

Registered Charity number: 1182398

HOLY TRINITY CHURCH, STAPLETON

Annual Report and Financial Statements

for the year ended 31 December 2022

HOLY TRINITY CHURCH, STAPLETON

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HOLY TRINITY CHURCH, STAPLETON

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS *For the year ended 31 December 2022*

PCC members who have served from 1 January 2022 until the date this report was approved are:

Rector:	The Revd Charles Sugden	Chairman
Curate:	The Revd Ruth Harding	
Churchwardens:	Delia Beake	
	Ben Harding	
Representative on the Deanery Synod:	Duncan Struthers	PCC Secretary
Elected members:	Lynne Monks	Treasurer
	David Bate	
	Malcolm Collier (until Sept 2022)	
	Annabel Dart	
	Delia Beake	
	Ben Harding	
	Pauline March	
	Deborah Mulvihill	
	Diana Price	
	Ian Serjeant (From Jan 2022)	
Co-opted Member:	Simon Awdry (May - July 2022)	

Charity registered number 1182398

Registered office
The Parish Office
Church Hall
23 Park Road
Stapleton
BS16 1AZ
E-mail: office@holytrinitystapleton.org.uk
Website: www.holytrinitystapleton.org.uk

Independent examiner
Philip Hodges
74 Cottrell Road
Bristol
BS5 6TN

Bankers
National Westminster Bank Plc
778 Fishponds Road
Bristol
BS99 5AX

CCLA Investment Management Ltd
The CBF Church of England Funds
One Angel Lane
London EC2V 6DZ

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT

For the year ended 31 December 2022

Aims and Purposes

The PCC has the responsibility of co-operating with the Rector, the Revd Charles Sugden, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. These objectives are for the advancement of religion, and the PCC have had regard to the guidance of the Charity Commission on the requirement to demonstrate that they are for the public benefit, and in particular the supplementary guidance on charities for the advancement of religion.

The PCC also has maintenance responsibilities for the Church on Bell Hill and the Church Hall at 23 Park Road, Stapleton and their fittings and contents, but the churchyard is closed for burials and Bristol City Council is responsible for its maintenance.

Objectives and Activities

We aim to live out the Biblical vision of a Christian Community, providing:

- a warm welcome to all
- authentic biblical preaching and teaching
- a desire to grow through reaching out to the surrounding community
- a foundation of solid pastoral care and musical strengths
- a desire to deepen and widen opportunities for meeting in small groups
- a desire to establish links with local schools (both independent and state)
- encouragement, participation and integration of young people in worship

During 2022 the following values have been pre-eminent in our church community:

- Prayerfulness
- Humility in coming under the authority of scripture
- Care for creation
- Generosity in giving
- Enthusiasm in supporting each other in teams
- Inclusivity in offering a variety of worship activities
- Gratitude for our beautiful church building and all God provides
- A proactive approach to developing deeper and wider pastoral care

Mission

We make connections...

With **God** through

Worship, using music ministry and prayer in various settings during and after services and in daily, weekly and monthly meetings

With **each other** through

Home groups, Contact groups, PCC Away Days (including ministry leaders), Supporting wider Church action groups, The local Churches Together in Worship, Messy Church, CAMEO – (this has not met in 2021 owing to Covid), the Pastoral Care Development programme set up by the Rector to train new leaders for small groups, encouraging more people to be involved in prayer partnerships, small groups and courses

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued)

For the year ended 31 December 2022

Mission (cont)

With the wider community through

Contact groups, Luncheon Club for Senior Citizens, annual service for the bereaved, Stay & Play for toddlers and their carers, often feeding into Messy Church which is run with help from volunteers from Frenchay as well as Holy Trinity, offering courses for people to explore Christianity, Easter flowers and Advent gifts for the bereaved, ill and housebound: engaging with the local communities in church and schools: involving the local community in fundraising events for the Roof Fund: distributing a Christmas card from the local churches into every home: good stewardship in the use of buildings and continuing to seek the credentials of a dementia friendly church. In 2022 we also set up a hub to welcome Ukrainian refugees. This was originally instigated by Kath Sugden and the hub continues to provide a monthly meal for the refugees. We are grateful to Delia Beake and David Bate for agreeing to co-ordinate the administrative and practical needs of the hub going forward. We are also grateful to Bristol City Council for the financial support provided to enable us to carry on the work and also to volunteers from Frenchay church and other members of the community for their commitment.

