

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HOLY TRINITY, SOUTHCHURCH

England & Wales · Charity number 1184433

Details

Status Registered

Legal form Other

Registered 2019-07-16

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

Contact

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Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH

Activities: The PCCs activities are primarily focused on the advancement of religion. Providing regular public worship. In addition, the PCCs activities include teaching taking assemblies, donations to other charities and our own projects provide public benefits in the relief of poverty and need, often for minority groups with particular needs such as the elderly.

Classification

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

Geography

- Southend-on-sea

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£90,367	£98,966	-	-
2023-12-31	£136,277	£82,528	-	-
2022-12-31	£79,924	£91,613	-	-
2021-12-31	£77,167	£96,212	-	-
2020-12-31	£81,981	£81,787	-	-

Trustees

Name	Role	Appointed
Rev Claire Marie Abraham	Chair	2024-04-18
Alison Marion Penry		2025-04-18
Diane Sossou		2025-04-18
Janet Axcell		2023-05-14
Jenna Kate Simpson		2025-04-18
Jennifer Irene Butler		2019-03-24
Michael Graham Penry		2025-04-18
Paul Schurer		2019-03-24
Philip Anthony Overman		2025-04-18
Richard John Mantell		2019-03-24
Rosemary Anne Humphrey		2017-04-23
Sandra Elizabeth Alexandra Evans		2024-06-18
Simon James Gush		2025-04-18

Accounts



**Annual Report and Accounts for the Parochial Church
Council of the Parish Church of Holy Trinity, Southchurch
Year ended 31 December 2024**

Registered charity number 118443

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2024

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The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2024

Report of the Parochial Church Council

Aim and purposes

Holy Trinity's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. Holy Trinity Church was in an interregnum until April 2024 when the Revd. Claire Abraham was appointed Priest in Charge at Holy Trinity and at St Mary's North Shoebury.

The PCC is also specifically responsible for the maintenance of the Church and its other buildings.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions about how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through the celebration of the sacraments, prayer and scripture, and a rich musical tradition.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus;
- provision of pastoral care for people living in the parish; and
- missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church of Holy Trinity and its church hall and keep the church on a sound financial footing.

The Parish Church of Holy Trinity Southchurch

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Achievements and performance

Worship and prayer

The PCC is keen to offer a range of services during the week and over the course of the year that everyone in our community finds both beneficial and spiritually fulfilling.

Opportunities are provided for people to engage in a more modern form through the Sunday morning Sung Eucharist, which uses contemporary language and is supported by our parish choir. We provide opportunities for traditional and reflective services each week through our 8am Holy Communion and 6:30pm Evensong, both using the traditional form of words from the Book of Common Prayer. Our weekly Wednesday Holy Communion at 10am provides an opportunity for people who cannot attend at the weekend, as well as an opportunity for those who attend on Sunday to grow in their prayer life throughout the week.

Our provision for children has been enhanced in two ways. Each month we hold a multi-sensory and interactive Children's Service with Eucharist, with craft activities, age-appropriate Bible readings and songs. In addition the Sunday morning Eucharist uses a different format on one Sunday each month to provide all age worship for everyone in our community.

All are welcome to attend our services. At present there are 68 parishioners on the church electoral roll, of whom 53 live outside the parish. The average Sunday attendance, counted during October, was 56 including 5 children. The number of communicants at Christmas was 30, with a total of 301 attending. Our Christingle service attendance was 244, along with our usual carol services for Southend High School for Girls, Thorpe Hall School, and Hamstel Junior School. During Advent, the total number of people attending special services held for the congregation and the local community was 166 and the total number of people attending special services held specifically for civic organisations or schools was 710. Holy Week and Easter were celebrated in church. The number of communicants on Easter Day or Easter Eve was 60, with a total of 99 attending.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life; in marriage public vows are exchanged with God's blessing; through funeral services friends and family express their grief and give thanks for the life which is now complete in this world, and commend the person into God's keeping. In 2024 we celebrated one baptism and one wedding. We also held three funerals and one memorial service in our church and conducted eight burials of ashes.

Throughout the year we were supported by our dedicated Director of Music, Roger Humphrey, and our volunteer choir. They continue to serve us by helping maintain a weekly

The Parish Church of Holy Trinity Southchurch

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Report of the Parochial Church Council

pattern of sung services. We are delighted that, in keeping with our musical traditions, our worship is still enhanced from time to time by the choir leading a full Choral Evensong and through the Service of Nine Lessons and Carols each Christmas. We are now unique in offering such a pattern of worship in Southend.

Mission and evangelism

2024 was a special year at Holy Trinity as we celebrated with our local community the 200th anniversary of the donation of Southchurch to Canterbury Cathedral. Our mission this year reflected that through a number of wonderful events including:

- an art competition for local primary schools;
- a three-day flower festival during the late May Bank holiday weekend;
- a Family Fun Day and barbecue on Trinity Sunday;
- a Heritage day with a history talk, mini pageant and afternoon tea, as part of the National Trust Heritage Open Days in September;
- a Trinity Consort concert in September; and
- a performance of Handel's Messiah by the Bach Choir in November.

We also seek to welcome our local community to the church on a regular basis throughout the year. Each month we hold our 'Rainbow Refresh' Open Church, where we can enjoy seeing the church being used by multiple generations - all sharing our sacred space and enjoying homemade cake, craft and toys. The number of attendees of all ages has been very encouraging.

In September 2024, Mother Claire and a team of volunteers started our new toddler group, Trinity Teenies. Babies and children up to the age of five, accompanied by their parents/carers, are welcomed into the Church Hall each Monday morning during school termtime, where play, conversation and refreshments are enjoyed in a friendly and relaxing environment. Activities enjoyed include sand play, role play in our kitchen/shopping area, fun with ride on vehicles, puzzles, dinosaurs, cars, books and a dedicated area for babies to play. Once per term part of the session takes place in church, with an interactive seasonal activity on offer. Attendance numbers have grown quickly, with around 15-20 children attending most weeks and sometimes more! Many are now regular attendees with some also attending other church events.

Christmas provides Holy Trinity with a wonderful opportunity to share our faith with the local community. We are delighted that four local schools chose to come to Holy Trinity to hold their school carol services or for Christingle making, a tour of the church and Advent activities. Our Crib Service with Christingles on Christmas Eve continues to be very well supported. Through these Advent and Christmas services and events we welcomed over 700 children to the church.

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We also had a magical time at All Hallows' Eve. We filled the church with candlelight and carved pumpkins with Christian symbols, with the pathway also lit with candles hanging from trees, lanterns and pumpkins. We welcomed approximately 80-90 children into our church.

During the summer holidays we provided two 'fun days' for the local community in our church, hall and garden, with a range of activities for children of all ages.

Helping those in need is a demonstration of our faith. During the year we have raised money for Embrace, Harp, Safer Places, Christian Aid and the Children's Society.

Following on from the great support for the Southend Foodbank, we have continued regularly supporting them with ongoing collections of food from the congregation with a carboy available for those who wish to donate cash. This has been very well supported.

We also have a website, an email newsletter, and a Facebook page. Together with the What's On leaflet distributed at services each week, these keep our parishioners and wider community informed of the important matters affecting our church and articles that help develop our knowledge and trust in Jesus.

Church fabric

As noted in the Quinquennial Inspection of May 2022, the church building is in good condition. As a result, only minor repairs were necessary in 2024. These included the repair of a lightning conductor, with maintenance work to roofing and rainwater goods carried out in early 2025.

The Church Hall was regularly used both by the church and by outside groups. During the week, in addition to the Tuition Pod, the hall was hired by Active Lives for multiple sessions per week and Everyone Health. The hall was also used weekly by Guides, Rainbows, and Brownies. The PCC discussed the best way of securing the long-term future of the church hall, as it continues to need major improvements. The lobbies to the hall, including the flat roofs to the lobbies, were renovated in 2024. The PCC is very grateful to a group of local volunteers who carried out vital maintenance work, including to the hall's rainwater goods. The group also made major improvements to the church hall garden and to areas of the churchyard near to the hall.

The School House is tenanted under a Fixed Term (12 months) Tenancy Agreement. Maintenance costs have been minor in recent years but the PCC noted that significant work will be needed in 2025, including to the windows.

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Social

The Wednesday coffee morning follows the 10am Holy Communion and continues to be well attended. Lent Lunches are held in church from Ash Wednesday throughout Lent, with all donations going to Christian Aid.

We are delighted that many of our social activities through the year are shared with our friends from St Mary's North Shoebury. These include:

- quarterly 'Saintly Strollers' walks around our parishes, including a visit to Southchurch Hall;
- a barbecue at the Rectory;
- a bring and share Harvest supper; and
- Hymns and Pimms at St Mary's.

Deanery Synod

Two members of the PCC sit on the Southend Deanery Synod. This provides the PCC with a link with the churches around us and with the Diocese as a whole. It also receives reports from the General Synod.

Deanery Synod meetings are held up to three times a year, chaired by the Area Dean, Revd. Canon Louise Williams. The June 2024 meeting was held at Holy Trinity Southchurch, and the speaker was the Diocesan Chief Executive Officer who explained the Diocesan finances, including the importance of giving, the Parish Share, and the costs of a stipendiary vicar. In November the Synod held its meeting at St Peter's, Westcliff, and the guest was the Director of the Chelmsford Diocesan Board of Education, which supports C of E schools, including St Mary's School, Prittlewell.

Safeguarding

Holy Trinity takes seriously its responsibility to protect and safeguard the welfare of all its congregation. Safeguarding is on the agenda of each PCC meeting, and PCC members, as charity trustees, are required to familiarise themselves with church policy documents, to undertake Safeguarding training and have a DBS check every three years. The Parish Safeguarding Officer (PSO) arranged for DBS checks for several PCC members to be renewed in the past year.

The PSO completed the Safer Recruitment course on Zoom and arranged Safeguarding training for members of the congregation who volunteered to help with the new Toddler group, school visits and school carol services. The parish safeguarding policy was reviewed and agreed by the PCC. This and other safeguarding information is on display in the church, church hall, and on our website. Two matters of safeguarding concern were raised in the past year, and advice sought from the Diocesan Safeguarding Team with no further action needed.

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Pastoral care

Some members of our parish are unable to attend church due to sickness or age. Church members who have requested to celebrate communion at their home, are visited regularly.

We maintain a GDPR compliant pastoral contact list, which enables us to be more intentional with our pastoral care. It also allows people to tell us exactly how they would like to be contacted and supported. Everyone who provided consent in the parish has received regular contact throughout the year through email, telephone call, or letter. We are unable to provide pastoral care without explicit consent.

Our fortnightly e-newsletter for all who would like to receive it, maintaining contact with parishioners.

Financial review

During 2024, expenditure was up, and income down. However if it were not for the £50,000 legacy we received in 2023, income would be very slightly up. Total receipts on unrestricted funds were £87,274 of which £43,673 was voluntary income from parishioners, including £10,444 from Gift Aid. Unrestricted donations of £8,293 were received, and restricted donations of £2,805 were also received, these were given towards various charities and appeals. The School House provided an income of £7,356.

Of the voluntary income, £29,992 was through the Parish Giving Scheme (PGS), which also collected £7,498 of the Gift Aid we received. The PGS is now our largest form of regular income.

The amount raised by fundraising was £1,872, down from £2,362 in 2023.

The parish share in 2024 was £48,500, which we paid in full. Expenditure on the church building was £3,610, up from £602 in 2023.

Other expenditure was generally as those of 2023, with £90,637 spent on activities relating to the work of the church, £3,586 donations given to other charities, £1,609 on church administration, and £2,576 on redecorations etc to the Rectory.

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Reserves policy

The policy of the PCC is:

- to keep a working balance of approximately 3 months' expenditure in a current account;
- to maintain a deposit account for medium term projects and expenditure;
- to invest long term investments (those intended for a minimum of 5 years) in the CBF Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting. All those who attend our services/members of the congregation are encouraged to register on the electoral roll and are eligible to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met 9 times during the year with an average level of attendance of 90%.

Additionally, the PCC has appointed members to manage and report to them on specific matters, both forming permanent items on each PCC meeting agenda:

- | | |
|-------------------|----------------|
| • Safeguarding | Jenny Butler |
| • Health & Safety | Churchwardens. |

All contractors working in or on the church and church hall, and hirers of the church or hall, are required to comply with both our Health & Safety Policy and our Safeguarding Policy, which follow the guidance and requirements of our Diocese.

The minutes of PCC meetings are available to be read by anyone on the electoral roll upon request.

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Report of the Parochial Church Council

Administrative information

Holy Trinity Church is situated in Southchurch Boulevard, Southend-on-Sea. It is part of the Bradwell Episcopal Area, Southend Archdeaconry, Southend Deanery and the Diocese of Chelmsford, within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and the Church Representation Rules 2022) and a Charity excepted from registration with the Charity Commission.

The correspondence address is: The Rectory, Pilgrims Close, Southend on Sea, Essex SS2 4XF
Email: holytrinitysouthchurch@gmail.com
Telephone: 01702 597 596.

PCC members who have served from 1st January 2024 until the date this report was approved were:

Ex officio members:

Incumbent: The Revd Claire Abraham (Installed April 2024)
Churchwardens: Linda Wonnacott
Jane Payn
Deanery Synod Rep: Jenny Butler (Elected for a three-year term ending May 2026)

Elected members

For a three-year period ending May 2025

Pearl Bailey
Richard Mantell
Paul Schurer Treasurer to the PCC

For a three-year period ending May 2026

Jan Axcell
Rosemary Humphrey

Sandra Evans LLM (Co-opted June 2024)
Michael Penry (Co-opted November 2024)

Approved by the PCC on 23rd April 2025 and signed on its behalf by:



Revd. Claire Abraham (Chair)



Paul Schurer (Treasurer)

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INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY SOUTHCHURCH

Year ended 31 December 2024

I report on the accounts of the Trust for the year ended 31 December 2024, which are set out on pages 11 to 17.

Responsibilities and basis of report

As the charity trustees (the member of the Parochial Church Council) 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

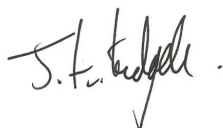
Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

J K Kidgell ACA CTA
33 Crosby Road
Westcliff-on-Sea
Essex
SS0 8LF



23 April 2025

The Parish Church of Holy Trinity Southchurch

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STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 December 2024

	Note	General Fund £	Restricted Funds £	Total 2024 £	Total 2023 £
Incoming resources					
Voluntary income from parishioners	1(a)	43,673	-	43,673	40,679
Other voluntary incoming resources	1(b)	10,165	2,970	13,135	61,429
Incoming resources from operating activities to further the Council's objectives	1(c)	21,101	-	21,101	23,333
Income from investment	1(d)	12,335	123	12,458	10,836
Total incoming resources		87,274	3,093	90,367	136,277
Resources expended					
Activities directly relating to the work of the church	2(a)	50,154	40,483	90,637	78,239
Grants and donations	2(b)	-	6,279	6,279	2,794
Costs of generating funds	2(c)	-	441	441	285
Church administration	2(d)	38	1,571	1,609	1,210
Total resources expended		50,192	48,774	98,966	82,528
Net incoming / (outgoing)		37,082	(45,681)	(8,599)	53,749
Gains on investment assets on revaluation		11,228	-	11,228	34,976
Net movements in funds		48,310	(45,681)	2,629	88,725
Balances brought forward At 1 January 2024		479,087	63,112	542,199	453,474
Transfers between funds		-	-	-	-
Balances carried forward at 31 December 2024		527,397	17,431	544,828	542,199

The notes on pages 14 to 17 form part of these financial statements.

