

holytrinity hotwells

Annual Report & Accounts 2018

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Registered Charity Number 1132765

PCC Membership 2018-19

Our Clergy are all ex-officio members of the PCC:

The Revd Lee Barnes – Priest-in-Charge

The Revd Frances Houghton – Assistant Minister

The Revd Dru Brooke-Taylor – Assistant Minister

The Revd Richard Croft – Curate

The Revd Chris Parkman (joined July 2016) – Curate

Churchwardens are elected for a 1-year term, and are ex-officio members of the PCC:

Maria Whiteman (will finish at APCM 2019)

Vacant

We have two elected Deanery Synod Representatives, serving a 3-year term who are ex-officio members of the PCC:

Alan John (will finish at APCM 2020)

Toni Glazzard (will finish at APCM 2021)

The PCC has 8 elected members, 3 of which should be elected each year for a 3-year term.

1. Ed Hodge (will finish at APCM in 2020)
2. Liz Leaman (will finish at APCM in 2020)
3. Jackie Stephenson (will finish at APCM 2021)
4. Katy Read (will finish at APCM 2021)
5. Jane Jones (will finish at APCM 2021)
6. Ben Coulter (will finish at APCM 2020)
7. Andy Beckingham (will finish at APCM in 2019) (PCC Treasurer)
8. Lucy Hurst-Brown (will finish at APCM in 2019) (Lay-Chair)

In addition, the PCC may co-opt up to 2 members:

1. Chloe John (will finish at APCM 2019)
2. Lee Stephenson (will finish at APCM 2019)

Annual Report & Accounts 2018

The Parochial Church Council (PCC) present their report for the year ending 31st December 2018.

OBJECTIVES AND ACTIVITIES

Under the PCC (Powers) Measure 1956, the PCC has the responsibility of co-operating with the Priest-in-Charge, in promoting in the Parish the whole mission of the Church: discipling, pastoral, evangelistic, social and ecumenical. Our vision is "A Story To Share, A Life To Live, A Faith To Follow".

PUBLIC BENEFIT

The PCC is aware of the Charity Commission's guidance on public benefit in "The Advancement of Religion for the Public Benefit" and have regard to it in their administration of the Parish.

The PCC believes that, by fulfilling its responsibility to work together with the Priest-in-Charge to co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, it provides a benefit to the public by:

- Providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers.
- Promoting Christian values to the benefit of individuals and society as a whole.

RESERVES

The PCC considers that a reserve of four months' committed PCC expenditure should be in hand against future spend. Based on the current year's expenditure, this equates to about £20,000. Unrestricted reserves at the year end are a little below this so expenditure will be controlled accordingly. TCS operates its own reserves policy and a sum of £15,000 is held to this end.

MINISTRY REPORTS

The reports below replace the spoken reports at our Annual Parochial Church Meeting and help us to get a broader picture of the life of Holy Trinity over the last year. If you have any questions to the reports please speak to the person who has written it or ask a question at the APCM.

‘Celebrating all that God has done in 2018’

Priest-in-Charge report

Lee Barnes

There is not enough space for me to name everyone I would like to thank and everything I would like to mention related to the mission, worship and ministry of Holy Trinity, so, basically, if you are reading this – thank you as I am sure you will have contributed to our wonderful community in serving God in our midst! But I do want to mention a particular thank you to my Clergy Colleagues, Churchwardens, PCC members and employees for your hard work, support and prayers.

There have been joys and challenges in 2018 and we have journeyed together into a place of asking questions around mission, purpose and identity but even with concerns for the future I want you to be encouraged that God has, and is, still at work in expected and unexpected places.

We have continued to grow in our partnership with Saint Stephen’s, increasingly recognising that we are called together and need to work together in sharing resources and gifts in ministry. We have also continued to build upon existing meeting points and developed some new initiatives / events to grow in relationship and faith together as sisters and brothers in Christ, such as PCC away-days, Churchwardens meeting with the Clergy, encouraging attendance at The Forum, Resonate, Taize, Evensong, Mini-Communities, Engage, Arts Trail weekend, Women Only, Trinity Lunch Club, Memory Café, Men’s Ministry, Day Retreat, Soup Run, Concerts, Social Gatherings; amongst other events. We have also developed the theme and focus of our joint-gatherings on Sunday and Experimental Sundays to enable a creative opportunity to explore engaging with God in different ways. Thanks to all those who help organise, oversee, practically serve in all these things, those seen and those unseen, who give of themselves to serve God and our community.

