

**Holy Trinity Church Much Wenlock and Holy Trinity Church Bourton**

**Registered Charity No 1142708**

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

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**For the year ended 31<sup>st</sup> December, 2022**

**Registered Charity No 1142708**

**Holy Trinity Church Much Wenlock and Holy Trinity Church Bourton**

**Registered Charity No 1142708**

**ANNUAL REPORT FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

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](http://www.muchwenlockchurch.co.uk)**

**PCC Members during the year**

<b>Chair</b>	<b>Revd Preb M C Stafford</b>
<b>Vice Chair</b>	<b>Mr A P Walker died March 2022</b> <b>Mr N Norbury appointed May 2022</b>
<b>Church Warden</b>	<b>Mrs S J Crooke-Williams</b>
<b>Church Warden</b>	<b>Miss E Downes</b>
<b>Secretary</b>	<b>Mrs A Dixon</b>
<b>Treasurer</b>	<b>Mrs M Parker</b>
<b>Deanery Synod Rep</b>	<b>Mrs B Bull</b> <b>Mrs G Davis</b> <b>Mrs G Reynolds (Mothers Union)</b>
<b>Parish Safeguarding Officer</b>	<b>Mrs S Gilling</b>
<b>Elected Members</b>	<b>Mrs A Craig</b> <b>Mrs F Coulson-Joy</b> <b>Mr M Laws</b> <b>Mr R Hawthorn</b> <b>Mr P Ward resigned May 2022</b>

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**Associate Priests      Revd. Philip Bytheway died November 2022**

**Revd. David Janes**

**Revd Canon Robert Bull**

**Revd Sam Mann**

**Reader                  Mr Paul Trenberth**

**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 2022**

### **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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### **Aidan Walker**

It is with great sadness that we have to report that Aidan died in March 2022. Aidan had been a trustee, vice chair of the PCC and great servant for some considerable time. He spent many hours checking and maintaining the building, central heating etc. and he was very supportive to all who knew him. He will be sorely missed.

### **Much Wenlock Christmas Fayre**

The Christmas Fayre took place again in 2022. The Church participated along with other local charities and businesses. This was a significant fundraising day.

### **Plough Man's Lunch**

The charity appeal will change from 'Soup' to 'Plough Man's Lunch' in 2023. It will take place on the second Friday of the month. The time will be from 12 noon until 1.30pm. The charity changes each month and we will try to promote local or smaller, less well known appeals. The first one will take place on Friday 13<sup>th</sup> January 2023.

### **Prayer Board**

The Prayer Board continues to be filled with requests for the Lord's help in many ways. Our small group is ever faithful in meeting for a short time on Monday mornings. We commit ourselves on the understanding that biblically 'where two or three gather in my name' there is an energy and power that comes from this but everything we know is in the hands of Jesus. It would be good to see some new faces to share this precious time.

### **Mothers Union**

At the AGM it was decided that the meetings should be held in the church. Several speakers have visited including Julie Quinn, David Janes and Sue Crooke-Williams. Socially a garden party took place at Nancy Owen's House and the annual dinner was held at the Talbot Inn.

Members continue to meet in fellowship and they plan a full programme for 2023. Due to diminishing membership the contributions to diocesan charity concerns have reduced but fundraising will continue.

### **Encircled with Care**

This group has not been active for the last two years due to Covid. It is proposed to restart activities in 2023. We hope to extend the range of things we do over time to end the isolation of individuals and help them back to feelings of belonging. We are keen to improve activities for those living with dementia.

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### **Bell ringers**

It was with great sadness that we lost one of our ringers in 2022. David Lees died in June and he had been ringing at Much Wenlock since the early 1980s. He was a truly faithful ringer, always trying to arrange any commitments on a Sunday around service ringing. Despite an extreme shortage of ringers the bells have been rung for Sunday Service with the help of ringers from Church Stretton and Atcham and we are extremely grateful to them. In November a leaflet was included in the parish magazine asking for people to come forward to learn the art of bellringing. Three or four people have shown an interest and it is hoped that they may start learning in 2023. We would like to have our own band of ringers in time to ring for the coronation of King Charles III. In November Mrs Valerie Robers, Tower Captain, completed seventy years of bellringing and this was marked with a peal by friends from around the Diocese.

### **Church Choir**

The parish church choir lead the music at all term time services during 2022. There is a strong regular membership with a wide age range. We are in the fortunate position of having an assistant organist and now a newly appointed organ scholar. The majority of the younger choristers took part in the Royal School of Church Music summer school at Bath. This had been cancelled for the last two years due to Covid.