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BALANCE SHEET

Year ended 31 December 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible fixed assets	4	364,264	356,077
Investment assets	5	135,913	132,872
		<u>500,177</u>	<u>488,949</u>
Current assets			
Tax recoverable	6	785	839
Debtors and prepayments	7	3,875	3,276
Cash at bank and in hand	8	40,792	49,514
		<u>45,452</u>	<u>53,629</u>
Creditors: - amounts falling due within one year	9	(801)	(379)
Net current assets		44,651	53,250
Total assets less current liabilities	10	<u>544,828</u>	<u>542,199</u>
Represented by:			
General Fund		527,397	479,087
Restricted Funds	11	17,431	63,112
		<u>544,828</u>	<u>542,199</u>

The financial statements on pages 11 to 17 were approved by the Parochial Church Council on 23 April 2025 and were signed on its behalf by:

Revd. Claire Abraham (Chair)



The notes on pages 14 to 17 form part of these financial statements.

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ACCOUNTING POLICIES

Year ended 31 December 2024

The accounts (financial statements) have been prepared under the Church Accounting Regulations 2006 together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations. The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that operate independently and/or owe their main affiliation to another body nor those that are informal gatherings of Church members.

Funds

The unrestricted funds of the PCC are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC.

The restricted funds of the PCC are subject to restrictions imposed by the donee at the time the funds were given to the PCC.

The financial statements include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when received from the parishioner. The income tax recoverable on these Gift Aid donations is recognised at the same time as the underlying donation.

The PCC is a member of the Parish Giving Scheme (PGS). The PGS is a separate charity that receives giving on behalf of the PCC by direct debit, and returns the giving to the PCC together with any Gift Aid. The amounts returned to the PCC are included in 1(a) as 'Planned giving under Gift Aid', or 'Other planned giving' as appropriate. Similarly the Gift Aid claimed by the PGS and returned to the PCC is included 1(a) as 'Income Tax recoverable on Gift Aid'.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised from activities to further the council's objectives are accounted for gross of expenses met by the PCC. Dividends and interest are included on the receipts basis.

Resources expended

Expenditures is accounted for on an accruals basis. Grants and donations are accounted for in the accounting period in which approved.

Fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by S.10(2)(a) and (c) of the Charities Act 2011. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. All expenditure in the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as incurred.

Tangible fixed assets

The tangible fixed assets, comprises the School House and the Church Hall. The School House is stated at its insurance valuation and is revalued annually. The PCC consider the insurance valuation to be approximately equal to the open market value of the property.

The Church Hall is stated at a nominal valuation as significant costs are involved in assessing its value in continuing use to the PCC. These costs are considered onerous compared to the additional benefit derived by users of the accounts in assessing the PCC's stewardship of the Church Hall.

Investment assets

Investments are stated at their market value, and are revalued annually.

Other equipment

All equipment used by the PCC is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

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NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2024

I. INCOMING RESOURCES	General Fund £	Restricted Funds £	Total 2024 £	Total 2023 £
(a) Voluntary income from parishioners				
Planned giving under Gift Aid	31,452	-	31,452	29,238
Income tax recoverable on Gift Aid	10,444	-	10,444	9,966
Other planned giving	1,777	-	1,777	1,475
Collections at services	-	-	-	-
	43,673	-	43,673	40,679
(b) Other voluntary incoming resources				
Donations, appeals, etc	8,293	2,805	11,098	7,652
Legacies	-	-	-	50,000
Grant income	-	165	165	1,415
Fundraising	1,872	-	1,872	2,362
	10,165	2,970	13,135	61,429
(c) Incoming resources from operating activities to further the Council's objectives				
Church Hall and Church rents	14,694	-	14,684	17,861
Fees paid to the PCC	6,407	-	6,407	5,472
	21,101	-	21,101	23,333
(d) Income from investments				
Dividends	4,635	123	4,758	2,905
Rent	7,700	-	7,700	7,660
Other interest receivable	-	-	-	271
	12,335	123	12,458	10,836
Total incoming resources	87,274	3,093	90,367	136,277

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NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2024

2. RESOURCES EXPENDED	General Fund £	Restricted Funds £	Total 2024 £	Total 2023 £
(a) Activities directly relating to the work of the church				
Parish Share	48,500	-	48,500	49,500
Expenses of Ministry – Clergy expenses	-	-	-	-
Power, insurance and cleaning	(80)	14,735	14,655	12,744
Church repairs and renewals	-	3,610	3,610	602
Upkeep of services	-	3,992	3,992	2,376
Church Hall running expenses	-	2,395	2,395	3,891
Church Hall repairs and renewals	-	7,905	7,905	1,054
School House repairs and renewals	(4)	344	340	425
Rectory expenses	-	2,576	2,576	182
Director of Music, choristers, locum priest, organist	1,738	4,926	6,664	7,465
	50,154	40,483	90,637	78,239
(b) Grants and donations				
Missionary services	-	3,586	3,586	2,794
Relief and development	-	2,693	2,693	-
	-	6,279	6,279	2,794
(c) Cost of generating funds				
Fund raising expenses	-	441	441	285
(d) Church administration				
Stationery printing and administrative expenses	38	1,571	1,609	1,080
Photocopier maintenance	-	-	-	130
	38	1,571	1,609	1,210
Total resources expended	50,192	48,774	98,966	82,528

3. STAFF COSTS	2024 £	2023 £
Director of Music	3,695	3,550
Choristers	440	125
Licenced Lay Minister	106	64
Verger	-	-
Locum Priest	1,938	3,256
Locum Organist	485	470
	6,664	7,465

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2024

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2024

4. TANGIBLE FIXED ASSETS

	2024 £	2023 £
The School House		
Valuation at 1 January 2024	356,076	331,850
Revaluation in the year	8,187	24,226
Valuation at 31 December 2024	364,263	356,076
The Church Hall		
Valuation at 1 January and 31 December 2024	1	1
Total	364,264	356,077

The freehold land and buildings represent the School House and the Church Hall.

5. INVESTMENT ASSETS

Valuation at 1 January 2024	132,872	97,122
Addition	-	25,000
Revaluation in the year	3,041	10,750
Valuation at 31 December 2024	135,913	132,872

6. TAX RECOVERABLE

The amount shown as tax recoverable has been reclaimed from HM Revenue & Customs.

7. DEBTORS AND PREPAYMENTS

Other debtors	-	275
Prepayments	3,875	3,001
	3,875	3,276

8. CASH AT BANK

CBF Deposit Account	23,493	19,804
The Cooperative Bank – current account	17,299	29,208
Other current accounts	-	-
Cash in hand	-	502
	40,792	49,514

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2024

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2024

9. CREDITORS - DUE WITHIN ONE YEAR	2024	2023
	£	£
Creditors	-	-
Accrued expenses	801	379
	801	379

10. ANALYSIS OF NET ASSETS BY FUND	General Fund	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Fixed assets	500,177	-	500,177	488,949
Current assets	28,021	17,431	45,452	53,629
Creditors due within one year	(801)	-	(801)	(379)
Net assets	527,397	17,431	544,828	542,199

II. FUND DETAILS

The Restricted Funds at 31 December 2024 of £17,431 (2023 - £63,112) are held for the following purposes:

Church buildings

Held for the maintenance and upkeep of the fabric of the Church buildings. Balance at 31 December 2024 £4,721 (2023- £8,472)

Choir and Church Music

Held to provide music at church services. Balance at 31 December 2024 £6,082 (2023 - £6,212)

Whickman Legacy

Held for any purpose other than paying the parish share. Balance at 31 December 2024 £6,628 (2023 - £48,428)

Accounts



**Annual Report and Accounts for the Parochial Church
Council of the Parish Church of Holy Trinity, Southchurch
Year ended 31st December 2023**

Registered charity number 1184433

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

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The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

Report of the Parochial Church Council

Aim and purposes

Holy Trinity's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. Holy Trinity Church is currently in an interregnum.

This interregnum will come to a close on Thursday 18 April 2024 at 7:30pm, when the Revd. Claire Abraham will be licensed as Priest in Charge at Holy Trinity Church Southchurch and St Mary North Shoebury.

Until then we will continue to rely on local clergy who have supported our services on a regular basis and have enabled our regular services to continue. Our gratitude is boundless.

The PCC is also specifically responsible for the maintenance of the Church and its other buildings.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through the celebration of the sacraments, prayer and scripture, and a rich musical tradition.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus;
- Provision of pastoral care for people living in the parish; and
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church of Holy Trinity and its church hall, and keep the church on a sound financial footing.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

Achievements and performance

Worship and prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling.

Opportunities are provided for people to engage in a more modern form through the Sunday morning Family Eucharist service, which uses contemporary language, and is also supported by our parish choir. We provide opportunities for traditional and reflective services through our weekly 8am BCP Holy Communion, 9:30 Family Eucharist and 6:30pm Evensong each Sunday. Our weekly Wednesday Holy Communion at 10am provides an opportunity for people who cannot attend at the weekend, as well as an opportunity for those who attend on Sunday to grow in their prayer life throughout the week.

All are welcome to attend our regular services. At present there are 69 parishioners on the church electoral roll. The average Sunday attendance, counted during October, was 35 plus 4 children. The number of communicants at Christmas was 76 with a total of 251 attending. Our Christingle service attendance was 191 along with our usual carol services for Southend High School for Girls, Thorpe Hall School, and Hamstel Junior School. During Advent, the total number of people attending special services held for the congregation and the local community was 713 and the total number of people attending special services held specifically for civic organisations or schools was 630. Holy Week and Easter were celebrated in church. The number of communicants on Easter Day was 72.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life; in marriage public vows are exchanged with God's blessing; through funeral services friends and family express their grief and give thanks for the life which is now complete in this world, and commend the person into God's keeping. We have celebrated 7 baptisms and 1 wedding. We have held 4 funerals in our church, and conducted 6 burials of ashes this year. We also held a Thanksgiving for Marriage Service.

Throughout the year we were supported by our dedicated Director of Music, Roger Humphrey, and the volunteer choir. It was a great joy and relief to see the successful return of our service of Nine Lessons and Carols. They also continue to serve us by helping maintain a weekly pattern of Evensong and Choral Evensong services on Sunday evenings. We are truly unique in offering such a pattern of worship in Southend.

The PCC would like to share the following report from Roger Humphrey:

“This is a report on the musical activities at Holy Trinity Church, Southchurch.

In 2023, the choir continued to lead the services of Eucharist and Evensong, with some choral evensongs during the year. Every effort has been made to encourage and develop new membership, but this has continued to prove difficult. I will continue to try and increase the membership as new people come into the church.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

The choir sang in Bury St Edmunds Cathedral in April, and their music to lead the worship was greatly appreciated. We have not sung at Bury St Edmunds for several years, and everyone clearly enjoyed this experience. We are able to augment the choir with additional singers for these events. If you compare our church to others, this seems to be a general pattern where choirs are augmented in order to sing at larger services.

The choir was also invited to visit St Andrew's Church, Alfriston, where we joined with their choir for a choral evensong.

In October 2023, Trinity Consort performed a programme of Two Magnificats, two contrasting works by Vivaldi and John Rutter.

In December, the traditional Service of Nine Lessons and Carols took place once again, and it was pleasing to see that the congregation had increased from the previous year. This was much appreciated and I received many favourable comments.

In 2024 the choir has been invited to sing the services over a weekend at Ely Cathedral and later in the year will be singing at Chichester Cathedral.

I thank the members of the choir for their commitment and support during the year, and in particular thank Paul Schurer for his role as librarian.

I am looking forward to the future with Rev Mother Claire as she begins her new position as Priest in Charge at Holy Trinity.

Roger Humphrey – Director of Music”

Safeguarding

Holy Trinity takes seriously its responsibility to protect and safeguard the welfare of all of its congregation. Safeguarding is on the agenda of each PCC meeting, and PCC members are required to familiarise themselves with church policy documents, and to undertake the basic level of online training offered by the Diocese.

In the past year the Parish Safeguarding Officer (PSO) completed the PSO Induction and Leadership (Safeguarding) courses both on Zoom. The parish safeguarding policy was reviewed and agreed. This and other safeguarding information is on display in the church, church hall, and on our website.

No matters of safeguarding concern have been raised in the past year.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

Social

The Wednesday coffee morning follows the 10am BCP Eucharist, and continues to be well attended. Lent Lunches are held in church from Ash Wednesday throughout Lent, with all donations going to Christian Aid. An initiative by Jane Payn (Churchwarden) for a monthly “Open Church” began in April 2022 and is well supported. A Guided tour and history of the church was very popular. We held a Fish and Chip Lunch in the church hall on Saturday 18 February. Attendance was back to pre-lockdown numbers, which gives us encouragement.

Deanery Synod

“We are invited to nominate three lay representatives to Southend Deanery Synod and meetings are held three times a year, chaired by the Area Dean, Canon Louise Williams. The July 2023 meeting held at St Andrew’s, Shoeburyness, was the first meeting of a new three-year cycle, so there were elections from both clergy and laity sections of the Deanery Synod to the Standing Committee. The highlight of the evening was the visit of the Bishop of Chelmsford, Bishop Guli, who addressed the meeting and spoke in some detail about her parents and her early life in Iran, and their forced flight to England in 1980 after the Islamic revolution.

In October there was a Deanery Synod Awayday, held at St Michael’s, Daws Heath, which included worship, discussions, coffee and cake. In November the Synod held its meeting at St Alban’s, Westcliff, and the guest was the Diocesan Stewardship Advisor who spoke about finances and fundraising. Earlier in the day the new Bishop of Bradwell, Bishop Adam, had joined us at St Mary’s, North Shoebury for worship and coffee.

The January 2024 meeting was held at St Andrew’s, Westcliff and there were talks about the work of HARP and the One Love project, which both support homeless and vulnerable people in Southend. The June 2024 Deanery Synod meeting will be held here at Holy Trinity”.

Jenny Butler Deanery Synod Representative.

If you are interested in being one of our lay representatives on Southend Deanery Synod please speak to Jenny. The meetings are an opportunity to learn about other churches in the deanery.

The Church & Church Hall

We would like our church to be open as often as possible to our community. We are normally open 2 days a week for worship and prayer. The church continues to be used for a falls prevention exercise class on Thursday morning.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

A Quinquennial Inspection of the church which took place in May 2022 noted congratulations on how well the church was cared for during lockdown. There was exception to the work which is the responsibility of Southend Council. This is an ongoing problem which continues to receive regular attention from the Wardens, and PCC.

