

Parochial Church Council of the Parish of Holy Trinity, Headington Quarry, Oxford

Registered Charity No. 1138600

Trustees' Annual Report for the year ended 31 December 2017

Introduction

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2017.

Reference and administrative information

The address of the church is Trinity Road, Headington Quarry, Oxford OX3 8LH. The address of the Parish Office is 46 Quarry Road, Headington, Oxford OX3 8NU.

From 27 October 2010 the organization has been entered in the Register of Charities of the Charity Commission; the registration number is 1138600.

The trustees, members of the PCC, at the time of this report, were as follows:

	Basis of appointment
The Rev. Tim Stead, Vicar	Ex officio
The Rev. Robert Gilbert, Associate Priest	Ex officio
Canon David Knight, Retired Clergy Representative	Ex officio
Mrs Janet Masters, Churchwarden	Ex officio
Dr Peter Garside, Churchwarden	Ex officio
Mrs Joan Walding, Licensed Lay Minister	Ex officio
Mrs Hesper Bunch	Elected
Mr Andrew Colleran, Treasurer	Elected
Mrs Linda Davies	Elected
Mrs Janet Foot	Elected
Mrs Diana Harrison	Elected
Mrs Philippa Logan	Elected
Mrs Hilary Rollin	Elected
Dr Anne Tarassenko, Secretary	Elected
Mr Derek Taylor	Elected
Mr Karl Wallendszus	Elected
Dr Andrew Wilson	Elected
Mrs Margaret Woodcock	Elected

During the year the following resigned:

Dr Ian Alexander, Secretary (to 08.03.17) Elected

Mr John Macaulay, Treasurer (to 08.03.17) Elected

Professor Christopher McLeod (to 08.03.17) Elected

Structure, governance and management

The PCC is a corporate body established by the Church of England. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules.

The PCC is a registered charity; our registered number is 1138600.

PCC members are recruited in a number of ways. The clergy and churchwardens are members by virtue of their office. Deanery synod representatives and members of the PCC are elected by the annual parochial church meeting (APCM) and hold office for three years with the option to continue for a second term of three years. Other members of the PCC are co-opted.

The PCC makes all decisions corporately except that the Standing Committee has delegated powers to make decisions between PCC meetings subject to keeping the PCC informed as fully as necessary.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. Members of the PCC are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the PCC and which enable them to ascertain the financial position of the PCC and to ensure that the financial statements comply with the Charities Act 1993 and the Statement of Recommended Practice 2015. The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is also required to ensure that the financial statements are examined by an independent examiner or auditor prior to presentation to the APCM.

In preparing the financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will remain in operation.

The Standing Committee consists of the Vicar, the Associate Priest, the two Churchwardens, the Licensed Lay Minister, the Treasurer, the Secretary and one representative from the members of the PCC. It has power to transact the business of the PCC between PCC meetings, reporting to the full PCC as appropriate.

The parish is part of the Cowley Deanery, which belongs to the Diocese of Oxford.

Objective and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.'

The PCC is committed to enabling as many people as possible to worship at our church and to become part of the parish community at Holy Trinity. The PCC discusses the worship throughout the parish and considers how services can involve the many groups that live within the parish.

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

- The provision of public worship that is open to all
- The provision of sacred space for personal prayer and contemplation

- The provision of pastoral work including the visiting of the sick, the elderly and the bereaved
- The teaching of the Christian faith through sermons, children's meetings and links with local schools
- The promotion of Christian faith through various events for the elderly, parents and toddlers and others
- The support of other charities involved in Christian outreach and development.
- The provision of services for funerals, weddings and baptisms and support for the families involved.

As a church family and as individuals, Holy Trinity Church aims to be an open door between heaven and earth, showing God's love to all.

The parish aims to give to other organisations involved in mission in the UK and overseas or involved in humanitarian relief and development work 5% of voluntary income each year.

The parish relies on the voluntary work of many people and the PCC very much appreciates their service to the churches and the local community.

Achievements and performance

WORSHIP, EDUCATION AND SPIRITUALITY

We run three services on a Sunday mixing contemporary and traditional forms of worship. Average Sunday attendance at our three services is about 130 people including children. (Our electoral roll numbers are 234 adults.)

