

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY WITH ST. JOHN, MICKLEGATE AND ST. MARTIN CUM GREGORY, YORK

England & Wales - Charity number 1176762

## Details

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**Other names** HOLY TRINITY MICKLEGATE PCC

**Status** Registered

**Legal form** Other

**Registered** 2018-01-22

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 81 Burton Stone Lane  
York  
Nil  
Nil  
YO30 6BZ

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**Website** [holytrinitymicklegate.com](http://holytrinitymicklegate.com)

## Activities

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**Objects:** PROMOTING IN THE PARISH THE WHOLE MISSION OF THE CHURCH, PASTORAL, EVANGELISTIC, SOCIAL AND ECUMENICAL.

**Activities:** Holy Trinity Church is a Church of England parish church in York city centre.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- City Of York

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£18,827	£16,198	-	-
2023-12-31	£70,454	£41,454	-	-
2022-12-31	£93,501	£95,893	-	-
2021-12-31	£172,972	£215,404	-	-
2020-12-31	£169,131	£137,321	-	-

## Trustees

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Name	Role	Appointed
<b>Rev Simon Askey</b>	Chair	2023-01-22
Adrian Crawford		2024-04-28
Angela Hornby		2023-04-23
Carolyn Webster		2023-04-23
PENELOPE WORSLEY		2023-04-16
Rev Lionel Stock		2023-11-19

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# Accounts

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**Trustees Annual Report and  
Financial Statements  
for the year ended 31<sup>st</sup> December 2023**

[holytrinitymicklegate.com](http://holytrinitymicklegate.com)

## Administrative information

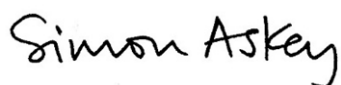
Holy Trinity is the Parish church of the Church of England parish of York, Holy Trinity Micklegate within the Diocese of York. The Church building is in York city centre and stands to the south of the churchyard which faces Micklegate. The Church is governed locally by the Parochial Church Council (PCC) and is registered with the Charity Commission.

<b>Charity Legal Name:</b>	The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with St John, Micklegate and St Martin cum Gregory, York
<b>Charity Working Name:</b>	Holy Trinity Micklegate PCC
<b>Registered Number:</b>	1176762
<b>Principal Address:</b>	Holy Trinity Church, Micklegate, York YO1 6LE
<b>Correspondence Address:</b>	81 Burton Stone Lane, York YO30 6BZ
<b>Governing documents:</b>	The Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended)

## Trustees/PCC members

The Revd Simon Askey	Ex-officio	Priest-in-Charge (Chair of the PCC from 22 January 2023)
Mrs Paula Fleetwood	Elected	From 24 April 2022 to 28 July 2023
Mrs Angela Hornby	Co-opted	Appointed Secretary and co-opted (from 16 April 2023)
Mr Paul Hornby	Ex-officio	Churchwarden (from 16 April 2023)
The Revd Lionel Stock	Co-opted	Appointed Treasurer and co-opted (from 19 November 2023)
Mrs Carolyn Webster	Elected	From 24 April 2022
Mrs Penelope Worsley	Ex-officio and Elected	Deanery Synod representative (from 16 April 2023) Member of the PCC (from 16 April 2023)

**This report was adopted by the Parochial Church Council on 10 April 2024 and signed on its behalf by:**



The Revd Simon Askey  
Priest-in-Charge and Chair of the Parochial Church Council

## Aims and purposes

Holy Trinity Micklegate Parochial Church Council (PCC) is, working with the Priest-in-Charge, responsible for promoting the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England within the parish. Promoting the gospel is interpreted to mean furthering 'the whole mission of the Church, pastoral, evangelistic, social and ecumenical' (PCC (Powers) Measure 1956).

The PCC is also responsible for the maintenance of the parish church and Jacob's Well; both Grade I listed buildings.

## Objectives and activities

In considering its objectives, and the activities it promotes to fulfil its aims, the PCC has had regard to the Charity Commission's guidance on public benefit. In particular, the specific guidance on 'charities for the advancement of religion'.



### **Holy Trinity provides a place to worship.**

The Eucharist each Sunday and the services for particular feasts or fasts enable those already committed to the Christian faith to fulfil their obligations. Services also provide an opportunity for those exploring the Christian faith to participate in religious worship; services are open to all, and no one is excluded.

The activities of the PCC over the year under review have ensured regular public worship each Sunday as well as on Ash Wednesday, Good Friday, Ascension Day, and Christmas Day. Worship aimed at a wider audience included Choral Evensong for the Coronation of King Charles III which 86 people attended and the Christmas Carol service which 57 people attended. In terms of ecumenical activity, we hosted a Norwegian Lutheran choir in May 2023 and had a joint service on Palm Sunday with St Columba's United Reformed Church.



### **Holy Trinity provides a sacred space.**

The church provides a space for those who wish to come into the building for personal prayer or contemplation.

Since the end of September, the church has been open each day. A small but dedicated group of volunteers open the church each day, usually between 10am and 4pm. Precise visitor numbers are unknown, but the Visitor book and the footfall counter suggest that we get anything between 5 and 50 visitors each day. The Prayer request board is well used and much appreciated.



### **Holy Trinity provides room to explore.**

The *Monks of Micklegate* exhibition examines the artistic, historical, and religious artefacts that our forebears have left in our stewardship. The exhibition raises awareness of religious belief both past and present. The stained glass and memorials provide tangible expressions of the Christian narrative for visitors to explore.

As noted above, the church is now open daily, and this provides access to the exhibition and other resources for visitors to explore.

## Electoral roll, attendance, and occasional offices

At the APCM on 16 April 2023 there were ten people on the Electoral Roll. The Electoral Roll was revised on 7 April 2024 and the number on the Roll is now 14.

There has been an increase in the number of people regularly attending the Sunday Eucharist and a more marked increase in the number receiving Holy communion.

Average Sunday attendance and communicants				
YEAR	Under 16	16 and over	Total	Communicants
2019	0.72	27.51	28.59	23.36
2020*	0	23.30	23.30	20.22
2021	0.03	12.32	12.35	8.81
2022	0.18	11.56	12.27	9.78
2023	0.48	14.71	15.29	14.94
* to 15 March 2019				

Since the last APCM there have been two weddings and one funeral in the Church. This is not out of line with recent years.

YEAR	BAPTISMS	WEDDINGS	FUNERALS
2019	3	3	1
2020	0	1	0
2021	0	1	0
2022	1	1	1
2023	0	2	1

## Structure, governance and management

The Church Representation Rules set out the process for appointing members of the PCC (Trustees). The Annual Parochial Church Meeting (APCM) elects five members on a three-year rotation. Other members of the PCC are ex-officio, these include the Priest-in-Charge, who chairs the PCC, as well as the Churchwardens.

Members of the PCC are responsible for making decisions on all matters of general concern including how the PCC spends its funds. The PCC met 11 times between the last APCM on 16 April 2023 and 10 April 2024. The PCC's discussions in this time were overshadowed by financial matters. The PCC was without access to any of its bank accounts for almost five months and still does not have access to all of its bank accounts. The 2022 accounts remain in draft form because matters raised by the independent examiner remain unresolved. In turn, this means that the 2023 accounts can also only be provided in draft. Consequently, the PCC exercised, and continues to exercise, tight control over its expenditure. On a more cheerful note, the PCC decided to reopen the Church outside service times and to install a Card reader as an alternative to cash giving both of which have proved successful.

## **Safeguarding**

The PCC has adopted the Safeguarding Policy of the Diocese of York and has a named Parish Safeguarding representative whose details are on the noticeboard inside church and the website. In 2023, there were no regulated activities for children and vulnerable adults organised by the PCC.

The PCC has complied with its duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults under s. 5 of the Safeguarding and Clergy Discipline Measure 2016.

## **Fabric work and repairs**

Holy Trinity Parish Church is a Grade I listed building. The choir, north porch and western façade are mainly early 20<sup>th</sup> century refurbishments, but significant parts of the nave are much older. The pillars are early 13<sup>th</sup> century, and the roof incorporates 15<sup>th</sup> century timbers.

The PCC is responsible for the Church and Jacob's Well and follows a quinquennial regime for inspections of both buildings. The church was inspected in 2023 and Jacob's Well will be inspected in 2024. The Church quinquennial has outlined a repair regime which the PCC will consider once the financial situation is clearer.

The cast iron churchyard gate was repaired in November 2023 and the upstairs room in Jacob's Well was redecorated in February.

## **Finance**

### **Assets and Liabilities**

Mr Adam Kingaby-Daly was previously PCC Treasurer (29<sup>th</sup> January 2017 – 30<sup>th</sup> March 2023). With Mr Mark Wharfedale he was also a Churchwarden of Holy Trinity, resigning respectively on 9<sup>th</sup> and 10<sup>th</sup> January 2023. Both ceased to be members of the PCC on 30<sup>th</sup> March 2023.

The PCCs Independent Examiner, Guy Baragwanath of C&GB Associates, Thirsk, was unable to certify that the proposed church accounts for the year ending 31<sup>st</sup> December 2022 correctly reflected the church's actual financial position. Despite requests for clarification of the items in question, both from the Independent Examiner and the current Treasurer, Mr Kingaby-Daly has not provided any explanation of the items. The Charity Commissioners have been informed of the situation.

Efforts continue to resolve these matters, and others that have subsequently become apparent, including issues relating to the legal ownership of the garages adjoining Jacob's Well, and the status of church bank accounts to which no current PCC member has a mandate.

Until these matters are resolved, it is not possible to present an accurate statement of the assets of the Holy Trinity Church. Accordingly, the accounts for 2022 and 2023 accompanying this statement are provisional in nature.

The Church holds the property known as Jacob's Well in the accounts at a historic valuation of £300,000. The property is unused directly by the church, and whilst it derives rental income

from letting out rooms, this does not cover the costs of holding the property. In 2024, the PCC will actively consider the best use to which the property, and the capital value it represents, can best be applied.

