

**Trinity Church Harrow (United Reformed and Methodist)**

**Charity Registration No. 1139238**

**Trustees Annual Report Year Ended 31 December 2020**

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The Trustees present their report and accounts for the year ended 31 December 2020

The Trustees of Trinity Church during the period 1 January to 31 December 2020 were as follows

Chair:        The Revd David Varcoe  
                 Mike Bishop  
                 Marion Boyd  
                 Lisa Carrillo (Resigned September 2020)  
                 Brian Curry (Treasurer)  
                 Pauline Curry (appointed July 2020)  
                 Odessa Hamilton  
                 James Jordan  
                 Dannette Smith (Church Secretary – appointed July 2020 )  
                 Margaret Spafford  
                 Ineke Varcoe

**Charity Address:**     Trinity Church Harrow, Hindes Road, Harrow,  
                                 HA1 1RX

**Bankers:**             Barclays Bank UK PLC, Harrow, Station Road  
                                 Branch  
                                 335 Station Road, Harrow, HA1 2AN

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

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**Independent Examiners:** Summers Morgan, Sheraton House, Lower Road, Chorleywood, WD3 5LH

**Structure Governance and Management**

The Church is a registered charity, no. 1139238, with governing documents in accordance with Charity Commission scheme, and is administered and managed by a body of trustees consisting of:

- a) Ex officio Trustees, being the ministers of the LEP for the time being;
- b) Not less than 6 nor more than 12 Elected Trustees elected at the Annual Congregational Meeting; and
- c) Not more than 5 Co-opted Trustees appointed by the Trustees.

Trustees are recruited from the Church membership. Nominations are sought and elections held where necessary prior to appointment at the AGM of Church Members. Trustees are appointed for a period of three years in accordance with the Constitution, following which they may present themselves for re election.

Trustees meet regularly and minutes are kept of all meetings.

Since the first Lockdown in March, Trustees have met monthly by Zoom to ensure that the situation is carefully monitored and statutory obligations are met. The Finance Committee continued to regularly monitors the budget in detail and identifies any significant issues, ensuring that Trustees are aware of these.

Meetings of the Church Membership are normally held during the year to consider matters referred by Trustees and offer advice and guidance to the Board, but because of the Pandemic it was not possible to easily hold these after March.

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No payments are made to Trustees or members of their immediate family or businesses connected to them for providing services to the Charity.

Trustees are aware of the Charity Commission's Guidance on Public Benefit. The Church provides facilities for public worship for its members and anyone who wishes to share these with us. It also provides Christian values and service by its members for the benefit of individuals through outreach in the local community.

Trustees regularly review all financial and other risks associated with the operation of the Church, satisfy themselves that procedures are in place to manage these and also, that appropriate policies and procedures are in place and updated as necessary.

Trustees are issued with a copy of Trinity Church's Governing Documents and can access the latest annual report and accounts on the Charity Commission website. As well as the guidance for Trustees on the Charity Commission website the Trustees are made aware of updates from the Charity Commission. Prior to becoming a Trustee, the Minister explains the responsibilities of the role of being a Trustee. Trustees can raise any issues regarding the role at the regular Church Board meetings.

The Trustees agree the aims and objectives of the Charity and the staff make the day to day decisions in running the Charity in accordance with these.

Trinity Church is a part of both the United Reformed and Methodist Churches. The Church works within the confines of both of these wherever possible. Where this is not possible, Trinity will either chose one (via Trustee decision, such as Safeguarding processes) or decide its own way forwards in keeping with Charity Commission guidelines. In regards to property, Trinity follows the requirements of the denomination who owns the property.

Trinity Church seeks to partner with any like-minded charities in pursuance of its objectives. Any relationship will not formally impact the autonomy of Trinity Church.

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## **Staffing**

It was agreed to furlough all staff except Rony Padilla (who continued working at Union Church), from 1 April with 80% of salaries being paid under the Government Scheme as it was operating at the time, with the balance of 20% to be paid by Trinity. There was however, a 50% drop in Trinity's income with no receipts from lettings and only regular income from standing orders received as many attending services give on Sundays and services in Church were not permitted at that time. It was subsequently decided given budgetary constraints, that staff would continue to be furloughed during June, July and August but with 80% of salary only and the staff members had accepted this.

