church entrance and on the website. A Safeguarding Policy is in place and is regularly reviewed and updated. The church works closely with the Diocese of Bath & Wells to ensure it follows best practice. All eligible volunteers who work with children and vulnerable adults are subject to DBS checks (renewed every 3 years) before they are able to serve. Training of leaders and volunteers is refreshed every 3 years although some training has not been available during the pandemic. We follow a Safer Recruitment policy for all staff and volunteers.
2.	Harm comes to visitors, tenants or staff due to a lack of appropriate and compliant Health & Safety procedures	The church has robust Health & Safety procedures, training and monitoring, covering all its activities. Risk assessments are undertaken on all activities beyond the regular and there are fully documented procedures and checks around food hygiene matters regulating the Trinity Café and main kitchen. COVID risk assessments are no longer a statutory requirement as the risk has significantly lessened with widespread vaccination. However, considerations are still made for some activities and to protect highly vulnerable persons. Both regular and one-off bookers of the church facilities are made aware of, and required to comply with, all standards of safety. Statutory safety inspections are carried out in the two flats let to tenants including fire alarm testing and gas and electrical safety tests.
3.	Damage to the fabric of the church buildings and/or harm to church members or members of the public resulting from hazards connected with the church building	The church is a fifteenth-century church which is maintained to a high standard and is subject to constant monitoring by experienced volunteers to identify and rectify any potential dangers to others. It is subject to a full quinquennial inspection by competent persons, and any schedule of required work arising is carried out in accordance with the degree of urgency and the agreed timetable. All buildings are fully insured with Ecclesiastical Insurance Ltd and there is a system of smoke and fire alarms throughout all buildings. A roof alarm system, monitored 24/7, provides protection against roof vandalism and lead theft. An experienced team of volunteers makes up the Fabric Team, whose responsibility is to monitor and maintain all premises to the required standards.
4.	A shortfall of income and/or inadequate cashflow results in an inability to meet salary or creditor payments	The majority of giving by church members is made electronically, which gives a high level of certainty of cashflow. All Gift Aid is claimed and recovered from HMRC each month. Working capital reserves meet the required 8 weeks in hand and this is checked and

	and to fulfil the planned mission activities of the church	reported to PCC each quarter. Strong budgetary and financial controls are in place; the proposed budget is shared with congregations as part of a Stewardship Programme each November and the Treasurer reports to each PCC each quarter on the state of the General Fund and other significant funds.
5.	Information or communications technology is compromised or critical data is lost through cyber-attack or systems failure	The church employs a reputable IT company to provide support and backup for its IT systems. This includes adequate security software against cyber-attack, and all systems are backed up offsite.
6.	Loss of confidentiality of personal data, and where data subjects might be deprived of their rights and freedoms, or prevented from exercising control over their personal data	We have a robust Data Protection Policy in place. During 2018 we made changes to ensure compliance with the General Data Protection Regulations (May 2018). This included a data audit and training for staff and volunteers. Membership Information is held on ChurchSuite, the database software used by Holy Trinity Church which is designed to help us meet the GDPR requirements. Hosted in secure data centres, ChurchSuite is backed up daily and protected by 24/7 physical security access control, fire suppression and redundant power failure systems.
7.	Adverse impact to church family relationships and reputational damage due to the behaviour of senior leadership, staff members or volunteers, or the improper use of social media	The biblical values relating to personal conduct are clearly understood by leaders and staff. Oversight structures are in place for staff and regular one-to-one reviews take place. Volunteer agreements will be re-invigorated and deployed more widely across our volunteers – these will lay out clear expectations. A communications policy is in place giving guidance on the proper use of social media for appropriate staff members and volunteers.
8.	Inability to deliver the desired mission of the church due to insufficient volunteers carrying out key leadership responsibilities, as a result of an increasing age profile of church members	To lower the average age of church members, we are committed to reaching out to our local community. We have devised a pathway of annual events and courses to help those who are interested to engage with the Christian faith. We have continued to run some courses online during the pandemic, and as things improve we are seeking to reach out more effectively to the children, youth and families in our local community through the rebuilding of our regular outreach activities.

# OBJECTIVES, ACTIVITIES AND ACHIEVEMENTS

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC (Powers) Measure 1956 states the PCC 'is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. The PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

**Public Benefit:** When planning and reporting on our activities for the year, the PCC has had regard to the Charity Commission's guidance on public benefit, and, in particular, the specific guidance on charities for the advancement of religion. We seek to enable ordinary people to live out their faith as part of our parish community.

## PRINCIPAL ACHIEVEMENT REPORTS

These reports have been prepared to reflect the sub-committee system established in May 2017 and developed further in 2020 with the launch of the Ministry Leadership Team. Each sub-committee has prepared a report which encompasses the activities for which it is responsible, there are also reports from the Rector, Children & Families Worker, Small Groups Co-ordinator, and the Safeguarding Officer. Various other leaders have been consulted by the sub-committee convenor and the reports highlight achievements in 2022 and some of the goals for 2023. The Rector's report includes staff and leaders' meetings which also have responsibility for worship, discipleship and pastoral care.

### RECTOR'S REPORT

2022 was our first 'normal' year for some time (whatever 'normal' means!). It was reassuring for all of us to get back to usual patterns and routines after such a long period of Covid disruption, and I am hugely grateful for all the hard work that has gone into rethinking and restarting ministries in a new context. In particular it has been wonderful to get back together worshipping together on Sundays and at the Thursday midweek service. During 2022 the number of worshippers at these services has gradually crept back up towards pre-Covid levels (including a good number of newcomers), and the 10.45am service had a big boost in that a number of new families joined at a time when we had very few families. So, looking back there is a lot to praise God for.

Our focus on Sundays started in January in the early chapters of Matthew's gospel, followed by a look at pictures of the cross given to us by God in the first books of the Old Testament. After a wonderful celebration of Easter (including the re-enactment of what it might have looked like when Jesus overturned the tables in the Temple which involved bird feathers all over the church floor!) we looked at some of the wonderful characteristics of God (i.e. He is love, holy, wise, faithful, merciful, glorious, good and all-knowing). In the summer we celebrated Climate Sunday, looked at some pastoral principles for how we engage over sensitive issues, and learned more about following Jesus from Matthew's gospel. In the autumn we considered God's calling on our lives (i.e. we are called to love, to rest, to trust, to serve, to thankfulness, to follow, to pray, to peace, and to shine). Together with Remembrance Sunday and Vision Sunday, this led us up to our Advent series about the coming of Jesus and then lots of church services as we celebrated Christmas with the local community. It was very special to see the church building full on many occasions during the Christmas season. As for the midweek service (11.00am on Thursdays), during 2022 we discovered more about living for Jesus through studying the Bible books of Luke, Isaiah, James and Philipians.

2022 was also a year of big change for some of our teams. Paul Mason stepped down as Church Warden having served (this time!) for 4 years and we are very grateful for his wisdom and service in that role. Vernon Parfitt kindly stepped up to take on role of Churchwarden, serving alongside Jutta. The role is not an easy one and I am hugely grateful for our Churchwardens. Then in October Kevin Magner left his role as Youth Worker for employment with a Breast Cancer charity. He had a very tough job reconnecting with youth after Covid had decimated our outreach youth groups, and I'm grateful for what he did in helping us begin to connect again. Then at the very end of the year, Siân

Steel left her post as Operations Manager after 3 years in the role. In that time Siân had a huge impact on the life of our church (including managing all the complexities that Covid brought, but so much more as well) and I am hugely grateful for her hard work and the impact she had in helping us function well as a church through remarkably tricky times. Strictly speaking, Julia Maxted left her office role five weeks into 2023, but it would be wrong not to pay tribute in the 2022 report to her dedication and quiet efficiency in serving us for 12 years. Her loving service of the local community has made a huge difference in how people think of Holy Trinity Church, and her care and presence will be missed by those at Holy Trinity during the week. Such a high turn-over of staff has brought with it many complications, and I am deeply thankful to Rob Norman, Jutta Hank and Chris Barnes for being willing to 'bridge the gap' whilst we reorganize and try to recruit new staff. The remaining staff (Charlotte, Penny, Julie and Sarah) all bring their unique and helpful contributions to our life as a church and it is richer for it. I am so grateful for their commitment and service through 2022 and beyond.

There are, of course, so many other names to mention if I was to catalogue the incredible service of many church members – too many to mention! And that is a testament to the servant heart that is evident in our church community. All I can say is thank you – for the ministry that is visible and publicly appreciated, as well as the ministry that is often invisible and usually goes unappreciated by anyone apart from our heavenly Father who sees all. It all adds up to a great witness to the God we love and serve.

A word about the Library from Cynthia - Trinity Library fully reopened in 2022 after the Covid closure, and displays in the Trinity Centre on Sundays have promoted the library for both general Christian reading and study materials. Some good-quality donations have enabled us to refresh and update the stock: why not pop along to the Quiet Room and have a look?

As for what 2023 holds – only God knows! But we can step forward confidently knowing that we are in His hands. So, let us move forward faithfully and prayerfully. And my prayer is that together we: worship our loving and awesome God; live out our faith in God; belong to a caring community; serve others out of love for Jesus; and share the good news of Jesus.

