

The Parish of  
Holy Sepulchre with St. Andrew and St. Lawrence  
Northampton  
NN1 3NL  
Diocese of Peterborough

Charity no. 1145945

**FINANCIAL STATEMENT AND REPORT**  
**FOR THE YEAR ENDING**  
**31ST DECEMBER 2022**

The Church Office  
Church Lane  
Northampton  
NN1 3NL

01604 627988

**HOLY SEPULCHRE WITH ST ANDREWS AND ST LAWRENCE NORTHAMPTON**  
**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDING 31<sup>st</sup> DECEMBER 2022**

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<b>Registered Charity Number:</b>	1145945
<b>Address:</b>	Parish of Holy Sepulchre with St Andrew and St Lawrence of Northampton The Parish Office Church Lane Northampton NN1 3NL
<b>Ministry Team:</b>	In vacancy
<b>Churchwardens:</b>	John Willis Edmund Gibbs
<b>Hall Manager:</b>	Paula Worsley
<b>Organist:</b>	Johan de Boer
<b>Parochial Church Council:</b>	
<b>Hon. Assistant Priests</b>	the Revd Alarn March The Revd Greg Shaw
<b>Wardens:</b>	Rachel Cooley (Trustee)
<b>Members:</b>	Emma Cross Johan de Boer Michael Letts Michael Longman Kevin Pinks Anne Thorley
<b>Treasurer:</b>	Vacant
<b>Deanery Synod Rep:</b>	Kevin Pinks
<b>Electoral Roll Officer:</b>	John Willis

**HOLY SEPULCHRE WITH ST ANDREWS AND ST LAWRENCE NORTHAMPTON**  
**TRUSTEES ANNUAL REPORT**  
**FOR THE YEAR ENDING 31<sup>st</sup> DECEMBER 2022**

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**Bankers:**

HSBC Bank plc.  
22 Abington Street  
Northampton NN1 2AN

Nationwide Building Society, Wellingborough Road

CCLA Investment Management  
Senator House  
85 Queen Victoria Street  
London EC4V 4ET

**Independent Examiners:**

CVS Northamptonshire  
32-36 Hazelwood Road  
Northampton  
NN1 1LN

**THE PCC OF HOLY SEPULCHRE WITH ST ANDREW AND ST LAWRENCE**  
**FINANCIAL STATEMENTS AND ANNUAL REPORT**  
**FOR THE YEAR ENDING 31<sup>st</sup> DECEMBER 2022**

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# **HOLY SEPULCHRE WITH ST ANDREWS AND ST LAWRENCE NORTHAMPTON TRUSTEES ANNUAL REPORT**

**FOR THE YEAR ENDING 31<sup>st</sup> DECEMBER 2022**

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## **Legal and Administrative Information**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **STATEMENT OF THE AIMS OF THE PAROCHIAL CHURCH COUNCIL:**

The PCC co-operates with the Incumbent of the Parish in promoting in the parish the whole mission of the church, pastoral, evangelistic, social, and ecumenical. With these aims in mind, the PCC meets monthly throughout the year to discuss the business of the parish; outreach, the historic church building, its upkeep and maintenance, organising services, and the maintenance and running of the church rooms.

#### **MISSION STATEMENT**

we are a Christian Church who seek to serve God, the community and one another strengthened by faith, worship, and prayer.

#### **Appointment of Churchwardens, PCC Members and Trustees**

Churchwardens are elected at the Annual Parochial Meeting and usually stay in office for 3 years. PCC Members and Trustees are elected annually. All elected members must be on the electoral roll of the church.

#### **Sub Committees of the PCC:**

None.

**Safeguarding:**

**Michael Longman**

**Health and Safety:**

**The Churchwardens.**

**HOLY SEPULCHRE WITH ST ANDREWS AND ST LAWRENCE NORTHAMPTON  
TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDING 31<sup>st</sup> DECEMBER 2022**

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**HOLY SEPULCHRE RESTORATION TRUST CHARITY - NUMBER 284282**

**This is an Independent Charity which raises money for the fabric of the building.**

Chair: Mr David Williams JP MBE

Hon. Secretary: Mr John Kightley MBE

ELECTORAL ROLL 30

SUNDAY ATTENDANCE 12 – 20

INSURANCE – Ecclesiastical Insurance Office, Gloucester

**ACHIEVEMENTS AND PERFORMANCE**

**Public Benefit**

The church and its' premises are managed by the Parochial Church Council for the exclusive benefit of the public. There is an open invitation for anyone to attend public worship or to spend time in the church and to hire the community rooms.

