

THE PARISH OF HOLY TRINITY, SOUTH WOODFORD

REPORT OF THE PAROCHIAL CHURCH COUNCIL TO THE ANNUAL PAROCHIAL CHURCH MEETING 2023

Most of this report covers the period since the last Annual Meeting in May 2022. But because the Church of England's accounting year is the calendar year, the accounts and financial commentary relate to calendar year 2022.

Aims and objectives

The Parochial Church Council has responsibilities under both church and charity law. As the governing body of Holy Trinity church, its role is to cooperate with the clergy and other members of the ministry team in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical. As the Council is a registered charity, its members also have responsibilities as trustees of the charity.

As a church, our core principles are to be Christ-centred, Bible-based and Spirit-led. Our core values are compassion, courage and creativity. Our mission is to achieve numerical growth, spiritual depth and community renewal.

People

It is a pleasure for the Council to continue to work in support of the Vicar, the Revd Abi Todd, and the Curate, the Revd Jonathan Huff, as they carry out their ministry at Holy Trinity. Their energy and enthusiasm are infectious, and under their leadership the church has continued to move forward over the past year. It was a great joy when Jonathan, previously serving as a deacon, was ordained priest at a service at Holy Trinity in October.

Alongside Abi and Jonathan, Issy Williamson has been working as our Children's, Families and Youth Pastor since last May. She has brought a real zest to the work. From June, Simon Todd's role expanded to be Head of Projects and Operations. Both aspects have benefitted greatly from his organisational and project management skills. Warm thanks also to intern Daniel Dadala, who left us last June to take up theological studies back in India; Victor Verdan, intern at All Saints Woodford Wells, who has been providing us with assistance on a part-time basis; and Mona Herald, who was our administrator until October.

We were pleased to welcome Elinor Jones, who joined the Council at last year's Annual Meeting, when Jon Folwell and Eleanor Lightbody stood down; our thanks to them for their service. We are grateful to Emma Williamson for taking on an additional role as a second Deputy Warden. Otherwise, Council membership continues as before.

A great many other people have contributed hugely, mostly on a voluntary basis, to life at Holy Trinity over the past year. For example, around 40 people appear on one or more of the rotas relating to our Sunday services. It is impossible to name everyone here, but we are very grateful to them all for their invaluable service. Without such committed lay support the church could not function.

Worship, study and other activities

We are grateful to have had a year without any of the disruptions which plagued us during the pandemic. The pattern of Sunday morning services, with a Traditional Eucharist using the liturgy of Common Worship at 9.00am followed by an All-Age Service in a more contemporary style at 10.45am, continues to work well. Since the beginning of 2023, the later service has only included Eucharist in alternate weeks, with other forms of worship, usually prayer ministry, included in the other weeks. We have been delighted to resume

our thrice-yearly parade services and welcome the uniformed organisations back into church. Our free café between the services has been well received and offers an excellent opportunity for fellowship, though it would be good if the two congregations overlapped more.

Provision for young people has remained at the core of our mission, currently delivered through four groups. Our Tots and Tinys group for pre-school children and their parents and carers meets on Thursday afternoons. For children up to and including primary school age, a regular Sunday School meets as a break-out from the 10.45am service on Sundays. Youth Lighthouse welcomes kids of upper junior/lower secondary age on Wednesday evenings, and Youth Fireplace for older youth meets on Sunday afternoons. These are all term-time groups; a number of other events have been organised for young people, especially in the school holidays.

There have continued to be three other opportunities for communal worship each week – Evening Prayer on Sundays, followed by Bible study; an early morning online prayer meeting, now on Thursdays; and a midweek service of Holy Communion on Wednesday mornings. A midday prayer meeting in church on Tuesdays is to start shortly. Special services have been held on major festivals and a few other occasions.