We also ran:

- two mid-week services: one for retired people and others and one for pre-school children and their carers. Both offer refreshments afterwards.
- a family service once a month in the church hall
- a children's groups
- a youth group
- 5 home groups for prayer, friendship and discussion
- a full Lent programme
- autumn series of lectures on various subjects
- a course to enable people to explore what Christian faith is
- a course to introduce people to the bible
- a folk singing group
- a traditional choir

All the above events and groups are open to anyone in the community.

COMMUNITY ACTIVITIES AND PASTORAL CARE

We run a Christmas and a summer fair each year which attract many people from the local community.

Our eco-congregation group looks at how we can become more ecologically friendly as a community.

Our pastoral visiting team now numbers 7 people who carry out visits to the elderly or take communion to those who are sick.

We have regular parish meals and social events to which all are welcome.

OUTREACH ACTIVITIES

We ran a monthly event in the Wood Farm area of our parish (until April) which offered a meal, craft activities and some singing and storytelling to local families on a Friday evening. Between 20 and 40 people attend this event each month. This was free to all who attend.

We take regular communion services to two local residential homes.

We have four parish charities which we support both financially and with practical support, two in the UK and two overseas.

In Lent and at other times we have poverty lunches which are open to all and raise money for various charities.

Future plans:

We are preparing to adapt our church building to create greater flexibility for a wider range of activities to take place in the building.

We are currently engaging in a process known as "eco-congregation" which audits every aspect of our church life in the light of how "ecologically friendly" it is. There will then be action to improve all areas which are identified as needing improvement.

We are also looking at how accessible our activities are for families and children and to what extent their needs are being met both pastoral and spiritual. We have just received a first stage award for this.

We have had a discussion on the PCC as to how we might better engage with local community aspirations, especially offering support for lonely or bereaved people and also extending our churchyard to be a place of rest and peace for those who wish this to be the place where they bury ashes of relatives.

Financial Review

The year saw major expenditure on our house at 20 Binswood Avenue amounting to £17,000. It is now in a good state with tenants. This expenditure meant that there was a deficit overall of £7,042.

The pattern of giving has changed. Regular giving increased by £2,400. The tax we recovered from the government was unchanged at £18,000. Loose plate collections went down by £2,700.

The income from sales of C.S.Lewis merchandise almost doubled to just under £3,000.

The PCC paid the 2017 parish share allocation of £69,734 (c.f. 2016 £67,999) in full and on time. Parish share largely pays for clergy stipends, housing and training, and central C of E and diocesan mission activities.

Charitable donations totalling £4,000 were made in the year to the four church charities.

Reserves Policy

It is PCC policy to maintain a balance of at least 3 months reserves cover. We are fortunate to have the support of the Friends of Holy Trinity, Headington Quarry.

It is the PCC policy to invest fund balances with the CBF Church of England Deposit Fund.

The general fund reserve total balance on 31st December 2017 was £66,954, an increase of £11,600. Three months general fund expenditure is estimated to be £30,000, therefore the current level of reserves is sufficient.

The financial statements were adopted by the PCC and signed on its behalf by



Rev. Tim Stead
Chair
7 March 2018

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF HOLYTRINITY CHURCH,
HEADINGTON QUARRY**

FOR THE YEAR ENDED 31 DECEMBER 2017

I report on the accounts of the Charity for the year ended 31 December 2017, which are set out in pages 9-18

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The members of the PCC, as trustees of the charity, are responsible for the preparation of the accounts. The PCC considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under company law and is eligible for independent examination 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 Charity 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 company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and the seeking of 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 expressed as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

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

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 386 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.