The Church Hall is regularly used in normal times. During the week, in addition to the TuitionPod, the hall itself is hired by a Zumba teacher once per week and by Active Lives for multiple sessions per week. The hall is also used weekly by Guides, Rainbows, and Brownies.

The School House

This building is owned by the PCC and is tenanted under a Fixed Term (12 months) Tenancy Agreement. This was renewed as of January 2023, and again is a significant contributor to church funds. Maintenance costs have been minor in recent years, largely comprising the cost of Electrical & Gas Inspections and Energy Reports. It is known that the maintenance costs will be increased significantly during 2024 with the need for window replacement and other work.

Pastoral care

Some members of our parish are unable to attend church due to sickness or age. Church members who have requested to celebrate communion at their home, are visited regularly.

We maintain a GDPR compliant pastoral contact list, which enables us to be more intentional with our pastoral care. It also allows people to tell us exactly how they would like to be contacted and supported. Everyone who provided consent in the parish has received regular contact throughout the year through email, telephone call, or letter. We are unable to provide pastoral care without explicit consent.

A bi-weekly e-newsletter compiled by the churchwardens has resumed for all who would like to receive it, maintaining contact with parishioners.

Mission and evangelism

Helping those in need is a demonstration of our faith. During the year we have raised money for Embrace, Harp, Safer Places, Christian Aid and the Children's Society.

Following on from the great support for the Southend Foodbank at Harvest Festival in the parish, we have continued regularly supporting them with collections from the congregation on the first Sunday of each month.

Our parish magazine Trinitas remains suspended as we do not have an editor. We also have a website, an email newsletter distributed fortnightly, and a Facebook page. Together with the What's On leaflet distributed at services each week, these keep our parishioners and wider community informed of the important matters affecting our church and articles that help develop our knowledge and trust in Jesus.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

Ecumenical relationships

Ecumenical relationships will change significantly when a new incumbent is appointed. We have been advised by the Archdeacon Mike Power that Holy Trinity will be “twinned” with St Mary the Virgin Church North Shoebury. The incumbent will live at Southchurch Rectory and serve our two churches. We have been working with the churchwardens at St Mary to build a rapport and communication. We still join with other local churches of different denominations each year to share Evensong during the summer. Thanks to Jane Payn (Churchwarden) we have formed a link with Project Southchurch, which has proved successful.

Financial review

During 2023, income was up, and expenditure down. Total receipts on unrestricted funds were £84,358, of which £40,649 was voluntary income from parishioners, including £9,936 from Gift Aid. Unrestricted donations of £6,038 were received, and restricted donations of £1,614 were also received, these were given towards church repairs, church music and various charities and appeals. We received a legacy of £50,000, restricted to any use except paying the parish share. The School House provided an income of £7,660.

Of the voluntary income, £29,103 was through the Parish Giving Scheme (PGS), which also collected £6,938 of the Gift Aid we received. The PGS is now our largest form of regular income.

The amount raised by fundraising was £2,362, up from £1,440 in 2022.

The parish share in 2023 was £49,500, which we paid in full.

Other expenditure was generally as those of 2022, with £74,420 spent on activities relating to the work of the church, £2,794 donations given to other charities, and £1,169 on church administration.

Reserves policy

The policy of the PCC is to keep a working balance of approximately 3 months expenditure in a current account. To maintain a deposit account for medium term projects/ expenditure, and invest long term investments (those intended for a minimum of 5 years) in the CBF Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

Statement of Faith

Holy Trinity is a parish of the Church of England, and as such its belief is as stated in the Preface to the Declaration of Assent (set out in Canon C 15 of the Canons of the Church of England):

"The Church of England is part of the One, Holy, Catholic and Apostolic Church worshipping the one true God, Father, Son and Holy Spirit. It professes the faith uniquely revealed in the Holy Scriptures and set forth in the catholic creeds, which faith the Church is called upon to proclaim afresh in each generation. Led by the Holy Spirit, it has borne witness to Christian truth in its historic formularies, the Thirty-nine Articles of Religion, The Book of Common Prayer and the Ordering of Bishops, Priests and Deacons."

Governing Documents of the PCC

Parochial Church Councils (PCCs) are charities, which are governed by two pieces of Church of England legislation, called Measures. These are :

- the Parochial Church Councils (Powers) Measure 1956 as amended. This defines the principal function, or purpose, of the PCC as "promoting in the parish the whole mission of the Church". You can find the full text of the PCC Powers Measure in its currently amended form on the legislation.gov.uk database; and
- the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). You can find the full text of the Church Representation Rules in its currently amended form on the legislation.gov.uk database.

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity the membership of the PCC normally consists of the Incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the electoral roll and are eligible to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met 9 times during the year with an average level of attendance of 90%.

Additionally, the PCC has appointed members to manage and report to them on specific matters, both forming permanent items on each PCC meeting agenda :-

- | | |
|-------------------|---|
| • Health & Safety | Position vacant (overseen by churchwardens) |
| • Safeguarding | Jenny Butler |

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

All contractors working in or on, and hirers of the church &/or the Church Hall are required to fully comply with our Health & Safety Policy and also our Safeguarding Policy, which follows the guidance and requirements of our Diocese.

The minutes of PCC meetings are available to be read by anyone on the electoral roll upon request.

Administrative information

Holy Trinity Church is situated in Southchurch Boulevard, Southend on Sea. It is part of the Bradwell Episcopal Area, Southend Archdeaconry, Southend Deanery, and the Diocese of Chelmsford, within the Church of England.

The correspondence address is:

The Rectory, Pilgrims Close, Southend on Sea, Essex SS2 4XF,

E Mail: holytrinitysouthchurch@gmail.com

Telephone 01702 597596

The Parochial Church Council Members

PCC members who have served at any time during 2023 are:

Ex officio members:

Incumbent:	Interregnum
Churchwardens:	Linda Wonnacott Jane Payn
Deanery Synod Reps:	Jenny Butler

Elected members	Paul Schurer	(Treasurer)
	Jan Axcell	
	Pearl Bailey	
	Rosemary Humphrey	
	Richard Mantell	

Signed on behalf of the PCC

Linda Wonnacott

Chairperson May 2024

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY SOUTHCHURCH

Year ended 31 December 2023

I report on the accounts of the Trust for the year ended 31 December 2023, which are set out on pages 11 to 17.

Responsibilities and basis of report

As the charity trustees (the member of the Parochial Church Council) 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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

J K Kidgell ACA CTA
33 Crosby Road
Westcliff-on-Sea
Essex
SS0 8LF

May 2024

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 December 2023

	Note	General Fund £	Restricted Funds £	Total 2023 £	Total 2022 £
Incoming resources					
Voluntary income from parishioners	1(a)	40,649	30	40,679	40,981
Other voluntary incoming resources	1(b)	9,540	51,889	61,429	12,765
Incoming resources from operating activities to further the Council's objectives	1(c)	23,333	-	23,333	15,723
Income from investment	1(d)	10,836	-	10,836	10,455
Total incoming resources		84,358	51,919	136,277	79,924
Resources expended					
Activities directly relating to the work of the church	2(a)	74,420	3,819	78,239	87,285
Grants and donations	2(b)	900	1,894	2,794	3,569
Costs of generating funds	2(c)	285	-	285	19
Church administration	2(d)	1,169	41	1,210	740
Total resources expended		76,774	5,754	82,528	91,613
Net incoming / (outgoing)		7,584	46,165	53,749	(11,689)
Gains on investment assets on revaluation		33,364	1,612	34,976	19,166
Net movements in funds		40,948	47,777	88,725	7,477
Balances brought forward At 1 January 2023		438,139	15,335	453,474	445,997
Transfers between funds		-	-	-	-
Balances carried forward at 31 December 2023		479,087	63,112	542,199	453,474

The notes on pages 14 to 17 form part of these financial statements.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31st December 2023

B A L A N C E S H E E T

Year ended 31 December 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible fixed assets	4	356,077	331,851
Investment assets	5	132,872	97,122
		<u>488,949</u>	<u>428,973</u>
Current assets			
Tax recoverable	6	839	850
Debtors and prepayments	7	3,276	3,171
Cash at bank and in hand	8	49,514	20,480
		<u>53,629</u>	<u>24,501</u>
Creditors: - amounts falling due within one year	9	(379)	-
Net current assets		<u>53,250</u>	<u>24,501</u>
Total assets less current liabilities	10	<u>542,199</u>	<u>453,474</u>
Represented by:			
General Fund		479,087	438,139
Restricted Funds	11	63,112	15,335
		<u>542,199</u>	<u>453,474</u>

The financial statements on pages 11 to 17 were approved by the Parochial Church Council on May 2024 and were signed on its behalf by:

LINDA WONNACOTT

The notes on pages 14 to 17 form part of these financial statements.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

ACCOUNTING POLICIES

Year ended 31 December 2023

The accounts (financial statements) have been prepared under the Church Accounting Regulations 2006 together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations. The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that operate independently and/or owe their main affiliation to another body nor those that are informal gatherings of Church members.

Funds

The unrestricted funds of the PCC are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC.

The restricted funds of the PCC are subject to restrictions imposed by the donee at the time the funds were given to the PCC.

The financial statements include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when received from the parishioner. The income tax recoverable on these Gift Aid donations is recognised at the same time as the underlying donation.

The PCC is a member of the Parish Giving Scheme (PGS). The PGS is a separate charity that receives giving on behalf of the PCC by direct debit, and returns the giving to the PCC together with any Gift Aid. The amounts returned to the PCC are included in 1(a) as 'Planned giving under Gift Aid', or 'Other planned giving' as appropriate. Similarly the Gift Aid claimed by the PGS and returned to the PCC is included 1(a) as 'Income Tax recoverable on Gift Aid'.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised from activities to further the council's objectives are accounted for gross of expenses met by the PCC. Dividends and interest are included on the receipts basis.

Resources expended

Expenditure is accounted for on an accruals basis. Grants and donations are accounted for in the accounting period in which approved.

Fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by S.10(2)(a) and (c) of the Charities Act 2011. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. All expenditure in the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as incurred.

Tangible fixed assets

The tangible fixed assets, comprises the School House and the Church Hall. The School House is stated at its insurance valuation and is revalued annually. The PCC consider the insurance valuation to be approximately equal to the open market value of the property.

The Church Hall is stated at a nominal valuation as significant costs are involved in assessing its value in continuing use to the PCC. These costs are considered onerous compared to the additional benefit derived by users of the accounts in assessing the PCC's stewardship of the Church Hall.

Investment assets

Investments are stated at their market value, and are revalued annually.

Other equipment

All equipment used by the PCC is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2023

I. INCOMING RESOURCES	General Fund £	Restricted Funds £	Total 2023 £	Total 2022 £
(a) Voluntary income from parishioners				
Planned giving under Gift Aid	29,238	-	29,238	29,650
Income tax recoverable on Gift Aid	9,936	30	9,966	9,668
Other planned giving	1,475	-	1,475	1,663
Collections at services	-	-	-	-
	40,649	30	40,679	40,981
(b) Other voluntary incoming resources				
Donations, appeals, etc	6,038	1,614	7,652	10,990
Legacies	-	50,000	50,000	-
Grant income	1,140	275	1,415	335
Fundraising	2,362	-	2,362	1,440
	9,540	51,889	61,429	12,765
(c) Incoming resources from operating activities to further the Council's objectives				
Church Hall and Church rents	17,861	-	17,861	13,695
Fees paid to the PCC	5,472	-	5,472	2,028
	23,333	-	23,333	15,723
(d) Income from investments				
Dividends	2,905	-	2,905	2,881
Rent	7,660	-	7,660	7,480
Other interest receivable	271	-	271	94
	10,836	-	10,836	10,455
Total incoming resources	84,358	51,919	136,277	79,924

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2023

2. RESOURCES EXPENDED	General Fund £	Restricted Funds £	Total 2023 £	Total 2022 £
(a) Activities directly relating to the work of the church				
Parish Share	49,500	-	49,500	62,592
Expenses of Ministry – Clergy expenses	-	-	-	197
Power, insurance and cleaning	11,646	1,098	12,744	10,950
Church repairs and renewals	477	125	602	2,049
Upkeep of services	1,181	1,195	2,376	2,130
Church Hall running expenses	3,400	491	3,891	3,705
Church Hall repairs and renewals	144	910	1,054	829
School House repairs and renewals	425	-	425	298
Rectory expenses	182	-	182	-
Director of Music, choristers, locum priest, organist	7,465	-	7,465	4,535
	74,420	3,819	78,239	87,285
(b) Grants and donations				
Missionary services	900	1,894	2,794	3,569
Relief and development	-	-	-	-
	900	1,894	2,794	3,569
(c) Cost of generating funds				
Fund raising expenses	285	-	285	19
(d) Church administration				
Stationery printing and administrative expenses	1,039	41	1,080	579
Photocopier maintenance	130	-	130	161
	1,169	41	1,210	740
Total resources expended	76,774	5,754	82,528	91,613
3. STAFF COSTS			2023 £	2022 £
Director of Music			3,550	3,480
Choristers			125	300
Licenced Lay Minister			64	-
Verge			-	30
Locum Priest			3,256	315
Locum Organist			470	410
			7,465	4,535

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2023

4. TANGIBLE FIXED ASSETS

	2023 £	2022 £
The School House		
Valuation at 1 January 2023	331,850	299,771
Revaluation in the year	24,226	32,079
	356,076	331,850
The Church Hall		
Valuation at 1 January and 31 December 2023	1	1
Total	356,077	331,851

The freehold land and buildings represent the School House and the Church Hall.

5. INVESTMENT ASSETS

Valuation at 1 January 2023	97,122	109,100
Addition	25,000	934
Revaluation in the year	10,750	(12,912)
Valuation at 31 December 2023	132,872	97,122

6. TAX RECOVERABLE

The amount shown as tax recoverable has been reclaimed from HM Revenue & Customs.

7. DEBTORS AND PREPAYMENTS

Other debtors	275	334
Prepayments	3,001	2,837
	3,276	3,171

8. CASH AT BANK

CBF Deposit Account	19,804	7,900
The Cooperative Bank – current account	29,208	12,380
Other current accounts	-	-
Cash in hand	502	200
	49,514	20,480

The Parish Church of Holy Trinity Southchurch

Annual Report and Accounts for the year ended 31 December 2023

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2023

9. CREDITORS - DUE WITHIN ONE YEAR	2023	2022
	£	£
Creditors	-	-
Accrued expenses	379	-
	379	-

10. ANALYSIS OF NET ASSETS BY FUND	General Fund	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Fixed assets	462,337	26,612	488,949	428,973
Current assets	17,129	36,500	53,629	24,501
Creditors due within one year	379	-	379	-
Net assets	479,087	63,112	542,199	453,474

II. FUND DETAILS

The Restricted Funds at 31 December 2023 of £63,112 (2022 - £15,335) are held for the following purposes:

Church buildings

Held for the maintenance and upkeep of the fabric of the Church buildings. Balance at 31 December 2023 £8,472 (2022- £8,600)

Choir and Church Music

Held to provide music at church services. Balance at 31 December 2023 £6,212 (2022 - £6,735)

Whickman Legacy

Held for any purpose other than paying the parish share. Balance at 31 December 2023 £48,428 (2022 - £0)

Accounts



**Annual Report and Accounts for the Parochial Church
Council of the Parish Church of Holy Trinity, Southchurch
Year ended 31st December 2022**

Registered charity number 1184433

I N D E X

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Report of the Parochial Church Council

Aim and purposes

Holy Trinity's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. Until September 2022 Fr Reid Humble was serving as Priest-in-Charge, when he decided to take his career into education. Holy Trinity Church is currently in an interregnum.