Our churches work on different things that impact, engage and influence in numerous ways, both within the community and beyond, some examples include *Vocational Exploration*, our *Trinity Ordinands*, *PCC Leadership Programme*, *Learning from LICC*, *Implementing Policies* to build a healthier church community, *Engagement with Primary Schools*, *Community Connections Lead*, our *Bristol Church Leaders Prayer Breakfast’s*, providing space for *Self-Help groups*, producing new *Welcome Booklets*, and local *Initiatives and Events*.

Every person will need to actively participate in the future of Holy Trinity to address the challenges and questions, resonating and sharing the life of Christ and being led by the Spirit of God. To you all I am grateful and thankful for your support, encouragement and prayers and look forward to the next year sharing the good news of Jesus alongside you at Holy Trinity.

Church Warden Report

Maria Whiteman

This has been my third year in the churchwarden role and I would like to start with thanking Jane Jones for her guidance and considerable contribution as my fellow churchwarden in the previous 2 years. As the sole churchwarden this year I am incredibly grateful for the rotas we have in place for welcomers (sides people), technicians, worship leaders, readers and refreshments and to all the people who have volunteered their time to these roles ensuring the smooth running of our services.

This has been mainly about maintaining the standards that have been set in previous years, keeping the church tidy and welcoming. Also working with the administrator on enquiries, room bookings & general church administration. The main area of work in the church this year has been with the electrics, bringing them up to current safety standards and with that making some improvements to the standard of lighting inside & outside the building. I would like to thank Hugh Leaman our electrician for his work on this and for all the extra time he has given us helping out with various items around the church.

Finally I would like to thank Lee, the clergy team and fellow members of the PCC for their support and assistance this year. It has been a privilege to work alongside you all.

Community Connections Report

Maria Whiteman

This part-time role was introduced in January 2018 having gained funding from the Bristol Archdeaconry Charity and Temple Ecclesiastical Charity. The role can be divided into two main areas. Firstly to improve communications with the local community and look for opportunities to increase engagement. To this end I have met with the Hotwells and Cliftonwood Community Association to talk about ways we can collaborate & support each other. I have made improvements to the church website and online calendar so that visitors can more easily find out what is happening and how they can get involved. I have also created new marketing materials 'Here to serve the communities of Hotwells, Cliftonwood, Spike Island and the Harbourside' used online, on posters and flyers that are being shared around the community. The second area is to increase the use of the church through events and new room bookings, which

will be a continued area of focus for 2019. With improvements made to some of the rooms we have seen a small increase in room bookings, in particular the AA meetings have increased from 1 to 3 meetings. In this role I have taken on the organisation of hosting the West Bristol Arts Trail, which was another great success with lots of visitors to view the 15 artists and enjoy our popular café. A special thank-you to Sarah Wilson who has in previous years volunteered her time to organize this event. I also introduced a few new events for 2018, a 24 hour prayer event as part of The Kingdom Come, a Dementia Friends awareness session, a Tea Dance for Silver Sunday. All of which could not have been achieved without the support of volunteers, Trinity Care Services staff and our collaboration with the Redcliffe and Hotwells Community Development worker for Bristol Charities. Many thanks to everyone who has helped serve our community in this way.

PCC Secretary's Report

Katy Read

There were six PCC meetings held in 2018. The Standing Committee met every two months between PCC meetings. Our PCC Away Day was hosted at home this year at Holy Trinity Church on the 5th of May. It was a very successful day of discussion and community for PCC members of both Holy Trinity Hotwells and Saint Stephen's as the two churches work to develop their partnership.