From the end of August, the Church would have to start contributing more to staff salaries which was not affordable if all staff were retained in their current roles and with no guarantee of how future arrangements would unfold. Trustees therefore took the very difficult decision to make all staff, except Rony Padilla, redundant and create two new posts, one to be responsible for cleaning and associated issues, the other to be focussed on office administration, these posts to be advertised internally. Interviews were conducted by a Panel of 3 who did not personally know the candidates and were not Board members. Trustees ratified the decision of the Panel to appoint Alex Joseph to the post of Church Support Worker - Building Focus and Elaine Hamilton to the post of Church Support Worker - Office Focus, both to commence on 1 September. The proper redundancy processes were followed in respect of all staff and grateful thanks are due to those who have now left employment, for their contributions to Trinity.

## **Objectives**

The Constitution states that the Purpose of the Charity (Church) is to advance the Christian faith in the Area of Benefit in accordance with the principles and practices of the participating churches.

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The mission of Trinity Church is:

- to worship God;
- to support one another with prayer and pastoral care;
- to bring others to Christ by sharing our faith; and
- to serve God in the world.

### **Activities**

This past year has been a particularly challenging time for the Church with the need to function within the ever changing Covid-19 Regulations. The church has had to work on repositioning itself within these restrictions with the eventual hope of achieving a more dynamic and impactful future.

From March, many of the activities through which the Church seeks to address its wide ranging mission have had to be temporarily abandoned or curtailed.

### **Achievements and Performance**

As Christians, Jesus left us with one command, as told in Matthew 28 v19, that the disciples should make disciples of all nations; such that we should do the same. The Trustees are mindful of this command when determining the activities it undertakes and when considering the Charity's performance throughout the year. As demonstrated within this report the Charity has contributed much to achieving this command and the Trustees are satisfied with the performance of the Charity. This has been achieved despite the restrictions imposed by Covid-19

### **In the area of Worship**

Services began as usual on the first Sunday in January with a Taizé style reflection, and then continued in their unique formats with traditional (9.30am), contemporary (11.00am), and Spanish/English (1.00pm).

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The Sermon Series on Acts Ch 2 led to thinking about how better we can support one another at Trinity and in conjunction with the Service Pastors, everyone would be put into a group. This would be an informal arrangement where individuals can exchange contact details and support each other in whatever way they wish. It aimed to ensure that everyone is looked after and feels welcome at Trinity. Existing groups e.g. Quest / TAG Groups would remain in place.

The concept of support through groups was timely with the onset of the Pandemic and Lockdown and this is referred to below in the Pastoral section. Following 23 March, the worship services could no longer take place in Church and our usual Easter celebrations were limited to an online service on Easter Sunday and online Good Friday stations of the Cross and an ecumenical walk of witness on Palm Sunday weekend.

Between April and September, a single weekly service was held via Zoom which could also be subsequently accessed via YouTube and the website. Whilst the majority of the congregation were able to access worship online we were mindful of a few unable to do so.

On the ministry side, several home groups continued to meet help our spiritual reflection and growth and continued to do so by Zoom during the remainder of the year. The daily and weekly prayer ministries continued with the establishment of a member secure page on the website for pastoral news, providing the foundation of prayer both for the world and the Church.

During the first 3 months Music Pastor, Phil Griffith continued to coordinate and lead particularly the 9.30am and 11am services, as well as assisting in other services too and several other members helped to lead and online worship at the services.

Worship was able to resume for a short period between mid September and November, subject to Coronavirus regulations for worship. Prior to commencement, a risk assessment had to be undertaken, chairs moved to mark out the floor in both the Sanctuary and the Link and a group of

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volunteers thoroughly cleaned the church. Attendance was limited to about 50 with the congregation having to book seats in advance and this limit was reached on the majority of occasions. Thanks are due to volunteers who helped with cleaning, checking in those attending, administering temperature checks and showing worshippers to their seats. No singing was permitted and only those leading and preaching allowed to speak at the service. With the onset of the second wave of Covid 19 and the imposition of further restrictions in November, we decided to return to online worship until the level of transmissibility reduced.

Christmas celebrations were restricted but an online Nativity Play was produced as mentioned in the Children and Young people section below and a joint Union Church Totteridge and Trinity Harrow online service took place on Christmas Day. Trinity organized together with Re:Generation, a Christmas trail story with a display of the Nativity set at the entrance to the local Tesco store and a second one in our Church grounds, a good opportunity to reach out to the local community.

Producing both online services over the year has fallen mainly on the Minister and we are very grateful that Phil Griffith has continued to assist him on a voluntary basis, despite his post being made redundant.

Restrictions on numbers at Funerals and gatherings to celebrate the life of those who had died meant that it was more difficult to pay tribute to Church members who died during the year, although Zoom attendance was arranged for some funerals and tributes could be posted on the Members' section of the Church website.

We thank all the many people in the life of Trinity for their input throughout a very difficult year, for without them, the richness and spiritual growth that we enjoy would not be possible. We are blessed with an amazing array of musicians, singers, preachers, worship leaders, and others who serve in so many different ways which helps to make Trinity the special place that it is.