With the wider church through

Praying for, communicating with and donating a tithe to the missionary and other charitable work of the wider Church in the United Kingdom and overseas of Church Mission Society, FEBC/First Response Radio' Lee Abbey small Missional community – Knowle West, KSG Deanery Uganda/Bristol link, African Pastors' Fellowship, Bible Society, Christians Against Poverty, inHope Bristol, Network Counselling and Training, The Children's Society and the Leprosy Mission.

Church Worship

The singing group now continue to lead us into worship and hymns and songs are projected on Powerpoint. Parish Prayer meetings have resumed after Covid restrictions were lifted. Holy Communion is observed on two Sundays of the month and the second Sunday morning worship is given over to the All Age Worship team who have been very successful in attracting children and their parents to the church.

The Church & Churchyard

Minor day-to-day matters continue to be dealt with usually by Tony Monks and David Price, to whom we are very grateful. The church and hall continue to be cleaned on a regular basis and we again had a team from UWE of Occupational Therapy students for two days in February who worked on parts of the church and hall. Thank you to Delia Beake and Dave Price for making this a welcoming opportunity to take time to sit and chat with the team and providing refreshments. On 7th and 8th May we celebrated the completion of the roof renewal project. We also reviewed and upgraded the lighting in the chancel. This has been a great improvement particularly to the singing group. The National Arts Society Recording group is at work to record every part of the church and this work is now nearing completion.

With regard to the future the church heaters run on gas but the hall heaters were replaced with infra-red heaters at the end of 2022. The PCC were given permission to install handrails on the approach from the West gates of the churchyard and on the steps at the North East corner, as recommended in the Accessibility audit. We wish to attend to sound and visual improvements in the church, as well as kitchen counter and accessible toilet facilities in the West end of church. The spire lighting was also improved in 2022 and can now be seen clearly.

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued) ***For the year ended 31 December 2022***

The People

This year in June we had the joy of seeing Ruth Harding ordained as priest and she now serves her curacy in this benefice. Holy Trinity has a dedicated PCC supporting the Rector in the whole mission of the Church in the Parish and during 2022 we appointed two churchwardens, Delia Beake and Ben Harding and we are very grateful to them for stepping forward to fulfil the vacancies. In addition many hours of work are put in each week by people who are not paid for their services. The vast majority of these are regular worshippers, but not all are. The benefice has employed a Benefice Assistant to assist with the administrative work of both parishes and we also employ a bookkeeper to assist with preparing the financial accounts.

Children and Young People

Messy church continues to be led by Revd Ruth Harding and Jane Monks and this has proved to be very popular with children and their parents/carers. Including helpers we have an average of 40 people attending each month. The All Age Worship team consist of Richard Monks, Linda Hart, Jane Monks assisted by Ian and Mary Serjeant. Tables were purchased and space made available for the children to participate in the service and use craft skills. Christmas in a Box was introduced to Glenfrome School thanks to Bristol Schools Connection working with members of our church. Ongoing prayer meetings with parents and staff and church members continue.

Safeguarding

Jane Collingbourne handles all DBS and is PSO for children, while Sheena Helyer is PSO for adults. Our safeguarding policies are reviewed annually by the PCC. Details of nominated persons are displayed on the Church and hall notice boards and on our church website. The policies follow those recommended by the diocese. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

PCC work

During the year the PCC spend time on Transforming Church, a vision statement for HTS, Living in Love and Faith, Climate Emergency, planning the celebration weekend. The PCC meets bi-monthly and we have a Standing Committee to deal with any matters which might arise between meetings.

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued)

For the year ended 31 December 2022

Reports

In addition to the reports on the fabric, goods and ornaments of the church and the proceedings of the Deanery Synod, which are required by law, separate reports are provided at the APCM by the following teams or committees : Ministry Team, Pastoral Committee, Wider Church Committee, CRAG, Church Hall Committee, Messy Church, Stay and Play, Music Group, Discipleship, Senior Citizens Luncheon Club, CAMEO and Wild Goose Café outreach work.

