



HOLY TRINITY TWICKENHAM



# **Annual Report 2023**

# **ANNUAL PAROCIAL CHURCH MEETING**

## ***AGENDA***

### **ANNUAL PAROCIAL CHURCH MEETING**

- 1) Elections 2023/24
  - a) Deanery Synod
  - b) Parochial Church Council
  - c) Appointment of the Independent Examiner
- 2) Minutes of last Annual Meeting: approval of minutes.
- 3) Reports
- 4) Approval of Annual Report and Accounts.
- 5) Receive the Electoral Roll.
- 6) Chairman's Report

### **CLOSING PRAYERS**

**FOLLOWED BY A BRIEF MEETING OF THE NEW PCC**

## **REPORTS**

### **CHAIRMAN'S (WARDENS') REPORT**

In 2022, we were able to make significant progress restoring the church and our services to something much more like normal, following the significant challenges that COVID-19 brought about. It is great to see our church building being actively used, both for church services and for many community activities taking place in the Green and Blue rooms.

The year was also one of departures. In September, we said goodbye to Cara Kear, who gave three years of service to the church as Curate, with a significant part of it with the additional challenge of a whole new way of worshipping and interacting with people, due to the pandemic. We'd like to repeat our thanks for all that Cara did for us in her time here during her curacy.

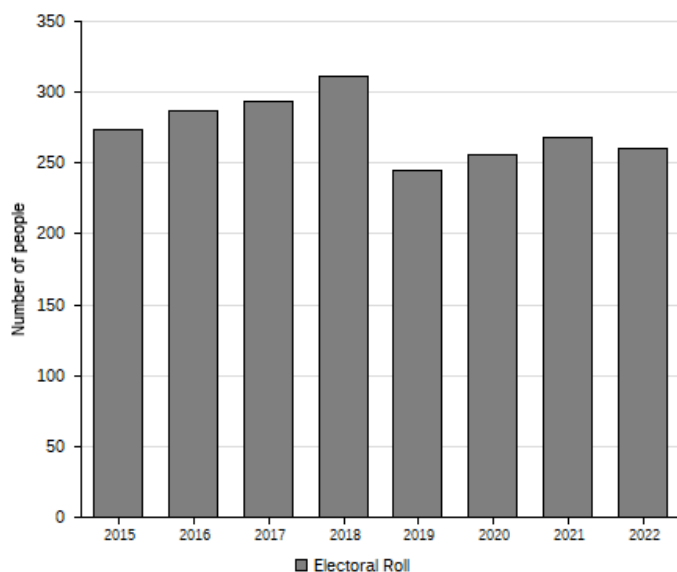
In the autumn, Tim announced that he was leaving for pastures new in Bishop's Cleeve, near Cheltenham, and we said goodbye to Tim, Nat, Jemima and Tabitha in December. A small group from the church were able to attend Tim's installation in late January. We owe a massive debt of thanks to Tim and Nat for all the many wonderful things they did for us during the 12 years they spent with us. We continue to pray for them and that the Lord will bless their work in Bishop's Cleeve.

The church's recruitment process is somewhat different from that many will be familiar from public or private sector employment and couldn't start to apply fully until after Tim was installed in his new parish. At the time of writing, the recruitment process is well underway and, God willing, we hope to be able to appoint a new vicar within the next two months, following the church's selection and interview process.