### **Income and Expenditure**

Historically, the principal source of Holy Trinity's income was a grant from the Micklegate Ecclesiastical Trust (2022 £68,000). In 2023, the only payment which is considered to be from the Trust at the time of this report was one of £12,847. Income from all other sources amounted to £25,723 in 2023 (£25,501 2022). Firm control on expenditure resulted in outgoings of £27,313 in the year, and an operating deficit (before Trust income) of £1,590. It should be noted, however, that Parish Share has not been paid in full for the year (2023 £777, 2022 £2,833).

The balance in the NatWest accounts, to which the church has access, amounted to £18,209 on 31<sup>st</sup> December 2023. The PCC is confident that the Church will be able to continue to meet its financial obligations in the current period.

In the longer term, it will be necessary to resolve the legal and financial matters outlined above and obtain a clear understanding of the probable level of future receipts from the Trust, in order for the church to pay its Parish Share and fund developments in its ministry.

### **Reserves policy**

The PCC's standard policy is to maintain a balance of at least £5,000 as required, to meet utility payments. During 2024, this policy will again be reviewed to ensure the reserves meet our liabilities. It is our policy to invest our fund balances with CCLA in the CBF Church of England funds.

**THE ECCLESIASTICAL PARISH OF THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST JOHN, MICKLEGATE AND ST MARTIN CUM GREGORY, YORK  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**RECEIPTS AND PAYMENTS ACCOUNT**

	<i>Notes</i>	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2023 £	Total 2022 £
<b>Receipts</b>						
Service Collections	a	2,425	-	-	2,425	2,345
Other Voluntary Receipts	b	2,409	-	-	2,409	2,526
Investment & Property Income	c	413	11,103	-	11,516	10,444
Income from Jacob's Well	d	-	8,926	-	8,926	9,457
Grants from Ecclesiastical Trust		36,187	-	-	36,187	68,000
PCC Fees	e	1,061	-	-	1,061	729
Gift Aid Recovered		7,831	-	-	7,831	-
VAT Recovered		-	-	-	-	-
COVID-19 related grants		-	-	-	-	-
Other grants		-	-	-	-	-
Other receipts		100	-	-	100	-
		50,426	20,028	-	70,454	93,501
<b>Payments</b>						
Administration and Printing Costs	f	3,775	-	-	3,775	7,773
Building: Holy Trinity	g	12,414	366	-	12,780	25,606
Building: Jacobs Well	h	-	9,947	-	9,947	11,012
Building: St Martin cum Gregory	i	-	-	-	0	-
Building: Trinity Lane garages	j	-	-	-	0	1,619
Charitable Giving	k	-	-	-	0	3,040
Exhibition and Education		-	-	-	0	-
Hospitality		-	-	-	0	8
Mission and Evangelism		-	-	-	0	732
Music	l	876	-	-	876	1,522
Other Property Costs		-	-	-	0	-
Parish Share		2,277	-	-	2,277	2,833
PCC fees		-	-	-	0	282
Professional fees		1,683	-	-	1,683	15,992
Staffing	m	8,022	-	-	8,022	21,257
Reserves		-	-	-	0	-
Upkeep of services		-	-	-	0	2,717
Unknown expenditure		2,094	-	-	2,094	1,500
		31,141	10,313	-	41,454	95,893
<b>Excess / (deficit) of Receipts over Payments</b>		19,284	9,716	0	29,000	(2,392)
Transfers between funds		-	-	-	-	-
		19,284	9,716	-	29,000	(2,392)
Cash, Bank current and deposit accounts 31/12/2022		15,840	-	-	15,840	18,233
Adjustment for presented cheques		-	-	-	-	-
Cash, Bank current and deposit accounts 31/12/2023		35,124	9,716	-	44,840	15,841

**THE ECCLESIASTICAL PARISH OF THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST JOHN, MICKLEGATE AND ST MARTIN CUM GREGORY, YORK  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**

**STATEMENT OF ASSETS AND LIABILITIES**

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2023 £	Total 2022 £
<b>Cash and Bank Funds</b>					
Virgin Money (formerly Yorkshire Bank}	25,546	-	-	<b>25,546</b>	5,689
Barclays Bank	-	-	-	-	2,094
NatWest Bank	18,209	-	-	<b>18,209</b>	8,037
Cash Float	817	-	-	<b>817</b>	20
	<b>44,572</b>	-	-	<b>44,572</b>	15,840
<b>Closing Creditors and Debtors</b>					
Creditors	(1,364)	-	-	<b>(1,364)</b>	-
Debtors	1,633	-	-	<b>1,633</b>	-
<b>Total Operating Assets</b>	<b>44,840</b>	-	-	<b>44,840</b>	15,840
<b>Investment Assets</b>					
Jacob's Well	-	300,000	-	<b>300,000</b>	300,000
CCLA/CBF Investment Funds	3,722	76,157	-	<b>79,879</b>	73,278
	<b>3,722</b>	<b>376,157</b>	-	<b>379,879</b>	373,278

The attached notes form part of these financial statements.

Approved by the PCC on 10 April 2024 and signed on its behalf by Simon Askey (Chair)

and Lionel Stock (Treasurer)

## Notes to the Financial Statements

### Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. Bank balances are adjusted for cheques issued before the year end but not yet presented to the bank.

### Fixed Assets

Fixed assets retained for church use are professionally valued on a quinquennial basis, most recently on 18 November 2019.

The assets on Trinity Lane (land and garages) The land and garages at Trinity Lane have been removed from the accounts and transferred to The Micklegate Ecclesiastical Trust by previous officers of the PCC. The validity of that transfer is contested by the current PCC.

### Investments

The CCLA CBF Investment Funds are at valuation and represent 3,369 units at the start and end of the year.

### Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The designated fund represents the activities of Jacob's Well, the church hall, income from property and investments. The restricted fund represents funds, donations or collections received for specific purposes

### Unknown Expenditure

The item described as "Unknown expenditure" (£2,094) relates to the balance in the Barclays Bank account as at 31st December 2022. The account was closed in the course of 2023 by previous officers of the PCC, and the present PCC has been unable to determine how the then balance was utilised.

## FURTHER ANALYSIS OF RECEIPTS AND PAYMENTS

Receipts	Unrestricted	Designated	Restricted	Total	Total
	Fund	Fund	Fund	2023	2022
	£	£	£	£	£
<b>a) Service Collections</b>					
Gift Aided	-	-	-	-	-
Cash	2,425	-	-	<b>2,425</b>	2,345
Special Collections	-	-	-	-	-
Total at services	<b>2,425</b>	-	-	<b>2,425</b>	2,345
<b>b) Voluntary Receipts</b>					
Wall Box Donations	2,159	-	-	<b>2,159</b>	2,526
Regular Donations	-	-	-	-	-
Other Donations	250	-	-	<b>250</b>	-
	<b>2,409</b>	-	-	<b>2,409</b>	2,526
<b>c) Investment &amp; Property Income</b>					
Interest, Dividends & Property Income	413	11,103	-	<b>11,516</b>	11,207
	<b>413</b>	<b>11,103</b>	-	<b>11,516</b>	11,207
<b>d) Jacob's Well Income</b>					
Letting Income	-	8,926	-	<b>8,926</b>	9,457
Grants	-	-	-	-	-
Bank Interest	-	-	-	-	-
	-	<b>8,926</b>	-	<b>8,926</b>	9,457
<b>e) PCC fees</b>					
PCC Fees	1,061	-	-	<b>1,061</b>	729
	-	-	-	-	-
	<b>1,061</b>	-	-	<b>1,061</b>	729

Payments	Unrestricted	Designated	Restricted	Total	Total
	Fund	Fund	Fund	2023	2022
	£	£	£	£	£
<b>f) Administration and Printing Costs:</b>					
Cost of fundraising	460	-	-	<b>460</b>	135
Hire refunds	20	-	-	<b>20</b>	-
Photocopier hire and usage	1,478	-	-	<b>1,478</b>	1,727
Admin and other	-	-	-	-	1,100
Printing, advertising and communications	1,817	-	-	<b>1,817</b>	4,810
	<b>3,775</b>	-	-	<b>3,775</b>	<b>7,773</b>
<b>g) Building: Holy Trinity:</b>					
Insurance	5,071	-	-	<b>5,071</b>	4,170
Gas	4,386	-	-	<b>4,386</b>	5,796
Electricity	2,823	-	-	<b>2,823</b>	2,139
Water	135	-	-	<b>135</b>	118
General Maintenance	-	365	-	<b>365</b>	6,351
Major Repairs and decoration	-	-	-	-	6,689
Books and subscriptions	-	-	-	-	343
Churchyard expenses	-	-	-	-	-
	<b>12,414</b>	<b>365</b>	-	<b>12,780</b>	<b>25,606</b>
<b>h) Building: Jacob's Well:</b>					
Maintenance and upkeep	-	234	-	<b>234</b>	4,896
Cleaning	-	1,541	-	<b>1,541</b>	1,252
Utilities	-	6,335	-	<b>6,335</b>	2,632
Insurance	-	1,837	-	<b>1,837</b>	1,731
Admin & refunds	-	1	-	<b>1</b>	502
	-	<b>9,947</b>	-	<b>9,947</b>	<b>11,012</b>
<b>i) Building: St Martin cum Gregory:</b>					
Maintenance	-	-	-	-	-
Churchyard expenses	-	-	-	-	-
	-	-	-	-	-
<b>j) Building: Trinity Lane garages:</b>					
Electricity	-	-	-	-	119
Maintenance	-	-	-	-	1,500
Insurance	-	-	-	-	-
	-	-	-	-	<b>1,619</b>
<b>k) Charitable giving</b>					
PCC giving	-	-	-	-	3,040
Giving from funeral service	-	-	-	-	-
	-	-	-	-	<b>3,040</b>
<b>l) Music:</b>					
Organist	420	-	-	<b>420</b>	765
Choir	456	-	-	<b>456</b>	-
Robes, books and subscriptions	-	-	-	-	500
Organ maintenance and fees	-	-	-	-	257
	<b>876</b>	-	-	<b>876</b>	<b>1,522</b>
<b>m) Staffing:</b>					
Incumbents expenses	-	-	-	-	-
Clergy cover fees	-	-	-	-	-
Salaries, oncosts, pensions	8,022	-	-	<b>8,022</b>	21,257
	<b>8,022</b>	-	-	<b>8,022</b>	<b>21,257</b>

***Additional notes relating to the accounts:***

A) The above two pages form a complete set of accounts. These have been prepared on a Receipts and Payments basis but adjusted for unpresented cheques and items paid in after the year end, but relating to the current year.