A summary of some business covered in PCC meetings during 2018

- A group of PCC members met to conduct an operational review and to consider ideas/projects that might be good for both churches. From this, it was decided that a Community Connections Role was to be created and funding pursued for it. Maria Whiteman was appointed as our Community Connections Leader.
- The Operational Review also found that the appointment of an operations consultant would help us to grow and work well together as a church community.
- A review of the key roles of church administrator and caretaker was discussed to help understand how we appoint and distribute the hours of this work in the future
- Mary Barnes stepped down from her role as administrator and caretaker to focus on her full-time nurse studies. Maria Whiteman took over her role in interim and Holly Flynn was later appointed Church Administrator
- A Fire Risk Assessment and Electrical Inspection was carried out and the necessary work associated with it has been undertaken.

- Lee Barnes spoke about his Extended Ministerial Development Leave: what he would be doing during it and any provisions the PCC would have to make while he was away.
- We spoke on numerous topics as focus items and have continued to include Discipleship, Servant Leadership, Inclusivity, Prayer, PCC's Leadership Development as part of our Agendas in the church and in discerning and developing what God is calling us to be at Holy Trinity Hotwells.

The PCC also considered many other topics, these are mentioned in other reports (Churchwardens, Treasurer, etc). We publicise the dates of PCC meetings on our church online calendar, and sometimes in the Community News email, so that congregation members can submit questions or suggestions for the PCC to discuss. If anyone would like to read about our discussions, proposals and decisions in detail, minutes of the PCC meetings are available by request from the PCC Secretary. Please do remember to pray for the members of the PCC, as they seek to serve the church.

Treasurer's report

Andy Beckingham

Managing our finances continues to be challenging but we are grateful to God for His on-going and faithful provision. The examined accounts and financial statements are set out elsewhere in this Annual Report and show that we have been able to meet all our on-going operational and employment costs as well as funding our annual Parish Share contribution to the Diocese of some £34,608 (£39,192 in 2017). We have continued to support our Mission partners in Bristol and around the world.

The notes to the accounts explain in detail how our funds have been raised and used but some highlights have been:

- Supporting our global and local missionary links
- Appointing a Community Connections Lead to enhance our local relationships
- Leadership training for our clergy team and emerging leaders
- Supporting the annual soup run and West Bristol Arts Trail for the benefit of local people
- Increasing the use of our facilities by local community groups

Our reserves continue to be maintained at levels which the PCC believes to be sufficient to meet our immediate needs but careful fund raising will be needed to support any material capital expenditure or initiatives. Trinity Care Service ("TCS") continues to operate on a sustainable basis. The accounts for TCS are incorporated within the overall financial statements.

Our thanks are once again offered to Tyrrell Procter who have served as our Independent Examiner and to all those who contribute to the financial needs of the church. Our Treasurer will be delighted at any time to offer assistance if anyone would like to consider commencing or increasing their giving towards our mission.

Prayer and Pastoral

Chris Parkman

The partnership of Holy Trinity Hotwells and Saint Stephen's means that prayer and pastoral activities are approached holistically. The annual report therefore covers both churches.

Prayer

Sunday worship continues to be the place where we most often and consistently pray together as communities. At the end of our services, we are always available for pastoral prayer for anyone seeking it, and people take this offer up from time to time.

Outside of our Sunday services, at Holy Trinity Hotwells we meet weekly at 11am to pray for our church communities, the locality and the world. There is an email address for requests to this group (prayer.holytrinity@gmail.com) and we also have requests from our websites.

Other activities associated with prayer have included:

- The prayer focused Thursday lunchtime service ('Peace Space Breathe') at Saint Stephen's. We ran a seasonal version for the whole week running up to Christmas also.
- We held another 24/7 prayer event at Holy Trinity in May, with various 'stations' contributed by members of the community to stimulate prayer and reflection
- The prayer space in the lady chapel at Holy Trinity was updated with various stations at intervals through the year.
- The prayer tree and prayer guide continues to be available for visitors to leave prayer requests at Saint Stephen's
- The Archbishops' prayer initiative 'Thy Kingdom Come' between Ascension and Pentecost, promoting ideas for prayer and holding a community prayer walk around the parishes!

Pastoral

Pastoral care is achieved primarily on an informal basis, as members of our communities respond to the needs of other members and those around them.