**Reserves and Investment Policies**

The current reserve policy is to maintain sufficient cash flow to meet known commitments.

**HOLY SEPULCHRE/ ST LAWRENCE TRUST**

A Trust founded at the time of the closure of St Lawrence Church. It meets twice a year to consider applications for funds for particular projects at Holy Sepulchre. The trustees are made up of The Archdeacon, the clerk, the Area Dean, the Lay Chair of the Deanery Synod and the Vicar and Churchwardens of Holy Sepulchre.

**Bell Ringing Team**

The bell ringers are part of a town centre team. The town captain is Colin Sampson.

**The Over Sixties Club** – usually meets on a Monday afternoon for social activities.

A church group hold regular Sunday services in the main hall.

A dance school occupy the church hall on Saturdays during term time.

**HOLY SEPULCHRE WITH ST ANDREWS AND ST LAWRENCE NORTHAMPTON  
TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDING 31<sup>st</sup> DECEMBER 2022**

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**Plans for the Future.**

To appoint a new treasurer.

Introduce contactless giving in Church.

Increase occupancy of the church hall.

Presented and approved at the PCC meeting held on 26<sup>th</sup> May 2024, and signed on their behalf.

  
\_\_\_\_\_ 05-06-24  
Edmund Gibbs                      Trustee

To the Trustees:

**THE PCC OF HOLY SEPULCHRE WITH ST. ANDREWS AND ST. LAWRENCE**

**Registered Charity Number: 1145945**

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## **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

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

I have Independently Examined the Financial Statements on Pages 5 -11, for the financial year ending 31<sup>st</sup> December 2022.

### **Respective responsibilities of Trustees and Examiner**

As the charity's trustees, you are responsible for the preparations of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act"). The charity's Trustees consider an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

I report on my examination of the Charity's accounts 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.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with general Directions given by the Charity Commission and in accordance with section 145 of the Charities Act 2011. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you the trustees concerning 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 next statement.

### **Independent Examiner's Statement**

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 material respect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act: or
- the accounts did not accord with the accounting records.

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.

*Brenda Peers-Ross*

Brenda Peers-Ross FMAAT ACIE  
18<sup>th</sup> June 2024



THE PCC OF HOLY SEPULCHRE WITH ST ANDREW AND ST LAWRENCE  
REGISTERED CHARITY NUMBER 1145945  
RECEIPTS AND PAYMENTS ACCOUNT

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For the Period 31st December 2022

	Notes	Unrestricted £	Restricted £	Endowment £	2022 £	2021 £
<b>Income from</b>						
Donations and Legacies	1	9,425	-	-	9,425	44,807
Charitable activities	2	25,748	-	-	25,748	28,054
Other Income	3	7,418	-	-	7,418	5,314
Investment income		6,083	2,981	-	9,064	6,894
<b>Total Income</b>		<b>48,674</b>	<b>2,981</b>	<b>-</b>	<b>51,655</b>	<b>85,069</b>
<b>Expenditure</b>						
<b>Charitable activities</b>						
Raising funds		-	-	-	-	-
Charitable activities	4	38,441	-	-	38,441	46,942
Purchase of shares		-	-	-	-	-
<b>Total Expenditure</b>		<b>38,441</b>	<b>-</b>	<b>-</b>	<b>38,441</b>	<b>46,942</b>
Net Gains/(losses) on investments		(4,932)	(32,212)	-	(37,144)	34,968
<b>Net income/(expenditure)</b>		<b>10,233</b>	<b>2,981</b>	<b>-</b>	<b>13,214</b>	<b>38,127</b>
Transfer between funds		-	-	-	-	-
<b>Other recognised gains/(losses):</b>						
Gains/(losses) on sale of shares		-	-	-	-	-
<b>Net movement in funds</b>		<b>5,301</b>	<b>(29,231)</b>	<b>-</b>	<b>(23,930)</b>	<b>73,095</b>
Total funds brought forward		52,590	277,269	-	329,859	256,764
<b>Total funds carried forward</b>		<b>57,891</b>	<b>248,038</b>	<b>-</b>	<b>305,929</b>	<b>329,859</b>
<b>CASH FUNDS</b>						
		Unrestricted £	Restricted £	Endowment £	2022 £	2021 £
Unrestricted Funds	15	57,523	-	-	57,523	52,222
Designated Funds	16	368	-	-	368	368
Restricted Funds	17	-	248,038	-	248,038	277,269
Endowment Funds	18	-	-	-	-	-
		<b>57,891</b>	<b>248,038</b>	<b>-</b>	<b>305,929</b>	<b>329,859</b>