We now rely solely on local clergy who support our services on a regular basis and have enabled our regular services to continue.

The PCC is also specifically responsible for the maintenance of the Church and its other buildings.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through the celebration of the sacraments, prayer and scripture, and a rich musical tradition.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church of Holy Trinity and its church hall, and keep the church on a sound financial footing.

Achievements and performance

Worship and prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling.

Opportunities are provided for people to engage in a more modern form through the Sunday morning Family Eucharist service, which uses contemporary language, and is also supported by our parish choir. We provide opportunities for traditional and reflective services through our weekly 8am BCP Holy Communion and 6:30pm Evensong each Sunday and Choral Evensong on the last Sunday of each month. Our weekly Wednesday Holy Communion at 10am provides an opportunity for people who cannot attend at the weekend, as well as an opportunity for those who attend on Sunday to grow in their prayer life throughout the week.

All are welcome to attend our regular services. At present there are 131 parishioners on the church electoral roll, of whom 53 live outside the parish. The average Sunday attendance, counted during October, was 42 plus 3 children. The number of communicants at Christmas was 32 with a total of 151 attending. Our Christingle service attendance was 119 along with our usual carol services for Southend High School for Girls, Thorpe Hall School, and Hamstel Junior School. During Advent, the total number of people attending special services held for the congregation and the local community was 119 and the total number of people attending special services held specifically for civic organisations or schools was 637. Holy Week and Easter were celebrated in church. The number of communicants on Easter Day on Easter Eve was 68, with a total of 106 attending.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life; in marriage public vows are exchanged with God's blessing; through funeral services friends and family express their grief and give thanks for the life which is now complete in this world, and commend the person into God's keeping. We have celebrated 1 baptism and 1 wedding. We have held 3 funerals in our church, and conducted 5 burials of ashes this year.

Throughout the year we were supported by our dedicated Director of Music, Roger Humphrey, and the volunteer choir. It was a great joy and relief to see the successful return of our service of Nine Lessons and Carols. They also continue to serve us by helping maintain a weekly pattern of Evensong and Choral Evensong services on Sunday evenings. We are truly unique in offering such a pattern of worship in Southend.

The PCC would like to share the following report from Roger Humphrey:

"In 2022 the choir was able to sing with no restrictions or social distancing. The choir continued to lead the services of Eucharist and Evensong, with some choral evensongs during the year. Every effort has been made to encourage and develop new membership, but this has continued to prove difficult. Without a doubt, Covid has been a game changer, and some members have not returned. Sadly our dear friend Peter Parsons, whose health had been declining in recent years, passed away in the early Spring.

The choir managed to sing at two cathedrals in 2022, with a weekend at Canterbury in April and a subsequent weekend singing the services at Winchester Cathedral. We are able to

augment the choir with additional singers for these events. If you compare our church to others, this seems to be a general pattern where choirs are augmented in order to sing at larger services. An example of this was seen in June, when we combined with St Augustine's Church Choir and other singers from the Deanery to lead a service of celebration for the Queen's Platinum Jubilee. In November some members of the Church Choir joined with St Andrew's Sandon for their Patronal Festival.

In October 2022, Trinity Consort performed John Rutter's Requiem and Faure's Cantique de Jean Racine in Holy Trinity Church. Apart from an outdoor concert in 2021, this was the first time Trinity Consort had performed since 2019.

In December, the traditional Service of Nine Lessons and Carols took place once again, albeit to a smaller than usual congregation. I was very pleased to be invited to play for Midnight Mass at our sister Church, St Mary's North Shoebury, with some of the church choir also taking part. As we are all aware, Holy Trinity Church has one of the finest acoustics of all the churches in the area, and it is good to see the church starting to be used again by outside groups. In May the church hosted a concert of percussion music, which I attended, and local schools have started to use the church once more for their concerts and carol services. Southend Boys' and Girls' Choirs performed an Autumn Remembrance Concert, for brass and voices, which was well attended.

In June 2023 the choir has been invited to sing the services over a weekend at Bury St Edmunds Cathedral, which we are very much looking forward to.

I thank the members of the choir for their commitment and support during the year, and in particular thank Paul Schurer for his role as librarian. I am looking forward to the future with a new priest in due course.

Roger Humphrey – Director of Music"

Social

The Wednesday coffee morning follows the 10am BCP Eucharist, and continues to be well attended. Lent Lunches are held in church from Ash Wednesday throughout Lent, with all donations going to Christian Aid. An initiative by Jane Payn (Churchwarden) for a monthly "Open Church" began in April 2022 and is well supported. A Guided tour and history of the church was very popular, talks on the local history of Southchurch and local area are planned for later this year. We held a Fish and Chip Lunch in the church hall on Saturday 18 February. Attendance was back to pre-lockdown numbers, which gives us encouragement.

Deanery Synod

We are invited to nominate three lay representatives to Southend Deanery Synod and meetings are held three times a year.

"Meetings of Southend Deanery Synod take place three times a year, attended by the Area Dean, Canon Louise Williams, and by clergy and lay representatives from churches in the deanery. This year meetings were held at St Peter's Church Westcliff, St Mary's North Shoebury, and St Mary's Prittlewell, and there have been discussions about parish finances and the Parish Share, youth work and children's activities. Churches are also invited to contribute to the Deanery Prayer Letter three times a year". **Jenny Butler Deanery Synod Representative.**

If you are interested in being one of our lay representatives on Southend Deanery Synod, please speak to Jenny. Deanery Synod meetings offer an opportunity to develop

relationships with other churches and to learn about ministry and mission in other parishes.

The Church & Church Hall

We would like our church to be open as often as possible to our community. We are normally open 2 days a week for worship and prayer. The church continues to be used for a falls prevention exercise class on Thursday morning.

A Quinquennial Inspection of the church which took place in May 2022 noted congratulations on how well the church was cared for during lockdown. There was exception to the work which is the responsibility of Southend Council. This is an ongoing problem which continues to receive regular attention from the Wardens, and PCC.

The Church Hall is regularly used in normal times. During the week, in addition to the TuitionPod, the hall itself is hired by a Zumba teacher once per week and by Active Lives for multiple sessions per week. The hall is also used weekly by Guides, Rainbows, and Brownies.

The School House

This building is owned by the PCC and is tenanted under a Fixed Term (12 months) Tenancy Agreement. This was renewed as of January 2023, and again is a significant contributor to church funds. Maintenance costs have been minor in recent years, largely comprising the cost of Electrical & Gas Inspections and Energy Reports. It is known that the maintenance costs will be increased significantly during 2023 with the need for window replacement and other work.

Pastoral care

Some members of our parish are unable to attend church due to sickness or age. Church members who have requested to celebrate communion at their home, are visited regularly.

We maintain a GDPR compliant pastoral contact list, which enables us to be more intentional with our pastoral care. It also allows people to tell people exactly how they would like to be contacted and supported. Everyone who provided consent in the parish has received regular contact throughout the year through email, telephone call, or letter. We are unable to provide pastoral care without explicit consent.

A bi - weekly e-newsletter compiled by the churchwardens has resumed for all who would like to receive it, maintaining contact with parishioners.

Mission and evangelism

Helping those in need is a demonstration of our faith. During the year we have raised money for Embrace, Harp, Safer Places, Christian Aid and the Children's Society.

Following on from the great support for the Southend Foodbank at Harvest Festival in the parish, we have continued regularly supporting them with collections from the congregation on the first Sunday of each month.

Our parish magazine Trinitas remains suspended as we do not have an editor. We also have a website, an email newsletter, and a Facebook page. Together with the What's On leaflet distributed at services each week, these keep our parishioners and wider community informed of the important matters affecting our church and articles that help develop our knowledge and trust in Jesus.

Ecumenical relationships

Ecumenical relationships will change significantly when a new incumbent is appointed. We have been advised by the Archdeacon Mike Power that Holy Trinity will be “twinned” with St Mary the Virgin Church North Shoebury. The incumbent will live at Southchurch Rectory and serve our two churches. We have been working with the churchwardens at St Mary to build a rapport and communication. We still join with other local churches of different denominations each year to share Evensong during the summer. Thanks to Jane Payn (Churchwarden) we have formed a link with Project Southchurch, which has proved successful.

Financial review

The finances were very much affected by the Covid pandemic, but are picking up compared to 2021. Income was slightly up, and expenditure down. Total receipts on unrestricted funds were £76,613, of which £40,884 was voluntary income from parishioners, including £9,571 from Gift Aid. Unrestricted donations of £8,110 were received, and restricted donations of £2,880 were also received, these were given towards church repairs, church music and various charities and appeals. We did not receive any legacies. The School House provided an income of £7,480.

Of the voluntary income, £27,970 was through the Parish Giving Scheme (PGS), which also collected £6,992 of the Gift Aid we received. The PGS is now our largest form of income.

The amount raised by fundraising has increased over 2021, with £1,440 being raised.

The parish share in 2022 was £62,592, which we paid in full.

Other expenditure was generally as those of 2021, with £86,933 spent on activities relating to the work of the church, £3,568 donations given to other charities, and £740 on church administration.

Reserves policy

The policy of the PCC is to keep a working balance of approximately 3 months' expenditure in a current account. To maintain a deposit account for medium term projects/ expenditure, and invest long term investments (those intended for a minimum of 5 years) in the CBF Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Statement of Faith

Holy Trinity is a parish of the Church of England, and as such its belief is as stated in the Preface to the Declaration of Assent (set out in Canon C 15 of the Canons of the Church of England): "The Church of England is part of the One, Holy, Catholic and Apostolic Church worshipping the one true God, Father, Son and Holy Spirit. It professes the faith uniquely revealed in the Holy Scriptures and set forth in the catholic creeds, which faith the Church is called upon to proclaim afresh in each generation. Led by the Holy Spirit, it has borne witness to Christian truth in its historic formularies, the Thirty-nine Articles of Religion, The Book of Common Prayer and the Ordering of Bishops, Priests and Deacons."

Governing Documents of the PCC

Charities have a range of Governing Documents. Charitable Trusts are governed by Trust Deeds, Charitable Companies will have a Memorandum and Articles whilst Charitable Associations usually have a Constitution. Parochial Church Councils (PCCs) are charities, which are governed by two pieces of Church of England legislation, called Measures. These are :

the Parochial Church Councils (Powers) Measure 1956 as amended. This defines the principal function, or purpose, of the PCC as “promoting in the parish the whole mission of the Church”. You can find the full text of the PCC Powers Measure in its currently amended form on the legislation.gov.uk database.

And

the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended) You can find the full text of the Church Representation Rules in its currently amended form on the legislation.gov.uk database.

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity the membership of the PCC normally consists of the Incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the electoral roll and are eligible to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met 9 times during the year with an average level of attendance of 90%.

Additionally, the PCC has appointed members to manage and report to them on specific matters, both forming permanent items on each PCC meeting agenda :-

- | | |
|-------------------|---|
| • Health & Safety | Position Vacant (overseen by churchwardens) |
| • Safeguarding | Jenny Butler |

All contractors working in or on, and hirers of the church &/or the Church Hall are required to fully comply with our Health & Safety Policy and also our Safeguarding Policy, which follows the guidance and requirements of our Diocese.

The minutes of PCC meetings are available to be read by anyone on the electoral roll upon request.

Safeguarding

Holy Trinity takes seriously its responsibility to protect and safeguard the welfare of all of its congregation. Members of the PCC are required to familiarise themselves with church policy documents, to undertake the basic level of online training offered by the Diocese and to have a DBS check.

In the past year, no matters of safeguarding concern have been raised. The Diocese of Chelmsford has updated its Safer Recruitment policy in June, among other things requiring DBS checks to be carried out every three years instead of every five.

Jenny Butler was elected the PCC Safeguarding Officer at the APCM in May 2022.

Administrative information

Holy Trinity Church is situated in Southchurch Boulevard, Southend on Sea. It is part of the Bradwell Episcopal Area, Southend Archdeaconry, Southend Deanery, and the Diocese of Chelmsford, within the Church of England.

The correspondence address is

The Rectory, Pilgrims Close, Southend on Sea, Essex SS2 4XF,

E Mail: holytrinitysouthchurch@gmail.com

Telephone 01702 597596

The Parochial Church Council Members

PCC members who have served at any time during 2022 are:

Ex officio members:

Incumbent: The Rev'd Reid Humble (*until September 2022*)

Churchwardens: Linda Wonnacott

Jane Payn

Deanery Synod Reps: Jenny Butler

Rebecca Weight (*until May 2022*)

Elected members Paul Schurer (Treasurer)

Rosemary Humphrey

Richard Mantell

Pearl Bailey (*seconded July 2022*)

Signed on behalf of the PCC

The Linda Wonnacott

Chairperson **April 2023**

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY SOUTHCHURCH

Year to 31 December 2022

I report on the accounts of the Trust for the year ended 31 December 2022, which are set out on pages 12 to 19.