Formal places where our pastoral provision is worked out are primarily the Trinity Lunch Club at Holy Trinity Hotwells (see separate report) and through the occasional offices (baptisms, weddings and funerals) which we carry out. At Trinity Lunch Club, as well as the lay members of the church who get involved, a member of the clergy team is also always present to offer prayers and generally be available.

We have had a focus discussion at our PCCs on the pastoral approach of our two churches and will be implementing the outcome of that in 2019.

Deanery Synod

Alan John and Toni Glazzard

A number of us from both Holy Trinity and St Stephen's have enjoyed attending deanery synod meetings through the year which continue to be stimulating, informative and challenging and a vital means of connecting with and learning from other deanery churches and of tapping into local and national church resources. Topics covered have included presentations and discussions on creating family focused expressions of church and a culture of invitation, a foundation of prayer and the parish giving scheme. St Stephen's hosted one of the meetings, at which Chris Parkman gave a presentation on the deanery Uganda link with its exciting focus on creation care and the challenge of mission.

Members of the church family are welcome to come along to deanery synod meetings. There are just four scheduled meetings a year that provide excellent opportunities to visit other local churches, meet members from other local congregations and share church initiatives across the city deanery. Meeting dates for 2019 are 27 Feb, 18 June, 12 September and 13 November.

Leadership Development

Frances Houghton

Leadership Breakfast Workshops

June 2018: Bob Goff on *Love Takes Action* (the importance of accomplishing those things which we are passionate about)

September 2018: Danielle Strickland on *Getting It Right* (reaching your true leadership potential through the process of self-analysis, humility and dependency on God).

Global Leadership Summit

This was the third GLS conference of its kind that PCC members and emerging leaders have attended in Bristol which took place this year in November and provided an opportunity to hear well known speakers on leadership

development. 13 PCC and emerging leaders attended and the theme for the conference was developing and growing leadership skills through the experience of mistakes and failings.

PCC Annual Away Day

This was held in May in the Hotwells church hall and was split into three sections, as follows:

Revd Lee Barnes – who reflected on the Vision Sunday talk and Vision/Mission review.

Revd Chris Parkman – who facilitated group discussions on how we can become more whole-life discipleship focussed in the life of the church.

Revd Richard Croft and Revd Frances Houghton – who facilitated group discussions on how we can live out our Christian life every day of the week and share our faith in context.

Summary

There are some leadership axioms that have endured the test of time such as *when a leader gets better, everyone benefits* and *we cannot become what we need to be by remaining what we are*. This is why it is important for us to continue investing our time in leadership development and get better at what we do, honing and developing our leadership skills from experience and also from our mistakes and failures. In the culture we live in when *busyness* can take over our daily lives, we recognise the significant contribution that is made by our church leaders (clergy, church warden, PCC members, and group leaders) and would like to acknowledge our appreciation for all the hard work and commitment invested by those who serve the church in this way.

Discipleship

Lee Barnes

Jesus tells us in one of the Gospels ‘go and make disciples of all nations’ (Matthew 28:19) and we have aspired to provide resources, spaces and teaching to help each of us to grow as followers of Christ. We recognise that it can be both challenging and exciting to live out our faith in the world today. We hope that we will build on our current opportunities for those who are new to faith or have been walking the journey a long time for people to grow as disciples as well as carrying out our mission to *make disciples*. Discipleship is about growing in our fruitfulness as a follower of Christ, including prayer, worship, scripture, and during 2018, both of our churches, we endeavoured to provide opportunities for us all to grow in our faith, including the following ways:

- Our mini-communities, both for individuals and families.
- Asking individuals to ‘disciple’ others by being a companion on the journey.

- A five-week Sermon series on 'Whole-Life Discipleship'.
- Completed our churches involvement with London Institute of Contemporary Christianity's 'Whole-Life Discipleship' programme, in partnership with Bristol Diocese, which provided learning for our church ministries to grow in its mission of connecting what we do with following Jesus.
- Encouraging a culture of prayer through a What's App group.
- Continuing to include Discipleship as an agenda item for our PCC meetings.
- Inviting PCC members and Emerging Leaders to attend the Global Leadership Summit.
- Hosting a Day Retreat on 'Finding Stillness in the City'.
- A varied, exciting and relevant programme to help develop our faith through *The Forum*, *((resonate))* and *Engage*.
- Continuing to have resources available to help people, both within the community and visitors to the church, learn more about what it means to be a Christian.

