

Registered Charity number: 1182398

HOLY TRINITY CHURCH, STAPLETON

Annual Report and Financial Statements

for the year ended 31 December 2023

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 2023*

PCC members who have served from 1 January 2023 until the date this report was approved:

Rector:	The Rev'd Charles Sugden	(Retired April 2023)
Curate:	The Rev'd Ruth Harding	
Churchwardens:	Delia Beake Ben Harding	
Representative on the Deanery Synod:	Ben Harding Duncan Struthers	
Elected members:	Delia Beake Duncan Struthers Lynne Monks David Bate Ros Bradley Annabel Dart Ben Harding Ruth Harding Pauline March Richard Monks Deborah Mulvihill Diana Price Linda Reeve Ian Serjeant	Chair PCC Secretary Treasurer Co-opted 1 June 2023 Co-opted 1 June 2023

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 2023

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 2023 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, Supporting Wider Church Action groups, The local Churches Together in Worship, Messy Church, the Pastoral Care group.

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued)

For the year ended 31 December 2023

Mission (cont)

With **the wider community** through

Contact groups, Luncheon Club for Senior Citizens, annual commemoration service for the bereaved, Stay & Play for toddlers and their carers, often feeding into Messy Church which is run with help from Frenchay as well as Holy Trinity, and also feeding into the monthly All Age Worship service in church, 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 and good stewardship in the use of buildings. In 2022 we also set up a hub to welcome Ukrainian refugees and, in conjunction with volunteers from Frenchay we have continued to supply a monthly meal and days out for the refugees. We are grateful to Delia Beake and David Bate who have agreed to co-ordinate the administrative and practical needs of the hub following the departure of Kath Sugden. We are also grateful to Bristol City Council for the financial support provided to enable us to carry on the work. We are also proud of our connections with Collegiate School and Glenfrome School. Collegiate School again hosted a Christmas Lunch for local Senior Citizens which was attended by 22 people this year. The school also makes use of the church for their start and end of term services and also for their Christmas carol services and leavers service. We also have strong connections with Glenfrome School and Easter in a Box and Christmas in a box sessions were delivered this year.

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 Missional Community, KSG Deanery Uganda/Bristol link, African Pastors Fellowship, Christians Against Poverty, InHope Bristol, Network Counselling and Training, The Childrens' Society and the Leprosy Mission. The PCC has also pledged a further £3,000 to the Wider Church from our bequest from Kath Curnock. £1,000 of this has already been donated to Christian Aid and a further £1,000 was donated to Embrace the Middle East. We have also honoured our pledge to pay £6,000 this year to InHope Bristol who support the most vulnerable people in our community.

In October we welcomed Mike and Brigit Adams as our speakers who told us of the ongoing work of FEBC

Church Worship

The singing group have continued to lead us into worship and hymns and songs are projected on Powerpoint. Parish prayer meetings were held monthly and Holy Communion services were observed on two Sundays of the month and the second Sunday morning worship was given over to the All Age Worship team who have been very successful in attracting children and their parents to the church. Two 8.30am services are held each month using the BCP.

The Church & Churchyard

Minor day-to-day matters continue to be dealt with by Dave Price and Tony Monks to whom we are very grateful. The church and hall continue to be cleaned on a regular basis. With regard to the future, the church heaters run on gas but the hall heaters were replaced by infra-red heaters at the end of 2022. This was made possible by using some of the funds left to us in the legacy from Kath Curnock.

The National Arts Society have been recording the history and artefacts of the church over the last 4 years and in November they presented their work to members of the church and local community. We are very grateful for their meticulous and detailed work which will be a permanent addition to our archives.

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued)

For the year ended 31 December 2023

The Church & Churchyard (cont)

Throughout the year work has been ongoing on re-ordering the church to provide a kitchen/servery and two accessible toilets (one with baby changing facilities) at the back of the church. We are also looking to upgrade our audio/visual facility and making the music vestry a more welcoming space for children to meet every Sunday. We are grateful for the many hours of work put in by Ian Serjeant to appoint a new church architect following the retirement of Quentin Alder and for the preparation of the Statement of Needs and Statement of Significance, both of which can be viewed on our church notice board. Thanks are also due to Ben Harding for working with members of Stoke Gifford to ensure our A/V system is fit for future needs.