*James Packman*  
Rector

## **SMALL GROUPS**

We have 13 small groups in Holy Trinity, which in total have about 150 members.

Sadly, the group for 'under 40's' stopped during the year but a new 'families with children' group has started up which is a great development. Groups meet primarily on a Wednesday or Thursday evening and provide a great place for Bible study, prayer, pastoral support and forming deeper friendships. Groups mainly choose their own resources (John Watson is available to support with this) apart from Lent when we usually follow the same course. Our thanks go to all involved in running this important ministry.

*Caroline Mason, John and Judy Watson*

## **CHILDREN AND FAMILIES**

I am so thankful to God that He carried us and these ministries through the 'Covid years' and 2022 was back to what we were used to. Starting in January 2022 with a fresh year ahead and being about to think about the year as a whole and plan for the future, it was a chance to pray and seek Him for His plans and I feel like He was truly at work throughout all of my role here at HT. I am always thankful that I get to be in a role I love, which is supported financially by the generosity of the church family and how I get to journey alongside so many children and families.

I see my role as split into 6 key areas and this report will give you a brief look at those areas and what happened in 2022.

### **Area 1: Church children discipleship.**

It was lovely to get back to teaching the children on a Sunday morning without masks on. We have an ever-changing dynamic of children in this church and throughout 2022 we shifted and changed the groups around once again to reflect the ages of children we have at HT. We now have 2 groups Sunday Kids (4-7) and Sunday Juniors (8-11). Both groups have great age appropriate teaching and

each session is filled with worship, teaching, prayer and crafts/activities. Throughout the year we focus on different parts of the Bible and here's a breakdown of our sessions in 2022 – Jan: Prayer and people who prayed in the Bible, Feb-May: Jesus' life and ministry, June and July: Prophets with a focus on Jeremiah, August: God's Creation, Sept-Oct: Following God with topics on trust, rest, serving, thankfulness, following and praying and in Nov and Dec we focussed on the Christmas story.

### **Area 2: Church families: fellowship and encouragement.**

It's great to have a church family made from a wide range of ages and we have a few families who are a part of the wider church family here at HT. At the beginning of 2022 we did notice a sporadic and lower attendance of families but we prayed and our prayers have been answered in some new families and we are so thankful for each and every one. This now means our groups are a little fuller on a Sunday morning, and we are seeing families attend on a regular basis each Sunday. I feel I have a good relationship with the families but as a church we need to make sure we are welcoming as a whole as I can't be in two places at once on a Sunday morning. The Worship for Everyone services are well attended by families and it's such an encouragement to see the younger members of the church in the worship band too, and I feel there is something for the whole family at the WFE services and it's great to see us all worshipping as a big church family, even if the smaller members of our family are a little noisy. There is still more to do in encouraging the families so we continue to pray for families at HT.

### **Area 3: Baby, toddler and parent outreach**

The biggest branch of the baby, toddler and parent outreach is Morning Break and I am so thankful that this is part of my role here at HT and I am constantly thankful to God for the families who come along and the team. What an absolute privilege it is to be able to serve the children and families through Morning Break and be God's love and light to our local community through this ministry. I am thankful for the team who have the biggest hearts for the families and the extra members of the team who come and lovingly serve refreshments to the parents, the resources we have to use at Morning Break like the Trinity Lounge and our beautiful garden, which is so loved by the parents and children in the warmer months. Our average attendance in 2022 was 19 children each week, but 50% of the sessions we ran in the year had over 20 children on a Tuesday morning, which is amazing and we got new families nearly every week. At the end of each term we usually have a meal and most families stay and it's great to be able to offer this extension of Morning Break to the families too. Some of the special sessions we had last year were: Pancake Day, an Easter lunch, a teddy bears picnic, a toddler sports day (which is chaotic as you would think it would be) and a Christmas story and lunch. The families who come along really enjoy what we have to offer and each week we have free play, some craft for the children, a story and some singing. I am hoping to introduce some Christian books and songs soon too. I love that we are able to have such a thriving group and a lovely group of parents who are welcoming to the new parents who attend too.

We are looking into other ways of blessings this community of parents of toddlers by bringing in the CAP team at HT to give money tips to the parents and potentially looking into holding a parenting course for parents of toddlers in the near future.

### **Area 4: Primary school aged children and their families outreach**

The biggest branch of this area is The Thursday Club. We re-branded in the spring of 2022 after a dwindling number of families attending Go Zone, and now we run each Thursday from 3.15-4.30pm with a steady number of around 12 families each week and some of those are new families who have started coming since we were able to advertise in the spring of 2022. The format is relaxed and I feel that we are connecting in some way to the families. We start with free-play of games and Lego, move into a short Think Spot where we focussed on the Fruits of the Spirit throughout 2022, and then move into crafts and activities. We still have the amazing cakes made by Anne (thank you!). So, I am thankful to God giving me the vision for the move to the Thursday Club and it's just great to see the children every week having fun and enjoying the various things we have to do. The garden is also greatly received in the summer months where they can run around and play too.

I also started the HT Family Days in the summer of 2022 which were popular with families who have primary school children and pre-school children. We had 3 days in the summer themed around the beach, space and a drive-in cinema. These were greatly attended; we had 30 families at the beach themed day, then ironically, we ran out of space for the amount of families who had signed up for the Space one at 40 families so we moved into the church, and finally for the drive-in cinema we had

around 30 families again. In the autumn we had a super-hero themed day in the half term which 30 families signed up for and at Christmas we had another and 40 families signed up for that one. This was truly amazing to see so many families in the church building over the summer and we were able to offer a space for a picnic too afterwards, and then again in the autumn and at Christmas the mornings were popular with the families signing up again and coming along. Each day was themed and we've had lots of different crafts, activities and games. Each time we also had a themed bingo game and it was so much fun for the children and parents. All of the days were enjoyed by the families who attended and we had lots of returning families for the later ones in the year. It's great to be able to put these events on for the community around us and welcome them into the church. It was a lot of fun and such a blessing to be able to hold these events in our church building.

### **Area 5: School community outreach**

It was a blessing to be able to return to going into schools for assemblies in 2022, after the Covid years of being restricted in popping into school. I love being able to do assemblies in both Hannah More and Grove and so it's been great to build the relationship with the school in this way again. It was also lovely to be able to have Hannah More visit us in December 2022 and have their Christmas assembly in the Church, where I shared an interactive Christmas story with them and they were able to share some of the songs they had sung for their Nativity plays and performances to their parents.

### **Area 6: Local community outreach**

We have a good relationship with the two local pre-schools and we had a visit from them at Christmas. It was great to have them along to talk about the Christmas story and sing some songs. At Christmas I also had a craft table at the Christmas Fair and we had the dressing up in the church for children. This was also great to welcome people into the church at Christmas and chat to so many families and children. Also, to let people know what we've got on offer here for families. We also have the Carols for Everyone service and the crib service as outreach services over December and it's so great to be able to share the Christmas story with so many families at these events. They were well attended by people in the community and not regular attendees of the church.

I also worked with other children and family workers in Nailsea for a joint holiday club over the Easter half term in 2022. We had around 30 children attend, which was lovely to see but we are looking to adapt the events we do collectively in the future. We also had a Christmas craft shop in December which was fab and many families popped in and I was able to advertise the family day and our Christmas events to them and some attended those.

### **Professional development**

As part of my role it's important I keep up with some professional development and in 2022 I have continued to meet with my mentor who works for the Go Team in the Diocese. I attended 'The Forge' which was a retreat for children and families workers where it was lovely to be around people in the same role as me and receive encouragement and teaching from the parenting in faith team. I attend the Bristol C&F workers network meetings every few months and this is more practical teaching and encouragement from local C&F workers. I also attended the SWYM professional development day which had teaching specific to children's workers and completed my level 3 safeguarding course. In order to assist my development, I read a book called It takes a Church to raise a Parent which is informative and gives new ideas in how to frame ministry for families.

Other things I get to do in my role is to lead services and I began to do that in 2022 and I have enjoyed stepping out of my comfort zone and lead parts of the 10.45am service and lead whole 6.30pm services. I feel this has helped me grow in my gifts and skills and serve God and HT in a new way and I really enjoy leading services at HT.

I also want to take this opportunity to thank each and every person who serves alongside me in any of the ministries I oversee. I couldn't do it without any of you; you are each unique and your heart to see children and families here at HT is so evident and I am so thankful for your support, your service and what you bring to the teams you're in. Thank you for your ideas, prayers and love. May God continue to bless you as you serve Him and each of the families we serve here at the church.

So, as I said at the beginning I can't repeat enough! I couldn't do this role without the support and love around me so thank you for your constant love and support and prayers. I am truly blessed to be



able to wake up every morning and come and do a very varied but very enjoyable job which I love. My prayer is God will continue to guide me as I seek to see His kingdom grow and serve Him and the families here at HT and the community around us.

*Charlotte Berry*

*Children and Families Worker*

## **YOUTH**

Sunday Youth is the new name for what was called Pathfinders and this is the group of 11-19 year olds that meet on a Sunday during the 10.45am service. There is a good group, usually ranging from 5-10 in number, that meet together for study and snacks. This was initially led by Kevin and Ben Hooper, but after Kevin left in October, David Markland joined the team. Huge thanks go to these leaders who care for our young people.