An Alpha course was held in autumn 2022, providing an opportunity for people at different stages of their journey to discuss key questions of faith. Our first Salt session, a morning of encouragement and encounter for women, was held in November and another is being planned for May. Our three small groups have continued to meet throughout the past year for study and discussion, two online and one in person.

Open Table, a monthly early evening meal open free of charge to absolutely everyone in the community, young or old, with church connections or not, was introduced in January and has proved a great success. Other events to which we have welcomed the local community have been our annual fireworks display and celebrations for the late Queen's Platinum Jubilee and at Christmas.

Other church groups which meet regularly are the Mothers' Union, Trinity Fitness, the Book Club, the Gardening Club and Trinity Pub Time. The choir meets weekly to practise for the 9.00am service on Sundays, and the worship band whose members provide the music for the 10.45am service meets as a group quarterly.

Charities supported during 2022 include the Children's Society through the annual box opening; Mill Grove and Redbridge Foodbank with our harvest; and Crisis through the Christmas post scheme. From January 2023, we are giving monthly financial support to the Foodbank and four charities working with disadvantaged and oppressed people overseas.

Around the site

Project Arclight is the name we have chosen for our plans to make more effective use of the church site for the future delivery of our mission objectives. Our vision for the project includes a new hall adjoining the south side of the church, designed and equipped to modern standards to meet the needs of present and future users, along with a publicly accessible children's playground and café. We aim to cover the cost by turning part of the site over to residential use. In the process, we hope to add to the local stock of affordable housing.

The work is being overseen by a project board, appointed by the Council and chaired by Simon Todd. Architects have been appointed, and discussions have been held with stakeholders to refine our understanding of the facilities required. The next step will be to produce initial designs ready for pre-planning discussions with Redbridge Council. We shall

continue to inform and consult church members and other interested parties, including local neighbours, at appropriate stages.

As regards our existing infrastructure, the past year has been much quieter, and less expensive, than the previous one. The largest item of expenditure on the church was for reinstatement after a break-in (largely covered by insurance) and the consequent installation of a security system. In the hall, we acquired and fitted a new gas cooker in the kitchen and new hand-dryers in the toilets. Greater detail on matters relating to premises and property will be found in the Churchwardens' report to the Annual Meeting.

Finance

The Financial Statements for the year ended 31st December 2022 are attached.

In accordance with legal requirements, the accounts are divided into unrestricted and restricted funds. Unrestricted funds result from general fundraising and may be used for any purpose. Restricted funds are those which are given to the church for specific purposes. The Notes to the Financial Statements explain the funds more fully.

The law also requires us to have our Financial Statements reviewed by an Independent Examiner. Jon Groom has once more been kind enough to give his time and auditing skills to this task. His report, which is attached, raises no issues.

Following the increases in voluntary giving in the previous two years, the amount given in 2022 fell back somewhat, amounting to £78,750 compared with £102,500 in 2021. This dip was partly offset by increases in the Gift Aid rebate and hall rents.

All parishes are obliged to pay a sum to the Diocese each year, known as the Parish Share, as a contribution to the costs of providing parish clergy and central Diocesan services. For the third consecutive year we were able to pay our share in full, which many parishes struggle to do. There is, however, a cloud on the horizon: the Diocese has changed the way in which Parish Share is calculated, meaning that we are being asked to pay £22,000 more in 2023 than 2022. Recognising a strong moral obligation to meet this charge, the Council has committed to try to cope with the increase, with the assistance of a grant kindly being provided by All Saints.

Charity law requires the Council to develop and report policies on reserves. The Council's policy is to hold reserves in the General Fund sufficient to meet expenditure from that fund for a period of three months, and after that, to the extent that it is possible, to set money aside in a designated fund to be used as and when necessary to cover increased levels of missional activity. We finished 2022 with marginally lower reserves than at the start of the year, and there was no money to set aside. For a number of reasons, the Council foresees more difficulty in maintaining reserve levels in 2023.

