

**HOLY TRINITY CHURCH MUCH WENLOCK AND
HOLY TRINITY CHURCH BOURTON**

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31st December, 2021

Registered Charity No 1142708

Holy Trinity Church Much Wenlock and Holy Trinity Church Bourton

Registered Charity No 1142708

ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2021

Holy Trinity Church Much Wenlock is situated in Wilmore Street, Much Wenlock and Holy Trinity Church Bourton, is in the village of Bourton, just outside Much Wenlock.

Holy Trinity Church is part of the Diocese of Hereford within the Church of England.

Correspondence Address The Rectory, New Road, Much Wenlock, Shropshire, TF13 6EQ

Our website I www.muchwenlockchurch.co.uk

PCC Members during the year

Chair	Revd M C Stafford
Vice Chair	Mr A P Walker
Church Warden	Mrs S J Crooke-Williams
Church Warden	Miss E Downes
Secretary	Mrs A Dixon
Treasurer	Mrs M Parker
Deanery Synod Rep	Mrs B Bull
	Mrs G Davis
	Mrs G Reynolds (Mothers Union)
Elected Members	Mrs A Craig
	Mrs F Coulson-Joy
	Mr M Laws
	Mr N Norbury
	Mr R Hawthorn
	Mr P Ward
Curate	Revd. A Walker
Associate Priests	Revd. Philip Bytheway
	Revd. David Janes
Reader	Mr Paul Trenberth

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Director of Music Mr Brendon Quinn

Electoral Role Officer Mrs Julie Quinn

Tower Captain Mrs Valerie Roberts

Report and Accounts for the Parochial Church Council for 2021

Aims and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, The Revd. Matthew Stafford, in promotion in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical

Objectives and Activities

The PCC is committed to enabling as many people to worship at our churches and to become part of our parish community. The PCC maintain an overview of worship throughout the parish.

Our services and worship put faith into practice through prayer and Scripture, music and sacrament.

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

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

- Worship and prayer, learning about the gospel, developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

To facilitate the work, it is important that we maintain the fabric of the two churches

Achievements and performance

Worship and prayer

The PCC is keen to offer a range of services during the week including Prayer Group on Mondays, Holy Eucharist on Wednesdays together with Sunday Worship.

Prayer group usually meets on Monday mornings at 10.00am. It offers up to the Lord the prayers written on the prayer papers by those who come into the church for help, consideration and to voice their gratitude. The Prayer Board is still being used. On the side of caution paper is provided but we ask people to use their own pens. We are open now because the Church is open but of course we had to seal the prayer board off when the Church doors were closed. We use a small artificial tree as well to encourage the children to write a prayer or draw a picture on a "leaf". Both facilities are well used.

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Schools

Members are involved with the literacy department of the local primary school to assist reading with the children. School assemblies are regularly led by Revd. Matthew Stafford.

Revd. Alison Walker is the Chaplain at the William Brooks School, visiting at lunchtimes once a month to be present to any of the children or staff who would like to talk. She has also spent a day teaching on Wellness from a Christian perspective and contributed to other lessons. Sadly, because of Covid – 19 much of this work has not been as regular but she has stayed in contact with the school via email.

Much Wenlock Christmas Fayre

The Christmas Fayre took place again in 2021. The Church participated along with other local charities and businesses. This was a significant fund raising day.

Encircled With Care Services

In the Autumn of 2017, at the time of filming of “A Vicar’s Life”, a group of interested church members attended a course on becoming Dementia Friends. The purpose was to provide an opportunity to review provision at Holy Trinity so that we could become a Dementia Friendly Church.

During 2021 it has not been possible to have services due to Covid19 restrictions

Soup Lunches

Due to the virus we have not been able to meet and provide lunches in 2021

Eco church

The group have met several times during year, mostly focusing on the promotion of plastic reduction. A well attended Climate Sunday service was held in June focusing on God’s Creation. The group held a fortnight of daily COP26 prayer gatherings in November. A nature count was organised for the churchyard and further work is now being considered in the churchyard following excellent work that Neil Warrington has done in progressing the wild flower area.

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Bell ringers

Ringers throughout the country have been trying hard to maintain bellringing to their towers and the central body have been in regular touch with the House of Bishops' Recovery Group to maintain safe practice. None more so than in Wenlock, where we have been able to continue Sunday ringing although two of our ringers have not returned leaving us with just five. We are very grateful for the help Sunday by Sunday to Brill Price a ringer at Atcham. Tuesday practices have not restarted due to the lack of ringers but quarter peals are organised at least once a month on this evening. Bellringers from around the country take part in these. We were able to ring for weddings during the year and it was lovely to have these taking place once again.

Pastoral Care

Revd Matthew Stafford has visited members of our parish, at their request, in their homes, nursing homes and hospital

Mission and Evangelism

Helping those in need is a demonstration of our faith
Our parish magazine, the Wenlock Herald, is distributed monthly to every household in the parish. The magazine keeps our parishioners informed of important matters

Statement of Safeguarding Principles

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 and our church is committed to:-

- Promoting a safe environment and culture
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church
- Responding promptly to any safeguarding concern or allegation
- Caring pastorally for victims/survivors of abuse and any other affected persons
- Responding to those that may pose a risk to others.