**In the area of Children and Young People**

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Between January and 16<sup>th</sup> March the young people's faith and friendship continued to grow through the "Sunday Streams" ministry in Pebbles (4-10yrs) and Quench (11-18yrs) held across several services.

Messy Church activities for families took place on one Saturday in February and March, organised by the Children and Youth Worker, with assistance from volunteers and these were much enjoyed by families who attended. Activities for families and children were created on Trinity's website throughout Lockdown and regular updates sent to families. Regular messages were also sent via Whatsapp to connect encourage and pray for families throughout this period.

All Age Family services continued during Lockdown and also during the short period during which services could be held in Church.

The Minister and Ineke his wife, produced the all-age service at Pentecost and also in September, when this was focused on learning new ways of worship via sign language and action songs. In November, the Service was organized by Re:Generation and thanks are due to Rebecca and Becky for the thought provoking, encouraging and engaging way they led the service.

The December Service via Zoom, included a filmed play Nativity play which was challenging to produce to maintain social distancing and with the use of a green screen. This wonderful production was enjoyed by many and thanks to the producers and all who participated.

As referred to earlier the post of Children and Youth Worker was made redundant. Trinity is grateful for the wonderful contribution made by Chloe Rotter during the all too short time she was with us.

**In the area of Pastoral Care**

Pastoral support was changed dramatically during the year with face to face activities restricted. Home and hospital visiting was not allowed for most of the year and opportunities for home communion very limited.

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Members of the congregation were asked to be part of small contact groups who would regularly communicate with one another and this has proved to be a valuable way of keeping in touch. Cards continued to be sent to those who were unwell or had been bereaved and in celebration of birthdays and new births.

**Regarding the Property**

There have been problems for some time with unauthorised parking in the two relatively small church car parks and it was decided to engage a car parking management company following instances when unauthorised users had been abusive to Church members. The system operates from Monday – Saturday, 24 hours a day with key pads available within the premises into which authorised enter their car registration numbers. Unauthorised use incurs a fine of £100, but there is a 10 minute 'grace period' for dropping people off. There was an immediate reduction in unauthorised use.

During Lockdown when the Church was not occupied it was possible for individual volunteers to safely carry out major redecoration along with some minor maintenance to the Church building.

Progress on replacing and upgrading systems as Phase 1 of the Sanctuary refurbishment work was delayed because of the Pandemic. It had already been decided to focus on the electrical work and later in the year, contact was made with an electrical engineer who undertook to produce an initial proposal. The Company were interested in taking on both the electrical work and the lighting, so we are optimistic that this can go ahead in 2021.

**In the area of church events and work with the local community**

Again, opportunities to reach out to members of the local community have been severely restricted. Saturday Coffee mornings continued to attract both regular attendees and visitors until March but have not taken place since then, likewise the weekly lunchtime 'picnic in the parish'

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which served the needs for food and fellowship for the regular attendees.

For the first time for many years no Christmas Day lunch took place but we are grateful to the local Tesco, who donated enough items to make up 40 attractive Christmas hampers, together with financial support from Waitrose to purchase the baskets, which we delivered both to Church members and other local residents, suggested by the Congregation.

**In the area of Outreach**

Between January and March, volunteers from Trinity together with those from several other churches, again helped to run the Firm Foundation Night Shelter which ran between January and the end of March. This provided overnight accommodation and an evening meal for homeless men and women with a cooked breakfast for all, served at the Church by volunteers from Trinity the next day. We were blessed with generous contributions of food and money to assist this.

Together with other churches, we continued to support Harrow Street Pastors, both out on the streets during the time when the country was not in Lockdown and through prayer support. The Church also continued to support Regeneration's Christian Schools Work which was curtailed over the year. In addition, a number of our members lead in various charities, including those mentioned above, through serving on Trustee Boards and also as School Governors.

Trinity also continues to support and play its part in both the Methodist Circuit and the URC through its Local Area Group and Synod, as well as Churches Together in Central Harrow.

**Union Church, Totteridge**

The partnership between Trinity and Totteridge entered its second year in January. Weekly services had commenced the previous year and continued for the first three months of 2020 with a gradual increase in numbers attending. Worship continued online for the remainder of the year with simultaneous Spanish translations for those requiring it.

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Trustees continued to monitor the Church's budget and policies and a support group provides regular support for the Church's Leader Evangelist Rony Padilla who remains an employee of Trinity. In addition, the Minister meets with him every Monday.