Infuse Café was a youth drop-in initiative set up by Kevin that functioned well for a time, but stopped during 2022. Rock Solid, our outreach youth group on Thursdays, started back up after Covid and became established, but with Kevin's departure it wasn't feasible to run this weekly any more. This now happens once a month, and is led by James Packman, Mark Rowley, Sam Berry and David Markland. Big thanks to this team that turn up each month to make space for local youth to meet.

CYFA is the name for the youth Bible study for 15-19 year olds. Kevin led this fortnightly in a town-centre coffee shop after school for around 2 to 4 young people. This has continued, with James Packman now leading the sessions.

For most of the year, Kevin was involved in Nailsea School CU and Last Sunday (a Christians Together youth group), but since Kevin has left we no longer have any input in these groups.

Please do pray for our youth ministry. We are struggling to provide the ministry we would like to for this important age group.

*James Packman*

## **EVANGELISM AND COMMUNITY**

The Evangelism and Community (E&C) group has met less frequently than last year as the main focus of effort has been in outreach to the new housing estates in the parish.

The fruit of the many combined meetings of the E&C group and members of Housing Team 3 last year has been realised in the visits, to date, of 43 new homes. At these visits new residents are given a welcome goody bag which contains, amongst other things, information on our church and its activities, other Nailsea churches, council info, footpaths map, local directory of businesses and services. The bags also contain some vouchers for free drinks at Trinity Cafe along with a homemade lemon drizzle cake and some local Ooh chocolate. Our reception as we have visited new residents has been really warm and we have had very positive feedback about the bags and contents.

A QR code on our HT leaflet connects new residents to a page on our website where local businesses in the parish are listed. Most of these businesses were visited to give them an opportunity to write a brief description of the service they offer. The businesses were very appreciative of being involved in this way.

This will be a long term programme over the next few years as at least 700 new homes are built in the parish. This work was underpinned by a year of fortnightly prayer walks around the new estates. We plan to organise some welcome events on site in the spring/summer of 2023. If you would be interested in helping, either in visiting new residents or baking please let me know.

The E&C group reviewed other outreach activities. No further Alpha courses have been offered but as an alternative a couple of shorter 'pathways to faith' courses have been run, although uptake has been low.

The post Alpha group from previous Alpha courses has continued as a hybrid in-person and online discipleship group.

Some outward facing church events such as Light a Candle and Christmas events including a very well attended Beer & Carols event have gone well.

The E&C group continues to review the outreach activities of Christians Together in Nailsea and District and looked for opportunities to support this work.

We were pleased to support the 20th Anniversary Skatefest in 2022 but note the uncertainty about its running in 2023.

The group has sought to increase prayer for outreach and community activities, particularly at the monthly Prayer and Praise, and has prayed for these initiatives as a group and as individuals.

Many thanks to all in the group for their time and input.  
*Trevor Dean*

## MISSION SUPPORT

The Mission Support Committee is responsible for advising the PCC on how Holy Trinity's mission budget should be spent and for encouraging an interest in mission work amongst the congregation. Holy Trinity supports and contributes financially to the work of 12 key mission partners, engaged in various aspects of Christian mission in different parts of the world. The 12 key mission partners and the church members representing them are as follows:

### Mission Partners

Christian Aid  
Eli and Jenny Ayo (Zuia Trafficking Tanzania)  
Gordano Area CAP Debt Centre  
Neil Wylie (Connect)  
Open Doors  
Phil Williams (Christian Surfers)  
Church Pastoral Aid Society (*from 2023*)  
Stand by Me  
Stephen and Diki Hawkins (Word for Life Trust)  
Transform Europe Network  
Uganda (various projects)  
Wellspring

### Representatives

Matt Thomas  
Paul and Caroline Mason  
Chris Barnes  
John Watson  
Ian Ashby  
Rod Neal  
*To be agreed*  
Mike Youings  
Sally Winsor  
Graham Adkins (*from 2023*)  
Trevor Dean  
Mary Southwood

The committee met twice during 2022 to plan and review the distribution of the mission budget. We also considered the distribution of the remaining Trinity Project Tithe Fund. Contributions from the fund were sent to Eli and Jenny Ayo to buy land and start work on a new headquarters building for Zuia Trafficking in Tanzania (2022) and to Stand by Me for an extension to a school serving vulnerable children in Myanmar (2023).

We have agreed to support the Church Pastoral Aid Society, our patrons, as one of our key mission partners from 2023 (in place of South West Gospel Partnership).

Rachel Webb and Barry Mead both retired from the committee during the year. We are particularly grateful to Rachel for her many years on the committee and to Barry for his many years as representative for Transform Europe Network. Graham Adkins and Kim Magner joined the committee and Graham has taken over the role of representative for TEN from Barry.  
*Ian Ashby*

## BUILDINGS AND PLANT

### Church

The church did not need significant work in 2022 apart from the tower, and is broadly in good condition.

The church building takes the majority of the gas used by the heating system, and due to the massive increases in gas prices we did not keep the building as warm as we would like. We do apologise to those who felt too cold, especially during the extreme weather of December 2022!

### **AV**

Live streaming of special services such as funerals, and the video recording of sermons continues to be a capability that is highly valued. The camera is now installed permanently and discretely in the nave of the church. Our AV operators have also continued to provide an excellent service. They are on duty on the sound desk at all of our services, and they operate the projectors at the 10.45am and 6.30pm services

### **Tower**

As people will have seen, we used abseiling workers to restore the church tower and make it waterproof. This saved the cost and disruption of scaffolding. The inspectors filled the cracks and re-attached any stonework that was coming loose. The tower is now in good repair.

The inside of the tower has been maintained by the Fabric Team, and it too is in good condition.

### **Trinity Centre**

The reception area and the café are of course the first points of contact to visitors, and we are grateful that the building is so welcoming, due to the diligence of our staff, cleaners and volunteers. The café remains a much-appreciated community resource. It offers a warm welcome to all, as well as offering a warm space. We are delighted that it holds a five-star rating for hygiene, due to the work of our volunteers.

The main lounge and the café are steadily being used by more community activities, and it is good to see the building being used in this way.

### **Trinity House**

Trinity House is a wonderful resource, and outside groups have commented in particular on how much they love using the garden room. The fabric team has installed storage cupboards into the room, and these blend well with the rest of the room.

The roof of the house remains a challenge, and considerable work will be needed soon. Meanwhile the fabric team has been painting and decorating both downstairs and in Flat 2 while it was between tenants. The damage to the plaster, especially round the front door, is caused by penetrating damp. We hope to fix this in 2023 when the wall has dried out.

### **Trinity Garden**

Thanks to the Garden Team, the garden continues to thrive and improve. It is a really valuable resource.

We thank God for the buildings and gardens that are entrusted to our care. The prayer of the Fabric Team is that these resources may be used in his service to bless and bring the Gospel to our neighbours.

*Tim Jolly*

### **Church Hall**

The Church Hall is of wooden construction, built in the 1960s on land owned by the PCC next to the Church car park on Church Lane. It is managed by a sub-committee of the PCC, at least one of whom is a member of the PCC, with assistance from the office (2 hours paid per week) and a paid cleaner. The aim of the committee is to maintain the Hall as a safe and secure premise and to offer it for use by the local community on behalf of Holy Trinity Church.

In 2021 a grant from the Garfield Weston Charity and some help from the National Lottery Heritage Fund enabled us to replace the internal fire doors and to replace the tired wooden front doors with automated glazed sliding doors, greatly improving the accessibility, security and welcoming appeal of the building. We also upgraded the lighting to LED. In 2022 we focussed on insulation, lining the walls

with sheep's wool insulation and cladding the South-West facing front of the building in metal sheeting with additional insulation.

Church Lane Pre-school (a private educational enterprise regulated by Ofsted) occupies the Hall on weekdays during school hours, and regular hirings by the Guides and a number of dancing classes picked up again after the lockdowns. In 2022 there was an increase in bookings for children's parties which has helped maintain our income.

Financially, the income of the hall together with grants received enabled us to maintain the building and complete the projects without compromising the cash-flow or requiring extra support from the PCC. The balance on account at the 31 December 2022 was £5,524.35

*Kevan Royle*

## **PERSONNEL**

Goals for 2023/24 include certain previous goals set (outlined below), but the priority goal is recruitment, primarily of an Operations Manager. Once this post is successfully filled, the next stage is to determine additional staffing to meet the needs of the church and to ensure that constant scrutiny facilitates staff workload within capacity levels. This will require:

- Evaluation of staff expectations and workload to ensure success and the effectiveness within roles.
- To deepen and develop care for the staff in order to move forward the ministry of the church.
- To strengthen the Staff Review process and provide opportunities for staff to develop for their own wellbeing and that of the church.
- To consider and facilitate staff team building once the recruitment processes are complete to deepen a sense of collegiality, wellbeing and a sense of purpose.

Adam Griffin will continue as the chair of the personnel committee throughout this period of time.