B) The CBF investment funds (CCLA) are at valuation and represent 3,369 units at the start and end of the year.

C) The properties referred to are professionally valued usually on a quinquennial basis. All properties were valued by our agent Savills between 2020 and 2022.

D) The land and garages at Trinity Lane have been removed from the accounts and transferred to The Micklegate Ecclesiastical Trust by previous officers of the PCC. The validity of that transfer is contested by the current PCC.

E) The unknown expenditure (£2,094) relates to the balance in the Barclays Bank account as at 31st December 2022. The account was closed in the course of 2023 by previous officers of the PCC, and the present PCC has been unable to determine how the then balance was utilised.



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name

**The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with St. John, Micklegate and St. Martin cum Gregory, York**

**On accounts for the year  
ended**

31 December 2023

**Charity no  
(if any)**

1176762

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2023**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do 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 order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

18/03/2024

**Name:**

GUY BARAGWANATH

**Relevant professional  
qualification(s) or body  
(if any):**

FCA (ICAEW)

**Address:**

37-39 Westgate

Thirsk

YO7 1QR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

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# Accounts

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**The Parochial Church Council of the Ecclesiastical  
Parish of Holy Trinity with St. John, Micklegate and  
St. Martin cum Gregory, York**

**Registered Charity No. 1176762**

**Trustees Annual Report  
and Financial Statements  
for the Year Ended 31st December 2021**

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Approved by the Parochial Church Council on 23 March 2022 and 6 November 2022 and signed on its behalf by:

Name: Mark Wharfedale

Position: PCC Vice Chair and Churchwarden

Date: 6 November 2022

## Administrative information

Holy Trinity Church is situated on Micklegate in central York and is part of the Diocese of York within the Church of England. Until 27th November 2020, the church was under the pastoral and administrative care of the Lord Archbishop of York. From November, the Lord Archbishop delegated this to the Bishop of Selby. The church locally is known as the Priory Church or Holy Trinity Micklegate. The Church is governed locally by the Parochial Church Council (PCC) and is registered with the Charity Commission.

<b>Charity Legal Name:</b>	The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with St. John, Micklegate and St. Martin cum Gregory, York
<b>Charity Working Name:</b>	Holy Trinity Micklegate PCC
<b>Registered Number:</b>	1176762
<b>Principal Address:</b>	Holy Trinity Church, Micklegate, York, YO1 6LE
<b>Correspondence Address:</b>	2 Cromarty Cottages, Birdsall, Malton, YO17 9NN
<b>Governing documents:</b>	Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules (contained in schedule 3 to the Synodical Government Measure 1969 as amended)
<b>Patron:</b>	The Dean and Chapter of York Minster

## Trustees/PCC members

The Annual Reports approved in 2019 and 2020 incorrectly listed Rev'd Luke Tillett (Area Dean) as a trustee/PCC member.

Rev'd Dave Hobman	Ex-officio	To 16 May 2021
Mrs Paula Fleetwood	Elected	To 23 March 2022 and from 24 April 2022
Mr Jacob Groet	Elected	To 21 March 2021
Professor Francis O'Gorman	Elected	To 16 April 2021
Mr Adam Kingaby-Daly	Ex-officio and Elected	Churchwarden (to 19 September 2021; from 24 April 2022) and Treasurer
Mr Mark Kingaby-Daly	Ex-officio	Secretary (to 22 July 2022), Safeguarding Rep (to 22 July 2022) and Deanery Synod Rep
Mr Peter Minns	Elected	To 6 September 2021
Mr Timothy Moore	Ex-officio	To 21 March 2021
Mrs Alison Tagg	Elected	To 15 August 2021
Mrs Carolyn Webster	Elected	From 24 April 2022
Mr Mark Wharfedale	Ex-officio and Elected	Churchwarden (to 19 September 2021; from 24 April 2022) & Vice-Chair to 23 March 2022; from 24 April 2022
Ms Katherine Williams	Elected	To 16 April 2021
Miss Caroline Wilson	Elected	To 12 June 2021

## Advisor's to the PCC

Bankers	Virgin Money UK (previously Yorkshire Bank) James Street, Harrogate, HG1 1QU  Barclays plc Parliament Street, York, YO1 8SE
Solicitors	Knights (previously Langleys Solicitors LLP) Victoria, Hudson Quarter, Toft Green, York, YO1 6AB
Independent Examiner	Guy Baragwanath C & GB Associates 8-10 Millgate, Thirsk YO7 1AA
Payroll Agents	BHP LLP Rievaulx House, 1 St Mary's Court, Blossom Street, York, YO24 1AH
Estate Agents	Carter Jonas LLP 82 Micklegate, York, YO1 6LF
Land Agents	Savills (UK) Limited River House, 17 Museum Street, York, YO1 7DJ
Architect	Alexa Stephens Pearce Bottomley LLP, Roman Ridge, Main Street, Aberford, Leeds, LS25 3AW
Investment advisers	CCLA Investment Management Ltd 80 Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Insurers	EIO Beaufort House, Brunswick Road, Gloucester, GL1 1JZ
Structural Engineers	Mason Clark Associates Partnership House, Monks Cross Drive, York, YO32 9GZ

## **Chair's report - mission, purpose and vision**

This last year has been one of so many challenges for our church and us. Rather than highlight or analyse them – as we know them all too well, I would instead like to give my thanks and appreciation to those who have shouldered the burden and contributed to keeping our church congregation and community together.

During the year a number of longstanding PCC members and Churchwardens resigned due to various issues which the PCC will explore with the Bishop of Selby. The PCC wish to express thanks to all who have served as Churchwarden or PCC member during the very difficult year. The PCC are thankful for their work in continuing the tradition at Holy Trinity and for ensuring its survival.

Our mission plan in the parish remains one based on Christian hospitality, rooted in our Benedictine history. We aim to respond with generosity to our generous God, who gives us life. As soon as we are able, the Eucharist will once again be at the heart of our activities. We use two verses of scripture:

- Jesus said, 'I came that they may have life, and have it abundantly' (S. John 10:10) and
- 'Come and see' (S. John 1:39).

We see ministry, joining in with God's mission for the redemption of the world, as an action to grow the church and further the Kingdom of God. Ministry at Holy Trinity Micklegate is about being proactive and joining in where we see God at work. We are encouraged by the vision for the Diocese of York for Generous Churches Making and Nurturing Disciples and the ensuing action which is taking place in the Diocese to find ways of:

- reaching those we currently don't
- moving to growth
- achieving sustainable finances.

As a church and parish, we are well aware that God has, and continues to, significantly bless us. We have one of York's finest church buildings with an accompanying historical church hall in Jacob's Well.

Despite recent changes and challenges, we continue to nurture our financial resources, well aware that we are simply custodians of the now and have an obligation to the past and a responsibility to the future to wise and prudent financial planning.

Sing to the Lord a new song (Psalm 96:1) seems very apt for Holy Trinity at this time. We look forward to the appointment of a new parish Priest to work collaboratively. We are delighted with the quality of worship in the church, especially with music enhancing the worship.

### **Our purpose**

- to glorify God through holy and welcoming worship.
- to nurture disciples and faith in Jesus Christ.
- to share the Good News of his saving love with others.

### **Our vision**

- to grow in numbers.
- to increase our influence and effectiveness as an inclusive Christian community.
- to turn visitors into pilgrims.

# Structure, governance and management

## Recruitment of Trustees

Most trustees (members of the PCC) are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) per the governing documents (Church Representation Rules). Some trustees are co-opted for particular purposes. New Trustees receive induction on their role and responsibilities from the Chair and any relevant documents and guidelines, in addition to a general introduction from the Chair during the first meeting of the year following the APCM.

## Responsibilities of the Parochial Church Council (The Trustees)

The trustees are responsible for ensuring that a report is produced for Church members annually at the APCM. This meeting also includes the election of new trustees and is open to all to attend, but only those named on the Electoral Roll or living in the Parish may vote on matters. The report is to include details of ministry activities for the previous twelve months, along with copies of the financial statements.

## Public benefit

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and responsibilities. Examples of this public benefit can be found in the other parts of this report.

## Structure and operating procedures

The trustees met 13 times during 2021. Due to the COVID-19 pandemic, the trustees met virtually using Zoom and telephone when physical meetings were not possible. Despite the governing documents not stating virtual meetings can take place, the trustees voted to do this to ensure good governance. During these meetings, they discussed and prayed into a wide variety of matters including vision, governance, policies, and buildings as well as receiving regular reports on financial performance.

## Standing Committee

The Standing Committee of the PCC has delegated authority to transact the business of the PCC between its meetings, subject to any directions given by the Trustees. It is made up of the trustees nominated by the PCC. Most operational matters within Holy Trinity Micklegate around staffing, monthly financial reporting, facilities and maintenance issues are explored by the Standing Committee and recommendations taken forward to full PCC meetings.

## Principal risks and uncertainties

The PCC is exposed to risks associated with finance, safeguarding, legislative compliance, buildings and infrastructure, and pastoral oversight. Each area has been reviewed by the Trustees during the year and plans put in place to manage the risks.

The PCC approves the annual budget for the next financial year at the November or December meeting with monitoring taking place at each PCC or Standing Committee meeting and by the Treasurer on an ongoing basis. The Trustees regularly review both giving and spending.