Safeguarding

Liz Leaman

Our church communities aim to be safe and welcoming places for all, and Safeguarding remains a high priority for the Church of England. The Diocese seeks to provide effective safeguarding training, support, advice and policies so that the well-being of children, young people and adults at risk is enhanced and every person has the opportunity to flourish in our church communities. All churches are required to have a Parish Safeguarding Officer (PSO). The PSO has a responsibility to ensure that up to date policies and procedures are in place. There is a poster on display to identify the PSO with contact details. The PSO links with the Diocesan Safeguarding Officer and trainers as well as all other PSOs.

This year we have passed all relevant policies and guidance through the PCC process and copies are available to all in the Church Office in a Safeguarding File. The policy is also available on the Website. An Audit took place, which was passed to the Diocese. Audits are required every 2 years.

Training

PCC members and those working with children or adults at risk are required to complete Safeguarding Training and also the PSO and clergy have attended specific training on subjects such as Safer Recruitment and Domestic Abuse. All volunteers and employed staff are required, as a minimum, to complete

online safeguarding awareness training.

DBS checks

PCC members are required to complete process as HTH carries out services which involve adults at risk and children. Volunteers are only requiring DBS if carrying out regulated activity (shopping etc)

Safer recruitment

As part of the Safeguarding review of the Church of England it was identified that Job descriptions are needed for all roles – volunteer and employees, and individual office and PCC members. Documentation for interview and 2x references are needed for all roles as well as an induction record.

Risk Assessments and Policies.

Risk assessments are in place for TCS activities and also use of kitchen. Policies require reviewing and agreement by the PCC.

Soup Run

Jackie Stephenson

Holy Trinity hosted the Churches Together Soup Run in January 2018. We have seen an average of 60 people per week in St James Park throughout the month. In terms of food, we have been providing tomato soup, ham rolls and cheese and pickle rolls, crisps, cake bars, pork pies, chicken satay, tea, coffee and biscuits.

We are seeing a variety of people in the park. There are some regulars along with some newcomers. Most are men aged 25 - 50 but this year we are seeing more women - around 3 on an average weekend. The people we serve are a mixture of street homeless and vulnerably housed.

This year we were also gifted £194 from another soup run - Streetlife - who run on a Saturday night in Brunswick Square. This was from Orchard Junior School who donated the money to be used for Christmas. Streetlife had already bought their Christmas gifts so we were able to use the money to buy scarves, hats, gloves, socks and underwear along with deodorant, toothbrushes and toothpaste. Streetlife also donated 60 chocolate oranges, so we were able to take out a good selection of gifts to help start the new year off on a positive note. Streetlife have since received another large donation of clothing of which they will pass some items on to us once they have organised what they need.

In April 2018 the churches on the soup run rota were joined by Saint Stephen's who took on the month of April. They will be looking to take this on again this

year so within our community there will be two opportunities to get involved in 2019-2020 in the months of January and April.

Many thanks as always to all those who have helped out or donated in many different ways with the soup run this year. We have plans for 2019 to move forward what we are doing with this project to make it even more effective for those we help and those who volunteer.

Trinity Care Service

Liz Leaman

Trinity Care Service incorporates the lunch club which meets every Thursday and the memory Café which meets Monthly on the 4th Wednesday. It is part of Holy Trinity Church, Hotwells. The Management Committee: Chair– Liz Leaman; Miriam Jones, Katy Garden, the Rev Lee Barnes, Brian Price. There are also 2 client reps who attend part of management meetings. The Management Committee, which is appointed by the PCC, met on three occasions during the year. The service is coordinated by Leanne Parkes who works all day Thursdays plus 6 hours per week to include admin, fundraising applications, publicity and networking, as well as the monthly memory café. We are also very grateful to our very loyal band of volunteers, without whom we would not be able to function. We would like to encourage more people to volunteer for both the lunch club and memory café. The driver and kitchen assistant both left the service in 2018 and both roles are currently under review.