The Safeguarding Action plan was compiled by the PSO (Parish Safeguarding Officer) agreed by the PCC and is a living document, being monitored and updated on a regular basis.

PCC Members have completed their Safeguarding training and have received certificates, notifying the PSO.

DBS checks have been carried out for the majority of the PCC and are monitored for renewals on a 5 year cycle.

Safeguarding has been included on the PCC Agenda as a regular/standard item.

The role of the PSO is in the process of being handed over to a new individual as agreed at the November PCC meeting,.

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Financial Review

Financially things have eased a little in 2021 due to two legacies received at the year end. £57,926 was received, restricted for fabric, and £18,619 was received for general unrestricted funds. Collection income from Church Services has reduced considerably over the last two years. This is partly due to fewer services and social distancing during Covid 19 regulations. We were able to undertake some fundraising during the year. However, coffee morning and soup lunches are yet to resume.

The total unrestricted receipts were £122,725 and expenditure was £109,646 giving a net surplus of £13,079. The receipts on restricted funds were £59,929 and expenditure £556 resulting in a surplus of £59,373.

Funds carried forward into 2022 are £51,670 of unrestricted funds and £80,326 of restricted funds.

Reserves Policy

It is PCC policy to maintain an unrestricted fund equivalent to at least three months unrestricted expenditure. At the year end unrestricted funds were £51,670. The unrestricted expenditure in 2021 was £109,646. It should be noted that a legacy of £18,619 was received at the year end.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under Parochial Church Council Powers Measure.

The method of appointment is set out in the Church Representation Rules. At Holy Trinity Much Wenlock and Bourton it consists of an incumbent, church wardens and members elected by those members of the congregation who are on the electoral roll of the church

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

Signed on behalf of the PCC

Alison R Dixon

24th March 2022

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Independent Examiner's Report the PCC of Holy Trinity Much Wenlock and Bourton

I report on the accounts of the church for the year ended 31st December, 2021 which are set out on pages 1 to 14.

Respective Responsibilities of PCC and Examiner

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

It is my responsibility to:-

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

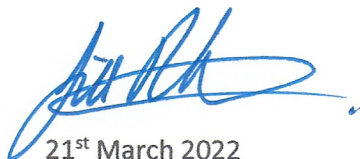
Basis of Independent Examiners report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
 - To keep accounting records in accordance with section 130 of the 2011 Act; and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirement of the 2011 Act have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



21st March 2022

Jill Robinson, BSC, BFP, ACA

Field House,

Bourton, Much Wenlock

TF13 6QE

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Statement of Financial Activities

For the year ending 31st December 2021

				2021	2020
		Unrestricted	Restricted	Total	Total
		Funds	Fund	Funds	Funds
		£	£	£	£
Income from:	Notes				
Donations and legacies		99,949	59,926	159,875	74,919
Income from charitable activities		5,984		5,984	3,133
Other related activities		16,772		16,772	17,204
Investment		20	3	23	218
Other Income					167
		<hr/>	<hr/>	<hr/>	<hr/>
Total Income		<u>122,725</u>	<u>59,929</u>	<u>182,654</u>	<u>95,641</u>
 Expenditure On:					
Raising funds		248		248	20
Expenditure on charitable activities		109,398	556	109,954	118,247
Other expenditure					
		<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditure		109,646	556	110,202	118,267
		<hr/>	<hr/>	<hr/>	<hr/>
Net Income/expenditure		13,079	59,373	72,452	(22,626)
		<hr/>	<hr/>	<hr/>	<hr/>
Totals brought forward		38,591	20,953	59,544	82,170
		<hr/>	<hr/>	<hr/>	<hr/>
Totals carried forward		51,670	80,326	131,996	59,544
		<hr/>	<hr/>	<hr/>	<hr/>

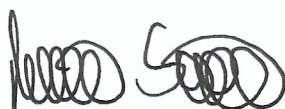
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BALANCE SHEET AT 31 DECEMBER 2021

CURRENT ASSETS	Notes	2021	2020
		£	£
Bank Current Account		10,546	6,540
Bank Deposit Account		108,987	26,240
Bank CCLA Account		25,561	35,656
Cash in Hand		40	40
Debtors and Prepayment	8	<u>2,920</u>	<u>5,059</u>
		148,054	73,535
Less Current Liabilities	9	(16,058)	(13,991)
		<u>131,996</u>	<u>59,544</u>
Represented by:-			
General		34,655	20,547
Designated			
Mission	2,119		2,119
Bell ringers	4,192		3,927
Choir	2,573		2,049
Fabric	<u>8,131</u>		<u>9,947</u>
		17,015	18,042
Restricted			
Bourton	16,656		17,111
Sharpen	3,700		3,800
Fabric	59,970		<u>44</u>
		<u>80,326</u>	<u>20,955</u>
		<u>131,996</u>	<u>59,544</u>
Signed			