The PCC has adopted the safeguarding policy of the Diocese of York and appoints a Safeguarding Officer who acts as a focal point for concerns. All key staff and volunteers working with children and vulnerable adults are recruited using Safer Recruitment principles and have Disclosure Barring Service (DBS) check where required. The Diocese of York provides safeguarding training for clergy. Training is also offered for Trustees and volunteers through the national Church of England online training portal. The Trustees receive an annual report on safeguarding.

Our buildings are insured. We operate a quinquennial regime for inspections, the last one being in 2015. A new inspection was due in 2021 but has been postponed to 2022 due to the COVID-19 pandemic. Under the Church Representation Rules, a report on the fabric of the building is prepared for the Trustees and is in this report for church members.

The clergy and lay members provide pastoral care. Our insurance includes pastoral care indemnity cover for clergy and employees.

## Objectives and activities

The primary objective of Holy Trinity Micklegate PCC is to co-operate with the clergy in promoting the whole mission of the Church, pastoral, social and ecumenical. The PCC is also responsible for the maintenance of the property known as Jacob's Well, Trinity Lane. It is responsible for the exhibition "The Monks of Micklegate" installed as a free exhibition open to the public (outside service times) when the church is usually open.

Until March 2021, the PCC was the sole trustee of the Holy Trinity and St. Martin's Ecclesiastical Trust (registered charity number 1094335). The PCC was also the appointing authority (to appoint nominated trustees) until August 2021 to The Isabel Ward (York) Charitable Trust (registered charity number 1094334).

The main areas of activity this includes are:

- Regular public worship open to all.
- The provision of a sacred space for personal prayer and contemplation.
- Pastoral work, including visiting the sick and the bereaved.
- Teaching of Christianity through sermons, courses and small groups.
- The provision of groups for children and young people with a Christian ethos.
- Promotion of Christianity through the staging of events and meetings and the distribution of literature.
- Promoting the whole mission of the Church through the provision of activities for students and young people, senior citizens, the marginalised and other specific groups as identified by the Trustees.
- The provision of resources and training for Christian mission and ministry locally.
- Supporting other charities in the UK and overseas.

### Grant-making policies

The annual budget for the UK and international mission is set at 10% of unrestricted income and is administered by the PCC and Standing Committee. Our key priorities are to support charities and churches working in York, the country and internationally amongst the poor and with unreached groups.

During 2021, PCC giving included:

- African Sisters of Mary (CMM) Support Group
- SASH
- MySight York
- Older Citizens Adovacy York
- The Island N1
- The Isabel Ward (York) Charitable Trust
- Yorkshire Air Ambulance
- YoungMinds

### Volunteers and staff

We have two employees and record our thanks to Chloe Priest and Mark Kingaby-Daly for their work in the church and Jacob's Well.

Volunteers play a vital role in the life of Holy Trinity Micklegate, and we aim to ensure that this is beneficial to both the church and the volunteers. For the church, this service is essential in enabling the ministry to take place. For the volunteers, it allows them to discover, explore and use the gifts that God has given them.

We are fortunate to have such a strong team of volunteers who give their time and energy in so many ways to the church. We estimate that over 10 volunteers contribute more than 2400 hours to the life of the church.

# Reports

## Church membership and attendance

In 2021, there were 49 people on the Electoral Roll. Since the year-end, the Electoral Roll opened for revision during the APCM round and at the time of revision (April 2022) the number on the Roll is now 27.

The usual pattern of worship during 2021 was:

- Sunday - Sung Eucharist (Common Worship) or Morning Prayer at 11.00 am (during the pandemic)

The PCC noted that there used to be a service of Midday Prayer or Holy Communion on Wednesdays at 12.15 pm. Due to the pandemic and staffing issues, this has been suspended.

Due to the COVID-19 pandemic, public worship was suspended for one period during 2021 from January to April. During this time, services were offered by Zoom, telephone and Facebook.

We held extra services (some online only) for Ash Wednesday, Maundy Thursday, Good Friday, Ascension Day, Thy Kingdom Come, Advent and Christmas.

Due to the pandemic, we suspended holding the daily offices of Morning and Evening Prayer on Mondays, Tuesdays and Wednesdays at 9.00 am and 4.30 pm respectively. Additionally, during lockdown, we introduced Compline on a more regular basis.

Until 2020, Holy Trinity saw significant increases across all services and events. However, with the loss of the BBC concerts, flower festival and Micklegate events the numbers began to drop. The decrease continued in 2020-21 due to the closure of the church and change in services due to the COVID-19 pandemic.

## Pastoral care

Pastoral care is all part of being a member of the body of Christ. As S. Paul wrote: 'Rejoice with those who rejoice, weep with those who weep.' (Romans 12:15). It is often unseen by most in the church, partly because of its private and confidential nature and that it is often outside of normal service times. The Pastoral Assistant (Mark Kingaby-Daly) is available for pastoral care, and he has a considerable amount of time, effort and energy for supporting our congregation.

## Churchwardens - fabric work and repairs

The PCC is responsible for the Church and Church Hall (Jacob's Well). We follow a quinquennial regime for inspections of both buildings. The last church inspection was in 2015, a new inspection was due in 2021 but has been delayed until 2022 due to the pandemic. The last inspection at Jacob's Well was in April 2019 with a new inspection not due until 2024.

General repairs and maintenance were carried out in the Church building and Jacob's Well. We give our thanks to Adam and Mark as churchwardens for their work in caring for the building. The period of structured monitoring on the west wall (agreed in 2019) continued during 2021 with the surveyor and architect and it is likely the scaffolding will remain in place until early 2022.

## Finance

The PCC's financial performance last year and financial position at the end of 2021 is set out in detail in the Financial Statements section from page 12. During 2021 total receipts (income) was £172,972 and total payments (expenditure) was £215,404.

For ease of reference, the key points are:

- The net result for the year was a deficit of £42,432 (2021 was an excess of £32,216; 2019 was a deficit of £43,536; 2018 was an excess of £41,613)
- Adding bank and deposit balances brought forward at the beginning of the year with the balances carried forward at 31 December 2021, the total in all funds was £18,233 (2020: £51,070; 2019: £28,802; 2018: £71,390).

At the APCM, the Treasurer proposed to re-appoint Sarah Wearing at HPH Accountants LLP as the Independent Examiner.

### **Reserves policy**

It is standard policy to maintain a balance of at least £5,000 as required, to meet utility payments and cover staff costs. During 2021, this policy will be reviewed to ensure the reserves meet our liabilities around employees, contractors (choir) and running costs. It is our policy to invest our fund balances with CCLA in the CBF Church of England funds.

### **Jacob's Well (church hall)**

Jacobs Well, which forms the Church Hall, is available for hire and in a usual year is used by a variety of organisations and individuals. Due to the COVID-19 pandemic, bookings were reduced by 75% resulting in a loss of roughly £7,000 in income from booking fees. Many bookings are because of people attending other events in the hall and it is obvious that a lot of people get pleasure from using the building. The PCC thank Chloe Priest for her work looking after Jacob's Well.

### **Church community**

Thank you to the volunteers who ensure that refreshments and fellowship after services are the best it can be. They provide food and drink, but most importantly, a time for us all to meet with one another and to welcome strangers. We hope that we will be able to offer refreshments and shared meals in the near future once COVID-19 restrictions are relaxed.

### **Safeguarding**

The PCC adopted the Safeguarding Policy of York Diocese and has a named Parish Safeguarding Representative. In 2019, there were regulated activities for children and vulnerable adults organised by the PCC and the PCC recorded care concerns where appropriate and liaised with the Diocesan Safeguarding Team.

Holy Trinity Micklegate PCC has complied with its duty to have regard to the House of Bishop's guidance on safeguarding children and vulnerable adults under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

### **Communications**

Our social media (Facebook, Twitter and Instagram) became one of the main methods of communication during the COVID-19 pandemic. All of our online services during lockdown were broadcast on Zoom and Facebook giving an audience across the globe. Sunday services, compline and midday prayer were always well 'attended' via Facebook – often bringing families unable to meet in person together. The December carol services reached people in Africa, Canada, Hong Kong and the USA.

The Parish Magazine continues to be published, usually monthly. During the COVID-19 pandemic, to reduce printing costs some issues covered two months. We thank Mark Kingaby-Daly for all his work on church communications around the Parish Magazine, website and social media.

# Independent examiner's report to the Trustees

I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with St John, Micklegate and St Martin cum St Gregory, York ("the PCC") for the year ended 31st December 2021.

This report is made solely to the PCC's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examination work has been undertaken so that I might state to the PCC's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC and the PCC's trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

## Responsibilities and basis of report

As the charity trustees of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act') and the Church Accounting Regulations 2006 ('the regulations').

I report in respect of my examination of the PCC'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. My examination was also carried out in accordance with the terms found in the Church guidance, 2006 edition, issue by the Finance Division of the Archbishops' Council.

## Independent examiner's statement

I have completed my examination. I confirm that no material 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 PCC as required by section 130 of the Act; or
2. the accounts do not accord with those 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.