The Committee meet three times per year and follow their agreed terms of reference including:

Reviewing and agreeing pay and other benefits and conditions – the church adopted the example set by the Archbishop of Canterbury that all staff should be paid at least the Living Wage and this continues to be implemented.

Reviewing and supporting staff working conditions and wellbeing as outlined above.

The Committee would like thanks noted to all employees (present and those who finished their employment with us during the last year) for their contributions and hard work.

The Committee very much looks forward to continuing to work with the present team and looks forward to assisting in the development of this team through forthcoming recruitment to take forward the vision of the church and to refocus on the Committee's core aims.

*Adam Griffin*

## **SAFEGUARDING**

Safeguarding is a key priority for Holy Trinity Church. We are supported by the Diocesan Safeguarding Team who provide training, advice and DBS checks. Safeguarding is everyone's responsibility and any member of the church would be welcome to do the introductory training if interested. There are three different levels of training depending on the role and level of responsibility that people hold.

The PCC has approved the annual Safeguarding policy.

If you have any questions or concerns, particularly about someone who is vulnerable whatever their age, please speak to the Safeguarding Officer (Mary Southwood) or the Rector.  
*Mary Southwood*

## CHRISTIANS TOGETHER IN NAILSEA AND DISTRICT

Christians Together in Nailsea and District (CTiNaD) connects 10 worshipping communities. It is headed up by the church leaders, but shares the gifts and passions of the congregations to widen the scope for activities. Current projects include support for refugees, Open the Book (going into schools to present Bible stories), film nights, youth work, the town chaplaincy and short services in care and retirement homes. Financial help supports Neil Wylie's role at Nailsea School, and the Skatefest, and events for Easter and Remembrance Day are organised in Nailsea town centre. Worship is shared three times a year at Ignite, giving an uplifting sense of the size of the Christian community here, and of course all these events (more than 20) are underpinned by monthly prayer sessions.

## CHURCH ACTIVITIES AND GROUPS

Many groups and activities ran in 2022, contributing to the objectives and achievements of the PCC. In addition to those listed below, church members organised or were involved in many activities which built up our common life, contributed to outreach activities, and involved using our resources to benefit as many as possible from our local community.

### Activities during 2022

Alpha (online)	Lay Pastoral Assistants	Stewards
Arena Men's Ministry	Marriage Course	Small Groups
Aspire Breakfasts & Days	Marriage Preparation	Stitch in Company
Bell Ringers	Mission Support	Thursday Club
Bible Reading Notes	Morning Break	Trinity Cafe
Bike to Breakfast	Nailsea Skate Festival	Trinity Garden
CAP Money Courses	Parenting Course	Tithe Barn
CTINAD (Christians Together)	Pop In	Welcome & Hospitality Teams
CYFA	Preachers	Worship Teams
Early Morning Prayer	Prayer	Uganda Fund
Flower Arrangers	Prayer Ministry	
Holiday Club	Quiet Mornings	
Lay Readers	Service Leaders	

### Contribution of Volunteers

In common with most churches, God's work, including the PCC's activities, could not happen without the input of a large number of volunteers who offer their services willingly every single day of the week (even during Covid times)! The contribution made by countless acts of selfless service not only makes so much possible and saves the church many thousands of pounds each year, but is also Kingdom work and what we are about as the people of God. This report expresses the gratitude of the churchwardens, all leaders and the PCC to all who in whatever way, by their contribution, play their part in God's work here at Holy Trinity Church and in the wider community.

## CHURCH ATTENDANCE STATISTICS including Electoral Roll for 2022

**ELECTORAL ROLL:** There were 235 names on the 2022 Electoral Roll

2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
322	288 (new)	302	299	300	262*	261	233 (new)	235	233	235

\*30 church members transferred from the 2016 Electoral Roll to the newly-formed Trendlewood Church Electoral Roll in 2017.

## AVERAGE SUNDAY ATTENDANCE 2012 – 2022\*\*

These figures include those who attended more than one service on any Sunday

		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
9.00	16 and over	45	43	42	42	42	44	43	42	n/a	38	41
	under 16								1	n/a		
10.45	16 and over	97	89	89	96	91	85	100	95	n/a	68	70
	under 16	22	18	21	20	18	16	19	17	n/a	9	9
6.30	16 and over	68	69	72	72	60	58	66	62	n/a	54	53
	under 16	1	0	0	1	2	0	3	2	n/a	2	1
Midweek Service	16 and over							18	15	n/a	15	16
	under 16									n/a		
Total	16 and over	210	201	203	210	193	187	227*	214	n/a	175	180
	under 16	23	18	21	21	20	16	22*	20	n/a	11	10
Grand Total		233	219	224	231	213	203	249*	234	n/a	186	190

\*\* Totals include midweek services from 2018

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Baptisms	15	11	7	9	12	8	6	3	0	0	1
Thanksgivings	2	0	0	2	1	0	1	1	0	0	1
Marriages	10	7	5	11	4	4	4	4	1	1	6
Marriage Blessings	0	0	1	1	0	0	0	0	0	0	0
Funerals	29	19	18	21	19	24	16	23	4	17	20
Committal only or burial of ashes											7

\*\* From March 2020 all services were stopped because of lockdown during the Covid pandemic. We started an online service 'Church at Home' which every week received an average of about 216 views which continued into 2021. From July 2021 Sunday Catchup was started which is the reading and talk from the previous week with an intro. This is for those who are still unable to come to church.

## **FINANCIAL REVIEW**

The financial outcome for 2022 was much better than expected largely due to the generosity and resilience of the Holy Trinity community. The General Fund Budget had reflected the continued uncertainties following the Covid pandemic. It had been anticipated that giving may not be sustainable at previous levels and that room hire and lettings would take time to get back to normal. As a result of this, we were expecting a significant deficit for the year.

A Strategy Group, chaired by myself, was set up by the Finance Committee to examine ways of reducing the drain on reserves. The Group reported back on various options but, of course, there were no easy answers.

In the event, Holy Trinity members continued to rally round and the anticipated drop-off of income did not materialise. Kevin's departure in October, together with underspending on Repairs and Maintenance, also helped to reduce our General Fund Deficit from the expected £54,000 to £4,000.

Consequently, the PCC's reserves are stronger than anticipated although there is still a need to ensure future budgets do not show large deficits.

Total Unrestricted Funds showed a deficit of £3,873. Restricted Funds also reflected a deficit of £6,418. The Endowment Funds provide annual income to the Church but the capital sums cannot be used. These suffered from general market conditions and fell in value by £34,180 (12%) having increased by 14% in the previous year.

The PCC has approved the transfer of £9,500 from the Children and Youth Fund to the General Fund to contribute towards the cost of the Youth Worker in keeping with previous policy.

At the end of 2022, the loans outstanding to the DBF and CCLA for the funding of the Trinity Project totalled £67,778, repayments of £50,000 having been made in the year. Outstanding loans from church members total £54,999. Giving to the project has reduced over time and it is now anticipated that the Project will be funded by the end of 2026 as reported in the regular monitoring reviews.

### **Reserves Policy**

As at 31 Dec 2022, it was PCC policy to maintain a level of Free Reserves equal to approximately eight weeks spending. Free Reserves are defined as that part of unrestricted funds that is freely available to spend. This equates to the unrestricted fund balances minus the value of fixed assets and funds designated to meet essential future spending such as the Development Fund which is required for the Trinity Project. The Free Reserves at 31 Dec 2022 amount to £205,462 which equates to approximately 30 weeks expenditure.

Although the reserves are strong, forecast deficits in future years will quickly reduce them.

### **Policy for making Grants or Donations**

The PCC has maintained a policy over many years of allocating 10% of total income to mission and grants for short-term youth and other projects. We have similarly committed to give away 10% of everything we spend on our own Trinity Project buildings. Details of donations made in 2022 are provided in the financial statements attached to this report.

*Revd James Packman*

*Chair of PCC*

## **CHURCHWARDENS' REPORT including Fabric, Goods and Ornaments**

The Churchwardens are pleased to report that all goods and chattels are accounted for and in good order. The Terrier and Log Book will be available at the APCM or available to view on request.

It was encouraging that we were able to worship at all three Sunday services and the midweek service without any restrictions this year.

For the first time since the pandemic we had very well attended Christmas services and were able to put on special events for the community again, e.g. the Beer & Cider Carols and the Scouts Christmas service. The schools also appreciated to be back for their Christmas celebrations too.

We were able to hold a well-attended Weekend at Home with Bishop Michael Hill speaking to us. This was such a special time and meant so much, just being able to be together as church family again.

Our huge thanks go to all the Duty Wardens and Stewards who make sure people coming into church feel welcomed and that the services run smoothly.

Thank you to all of you for being willing to serve our church community in this way and for being part of a team where we help each other out and step in for each other.

We are grateful to everybody who helps at special events too, e.g. when the church opened for the community after the death of Her Majesty the Queen or Light a Candle to remember a loved one.

The Sunday Catch-up continued and still does and can be viewed on our You Tube channel. Thank you to the team which deal with the recording and editing each week. It is appreciated by people who are housebound or had to miss a Sunday in church and not want to miss the sermon in a particular sermon series.