Rev. M C Stafford
24th March 2022



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Statement of Financial Activities for year ended 31st December, 2021

	2021			2020	
	General Unrestricted	Designated Unrestricted	Restricted Funds	Total Funds	Total Funds
<u>Income</u>	£	£	£	£	£
Giving	47,296			47,296	47,469
Gift Day	2,534			2,534	3,791
Special Collections					
Funerals/Weddings	1,051			1,051	1,020
Income Tax Refund	16,252			16,252	14,032
Donations	12,655	192		12,847	6,243
Grants	500		2,000	2,500	2,345
Fees	5,149	835		5,984	3,133
Fund Raising	3,180	218		3,398	890
Legacy	18,618		57,926	76,544	
Soup Lunches					445
Herald	13,874			13,874	15,867
Sundry	350			350	187
Bank Interest	20		3	23	219
Total	<u>121,479</u>	<u>1,245</u>	<u>59,929</u>	<u>182,653</u>	<u>95,641</u>
Expenditure					
Distribute Charities					445
Parish Promise	64,350			64,350	63,250
Staff	6,539	20		6,559	6,477
Team Expenses	2,986			2,986	4,252
Mission Expenses	2,501			2,501	947
Heat, Light, Water	6,126			6,126	4,883
Insurance	4,264	181		4,445	4,061
Cleaning	739			739	10
Repair	250	1,635	456	2,341	13,750
Churchyard Maint	5,334			5,334	4,428
Sanctuary Exps	25			25	
Bellringers Exp	32	380		412	290
Charitable giving	430			430	
Choir Exp	205	18		223	1,105
Admin Expenses	718			718	1,283
Herald Exp	8,886			8,886	11,964
Fund Raising	247			247	20
Sundry	3,743	37	100	<u>3,880</u>	<u>1,102</u>
Total Expenditure	<u>107,375</u>	<u>2,271</u>	<u>556</u>	<u>110,202</u>	<u>118,267</u>
Movement	14,104	(1,026)	59,373	72,451	(22,626)

Notes to the Financial Statements for the year ended 31 December 2021

- 1) The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, governing the individual accounts of PCCs and with the Regulations "true and fair view" provisions.

2) Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for its own use or for spending on a future project.

3) Restricted Funds

These are income funds that must be spent on restricted purposes.

Sharpen restricted fund is a legacy to be spent on the upkeep of a grave in the Town Cemetery

The Much Wenlock Fabric fund is a legacy from one parishioner to be spent on the upkeep of the building.

The Bourton Restricted fund was a legacy for the upkeep of the churchyard. There are plans to replace the lych gates.

4) Designated and Restricted Funds

	As At 01/01/2021	Income	Expenditure	Transfer	As At 31/12/2021
Designated	£	£	£		£
Bell Ringers	3,927	682	(417)		4,192
Choir	2,049	562	(38)		2,573
Fabric	9,947		(1,816)		8,131
Mission	<u>2,119</u>				<u>2,119</u>
Total	<u>18,042</u>	<u>1,244</u>	<u>(2,272)</u>		<u>17,015</u>
Restricted					
Sharpen	3,800		(100)		3,700
Fabric Much Wenlock	44	59,926			59,970
Churchyard Bourton	7,531				7,531
Fabric Bourton	<u>9,578</u>	<u>3</u>	<u>(456)</u>		<u>9,125</u>
Total	<u>20,955</u>	<u>59,929</u>	<u>(556)</u>		<u>80,326</u>

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5) Staff Costs

	2021	2020
Wages and salaries	£6,559	£6,477
Average no of employees	2	2

During the year the PCC employed a Director of Music and church cleaner (both part time) but no payments were large enough to attract social security costs and no pension contributions were made.

6) Related Parties

There were no employee benefits to key management personnel in the current or previous years

No payments or expenses were paid to any PCC member, persons closely connected to them or related person.

7) Analysis of Transfer Between Funds

There were no transfers between funds

8) Current Assets & Prepayments

	2020	2021
	£	£
Debtors (unrestricted funds)		
Tax Recoverable	2,126	2,723
Prepayments		470
Fees	765	696
PAYE refund	30	30
Other Debtors		1,140
	<u>2,921</u>	<u>5,059</u>

9) Liabilities

Amounts falling due in one year

Accruals utilities	583	796
Other creditors	680	100
HDBF	6,700	5,000
Receipts in Advance	3,200	3,200
Retainers	<u>4,895</u>	<u>4,895</u>
	<u>16,058</u>	<u>13,991</u>

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10) Summary of Assets by Fund

	Unrestricted	Restricted	Total
	£	£	£
Current Assets	62,833	85,221	148,054
Liabilities	<u>(11,163)</u>	<u>(4,895)</u>	<u>(16,058)</u>
Net Assets less Liabilities	<u>51,670</u>	<u>80,326</u>	<u>131,996</u>