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Sally Thompson CPFA

SPX Oxford Ltd

Date 9th March 2018

Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	8,600	—	—	8,600	11,620
Tax efficient planned giving	90,484	—	—	90,484	88,016
Other giving	349	—	—	349	529
Income from charitable activities	4,549	—	—	4,549	5,235
Other trading activities	3,557	—	—	3,557	2,452
Other income	18,375	—	—	18,375	23,060
Total income	125,916	—	—	125,916	130,915
Expenditure on:					
Raising funds	—	—	—	—	—
Fund-raising activities (costs and payments)	671	—	—	671	282
Expenditure on charitable activities	—	—	—	—	1,000
Mission giving and donations	4,025	—	—	4,025	4,070
Other expenditure	70,488	—	—	70,488	68,714
Church Activities					
Salaries, wages and honararia	15,668	—	—	15,668	8,759
Clergy and staff expenses	959	—	—	959	14,264
Church expenses	4,724	—	—	4,724	5,412
Mission and evangelism costs	1,227	—	—	1,227	1,671
Church running expenses	11,236	—	—	11,236	6,710
Administration	2,399	—	—	2,399	4,071
Cost of trading	1,038	—	—	1,038	1,513
Major capital expenditure					
Major repairs to the church building	1,018	—	—	1,018	1,300
Major repairs to church hall or other PCC property, including redecoration	17,062	—	—	17,062	1,292
New building work to the church, church hall, clergy housing, or other PCC prope	1,124	1,315	—	2,439	4,882
Total expenditure	131,643	1,315	—	132,958	123,946
Gains / losses on investment assets	—	—	—	—	—
Net income / (expenditure) resources before transfer	(5,727)	(1,315)	—	(7,042)	6,969
Transfers					
Gross transfers between funds - in	278	—	—	278	—
Gross transfers between funds - out	(278)	—	—	(278)	—
Other recognised gains / losses					
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	(5,727)	(1,315)	—	(7,042)	6,969
Total funds brought forward	146,602	2,298	—	148,900	141,931
Total funds carried forward	140,874	983	—	141,858	148,900
Represented by					
Unrestricted					
Binswood (General)- Fixed Assets	85,000	—	—	85,000	85,278
General fund	66,954	—	—	66,954	55,323
Designated					
Binswood Repairs and improvements	(17,079)	—	—	(17,079)	0
Fabric Fund	—	—	—	—	—
Project Fund	6,000	—	—	6,000	6,000
V. Petts Print Fund	—	—	—	—	—
Restricted					
Altar Frontal Fund	—	—	—	—	—
CS Lewis Festival	—	—	—	—	—

Gladiator Trust Fund	—	325	—	325	325
Hymnbook donations	—	0	—	0	0
James Stickings stipend fund	—	0	—	0	0
Piano fund	—	54	—	54	54
Restricted Building Fund	—	404	—	404	1,719
Solar panels for Binswood Ave and Vicarage	—	200	—	200	200
Windmill Fairtrade shop	—	—	—	—	—

Balance sheet

Class and code	Description	This year	Last year
Fixed assets			
0900	20 Binswood Avenue	85,000	85,000
	Total Fixed assets	85,000	85,000
Current assets			
0001	Bank Current Account	16,984	28,990
0002	Bank Deposit Account	25,030	25,030
0050	CS Lewis Stock	595	595
0051	Sacristan Stock	498	498
Z05	Accounts Receivable	20,561	11,668
	Total Current assets	63,669	66,783
Liabilities			
5017	Receipts in advance	161	2,050
6699	Agency collections	1,159	454
Z04	Accounts Payable	5,489	377
	Total Liabilities	6,810	2,882
	Net Asset surplus(deficit)	141,858	148,900
Reserves			
	Excess / (deficit) to date	(7,042)	—
Z01	Starting balances	148,900	148,900
	Total Reserves	141,858	148,900
	Represented by funds		
	Unrestricted	151,954	140,601
	Designated	(11,079)	6,000
	Restricted	983	2,298
	Endowment	—	—
	Total	141,858	148,900

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
Fixed assets - Tangible assets						
20 Binswood Avenue	85,000	—	—	—	85,000	85,000
Totals	85,000	—	—	—	85,000	85,000
Current assets - Cash at bank and in hand						
Bank Current Account	30,850	(11,079)	(2,785)	—	16,984	28,990
Bank Deposit Account	25,030	—	—	—	25,030	25,030
Totals	55,880	(11,079)	(2,785)	—	42,014	54,020
Current assets - Stocks and work in progress						
CS Lewis Stock	595	—	—	—	595	595
Sacristan Stock	498	—	—	—	498	498
Totals	1,093	—	—	—	1,093	1,093

Current assets - Debtors

Accounts Receivable	17,607	—	2,954	—	20,561	11,668
Totals	17,607	—	2,954	—	20,561	11,668

Liabilities - Creditors: Amounts falling due in one year

ODBF (PB) 2008	(167)	—	167	—	—	—
Totals	5,439	—	50	—	5,489	377

Liabilities - Provision for liabilities and charges due within one year

ODBF (PB) 2007	1,118	—	(1,118)	—	—	—
Choir (PB) 2007	600	—	(600)	—	—	—
Organist (PB) 2007	215	—	(215)	—	—	—
Verger (PB) 2007	60	—	(60)	—	—	—
T.Honey balance 2007	19	—	(19)	—	—	—
Flowers (PB) 2007	5	—	(5)	—	—	—
Bishop's outreach 2007	233	—	(233)	—	—	—
Receipts in advance	161	—	—	—	161	—
Totals	2,412	—	(2,251)	—	161	2,050