The current grant from the URC Synod is due to run out at the end of 2021 and it has been agreed to apply for a further grant to cover the three year period from 1 January 2022 with a commitment from Trinity to continue the partnership with Union Church as at present. We are grateful for the financial support provided by the Synod.

Rony and his wife Karen are to be congratulated on the continuing progress made and we thank all involved in supporting the Partnership.

**In the area of Finances**

There is a budget process that the Trustees approve and monitor throughout the year.

The responsibility for specific ministry areas, including the relevant finances was given to those closely involved with the areas. In many instances these were members of staff, and following the changes brought about by the pandemic, furloughing and the redundancies, the responsibilities had to be taken on by the Trustees.

A reserve of £100k is held, increased from £75k, which allows for expenditure to continue for several months whilst any alternative budget, and any other measures, are put in place if any of the major income streams was to underperform. In addition to these reserves the Charity had general reserves (unrestricted reserves less the book value of assets) of £190,439 and total free reserves of £290,439 (2019: £286,877).

Expenditure of any of the reserve will either be identified in the following year's budget, approved by the Trustees prior to the new year, or for some designated funds allocated by the Trustees throughout the year.

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It is not anticipated that any tangible fixed assets or investments need to be disposed of, for any fund to achieve its objectives.

A Finance Committee is in place to support the Trustees, and give advice as appropriate.

The Charity's income decreased significantly during the year, down from £293,290 in 2019 to £206,899 in the current year. Expenditure also decreased significantly during the year, down from £305,863 in 2019 to £201,868 in the current year. At the end of the year, the Charity held funds totalling £388,591 split as £50,649 (Restricted), £39,042 (Designated) and £298,900 (including £100,000 Reserve is Unrestricted - General) (For 2019 the Total is £383,560 and the split, £48,258 (Restricted), £34,907 (Designated) and £300,395 (including £75,000 Reserve is Unrestricted - General)).

In 2020 there were transfers within the Unrestricted of £125,000 to General Fund and £25,000 to the Reserve Fund; both from the Welldon Fund.

Also, there was a transfer from the Building Project Fund to the Project Vision Fund (the fund for current building work); both Restricted Funds. [The Building Project was completed in 2009, and church owned assets fully depreciated in 2019. The unspent funds were from church funds and probably should have been given Designated not Restricted status.] No grants were made to institutions during the year; however several mainly local charities benefited from donations of no more than £500 per charity.

The Charity's main income continued to come from donations from individuals, hall lets and interest from investments. However, the pandemic resulted in donations and hall lets being down approximately 50% compared to previous years. Interest from investments held up at previous amounts.

The Charity, from time to time, holds fundraising events, to raise funds either for specific church projects or to support other charities. However, due to the pandemic it was not possible to hold any events in 2020.

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The Charity has invested funds in the Charity Official Investment Fund operated by CCLA who provide ethical and responsible investments for Charities. These funds are managed by URC North Thames Trust. The value of the funds at the end of 2020 is £2,708,867. The investments are expected to generate interest of at least £76k pa. This was exceeded in 2020 with interest of £78.2k.

**Risk**

The charity reviews the risks it faces regularly and has taken relevant steps to reduce the risks it faces to a level the Trustees consider to be an acceptable level. If the risk is to income, the Reserve policy that is in place allows at least 6 months to review the situation and take appropriate actions. Any additional risks associated with the Pandemic such as the impact of reduced income from lettings and financial contributions normally made at Church Services, were regularly reviewed by the Finance Committee and Trustees.

**Plans for the Future:**

The Trustees meet regularly to review the Charity's performance and to plan for the future. Discussions will continue to take forward Project Vision which is reviewing the needs of and improvements for the Sanctuary. This vision continues to be a focus for the Trustees as they look to grow the Charity both for the existing members, and all others within the community who wish to share the Christian Faith.

**Conclusion**

2020 was a year of many changes, but through it all we give thanks to God for the continued guidance over the life of His church. We thank all the members of Trinity who made such a contribution to the lives of so many throughout the year as they served our Lord, bringing such blessing and encouragement through challenging times. As always, we look forwards with confidence to the unfolding plans of God for His church.

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Approved by the Trustees on  
on 7th June 2021



Revd David Varcoe  
Chair

and by the Church at the AGM  
on 2.11.22



Brian Curry  
Treasurer

# TRINITY CHURCH HARROW

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF TRINITY CHURCH HARROW

I report to the trustees on my examination of the financial statements of Trinity Church Harrow (United Reformed and Methodist) for the year ended 31 December 2020.