Financial Review

Unrestricted funds

Our unrestricted general funds show a surplus of £260,839 (£225,000 from Kath Curnock's legacy) and £14,951 in general reserves. The Hall Fund shows a balance of £7,007. The total legacy was £246,000 and £15,000 has been used to replace the heating system in the hall and £6,000 was donated to InHope to enable them to support their clients during the cost of living crisis. A further £9,000 has also been pledged for 2023 (£6,000 to InHope on Oct 2023 and £3,000 to Wider Church projects). The PCC voted to use the legacy for capital expenditure projects and not for day-to-day running expenses. Planned giving has decreased slightly with 12 people choosing to give by standing order through the Parish Giving Scheme. Cash collections are up slightly but more people are now choosing to give via the contactless card payment option. A donation of £1500 from Collegiate School was received (but not credited until Jan 2023) for which we are very grateful. We were able to reclaim £7,240 in Gift Aid.

Restricted Funds

- The Fabric Fund is showing a healthy balance of £8855 which includes a transfer of £6,394 from the Roof Repair Fund following the final payment of £3,452 to Mogford Prescott. We were able to reclaim the VAT amounting to £575.44 on this payment and The Roof Repair Fund is now closed
- The Brigit & Mike Adams Fund shows a balance of £106 from donations received
- The CMS Boxes fund shows a balance of £13 which will be transferred to CMS together with the Wider Church payment and this fund can then be closed
- The Spire Lights Reserve fund has a balance of £8 and, with no more donations expected I will recommend to the PCC that this fund can be closed with any further costs involving the spire being met from the Fabric Fund
- The Fulmar Trust Fund was set up to receive money towards the cost of employing a Benefice Assistant. This cost is shared on a 50/50 basis with Frenchay and we have been promised funds for at least another 2 years.
- The Janet Pollock Memorial fund balance of £1,569 will now be transferred to the Hall Fund.
- The Ukraine Hub fund was opened with a donation of £3,000 from Bristol City Council and has a remaining balance of £2,737.

Commitments

Our main commitments are for Parish Share to which we pledged £30,000 and were able to pay in full and to Wider Church to which we paid £5,834. Our church and hall insurance amounted to £6,887 and is due to increase next year. Our utility bills came to £2,105 as opposed to £833 last year and these are forecast to rise further next year. We were allocated a grant of £250 towards energy costs from a Government grant.

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued)

For the year ended 31 December 2022

Reserves Policy

It is the policy of the PCC to try to maintain a balance on unrestricted funds which equates to at least three months' unrestricted payments (currently about £17,000) in order to smooth out fluctuations in cash flow and to meet emergencies. Our policy is to invest our funds balances not required for expenditure with the CBF Church of England Deposit Fund.

Structure, governance and management

The Parish is part of the Benefice of Frenchay & Stapleton in the Diocese of Bristol. The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils Measure and is a registered charity with the Registered Charity Number 1182398. The method of appointment of PCC members is set out in the Church Representation rules. All who attend church and are eligible to do so are encouraged to register on the Electoral Roll and so are eligible for election to the PCC.

Holy Trinity Church is situated at the top of Bell Hill, Stapleton, Bristol. It is part of the Diocese of Bristol within the Church of England. Title to the Church and churchyard is registered at HM Land Registry under Title Number BL 125604.

Statement of Responsibilities for PCC Members/ Trustees'

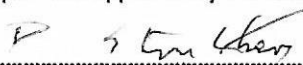
The trustees are responsible for preparing a trustees' annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102.

The Trustees are required to prepare accounts for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the Trustees are required to:

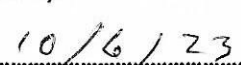
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the Accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees and signed on their behalf by:


.....

D Struthers


.....
Date

HOLY TRINITY CHURCH, STAPLETON

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOLY TRINITY CHURCH, STAPLETON

I report on the accounts of the PCC of Holy Trinity Church, Stapleton for the year ended 31 December 2022 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of the PCC and examiner

The PCC is responsible for preparing the Trustees' Annual Report and the Accounts. The PCC considers 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.