Responsibilities and basis of report

As the charity trustees (the member of the Parochial Church Council) 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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

J K Kidgell ACA CTA
33 Crosby Road
Westcliff-on-Sea
Essex
SS0 8LF

May 2023

STATEMENT OF FINANCIAL ACTIVITIES

Year to 31 December 2022

	Note	General Fund £	Restricted Funds £	Total 2022 £	Total 2021 £
Incoming resources					
Voluntary income from parishioners	1(a)	40,884	97	40,981	41,497
Other voluntary incoming resources	1(b)	9,550	3,215	12,765	12,713
Incoming resources from operating activities to further the Council's objectives	1(c)	15,723	-	15,723	13,086
Income from investment	1(d)	10,455	-	10,455	9,871
Total incoming resources		76,612	3,312	79,924	77,167
Resources expended					
Activities directly relating to the work of the church	2(a)	86,933	352	87,285	93,132
Grants and donations	2(b)	1,203	2,366	3,569	2,044
Costs of generating funds	2(c)	19	-	19	-
Church administration	2(d)	740	-	740	1,036
Total resources expended		88,895	2,718	91,613	96,212
Net incoming / (outgoing)		(12,283)	594	(11,689)	(19,045)
Gains on investment assets on revaluation		19,166	-	19,166	81,404
Net movements in funds		6,883	594	7,477	62,359
Balances brought forward At 1 January 2022		431,256	14,741	445,997	383,636
Transfers between funds		-	-	-	-
Balances carried forward at 31 December 2022		438,139	15,335	453,474	445,995

The notes on pages 14 to 19 form part of these financial statements

B A L A N C E S H E E T

Year to 31 December 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible fixed assets	4	331,851	299,772
Other equipment	5	-	-
Investment assets	6	97,122	109,100
		<u>428,973</u>	<u>408,872</u>
Current assets			
Tax recoverable	7	850	345
Debtors and prepayments	8	3,171	3,401
Cash at bank and in hand	9	20,480	33,416
		<u>24,501</u>	<u>37,162</u>
Creditors: - amounts falling due within one year	10	-	39
		<u>-</u>	<u>(39)</u>
Net current assets		<u>24,501</u>	<u>37,123</u>
Total assets less current liabilities	11	<u>453,474</u>	<u>445,995</u>
Represented by:			
General Fund		438,139	431,254
Restricted Funds	12	15,335	14,741
		<u>453,474</u>	<u>445,995</u>

The financial statements on pages 12 to 19 were approved by the Parochial Church Council on May 2023 and were signed on its behalf by:

LINDA WONNACOTT

The notes on pages 15 to 19 form part of these financial statements

ACCOUNTING POLICIES

Year to 31 December 2022

The accounts (financial statements) have been prepared under the Church Accounting Regulations 2006 together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations. The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that operate independently and/or owe their main affiliation to another body nor those that are informal gatherings of Church members.

Funds

The unrestricted funds of the PCC are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC.

The restricted funds of the PCC are subject to restrictions imposed by the donee at the time the funds were given to the PCC.

The financial statements include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when received from the parishioner. The income tax recoverable on these Gift Aid donations is recognised at the same time as the underlying donation.

The PCC is a member of the Parish Giving Scheme (PGS). The PGS is a separate charity that receives giving on behalf of the PCC by direct debit, and returns the giving to the PCC together with any Gift Aid. The amounts returned to the PCC are included in 1(a) as 'Planned giving under Gift Aid', or 'Other planned giving' as appropriate. Similarly the Gift Aid claimed by the PGS and returned to the PCC is included 1(a) as 'Income Tax recoverable on Gift Aid'.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised from activities to further the council's objectives are accounted for gross of expenses met by the PCC. Dividends and interest are included on the receipts basis.

Resources expended

Expenditures is accounted for on an accruals basis. Grants and donations are accounted for in the accounting period in which approved.

Fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by S.10(2)(a) and (c) of the Charities Act 2011. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. All expenditure in the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as incurred.

Tangible fixed assets

The tangible fixed assets, comprises the School House and the Church Hall. The School House is stated at its insurance valuation and is revalued annually. The PCC consider the insurance valuation to be approximately equal to the open market value of the property.

The Church Hall is stated at a nominal valuation as significant costs are involved in assessing its value in continuing use to the PCC. These costs are considered onerous compared to the additional benefit derived by users of the accounts in assessing the PCC's stewardship of the Church Hall.

Investment assets

Investments are stated at their market value, and are revalued annually.

Other equipment

All equipment used by the PCC is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2022

I. INCOMING RESOURCES	General Fund	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
(a) Voluntary income from parishioners				
Planned giving under Gift Aid	29,650	-	29,650	30,834
Income tax recoverable on Gift Aid	9,571	97	9,668	9,330
Other planned giving	1,663	-	1,663	1,333
Collections at services	-	-	-	-
	40,884	97	40,981	41,497
(b) Other voluntary incoming resources				
Donations, appeals, etc	8,110	2,880	10,990	7,501
Legacies	-	-	-	3,867
Grant income	-	335	335	737
Fundraising	1,440	-	1,440	608
	9,550	3,215	12,765	12,713
(c) Incoming resources from operating activities to further the Council's objectives				
Church Hall and Church rents	13,695	-	13,695	8,940
Fees paid to the PCC	2,028	-	2,028	4,146
	15,723	-	15,723	13,086
(d) Income from investments				
Dividends	2,881	-	2,881	2,749
Rent	7,480	-	7,480	7,090
Other interest receivable	94	-	94	32
	10,455	-	10,455	9,871
Total incoming resources	76,612	3,312	79,924	77,167

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2022

2. RESOURCES EXPENDED	General Fund	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
(a) Activities directly relating to the work of the church				
Parish Share	62,592	-	62,592	63,097
Expenses of Ministry – Clergy expenses	197	-	197	717
Power, insurance and cleaning	10,950	-	10,950	12,408
Church repairs and renewals	2,049	-	2,049	4,600
Upkeep of services	1,778	352	2,130	2,534
Church Hall running expenses	3,705	-	3,705	2,508
Church Hall repairs and renewals	829	-	829	1,684
School House repairs and renewals	298	-	298	345
Rectory expenses	-	-	-	-
Director of Music, choristers, locum priest, organist, curate	4,535	-	4,535	5,239
Organ and piano repairs, rental and depreciation	-	-	-	-
Training and mission	-	-	-	-
	86,933	352	87,285	93,132
(b) Grants and donations				
Missionary services	1,203	2,366	3,569	2,044
Relief and development	-	-	-	-
	1,203	2,366	3,569	2,044
(c) Cost of generating funds				
Fund raising expenses	19	-	19	-
(d) Church administration				
Stationery printing and administrative expenses	579	-	579	894
Photocopier maintenance	161	-	161	142
	740	-	740	1,036
Total resources expended	88,895	2,718	91,613	96,212
3. STAFF COSTS			2022	2021
			£	£
Director of Music			3,480	3,685
Choristers			300	550
Curate			-	544
Verger			30	-
Locum Priest			315	-
Locum Organist			410	460
			4,535	4,283

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2022

4. TANGIBLE FIXED ASSETS	2022	2021
	£	£
The School House		
Valuation at 1 January 2022	299,771	232,159
Revaluation in the year	32,079	67,612
	331,850	299,771
The Church Hall		
Valuation at 1 January and 31 December 2022	1	1
Total	331,851	299,772

The freehold land and buildings represent the School House and the Church Hall.

5. OTHER EQUIPMENT	£
Cost	
At 1 January 2022 and 31 December 2022	-
Depreciation	
At 1 January 2022	-
Charge for the year	-
At 31 December 2022	-
Net Book Value	
At 31 December 2022	-
At 31 December 2021	-

6. INVESTMENT ASSETS	2022	2021
	£	£
Valuation at 1 January 2022	109,100	94,307
Addition	934	1,000
Revaluation in the year	(12,912)	13,793
Valuation at 31 December 2022	97,122	109,100

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2022

7. TAX RECOVERABLE

The amount shown as tax recoverable has been reclaimed from HM Revenue & Customs.

8. DEBTORS AND PREPAYMENTS

	2022 £	2021 £
Other debtors	334	781
Prepayments	2,837	2,620
	<u>3,171</u>	<u>3,401</u>

9. CASH AT BANK

CBF Deposit Account	7,900	15,952
The Cooperative Bank – current account	12,380	17,464
Other current accounts	-	-
Cash in hand	200	-
	<u>20,480</u>	<u>33,416</u>

10. CREDITORS - DUE WITHIN ONE YEAR

Creditors	-	-
Accrued expenses	-	39
	<u>-</u>	<u>39</u>

11. ANALYSIS OF NET ASSETS BY FUND

	General Fund £	Restricted Funds £	Total 2022 £	Total 2021 £
Fixed assets	428,973	-	428,973	408,872
Current assets	9,166	15,335	24,501	37,162
Creditors due within one year	-	-	-	(39)
Net assets	<u>438,139</u>	<u>15,335</u>	<u>453,474</u>	<u>445,995</u>

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2022

12. FUND DETAILS

The Restricted Funds at 31 December 2022 of £15,335 (2021 - £14,741) are held for the following purposes:

Church buildings

Held for the maintenance and upkeep of the fabric of the Church buildings. Balance at 31 December 2022 £8,600 (2021- £8,198)

Choir and Church Music

Held to provide music at church services. Balance at 31 December 2022 £6,735 (2021 - £6,543)

Accounts



**Annual Report and Accounts for the Parochial Church
Council of the Parish Church of Holy Trinity, Southchurch
Year ended 31st December 2021**

Registered charity number 1184433

I N D E X

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Report of the Parochial Church Council

Aim and purposes

Holy Trinity's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. During this year Fr Reid Humble was serving as our Priest-in-Charge. In September, we said goodbye to our Assistant Curate, Mthr Trudy Arnold, who moved to two other parishes to further her training. The PCC is also specifically responsible for the maintenance of the Church and its other buildings.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through the celebration of the sacraments, prayer and scripture, and a rich musical tradition.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church of Holy Trinity and its church hall, and keep the church on a sound financial footing.

Achievements and performance

Worship and prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. This year continued to be impacted greatly by the COVID-19 pandemic, requiring us to adapt and re-invent the worshipping life of our church. Public worship was suspended from the beginning of the year until Palm Sunday. During this time a full provision of online worship was offered.

A regular provision of praying the daily offices has been offered through live streamed services and services on Zoom. These provide opportunity for people to worship with us who are unable to get to church for any reason. Opportunities are provided for people to engage in a more modern form through the Sunday morning Family Eucharist service, which uses contemporary language, and is also supported by our parish choir. We provide opportunities for traditional and reflective services through our weekly 8am BCP Holy Communion and 6pm Evensong each Sunday. Our weekly Wednesday Holy Communion at 10am provides an opportunity for people who cannot attend at the weekend, as well as an opportunity for those who attend on Sunday to grow in their prayer life throughout the week. In response to a consultation conducted last year, we changed the time of our Family Eucharist to 10am in an effort to make it easier for people to attend the service. It benefits people who have caring responsibilities and those who rely on public transportation.

We have not been able to resume a monthly Eucharist in Whittingham House Care Home for those residents who are unable to attend any church. Members of the congregation previously attended providing support to these residents of our parish. Since the beginning of the pandemic, we have been unable to visit the care home. We have maintained telephone contact with them and are looking forward to resuming services and further support for them in the year ahead.

All are welcome to attend our regular services. At present there are 131 parishioners on the church electoral roll, of whom 53 live outside the parish. The average Sunday attendance, counted during October, was 58 plus 4 children. The number of communicants at Christmas was 38 with a total of 121 attending. We were able to resume having an in-person Christingle service along with our usual carol services for Southend High School for Girls, Thorpe Hall School, Hamstel Junior School, and the Scouts. During Advent, the total number of people attending special services held for the congregation and the local community was 48 and the total number of people attending special services held specifically for civic organisations or schools was 398. Holy Week and Easter were celebrated in church immediately following a national lockdown. The number of communicants on Easter Day and vigil service on Easter Eve was 57, with a total of 78 attending.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life; in marriage public vows are exchanged with God's blessing; through funeral services friends and family express their grief and give thanks for the life which is now complete in this world, and commend the person into God's keeping. We have celebrated 8 baptisms and 2 weddings and 1 service of dedication after a civil marriage this year. We have held 4

funerals in our church, officiated at 4 funeral services at a crematorium, and conducted 4 burials of ashes this year.

Throughout the year we were valiantly supported by our dedicated Director of Music, Roger Humphrey, and the volunteer choir. They supported our worship when congregational singing was not permitted and led us in the singing of hymns outdoors after services. It was a great joy and relief to see the successful return of our service of Nine Lessons and Carols. They also continue to serve us by helping maintain a weekly pattern of Evensong and Choral Evensong services on Sunday evenings. We are truly unique in offering such a pattern of worship in Southend.

The PCC would like to share the following report from Roger Humphrey: "During the year, once the restrictions were lifted, the church choir were able to make a greater contribution towards the services at Holy Trinity Church, and gradually we were able to increase the number of singers permitted in the choir pews. It was good to be able to resume some rehearsals in the church during this period, and gradually things began to feel more normal again. Looking back, in some respects, it is hard to remember exactly where we were with the pandemic. Certainly Easter came and went with no major services to sing at.

In July the congregation were once again allowed to sing the hymns, and many people expressed how much they had missed this.

In September the choir visited Peterborough Cathedral to sing the services for the weekend, albeit still with an element of social distancing, this was an event which was greatly enjoyed by everyone who took part. Having had to cancel 2020's service of Nine Lessons and Carols, it was particularly good that we were able to hold this service in December 2021.

The church choir is looking forward to singing the services at Canterbury Cathedral in April, and Winchester Cathedral in May this year.

I thank the members of the choir for their commitment and support during the year."

Social

At the beginning of the year, we started the year in a national lockdown, which made socialising challenging. During this time, we held online coffee mornings and a few quiz nights on Zoom, which were very well received. Once the lockdown was lifted, we were able to have a quiz night in person and 4 garden parties were hosted at the Rectory. The Wednesday coffee morning has resumed meeting this year and has returned to pre-pandemic strength.

Deanery Synod

We are invited to nominate three lay representatives to Southend Deanery Synod and meetings are held three times a year.

The meeting in June 2021 was held on Zoom and Revd James Gilder, Diocesan Environmental Officer, spoke about the Church of England's response to the climate crisis. This meeting was the last one chaired by Canon Jonathan Collis as Area Dean. Canon Louise Williams then became Area Dean, and it was decided face-to-face meetings could restart. At the November meeting at St Mary's Prittlewell, Fr Ivor Moody of Chelmsford Cathedral spoke about the importance of mental health issues, and at the February meeting, held at St Michael's Leigh, attendees had interesting group discussions and suggested priorities and future plans for the Synod.

If you are interested in being one of our lay representatives on Southend Deanery Synod, please speak to a member of the PCC. Deanery Synod meetings offer an opportunity to develop relationships with other churches and to learn about ministry and mission in other parishes.

The Church & Church Hall

We would like our church to be open as often as possible to our community. We are normally open 4 days a week for worship and prayer, and intend to look at opening it again during set hours for more general visiting when volunteer parishioners are able to be in attendance, and when the pandemic restrictions are eased. Throughout the pandemic, we have opened for worship when it was safe to do so. The church began to be used for a falls prevention exercise class this year 1 day a week.

The work required following Quinquennial Inspection of the church which took place in May 2017 has been completed with the continuing exception of the work which is the responsibility of the Town Council. This is an ongoing problem which continues to receive regular attention from the Wardens, and PCC.

The Church Hall is regularly used in normal times. During the week, in addition to the TuitionPod, the hall itself is hired by a Zumba teacher once per week and by Active Lives for multiple sessions per week. The hall is also used weekly by Guides, Rainbows, and Brownies. All activity was disrupted at various points throughout the year due to the pandemic, but all managed to return following robust risk assessments. We have even attracted new bookings following easing of pandemic restrictions, and the TuitionPod occasionally hire the main hall for mock exams in addition to their contract. We have been unable to resume hiring the hall out for casual party hires, but it is almost at full capacity from regular hirers.