The grass around the church is cut regularly by Bristol City Council and we employ a gardener on an ad hoc basis. We also record our thanks to Becky Paice and her team for maintaining the shrubs surrounding the church.

The People

We have been in a vacancy following the retirement of Charles Sugden. Holy Trinity has a dedicated PCC supporting Delia Beake and Ben Harding who were re-elected as Churchwardens at our 1st June meeting and we are very grateful to them for continuing in this role. We employ a Benefice Administrator to assist with the administrative work at Holy Trinity and Frenchay churches and we also employ a book-keeper to assist with preparing the financial accounts. Both these roles have proved invaluable during the year. We are grateful for the many hours of work put in each week by dedicated volunteers including the cash counting team, the welcoming team, the refreshments team and the flower arrangers who have decorated our church so beautifully by providing fresh flowers throughout the year and the special arrangements provided at Easter, Harvest, Remembrance Sunday and Christmas.

At the end of April we had an initial meeting with Archdeacon Christopher Bryan, Si Jones and Vicky Wicks from St. Michaels Stoke Gifford. This was at the Archdeacon's request in order to explore the possibility of grafting some members of Stoke Gifford to Holy Trinity with a view to encouraging the growth of youth worship. Many questions arose following the meeting but, after many hours of work by the grafting panel it is now decided that Rev. Vicky Wicks will join us as Curate-in-charge from 7th Jan 2024. She and her husband moved into the Rectory on 22nd November prior to Vicky taking on her role. We welcome Vicky and other members of St. Michael's who have decided to join us and look forward to working with them in the new year.

Children and Young People

Messy Church continues to be led by Rev. 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 consists of Richard Monks, Linda Hart, Jane Monks, Ian Serjeant and Ru Katugaha assisted by Mary Serjeant and Marion Monks and they have been very successful in attracting children and their families to the services held on the 2nd Sunday of each month.

Safeguarding

Jane Collingbourne handles all DBS and is PSO for children whilst 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 its 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

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued)

For the year ended 31 December 2023

PCC Work

During the year the PCC spends time on :-

The PCC meets bi-monthly on average and we have a Standing Committee to deal with any matters which might arise between meetings. In July 2023 the PCC voted to apply for an Energy Audit from the Diocese with a possible view to obtaining a grant to improve our energy consumption.

Reports

In addition to the report 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, Church hall Committee, Messy Church, Stay & Play, Discipleship & Senior Citizens Lunch Club.

Financial Review

Unrestricted funds

Our unrestricted general funds show a surplus of £231,832, in general reserves. (£216,000 from Kath Curnock's legacy) and £15,832 in general reserves. The total legacy was £246,000 and £15,000 was used to replace the hall heating system, We have also donated £12,000 to InHope to enable them to support their clients during the cost of living crisis (£6,000 in 2022 and a further £6,000 in 2023). We have also donated £3,000 to Wider Church giving. The PCC have voted to use the remainder of the legacy for capital projects and we hope to make a start on these in 2024. A donation of £1,625 was received from Collegiate School for which we are very grateful. We have been able to reclaim £8,961 in Gift Aid.

Restricted Funds

- The Fabric Fund is showing a healthy balance of £14,003
- The Brigit & Mike Adams Fund shows a balance of £79 from donations received
- 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 Stapleton Welfare Trust shows a balance of £1,499
- The Worship books fund shows a balance of £64
- The Flower fund shows a balance of £39
- The Ukraine Hub fund received a second installment of £2,500 from Bristol City Council and has a balance of £3,875

Commitments

Our main commitments are for Parish Share to which we pledged £27,000 and were able to pay in full and to Wider Church to which we paid £4,600 being 10% of the previous year's income.