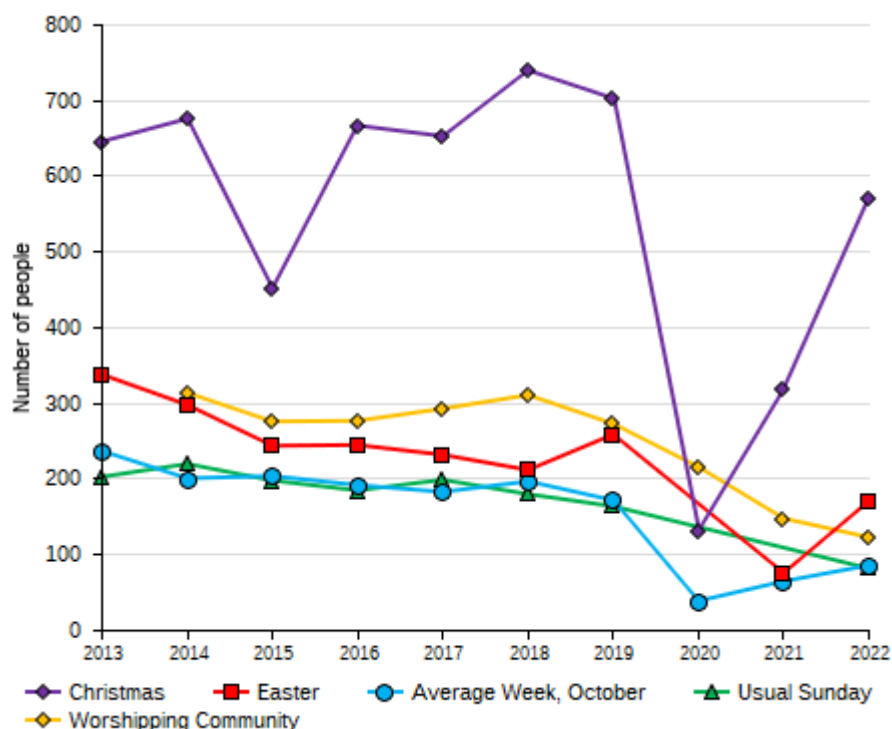
It has been truly heartening to see how much support and help has come forward over the last few months, during the period of "interregnum" and how the Holy Trinity church family has really pulled together to keep as much going as possible. We have also been blessed by the help of some great clergy and look forward to working with our new vicar before too long. There are too many people to name individually, but we praise and thank God for your help.

### **ELECTORAL ROLL AND CHURCH ATTENDANCE**

Our official figure for those on the Electoral Roll eligible to vote at the Annual Parochial Church Meeting is 262. This includes 2 additions since the Parish Return figure of 260 for 2022.



Attendance in person has seen a decline since the pandemic started, but our online presence with live streamed services on YouTube, has provided a connection to many more people than is reflected in the Sunday attendance figures. Our thanks go to the tech team, who have given their time to enable us to provide the services online. It is reassuring that attendance at special services in 2022, including Easter and Christmas, has increased towards pre pandemic levels.



*Rob French and Fleur Beeson (Churchwardens)*

## FABRIC REPORT

We have a small team of volunteers who keep the church in as good order as we can. Below are some bullets of items carried out during the last couple of months and as reported to the PCC on 15 May 2023.

- Break glass box for Blue Room outside gate key has been fitted
- Toilet cistern replaced in right hand toilet [cleaners cupboard one]
- Office outer door lock replaced
- New keys for office outer door distributed to those who asked for one
- Church clear-out under way
- New Henry vacuum cleaner bought to replace broken one
- Hearing loop repair being investigated on 28 April
- Disabled toilet alarm switch and cord replaced
- New sign over the 8 gang light switch panel for Green Room
- Fire extinguisher audit carried out
- Fencing and gate repairs done
- Church big clean on 28 April
- Green Room floor cleaned with Karcher hard floor cleaner during April

We have a schedule of planned maintenance that gets carried out during the year. In 2022 and 2023 repairs were carried out to the ceiling in north aisle. And we will be starting repairs to the ceiling in the south aisle in May 2023. Last year the Quinquennial Inspection was carried out and we are making improvements where recommended. A Disability Audit was done earlier this year. A meeting was held in February 2023 with the Diocesan Advisory Committee to discuss potential building works. Finally, repairs to the Chancel roof have been taking place and are nearly finished. And perhaps the best of all was the installation of TV monitors in the church. They have gone down well and are a great help to many people.

*Tim Little*

# Annual Report and Accounts

For the year ended 31 December 2022

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Incumbent	None - Church in interregnum
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Bank	HSBC plc 2 London Road Twickenham TW1 3RY
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Independent Examiner	Mr D Loftus 11 Kew Gardens Farington Leyland PR25 4QN
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# ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

## Administrative Information

Holy Trinity Church is situated on The Green, in the Strawberry Hill area of Twickenham. It is part of the Diocese of London and the Kensington Episcopal Area within the Church of England. The correspondence address is c/o the Vicarage, 1 Vicarage Rd, Twickenham TW2 5TS.

Members of the PCC are either ex officio, or elected at the Annual Parochial Church Meeting (APCM), in accordance with the Church Representation Rules, or co-opted. At present the APCM has chosen to elect the PCC annually, rather than a 3 year rolling membership.