Your attention is drawn to the fact that the charity has prepared the accounts (financial statements) in accordance with the relevant version of the 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

#### Responsibilities and basis of report

As the trustees of the trust you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

Having satisfied myself that the financial statements of the trust are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the trust's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Accountants England and Wales, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the trust as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Nicholas Corden, ACA  
Sheraton House  
Lower Road  
Chorleywood  
Hertfordshire  
WD3 5LH



Dated: 2nd November 2022

**TRINITY CHURCH HARROW (UNITED REFORMED AND METHODIST)**

**Statement of Financial Activities for the Year ended 31st December 2020**

Total Funds 2019 £	Restated Unrestricted Funds £	Restricted Funds £		Refer to Note	Total Funds 2020 £	Unrestricted Funds £	Restricted Funds £
<b>Income and endowments from:</b>							
Donations and legacies							
72,231	72,231		Offering and donations	A1	55,231	55,231	
13,222	13,222		Legacies and Grants	A2, B1	8,150	8,150	
155	155		Office	A3			
78,446	78,446		Investments	A4	79,449	79,449	
118,310	118,310		Interest	A5	48,788	48,788	
			Hall Lets				
3,818		3,818	Charitable activities	B2	371		371
1,941	1,275	666	Appeals	A6, B3	1,083	730	353
31	21	10	Praise	A7, B4	36	36	
1,398	1,398		Pastoral	A8, B5	12,865	373	12,492
1,692	1,692		Outreach	A9	602	602	
2,046		2,046	Children, Youth & Family	B8	324		324
			Church Organisations				
<b>293,290</b>	<b>286,750</b>	<b>6,540</b>	<b>Total</b>		<b>206,898</b>	<b>193,359</b>	<b>13,540</b>
<b>Expenditure on:</b>							
Raising funds							
77,871	74,421	3,450	Offering and donations	A10	25	25	
			Hall Lets	A11, B7	46,474	44,567	1,907
73,915	73,915		Charitable activities				
3,215		3,215	Denominational contributions	A12	75,959	75,959	
78,755	78,323	432	Appeals	B8	173		173
6,758	6,605	153	Praise	A13, B9	36,084	35,962	132
15,764	15,764		Pastoral	A14, B10	4,195	4,195	
47,674	47,674		Outreach	A15, B11	18,416	9,836	8,580
1,911		1,911	Children, Youth & Family	A16	20,174	20,174	
			Church Organisations	B12	357		357
<b>305,863</b>	<b>296,702</b>	<b>9,161</b>	<b>Total</b>		<b>201,888</b>	<b>190,719</b>	<b>11,149</b>
<b>(12,573)</b>	<b>(9,952)</b>	<b>(2,621)</b>	<b>Net income/(expenditure)</b>		<b>5,031</b>	<b>2,640</b>	<b>2,391</b>
<b>Other recognised gains/losses:</b>							
Transfers between Funds							
			<b>Total</b>				
<b>(12,573)</b>	<b>(9,952)</b>	<b>(2,621)</b>	<b>Net Movement In Funds</b>		<b>5,031</b>	<b>2,640</b>	<b>2,391</b>
<b>396,133</b>	<b>345,254</b>	<b>50,879</b>	<b>Fund balances brought forward at 1st January</b>		<b>383,560</b>	<b>335,302</b>	<b>48,258</b>
<b>383,560</b>	<b>335,302</b>	<b>48,258</b>	<b>Fund balances carried forward at 31st December</b>		<b>388,591</b>	<b>337,942</b>	<b>50,646</b>

The notes on pages 18 to 25 form part of these accounts

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Balance Sheet at 31st December 2020

Restated

	Refer to Note	2019 £	2020 £
<b>Fixed Assets</b>			
Tangible fixed assets	C1	25,761	18,133
<b>Total fixed assets</b>		25,761	18,133
<b>Current Assets</b>			
Debtors and prepayments	C2	38,353	34,255
Short term deposits	C3	241,125	241,959
Cash at bank and in hand	C4	92,707	98,465
<b>Total current assets</b>		372,385	375,679
<b>Liabilities</b>			
Creditors current falling due within one year	C5	14,586	5,221
<b>Net Current Assets</b>		357,799	370,459
<b>Total Net Assets</b>		383,560	388,591
<b>The Funds of the Charity</b>			
	At 1st January 2020	£	£
<b>Unrestricted</b>			
General Fund	4,255	(17,500)	111,759
Weldon Fund	221,136	16,005	87,141
Legacy Fund	25,411	4,985	30,366
Benevolence Fund	6,815	(850)	6,029
Project Vision Fund	2,617	0	2,617
Reserve	75,000	0	100,000
<b>Total</b>	335,302	2,640	337,942
<b>Restricted</b>			
Music Room Fund	8,592	11,937	6,686
Building Fund	32,386	0	0
Project Vision Fund	0	(32,986)	0
Appraisals	2,325	198	32,986
Overseas Mission Fund	1,372	3,912	2,523
Flower Fund	1,342	0	5,884
Christmas Day Lunch Fund	960	221	1,342
Pastoral Week Fund	22	0	1,181
Church Organisations	59	(13)	22
<b>Total</b>	48,258	2,331	50,649
<b>Total Charity Funds</b>		5,031	388,591
		0	370,459
			18,133