### **Churchyard Maintenance**

We are indebted to Neil Warrington for all his hard work restoring the boundary wall. Over nine years Neil has deconstructed, mainly the upper levels of the wall, removed very invasive ivy, reconstructed and repointed the walls. The construction work has been carried out with 3:1 lime mortar mix, sometimes including an addition of fine gravel where spaces to be filled are large. In suitable weather conditions, Neil has worked three mornings per week. He has enjoyed the odd conversations with passers by, but this has not speeded the work up! In the past year Neil has been ably assisted by Chris de Souza, who has proved to be a first rate pointer of the lower wall, where Neil finds it difficult.

The target date for completion is Easter 2023.

During 2022 considerable work has been undertaken thinning the lime trees. We are indebted to the Priory Hall Committee and Wenlock Estates for grants towards this work.

### **Pastoral Care**

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



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### **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 3 year cycle.

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

### **Financial Review**

The accounts for 2022 shows a small deficit of £442. .

The total unrestricted receipts were £125,259 and expenditure was £124,104 giving a net surplus of £1,155. The receipts on restricted funds were £7,394 and expenditure £8,993 resulting in a deficit of £1,597 .

Unrestricted funds carried forward into 2023 are £52,788 , of which £16,968 are designated, and £78,766 of restricted funds.

Like many organisations, the current cost of energy for heating and lighting our churches is cause for concern



## **Holy Trinity Church Much Wenlock and Holy Trinity Church Bourton**

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### **Reserves Policy**

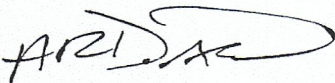
It is PCC policy to maintain an unrestricted fund equivalent to at least three months unrestricted expenditure. At the year end unrestricted funds were £52,788. The unrestricted expenditure in 2022 was £124,104.

### **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**

**18<sup>th</sup> April, 2023**



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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 31<sup>st</sup> December, 2022 which are set out on pages 2 to 15.

**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

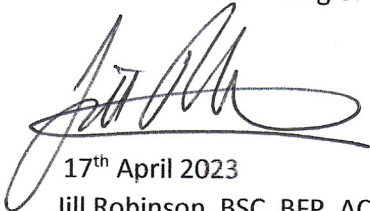
**Basis of Independent Examiners report**

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



17<sup>th</sup> April 2023

Jill Robinson, BSC, BFP, ACA  
Field House,  
Bourton, Much Wenlock  
TF13 6QE

**Holy Trinity Church Much Wenlock and Holy Trinity Church Bourton**

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**Statement of Financial Activities**

**For the year ending 31<sup>st</sup> December 2022**

			<b>2022</b>	<b>2021</b>
		<b>Unrestricted Funds £</b>	<b>Restricted Fund £</b>	<b>Total Funds £</b>
<b>Income from:</b>	<b>Notes</b>			<b>Total Funds £</b>
Donations and legacies		98,167	6,911	105,078
Income from charitable activities		8,224		8,224
Other related activities		18,188	319	18,507
Investment		587	164	751
Other Income		93		93
		<hr/>	<hr/>	<hr/>
Total Income		<u>125,259</u>	<u>7,394</u>	<u>132,653</u>
<b>Expenditure On:</b>				
Raising funds		713		713
Expenditure on charitable activities		123,391	8,991	132,382
Other expenditure				
		<hr/>	<hr/>	<hr/>
Total Expenditure		124,104	8,991	133,095
		<hr/>	<hr/>	<hr/>
Net Income/expenditure		1,155	(1,597)	(442)
Gift Aid Transfer between funds		(37)	37	72,452
Totals brought forward		51,670	80,326	131,996
		<hr/>	<hr/>	<hr/>
Totals carried forward		52,788	78,766	131,996
		<hr/>	<hr/>	<hr/>



**Holy Trinity Church Much Wenlock and Holy Trinity Church Bourton**

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**BALANCE SHEET AT 31 DECEMBER 2022**

<b>CURRENT ASSETS</b>	<b>Notes</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
Bank Current Account		11,780	10,546
Bank Deposit Account		98,708	108,987
Bank CCLA Account		31,079	25,561
Cash in Hand		40	40
Debtors and Prepayment	<b>8</b>	<u>4,585</u>	<u>2,920</u>
		146,192	148,054
<b>Less Current Liabilities</b>	<b>9</b>	(14,638)	(16,058)
		<u><b>131,554</b></u>	<u><b>131,996</b></u>
<b>Represented by:-</b>			
General		35,820	34,655
<b>Designated</b>			
Mission	2,119		2,119
Bell ringers	3,472		4,192
Choir	3,709		2,573
Fabric	<u>7,668</u>		<u>8,131</u>
		16,968	17,015
<b>Restricted</b>			
Bourton	19,617		16,656
Sharpen	3,600		3,700
Fabric	55,549		<u>59,970</u>
		<u>78,766</u>	<u>80,326</u>
		<u><b>131,554</b></u>	<u><b>131,996</b></u>