TLC operates a lunch club for older people living in the community, meeting every Thursday throughout the year. There are no breaks in service. TLC has over 36 people on its books, with attendance averaging 24 but has been over 30. This is a sustained growth in numbers of clients over the last 2 years. TLC provides transport for those living within our catchment area. Clients may attend from beyond these areas using Dial-a-Ride, taxis and family help. We continue to source the bulk of our food from Fairshare, as well as a free weekly pick up from Tesco who are aiming to reduce their waste to zero. TLC clients also enjoy trips out, and in 2018 these included a trip to Chew Valley Lake, plus a trip on the Matthew around the Harbour. Weekly activities have also included pottery, seated massage, creative art, various music groups such as a ukulele band, as well as new activities including curling which took place in the church, and which the young people also thoroughly enjoyed.

The monthly memory café provides coffee and cake and appropriate activities from 11-1 on the 4th Wednesday of the month. We have 2 regular volunteers for this service. Numbers have grown a little but vary. There has been a very positive response from the NHS and local organizations and individuals. Funders

would like to extend this service. The service requires £22K pa to function as is. There are sufficient reserves to continue the service for 12 months in the event of a crisis. Significant sums were donated as grants by organizations such, McAlpine Trust, Peter Herve, John James Trust, and Grateful Society. TCS is also now an identified charity in this area to receive profits from anyone shopping in Co-op stores for the next 12 months. There have been changes to other Charities which have resulted in changing criteria for allocation of funds and TCS is currently reviewing how the service will be funded in the future. We also continue to have donations from individuals and local organizations which allow us to purchase items and give individual presents at Christmas and Easter. We continue to review our costings, and have not increased the contribution from service users this year for either their food or transport. This remains under review. The clients pay £5 per day plus £5 towards transport costs if they use the minibus.

Intergenerational Work

Hotwells Primary School continues to visit once a term. QEH boys are attending weekly after the afternoon activity in blocks of 6 weeks. This has been a very positive experience for all age groups. We also had a visit from students with additional needs from Bristol College, and hope to build on this relationship.

Partnerships

TCS have worked closely with Bristol Charities and the Community Connections Lead from HTH. This has resulted in successfully applying for joint funding for events and has shared the organization of such as the Tea Dance and the raised beds in the garden of HTH. There is a full programme of events planned for the first half of 2019

Organizational Review

TCS were successful in obtaining a grant of £15,000 from St Monica Trust to pay for an organizational review. A consultant is being recruited to identify a 3-5 year plan to ensure the service thrives and remains sustainable.

Children and Young People

Mary Barnes

Junior Church runs on the first and third Sundays of each month at HTH for primary school aged children. Other provision for children includes small church for under 7s at SSC on the second and fourth Sundays and on the fourth Sunday, families with younger children are invited to Explore in the afternoon. There is a reasonably sized group of younger children (under 6/7s) principally at SSC, but with some crossover to HTH. The primary school aged group is considerably smaller with only four children aged between 8 and 12 regularly attending. The

range of ages and abilities makes it a challenge to engage the children at a level that is appropriate and accessible, but we do our best! Thought will need to be given to how we meet the spiritual needs of the few older children in our congregation in the coming weeks and months. Many thanks to Miriam and Chloe who faithfully engage with our children through commitment to Junior Church.

Links with local schools

The Christmas and Easter Experiences run in partnership with Hope Church have been very successful and are much appreciated by the school groups who attend.

Women Only (WO)

Jennie Brettell and Sarah Walker

WO is a place for women of both churches (and their friends) to get to know each other and build relationships. We organise an activity every two months, such as a walk, a meal or doing something creative together. Different days and locations work best for different people, so we plan events at a variety of times and places and across the city to give a wide variety of women the opportunity to attend. This has the added benefit that events do not always attract the same group of people. To avoid the men in both churches receiving irrelevant event reminders from Facebook, we now focus our publicity on the news sheet and inviting people by email and, most importantly, in person.