In accordance with its fiduciary duty, the Council keeps a close watch on expenditure and ensures there is an audit trail for the Independent Examiner to follow. There is no legal requirement to maintain a risk register, but the Council believes the systems it has established are appropriate to minimise risk, safeguard its assets and prevent fraud.

Membership of the Parochial Church Council

The following have served as members of the Council for 2022/23:

The Revd Abi Todd	Vicar, Chairman
The Revd Jonathan Huff	Curate
Linda Adams-Avornyo	
John Barlow	
Jane Burgess	
Andries Cilliers	Churchwarden
Andy Coombes	
Les Crossland	Licensed Lay Minister, Deanery Synod Representative
Paul Hamilton	
Elinor Jones	
Gary King	Churchwarden
Ian McBrayne	Treasurer
Monica Napier	
John Thurley	Deputy Warden, Deanery Synod Representative, Vice-Chairman
Emma Williamson	Deputy Warden, Secretary

THE PARISH OF HOLY TRINITY, SOUTH WOODFORD

FINANCIAL STATEMENTS FOR THE YEAR ENDING 31ST DECEMBER 2022

A. RECEIPTS

Unrestricted funds

General Fund	2022	2021
Voluntary giving		
Online regular giving	55,469.17	54,964.30
Stewardship envelopes	6,075.00	7,565.00
Online one-off giving	160.25	-
Loose collections	4,643.21	3,387.81
Gift Day	6,503.10	6,905.00
Other donations	5,900.00	29,772.66
Gift Aid tax rebate	19,049.62	15,706.60
Events and fundraising (see note A1)	4,810.11	4,888.77
Receipts from church activities		
Hall rents	25,907.60	20,633.20
Fees for weddings and funerals	732.00	2,316.00
Contributions for magazine	140.00	362.00
Donation from All Saints, Woodford Wells	-	7,000.00
Other receipts (see note A2)	4,630.23	3,166.74
Total General Fund	134,020.29	156,668.08
Hardship Fund	220.00	140.00
Future Mission Reserve		
Transfer from General Fund	-	16,000.00
Total unrestricted receipts	134,240.29	172,808.08

Restricted funds

Charities Fund (see note A3)	145.00	447.00
Betty Wheel's Legacy		
Deposit account interest	2,133.30	124.83
Dennis Carney's Bequest	-	5,000.35
Azalea Fund	-	693.10
Intern Fund	-	923.86
Youth Pastor Fund		
Grant to employ Youth Pastor	29,600.25	-
Development Fund		

Donation towards Project Arclight	15,000.00	
<i>Woodford Parochial Charities</i>	818.00	
Total restricted receipts	47,696.55	7,189.14
Total all receipts	181,936.84	179,997.22

B. PAYMENTS

Unrestricted funds

General Fund	2022	2021
Parish Share	57,538.97	59,750.00
Clergy and staff (see note B1)	18,700.18	6,960.96
Caretaker	8,330.00	7,970.00
Church running costs		
Church insurance	4,956.26	4,530.75
Church heat and light	4,842.82	4,183.79
Other church expenses (see note B2)	10,482.52	2,543.59
Organist	3,150.00	2,610.00
Conduct of services (see note B3)	2,428.94	3,045.43
Printing and office supplies (see note B4)	2,763.08	2,288.11
Technology (see note B5)	1,773.73	1,563.37
Children and youth work (see note B6)	1,978.69	995.27
Hall running costs		
Hall insurance	2,467.12	2,323.09
Hall heat and light	7,505.80	4,134.43
Other hall expenses (see note B7)	4,036.86	21,716.73
Upkeep of churchyard (see note B8)	680.64	3,225.70
Costs of events and fundraising (see note B9)	5,108.98	3,457.75
Other payments (see note B10)	679.90	2,208.45
Transfer to Intern Fund	-	773.86
Transfer to Future Mission Reserve	-	16,000.00
Total General Fund	137,424.49	150,281.28
Hardship Fund - Support for people in need	65.50	700.00
Total payments from unrestricted funds	137,489.99	150,981.28