**THE PCC OF HOLY SEPULCHRE WITH ST ANDREW AND ST LAWRENCE**  
**REGISTERED CHARITY NUMBER 1145945**  
**STATEMENT OF ASSETS AND LIABILITIES**

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**For the Period 31st December 2022**

	Note	Unrestricted £	Restricted £	Endowment £	2022 £	2021 £
<b>Assets:</b>						
Tangible Fixed Assets	6	-	-	-	-	-
Investment Shares - Holy Sepulchre	7	36,965	42,480	-	79,445	90,046
Investment Shares - St Andrew Alternative Church Fund	8	-	150,332	-	150,332	170,390
Investment Shares - Vera Cleaver Trust	9	-	19,420	-	19,420	22,011
Investment Shares - Vera Cleaver Trust Securities Fund	10	-	2,735	-	2,735	3,159
Investment Shares - Thornton Trust	11	-	17,335	-	17,335	19,648
Investment Shares - St Sepulchre Asst	12	-	8,678	-	8,678	9,836
Bank Current Accounts		17,077	-	-	17,077	8,378
Discretionary Fund Cash Held		11	-	-	11	11
Bank & Building Society Deposit Accounts		358	-	-	358	358
HSBC Deposit Account		1,648	-	-	1,648	113
CCLA Deposit Accounts		1,832	7,058	-	8,890	5,909
Debtors	13	5	-	-	5	333
		<b>57,896</b>	<b>248,038</b>	<b>-</b>	<b>305,934</b>	<b>330,192</b>
<b>Liabilities</b>						
Creditors	14	(14,102)	-	-	(14,102)	(6,150)
		<b>(14,102)</b>	<b>-</b>	<b>-</b>	<b>(14,102)</b>	<b>(6,150)</b>
<b>Net Assets</b>		<b>43,794</b>	<b>248,038</b>	<b>-</b>	<b>291,832</b>	<b>324,042</b>

Presented and approved by the Trustees at a PCC meeting held on 26th May 2024 and signed on their behalf.

 05-06-24  
 Edmund Gibbs Trustee

## Notes to the Accounts

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### Basis of preparation

The Accounts have been prepared on a Receipts and Payment basis using historical cost conventions, applicable to UK Accounting Standards and Charities Act 2011.

### Funds

General funds unrestricted funds which are available for use at the discretion of the PCC, in furtherance of the general objectives of the church.

Designated funds comprise unrestricted funds that have been set aside by the PCC, for particular purposes. The aim and use of each designated fund is set out in the notes to the Accounts.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the PCC, for particular purposes.

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

### Fixed Assets

No purchase under £1,000 is capitalised. If capitalised the asset will be depreciated over its useful life.

Short life assets will be depreciated over two years.

Freehold Property 2% straight line method

Long life assets 25% straight line method.

### Income

Income is brought into account on receivable basis in the year in which it is received.

### Intangible Income

Intangible income in the form of donated facilities and voluntary help etc, is not included in the Accounts since it is not considered practicable to quantify such income.

### Expenditure

Expenditure is stated inclusive of value added tax, and is brought into account in the period in which it is paid. Costs are allocated to functional headings on the basis of direct costs on a fair and reasonable basis.

### Reserve Policy

The PCC, aim to have adequate reserves to meet known commitments and designated funds for identified specific purposes.