We are grateful for every volunteer who is called to serve with their gifts whether this is serving and providing refreshments, getting involved with children and youth events, welcoming people, Readers, Leaders and Preachers, Prayer Ministry, being part of the Worship team, Sound and Visual Operators, Catch up Church editors, live stream operators, arranging flowers, looking after the garden and pastoral care.

Thank you to everybody who manages the church finances and who is part of the fabric team, caring for our church buildings and grounds.

Thank you also to everybody who is involved in ministries which serve our wider community like Trinity Cafe, Pop In, Morning Break, Thursday Club, CAP and Sole Survivor and visiting the two new estates to welcome new residents in our parish.

If you are not involved yet, please consider prayerfully whether you would like to serve with your gifts in any of those areas and have a conversation with James or us about it.

We have seen huge changes towards the end of the year in the office when both Siân and Julia moved on to new work pastures after many years of very hard work for Holy Trinity in the office. We owe them a huge amount of thanks for all they have done for the church over many years and they will continue as active church members. They have handed over to volunteers who will be kindly working to support the work of the church until a new Operations Manager can be appointed.

Thank you to Penny who is the friendly and helpful first contact for people from inside and outside the church community.

Thank you to Sarah and Julie who work extremely hard to keep the church and our buildings safe and clean. Your work is so often unseen but please know that you are both much appreciated by everybody.

There is so much to be grateful for on the one hand and so many challenges to face on the other but please continue to stand in prayer with us through it all. Let's continue to trust our good Lord who promises to provide for all our needs as we look to Him.

*Jutta Hank & Vernon Parfitt*  
Churchwardens

## **PORTISHEAD DEANERY SYNOD REPORT FOR 2022**

We met four times as a Deanery this year; as usual, two of the meetings (June & November) were Deanery-wide meetings which anyone could attend while the March & September meetings were full



Synods.

**March** – We met at Holy Trinity Nailsea and the main item was a presentation by Charlie Peer, the Diocesan Head of Mission Support & Ministry Development, on Enabling Ministries This was followed by a lively discussion in breakout groups and then a plenary. We also said goodbye to our Deanery Youth Worker, Neil Wylie, who had been in post since 2008.

**June** – The venue for this meeting was St Andrew, Backwell and the subject for our June Deanery-wide meeting was Exploring your Calling when our main speaker was Helen Weld, the Diocesan Vocations Adviser, and we also heard from a local panel of people who spoke of their experience of God calling them.

Also in June, Astrid Tiesema-Samsom and Rob Eastwood Dewing were commissioned as Co-Area Deans and Rob Norman was commissioned as Lay Dean, forming the Deanery Leadership Team.

**September** – We held our September Synod meeting at Walton St Mary Church Hall where we divided up into groups to look at a new Deanery plan to replace the one agreed by Synod in 2017. We also heard a presentation from Suzy Kirkham on the Good Grief Project and the Memory Project, both of which had been part-funded from the Deanery Mission Fund. We also commissioned Sharon Matthews as a Lay Pioneer.

**November** – The November Deanery-wide meeting had the slightly provocative title of What has Bath & Wells Diocese ever done for us? and the main presentation was given by Julia Hill (Diocesan Head of Deanery & Parish Support) & Claire Horton (Bath Archdeaconry Deanery & Parish Development Adviser). This full presentation was followed by many questions from the floor!

We have enjoyed having Assistant Diocesan Secretary Peter Evans as our Deanery Accompanier. He has been present at most Mission and Pastoral Group meetings and Synods. From September, Claire Horton, the Bath Archdeaconry Deanery & Parish Adviser was also a guest at Synods and deanery-wide meetings.

During 2022 we were told by the Diocese that our Deanery had to lose 3 Stipendiary clergy posts over the next 5 years and that has been a subject at every meeting of the Deanery Mission & Pastoral Group since. In 2023 we shall hold a special consultation Synod in April.

We want to express our gratitude to the clergy and officials of all the deanery churches for their hard work and commitment during this difficult year.

*Rob Norman (Lay Dean)*

*Astrid Tiesema-Samsom (Co-Area Dean)*

*Rob Eastwood Dewing (Co-Area Dean)*

# **PCC Report of Financial Affairs (Part 2)**

## **PCC'S REPORT ON THE FINANCIAL STATEMENTS**

Year ended 31 December 2022

The members of the Parochial Church Council (PCC) of the Parish of Holy Trinity Nailsea present their Report and Financial Statements for the year ended 31 December 2022.

### **ACTIVITIES**

The principal activities continue to be those of a parish church in the Church of England.

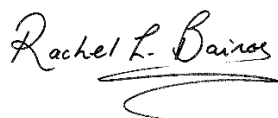
### **STATEMENT OF THE PCC MEMBERS' RESPONSIBILITIES IN RESPECT OF THE FINANCIAL STATEMENTS**

The PCC members are responsible for preparing the Annual Report and financial statements for each financial year in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. These financial statements must give a true and fair view of the state of affairs of the PCC and of its income and expenditure for that period. In preparing these financial statements the PCC members are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on a going concern basis, unless this is inappropriate
- state whether the policies adopted are in accordance with the appropriate Statement of Recommended Practice (SORP) on Accounting by Charities and the accounting regulations and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements

The PCC members confirm that they have complied with the above requirements in preparing the financial statements.

*Rae Baines*  
PCC Secretary



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Signed on behalf of

the PCC March 2023

## **INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL (TRUSTEES) OF HOLY TRINITY, NAILSEA**

I report to the trustees on my examination of the financial statements of The Parochial Church Council Of The Ecclesiastical Parish Of Holy Trinity, Nailsea ('the charity') for the year ended 31 December 2022.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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 other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Nick Michael  
Independent Examiner  
ELLIOTT BUNKER LTD  
61 Macrae Road  
Ham Green  
Bristol  
BS20 0DD

Date 20<sup>th</sup> March 2023

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA**

**STATEMENT OF FINANCIAL ACTIVITIES**  
For the year ended 31 December 2022

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>TOTAL FUNDS 2022 £</b>	<b>2021 £</b>
<b>INCOMING RESOURCES</b>						
<i>Donations and legacies</i>	2a	322,905	38,787	-	361,692	480,262
<i>Income from charitable activities</i>	2b	9,779	5,505	-	15,284	9,303
<i>Other trading activities</i>	2c	30,747	13,400	-	44,147	30,669
<i>Income from investments</i>	2d	3,115	6,704	-	9,819	7,458
<i>Other income</i>	2e	2,246	-	-	2,246	1,264
<b>TOTAL INCOME AND ENDOWMENTS</b>		<u>368,792</u>	<u>64,396</u>	<u>-</u>	<u>433,188</u>	<u>528,956</u>
<b>EXPENDITURE</b>						
<i>Expenditure on raising funds</i>	3a	57	2,156	-	2,213	1,522
<i>Expenditure on charitable activities</i>	3b	355,995	68,658	-	424,653	404,200
<i>Other expenditure</i>	3c	16,613	-	-	16,613	21,761
<b>TOTAL EXPENDITURE</b>		<u>372,665</u>	<u>70,814</u>	<u>-</u>	<u>443,479</u>	<u>427,483</u>
<b>Gains / (losses) on revaluation of investments</b>	6b	-	-	(34,180)	(34,180)	36,340
<b>NET INCOME (EXPENDITURE)</b>		<u>(3,873)</u>	<u>(6,418)</u>	<u>(34,180)</u>	<u>(44,471)</u>	<u>137,813</u>
<b>Transfers between Funds</b>		-	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>	10	<u>(3,873)</u>	<u>(6,418)</u>	<u>(34,180)</u>	<u>(44,471)</u>	<u>137,813</u>
<b>BALANCES BROUGHT FORWARD 1 JANUARY</b>		392,888	1,460,001	290,360	2,143,249	2,005,436
<b>BALANCES CARRIED FORWARD 31 DECEMBER</b>		<u>389,015</u>	<u>1,453,583</u>	<u>256,180</u>	<u>2,098,778</u>	<u>2,143,249</u>

The notes on pages 32 to 40 form part of these accounts

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA**

**BALANCE SHEET AT 31 DECEMBER 2022**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>TOTAL 2022 £</b>	<b>TOTAL 2021 £</b>
<b>FIXED ASSETS</b>						
<i>Tangible</i>	6a	101,555	1,515,764	-	1,617,319	1,662,762
<i>Investment</i>	6b	-	-	256,180	256,180	290,360
		101,555	1,515,764	256,180	1,873,499	1,953,122
<b>CURRENT ASSETS</b>						
<i>Debtors &amp; prepayments</i>	7	14,415	424	-	14,839	14,909
<i>Cash at bank and in hand</i>		286,332	63,409	-	349,741	370,336
		300,747	63,833	-	364,580	385,245
<b>LIABILITIES</b>						
<i>Creditors - amounts falling due in one year</i>	8	(13,287)	(63,236)	-	(76,523)	(72,341)
		287,460	597	-	288,057	312,904
<b>NET CURRENT ASSETS</b>						
<b>Total assets less current liabilities</b>		389,015	1,516,361	256,180	2,161,556	2,266,026
<i>Creditors - amounts falling due after more than one year</i>	9	-	(62,778)	-	(62,778)	(122,777)
		389,015	1,453,583	256,180	2,098,778	2,143,249
<b>TOTAL NET ASSETS</b>						
<b>PARISH FUNDS:</b>						
<i>Unrestricted</i>	10	389,015	-	-	389,015	392,888
<i>Restricted</i>	10	-	1,453,583	-	1,453,583	1,460,001
<i>Endowment</i>	10	-	-	256,180	256,180	290,360
		389,015	1,453,583	256,180	2,098,778	2,143,249