Restricted funds

Organ Fund		
Organ tuning	-	960.00
Charities Fund		
Charitable donations	145.00	447.00
Betty Wheel's Legacy (see note B11)	74,739.05	44,605.64
Azalea Fund		
Return of money for charitable use	693.10	-

<i>Intern Fund</i>	-	2,323.86
<i>Youth Pastor Fund</i> (see note B12)	23,317.40	15,698.15
<i>Woodford Parochial Charities</i>		
Support for people in need	647.05	-
Total payments from restricted funds	99,541.60	64,034.65

Total all payments	237,031.59	215,015.93
---------------------------	-------------------	-------------------

C. BALANCE SHEET

For each fund, the balance at the end of the year and the change in-year were as follows:

	31.12.2022	31.12.2021	Increase/(decrease)
General Fund	30,377.41	33,781.61	(3,404.20)
Kent and Sussex Contract Fund	25,000.00	25,000.00	-
Hardship Fund	637.34	482.84	154.50
Future Mission Reserve	16,000.00	16,000.00	-
Organ Fund	8,233.36	8,233.36	-
Charities Fund	-	-	-
Betty Wheel's Legacy	68,782.82	141,388.57	(72,605.75)
Dennis Carney's Bequest	5,000.35	5,000.35	-
Azalea Fund	-	693.10	(693.10)
Youth Pastor Fund	18,616.70	12,333.85	6,282.85
Development Fund	15,000.00	-	15,000.00
Woodford Parochial Charities	170.95	-	170.95
Total all funds	187,818.93	242,913.68	(55,094.75)

The money was held in bank accounts as follows:

Barclays Bank – current	24,341.97	51,570.02
Central Board of Finance – deposit	163,476.96	191,343.66
Total all accounts	187,818.93	242,913.68

NOTES TO THE FINANCIAL STATEMENTS

General

These financial statements have been prepared in accordance with the Church Accounting Regulations on a receipts and payments basis.

The moveable assets owned by the Parochial Church Council have not been valued in the statements.

No payments were made in the year to members of the Parochial Church Council in relation to their duties.

The General Fund relates to the general purpose receipts of the church and its day-to-day running costs.

The Kent and Sussex Contract Fund holds money payable to the church by the contractors Kent and Sussex under the contract for a new hall on which they subsequently defaulted.

The Hardship Fund was set up to support people in need, especially during the coronavirus pandemic.

The Future Mission Reserve was established in 2021 to hold funds set aside for future use on the mission work of the church.

The Organ Fund holds donations made for the refurbishment and subsequent maintenance of the church organ.

The Charities Fund holds money donated for charitable purposes.

Betty Wheel's Legacy was left to the church for the purpose of major capital expenditure.

Dennis Carney's Bequest was left to the church for use on the fabric of the church building.

The Intern Fund held money received to support the engagement of an intern. It was closed at the end of 2021, with subsequent payments met from the General Fund.

The Azalea Fund held money on behalf of a church member which she was raising for charitable purposes. The money was returned to its owner in 2022 and the fund closed.

The Youth Pastor Fund holds money received as a grant to cover the employment of a youth pastor.

The Woodford Parochial Charities Fund holds money received as part of a distribution to local churches for the benefit of people in need in the ancient parish of Woodford.

The Parochial Church Council have agreed that interest earned on the deposit account with the Central Board of Finance of the Church of England

shall be applied to the amount of Betty Wheel's Legacy.