## Notes to the Accounts

	Unrestricted	Restricted	Endowment	2022	2021
	£	£	£	£	£
<b>Note 1</b>					
<b>Donations and Legacies</b>					
Planned Giving	1,382	-	-	1,382	2,540
Collections and Sundry Giving	-	-	-	-	742
Flat lettings	5,500	-	-	5,500	-
Other Donations	2,543	-	-	2,543	41,525
	<b>9,425</b>	<b>-</b>	<b>-</b>	<b>9,425</b>	<b>44,807</b>
<b>Note 2</b>					
<b>Charitable Activities</b>					
Fees for Weddings, Funerals etc	1,227	-	-	1,227	2,880
Hall Hire	10,760	-	-	10,760	11,319
Church Hire	2,361	-	-	2,361	-
Other	11,400	-	-	11,400	13,855
	<b>25,748</b>	<b>-</b>	<b>-</b>	<b>25,748</b>	<b>28,054</b>
<b>Note 3</b>					
<b>Other Income</b>					
QS4 Ltd/Virgin Masts	7,418	-	-	7,418	5,314
	<b>7,418</b>	<b>-</b>	<b>-</b>	<b>7,418</b>	<b>5,314</b>
<b>Note 4</b>					
<b>Charitable Activities</b>					
Employment Costs	5 11,873	-	-	11,873	11,649
Parish Share	-	-	-	-	10,000
Church Supplies	-	-	-	-	116
Equip R&M	1,734	-	-	1,734	3,888
Subscriptions , licences	20	-	-	20	244
Photocopier, Stationery, Postage, IT	-	-	-	-	38
Charities donations	-	-	-	-	309
Clergy & Vicarage expenses	1,327	-	-	1,327	300
Telephone and Broadband	867	-	-	867	837
Independent Examination	29	-	-	29	1,539
Other costs	72	-	-	72	1,092
<b>Premises Costs</b>					
Repairs and maintenance	2,519	-	-	2,519	1,854
Insurance	6,908	-	-	6,908	6,704
Heat and Light	11,093	-	-	11,093	5,195
Cleaning etc.	415	-	-	415	1,601
Water, council, rates	1,584	-	-	1,584	1,576
	<b>38,441</b>	<b>-</b>	<b>-</b>	<b>38,441</b>	<b>48,942</b>

**Notes to the Accounts**

	Unrestricted	Restricted	Endowment	2022	2021
	£	£	£	£	£
<b>Note 5</b>					
<b>Employment Costs</b>					
Gross Salaries	11,213	-	-	11,213	10,681
Employer NI	-	-	-	-	-
Employer Pension	149	-	-	149	133
Payroll, Pension admin and JRS Charges	511	-	-	511	835
	<b>11,873</b>	<b>-</b>	<b>-</b>	<b>11,873</b>	<b>11,649</b>

No employee earned in excess of £60,000 during the year.

The average number of employees during the year was: 1 (2022: 1)

During the year, the trustees received no remuneration, The total expenses reimbursed to the trustees amounts to nil (2021:£nil)

**Note 6**

**Tangible Fixed Assets**

There are no fixed assets at present

**Note 7**

**CBF Investment - Holy Sepulchre PCC**

**Cost or Valuation**

At 1 January 2022

Purchase of 1789.1 shares August 2021 unrestricted

Unrealised gains/(losses) on valuation

Realised gains/(losses) during the year

	At Cost	Restricted At Market Value	2021
	£	2022 £	£
At 1 January 2022	40,999	90,046	43,640
Purchase of 1789.1 shares August 2021 unrestricted	40,500	-	40,500
Unrealised gains/(losses) on valuation	-	-	(1,518)
Realised gains/(losses) during the year	-	(10,600)	7,424
	<b>81,499</b>	<b>79,446</b>	<b>90,046</b>

Cost valuation figure @ 31.12.11

**Note 8**

**CBF Investment Fund - St Andrew Alternative Church Fund**

**Cost or Valuation**

At 1 January 2022

Unrealised gains/(losses) on valuation

Realised gains/(losses) during the year

At 31 December 2022

Cost valuation figure @ 31.12.11

	At Cost	At Market Value	2021
	£	2022 £	£
At 1 January 2022	75,132	170,390	119,286
Unrealised gains/(losses) on valuation	-	-	29,779
Realised gains/(losses) during the year	-	(20,058)	21,325
At 31 December 2022	<b>75,132</b>	<b>150,332</b>	<b>170,390</b>

**Note 9**

**CBF Investment - Vera Cleaver Trust**

**Cost or Valuation**

At 1 January 2022

Unrealised gains/(losses) on valuation

Realised gains/(losses) during the year

At 31 December 2022

	At Cost	At Market Value	2021
	£	2022 £	£
At 1 January 2022	12,551	22,011	15,409
Unrealised gains/(losses) on valuation	-	-	3,847
Realised gains/(losses) during the year	-	(2,591)	2,755
At 31 December 2022	<b>12,551</b>	<b>19,420</b>	<b>22,011</b>