Approved by the Parochial Church Council on 20 March 2023 and signed on its behalf by:



**Rev James Packman** Chair



**Ron Taylor** Treasurer

The notes on pages 32 to 40 form part of these accounts

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA

STATEMENT OF CASHFLOWS  
For the year ended 31 December 2022

	TOTAL FUNDS	
	2022	2021
	£	£
Net movement in funds	(44,471)	137,813
Adjustments for		
Unrealised losses (gains) on investments	34,180	(36,340)
Depreciation	45,443	44,731
(Decrease) increase in creditors	(817)	(8,268)
Decrease (Increase) in debtors & prepayments	70	1,141
Interest income shown in investing activities	(9,819)	(7,458)
<b>Cash generated by operating activities</b>	<b>24,586</b>	<b>131,619</b>
Cash flows from investing activities		
Interest income	9,819	7,458
Purchase of tangible fixed assets	0	(6,494)
<b>Cash raised in investing activities</b>	<b>9,819</b>	<b>964</b>
Cash flows from financing activities		
Repayment of loans	(55,000)	(50,000)
<b>Cash used in financing activities</b>	<b>(55,000)</b>	<b>(50,000)</b>
Increase (Decrease) in cash and cash equivalents in the year	<b>(20,595)</b>	<b>82,583</b>
Cash and cash equivalents at the beginning of the year	370,336	287,753
<b>Cash and cash equivalents at the end of the year</b>	<b>349,741</b>	<b>370,336</b>

## PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

#### 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), (Charities SORP (FRS 102)) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of members.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### Funds

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

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

*Unrestricted funds* are general funds which can be used for PCC ordinary purposes. Funds designated for a particular purpose by the PCC are also unrestricted.

#### Incoming resources

Collections, planned giving and donations are generally recognised when received, unless specified otherwise by the donor. Receipts from a Gift Day at the end of one year, in anticipation of the following year's budget, are deferred until the following year. Tax refunds are recognised when the income to which they relate is recognised. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividend and interest income is recognised when it is received. Rental income from the letting of church premises and all other income is recognised when it is receivable. All incoming resources are accounted for gross.

#### Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The Diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### Fixed assets

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) of the Charities Act 2011.

Expenditure in respect of the redevelopment of the Trinity Centre has been capitalised and the premises is being depreciated to spread the cost over its estimated useful life. Whilst this is not strictly in accordance with the provisions of the Charities Act 2011 relating to consecrated buildings, which require that the expenditure is written off immediately, the PCC believes that this treatment more fairly reflects the ongoing value of the building to the PCC. Similarly, as the buildings are conjoined, the same policy is applied to Trinity House, which is being depreciated over its estimated useful life from 2015, the effective date when the buildings came into full use; similarly the cost of hard landscaping in the Trinity Garden which was completed in 2017.

Moveable church furnishings held by the Rector and Church Wardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off as expenditure in the Statement of Financial Activities.

#### Depreciation

The Church Hall is not depreciated as it is considered that the majority of the value relates to the land on which it is situated. Depreciation is provided on all moveable church furnishings and equipment used within the church premises at rates calculated to write off the costs, less estimated residual value, of each asset over its estimated useful life as follows:

Moveable church furniture	5 years
Computer equipment	3 years
PA Equipment	4 / 5 years
AV Equipment	4 / 5 years
Kitchen Equipment	10 years
Trinity Centre, House and Garden	50 years

#### Investments

Investments are valued at market value at 31 December 2022.



PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

2 INCOMING RESOURCES	2022 Unrestricted Funds £	2021 Unrestricted Funds £	2022 Restricted Funds £	2021 Restricted Funds £	2022 Endowment Funds £	2021 Endowment Funds £
<b>2a Donations and legacies</b>						
Planned giving:						
Gift Aided donations	214,391	187,929	21,991	22,395	-	-
Income tax recoverable	56,116	51,117	5,675	5,847	-	-
Other planned giving	40,642	60,772	7,951	12,896	-	-
Collections (open plate) at services	4,556	2,943	-	-	-	-
Legacies	4,500	32,156	-	-	-	-
Grants	2,700	35,269	3,170	68,938	-	-
Total	322,905	370,186	38,787	110,076	-	-
<b>2b Income from charitable activities</b>						
Fees	6,074	4,532	5,505	4,001	-	-
Bookstall incl Bible Reading Notes	651	624	-	-	-	-
Pop In	195	-	-	-	-	-
Marriage course	57	-	-	-	-	-
Go Zone	79	24	-	-	-	-
Youth Infuse	8	-	-	-	-	-
Ladies ministry	1,203	-	-	-	-	-
Social Committee	981	-	-	-	-	-
Morning Break	531	122	-	-	-	-
	9,779	5,302	5,505	4,001	-	-
<b>2c Other trading activities</b>						
Rent from buildings	22,616	12,828	13,400	14,904	-	-
Trinity Café	8,131	2,937	-	-	-	-
	30,747	15,765	13,400	14,904	-	-
<b>2d Income from investments</b>						
Dividends and interest	3,115	1,804	6,704	5,654	-	-
	3,115	1,804	6,704	5,654	-	-
<b>2e Other income</b>	2,246	1,264	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>	<b>368,792</b>	<b>394,321</b>	<b>64,396</b>	<b>134,635</b>	<b>-</b>	<b>-</b>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

**3 RESOURCES EXPENDED**

	<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
	<b>Unrestricted</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Restricted</b>
	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>3a RAISING FUNDS</b>				
Mortgage interest on Trinity House	-	-	1,830	1,200
Loan interest for Trinity Project	-	-	326	271
Other costs	56	51	-	-
	<b>56</b>	<b>51</b>	<b>2,156</b>	<b>1,471</b>
<b>3b CHARITABLE ACTIVITIES</b>				
<b>Missionary &amp; charitable giving</b>				
<b>Anglican Missions</b>				
Mothers' Union Worldwide	1,950	2,000	-	-
Children's Society	975	1,000	-	-
Church Pastoral Aid Society	780	800	-	-
<b>Relief Missions</b>	-	-	-	-
Christian Aid	1,600	1,600	-	-
<b>Other</b>				
Christian Surfers UK	3,600	3,600	-	-
Open Doors	1,600	1,600	-	30
Wellspring	1,600	1,600	-	-
Uganda	2,170	1,600	-	-
Filwood Hope	-	350	-	-
Crosswinds	780	800	-	-
Word for Life Trust	3,600	3,800	-	-
SW Gospel Partnership	1,600	1,600	-	-
Stand by Me	1,600	2,100	-	-
Christians Against Poverty Debt Centre	2,000	1,950	-	-
Transform Europe Now	1,600	1,600	-	-
Phil Williams	250	200	-	-
J S Ayo	250	200	-	-
S&D Hawkins	250	-	-	-
<b>Short term mission &amp; other projects</b>				
ZUIA formerly YWAM (Jenny Ayo)	1,800	1,800	20,000	-
St Barnabus	731	750	-	-
Connect Schoolswork Project	2,000	2,000	-	-
A Rocha	-	175	-	-
Kabarole Hospital	-	-	-	5,403
Nailsea Foodbank	-	250	-	-
Clevedon Foodbank	280	250	83	-
Katanga Hope for Life	-	-	-	50
Kinsugi Hope	200	-	-	-
<b>Special collections</b>				
Royal British Legion (Remembrance Day collection)	-	-	297	310
Christmas Collections - Welcome Churches	-	-	-	208
Christmas Collections - Wellspring	-	-	661	-
PPE Collection Kabarole Hospital	-	-	-	4,641
Crohn's Disease Charity	-	-	-	115
Tap Twinning	-	-	-	30
Link to Hope	-	-	-	110
Children's Society	-	-	102	-
Stand By Me	-	-	240	240
J Ayo	-	-	217	166
CAP Debt Centre	-	-	750	688
Church Hall Recharged Item	-	-	-	9
Toby Riley Fun Day	-	-	480	-
Ukraine Red Cross	-	-	101	-
Leaving/Retirement Collections	-	-	604	1,190
<b>Total</b>	<b>31,216</b>	<b>31,625</b>	<b>23,535</b>	<b>13,190</b>