Signed



Revd. M C Stafford  
18<sup>th</sup> March 2023

**Holy Trinity Church Much Wenlock and Holy Trinity Church Bourton**

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**Statement of Financial Activities for year ended 31<sup>st</sup> December, 2022**

	<b>2022</b>			<b>2021</b>
	<b>General Unrestricted</b>	<b>Designated Unrestricted</b>	<b>Restricted Funds</b>	<b>Total Funds</b>
<u><b>Income</b></u>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Giving	53,347		631	53,978
Gift Day	2,101			2,101
Special Collections			2,419	2,419
Funerals/Weddings	2,952	121		3,073
Income Tax Refund	15,530			15,530
Donations	12,679	1,670	3,130	17,479
Grants	6,559	869	1,050	8,478
Fees	7,099	1,125		8,224
Fund Raising	2,665	1,228		3,893
Legacy	1,500			1,500
Herald	15,133			15,133
Sundry	93			93
Bank Interest	584	3	165	752
<b>Total</b>	<b><u>120,242</u></b>	<b><u>5,016</u></b>	<b><u>7,395</u></b>	<b><u>132,653</u></b>
<b>Expenditure</b>				
Distribute Charities			3,166	3,166
Parish Promise	65,272			65,272
Staff	6,717			6,717
Team Expenses	2,750			2,750
Mission Expenses	452			452
Heat, Light, Water	7,296			7,296
Insurance	4,497			4,497
Cleaning	248			248
Repair		4,057	5,726	9,783
Churchyard Maint	13,496			13,496
Sanctuary Exps	499			499
Bellringers Exp	32			32
Charitable giving	252			252
Choir Exp	655	550		1,205
Admin Expenses	935	15		950
Herald Exp	13,756			13,756
Fund Raising	420	292		712
Sundry	<u>1,762</u>	<u>150</u>	<u>100</u>	<u>2,012</u>
<b>Total Expenditure</b>	<b><u>119,039</u></b>	<b><u>5,064</u></b>	<b><u>8,992</u></b>	<b><u>133,095</u></b>
<b>Movement</b>	<b>1,203</b>	<b>(48)</b>	<b>(1,597)</b>	<b>(442)</b>
				<b>72,452</b>

## Notes to the Financial Statements for the year ended 31 December 2022

- 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.

### 4) Designated and Restricted Funds

	As At 01/01/2022	Income	Expenditure	Transfer	As At 31/12/2022
Designated	£	£	£		£
Bell Ringers	4,192	969	(1,689)		3,472
Choir	2,573	1,753	(617)		3,709
Fabric	8,131	2,294	(2,757)		7,668
Mission	<u>2,119</u>	<u>—</u>	<u>—</u>		<u>2,119</u>
Total	<u>17,015</u>	<u>5,016</u>	<u>(5,063)</u>		<u>16,968</u>
Restricted					
Sharpen	3,700		(100)		3,600
Fabric Much Wenlock	59,970	1,053	(5,474)		55,549
Churchyard Bourton	7,531				7,531
Fabric Bourton	<u>9,125</u>	<u>3,213</u>	<u>(252)</u>		<u>12,086</u>
Total	<u>80,326</u>	<u>4,266</u>	<u>(5,826)</u>		<u>78,766</u>



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**5) Staff Costs**

	<b>2022</b>	<b>2021</b>
Wages and salaries	£6,717	£6,559
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**

	<b>2022</b>	<b>2021</b>
	£	£
Debtors (unrestricted funds)		
Tax Recoverable	2,489	2,125
Prepayments	984	
Fees	242	765
PAYE refund		30
Other Debtors	870	
	<u>4,585</u>	<u>2,920</u>

**9) Liabilities**

Amounts falling due in one year		
Accruals utilities	3,262	583
Other creditors	3,896	680
HDBF		6,700
Receipts in Advance	7,480	3,200
Retainers		<u>4,895</u>
	<u>14,638</u>	<u>16,058</u>

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**10) Summary of Assets by Fund**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Current Assets	67,426	78,766	146,192
Liabilities	(14,638)	-	(14,638)
Net Assets less Liabilities	<u>52,778</u>	<u>78,766</u>	<u>131,554</u>