In addition to this we have also paid £6,000 to InHope Bristol, therefore honouring our pledge of 2022, £1,000 to Christian Aid and £1,000 to Embrace. The collections at the Christmas Services were split equally between Caring in Bristol and Embrace. This amounted to £714.85. In addition we also made a donation to Embrace of £232.55 from our AAW service on 10th December. Our church and hall insurance amounted to £9,044.81.

HOLY TRINITY CHURCH, STAPLETON

TRUSTEES' ANNUAL REPORT (continued)

For the year ended 31 December 2023

Reserves Policy

It is the aim of the PCC to maintain a balance on unrestricted funds which equates to three months' unrestricted payments in order to smooth out fluctuations in cash flow and to meet emergencies. We have not been able to meet our aim this year due to increased costs but our focus for next year is to increase our reserves by keeping costs to a minimum and increased giving. 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.

Independent Examiner

We are grateful for the help given by Philip Hodges, our Independent Examiner. The Annual meeting will be asked to confirm the continuation of his appointment.

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,
- 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 Beake

.....
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 2023 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 CPFA

..... *24/4/24*

Date

HOLY TRINITY CHURCH, STAPLETON

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2023

	Note	Unrestricted funds	Designated funds £	Restricted funds £	2023 £	2022 £
Income						
Voluntary income	2.a	55,369	1,431	5,577	62,377	310,939
Fundraising	2.b			40	40	131
Interest from CCLA fund	2.c			10,895	10,895	3,085
Church activities	2.d	1,008	11,090		12,098	11,076
Total income		56,377	12,521	16,512	85,410	325,231
Expenditure						
Church activities	3.a	56,490	21,156	6,882	84,528	87,165
Support costs	3.b	4,813	0	2,415	7,228	4,940
Depreciation	3.c		2,500		2,500	2,500
Total expenditure		61,303	23,656	9,297	94,256	94,605
Net income / (expenditure) before transfers		(4,926)	(11,135)	7,215	(8,846)	230,626
Transfers between funds	12	(4,160)	4,810	(650)	-	-
Net income / (expenditure) and net movement in funds for the year		(9,086)	(6,325)	6,565	(8,846)	230,626
Reconciliation of funds						
Total funds at the start of the year		240,155	178,448	16,489	435,092	58,374
Total funds at the end of the year		231,069	172,123	23,054	426,246	289,000

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 December 2023

		1 January 2023		31 December 2023	
	Note	£	£	£	£
Fixed assets					
Tangible fixed assets	9		171,660		169,160
Current assets					
Debtors	10	5,428		5,636	
Cash at bank and in hand	1.e	262,500		255,233	
		<u>267,928</u>		<u>260,869</u>	
Creditors					
Amounts falling due within one year	11	(4,496)		(3,783)	
Net current assets			<u>263,432</u>		<u>257,086</u>
Total assets less current liabilities			<u>435,092</u>		<u>426,246</u>
Creditors: Amounts falling due after more than one year	11		0		0
Net assets			<u><u>435,092</u></u>		<u><u>426,246</u></u>
Charity funds					
Restricted funds	12	16,489		23,055	
Designated funds	12	178,448		172,123	
Unrestricted funds	12	240,155		231,068	
		<u>435,092</u>		<u>426,246</u>	

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

.....

D Beake

.....

L Monks

.....

Date

.....

Date

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

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

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 2023

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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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 2023

2. Incoming resources

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
<i>a. Voluntary income</i>					
Planned giving	31,065		144	31,209	31,698
Gift aid recovered	8,961		36	8,997	9,411
Collections at services	5,442			5,442	5,257
Donations	9,901	1,431	1,397	12,729	13,570
Legacies				0	246,476
Grants received			4,000	4,000	4,527
	<u>55,369</u>	<u>1,431</u>	<u>5,577</u>	<u>62,377</u>	<u>310,939</u>
<i>b. Fundraising</i>			40	40	131
<i>c. Interest from CCLA fund</i>			10,895	10,895	3,085
<i>d. Church activities</i>					
Magazine				0	690
Lettings		11,090		11,090	8,602
Weddings and funerals	1,008			1,008	1,784
	<u>1,008</u>	<u>11,090</u>	<u>0</u>	<u>12,098</u>	<u>11,076</u>
	<u>56,377</u>	<u>12,521</u>	<u>16,512</u>	<u>85,410</u>	<u>325,231</u>