The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Public Finance and Accountancy.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the general Direction given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements 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:

- 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 financial statements which accord with the accounting records, and comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

.....*P. Hodges*.....

Philip Hodges *C P F A*

.....*5/5/23*.....

Date

HOLY TRINITY CHURCH, STAPLETON

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2022

	Note	Unrestricted funds	Designated funds £	Restricted funds £	2022 £	2021 £
Income						
Voluntary income	2.a	296,577	4,060	10,302	310,939	76,378
Fundraising	2.b			131	131	465
Interest from CCLA fund	2.c			3,085	3,085	13
Church activities	2.d	2,474	8,602		11,076	8,155
Total income		299,051	12,662	13,518	325,231	85,011
Expenditure						
Church activities	3.a	55,627	21,437	13,261	90,325	105,908
Support costs	3.b	5,082	0	127	5,209	3,753
Depreciation	3.c		2,500		2,500	
Total expenditure		60,709	23,937	13,388	98,034	109,661
Net income / (expenditure) before transfers		238,342	(11,275)	130	227,197	(24,650)
Transfers between funds	12	(11,000)	11,336	(336)	-	-
Net income / (expenditure) and net movement in funds for the year		227,342	61	(206)	227,197	(24,650)
Reconciliation of funds						
Total funds at the start of the year		12,813	178,387	16,696	207,896	58,374
Total funds at the end of the year		240,155	178,448	16,490	435,093	33,724

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure relates to continuing activities.

HOLY TRINITY CHURCH, STAPLETON

BALANCE SHEET

As at 31 March 2021

		1 January 2022		31 December 2022	
	Note	£	£	£	£
Fixed assets					
Tangible fixed assets	9		174,160		171,660
Current assets					
Debtors	10	2,565		5,428	
Cash at bank and in hand	1.e	33,094		262,501	
		<u>35,659</u>		<u>267,929</u>	
Creditors					
Amounts falling due within one year	11	(1,923)		(4,496)	
Net current assets			33,736		263,433
Total assets less current liabilities			207,896		435,093
Creditors: Amounts falling due after more than one year	11		0		0
Net assets			<u>207,896</u>		<u>435,093</u>
Charity funds					
Restricted funds	12		16,696		16,490
Designated funds	12		178,387		178,448
Unrestricted funds	12		12,813		240,155
			<u>207,896</u>		<u>435,093</u>

The financial statements were approved by the Trustees and signed on their behalf by:

D Struthers

D Struthers

L Monks

L Monks

10/6/23

Date

10/6/23

Date

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

1. Accounting policies

a. Basis of preparation

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The PCC constitutes a public entity as

This is the first year that the accounts have been prepared using the accruals accounting method and this has resulted in the significant year-on-year variation in the Gift Aid recovered income.

After reviewing the Charity's forecasts and projections, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis in preparing its accounts.

b. Funds

General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

Restricted funds are those derived from gifts which are restricted to a particular purpose.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

c. Income

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are readily quantifiable.

d. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Diocesan parish share

The Diocesan parish share is accounted for in accordance with the agreed intention of the PCC.

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

1. Accounting policies (continued)

e. Fixed Assets

Consecrated land and buildings and moveable church furnishings

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Tangible fixed assets

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is calculated to write down the cost less estimated residual value of all tangible fixed assets over their expected useful lives, using the straight-line method. The rates applicable are:

Freehold buildings	- 2.5% per annum
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As this is the first time transitioning to accruals accounting, the value of the Church Hall and adjoining land are held at valuation determined by the Trustees on 1st January 2022. The property is reviewed for impairment, in accordance with Section 27 of FRS 102, at the end of each accounting period.

Current assets

The following assets are recognised and a monetary value given:

Amounts owing from the HM Revenue & Customs where the amount has been ascertained.

Any other amounts owing to the PCC including church hall lettings and insurance claims.

Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.

Closing bank balances as shown in the receipts and payments account.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

The following liabilities are recognised in the Statement of Assets and Liabilities:

Any loans or overdrafts advanced to the PCC.