Churchwardens are elected at the Annual Meeting of Parishioners, which is held immediately before the APCM. During 2022, the following served as members of the PCC:

Incumbent:	Revd. Tim Garrett	(Chair)
Associate Minister	Revd. Natalie Garrett	
Churchwardens:	Robert French	
	Fleur Beeson	(Vice-Chair)
Licenced Reader & Deanery Synod:	Anna McPherson	
Deanery Synod:	Gordon Nockles	
Elected Members:	Jon Beeson	(Treasurer)
	Tim Little	(PCC Secretary)
	Giles Norman	
	Katy Patterson	
	Liz Rogers	
	Vicki Rogers	(Children's Champion)
	Sue Morris	
	Geoff Mussett	
	Tamsin Turner	
	Adam Smith	
Regularly in Attendance:	Lucy James	(Safeguarding Officer)

## **Structure, Governance and Management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is exempted by order from registering with the Charity Commission. All regular church attendees are encouraged to register on the Electoral Roll and to consider election to the PCC.

## **Objectives and Activities**

The PCC of Holy Trinity Church works with the incumbent to promote the mission of the Church within the parish of Holy Trinity, Twickenham (traditionally known as the parish of Twickenham Common). This Mission is outlined in the church's Mission Action Plan. It is also responsible for the maintenance of the church fabric. Close links are maintained with Archdeacon Cambridge's Primary School, situated within the parish. Cooperation with other local churches is actively encouraged.



# **Parochial Church Council of Holy Trinity Church, Twickenham Green**

## **ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

### **Financial Review**

*The church now reports its financial results on the same basis as most company accounts - the "accruals" basis. This attempts to reflect the activity that happened in the year, rather than simply what flowed through the bank account between 1<sup>st</sup> January and 31<sup>st</sup> December.*

In 2022, our income was £228,892 lower than in 2021. This decreased income was almost exclusively due to the church receiving large one-off donations of over £252,674 during 2021, which was not repeated in 2022. Planned giving and room hire income both increased in 2022.

Expenditure was £45,460 higher than in 2021. This significant increase was due to the increased common fund payment to the Diocese. The sum of all other church expenditure was broadly consistent with the previous year.

The church paid its full parish share to the Diocese of London, and this remains the biggest item of expenditure at £85,200. This is the amount we pay to the Diocese of London to cover the cost of a vicar, accommodation, training and support, plus continued investment and training in the wider Anglican church. In 2023 the church will be paying its full parish share.

At the end of December 2022, we had £300,119 in our bank and investment accounts. This was lower than the £310,372 figure at the same time in 2021. This decrease is due to the deficit made throughout 2021.

Many thanks for your continued support to the church.

*Jon Beeson, Honorary Treasurer.*

### **Reserves Policy**

It is PCC policy to maintain a balance on the general fund (if possible) which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time. The balance of £300,119 exceeds this level.

It is our policy to invest our funds mainly with the Church of England Deposit Fund, with a working level maintained in our current account.

**Approved by the PCC on 13<sup>th</sup> March 2023 and signed on their behalf by Mrs Fleur Beeson (Churchwarden), Mr Robert French (Churchwarden) and Mr Jon Beeson (PCC Treasurer).**



## **Independent examiner's report to the PCC of Holy Trinity Church, Twickenham**

### **Independent Examiner's Report to the Members/Trustees of Holy Trinity Church, Twickenham, Parochial Church Council.**

I report on the accounts of the church for the year ended 31<sup>st</sup> December 2022, which are set out on the pages Accruals Accounting Basis; Notes to the statements & Financial Statements; Restricted Funds and Reconciliation of Bank Balances.

#### **Respective responsibilities of trustees and examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required 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 section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's 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 requirements 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.

Signed: *David E Loftus*

DAVID EDWARD LOFTUS MBE  
11 KEW GARDENS  
FARINGTON  
LEYLAND  
PR25 4QN

15<sup>th</sup> April 2023

ASSOCIATE OF CHURCH ACCOUNTANTS AND TREASURERS  
MEMBER CHARTERED INSTITUTE OF FUNDRAISING  
MEMBER ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS  
PAST VICE CHAIR OF LONDON DIOCESAN FUND

**Holy Trinity Twickenham Green**  
**Financial Statements for the year ended 31 December 2022**  
**Accruals Accounting Basis**