The notes on pages 12 to 19 form part of these accounts

Approved by the Trustees on ~~2.11.20~~ and signed on their behalf by

2.11.22

*[Signature]*  
Rev David Varcoe

TRINITY CHURCH HARROW (UNITED REFORMED AND METHODIST)

Notes to the accounts continued for the year ended 31st December 2020

2019	Unrestricted Funds		2020					
Total Funds £	Income and endowments from:		General Fund £	Weldon Fund £	Legacy Fund £	Benevolence Fund £	Project Vision Fund £	Reserve Fund £
A								
A1	Offeratory and donations							
	11,759	Free-will offerings – Involves	3,871					
	24,865	Free-will offerings – Standing Orders	33,826					
	17,639	Free-will offerings – Loose money	3,160					
	11,743	Gift Aid – Free-will Offering	9,648					
	225	Donations	3,790					
	72,231	Gift Aid – Donations	878					
			55,231					
A2	Legacies and Grants							
	1,472	Legacies			5,650			
	4,250	Benevolence						
	7,500	Grants		2,500				
	13,222		8,150	2,500	5,650			
A3	Office							
	155	Donations – for use of photocopier						
	155							
A4	Bank Interest & Other Investment Income							
	1,366	Interest – Bank accounts	634					
	844	Interest – Investment (Money Fund)	863					
	76,236	Interest – Investment (Station Road)	77,952					
	78,446		79,449					
A5	Hall Lets							
	56,963	Hindes Road	20,181					
	54,434	Weldon Centre	26,421	28,421				
	3,913	Donations – for use of Halls	186					
	119,310		48,788	28,387	28,421			
A6	Praise							
	745	Hospitality (inc Beverages)	56					
	88	Subscription Books	69					
	442	Weddings	605					
	1,275		730					
A7	Pastoral							
	21	Gifts	20					
	21	Cards	16					
			36					
A8	Outreach							
	1,148	Saturday Coffee Mornings	268					
	242	Donations to Wider Work of the Church	105					
	10	Social Events						
	1,399		373					
A9	Children, Youth & Family							
	70	Sunday Streams						
	1,303	Jumbles	320					
	286	Messy Church	262					
	31	Donations – Tripe etc						
	1,692		602					
	266,750	Total	193,359	30,821	5,650			

TRINITY CHURCH HARROW (UNITED REFORMED AND METHODIST)

Notes to the accounts continued for the year ended 31st December 2020

2019 Total Funds £	A	Unrestricted Funds Continued	2020 General Fund £	Worship Fund £	Legacy Fund £	Benevolence Fund £	Project Vision Fund £	Reserve Fund £
	A10	Expenditure on: Offering and donations Free-will offering/ Gift Aid Envelopes Presentations	25 25					
	A11	Hall Lets	3,239 4,891	3,239 4,891				
		Support Worker – Premises (salary 45%) - see A17 below						
		Church Manager (salary 50%) - see A17 below						
		Office Assistant (salary 50%) - see A17 below						
		Cleaners (salary 100%) - see A17 below						
		Premises Manager (salary 50%) - see A17 below						
		Contractor (salary 50%) - see A17 below						
		Property – operating & maintenance - see A18 below						
		Share of governance cost (50%) - see A19 below						
		Property – Project Vision		14,918				
		Fees	1,613	1,613				
			44,587	28,851	14,918			
	A12	Denominational contributions						
		United Reformed Church	64,590	64,590				
		United Reformed Church – Allowances & NIC	1,366	1,366				
		Harrow & Harrold Methodist Circuit	10,013	10,013				
		Churches Together (CTCH)	75,959	75,959				
	A13	Praise						
		Support Worker – Office (salary 70%) - see A17 below	5,038	5,038				
		Support Worker – Premises (salary 40%) - see A17 below	2,879	2,879				
		Worship Pastor (100% salary) - see A17 below	8,158	8,158				
		Church Manager (salary 25%) - see A17 below	2,346	2,346				
		Office Assistant (salary 25%) - see A17 below						
		Premises Manager (salary 25%) - see A17 below	1,350	1,350				
		Contractor (salary 25%) - see A17 below	659	659				
		Property – operating & maintenance - see A18 below	13,137	12,472	665			
		Service Items	116	116				
		Hospitality & Conferences	152	152				
		Ministry Travel & Expenses	5	5				
		Subscription Books	59	59				
		Minister	85	85				
		Organ & Pianos						
		Weddings	850	850				
		Benevolence	342	342				
		Equipment						
		Training	85	85				
		Share of governance cost (25%) - see A19 below						
			806	806	665			
			35,862	34,447				