Any shortfall in the payment of Parish Share for the year.

Creditors for goods or services where the supply has been received and invoiced by 31 December.

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

2. Incoming resources

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
<i>a. Voluntary income</i>					
Planned giving	31,554		144	31,698	35,348
Gift aid recovered	8,887		524	9,411	10,759
Collections at services	5,257			5,257	4,045
Donations	3,920	4,060	5,590	13,570	9,134
Legacies	246,476			246,476	1,000
Grants received	483		4,044	4,527	16,092
	<u>296,577</u>	<u>4,060</u>	<u>10,302</u>	<u>310,939</u>	<u>76,378</u>
<i>b. Fundraising</i>			131	131	465
<i>c. Interest from CCLA fund</i>			3,085	3,085	13
<i>d. Church activities</i>					
Magazine	690			690	675
Lettings		8,602		8,602	5,860
Weddings and funerals	1,784			1,784	1,620
	<u>2,474</u>	<u>8,602</u>	<u>0</u>	<u>11,076</u>	<u>8,155</u>
	<u>299,051</u>	<u>12,662</u>	<u>13,518</u>	<u>325,231</u>	<u>85,011</u>

3. Expenditure

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
<i>a. Church activities</i>					
Wider church	12,064		1,519	13,583	7,134
Outreach & discipleship	795			795	427
Children & youth	343			343	828
Parish share	30,000			30,000	28,800
Other activities	12,425	21,437	11,742	45,604	68,719
	<u>55,627</u>	<u>21,437</u>	<u>13,261</u>	<u>90,325</u>	<u>105,908</u>
<i>b. Support costs</i>					
Fundraising	79		127	206	3,642
Administration	5,003			5,003	111
	<u>5,082</u>		<u>127</u>	<u>5,209</u>	<u>3,753</u>
<i>c. Depreciation</i>		2,500		2,500	
	<u>60,709</u>	<u>23,937</u>	<u>13,388</u>	<u>98,034</u>	<u>109,661</u>

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

4. Tax-efficient Planned Giving

Planned Giving in the unrestricted funds includes tax-efficient giving of £10,195 (2021: £12,651), excluding tax repayments claimed by or on behalf of the PCC, of which £19,364 (2021: £19,537) was through the Parish Giving Scheme. In the B & M Adams Restricted Fund, receipts include tax-efficient planned giving of £96 (2021: £144) and gift aid of £24 (2021: £36).

5. Other Tax-efficient Giving

Unrestricted donations include tax-efficient giving of £225 (2021: £477).

In addition "Gift Aid" includes £1,441 (2021: £1,015) received under the Gift Aid Small Donations Scheme. Restricted funds include tax-efficient giving of £2,000 (2021: £240) and gift aid of £500 (2021: £60).

6. Magazine printing and administration

The magazine is printed in the Parish Office. The PCC has a Hire Agreement with Xerox Finance Ltd for a risograph printer. Costs of stationery and printing are included in the costs of administration, and cannot be separately identified.

7. Insurance claim

There was a water leak at the hall costing £770 to repair. A claim was made on the PCCs Insurance policy which was settled by payment of £270 (less the £500 excess).

8. Staff costs

	2022	2021
	£	£
Administration Assistant	1,259	900
Expenses reimbursed to the Rector	300	578
Payments to other Ministers	45	0
	<u>1,604</u>	<u>1,478</u>

During the year the PCC employed an administrative assistant for the Rector. The cleaner for the Church and Church Hall was self-employed. There were no employees earning over £50,000.

PCC members were reimbursed expenses. There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

There are no pension commitments as there are no employed staff for whom a pension scheme would need to be provided. The Rector's pension is the responsibility of the Diocese.

9. Relationships with other groups, charities and individuals

As the PCC of a parish within the Diocese of Bristol, in the Church of England, there are no financial links with the Diocese other than the annual Diocesan Parish Share paid.