	<i>Note</i>	General Fund	Piano Fund	<b>Total 2022</b>	<b>Total 2021</b>
<b>Receipts</b>					
Regular Giving					
Planned Giving		65,224		<b>65,224</b>	63,747
Loose collections		5,330		<b>5,330</b>	4,166
Income tax recovered		17,368		<b>17,368</b>	18,220
		87,921	-	<b>87,921</b>	86,133
Other donations received		4,495	-	<b>4,495</b>	252,674
Grants		2,641	-	<b>2,641</b>	-
Activities for generating funds	5a	37,790	-	<b>37,790</b>	27,206
Income from church activities	5b	7,013	-	<b>7,013</b>	5,441
Investment income	5c	2,715	-	<b>2,715</b>	14
Loans from diocese		-	-	-	-
Listed place of worship tax reclaim		-	-	-	-
Total receipts		142,576	-	<b>142,576</b>	371,468
<b>Payments</b>					
Diocesan parish share		85,200	-	<b>85,200</b>	41,000
Other payments	5d	66,608	-	<b>66,608</b>	65,348
Total Payments		151,808	-	<b>151,808</b>	106,348
<b>Excess of Receipts over Payments</b>		<b>(9,233)</b>	-	<b>(9,233)</b>	265,119
Bank and deposit accounts 1 January		309,966	406	<b>310,372</b>	45,755
Bank and deposit accounts 31 December		299,713	406	<b>300,119</b>	310,372

**Statement of Assets and Liabilities**

**Cash Funds**

Bank Current Accounts	34,126	406	<b>34,532</b>	284,001
CBF Deposit Account	265,587	-	<b>265,587</b>	26,372
	299,712	406	<b>300,119</b>	310,372
Deferred Income	-	-	<b>0</b>	0
Tax reclaim outstanding			<b>530</b>	511
Green Room lettings accruals			<b>5,034</b>	3,236
Other accrued income			<b>0</b>	50
Total Accrued Income			<b>5,563</b>	3,797
Accrued Expenditure			<b>1,887</b>	1,142
Accrued Capital Expenditure			<b>0</b>	0
Loan from Diocese (balance outstanding)			<b>0</b>	0
Total Accrued Expenditure			<b>1,887</b>	1,142

## Notes to the statements

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting

Regulations 2006 using the Accruals basis.

2. The piano (including stool and cover) cost £3,022 when purchased in 2001.

3. There were no movements in the restricted Piano Fund for the year.

4. "Other running costs" includes the costs for the Parish Manager, general supplies and small equipment purchases.

<b>Receipt and Payments Analysis</b>	<b>R&amp;P General Fund</b>	<b>R&amp;P Piano Fund</b>	<b>Total 2022</b>	<b>Total 2021</b>
5a. Activities for generating funds - receipts				
Green room lettings	35,072	-	<b>35,072</b>	21,588
Events	-	-	-	-
Fairtrade stall sales	131	-	<b>131</b>	210
Other activities	2,587	-	<b>2,587</b>	5,408
Tax on campaigns	-	-	-	-
	<b>37,790</b>	-	<b>37,790</b>	27,206
5b. Receipts from church activities				
Fees	3,316	-	<b>3,316</b>	2,505
Trinity Toddlers	668	-	<b>668</b>	450
Other receipts	3,028	-	<b>3,028</b>	2,486
	<b>7,013</b>	-	<b>7,013</b>	5,441
5c. Receipts from investments				
CCLA deposit interest	2,715	-	<b>2,715</b>	14
Other investment income	-	-	-	-
	<b>2,715</b>	-	<b>2,715</b>	14
<b>Receipt and Payments Analysis (cont.)</b>	<b>General Fund</b>	<b>Piano Fund</b>	<b>Total 2022</b>	<b>Total 2021</b>
5d. Church activities - payments				
Donations to supported charities				
Spear	286	-	<b>286</b>	-
Other	583	-	<b>583</b>	-
	<b>870</b>	-	<b>870</b>	-
Utilities and Insurance	11,177	-	<b>11,177</b>	8,785
Clergy expenses	-	-	-	-
Cost of Services	151	-	<b>151</b>	280
Buildings maintenance	14,744	-	<b>14,744</b>	6,961
Vision Projects	19,192	-	<b>19,192</b>	26,837
Cleaning of Parish Room	2,354	-	<b>2,354</b>	540
Repayment of loan	-	-	-	3,333
Youth	-	-	-	-
Fairtrade stall purchases	121	-	<b>121</b>	169
Organ/Piano	60	-	<b>60</b>	396
Other running costs	17,940	-	<b>17,940</b>	18,047
Total Church Activities	<b>66,608</b>	-	<b>66,608</b>	65,348