The School House

This building is owned by the PCC and is tenanted under a Fixed Term (12 months) Tenancy Agreement. This was renewed as of January 2021, and again is a significant contributor to church funds. Maintenance costs have been minor in recent years, largely comprising the cost of Electrical & Gas Inspections and Energy Reports. It is known that the maintenance costs will be increased significantly during 2022 with the need for window replacement and other work.

Pastoral care

Some members of our parish are unable to attend church due to sickness or age. Fr. Reid has visited all church members who have requested, to celebrate communion with them either at their home. External clergy are not allowed to visit the hospital, but Fr. Reid has contacted the chaplaincy team to arrange visits when the need arose. We were able to continue this throughout the pandemic when necessary in accordance with guidelines at the time. He was supported by our Assistant Curate, Mthr Trudy, for part of the year and one Lay Assistant in this care.

We maintain a GDPR compliant pastoral contact list, which enables us to be more intentional with our pastoral care. It also allows people to tell people exactly how they would like to be contacted and supported. Everyone who provided consent in the parish has received regular contact throughout the year through email, telephone call, or letter. We are unable to provide pastoral care without explicit consent.

We continued sending a weekly e-newsletter to everyone who would like to receive it, to maintain contact through this year when meeting in person was severely limited and maintain connections even more important.

Fr. Reid, responding to the pandemic, also developed a bereavement support group in collaboration with Southend Borough Council named “Good Grief Southend.” It is a peer support small group for people who would like to share their experience of loss or bereavement with others who are in a similar position. It continues to maintain a good reputation across the city and within the Council.

Mission and evangelism

Helping those in need is a demonstration of our faith. During the year we have raised money for Embrace, Harp, Safer Places, and the Children’s Society.

Following on from the great support for the Southend Foodbank at Harvest Festival in the parish, we have continued regularly supporting them with a monthly collection from the congregation on the first Sunday of each month.

Engaging with the local community is an important part of our mission, and within this we have 9 schools. Fr. Reid is focused on re-establishing good relationships with them following the pandemic. He is leading a termly assembly at Hamstel Junior School, and Thorpe Hall School. He is also on the emergency pastoral response contact list of Alleyn Court Prep School.

Our parish magazine Trinitas remains suspended as we do not have an editor. We also have a website, an email newsletter, and a Facebook page. Together with the Whats On leaflet distributed at services each week, these keep our parishioners and wider community informed of the important matters affecting our church and articles that help develop our knowledge and trust in Jesus.

Ecumenical relationships

Ecumenical relationships remain largely informal and adhoc. However, our church joins with other local churches of different denominations each year to share Evensong during the summer. Our clergy also attend regular gatherings of ministers from the denominations in Southend. Our clergy have also joined together with other local ministers to offer support from churches to Project Southchurch.

Financial review

The finances were very much affected by the Covid pandemic. Both income and expenditure were very reduced. Total receipts on unrestricted funds were £75,202, of which £41,377 was voluntary income from parishioners, including £9,210 from Gift Aid. Unrestricted donations of £6,393 were received, and restricted donations of £1,108 were also received, these were given towards church repairs, church music and various charities and appeals. We received £3,867 in legacies. The School House provided an income of £7,090.

Of the voluntary income, £30,262 was through the Parish Giving Scheme (PGS), which also collected £7,263 of the Gift Aid we received. The PGS is now our largest form of income.

The amount raised by fundraising was greatly affected by Covid restrictions, £608 was raised. Again, the publication of the Parish magazine had to be halted.

The parish share in 2021 was £63,097, which we paid in full.

Other expenditure was generally as those of 2020, with £93,132 spent on activities relating to the work of the church, £2044 donations given to other charities, and £1,036 on church administration.

Reserves policy

The policy of the PCC is to keep a working balance of approximately 3 months' expenditure in a current account. To maintain a deposit account for medium term projects/ expenditure, and invest long term investments (those intended for a minimum of 5 years) in the CBF Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Statement of Faith

Holy Trinity is a parish of the Church of England, and as such its belief is as stated in the Preface to the Declaration of Assent (set out in Canon C 15 of the Canons of the Church of England): "The Church of England is part of the One, Holy, Catholic and Apostolic Church worshipping the one true God, Father, Son and Holy Spirit. It professes the faith uniquely revealed in the Holy Scriptures and set forth in the catholic creeds, which faith the Church is called upon to proclaim afresh in each generation. Led by the Holy Spirit, it has borne witness to Christian truth in its historic formularies, the Thirty-nine Articles of Religion, The Book of Common Prayer and the Ordering of Bishops, Priests and Deacons."

Governing Documents of the PCC

Charities have a range of Governing Documents. Charitable Trusts are governed by Trust Deeds, Charitable Companies will have a Memorandum and Articles whilst Charitable Associations usually have a Constitution. Parochial Church Councils (PCCs) are charities, which are governed by two pieces of Church of England legislation, called Measures. These are :

the Parochial Church Councils (Powers) Measure 1956 as amended. This defines the principal function, or purpose, of the PCC as "promoting in the parish the whole mission of the Church". You can find the full text of the PCC Powers Measure in its currently amended form on the legislation.gov.uk database.

And

the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended) You can find the full text of the Church Representation Rules in its currently amended form on the legislation.gov.uk database.

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity the membership of the PCC normally consists of the Incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the electoral roll and are eligible to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met 9 times during the year with an average level of attendance of 70%. Given its wide responsibilities the PCC has two committees each dealing with a particular aspect of parish life

- **Standing & Finance Committee.** It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council, and has responsibility for drafting the agenda for full Council meetings; it also oversees the general financial dimension of the work of Holy Trinity by monitoring income and expenditure and by making recommendations to the Council in relation to major items of expenditure.
- **Buildings Committee.** Responsible for advising the Council on all matters relating to the stewardship of the church buildings, fixtures and fabric and overseeing all external contractors employed to carry out work. A regular programme of Inspection and maintenance is undertaken both in-house and where necessary by external contractors.

Additionally, the PCC has appointed members to manage and report to them on specific matters, both forming permanent items on each PCC meeting agenda :-

- | | |
|-------------------|---|
| • Health & Safety | Position Vacant (overseen by Rev'd Reid Humble) |
| • Safeguarding | Rebecca Weight |

All contractors working in or on, and hirers of the church &/or the Church Hall are required to fully comply with our Health & Safety Policy and also our Safeguarding Policy, which follows the guidance and requirements of our Diocese.

The minutes of PCC meetings are available to be read by anyone on the electoral roll upon request.

Data Protection

The PCC appointed Becky Weight as its 'data champion' with the specific remit to look at the General Data Protection Regulation (GDPR) and its implementation at Holy Trinity. The church uses members' personal data for a number of legitimate reasons, e.g. the parish giving scheme, electoral roll, management of rotas. As required by the legislation, a Data Privacy Notice is displayed in the porch and all other obligations under GDPR are being met.

Safeguarding

Holy Trinity takes seriously its responsibility to protect and safeguard the welfare of all of its congregation. Members of the PCC are required to familiarise themselves with church policy documents, to undertake the basic level of online training offered by the Diocese and to have a DBS check.

In the past year, no matters of safeguarding concern have been raised. The Diocese of Chelmsford has updated its Safer Recruitment policy in June, among other things requiring DBS checks to be carried out every three years instead of every five. DBS checks have been updated for members of the PCC and others in roles covered by the DBS check.

Becky Weight is stepping down from this role, however it is a requirement that each parish has a Parish Safeguarding Officer. Anyone who feels that they could take on this important but straightforward role is invited to speak to either Becky or the Rector.

Administrative information

Holy Trinity Church is situated in Southchurch Boulevard, Southend on Sea. It is part of the Bradwell Episcopal Area, Southend Archdeaconry, Southend Deanery, and the Diocese of Chelmsford, within the Church of England.

The correspondence address is

The Rectory, Pilgrims Close, Southend on Sea, Essex SS2 4XF,

E Mail : holytrinitysouthchurch@gmail.com

Telephone 01702 597596

The Parochial Church Council Members

PCC members who have served at any time during 2021 are:

Ex officio members:

Incumbent:	The Rev'd Reid Humble
Assistant Curate:	The Rev'd Trudy Arnold (<i>until September 2021</i>)
Churchwardens:	Linda Wonnacott Jane Payn
Deanery Synod Reps:	Rebecca Weight Jenny Butler

Elected members

Paul Schurer	(Treasurer)
Rosemary Humphrey	
Diane Sossou	(<i>until July 2021</i>)
Richard Mantell	

Signed on behalf of the PCC

The Rev'd Reid Humble
Chairman **12 April 2022**

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL

Year to 31 December 2021

I report on the accounts of the Trust for the year ended 31 December 2021, which are set out on pages 13 to 20.

Respective responsibilities of trustees and examiner

The charity's trustees (the members of the Parochial Church Council) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

J K Kidgell ACA CTA
33 Crosby Road
Westcliff-on-Sea
Essex
SS0 8LF

March 2021

STATEMENT OF FINANCIAL ACTIVITIES

Year to 31 December 2021

	Note	General Fund £	Restricted Funds £	Total 2021 £	Total 2020 £
Incoming resources					
Voluntary income from parishioners	1(a)	41,377	120	41,497	53,872
Other voluntary incoming resources	1(b)	10,868	1,845	12,713	9,151
Incoming resources from operating activities to further the Council's objectives	1(c)	13,086	-	13,086	9,475
Income from investment	1(d)	9,871	-	9,871	9,483
Total incoming resources		75,202	1,965	77,167	81,981
Resources expended					
Activities directly relating to the work of the church	2(a)	89,265	3,867	93,132	77,653
Grants and donations	2(b)	1,450	594	2,044	1,939
Costs of generating funds	2(c)	-	-	-	-
Church administration	2(d)	1,036	-	1,036	2,195
Total resources expended		91,751	4,461	96,212	81,787
Net incoming / (outgoing)		(16,549)	(2,496)	(19,045)	194
Gains on investment assets on revaluation		81,404	-	81,404	7,740
Net movements in funds		64,855	(2,496)	62,359	7,934
Balances brought forward At 1 January 2021		366,399	17,237	383,636	375,702
Transfers between funds		-	-	-	-
Balances carried forward at 31 December 2021		431,254	14,741	445,995	383,636

The notes on pages 15 to 20 form part of these financial statements

B A L A N C E S H E E T

Year to 31 December 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible fixed assets	4	299,772	232,160
Other equipment	5	-	-
Investment assets	6	109,100	94,307
		<u>408,872</u>	<u>326,467</u>
Current assets			
Tax recoverable	7	345	1,182
Debtors and prepayments	8	3,401	2,620
Cash at bank and in hand	9	33,416	53,367
		<u>37,162</u>	<u>57,169</u>
Creditors: - amounts falling due within one year	10	39	-
		<u>(39)</u>	<u>-</u>
Net current assets		<u>37,123</u>	<u>57,169</u>
Total assets less current liabilities	11	<u>445,995</u>	<u>383,636</u>
Represented by:			
General Fund		431,254	366,399
Restricted Funds	12	14,741	17,237
		<u>445,995</u>	<u>383,636</u>

The financial statements on pages 11 to 19 were approved by the Parochial Church Council on March 2021 and were signed on its behalf by:

REV REID HUMBLE

The notes on pages 15 to 19 form part of these financial statements

ACCOUNTING POLICIES

Year to 31 December 2021

The accounts (financial statements) have been prepared under the Church Accounting Regulations 2006 together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations. The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that operate independently and/or owe their main affiliation to another body nor those that are informal gatherings of Church members.

Funds

The unrestricted funds of the PCC are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC.

The restricted funds of the PCC are subject to restrictions imposed by the donee at the time the funds were given to the PCC.

The financial statements include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when received from the parishioner. The income tax recoverable on these Gift Aid donations is recognised at the same time as the underlying donation.

The PCC is a member of the Parish Giving Scheme (PGS). The PGS is a separate charity that receives giving on behalf of the PCC by direct debit, and returns the giving to the PCC together with any Gift Aid. The amounts returned to the PCC are included in 1(a) as 'Planned giving under Gift Aid', or 'Other planned giving' as appropriate. Similarly the Gift Aid claimed by the PGS and returned to the PCC is included 1(a) as 'Income Tax recoverable on Gift Aid'.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised from activities to further the council's objectives are accounted for gross of expenses met by the PCC. Dividends and interest are included on the receipts basis.

Resources expended

Expenditures is accounted for on an accruals basis. Grants and donations are accounted for in the accounting period in which approved.

Fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by S.10(2)(a) and (c) of the Charities Act 2011. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. All expenditure in the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as incurred.

Tangible fixed assets

The tangible fixed assets, comprises the School House and the Church Hall. The School House is stated at its insurance valuation and is revalued annually. The PCC consider the insurance valuation to be approximately equal to the open market value of the property.

The Church Hall is stated at a nominal valuation as significant costs are involved in assessing its value in continuing use to the PCC. These costs are considered onerous compared to the additional benefit derived by users of the accounts in assessing the PCC's stewardship of the Church Hall.

Investment assets

Investments are stated at their market value, and are revalued annually.

Other equipment

All equipment used by the PCC is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2021

I. INCOMING RESOURCES	General Fund	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
(a) Voluntary income from parishioners				
Planned giving under Gift Aid	30,834	-	30,834	39,748
Income tax recoverable on Gift Aid	9,210	120	9,330	12,704
Other planned giving	1,333	-	1,333	1,157
Collections at services	-	-	-	263
	41,377	120	41,497	53,872
(b) Other voluntary incoming resources				
Donations, appeals, etc	6,393	1,108	7,501	5,855
Legacies	3,867	-	3,867	-
Grant income	-	737	737	2,882
Fundraising	608	-	608	414
	10,868	1,845	12,713	9,151
(c) Incoming resources from operating activities to further the Council's objectives				
Receipts from Parish Magazine	-	-	-	288
Church Hall and Church rents	8,940	-	8,940	6,858
Fees paid to the PCC	4,146	-	4,146	2,329
	13,086	-	13,086	9,475
(d) Income from investments				
Dividends	2,749	-	2,749	2,008
Rent	7,090	-	7,090	7,110
Other interest receivable	32	-	32	365
	9,871	-	9,871	9,483
Total incoming resources	75,202	1,965	77,167	81,981

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2021

2. RESOURCES EXPENDED	General Fund	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
(a) Activities directly relating to the work of the church				
Parish Share	63,097	-	63,097	54,426
Expenses of Ministry – Clergy expenses	717	-	717	1,128
Power, insurance and cleaning	12,408	-	12,408	10,628
Church repairs and renewals	733	3,867	4,600	1,206
Upkeep of services	2,534	-	2,534	1,953
Church Hall running expenses	2,508	-	2,508	2,215
Church Hall repairs and renewals	1,684	-	1,684	1,251
School House repairs and renewals	345	-	345	315
Rectory expenses	-	-	-	41
Director of Music, choristers, locum priest, organist, curate	5,239	-	5,239	4,283
Organ and piano repairs, rental and depreciation	-	-	-	207
Training and mission	-	-	-	-
	89,265	3,867	93,132	77,653
(b) Grants and donations				
Missionary services	1,450	594	2,044	1,939
Relief and development	-	-	-	-
	1,450	594	2,044	1,939
(c) Cost of generating funds				
Fund raising expenses	-	-	-	-
(d) Church administration				
Stationery printing and administrative expenses	894	-	894	1,990
Photocopier maintenance	142	-	142	205
	1,036	-	1,036	2,195
Total resources expended	91,751	4,461	96,212	81,787

3. STAFF COSTS	2021	2020
	£	£
Director of Music	3,685	3,525
Choristers	550	30
Curate	544	317
Locum Priest	-	91
Locum Organist	460	320
	5,239	4,283

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2021

4. TANGIBLE FIXED ASSETS	2021	2020
	£	£
The School House		
Valuation at 1 January 2021	232,159	228,725
Revaluation in the year	67,612	3,434
	<u>299,771</u>	<u>232,159</u>
The Church Hall		
Valuation at 1 January and 31 December 2021	1	1
Total	<u>299,772</u>	<u>232,160</u>

The freehold land and buildings represent the School House and the Church Hall.