Guy Baragwanath FCA  
C & GB Associates  
8-10 Millgate  
Thirsk  
YO7 1AA

Date: 30 October 2022

# Financial statements for the year ended 31st December 2021

## Receipts and Payments Account

	Notes	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2021 £	Total 2020 £
<b>Receipts</b>						
Service Collections	a	2,260	-	-	2,260	5,087
Other Voluntary Receipts	b	1,720	-	-	1,720	2,132
Investment & Property Income	c	-	48,457	-	48,457	8,432
Income from Jacob's Well	d	-	2,557	-	2,557	7,437
Grants from Ecclesiastical Trust		27,840	18,652	57,508	104,000	110,000
PCC Fees	e	1,148	-	-	1,148	1,056
Gift Aid Recovered		1,866	-	-	1,866	2,260
VAT Recovered		-	-	-	-	1,033
COVID-19 related grants		-	-	10,924	10,924	19,034
Other grants		-	-	-	-	11,702
Other receipts		40	-	-	40	958
		<b>34,874</b>	<b>69,666</b>	<b>68,432</b>	<b>172,972</b>	<b>169,131</b>
<b>Payments</b>						
Administration and Printing Costs	f	3,953	-	2,019	5,972	5,763
Building: Holy Trinity	g	8,220	4,169	19,589	31,978	26,119
Building: Jacobs Well	h	-	11,331	-	11,331	12,806
Building: St Martin cum Gregory	i	-	3,063	-	3,063	1,292
Building: Trinity Lane garages	j	-	1,553	-	1,553	1,727
Charitable Giving	k	16,924	-	-	16,924	12,080
Exhibition and Education		327	-	1,005	1,332	1,362
Hospitality		649	-	500	1,148	767
Mission and Evangelism		685	-	7,816	8,501	2,914
Music	l	-	-	2,231	2,231	6,531
Other Property Costs		-	-	-	0	2,050
Parish Share		16,500	-	-	16,500	14,700
PCC fees		622	-	-	622	419
Professional fees		3,658	50,000	3,416	57,074	7,690
Staffing	m	1,945	-	31,857	33,802	36,403
Reserves		20,000	-	-	20,000	-
Upkeep of services		3,374	-	-	3,374	4,697
		<b>76,856</b>	<b>70,116</b>	<b>68,432</b>	<b>215,404</b>	<b>137,321</b>
<b>Excess / (deficit) of Receipts over Payments</b>		<b>(41,982)</b>	<b>(450)</b>	<b>(0)</b>	<b>(42,432)</b>	<b>31,810</b>
Transfers between funds		(450)	450	-	-	-
		<b>(42,432)</b>	<b>(0)</b>	<b>(0)</b>	<b>(42,432)</b>	<b>31,810</b>
Cash, Bank current and deposit accounts 31/12/2020		48,962	-	11,703	60,665	28,854
Adjustment for presented cheques		-	-	-	-	-
Cash, Bank current and deposit accounts 31/12/2021		<b>6,530</b>	<b>(0)</b>	<b>11,703</b>	<b>18,233</b>	<b>60,664</b>

## Statement of Assets and Liabilities

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2021 £	Total 2020 £
<b>Cash and Bank Funds</b>					
Yorkshire Bank	2,124	-	-	<b>2,124</b>	39,704
Barclays Bank	4,386	-	11,703	<b>16,089</b>	20,941
Cash Float	20	-	-	<b>20</b>	20
	<b>6,530</b>	-	11,703	<b>18,233</b>	60,665
<b>Investment Assets</b>					
Jacob's Well	-	300,000	-	<b>300,000</b>	300,000
Trinity Lane Garages	-	-	-	-	125,000
Trinity Lane Land	-	-	-	-	10,000
CCLA/CBF Investment Funds	4,222	78,896	-	<b>83,118</b>	69,022
	<b>4,222</b>	378,896	-	<b>383,118</b>	504,022

The attached notes form part of these financial statements.

Approved by the Parochial Church Council on 23 March 2022 and 6 November 2022 and signed on its behalf by:

Name: Mark Wharfedale  
 Position: PCC Vice Chair and Churchwarden  
 Date: 6 November 2022

## Notes to the Financial Statements

### Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. Bank balances are adjusted for cheques issued before the year end but not yet presented to the bank.

### Fixed assets

Fixed assets are retained for church use are professionally valued on a quinquennial basis, most recently on 18 November 2019.

The assets on Trinity Lane (land and garages) were removed following a legal review and are part of The Micklegate Ecclesiastical Trust.

### Investments

The CCLA CBF Investment Funds are at valuation and represent 3,369 units at the start and end of the year.

### Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The designated fund represents the activities of Jacob's Well, the church hall, income from property and investments. The restricted fund represents funds, donations or collections received for specific purposes.

## Further Analysis of Receipts and Payments

Receipts	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2021 £	Total 2020 £
<b>a) Service Collections</b>					
Gift Aided	2,260	-	-	<b>2,260</b>	3,717
Cash	-	-	-	-	990
Special Collections	-	-	-	-	380
Total at services	2,260	-	-	<b>2,260</b>	5,087
<b>b) Voluntary Receipts</b>					
Wall Box Donations	925	-	-	<b>925</b>	821
Regular Donations	795	-	-	<b>795</b>	1,261
Other Donations	-	-	-	-	50
	1,720	-	-	<b>1,720</b>	2,132
<b>c) Investment &amp; Property Income</b>					
Interest and Dividends	-	42,604	-	<b>42,604</b>	1,935
Property Income	-	5,852	-	<b>5,852</b>	6,497
	-	48,457	-	<b>48,457</b>	8,432
<b>d) Jacob's Well Income</b>					
Letting Income	-	2,557	-	<b>2,557</b>	6,031
Grants	-	-	-	-	1,406
Bank Interest	-	0	-	<b>0</b>	-
	-	2,557	-	<b>2,557</b>	7,437
<b>e) PCC fees</b>					
Occasional Offices	1,148	-	-	<b>1,148</b>	1,056
Church hire fees	-	-	-	-	-
	-	-	-	-	-
	1,148	-	-	<b>1,148</b>	1,056

<b>Payments</b>	<b>Unrestricted Fund £</b>	<b>Designated Fund £</b>	<b>Restricted Fund £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>f) Administration and Printing Costs:</b>					
Cost of fundraising	-	-	265	<b>265</b>	171
Hire refunds	-	-	-	-	8
Photocopier hire and usage	-	-	1,754	<b>1,754</b>	1,749
Admin and other	1,082	-	-	<b>1,082</b>	114
Printing, advertising and communications	<b>2,871</b>	-	-	<b>2,871</b>	<b>3,721</b>
	<b>3,953</b>	-	<b>2,019</b>	<b>5,972</b>	<b>5,763</b>
<b>g) Building: Holy Trinity:</b>					
Insurance	-	4,169	-	<b>4,169</b>	4,164
Gas	4,481	-	2,000	<b>6,481</b>	6,382
Electricity	1,613	-	1,000	<b>2,613</b>	2,373
Water	131	-	-	<b>131</b>	120
General Maintenance	-	-	3,376	<b>3,376</b>	4,725
Major Repairs and decoration	-	-	13,213	<b>13,213</b>	6,030
Books and subscriptions	1,014	-	-	<b>1,014</b>	1,446
Churchyard expenses	981	-	-	<b>981</b>	879
	<b>8,220</b>	<b>4,169</b>	<b>19,589</b>	<b>31,978</b>	<b>26,119</b>
<b>h) Building: Jacob's Well:</b>					
Maintenance and upkeep	-	4,356	-	<b>4,356</b>	4,738
Cleaning	-	752	-	<b>752</b>	1,333
Utilities	-	4,272	-	<b>4,272</b>	4,851
Insurance	-	1,630	-	<b>1,630</b>	1,583
Admin & refunds	-	320	-	<b>320</b>	301
	-	<b>11,331</b>	-	<b>11,331</b>	<b>12,806</b>
<b>i) Building: St Martin cum Gregory:</b>					
Maintenance	-	2,327	-	<b>2,327</b>	355
Churchyard expenses	-	736	-	<b>736</b>	937
	-	<b>3,063</b>	-	<b>3,063</b>	<b>1,292</b>
<b>j) Building: Trinity Lane garages:</b>					
Electricity	-	152	-	<b>152</b>	128
Maintenance	-	1,005	-	<b>1,005</b>	1,177
Insurance	-	396	-	<b>396</b>	422
	-	<b>1,553</b>	-	<b>1,553</b>	<b>1,727</b>
<b>k) Charitable giving</b>					
PCC giving	16,924	-	-	<b>16,924</b>	11,700
Giving from funeral service	-	-	-	-	380
	<b>16,924</b>	-	-	<b>16,924</b>	<b>12,080</b>
<b>l) Music:</b>					
Organist	-	-	320	<b>320</b>	1,170
Choir	-	-	128	<b>128</b>	4,154
Robes, books and subscriptions	-	-	543	<b>543</b>	1,207
Organ maintenance and fees	-	-	1,240	<b>1,240</b>	-
	-	-	<b>2,231</b>	<b>2,231</b>	<b>6,531</b>
<b>m) Staffing:</b>					
Incumbents expenses	1,945	-	-	<b>1,945</b>	275
Clergy cover fees	-	-	-	-	196
Salaries, oncosts, pensions	-	-	31,857	<b>31,857</b>	35,932
	<b>1,945</b>	-	<b>31,857</b>	<b>33,802</b>	<b>36,403</b>

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# Accounts

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**The Parochial Church Council of the Ecclesiastical  
Parish of Holy Trinity with St. John, Micklegate and  
St. Martin cum Gregory, York**

**Registered Charity No. 1176762**

**Trustees Annual Report  
and Financial Statements  
for the Year Ended 31st December 2020**

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Approved by the Parochial Church Council on 1 March 2021 and 16 January 2022 and signed on its behalf by:

Mr Mark Wharfedale  
Churchwarden & Lay Chair  
Date:

Mr Adam Kingaby-Daly  
Churchwarden & Treasurer  
Date:

## Administrative information

Holy Trinity Church is situated on Micklegate in central York and is part of the Diocese of York within the Church of England. Until 27th November 2020, the church was under the pastoral and administrative care of the Lord Archbishop of York. From November, the Lord Archbishop delegated this to the Bishop of Selby. The church locally is known as the Priory Church or Holy Trinity Micklegate. The Church is governed locally by the Parochial Church Council (PCC) and is registered with the Charity Commission.