Notes about receipts

A1. Events and fundraising

Ken's bike ride	750.00
Jubilee celebration	465.86
Salt women's morning	426.61
Fireworks display	2,323.68
Christmas in the Car Park	147.51
Sale of Bibles	212.34
Tots and Tinys	444.12
Refund of 2021 purchase	39.99
TOTAL	4,810.11

A2. Other receipts

Insurance receipt	3,110.34
All Saints share of intern's rent	900.00
Bible Reading Fellowship subs	211.90
Votive candles	197.99
Receipts for New Wine tickets	200.00
Bank error	10.00
TOTAL	4,630.23

A3. Charities Fund

Christmas post (2021)	25.00
Christmas post (2022)	120.00
TOTAL	145.00

Notes about payments

B1. Clergy and staff

Clergy expense grants	3,600.00
Staff salaries and overheads	12,276.90
Intern rent and expenses	1,925.00
Conference and training	713.18
Refreshments	70.10
Visiting clergy	115.00
TOTAL	18,700.18

B2. Other church expenses

Reinstatement after break-in	3,410.28
Repairs to heating system	1,596.00
External window guard	1,466.40
Security system	1,130.23
Gutter cleaning	900.00
Fire extinguisher test and supplies	350.85
Lightning conductor inspection	208.06
Chair storage	231.20
Electric sockets	240.00
Sign at entrance	33.71
Flag and rope	32.84
Key cutting	50.95
Cleaning	832.00
TOTAL	10,482.52

B3. Conduct of services

Altar supplies	204.14
Copyright licences	859.88
Music and musicians	501.84
Special services	319.16
Café supplies	441.30
Piano tuning	75.00
Lectern Bible	27.62
TOTAL	2,428.94

B4. Printing and office supplies

Printer ink and toner	892.11
Office equipment and supplies	264.57
Banners and posters	618.20
Other printing	612.20
Gift Day/stewardship envelopes	148.13
Photography	100.00
Service register	35.00
Baptism certificates	27.92
Christmas postbox	64.95
TOTAL	2,763.08

B5. Technology

Wifi subscription	528.21
Domaine registration	14.39
Website hosting	143.00
ChurchSuite subscription	539.50
ProPresenter licence/software	175.10
Social media tool	99.99
Card reader	46.80
Peripherals	47.98
Audio-visual supplies	178.76
TOTAL	1,773.73

B6. Children and youth

Sunday School	682.03
Youth	835.66
Tots and Tinys	45.48
Year 6 Festival	85.53
Raising up Faith subscription	210.00
Table football game	119.99
TOTAL	1,978.69

B7. Other hall expenses

Waste collection	1,371.11
Electrical work	180.00
Fire extinguisher test and supplies	350.85
Fire protection system service	96.00
Boiler repair	318.00
Ceiling repair	250.00
Hand dryers	882.00
Gas cooker and fitting	524.96
Toilet seats	38.00
Bookings diary	25.94
TOTAL	4,036.86

B8. Upkeep of churchyard

Mower service and supplies	576.64
Bike rack	30.00
Fence repair	34.00
Bench repair	40.00
TOTAL	680.64

B9. Cost of events and fundraising

Restoration Club prizes	268.00
Jubilee celebration	796.71
Sale of Bibles	422.00
Alpha course launch party	243.85
Fireworks display	1,893.72
Salt women's morning	260.00
Glow in the Dark party	471.37
Christmas in the Car Park	753.33
TOTAL	5,108.98

B10. Other payments

Funeral fees	398.00
Bible Reading Fellowship notes	261.90
Bank error	20.00
TOTAL	679.90

B11. Betty Wheel's Legacy

Church audio-visual system	3,352.90
Church lighting	58,801.27
Project Arclight	12,584.88
TOTAL	74,739.05

B12. Youth Pastor Fund

Salary and overheads	21,328.40
Training	1,989.00
TOTAL	23,317.40

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY, HERMON HILL, SOUTH WOODFORD

I report on the accounts of the Parochial Church Council for the year ended 31st December 2022, which are attached.

Respective responsibilities of the Parochial Church Council and the Independent Examiner

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

Basis of Independent Examiner's statement

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 explanation from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an opinion on the accounts.

Independent Examiner's statement

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

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

Jon Groom ACIB
Independent Examiner
17th March 2023