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

	2022 Unrestricted Funds £	2021 Unrestricted Funds £	2022 Restricted Funds £	2021 Restricted Funds £
<b>3b CHURCH ACTIVITIES -continued</b>				
<b>Ministry</b>				
Common Fund	142,148	149,594	-	-
Rector's expenses	1,041	770	-	-
Local Ministry Group expenses	-	150	-	-
Outreach	2,601	216	-	-
Skate Festival costs	3,310	-	-	-
Training	345	183	-	-
	<b>149,445</b>	<b>150,913</b>	<b>-</b>	<b>-</b>
<b>Buildings &amp; Services</b>				
Heat & light	10,706	5,382	-	1,352
Insurance	1,906	1,023	-	770
Cleaning	10,928	4,420	-	3,500
Repairs and maintenance	23,055	242	-	11,935
Depreciation of Trinity Project assets	-	-	39,060	39,059
Upkeep of Services	2,004	2,546	-	39
Assigned Fees	-	-	5,505	4,001
	<b>48,599</b>	<b>13,613</b>	<b>44,565</b>	<b>60,656</b>
<b>Youth, Children and Families Work</b>				
Youthworker's and Children's & Families Worker's salaries (incl NI)	41,246	37,700	-	7,629
Pension Contribution	2,038	1,852	-	374
Youthworker's and Children's & Families Worker's expenses	370	354	-	-
Youth & Children's & Families work training materials and activities	1,370	1,170	-	-
	<b>45,024</b>	<b>41,076</b>	<b>-</b>	<b>8,003</b>
<b>Other Expenditure</b>				
Pastoral: Hardship grants & gifts	48	138	-	-
Pop In	467	-	-	-
Ladies ministry	-	-	-	-
Bookstall incl Bible reading notes	551	792	-	-
Upkeep of graveyard	3,001	3,714	-	-
Bank interest and charges	407	383	60	-
Trinity Café	1,868	571	-	286
Publicity	699	996	-	886
Governance, audit and independent examination	1,890	1,800	-	-
Sundries	1,486	1,637	-	-
	<b>10,417</b>	<b>10,031</b>	<b>60</b>	<b>1,172</b>
<b>Parish Office</b>				
Operations Manager and office team salaries (incl NI)	51,926	39,570	-	13,001
Pension contributions	1,929	1,707	-	627
Operations Manager Expenses	54	-	-	-
Recruitment	674	-	-	-
Telephone & post	1,403	999	-	381
Printing & stationery	861	243	-	334
Office equipment inc depreciation	8,922	8,120	498	4,647
Computer support	5,526	3,355	-	937
	<b>71,295</b>	<b>53,994</b>	<b>498</b>	<b>19,927</b>
<b>TOTAL CHARITABLE ACTIVITIES</b>	<b>355,996</b>	<b>301,252</b>	<b>68,658</b>	<b>102,948</b>
<b>3c OTHER EXPENDITURE</b>				
Church Hall expenditure	16,613	21,761	-	-
Total Other Expenditure	<b>16,613</b>	<b>21,761</b>	<b>-</b>	<b>-</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>372,665</b>	<b>323,064</b>	<b>70,814</b>	<b>104,419</b>

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

<b>4 STAFF COSTS</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages & salaries	103,606	105,948
Pension contribution (5 persons, defined contribution)	4,218	4,829
Social Security contributions	703	2,555
	<b>108,527</b>	<b>113,332</b>

The PCC employees comprised a youth worker (post vacated 14 Oct 2022), a children and families worker, an operations manager, an office co-ordinator, administration assistant, and two cleaners none of whom earned £60,000 or more.

The average headcount of employed staff was 7 (2021:7)

See notes 13 for details of related party transactions.

**5 INDEPENDENT EXAMINER'S REMUNERATION**

The Independent Examination of the Annual Report and Financial Statements has been undertaken by Elliott Bunker Ltd. Their remuneration was £1890, including VAT.

**6 FIXED ASSETS FOR USE BY THE PCC**

<b>6a Tangible Fixed Assets:</b>		<b>Freehold land &amp; buildings</b>	<b>Furniture &amp; equipment</b>	<b>Total</b>
Actual / deemed cost	At 1 January 2022	1,881,943	169,762	2,051,705
	Additions	-	-	-
	Disposals	-	-	-
	At 31 December 2022	<b>1,881,943</b>	<b>169,762</b>	<b>2,051,705</b>
Depreciation	At 1 January 2022	248,044	140,899	388,943
	Charge for the year	35,840	9,603	45,443
	Eliminated on disposal	-	-	-
	At 31 December 2022	<b>283,884</b>	<b>150,502</b>	<b>434,386</b>
Net book value	At 31 December 2022	<b>1,598,059</b>	<b>19,260</b>	<b>1,617,319</b>
	At 31 December 2021	<b>1,633,899</b>	<b>28,863</b>	<b>1,662,762</b>

The freehold land and buildings comprise:

- (i) The church hall, which was valued at £90,000 in 1997.
- (ii) Trinity House, which was purchased for £500,000 in 2010, and refurbishment costs, fees, etc. (£353,568).
- (iii) Trinity Centre, which was constructed in the 1980s and has been reconstructed. (reconstruction cost £875,542). Trinity House and the Trinity Centre are now linked.
- (iv) The hard landscaping of the Trinity Garden, which was constructed in 2017.

**6b Investment fixed assets**

These investments consist of:

The Court Shrine Fund and three Graveyard Trusts - which together comprise the Endowment Funds - are invested in the Central Board of Finance Investment Fund.

At the end of 2022, these funds were valued at £256,180 (£290,360 at the end of 2021).

Original cost of these investments was £21,215.

**7 DEBTORS**

The following amounts were owed to the PCC at the end of December:	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Income tax recoverable	5,821	4,481
Church hall debtors	4,292	3,887
Other debtors	4,726	6,541
	<b>14,839</b>	<b>14,909</b>

**8 LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR**

Loans to assist the Trinity Project repayable within one year		
- From congregation	44,999	5,000
- Annual repayment of Mortgage on Trinity House	-	35,000
- Annual Repayment of Loan from Bath & Wells Diocese	15,000	15,000
Fees due to diocese	1,218	902
Special donations and mission allocation	1,575	1,320
Expense creditors & accruals	8,051	7,269
Income received in advance, including Gift Aid	5,680	7,850
	<b>76,523</b>	<b>72,341</b>

**9 LIABILITIES : AMOUNTS FALLING DUE IN OVER ONE YEAR**

Loans to assist the Trinity Project repayable between one and ten years		
From congregation - interest free	10,000	54,999
Mortgage Loan secured by Trinity House (The Old Rectory) repayable over 10 years		
Interest Rate Base Rate + 1%	37,778	37,778
Loan from Bath & Wells Diocese repayable over 10 years		
Interest Rate Base Rate + 0.55%	15,000	30,000
	<b>62,778</b>	<b>122,777</b>

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

10 FUNDS MOVEMENT 2022	UNRESTRICTED								RESTRICTED FUNDS						ENDOWMENT FUNDS			TOTAL FUNDS
	General Funds	Worship & Mission	Church Hall	Develop-ment	Children & Youth	Fabric	Skate Festival	Total Unrestricted funds	Court Shrine	Special collections & other special funds	Trinity Project	Uganda	Cultural Recovery Fund	Total Restricted funds	Court Shrine	Graves	Total Endowment funds	
	£	£	£	£	£		£	£	£	£	£	£	£	£	£	£	£	£
<b>NET MOVEMENTS</b>																		
<b>Income</b>																		
Donations and legacies	316,205	-	-	-	4,500		2,200	322,905	1,000	3,535	30,462	3,790		38,787	-	-	-	361,692
From charitable activities	9,779	-	-	-	-			9,779	-	5,505		-		5,505	-	-	-	15,284
Other trading activities	18,480	-	12,267		-			30,747	-		13,400			13,400	-	-	-	44,147
Income from investments	2,502	-	-	613	-			3,115	6,572		39	93		6,704	-	-	-	9,819
Other income	1,983	-	263	-	-			2,246	-		-			-	-	-	-	2,246
	348,949	-	12,530	613	4,500	-	2,200	368,792	7,572	9,040	43,901	3,883	-	64,396	-	-	-	433,188
<b>Expenditure</b>																		
On raising funds	56	-	-	-	-			56	-		2,156	-		2,156	-	-	-	2,212
On charitable activities	352,936	-	-	-	-		3,060	355,996	60	9,040	59,060	-	498	68,658	-	-	-	424,654
Other expenditure	-	-	16,613	-	-	-		16,613	-		-			-	-	-	-	16,613
	352,992	-	16,613	-	-	-	3,060	372,665	60	9,040	61,216	-	498	70,814	-	-	-	443,479
Surplus/(deficit) for year	(4,043)	-	(4,083)	613	4,500	-	(860)	(3,873)	7,512	0	(17,315)	3,883	(498)	(6,418)	-	-	-	(10,291)
<i>Surplus on investment revaluation</i>															(26,095)	(8,085)	(34,180)	(34,180)
Transfers between funds	9,500	-	-	-	(9,500)	-	-	-	-					-	-	-	-	-
Balance at 1 Jan 2022	91,464	97,846	103,124	69,228	27,250	-	3,976	392,888	54,447	-	1,399,582	4,832	1,140	1,460,001	221,675	68,685	290,360	2,143,249
Balance at 31 Dec 2022	96,921	97,846	99,041	69,841	22,250	-	3,116	389,015	61,959	0	1,382,267	8,715	642	1,453,583	195,580	60,600	256,180	2,098,778
Represented by:																		
Fixed assets	11,555		90,000					101,555			1,515,016		748	1,515,764	-	-	-	1,617,319
Investment assets								-						-	195,580	60,600	256,180	256,180
Debtors and prepayments	10,123		4,292					14,415			411	13		424	-	-	-	14,839
Cash equivalents	84,912	97,846	5,358	69,841	22,250		6,125	286,332	61,959	2,793	(9,940)	8,703	(106)	63,409	-	-	-	349,741
Creditors and accruals	(9,669)		(609)				(3,009)	(13,287)		(2,793)	(123,221)			(126,014)	-	-	-	(139,301)
	96,921	97,846	99,041	69,841	22,250	-	3,116	389,015	61,959	-	1,382,267	8,715	642	1,453,583	195,580	60,600	256,180	2,098,778

**Endowment Funds**

The income received from the Court Shrine endowment fund can be used on all property related matters across all our church buildings, including Trinity Centre, House and Garden, rather than just the church itself.