Liabilities - Creditors: Amounts falling due in one year

Wedding deposits 2007	—	—	—	—	—	—
Organist (PB) 2008	(120)	—	120	—	—	—
Verger (PB) 2008	(20)	—	20	—	—	—
Choir (PB) 2008	(60)	—	60	—	—	—
Christian Aid (PB) 2008	—	—	—	—	—	—
Cathedral Visit (teas) PB	—	—	—	—	—	—
Fete Floats	—	—	—	—	—	—
Outings	—	—	—	—	—	—
First Aid Training Contributio	—	—	—	—	—	—
Totals	5,439	—	50	—	5,489	377

Liabilities - Agency accounts

Agency collections	(285)	—	1,444	—	1,159	454
Totals	(285)	—	1,444	—	1,159	454

Liabilities - Creditors: Amounts falling due in one year

Accounts Payable	5,806	—	(316)	—	5,489	377
Totals	5,439	—	50	—	5,489	377

Grand total	152,014	(11,079)	923	—	141,858	148,900
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Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Binsmaint - Binswood Repairs and						
Designated	0	—	17,080	—	—	(17,079)
Sub-total for Binsmaint	0	—	17,080	—	—	(17,079)
CSLFest - CS Lewis Festival						
Restricted	—	—	—	—	—	—
Sub-total for CSLFest	—	—	—	—	—	—
GladTr - Gladiator Trust Fund						
Restricted	325	—	—	—	—	325
Sub-total for GladTr	325	—	—	—	—	325
Hymnbooks - Hymnbook donations						
Restricted	0	—	—	—	—	0
Sub-total for Hymnbooks	0	—	—	—	—	0
JamesSt - James Stickings stip						
Restricted	0	—	—	—	—	0
Sub-total for JamesSt	0	—	—	—	—	0
Piano - Piano fund						
Restricted	54	—	—	—	—	54
Sub-total for Piano	54	—	—	—	—	54

SolPanels - Solar panels for Bin						
Restricted	200	—	—	—	—	200
Sub-total for SolPanels	200	—	—	—	—	200
Windmill - Windmill Fairtrade s						
Restricted	—	—	—	—	—	—
Sub-total for Windmill	—	—	—	—	—	—
General - General fund						
Unrestricted	55,323	125,916	114,563	278	—	66,954
Sub-total for General	55,323	125,916	114,563	278	—	66,954
ResBuild - Restricted Building						
Restricted	1,719	—	1,315	—	—	404
Sub-total for ResBuild	1,719	—	1,315	—	—	404
Project - Project Fund						
Designated	6,000	—	—	—	—	6,000
Sub-total for Project	6,000	—	—	—	—	6,000
Altar - Altar Frontal Fund						
Restricted	—	—	—	—	—	—
Sub-total for Altar	—	—	—	—	—	—
Fabric - Fabric Fund						
Designated	—	—	—	—	—	—
Sub-total for Fabric	—	—	—	—	—	—
V.petts - V. Petts Print Fund						
Designated	—	—	—	—	—	—
Sub-total for V.petts	—	—	—	—	—	—
Binswood - Binswood (General)-						
Unrestricted	85,278	—	—	(278)	—	85,000
Sub-total for Binswood	85,278	—	—	(278)	—	85,000
Grand total	148,900	125,916	132,958	—	—	141,858

Analysis of income and expenditure

Donations and legacies

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
1105 - Loose plate collections	3,720	—	—	—	3,720	6,416
1106 - Special Appeal	—	—	—	—	—	200
1107 - Giving via church wall box	1,307	—	—	—	1,307	1,278
1109 - Grants	—	—	—	—	—	1,000
1110 - Legacies	—	—	—	—	—	2,000
1114 - Churchyard	150	—	—	—	150	225
1127 - Donations for church building developmen	—	—	—	—	—	—
1129 - Mindfulness	500	—	—	—	500	500
1133 - Other donations no GA applies	2,922	—	—	—	2,922	—
Total	8,600	—	—	—	8,600	11,620