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

9. Tangible fixed assets

	Property improvements £	Freehold buildings & land £	Fixtures & fittings £	Total £
Cost				
At 1 January and 31 December 2022	0	174,160	0	174,160
Depreciation				
At 1 January 2022	0	0	0	0
Charge for the year	0	2,500	0	2,500
At 31 December 2022	0	2,500	0	2,500
Net book value				
At 31 December 2021	0	174,160	0	174,160
At 31 December 2022	0	171,660	0	171,660

Within the 'freehold buildings and land' £100,000 is allocated to the value of the hall building and depreciated accordingly with the remaining £74,160 value relating to the land itself which is not subject to depreciation.

10. Debtors

	2022 £	2021 £
Other debtors	495	1,337
Income tax recoverable	4,933	1,228
	5,428	2,565

11. Creditors

	2022 £	2021 £
Amounts falling due within one year		
Trade creditors	0	0
Other creditors and accruals	(4,496)	(1,923)
	(4,496)	(1,923)

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

12. Movement in funds

	At 1 January 2022	Income	Expenditure	Transfers	At 31 December 2022
	£	£	£	£	£
Unrestricted funds:					
General fund	12,813	299,051	(60,709)	(11,000)	240,155
Total unrestricted funds	12,813	299,051	(60,709)	(11,000)	240,155
Designated funds:					
Hall fund	4,227	12,662	(21,437)	11,336	6,788
Property fund	174,160		(2,500)		171,660
Total designated funds	178,387	12,662	(23,937)	11,336	178,448
Restricted funds					
B&M Adams	130	292	(240)		182
CMS boxes	0	13	0		13
Fabric Fund	5,882	4,125	(6,624)	6,394	9,777
Flower Fund	101	3	(104)		0
Fulmar Trust	0	1,500	(339)		1,161
Janet Pollock Memorial	0	1,569	0		1,569
Restricted collections	2	1,229	(1,229)		2
Roof Repair Fund	9,064	910	(3,580)	(6,394)	0
Spire Lights Reserve	520	0	(520)		0
Stapleton Welfare Trust	801	246	(50)		997
Ukraine Hub	0	3,545	(472)	(336)	2,737
Worship Books	196	86	(230)		52
Total restricted funds	16,696	13,518	(13,388)	(336)	16,490
Total funds	207,896	325,231	(98,034)	0	435,093

The Flower fund, Janet Pollock Memorial and Spire Lights Reserve funds were all closed this year as the funds had been used for their allocated purposes.

The property fund represents the value of the Church Hall buildings and land as determined by the Trustees at 1st January 2022.

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2022

13. Description of restricted funds

B&M Adams:

This fund collects donations to support the work of Mike and Brigit Adams with First Response Radio.

CMS boxes:

This fund collects donations to support the work of the Church Mission Society.

Fabric Fund:

This fund is for the repair and improvement of the fabric and fittings of the Church.

Flower Fund:

This fund was established from donations given in memory of the late Sue Mattock. Funds are to be used towards the cost of flower arrangements in the Church.

Fulmar Trust:

This fund was set up to receive money towards the cost of employing a Benefice Assistant who supports both Holy Trinity and Frenchay parish churches.

Janet Pollock Memorial:

This fund was established from donations given in memory of the late Janet Pollock. Funds are to be used towards the cost of improving the hall facilities.

Restricted collections:

This fund identifies collections made on behalf of specified charities.

Roof Repair Fund:

This fund was established in January 2015 to receive money raised by the Appeal for funds to repair the roofs and rainwater disposal systems of the Church.

Spire Lights Reserve:

This Fund is originally derived from a donation of £500 made by Barrie Ashford in December 2006 for the maintenance, repair, replacement and renewal of the Vera Ashford Memorial Spire Lights, which was originally included in the Fabric Fund. As at 1 January 2009 the original donation, with accrued interest, was transferred to a separate fund.

Stapleton Welfare Trust:

This fund is derived from a share of the income of the Stapleton Consolidated Charities (registered charity 200887) and is applicable for the relief of persons in the parish who are in need hardship or distress.

Ukraine Hub:

This fund was opened with a grant of £3,000 from the Bristol City Council as part of their scheme to support Ukrainian families who have been displaced by the war.

Worship Books:

This fund was originally set up to provide funding for Church Bibles, teaching materials and service books. The present fund is derived from payments for the services of the singing group, and is used for the purchase of music and other resources for the group.