The income received from the Graveyard endowment fund can only be used for the upkeep of the graveyard.

**Restricted Funds**

Trinity Project: fundraising for the Trinity Centre Development began in 2007. This fund now includes all aspects of the Trinity Project: the Trinity Centre Development, purchase and refurbishment of Trinity House, and a donation to the Tithe Barn.

The Uganda Fund consists of gifts received which are being passed to various projects in Uganda for medical and other supplies.

**Unrestricted Designated Funds**

The Development Fund was set up in 2006 from legacies received, which were held to finance building and other larger projects.

During 2007 the proceeds from the sale of the Grove land were added to this fund. The PCC has decided to use this fund to support the Trinity Project.

The Worship & Mission Enhancement Fund (previously the Jubilee Fund) originally consisted of monies received from the Diocese as part of their Jubilee initiative. It has been bolstered by part of a legacy received in 2017 and a further legacy of £32,156 received in 2021. The fund is used to support projects to enhance worship and support mission outreach.

The Church Hall and Morning Break and funds record their income and expenditure in separately designated funds within general funds.

The PCC resolved to close the Pop In Fund and bank account at the meeting on 15 Nov 2021. Activity will continue via a budget within the General Fund.

The Children & Youth Fund (previously the Sue Jutsum Fund) results from a legacy left by the late Sue Jutsum in 2012. It has been enhanced by part of a legacy received in 2017.

The PCC has decided to utilise this fund towards the costs of specific activities within the church's Youth & Children's work.

The Fabric Fund has been established to hold funds to meet the cost of major works to church buildings and facilities

The Skate Festival Fund provides ongoing resources for the annual Skate Festival held each year in Nailsea

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

10 FUNDS MOVEMENT 2021	UNRESTRICTED									RESTRICTED FUNDS						ENDOWMENT FUNDS			TOTAL FUNDS
	General Funds	Worship & Mission	Church Hall	Pop In	Develop-ment	Children & Youth	Fabric	Skate Festival	Total Unrestricted funds	Court Shrine	Special collections & other special funds	Trinity Project	Uganda	Cultural Recovery Fund	Total Restricted funds	Court Shrine	Graves	Total Endowment funds	
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>NET MOVEMENTS</b>																			
<b>Income</b>																			
Donations and legacies	321,378	32,156	16,652	-	-	-	-	-	370,186	1,000	7,787	31,148	3,803	66,338	110,076	-	-	-	480,262
From charitable activities	5,302	-	-	-	-	-	-	-	5,302	-	4,001	-	-	-	4,001	-	-	-	9,303
Other trading activities	7,242	-	8,523	-	-	-	-	-	15,765	-	-	14,904	-	-	14,904	-	-	-	30,669
Income from investments	1,779	-	-	-	25	-	-	-	1,804	5,650	-	-	4	-	5,654	-	-	-	7,458
Other income	1,130	-	134	-	-	-	-	-	1,264	-	-	-	-	-	-	-	-	-	1,264
	336,831	32,156	25,309	-	25	-	-	-	394,321	6,650	11,788	46,052	3,807	66,338	134,635	-	-	-	528,956
<b>Expenditure</b>																			
On raising funds	51	-	-	-	-	-	-	-	51	-	-	1,471	-	-	1,471	-	-	-	1,522
On charitable activities	301,252	-	-	-	-	-	-	-	301,252	-	11,788	39,059	5,403	46,698	102,948	-	-	-	404,200
Other expenditure	-	-	21,761	-	-	-	-	-	21,761	-	-	-	-	-	-	-	-	-	21,761
	301,303	-	21,761	-	-	-	-	-	323,064	-	11,788	40,530	5,403	46,698	104,419	-	-	-	427,483
Surplus/(deficit) for year	35,528	32,156	3,548	-	25	-	-	-	71,257	6,650	-	5,522	(1,596)	19,640	30,216	-	-	-	101,473
<i>Surplus on investment revaluation</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	27,743	8,597	36,340	36,340
Transfers between funds	29,113	-	-	(1,113)	13,000	(9,500)	(13,000)	-	18,500	-	-	-	-	(18,500)	(18,500)	-	-	-	-
Balance at 1 Jan 2021	26,823	65,690	99,576	1,113	56,203	36,750	13,000	3,976	303,131	47,797	-	1,394,060	6,428	-	1,448,285	193,932	60,088	254,020	2,005,436
Balance at 31 Dec 2021	91,464	97,846	103,124	-	69,228	27,250	-	3,976	392,888	54,447	-	1,399,582	4,832	1,140	1,460,001	221,675	68,685	290,360	2,143,249
Represented by:																			
Fixed assets	17,439	-	90,000	-	-	-	-	-	107,439	-	-	1,554,077	-	1,246	1,555,323	-	-	-	1,662,762
Investment assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	221,675	68,685	290,360	290,360
Debtors and prepayments	8,753	-	3,887	-	-	-	-	-	12,640	-	-	2,256	13	-	2,269	-	-	-	14,909
Cash equivalents	80,072	97,846	9,374	-	69,228	27,250	-	3,976	287,746	54,447	2,222	21,208	4,819	(106)	82,590	-	-	-	370,336
Creditors and accruals	(14,800)	-	(137)	-	-	-	-	-	(14,937)	-	(2,222)	(177,959)	-	-	(180,181)	-	-	-	(195,118)
	91,464	97,846	103,124	-	69,228	27,250	-	3,976	392,888	54,447	-	1,399,582	4,832	1,140	1,460,001	221,675	68,685	290,360	2,143,249

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**Restricted Funds**

Cultural Recovery Fund was set up using Heritage Fund Grant of £77,881, of which £9,544 was paid directly to the Church Hall account. £18,500 was transferred to General Fund Balances.

Trinity Project: fundraising for the Trinity Centre Development began in 2007. This fund now includes all aspects of the Trinity Project: the Trinity Centre Development, purchase and refurbishment of Trinity House, and a donation to the Tithe Barn.

The Uganda Fund consists of gifts received which are being passed to various projects in Uganda for medical and other supplies.

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# PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

### 11 PCC MEMBERS' REMUNERATION

None of the members of the PCC received remuneration for services as employees or consultants during the year or expenses for services as members of the PCC (2021: none)

### 12 DONATIONS BY PCC MEMBERS

The aggregate value of donations to the various funds of the church made by members of the PCC without conditions was £39,756 (2021:£55,367).

### 13 RELATED PARTY TRANSACTIONS

PCC and family members were reimbursed for expenses and expenditure made on behalf of the PCC during the year:

	2022 £	2021 £
Rector	1,058	795
Kath Markland (Leaving Collection and Expenses Reimbursed)	0	1,025
Kevin Magner (husband of PCC Member Kim) includes £13,043 Salary.	15,349	
Other PCC and family members reimbursed less than £500 each:		
Total Amount Reimbursed	722	138
Number of PCC and family members	6	3

The following members of the PCC were related to an individual or connected with a charitable organisation to whom the PCC allocated funds through Mission Support during the year (or other funds as shown):

PCC member	Recipient	2022 £	2021 £
Mr Phil Williams	Phil Williams as National Director of Christian Surfers Christian Surfers UK (National Director Phil Williams)	3,850	3,800
Mrs Anne Williams	Phil Williams as National Director of Christian Surfers Christian Surfers UK (National Director Phil Williams)	N/A	3,800
Mary Southwood	Mary Southwood is Chair of the Wellspring Trustees	1,600	1,600
Mr Chris Barnes	Member of Steering Group, Gordano Christians Against Poverty Debt Centre	1,950	1,950

The church rents a small office to Christian Surfers UK (of whom Phil Williams is UK Director). The annual rent paid is £1,000 a year which is below commercial rates and is seen by the church as part of its support for this mission partner.

There were no other disclosable transactions in respect of PCC members, persons connected with them or other related parties.

### 14 CHURCH WORKERS PENSION FUND

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

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
  - a) a deferred annuity section known as Pension Builder Classic, and
  - b) a cash balance section known as Pension Builder 2014.

#### Pension Builder Scheme

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, NAILSEA**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the year ended 31 December 2022**

**14 CHURCH WORKERS PENSION FUND - continued**

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2022: £4,218, 2021: £4,829).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 10.1% following improvements in the funding position over 2022. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, Holy Trinity Nailsea PCC could become responsible for paying a share of the failed employer's pension liabilities.