Donations and legacies - Tax efficient planned giving

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
1101 - Giving via SO GA to come	64,516	—	—	—	64,516	66,288
1102 - Gift Aid - Envelopes in church	1,750	—	—	—	1,750	3,513
1103 - Tax recoverable on Gift Aid	18,269	—	—	—	18,269	18,213
1130 - Regular giving via CAF	3,918	—	—	—	3,918	—
1131 - CGC in church GA to come	2,030	—	—	—	2,030	—

Total	90,484	—	—	—	90,484	88,016
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Donations and legacies - Other giving

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
1104 - CGC in church no GA to come	349	—	—	—	349	529
Total	349	—	—	—	349	529

Income from charitable activities

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
1111 - Fetes/events	4,549	—	—	—	4,549	5,235
1125 - The Lasers	—	—	—	—	—	—
Total	4,549	—	—	—	4,549	5,235

Other trading activities

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
1115 - Parish magazine sales	501	—	—	—	501	519
1116 - Magazine Income- advertising	100	—	—	—	100	315
1120 - C S Lewis	2,955	—	—	—	2,955	1,618
1126 - CS Lewis Festival sales	—	—	—	—	—	—
Total	3,557	—	—	—	3,557	2,452

Other income

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
1108 - Binswood rent	9,536	—	—	—	9,536	12,600
1112 - Choir income	140	—	—	—	140	160
1113 - Bank Interest	78	—	—	—	78	102
1117 - Fees for weddings & Funerals	6,773	—	—	—	6,773	7,416
1118 - Insurance claims	—	—	—	—	—	—
1119 - Sundry receipts	5	—	—	—	5	1,495
1121 - Eco issues	250	—	—	—	250	72
1122 - Ceilidh	—	—	—	—	—	—
1124 - Curate's accommodation refund	507	—	—	—	507	151
1128 - Refund on church electricity/gas	216	—	—	—	216	—
1132 - Good Energy FIT payments	867	—	—	—	867	1,062
Total	18,375	—	—	—	18,375	23,060

INCOME TOTAL	125,916	—	—	—	125,916	130,915
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Raising funds

						Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year	
2030 - Stewardship costs	—	—	—	—	—	—	—
Total	—	—	—	—	—	—	—

Raising funds - Fund-raising activities (costs and payments)

						Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year	
2029 - Outings	208	—	—	—	208	125	
2031 - Costs of fetes & other events	463	—	—	—	463	157	
Total	671	—	—	—	671	282	

Expenditure on charitable activities

						Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year	
3005 - ODBF grant to Headington Fairtrade Co-op	—	—	—	—	—	1,000	
Total	—	—	—	—	—	1,000	

Expenditure on charitable activities - Mission giving and donations

						Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year	
2004 - Charities	4,025	—	—	—	4,025	4,070	
Total	4,025	—	—	—	4,025	4,070	

Other expenditure

						Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year	
2005 - Parish share	69,734	—	—	—	69,734	67,999	
2027 - SALAD	—	—	—	—	—	—	
2028 - Ceilidh costs	—	—	—	—	—	—	
2036 - Sundry expenditure	469	—	—	—	469	714	
3010 - PCC Eco issues	285	—	—	—	285	—	
Total	70,488	—	—	—	70,488	68,714	

Church Activities - Salaries, wages and honararia

						Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year	
2033 - Organist	4,834	—	—	—	4,834	4,009	
2035 - Verger	230	—	—	—	230	—	
2040 - Curates stipend & pension	—	—	—	—	—	—	
3001 - Parish Administrator	5,540	—	—	—	5,540	4,750	
3006 - Youth worker	4,656	—	—	—	4,656	—	
3009 - Stewardship PAYE costs	406	—	—	—	406	—	
Total	15,668	—	—	—	15,668	8,759	

Church Activities - Clergy and staff expenses

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
2006 - Clergy expenses	823	—	—	—	823	2,245
2020 - Health & Safety	126	—	—	—	126	87
2022 - Training	10	—	—	—	10	299
2037 - Curate's accommodation	—	—	—	—	—	11,632
Total	959	—	—	—	959	14,264