## Notes to the accounts continued for the year ended 31st December 2020

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TRINITY CHURCH HARROW (UNITED REFORMED AND METHODIST)

Notes to the accounts continued for the year ended 31st December 2020

2019 Total Funds £	A	Unrestricted Funds Continued	Expenditure on:	2020					Project Vision Fund £	Project Vision Fund £
				Total Funds £	General Fund £	Wellton Fund £	Legacy Fund £	Benevolence Fund £		
18,434 20,378 6,350 25,171 19,051 5,530 2,480 4,270 105,544	A17	Salaries	Support Worker – Office	7,197	7,197					
			Support Worker – Premises	7,197	7,197					
			Chaplain Manager	5,400	5,400					
			Office Manager	9,362	9,362					
			Worship Assistant	8,159	8,159					
			Worship Pastor	7,479	7,479					
			Children, Youth & Family Coordinator	919	919					
			Children & Youth Assistant Leaders	1,541	1,541					
			Cleaners	2,634	2,634					
			Contractor	49,909	49,909					
5,859 25,863 1,478 5,408 13,530 3,177 9,432 733 545 8,339	A18	Property and IT & Media	Property and IT & Media expenditure is allocated as follows:							
			General Fund							
			Church and Hall							
			Wellton Fund							
			Legacy Fund							
			Insurance	5,511	4,352	1,159				
			Utilities	18,325	8,085	10,280				
			Maintenance Projects		780	218				
			Routine maintenance	6,592	5,454	1,138				
			Sanitary & Contracts	1,220	1,220					
3,377 479 898 28 18 1,440 3,013 2,668 1,763 1,013 89,040	A19	Maintenance	Consumables	3,083	2,559	524				
			Cleaning	213	185	28				
			Equipment	32	32					
			Garden	5,721	3,465	1,581	665			
			Depreciation							
			Council Tax, Water & Telephone	3,405	3,405					
			Insurance	531	531					
			Maintenance Projects	3,788	3,788					
			Routine maintenance		412	412				
			Sanitary		304	304				
1,248 448 1,600 791 4,085	A19	Office	Equipment	1,724	1,724					
			Communications (inc Tel & Bband)	1,802	1,802					
			Software & Subscriptions/Licences	2,082	2,082					
			Photocopier	1,013	1,013					
			Consumables	313	313					
				57,155	41,574	14,916	665			
1,248 448 1,600 791 4,085	A19	Governance	Governance expenditure is allocated as follows:							
			General Fund							
			Hall Lets							
			Prise							
			Pastoral							
			Outreach							
			Children, Youth & Family	1,608	1,608					
			Admin – Salaries	185	185					
			Bank Charges	1,200	1,200					
			Accountants fees	202	202					
			Training (Finance, Property & IT&M)	3,285	3,285					

## Notes to the accounts continued for the year ended 31st December 2020

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## Notes to the accounts continued for the year ended 31st December 2020

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# TRINITY CHURCH HARROW (United Reformed & Methodist)

## Notes to the accounts for the year ended 31st December 2020

### NOTE 1 - Accounting Policy

#### Accounting convention

These accounts have been prepared in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ('FRS 102'), 'Accounting and Reporting by Charities' the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. This is a Public Benefit Entity as defined by FRS 102.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

#### Financial assets and liabilities

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### Income

Donations are brought to account when received. Other income is brought to account in the year for which it is receivable.

#### Expenditure

Expenditure on goods & services is brought to account in the year in which the goods & services are received even if payment is made later.

For consistency with earlier years, insurance premiums are included when paid.

Grants authorised by Church meeting to be made out of income of a year are shown as expenditure of that year.

They were made to

£500	Commitment for Life (URC)
£500	Harrow Street Pastors
£500	Harrow Food Bank
£184	St Luke's Hospice
£315	Christian Aid
£521	Firm Foundation (Night Shelter breakfasts)

#### Fixed Assets

Tangible fixed assets are included at cost less depreciation at the following percentages of cost per annum:

Assets below £500 are not included, written off in year of purchase.