Cost valuation figure @ 31.12.14

Notes to the Accounts

Note 10

CBF Investment - Vera Cleaver Trust Securitas Fund

Cost or Valuation

At 1 January 2022

Unrealised gains/(losses) on valuation

Realised gains/(losses) during the year

At 31 December 2022

At Cost	At Market Value 2022	2021
£	£	£
3,322	3,159	3,349
-	-	35
-	(424)	(225)
<b>3,322</b>	<b>2,735</b>	<b>3,159</b>

Cost Valuation figure @ 31.12.14

Note 11

CBF Investment Fund - Thornton Trust

Cost or Valuation

At 1 January 2022

Unrealised gains/(losses) on valuation

Realised gains/(losses) during the year

At 31 December 2022

At Cost	At Market Value 2022	2021
£	£	£
9,524	19,648	13,755
-	-	3,434
-	(2,313)	2,459
<b>9,524</b>	<b>17,335</b>	<b>19,648</b>

Cost valuation figure @ 31.12.12

Note 12

CBF Investment Fund - St Sepulchre Asst Curates Stipend Fund

Cost or Valuation

At 1 January 2021

Unrealised gains/(losses) on valuation

Realised gains/(losses) during the year

At 31 December 2022

At Cost	At Market Value 2022	2021
£	£	£
4,337	9,836	6,886
-	-	1,719
-	(1,158)	1,231
<b>4,337</b>	<b>8,678</b>	<b>9,836</b>

Cost valuation figure @ 31.12.11

Realised gains and losses are recognised when the investments are sold. Unrealised gains/losses are accounted for on revaluation of investments at 31st December 2021

Note 13

Debtors

Pre-Paid

Unrestricted £	Restricted £	Endowment £	2022 £	2021 £
5	-	-	5	333
<b>5</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>333</b>

Note 14

Creditors

Other - Parish Share

Other

Other - St Michael & All Angels

Accruals

(12,138)	-	-	(12,138)	-
(1,114)	-	-	(1,114)	(260)
-	-	-	-	-
(850)	-	-	(850)	(700)
<b>(14,102)</b>	<b>-</b>	<b>-</b>	<b>(14,102)</b>	<b>(960)</b>

Notes to the Accounts

Note 15

Unrestricted Funds

	Balance 01.01.22	Movement In £	Movement Out £	Transfers £	Balance 31.12.22 £
General Reserve	52,222	48,674	(43,373)	-	57,523
	<b>52,222</b>	<b>48,674</b>	<b>(43,373)</b>	<b>-</b>	<b>57,523</b>

Note 16

Designated fund

	Balance 01.01.22	Movement In £	Movement Out £	Transfers £	Balance 31.12.22 £
Vera Cleaver Fund	368	-	-	-	368
	<b>368</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>368</b>

Vera Cleaver Fund - Income to be used at the Vicars discretion

Note 17

Restricted Funds

	Balance 01.01.22	Movement In £	Movement Out £	Transfers £	Balance 31.12.22 £
CBF Investment - Holy Sepulchre	48,316	-	(5,668)	-	40,648
CBF Investment - St Andrew Alternative Church	170,390	-	(20,058)	-	150,332
CBF Investment Fund - Vera Cleaver Trust	22,011	-	(2,591)	-	19,420
CBF Securities Fund - Vera Cleaver Trust	3,159	-	(424)	-	2,735
CBF Investment - Thornton Trust	19,848	-	(2,313)	-	17,335
CBF Investment - Asst Curate's Stipend Fund	9,836	-	(1,158)	-	8,678
Thornton Trust Fund	2,494	553	-	-	3,047
Thorneycroft Trust	3,415	2,428	-	-	5,843
	<b>277,269</b>	<b>2,981</b>	<b>(32,212)</b>	<b>-</b>	<b>248,038</b>

CBF Investment - Holy Sepulchre - These shares comprise the Thorneycroft shares to provide income for the Parish Share

CBF Investment - St Andrew Alternative Church - Capital Invested - Income for general Parish use

CBF Investment Fund - Vera Cleaver Trust - Capital Invested - Income to be used at the Vicars discretion

CBF Securities Fund - Vera Cleaver Trust - Capital Invested - Income to be used at the Vicars discretion

CBF Investment - Thornton Trust - Capital Invested - Income to be used for Clergy expenses

CBF Investment - Asst Curate's Stipend Fund - Capital Invested - Income to be used to pay Curates Expenses

Thornton Trust Fund - For Clergy expenses

Thorneycroft Trust - To provide for the Parish Share