Church expenses

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
2009 - Church Expenses: Cleaning	—	—	—	—	—	—
2010 - Church expenses: Electricity	350	—	—	—	350	360
2011 - Church expenses: Gas	2,063	—	—	—	2,063	2,327
2012 - Church expenses: Water	—	—	—	—	—	—
2013 - Church expenses: Insurance	2,235	—	—	—	2,235	2,485
3003 - PCC	75	—	—	—	75	240
Total	4,724	—	—	—	4,724	5,412

Church expenses - Mission and evangelism costs

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
2001 - Youth Club	39	—	—	—	39	98
2002 - Youth Camp Subsidies	—	—	—	—	—	—
2003 - Outreach	160	—	—	—	160	140
2023 - Baptism/Confirmation/Marriage	98	—	—	—	98	289
2024 - Creche	51	—	—	—	51	92
2025 - Footprints & Trax	13	—	—	—	13	—
2026 - 10+ Group	—	—	—	—	—	—
2038 - HT4U	—	—	—	—	—	240
2039 - Wood Farm Venture	864	—	—	—	864	811
Total	1,227	—	—	—	1,227	1,671

Church expenses - Church running expenses

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
2007 - Coach House Hire	1,200	—	—	—	1,200	1,200
2008 - Library	52	—	—	—	52	—
2014 - Organ/piano maintenance	—	—	—	—	—	210
2015 - Upkeep of services (altar etc)	1,898	—	—	—	1,898	1,252
2016 - Upkeep of churchyard	8,045	—	—	—	8,045	3,918
2034 - Choir and Music Group	40	—	—	—	40	129
Total	11,236	—	—	—	11,236	6,710

Church expenses - Administration

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
3002 - Parish Office costs	868	—	—	—	868	4,071

3007 - Telephone and internet	707	—	—	—	707	—
3008 - Toshiba photocopier	823	—	—	—	823	—
Total	2,399	—	—	—	2,399	4,071

Church expenses - Cost of trading

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
2017 - Magazine costs	144	—	—	—	144	795
2032 - C S Lewis stock	893	—	—	—	893	718
Total	1,038	—	—	—	1,038	1,513

Major capital expenditure - Major repairs to the church building

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
2019 - Structural repairs/maintenance	1,018	—	—	—	1,018	1,300
2021 - Decoration	—	—	—	—	—	—
Total	1,018	—	—	—	1,018	1,300

Major capital expenditure - Major repairs to church hall or other PCC property, including redecoration

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
2018 - Binswood upkeep	(18)	17,080	—	—	17,062	726
3004 - Solar panels for Binswood/Vicarage	—	—	—	—	—	566
Total	(18)	17,080	—	—	17,062	1,292

Major capital expenditure - New building work to the church, church hall, clergy housing, or other PCC property

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
4002 - Church building developments	1,124	—	1,315	—	2,439	4,882
Total	1,124	—	1,315	—	2,439	4,882

EXPENDITURE TOTAL	114,563	17,080	1,315	—	132,958	123,946
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GRAND TOTAL	11,352	(17,080)	(1,315)	—	(7,042)	6,969
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Notes to the financial statements

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the charities SORP 2015.

The financial statements have been prepared under the historical cost convention and include all 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, nor those that are informal gatherings of church members.

Funds

Endowment funds are funds in which the capital must be maintained. Holy Trinity PCC does not have any such funds.

Designated funds are unrestricted funds that have been set aside by the PCC for a particular purpose, and include the Project Fund.

Restricted funds may only be expended on the specific object for which they were given; this includes the Building fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes. These include the Binswood fixed asset fund and the General fund.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognized when it is receivable. All incoming resources are accounted for gross and included in the SOFA. Income from the rental of 20 Binswood Ave is recognised when the rental is due.

Resources expended

Grants and donations are accounted for when paid over or when awarded. The diocesan parish share is accounted for when due. All other expenditure is generally recognized when it is incurred and is accounted for gross and is included in the SOFA. Expenditure is included on an accruals basis.

Fixed assets

Consecrated and benefice property is not included in the accounts. For anything acquired prior to 2002 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1000 or less are written off when the asset is acquired. Freehold property, 20 Binswood Avenue, is recorded at historic cost in the accounts.

The PCC has no investments.

Directors' remuneration

No member of the PCC (or persons closely connected to them) received payment or expenses. A small immaterial portion of the expenses of the incumbent may have been related to his services as chairman of the PCC.

Staff costs

The PCC employs two staff: the children's and families' worker and the parish administrator. The organist and churchyard assistant are remunerated for services provided.

This report dated: 7 March 2018