In 2018, we met in February (for pancakes), April (clothing and book swap), June (museum visit), August (a walk), October (National Poetry Day) and December (a seasonal social). The number of attendees ranged from between 8 and 30 people. The pancake night was probably the most well-attended, the (now annual) clothing swap remained very popular, and the summer walk drew a good number – for the walk, and others for the tea and treats afterwards. Events are planned on a similar schedule for 2019.

Sarah Walker and Jennie Brettell are the current organisers. After three years on the planning team, Jennie has decided to step down after the 2019 APCM. Thank you, Jennie, for all your work, and we hereby put out the call for someone to join Sarah! Many thanks also to all those who attended and hosted in 2018, and we look forward to the gatherings of 2019.

Men's Ministry

Dave Mitchell and Lee Stephenson

The Men's Ministry is shared between Holy Trinity Hotwells (HTH) and Saint Stephens (SS). Two main regular meetings form the majority of the dedicated meetings, and are discussed individually below:

Bloke's Prayer

Blokes Prayer continues to meet 7.30 am every Wednesday, in the large upstairs room at Dom's Coffee House near the Hippodrome on the centre. Normally around 4 or 5 of us get together over a cup of coffee to chat, moan about roadworks and politics, and put the world to rights. We also spend time sharing on a more personal level, and supporting one another through prayer. In many ways this group operates as one of our mini-communities. All men from both churches are very welcome to join us - just turn up any Wednesday morning.

Men's Breakfast

Men's Breakfast meets once a month on a Saturday morning for breakfast at Lloyds Bar on the waterfront. The informal setting usually brings around 5-8 men out for a fry up, with members coming from both Saint Stephens, Holy Trinity and also "none of the above". Discussions include usual pub chat such as sports results, as well as deeper matters such as politics and belief, all in a very informal atmosphere. With both HTH and SS taking a month each of the Churches Together soup run, and in these months, the breakfast is either postponed, or a curry evening is planned instead. Any interested men are more than welcome to join, with details in community news.

Forum

Liz Leaman and Chris Parkman

Once a month we have a discussion on a Sunday night in a local pub, the Rose of Denmark (we moved to the Nova Scotia for a while during the year whilst the Rose was closed). In 2019 we are going to continue at the Grain Barge on Hotwell Road.

We advertise on social media with topical issues for discussion which might in some way relate to our Christian faith. We typically have about a dozen regulars but double that or more for the most popular occasions! Come along you fancy a drink and a lively discussion either led by a member of our community or by an external speaker!

Buildings

Rev Richard Croft

The year 2017 saw some progress in managing the building fabric by obtaining advice. Since then we have not moved forward undertaking the recommended work. There are a number of specific actions outstanding regarding the work recommended by Marcus Chantry, our Church Architect. The main one being to obtain quotes for cleaning work and repairs to opening cracks using a rope access conservation contractor who can also do a closer inspection of the clock tower. This should be moved forward this year.

The planned replacement of the glass within the doors and windows within the entrance to the Church Hall area is still in progress. The Diocesan Advisory Committee (DAC) has been consulted on the proposal and costs have been obtained but the decision to proceed has not yet been made by the PCC to allocate the funds required.

A new (to us) Grand Piano has been acquired on "long term loan" and will likely stay for years to come. The piano that was previously in the church sanctuary has been moved to the church hall and the hall piano has been moved to the Andrew Room for practice space. The PCC paid for some minor repairs to the piano and it has given good service since its arrival in April.

HOLY TRINITY HOTWELLS

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

(Registered Charity Number 1132765)

**HOLY TRINITY HOTWELLS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

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Respective responsibilities of PCC Members and examiner

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

It is our responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

Our 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 PCC members concerning 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 statement below.

This report is made to you in accordance with the terms of our engagement and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the PCC members, for our work or for this report.

Independent examiner's statement

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

1. which gives us reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act and the Regulations 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.