Building refurbishments	10% straight line
Furniture & furnishings	20% or 10% straight line
Electrical and Electronic	33% or 20% straight line

#### Investments

URC Thames North Trust holds investments on behalf of Trinity Church, and in accordance with Schedule 2 Control Procedure are reported in the URC Thames North Trust accounts

Value of investments (31st Dec)	2020	2019
Manse	£28,948	£27,227
Kirkfield House	£2,679,919	£2,520,553
Totals	<u>£2,710,867</u>	<u>£2,549,799</u>

The 2019 Accounts (SoFA and Balance Sheet) have been restated to exclude the value of the Manse investment in order to bring the accounts more in line with the recommended accounting practice. The investment previously shown as a designated fund 'Manse Fund' has been de-recognised.

#### Church organisations

The accounts of church organisations have been consolidated with the Church's accounts.

Organisations included are Badminton Club and Jumbles

### NOTE 2 - Disclosures

#### Salaries and associated costs

	2020	2019
Wages and salaries	£74,412	£97,863
Furlough - credit	-£34,477	
Redundancy pay	£2,055	
Social security costs (employer NIC)	£3,184	£4,368
Other employee benefits		£757
Pension scheme contributions (employer)	£2,100	£2,536
Contractor	£2,634	£4,270
Totals	<u>£49,908</u>	<u>£109,814</u>

The average number of full time equivalent employees was 3.5 (2019: 4.0) with all employee time involved in providing either support to the governance of the charity or support services to charitable activities.

The Trust considers its key management personnel comprise the Trustees and Church Manager/Support Worker - Office. The total employment benefits including employer pension contributions of the key management personnel were £26,346 (2019: £29,558). No employees had employee benefits in excess of £60,000 (2019: none).

#### Trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. No trustee expenses have been incurred.

#### Transactions with related parties that do not require disclosure

Donations received from Trustees and related parties, without conditions, have a total aggregated amount of £9,451 (2019: £4,515).

## TRINITY CHURCH HARROW (United Reformed & Methodist)

### Notes to the accounts continued for the year ended 31st December 2020

#### NOTE 3 - Note on the Funds

##### a) Unrestricted funds

The General Fund, Welldon Fund, Legacy Fund, Benevolence Fund and Project Vision Fund are all unrestricted funds, i.e. are available for the Church's general

The Welldon Fund contains money received from the letting of the Welldon Centre premises. After heating and lighting and other expenses relating to the premises, it

##### Designated funds:

The Legacy Fund is accounted for separately because it is intended to use it to provide tangible memorials to the donors.

The Benevolence Fund is to support church members, and those in the local community, in times of hardship

Project Vision Fund: This fund is for the Sanctuary upgrade project, and any associated works in the Halls etc. Prior to the Fund being set up in 2018, there was an initial payment of £1,200 to the architect for preliminary designs

The Reserve is intended to provide a contingency period if income significantly falls. This would include staff salaries and/or redundancy payments

##### b) Restricted Funds

The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds. These are:

Building Project: The fund for this project was put in place when the decision to build the new halls, to replace the then existing halls, was agreed. The funds are

Project Vision Fund: This fund is for the Sanctuary upgrade project, and any associated works in the Halls etc. This fund, as distinct from the Designated fund of same

Appeals: This fund is to ensure that all money collected for other charities is identified and sent to the nominated charities. Each appeal is detailed in advance of

Overseas Mission Fund: This fund was set up when members of Trinity Church agreed to support activities in Tanzania by making visits to that country. The fund now

Flower Fund: This is the money donated for the purpose of providing flowers in the church on many Sundays throughout the year, and at other occasions when

Music Room Fund: This the money from a Legacy and a URC Grant to build a room within the upstairs area of the Halls complex, and fit it out with equipment.

Christmas Day Lunch Fund: This is money received from donors, both Church members and others within the community to enable the Church to provide a Christmas

Pastoral Week Fund: This is money given in memory of a Church member to ensure that the Pastoral Week activities (held in October) continue for the immediate

Church Organisations: Over the years there have been several organisations that have 'managed' their own finances, reporting to the church on an annual basis. At the

##### Other Property held by Trustees:

The church buildings in Hindes Road, Harrow and the manse at 55 Warrington Road, Harrow are held by the URC Thames North Trust for the benefit of Trinity Church.

The freehold of Kirkfield House, Station Road Harrow was held by the URC Thames North Trust. The freehold was sold in July 2015 and proceeds put into COIF

The Welldon Centre buildings are held by the Trustees for Methodist Church Purposes, with the rents from lettings paid into the Welldon Fund (see above).

#### NOTE 4 - Financial Commitments

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follow

Within one year	£1,778.00
Within two and three years	£3,558.00
Total	<u>£5,334.00</u>