5. OTHER EQUIPMENT	Difibrillator & photocopier
	£
Cost	
At 1 January 2021 and 31 December 2021	-
Depreciation	
At 1 January 2021	-
Charge for the year	-
At 31 December 2021	-
Net Book Value	
At 31 December 2021	-
At 31 December 2020	-

6. INVESTMENT ASSETS	2021	2020
	£	£
Valuation at 1 January 2021	94,307	-
Addition	1,000	90,000
Revaluation in the year	13,793	4,307
Valuation at 31 December 2021	<u>109,100</u>	<u>94,307</u>

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2021

7. TAX RECOVERABLE

The amount shown as tax recoverable has been reclaimed from HM Revenue & Customs.

8. DEBTORS AND PREPAYMENTS

	2021 £	2020 £
Other debtors	781	-
Prepayments	2,620	2,620
	<u>3,401</u>	<u>2,620</u>

9. CASH AT BANK

CBF Deposit Account	15,952	32,203
The Cooperative Bank – current account	17,464	21,164
Other current accounts	-	-
Cash in hand	-	-
	<u>33,416</u>	<u>53,367</u>

10. CREDITORS - DUE WITHIN ONE YEAR

Creditors	-	-
Accrued expenses	39	-
	<u>39</u>	<u>-</u>

11. ANALYSIS OF NET ASSETS BY FUND

	General Fund £	Restricted Funds £	Total 2021 £	Total 2020 £
Fixed assets	408,872	-	408,872	326,467
Current assets	22,421	14,741	37,162	57,169
Creditors due within one year	(39)	-	(39)	-
Net assets	<u>431,254</u>	<u>14,741</u>	<u>445,995</u>	<u>383,636</u>

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2021

12. FUND DETAILS

The Restricted Funds at 31 December 2021 of £14,741 (2020 - £17,237) are held for the following purposes:

Church buildings

Held for the maintenance and upkeep of the fabric of the Church buildings. Balance at 31 December 2021 £8,198 (2020- £11,240)

Choir and Church Music

Held to provide music at church services. Balance at 31 December 2021 £6,543 (2020 - £5,997)

Accounts



**Annual Report and Accounts for the Parochial Church
Council of the Parish Church of Holy Trinity, Southchurch**

Year ended 31st December 2020

Registered charity number 1184433

I N D E X

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Report of the Parochial Church Council

Aim and purposes

Holy Trinity's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. This was the first full year of Fr Reid Humble serving as our Priest-in-Charge. In July, we welcomed a new Assistant Curate, Mthr Trudy Arnold, who was then ordained a deacon in September. The PCC is also specifically responsible for the maintenance of the Church and its other buildings.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through the celebration of the sacraments, prayer and scripture, and a rich musical tradition.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church of Holy Trinity and its church hall, and keep the church on a sound financial footing.

Achievements and performance

Worship and prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. This year has been impacted greatly by the COVID-19 pandemic, requiring us to adapt and re-invent the worshipping life of our church. Normally, morning and evening prayers said on Monday – Thursday each week provide a quiet, intimate and reflective environment for worship. These have been moved to a combination of live streamed services and services on Zoom. Opportunities are provided for people to engage in a more modern form through the Sunday morning Family Eucharist service, which uses contemporary language, and is also supported by our parish choir. We provide opportunities for traditional and reflective services through our weekly 8am BCP Holy Communion and 6.30pm Evensong each Sunday. Our weekly Wednesday Holy Communion at 10am provides an opportunity for people who cannot attend at the weekend, as well as an opportunity for those who attend on Sunday to grow in their prayer life throughout the week. In response to the consultation on worship conducted last year, we implemented a refreshed order of service at our 9.30 Eucharist, which included a new mass setting. It helps make worship more inclusive by providing musical notation along with words for the parts of the service that the congregation sing.

When public worship was suspended at the beginning of the pandemic, we began releasing a pre-recorded Eucharist online every Sunday. Eventually, this evolved into our ability to livestream a Eucharist and Evensong after purchasing a livestreaming camera and a 4g Wi-Fi router for church. We ended the year by streaming a Common Worship Eucharist, BCP Holy Communion, and Evensong each week from inside church. The daily offices were streamed or conducted on zoom from home to minimize travel and exposure to the virus. For the small number of people without access to the internet, we have posted them seasonal booklets with prayers and spiritual resources. We have also signposted them to worship on the radio and a national Church of England telephone number.

In addition to services in church, we celebrate a monthly Eucharist in Whittingham House Care Home for those residents who are unable to attend any church. Members of the congregation also attend providing support to these residents of our parish. However, since the beginning of the pandemic we have been unable to visit the care home. We have maintained telephone contact with them, and delivered individual Christmas cakes at Christmas for all of their residents.

All are welcome to attend our regular services. At present there are 132 parishioners on the church electoral roll, of whom 54 live outside the parish. The average Sunday attendance, counted during October, was 42 plus 1 child. The number of communicants at Christmas was 34 with a total of 47 attending. For Christingle, we recorded a service that was released online and reached 191 people. To accompany the service, families collected take home Christingle kits from church. Our usual carol services for schools were cancelled this year due to the pandemic restrictions. However, Southend High School for Girls recorded a service of 9 Lessons and Carols in church. Easter was not attended by anyone. Holy Week and Easter were celebrated in the dining room in the

Rectory that Fr. Reid converted into a temporary chapel. This was in line with the closure of churches, including for clergy at that time.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life; in marriage public vows are exchanged with God's blessing; through funeral services friends and family express their grief and give thanks for the life which is now complete in this world, and commend the person into God's keeping. We have celebrated 4 baptisms and 1 wedding this year. We have held 7 funerals in our church, officiated at 5 funeral services at a crematorium, and conducted 3 burials of ashes this year.

The PCC also would like to share the following report from our Director of Music, Roger Humphrey: "From the start of the year the choir continued to sing the services (Eucharist and Evensong) on a weekly basis until the pandemic and lockdown, which sadly saw the closure of all Churches across the country from mid-March. This meant choral services planned for Easter and Trinity Sunday were regretfully cancelled. During this period, we introduced a setting of the new English Folk Mass for Lent, which provided a welcome alternative to the usual Rutter setting. Plans were also made to introduce other settings later in the year. Sadly, this was not to be.

In what has to be the most unusual of circumstances, any planning of liturgical music and concerts, festivals etc. has been impossible. In April the choir had been invited to sing the weekend services on 18th and 19th April at Winchester Cathedral, which was sadly cancelled due to the pandemic. All services in church were suspended for many months, during which time Rosemary and I recorded a weekly hymn for the website, which appeared to be well received. Restrictions on live services were lifted in July, although the choir did not resume sung services until early September, with a core of 6 – 8 singers at each service, socially distanced. During this time the choir met on a regular weekly basis to become accustomed to this new way of singing in church. We also explored new music appropriate to a small group, sadly still congregational singing was not permitted. Preparations were made for a carol service but sadly this was cancelled on the day which coincided with Southend going into Tier 4. Peterborough Cathedral has invited the choir to sing later this year, and Winchester and Canterbury Cathedrals have invited the choir to sing the services in 2022.

When singing was possible at church I really enjoyed the opportunities of working with a small and dedicated group from the choir, and thank them for their duty and commitment. I hope, in time, that other members will feel confident to return and take part in future services. I look forward to a time when we can fill the choir pews once more, and bring worshippers back into our church to listen to our music."

Social

At the beginning of the year, we were going from strength to strength with our Wednesday coffee morning, which included our Lent lunch. It was with great sadness that this had to be suspended at the advent of the pandemic. Throughout the year we have held online coffee mornings when we were in periods of lockdowns with public worship suspended. In addition, we have held a few quiz nights on Zoom, which were very well received. We look forward to expanding our social calendar as guidelines allow.

Deanery Synod

We are invited to nominate three lay representatives to the Deanery Synod and meetings are held three times a year.

Deanery Synod has continued to meet during the past year, albeit via a Zoom meeting. It is not known when we will resume face-to-face meetings. At the most recent meeting, we were joined by Bishop John Perumbalath who offered some thoughtful insights into how our lives and our mission have changed due to the pandemic.

We currently only fill two of our three positions. If you are interested in a role on the Deanery Synod, please speak to a member of the PCC. Deanery Synod is an opportunity to develop relationships with other parishes and offers a view on ministry and mission outside of our own parish.

The Church & Church Hall

We would like our church to be open as often as possible to our community. We are normally open 5 days a week for worship and prayer, and intend to look at opening it again during set hours for more general visiting when volunteer parishioners are able to be in attendance, and when the pandemic restrictions are eased. Throughout the pandemic, we have opened for worship when it was safe to do so.

The work required following Quinquennial Inspection of the church which took place in May 2017 has been completed with the continuing exception of the work which is the responsibility of the Town Council. This is an ongoing problem which continues to receive regular attention from the Wardens, and PCC.

The Church Hall is regularly used in normal times. During the week, in addition to the TuitionPod, the hall itself is hired by a Zumba and a keep fit Class, and by Shoebury Swords Fencing Club. Casual hire also takes place for birthday parties and the like, and the hall is also used weekly by our Rainbows, and Brownies. All activity has been forced to stop in the Hall due to government restrictions. At various points throughout the year the TuitionPod, Rainbows, and Brownies have all managed to return following robust risk assessments.

The School House

This building is owned by the PCC and is tenanted under a Fixed Term (12 months) Tenancy Agreement. This was renewed as of January 2020, and again is a significant contributor to church funds. Maintenance costs have been minor in recent years, largely comprising the cost of Electrical & Gas Inspections and Energy Reports. It is known that the maintenance costs will be increased significantly during 2021 with the need for window replacement and other work.

Pastoral care

Some members of our parish are unable to attend church due to sickness or age. Fr. Reid has visited all church members who have requested, to celebrate communion with them either at their home or in hospital. We were able to continue this throughout the pandemic

when necessary in accordance with guidelines at the time. He is supported by our Assistant Curate, Mthr Trudy, and two Lay Assistants in this care.

We have compiled a GDPR compliant pastoral contact list for the first time, which enables us to be more intentional with our pastoral care. It also allows people to tell people exactly how they would like to be contacted and supported. Everyone who provided consent in the parish has received regular contact throughout the year through email, telephone call, or letter.

In March, we began sending a weekly e-newsletter to everyone who would like to receive it, to maintain contact through this year when meeting in person was severely limited and maintain connections even more important.

Fr. Reid, responding to the pandemic, also developed a bereavement support group in collaboration with Southend Borough Council named “Good Grief Southend.” It is a peer support small group for people who would like to share their experience of loss or bereavement with others who are in a similar position.

Mission and evangelism

Helping those in need is a demonstration of our faith. During the year we have raised money for Embrace, Harp, Safer Places, and the Children’s Society as well as ad hoc collections for other worthy causes through the Disasters Emergency Committee.

Following on from the great support for the Southend Foodbank at Harvest Festival in the parish, we have begun regularly supporting them. Some parishioners have begun volunteering at the Foodbank, and Helen Kidgell has organised a monthly collection from the congregation on the first Sunday of each month.

Engaging with the local community is an important part of our mission, and within this we have 9 schools. Fr. Reid is developing good relationship with them, having made visits to 7 of them. He is leading a termly assembly at Hamstel Junior School, and Thorpe Hall School. He is also on the emergency pastoral response contact list of Alleyn Court Prep School.

Our parish magazine Trinitas is edited by Linda Wonnacott and produced monthly by a small team led by Jan Axcell, our Magazine Secretary. Due to Covid guidelines we suspended it’s publication in March 2020, but look forward to resuming it in the future. Our small band of magazine distributors help keep the circulation as wide as possible. We also have an active website, managed efficiently by Alison Penry. Together with the Whats On leaflet distributed at services each week, these keep our parishioners informed of the important matters affecting our church and articles that help develop our knowledge and trust in Jesus.

Ecumenical relationships

Ecumenical relationships remain largely informal and adhoc. However, our church joins with other local churches of different denominations each year to share Evensong during the summer. Our clergy also attend regular gatherings of ministers from the denominations in Southend. Our clergy have also joined together with other local ministers to offer support from churches to Project Southchurch.

Financial review

The finances were very much affected by the Covid pandemic. Both income and expenditure were very reduced. Total receipts on unrestricted funds were £79,078, of which £53,519 was voluntary income from parishioners, including £12,351 from Gift Aid. Unrestricted donations of £3,517 were received, and restricted donations of £2,338 were also received, these were given towards church repairs, church music and various charities and appeals. We did not receive any legacies. The School House provided an income of £7,110.

Of the voluntary income, £35,002 was through the Parish Giving Scheme (PGS), which also collected £8,601 of the Gift Aid we received. The PGS is now our largest form of income.

The amount raised by fundraising was greatly affected by Covid restrictions, £414 was raised. Again, the publication of the Parish magazine had to be halted, however, £228 was raised before Covid restriction took place.

The parish share in 2020 was £63,097. Despite having a much reduced income we paid £54,426 (86%) of our share.

Other expenditure was generally as those of 2019, with £77,653 spent on activities relating to the work of the church, £1,939 donations given to other charities, and £2,195 on church administration.

Reserves policy

The policy of the PCC is to keep a working balance of approximately 3 months' expenditure in a current account. To maintain a deposit account for medium term projects/ expenditure, and invest long term investments (those intended for a minimum of 5 years) in the CBF Church of England Investment Fund.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Statement of Faith

Holy Trinity is a parish of the Church of England, and as such its belief is as stated in the Preface to the Declaration of Assent (set out in Canon C 15 of the Canons of the Church of England): "The Church of England is part of the One, Holy, Catholic and Apostolic Church worshipping the one true God, Father, Son and Holy Spirit. It professes the faith uniquely revealed in the Holy Scriptures and set forth in the catholic creeds, which faith the Church is called upon to proclaim afresh in each generation. Led by the Holy Spirit, it has borne witness to Christian truth in its historic formularies, the Thirty-nine Articles of Religion, The Book of Common Prayer and the Ordering of Bishops, Priests and Deacons."