<b>Charity Legal Name:</b>	The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with St. John, Micklegate and St. Martin cum Gregory, York
<b>Charity Working Name:</b>	Holy Trinity Micklegate PCC
<b>Registered Number:</b>	1176762
<b>Principal Address:</b>	Holy Trinity Church, Micklegate, York, YO1 6LE
<b>Correspondence Address:</b>	2 Cromarty Cottages, Birdsall, Malton, YO17 9NN
<b>Governing documents:</b>	Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules (contained in schedule 3 to the Synodical Government Measure 1969 as amended)
<b>Patron:</b>	The Dean and Chapter of York Minster

### Trustees/PCC members

Rev'd Kingsley Boulton	Ex-officio	Deacon (to 5th March 2020)
Mr Terence Collier	Elected	To 9th July 2020
Rev'd Canon Derek Earis	Ex-officio	Assistant Curate (to 9th July 2020)
Rev'd Dave Hobman	Ex-officio	Deacon
Mrs Sharon Hobman	Elected	To 22nd November 2020
Mrs Paula Fleetwood	Elected	From 22nd November 2020
Mr Jacob Groet	Elected	
Professor Francis O'Gorman	Elected	
Mr Adam Kingaby-Daly	Ex-officio	Churchwarden and Treasurer
Mr Mark Kingaby-Daly	Ex-officio	Secretary, Safeguarding Rep and Deanery Synod Rep
Mr Peter Minns	Elected	
Mr Timothy Moore	Ex-officio	Deanery Synod Rep (To 22nd November 2020)
Mrs Alison Tagg	Elected	From 22nd November 2020
Rev'd Luke Tillett	Co-opted	Area Dean
Mr Mark Wharfedale	Ex-officio	Churchwarden and Lay Chair
Ms Katherine Williams	Elected	Electoral Roll Officer (From 22nd November 2020)

## Advisor's to the PCC

Bankers	Virgin Money UK (previously Yorkshire Bank) James Street, Harrogate, HG1 1QU  Barclays plc Parliament Street, York, YO1 8SE  HSBC Bank plc (accounts closed in 2020) 13 Parliament Street, York, YO1 8XS
Solicitors	Langleys Solicitors LLP Queens House, Micklegate, York, YO1 6WG
Independent Examiner	Sarah Wearing HPH Accountants LLP, 54 Bootham, York, YO30 7XZ
Payroll Agents	BHP LLP Rievaulx House, 1 St Mary's Court, Blossom Street, York, YO24 1AH
Estate Agents	Carter Jonas LLP 82 Micklegate, York, YO1 6LF
Land Agents	Lawrence Hannah Limited 39 Blossom Street, York, YO24 1AQ
Architect	Alexa Stephens Pearce Bottomley LLP, Roman Ridge, Main Street, Aberford, Leeds, LS25 3AW
Investment advisers	CCLA Investment Management Ltd 80 Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Insurers	EIO Beaufort House, Brunswick Road, Gloucester, GL1 1JZ
Structural Engineers	Mason Clark Associates Partnership House, Monks Cross Drive, York, YO32 9GZ

## Chair's report - mission, purpose and vision

This last year has been one of so many challenges for our church and us. Rather than highlight or analyse them – as we know them all too well, I would instead like to give my thanks and appreciation to those who have shouldered the burden and contributed to keeping our church congregation and community together. The work of Mark Kingaby-Daly has been invaluable in keeping us all together, worshipping as one body and the debt we owe him for going above and beyond is enormous.

Our mission plan in the parish remains one based on Christian hospitality, rooted in our Benedictine history. We aim to respond with generosity to our generous God, who gives us life. As soon as we are able, the Eucharist will once again be at the heart of our activities. We use two verses of scripture:

- Jesus said, 'I came that they may have life, and have it abundantly' (S. John 10:10) and
- 'Come and see' (S. John 1:39).

We see ministry, joining in with God's mission for the redemption of the world, as an action to grow the church and further the Kingdom of God. Ministry at Holy Trinity Micklegate is about being proactive and joining in where we see God at work. We are encouraged by the vision for the Diocese of York for Generous Churches Making and Nurturing Disciples and the ensuing action which is taking place in the Diocese to find ways of:

- reaching those we currently don't
- moving to growth
- achieving sustainable finances.

As a church and parish, we are well aware that God has, and continues to, significantly bless us. We have one of York's finest church buildings with an accompanying historical church hall in Jacob's Well.

Despite recent changes and challenges, we continue to nurture our financial resources, well aware that we are simply custodians of the now and have an obligation to the past and a responsibility to the future to wise and prudent financial planning.

Sing to the Lord a new song (Psalm 96:1) seems very apt for Holy Trinity at this time. We look forward to the appointment of a new parish Priest to work collaboratively. We are delighted with the quality of worship in the church, especially with music enhancing the worship.

### Our purpose

- to glorify God through holy and welcoming worship.
- to nurture disciples and faith in Jesus Christ.
- to share the Good News of his saving love with others.

### Our vision

- to grow in numbers.
- to increase our influence and effectiveness as an inclusive Christian community.
- to turn visitors into pilgrims.

Mark Wharfedale  
Lay Chair of the PCC and Churchwarden

# Structure, governance and management

## Recruitment of Trustees

Most trustees (members of the PCC) are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) per the governing documents (Church Representation Rules). Some trustees are co-opted for particular purposes. New Trustees receive induction on their role and responsibilities from the Chair and any relevant documents and guidelines, in addition to a general introduction from the Chair during the first meeting of the year following the APCM.

## Responsibilities of the Parochial Church Council (The Trustees)

The trustees are responsible for ensuring that a report is produced for Church members annually at the APCM. This meeting also includes the election of new trustees and is open to all to attend, but only those named on the Electoral Roll or living in the Parish may vote on matters. The report is to include details of ministry activities for the previous twelve months, along with copies of the financial statements.

## Public benefit

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and responsibilities. Examples of this public benefit can be found in the other parts of this report.

## Structure and operating procedures

The trustees met ten times during 2020. Due to the COVID-19 pandemic, the trustees met virtually using Zoom and telephone when physical meetings were not possible. Despite the governing documents not stating virtual meetings can take place, the trustees voted to do this to ensure good governance. During these meetings, they discussed and prayed into a wide variety of matters including vision, governance, policies, buildings as well as receiving regular reports on financial performance.

## Standing Committee

The Standing Committee of the PCC has delegated authority to transact the business of the PCC between its meetings, subject to any directions given by the Trustees. It is made up of the trustees nominated by the PCC. Most operational matters within Holy Trinity Micklegate around staffing, monthly financial reporting, facilities and maintenance issues are explored by the Standing Committee and recommendations taken forward to full PCC meetings.

## Principal risks and uncertainties

The PCC is exposed to risks associated with finance, safeguarding, legislative compliance, buildings and infrastructure, and pastoral oversight. Each area has been reviewed by the Trustees during the year and plans put in place to manage the risks.

The PCC approves the annual budget for the next financial year at the November or December meeting with monitoring taking place at each PCC or Standing Committee meeting and by the Treasurer on an ongoing basis. The Trustees regularly review both giving and spending.

The PCC has adopted the safeguarding policy of the Diocese of York and appoints a Safeguarding Officer who acts as a focal point for concerns. All key staff and volunteers working with children and vulnerable adults are recruited using Safer Recruitment principles and have Disclosure Barring Service (DBS) check where required. The Diocese of York provides safeguarding training for clergy. Training is also offered for Trustees and volunteers through the national Church of England online training portal. The Trustees receive an annual report on safeguarding.

Our buildings are insured. We operate a quinquennial regime for inspections, the last one being in 2015. A new inspection was due in 2020 but has been postponed to 2021 due to the COVID-19 pandemic. Under the Church Representation Rules, a report on the fabric of the building is prepared for the Trustees and is in this report for church members.

The clergy and lay members provide pastoral care. Our insurance includes pastoral care indemnity cover for clergy and employees.

## Objectives and activities

The primary objective of Holy Trinity Micklegate PCC is to co-operate with the clergy in promoting the whole mission of the Church, pastoral, social and ecumenical. The PCC is also responsible for the maintenance of the property known as Jacob's Well, Trinity Lane. It is responsible for the exhibition "The Monks of Micklegate" installed as a free exhibition open to the public (outside service times) when the church is usually open. It is also the trustee of the Holy Trinity and St. Martin's Ecclesiastical Trust (registered charity number 1094335). The PCC also appoints the nominated trustees to The Isabel Ward (York) Charitable Trust (registered charity number 1094334).

The main areas of activity this includes are:

- Regular public worship open to all.
- The provision of a sacred space for personal prayer and contemplation.
- Pastoral work, including visiting the sick and the bereaved.
- Teaching of Christianity through sermons, courses and small groups.
- The provision of groups for children and young people with a Christian ethos.
- Promotion of Christianity through the staging of events and meetings and the distribution of literature.
- Promoting the whole mission of the Church through the provision of activities for students and young people, senior citizens, the marginalised and other specific groups as identified by the Trustees.
- The provision of resources and training for Christian mission and ministry locally.
- Supporting other charities in the UK and overseas.

### Grant-making policies

The annual budget for the UK and international mission is set at 10% of unrestricted income and is administered by the PCC and Standing Committee. Our key priorities are to support charities and churches working in York, the country and internationally amongst the poor and with unreached groups.

During 2020, PCC giving included:

- African Sisters of Mary (CMM) Support Group
- Child Bereavement UK
- SASH
- Yorkshire Air Ambulance
- Kitchen for Everyone York

### Volunteers and staff

We have two employees and record our thanks to Chloe Priest and Mark Kingaby-Daly for their work in the church and Jacob's Well.

Volunteers play a vital role in the life of Holy Trinity Micklegate, and we aim to ensure that this is beneficial to both the church and the volunteers. For the church, this service is essential in enabling the ministry to take place. For the volunteers, it allows them to discover, explore and use the gifts that God has given them.

We are fortunate to have such a strong team of volunteers who give their time and energy in so many ways to the church. We estimate that over 10 volunteers contribute more than 2400 hours to the life of the church.

# Reports

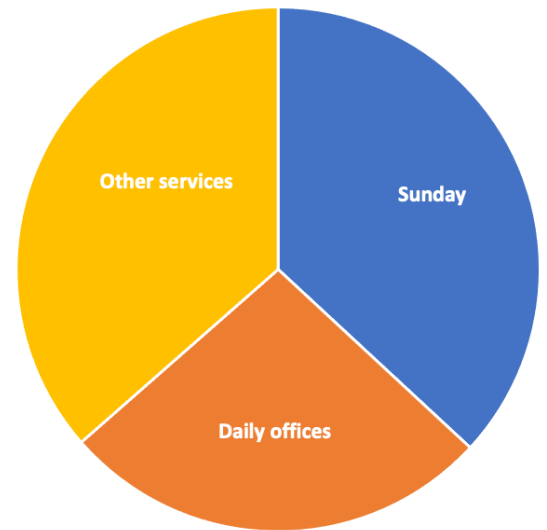
## Church membership and attendance

During 2020, there were 46 people on the Electoral Roll. Since the year-end, the Electoral Roll opened for revision during the APCM round and at the time of revision (March 2021) the number on the Roll is now 55.