3. Expenditure

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
<i>a. Church activities</i>					
Wider church	13,947			13,947	13,583
Outreach & discipleship	229			229	795
Children & youth	225			225	343
Parish share	27,000			27,000	30,000
Other activities	15,089	21,156	6,882	43,127	45,604
	<u>56,490</u>	<u>21,156</u>	<u>6,882</u>	<u>84,528</u>	<u>87,165</u>
<i>b. Support costs</i>					
Fundraising	61			61	206
Administration	4,752		2,415	7,167	5,003
	<u>4,813</u>		<u>2,415</u>	<u>7,228</u>	<u>4,940</u>
<i>c. Depreciation</i>		2,500		2,500	2,500
	<u>61,303</u>	<u>23,656</u>	<u>9,297</u>	<u>94,256</u>	<u>94,605</u>

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

4. Tax-efficient Planned Giving²

Planned Giving in the unrestricted funds includes tax-efficient giving of £11,041 (2022: £10,195), excluding tax repayments claimed by or on behalf of the PCC, of which £19,372 (2022: £19,364) was through the Parish Giving Scheme. In the B & M Adams Restricted Fund, receipts include tax-efficient planned giving of £144 (2022: £96) and gift aid of £36 (2022: £24).

5. Other Tax-efficient Giving

Unrestricted donations include tax-efficient giving of £50 (2022: £225).

In addition "Gift Aid" includes £1329 (2022: £1,441) received under the Gift Aid Small Donations Scheme. Restricted funds include tax-efficient giving of £0 (2022: £2,000) and gift aid of £0 (2022: £500).

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 were no insurance claims in 2023.

8. Staff costs

	2023	2022
	£	£
Administration Assistant	2,415	1,259
Expenses reimbursed to the Rector	923	300
Payments to other Ministers	45	45
	<u>3,383</u>	<u>1,604</u>

During the year the PCC employed an administrative assistant for the Rector which is paid for using a grant from the Fulmar Trust. 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.²

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

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 2023	0	2,500	0	2,500
Charge for the year	0	2,500	0	2,500
At 31 December 2023	0	5,000	0	5,000
Net book value				
At 31 December 2022	0	171,660	0	171,660
At 31 December 2023	0	169,160	0	169,160

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

	2023 £	2022 £
Other debtors	1,133	495
Income tax recoverable	1,321	4,933
Deposit interest	3,182	0
	5,636	5,428

11. Creditors

	2023 £	2022 £
Amounts falling due within one year		
Trade creditors	0	0
Other creditors and accruals	(3,783)	(4,496)
	(3,783)	(4,496)

HOLY TRINITY CHURCH, STAPLETON

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

12. Movement in funds

	At 1 January 2023 £	Income £	Expenditure £	Transfers £	At 31 December 2023 £
Unrestricted funds:					
General fund	240,155	56,377	(61,304)	(4,160)	231,068
Total unrestricted funds	240,155	56,377	(61,304)	(4,160)	231,068
Designated funds:					
Hall fund	6,788	12,521	(21,156)	4,810	2,963
Property fund	171,660		(2,500)		169,160
Total designated funds	178,448	12,521	(23,656)	4,810	172,123
Restricted funds					
B&M Adams	182	325	(400)		107
CMS boxes	13	0	(13)		0
Fabric Fund	9,777	7,361	(1,025)		16,113
Flower Fund	0	80	(41)		39
Fulmar Trust	1,161	1,932	(2,415)		678
Janet Pollock Memorial	1,569	0	(1,569)		0
Restricted collections	2	773	(773)		2
Stapleton Welfare Trust	996	738	(16)		1,718
Ukraine Hub	2,737	5,261	(3,023)	(650)	4,325
Worship Books	52	42	(21)		73
Total restricted funds	16,489	16,512	(9,296)	(650)	23,055
Total funds	435,092	85,410	(94,256)	0	426,246

The Janet Pollock Memorial and CMS boxes funds were 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 2023

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.

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.