Governing Documents of the PCC

Charities have a range of Governing Documents. Charitable Trusts are governed by Trust Deeds, Charitable Companies will have a Memorandum and Articles whilst Charitable Associations usually have a Constitution. Parochial Church Councils (PCCs) are charities, which are governed by two pieces of Church of England legislation, called Measures. These are :

the Parochial Church Councils (Powers) Measure 1956 as amended. This defines the principal function, or purpose, of the PCC as “promoting in the parish the whole mission of the Church”. You can find the full text of the PCC Powers Measure in its currently amended form on the legislation.gov.uk database.

And

the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended) You can find the full text of the Church Representation Rules in its currently amended form on the legislation.gov.uk database.

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity the membership of the PCC normally consists of the Incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the electoral roll and are eligible to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The full PCC met 9 times during the year with an average level of attendance of 69%. Given its wide responsibilities the PCC has two committees each dealing with a particular aspect of parish life

- **Standing & Finance Committee.** It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council, and has responsibility for drafting the agenda for full Council meetings; it also oversees the general financial dimension of the work of Holy Trinity by monitoring income and expenditure and by making recommendations to the Council in relation to major items of expenditure.
- **Buildings Committee.** Responsible for advising the Council on all matters relating to the stewardship of the church buildings, fixtures and fabric and overseeing all external contractors employed to carry out work. A regular programme of Inspection and maintenance is undertaken both in-house and where necessary by external contractors.

Additionally, the PCC has appointed members to manage and report to them on specific matters, both forming permanent items on each PCC meeting agenda :-

- | | |
|-------------------|---|
| • Health & Safety | Position Vacant (overseen by Rev'd Reid Humble) |
| • Safeguarding | Rebecca Weight |

All contractors working in or on, and hirers of the church &/or the Church Hall are required to fully comply with our Health & Safety Policy and also our Safeguarding Policy, which follows the guidance and requirements of our Diocese.

The minutes of PCC meetings are available to be read by anyone on the electoral roll on request, and regular reports of meetings appear in Trinitas.

Data Protection

The PCC appointed Becky Weight as its 'data champion' with the specific remit to look at the General Data Protection Regulation (GDPR) and its implementation at Holy Trinity. The church uses members' personal data for a number of legitimate reasons, e.g. the parish giving scheme, electoral roll, management of rotas. As required by the legislation, a Data Privacy Notice is displayed in the porch and all other obligations under GDPR are being met.

Safeguarding

Holy Trinity takes seriously its responsibility to protect and safeguard the welfare of all of its congregation. Members of the PCC are required to familiarise themselves with church policy documents, to undertake the basic level of online training offered by the Diocese and to have a DBS check. Due to the closure of the church and lack of social activities, there have been no matters of safeguarding concern.

Becky Weight has been nominated by the PCC as the Parish Safeguarding Officer. Any enquiries or concerns should be directed to Becky or the Rector.

Administrative information

Holy Trinity Church is situated in Southchurch Boulevard, Southend on Sea. It is part of the Bradwell Episcopal Area, Southend Archdeaconry, Southend Deanery, and the Diocese of Chelmsford, within the Church of England.

The correspondence address is

The Rectory, Pilgrims Close, Southend on Sea, Essex SS2 4XF,

E Mail : holytrinitysouthchurch@gmail.com

Telephone 01702 597596

The Parochial Church Council Members

PCC members who have served at any time during 2020 are:

Ex officio members:

Incumbent: The Rev'd Reid Humble
Assistant Curate: The Rev'd Trudy Arnold *from July 2020*
Churchwardens: Leslie Harrod (Vice Chairman) *Until September 2020*
Peter Yates *Until September 2020*

Co-opted member The Rev'd Frank Smith *Until July 2020*

Elected members Elsie Moore (Deanery Synod Rep.) *Until October 2020*

Rebecca Weight (Deanery Synod Rep.)

Paul Schurer (Treasurer)

Linda Wonnacott (Secretary)

Jenny Butler (Deanery Synod Rep.)

Brenda Ferguson *Until October 2020*

Rosemary Humphrey

Diane Sossou

Barry Godwin *Until October 2020*

Richard Mantell

David Susans (Electoral Roll Officer) *Until October 2020*

Signed on behalf of the PCC

The Rev'd Reid Humble

Chairman **7 April 2021**

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL

Year to 31 December 2020

I report on the accounts of the Trust for the year ended 31 December 2020, which are set out on pages 12 to 19.

Respective responsibilities of trustees and examiner

The charity's trustees (the members of the Parochial Church Council) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

J K Kidgell ACA CTA
33 Crosby Road
Westcliff-on-Sea
Essex
SS0 8LF

April 2021

STATEMENT OF FINANCIAL ACTIVITIES

Year to 31 December 2020

	Note	General Fund £	Restricted Funds £	Total 2020 £	Total 2019 £
Incoming resources					
Voluntary income from parishioners	1(a)	53,519	353	53,872	65,964
Other voluntary incoming resources	1(b)	6,601	2,550	9,151	67,343
Incoming resources from operating activities to further the Council's objectives	1(c)	9,475	-	9,475	18,334
Income from investment	1(d)	9,483	-	9,483	7,209
Total incoming resources		79,078	2,903	81,981	158,850
Resources expended					
Activities directly relating to the work of the church	2(a)	77,565	88	77,653	71,412
Grants and donations	2(b)	1,210	729	1,939	3,049
Costs of generating funds	2(c)	-	-	-	12
Church administration	2(d)	2,021	174	2,195	(2,765)
Total resources expended		80,796	991	81,787	71,708
Net incoming / (outgoing)		(1,718)	1,912	194	87,142
Gains on investment assets on revaluation		7,740	-	7,740	6,660
Net movements in funds		6,022	1,912	7,934	93,802
Balances brought forward At 1 January 2020		360,377	15,325	375,702	281,900
Transfers between funds		-	-	-	-
Balances carried forward at 31 December 2020		366,399	17,237	383,636	375,702

The notes on pages 15 to 20 form part of these financial statements

B A L A N C E S H E E T

Year to 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	4	232,160	228,726
Other equipment	5	-	1,138
Investment assets	6	94,307	-
		<u>326,467</u>	<u>229,864</u>
Current assets			
Tax recoverable	7	1,182	537
Debtors and prepayments	8	2,620	2,808
Cash at bank and in hand	9	53,367	142,607
		<u>57,169</u>	<u>145,952</u>
Creditors: - amounts falling due within one year	10	-	114
		<u>-</u>	<u>(114)</u>
Net current assets		<u>57,169</u>	<u>145,838</u>
Total assets less current liabilities	11	<u>383,636</u>	<u>375,702</u>
Represented by:			
General Fund		366,399	360,378
Restricted Funds	12	17,237	15,324
		<u>383,636</u>	<u>375,702</u>

The financial statements on pages 12 to 20 were approved by the Parochial Church Council on 7 April 2021 and were signed on its behalf by:

REV REID HUMBLE

The notes on pages 15 to 20 form part of these financial statements

ACCOUNTING POLICIES

Year to 31 December 2020

The accounts (financial statements) have been prepared under the Church Accounting Regulations 2006 together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations. The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that operate independently and/or owe their main affiliation to another body nor those that are informal gatherings of Church members.

Funds

The unrestricted funds of the PCC are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC.

The restricted funds of the PCC are subject to restrictions imposed by the donee at the time the funds were given to the PCC.

The financial statements include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised when received from the parishioner. The income tax recoverable on these Gift Aid donations is recognised at the same time as the underlying donation.

The PCC is a member of the Parish Giving Scheme (PGS). The PGS is a separate charity that receives giving on behalf of the PCC by direct debit, and returns the giving to the PCC together with any Gift Aid. The amounts returned to the PCC are included in I(a) as 'Planned giving under Gift Aid', or 'Other planned giving' as appropriate. Similarly the Gift Aid claimed by the PGS and returned to the PCC is included I(a) as 'Income Tax recoverable on Gift Aid'.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised from activities to further the council's objectives are accounted for gross of expenses met by the PCC. Dividends and interest are included on the receipts basis.

Resources expended

Expenditures is accounted for on an accruals basis. Grants and donations are accounted for in the accounting period in which approved.

Fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by S.10(2)(a) and (c) of the Charities Act 2011. Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. All expenditure in the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as incurred.

Tangible fixed assets

The tangible fixed assets, comprises the School House and the Church Hall. The School House is stated at its insurance valuation and is revalued annually. The PCC consider the insurance valuation to be approximately equal to the open market value of the property.

The Church Hall is stated at a nominal valuation as significant costs are involved in assessing its value in continuing use to the PCC. These costs are considered onerous compared to the additional benefit derived by users of the accounts in assessing the PCC's stewardship of the Church Hall.

Investment assets

Investments are stated at their market value, and are revalued annually.

Other equipment

All equipment used by the PCC is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £800 or less are written off in the period in which the asset is acquired.

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2020

I. INCOMING RESOURCES	General Fund	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
(a) Voluntary income from parishioners				
Planned giving under Gift Aid	39,748	-	39,748	44,140
Income tax recoverable on Gift Aid	12,351	353	12,704	13,505
Other planned giving	1,157	-	1,157	2,148
Collections at services	263	-	263	6,171
	<u>53,519</u>	<u>353</u>	<u>53,872</u>	<u>65,964</u>
(b) Other voluntary incoming resources				
Donations, appeals, etc	3,517	2,338	5,855	3,931
Legacies	-	-	-	60,000
Grant income	2,670	212	2,882	212
Fundraising	414	-	414	3,200
	<u>6,601</u>	<u>2,550</u>	<u>9,151</u>	<u>67,343</u>
(c) Incoming resources from operating activities to further the Council's objectives				
Receipts from Parish Magazine	288	-	288	864
Church Hall and Church rents	6,858	-	6,858	15,225
Fees paid to the PCC	2,329	-	2,329	2,245
	<u>9,475</u>	<u>-</u>	<u>9,475</u>	<u>18,334</u>
(d) Income from investments				
Dividends	2,008	-	2,008	
Rent	7,110	-	7,110	7,016
Other interest receivable	365	-	365	193
	<u>9,483</u>	<u>-</u>	<u>9,483</u>	<u>7,209</u>
Total incoming resources	<u>79,078</u>	<u>2,903</u>	<u>81,981</u>	<u>158,850</u>

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2020

2. RESOURCES EXPENDED	General Fund	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
(a) Activities directly relating to the work of the church				
Parish Share	54,426	-	54,426	43,582
Expenses of Ministry – Clergy expenses	1,128	-	1,128	370
Power, insurance and cleaning	10,628	-	10,628	11,378
Church repairs and renewals	1,206	-	1,206	2,939
Upkeep of services	1,943	10	1,953	2,102
Church Hall running expenses	2,215	-	2,215	3,948
Church Hall repairs and renewals	1,251	-	1,251	2,762
School House repairs and renewals	315	-	315	542
Rectory expenses	41	-	41	108
Director of Music, choristers, locum priest, organist, curate	4,283	-	4,283	3,480
Organ and piano repairs, rental and depreciation	129	78	207	201
Training and mission	-	-	-	-
	<u>77,565</u>	<u>88</u>	<u>77,653</u>	<u>71,412</u>
(b) Grants and donations				
Missionary services	1,210	729	1,939	3,049
Relief and development	-	-	-	-
	<u>1,210</u>	<u>729</u>	<u>1,939</u>	<u>3,049</u>
(c) Cost of generating funds				
Fund raising expenses	-	-	-	12
(d) Church administration				
Stationery printing and administrative expenses	1,816	174	1,990	(3,060)
Photocopier maintenance	205	-	205	295
	<u>2,021</u>	<u>174</u>	<u>2,195</u>	<u>(2,765)</u>
Total resources expended	<u>80,796</u>	<u>991</u>	<u>81,787</u>	<u>71,708</u>

3. STAFF COSTS	2020	2019
	£	£
Director of Music	3,525	3,480
Choristers	30	-
Curate	317	-
Locum Priest	91	-
Locum Organist	320	-
	<u>4,283</u>	<u>3,480</u>

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2020

4. TANGIBLE FIXED ASSETS	2020	2019
	£	£
The School House		
Valuation at 1 January 2020	228,725	222,065
Revaluation in the year	3,434	6,660
	<u>232,159</u>	<u>228,725</u>
The Church Hall		
Valuation at 1 January and 31 December 2020	1	1
Total	<u>232,160</u>	<u>228,726</u>

The freehold land and buildings represent the School House and the Church Hall.

5. OTHER EQUIPMENT	Difibrillator & photocopier
	£
Cost	
At 1 January 2020 and 31 December 2020	4,554
	<u> </u>
Depreciation	
At 1 January 2020	3,416
Charge for the year	1,138
At 31 December 2020	<u>4,554</u>
Net Book Value	
At 31 December 2020	-
At 31 December 2019	<u>4,554</u>

6. INVESTMENT ASSETS	2020	2019
	£	£
Valuation at 1 January 2020	-	-
Addition	90,000	
Revaluation in the year	4,307	-
Valuation at 31 December 2020	<u>94,307</u>	<u>-</u>

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2020

7. TAX RECOVERABLE

The amount shown as tax recoverable has been reclaimed from HM Revenue & Customs.

8. DEBTORS AND PREPAYMENTS

	2020 £	2019 £
Other debtors	-	212
Prepayments	2,620	2,596
	<u>2,620</u>	<u>2,808</u>

9. CASH AT BANK

CBF Deposit Account	32,203	120,195
The Cooperative Bank – current account	21,164	22,411
Other current accounts	-	-
Cash in hand	-	1
	<u>53,367</u>	<u>142,607</u>

10. CREDITORS - DUE WITHIN ONE YEAR

Creditors	-	-
Accrued expenses	-	114
	<u>-</u>	<u>114</u>

11. ANALYSIS OF NET ASSETS BY FUND

	General Fund £	Restricted Funds £	Total 2020 £	Total 2019 £
Fixed assets	326,467	-	326,467	229,864
Current assets	39,932	17,237	57,169	145,952
Creditors due within one year	-	-	-	(114)
Net assets	<u>366,399</u>	<u>17,237</u>	<u>383,636</u>	<u>375,702</u>

NOTES TO THE FINANCIAL STATEMENTS

Year to 31 December 2020

12. FUND DETAILS

The Restricted Funds at 31 December 2020 of £17,237 (2019 - £15,324) are held for the following purposes:

Church buildings

Held for the maintenance and upkeep of the fabric of the Church buildings. Balance at 31 December 2020 £11,240 (2019- £10,840)

Pipe Organ

Held for the maintenance and upkeep of the pipe organ. Balance at 31 December 2020 £0 (2018 - £78)

Choir and Church Music

Held to provide music at church services. Balance at 31 December 2020 £5,997 (2019 - £4,406)