The usual pattern of worship during 2020 was:

- Sunday - Sung Eucharist (Common Worship) or Morning Prayer at 11.00 am (during the pandemic)
- Wednesday – Midday Prayer at 12.15 pm (it is noted this was a service of Holy Communion prior to mid-2019 when it was suspended due to staffing levels across the Deanery)

The pie chart opposite shows a breakdown of attendance during the year.

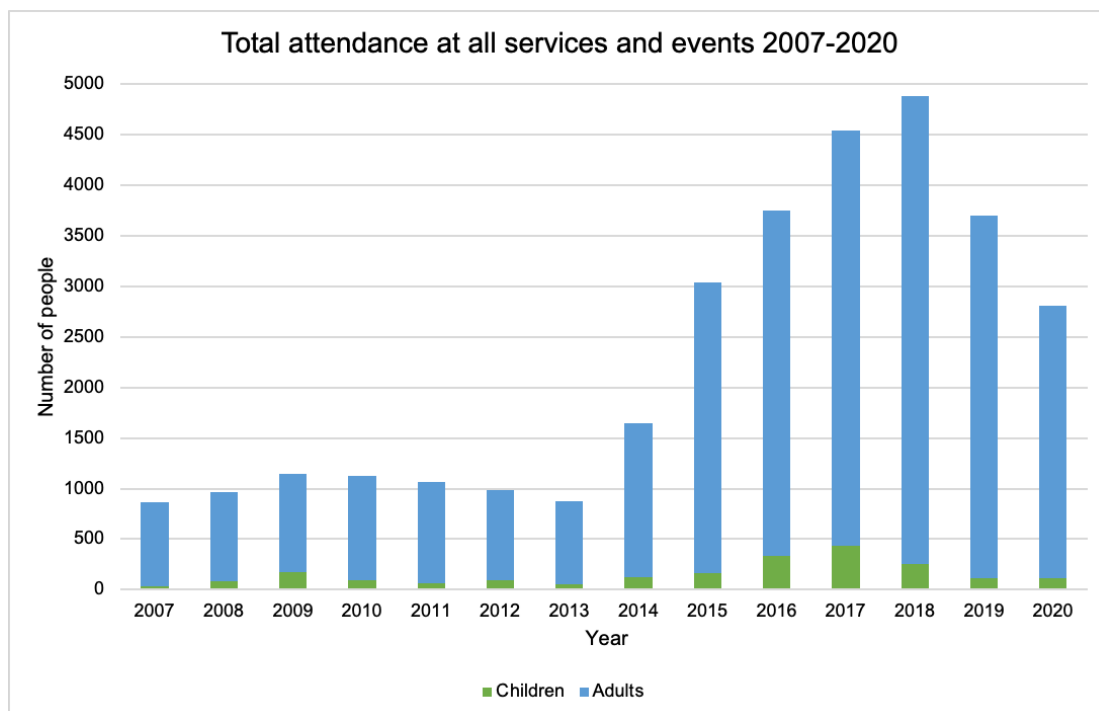


Due to the COVID-19 pandemic, public worship was suspended for two periods during 2020. During this time, services were offered by Zoom, telephone and Facebook.

We held extra services (some online only) for Ash Wednesday, Maundy Thursday, Good Friday, Ascension Day, VE Day and Thy Kingdom Come. We also held additional online services for Advent and Christmas.

Due to the pandemic, we suspended holding the daily offices of Morning and Evening Prayer on Mondays, Tuesdays and Wednesdays at 9.00 am and 4.30 pm respectively. Additionally, during lockdown, we introduced Compline on a more regular basis.

Until 2019, Holy Trinity saw significant increases across all services and events. However, in 2019 with the loss of the BB concerts, flower festival and Micklegate events the numbers began to drop. The decrease continued in 2020 due to the closure of the church and change in services due to the COVID-19 pandemic.



## Pastoral care

Pastoral care is all part of being a member of the body of Christ. As S. Paul wrote: 'Rejoice with those who rejoice, weep with those who weep.' (Romans 12:15). It is often unseen by most in the church, partly because of its private and confidential nature and that it is often outside of normal service times. The Pastoral Assistant (Mark Kingaby-Daly) is available for pastoral care, and he has a considerable amount of time, effort and energy for supporting our congregation.

## Churchwardens - fabric work and repairs

The PCC is responsible for the Church and Church Hall (Jacob's Well). We follow a quinquennial regime for inspections of both buildings. The last church inspection was in 2015, a new inspection was due in 2020 but has been delayed until 2021 due to the pandemic. The last inspection at Jacob's Well was in April 2019 with a new inspection not due until 2024.

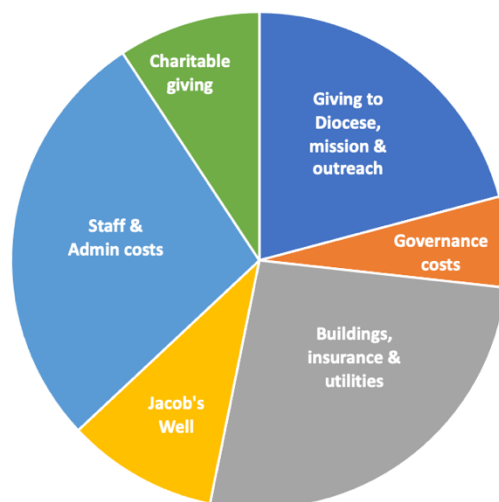
General repairs and maintenance were carried out in the Church building and Jacob's Well. We give our thanks to Adam and Mark as churchwardens for their work in caring for the building. The period of structured monitoring on the west wall (agreed in 2019) continued during 2020 with the surveyor and architect and it is likely the scaffolding will remain in place until early 2022.

## Finance

The PCC's financial performance last year and financial position at the end of 2020 is set out in detail in the Financial Statements section from page 13. The graph opposite shows a breakdown of our expenditure in 2020. During 2020 total receipts (income) was £169,136 and total payments (expenditure) were £136,920.

For ease of reference, the key points are:

- The net result for the year was an excess of receipts over payments of £32,216 (2019 was a deficit of £43,536; 2018 was an excess of £41,613; 2017 was a deficit of £8,532).
- Adding bank and deposit balances brought forward at the beginning of the year with the balances carried forward at 31 December 2020, the total in all funds was £61,070 (2019: £28,802; 2018: £71,390). Some of this relates to restricted grants around planned conservation work.
- During the year it is noted that receipts from service collections increased despite a challenging year during the pandemic lockdowns.
- Investment funds held with CCLA CBF Investment Funds increased by 6.6% at year-end.



At the APCM, the Treasurer proposed to re-appoint Robert Woolley at HPH Accountants LLP as the Independent Examiner. Following Robert's retirement, the PCC appointed Sarah Wearing at HPH Accountants LLP to act in this role.

## Reserves policy

It is standard policy to maintain a balance of at least £5,000 as required, to meet utility payments and cover staff costs. During 2021, this policy will be reviewed to ensure the reserves meet our liabilities around employees, contractors (choir) and running costs. It is our policy to invest our fund balances with CCLA in the CBF Church of England funds.

## Jacob's Well (church hall)

Jacob's Well, which forms the Church Hall, is available for hire and in a usual year is used by a variety of organisations and individuals. Due to the COVID-19 pandemic, bookings reduced by 55% resulting in a 'loss' of roughly £4,400 in income from booking fees. Many bookings are as a result of people attending other events in the hall and it is obvious that a lot of people get pleasure from using the building. Approximately 800 people visited the building on the day it was opened for the York Residents' Festival. The PCC thank Chloe Priest for her work looking after Jacob's Well.

## Church community

Thank you to the volunteers who ensure that refreshments and fellowship after services are the best it can be. They provide food and drink, but most importantly, a time for us all to meet with one another and to

welcome strangers. We hope that we will be able to offer refreshments and shared meals in the near future once COVID-19 restrictions are relaxed.

### **Safeguarding**

The PCC adopted the Safeguarding Policy of York Diocese and has a named Parish Safeguarding Representative. In 2019, there were regulated activities for children and vulnerable adults organised by the PCC and the PCC recorded care concerns where appropriate and liaised with the Diocesan Safeguarding Team.

Holy Trinity Micklegate PCC has complied with its duty to have regard to the House of Bishop's guidance on safeguarding children and vulnerable adults under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

### **Communications**

Our social media (Facebook, Twitter and Instagram) became one of the main methods of communication during the COVID-19 pandemic. All of our online services during lockdown were broadcast on Zoom and Facebook giving an audience across the globe. Sunday services, compline and midday prayer were always well 'attended' via Facebook – often bringing families unable to meet in person together. The December carol services reached people in Africa, Canada, Hong Kong and the USA.

The Parish Magazine continues to be published, usually monthly. During the COVID-19 pandemic, to reduce printing costs some issues covered two months. We thank Mark Kingaby-Daly for all his work on church communications around the Parish Magazine, website and social media.

# Independent examiner's report to the Trustees

I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Holy Trinity with St John, Micklegate and St Martin cum St Gregory, York ("the PCC") for the year ended 31st December 2020.

This report is made solely to the PCC's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examination work has been undertaken so that I might state to the PCC's trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC and the PCC's trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

## Responsibilities and basis of report

As the charity trustees of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act') and the Church Accounting Regulations 2006 ('the regulations').

I report in respect of my examination of the PCC'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. My examination was also carried out in accordance with the terms found in the Church guidance, 2006 edition, issue by the Finance Division of the Archbishops' Council.

## Independent examiner's statement

I have completed my examination. I confirm that no material 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 PCC as required by section 130 of the Act; or
2. the accounts do not accord with those 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.

Sarah Wearing, FCA, DChA  
HPH Accountants LLP  
HPH, Chartered Accountants  
54 Bootham  
York  
YO30 7XZ

Date:

# Financial statements for the year ended 31st December 2020

## Receipts and Payments Account

	Notes	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2020 £	Total 2019 £
<b>Receipts</b>						
Service Collections	a	4,707	-	380	<b>5,087</b>	3,866
Other Voluntary Receipts	b	2,087	50	-	<b>2,132</b>	4,727
Investment & Property Income	c	-	8,432	-	<b>8,432</b>	8,234
Income from Jacob's Well	d	-	6,031	1,406	<b>7,437</b>	10,661
Grants from Ecclesiastical Trust		76,737	933	32,330	<b>110,000</b>	130,831
PCC Fees	e	-	1,056	-	<b>1,056</b>	4,476
Gift Aid Recovered		2,260	-	-	<b>2,260</b>	2,240
VAT Recovered		1,033	-	-	<b>1,033</b>	3,911
COVID-19 related grants		-	-	19,034	<b>19,034</b>	-
Other grants		-	-	11,702	<b>11,702</b>	2,000
Other receipts		958	-	-	<b>958</b>	4,615
		<b>87,777</b>	<b>16,502</b>	<b>64,852</b>	<b>169,131</b>	<b>175,561</b>
<b>Payments</b>						
Administration and Printing Costs	f	5,763	-	-	<b>5,763</b>	9,119
Building: Holy Trinity	g	19,455	4,164	2,500	<b>26,119</b>	54,798
Building: Jacobs Well	h	-	8,900	3,906	<b>12,806</b>	20,975
Building: St Martin cum Gregory	i	-	1,292	-	<b>1,292</b>	3,457
Building: Trinity Lane garages	j	-	1,727	-	<b>1,727</b>	2,044
Charitable Giving	k	11,700	-	380	<b>12,080</b>	7,483
Exhibition and Education		1,362	-	-	<b>1,362</b>	2,027
Hospitality		767	-	-	<b>767</b>	2,324
Mission and Evangelism		147	-	2,767	<b>2,914</b>	4,392
Music	l	1,207	-	5,324	<b>6,531</b>	17,044
Other Property Costs		-	-	2,050	<b>2,050</b>	21,109
Parish Share		14,700	-	-	<b>14,700</b>	14,700
PCC fees		-	419	-	<b>419</b>	993
Professional fees		7,400	-	290	<b>7,690</b>	11,636
Staffing	m	471	-	35,932	<b>36,403</b>	39,649
Upkeep of services		4,697	-	-	<b>4,697</b>	6,348
		<b>67,669</b>	<b>16,502</b>	<b>53,148</b>	<b>137,321</b>	<b>218,097</b>
<b>Excess / (deficit) of Receipts over Payments</b>		<b>20,108</b>	<b>-</b>	<b>11,703</b>	<b>31,810</b>	<b>(42,536)</b>
Transfers between funds						
		-	-	-	-	-
		20,108	-	11,703	<b>31,810</b>	<b>(42,536)</b>
Cash, Bank current and deposit accounts 31/12/2019		28,854	-	-	<b>28,854</b>	71,390
Adjustment for presented cheques		-	-	-	-	-
Cash, Bank current and deposit accounts 31/12/2020		<b>48,962</b>	<b>-</b>	<b>11,703</b>	<b>60,664</b>	<b>28,854</b>

## Statement of Assets and Liabilities

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2020 £	Total 2019 £
<b>Cash and Bank Funds</b>					
Yorkshire Bank	39,204	-	500	<b>39,704</b>	16,784
Barclays Bank	9,738	-	11,203	<b>20,941</b>	11,357
Cash Float	20	-	-	<b>20</b>	20
HSBC Current Account - Jacob's Well	-	-	-	<b>-</b>	693
	<b>48,962</b>	<b>-</b>	<b>11,703</b>	<b>60,665</b>	<b>28,854</b>
<b>Investment Assets</b>					
Jacob's Well	-	300,000	-	<b>300,000</b>	300,000
Trinity Lane Garages	-	125,000	-	<b>125,000</b>	125,000
Trinity Lane Land	-	10,000	-	<b>10,000</b>	10,000
CBF Investment Funds (Holy Trinity)	-	-	-	-	-
CBF Investment Funds (Jacob's Well)	-	69,022	-	<b>69,022</b>	64,581
	<b>-</b>	<b>504,022</b>	<b>-</b>	<b>504,022</b>	<b>499,581</b>

The attached notes form part of these financial statements.

Approved by the Parochial Church Council on 1 March 2021 and 16 January 2022 and signed on its behalf by:

Mr Mark Wharfedale  
Churchwarden & Lay Chair  
Date:

Mr Adam Kingaby-Daly  
Churchwarden & Treasurer  
Date:

## Notes to the Financial Statements

### Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. Bank balances are adjusted for cheques issued before the year end but not yet presented to the bank.

### Fixed assets

Fixed assets are retained for church use are professionally valued on a quinquennial basis, most recently on 18 November 2019. The properties are Jacob's Well at £300,000; the four garages in Trinity Lane at £125,000 and land to the rear of the garages and 17 Trinity Lane at £10,000.

### Investments

The CCLA CBF Investment Funds are at valuation and represent 3,369 units at the start and end of the year.

### Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The designated fund represents the activities of Jacob's Well, the church hall, income from property and investments. The restricted fund represents funds, donations or collections received for specific purposes.

## Further Analysis of Receipts and Payments

Receipts	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 2020 £	Total 2019 £
<b>a) Service Collections</b>					
Gift Aided	3,717	-	-	<b>3,717</b>	2,327
Cash	990	-	-	<b>990</b>	1,359
Special Collections	-	-	380	<b>380</b>	180
Total at services	4,707	-	380	<b>5,087</b>	3,866
<b>b) Voluntary Receipts</b>					
Wall Box Donations	821	-	-	<b>821</b>	4,097
Regular Donations	1,261	-	-	<b>1,261</b>	630
Other Donations	-	50	-	<b>50</b>	-
	2,082	50	-	<b>2,132</b>	4,727
<b>c) Investment &amp; Property Income</b>					
Interest and Dividends	-	1,935	-	<b>1,935</b>	1,880
Property Income	-	6,497	-	<b>6,497</b>	6,353
	-	8,432	-	<b>8,432</b>	8,234
<b>d) Jacob's Well Income</b>					
Letting Income	-	6,031	-	<b>6,031</b>	10,661
Grants	-	-	1,406	<b>1,406</b>	-
Bank Interest	-	-	-	-	-
	-	6,031	1,406	<b>7,437</b>	10,661
<b>e) PCC fees</b>					
Occasional Offices	-	1,056	-	<b>1,056</b>	2,876
Church hire fees	-	-	-	-	1,600
	-	-	-	-	-
	-	1,056	-	<b>1,056</b>	4,476

Payments	Unrestricted	Designated	Restricted	Total	Total
	Fund	Fund	Fund	2020	2019
	£	£	£	£	£
<b>f) Administration and Printing Costs:</b>					
Cost of fundraising	171	-	-	171	304
Hire refunds	8	-	-	8	65
Photocopier hire and usage	1,749	-	-	1,749	1,465
Admin and other	114	-	-	114	2,385
Printing, advertising and communications	3,721	-	-	3,721	4,899
	5,763	-	-	5,763	9,119
<b>g) Building: Holy Trinity:</b>					
Insurance	-	4,164	-	4,164	4,090
Gas	5,132	-	1,250	6,382	6,268
Electricity	1,123	-	1,250	2,373	2,620
Water	120	-	-	120	147
General Maintenance	4,725	-	-	4,725	13,764
Major Repairs and decoration	6,030	-	-	6,030	27,196
Books and subscriptions	1,446	-	-	1,446	-
Churchyard expenses	878	-	-	878	712
	19,455	4,164	2,500	26,119	54,796
<b>h) Building: Jacob's Well:</b>					
Maintenance and upkeep	-	4,738	-	4,738	14,957
Cleaning	-	-	1,333	1,333	-
Utilities	-	2,278	2,573	4,851	4,321
Insurance	-	1,583	-	1,583	1,561
Admin & refunds	-	301	-	301	136
	-	8,900	3,906	12,806	20,975
<b>i) Building: St Martin cum Gregory:</b>					
Maintenance	-	355	-	355	3,132
Churchyard expenses	-	937	-	937	325
	-	1,292	-	1,292	3,457
<b>j) Building: Trinity Lane garages:</b>					
Electricity	-	128	-	128	128
Maintenance	-	1,177	-	1,177	1,504
Insurance	-	422	-	422	412
	-	1,727	-	1,727	2,044
<b>k) Charitable giving</b>					
PCC giving	11,700	-	-	11,700	7,303
Giving from funeral service	-	-	380	380	180
	11,720	-	380	12,080	7,483

Payments continued	Unrestricted	Designated	Restricted	Total	Total
	Fund	Fund	Fund	2020	2019
	£	£	£	£	£
<b><i>l) Music:</i></b>					
Organist	-	-	1,170	<b>1,170</b>	4,815
Choir	-	-	4,154	<b>4,154</b>	10,036
Robes, books and subscriptions	1,207	-	-	<b>1,207</b>	1,643
Organ maintenance and fees	-	-	-	-	550
	1,207	-	5,324	<b>6,531</b>	17,044
<b><i>m) Staffing:</i></b>					
Incumbents expenses	275	-	-	<b>275</b>	1,320
House costs - Council Tax and Water	-	-	-	-	172
Verger fees	-	-	-	-	740
Clergy cover fees	196	-	-	<b>196</b>	757
Training	-	-	-	-	210
Salaries, oncosts, pensions	-	-	35,932	<b>35,932</b>	36,450
	471	-	35,932	<b>36,403</b>	39,649