TYRRELL PROCTER
Chartered Accountants
Beaufort House
113 Parson Street
Bristol BS3 5QH

HOLY TRINITY HOTWELLS

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Statement of Financial Activities for the Year to 31st December 2018

	Note	Unrestricted Funds		Total	Restricted Funds		Endowment	2018	2017
		General	Designated	Unrestricted	Other	TCS	Funds	TOTAL FUNDS	TOTAL FUNDS
		£	£	£	£	£	£	£	£
Incoming Resources									
<i>From donors</i>									
Planned giving:		27,080		27,080				27,080	26,892
Collections		3,733		3,733				3,733	2,942
Gift days	2	19,027		19,027				19,027	20,135
Legacies				0				0	0
Donations & Grants		705		705	11,600	24,343		36,648	31,862
		50,545	0	50,545	11,600	24,343		86,488	81,831
<i>From operating activities</i>									
Church fees		1,419		1,419				1,419	1,793
Room hire		1,979		1,979	1,979			3,958	4,680
Fund Raising		855		855				855	1,221
Bristol City Council Health & Social Care				0				0	0
TCS food, transport & raffle income				0		9,559		9,559	8,041
Memory Café				0				0	5,140
		4,253	0	4,253	1,979	9,559	0	15,791	20,875
<i>From investment</i>									
Interest & Dividends		629		629		7		636	607
Total Incoming Resources		55,427	0	55,427	13,579	33,909		102,915	103,313
Resources Expended									
<i>Charitable giving & subscriptions</i>	3	6,219		6,219	239			6,458	6,164
<i>Operating activities</i>									
Church services		484		484				484	1,172
Clergy expenses		1,668		1,668				1,668	794
Depreciation	6		3,182	3,182	1,551	333		5,065	17,154
Heat light & telephone		2,185		2,185	1,001	1,336		4,522	4,930
Refurbishment & maintenance		3,059	45	3,104	1,096	1,380		5,580	3,349
Insurance		1,884		1,884	942			2,826	2,925
Parish Share paid to diocese		34,608		34,608				34,608	39,192
Staff & volunteer costs	4	1,242		1,242	13,388	20,647		35,277	25,601
Other		1,317		1,317		312		1,629	2,065
Trips & entertainment				0		2,536		2,536	2,559
TCS food, transport & raffle expenses				0		5,073		5,073	4,953
Memory Café						326		326	1,485
		46,447	3,227	49,674	17,978	31,943		99,594	106,179
<i>Management & administration</i>									
Audit & accountancy	5	1,556		1,556	100	1,152		2,808	3,482
Publicity & administration		787		787	0	702		1,489	1,781
		2,343	0	2,343	100	1,854		4,297	5,263
Total Resources Expended		55,009	3,227	58,236	18,317	33,797		110,349	117,606
Net Incoming Resources		418	-3,227	-2,809	-4,738	113		-7,434	-14,293
Transfers				0				0	0
Investment gains	7						-243	-243	1,387
Net Movement in Funds		418	-3,227	-2,809	-4,738	113	-243	-7,677	-12,906
Opening Balances	8	0	18,610	18,610	20,336	26,852	16,277	82,076	94,983
Closing Balances	8	418	15,383	15,801	15,599	26,965	16,034	74,398	82,076

HOLY TRINITY HOTWELLS
Balance Sheet
Year ended 31st December 2018

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	Notes	£	2018 £	2017 £
Fixed Assets				
Tangible fixed assets	6		6,385	7,050
Endowment fund investments	7		16,034	16,277
			22,419	23,327
Current Assets				
Cash at bank and in hand		83,572		80,902
Tax recoverable		3,084		3,212
Other sundry debtors		415		7,313
			87,069	91,425
Creditors falling due within one year				
Receipts in advance			24,000	23,000
Sundry creditors and accruals			11,089	9,676
			51,980	58,749
Net Current Assets				
			74,398	82,076
Net Assets				
Represented by:				
Unrestricted Funds				
	8			
General fund		418		0
Designated funds		15,383		18,610
			15,801	18,610
Restricted Funds				
	8			
TCS		26,965		26,852
Other		15,599		20,336
			42,563	47,189
Endowment Funds				
	8		16,034	16,277
			74,398	82,076

Approved by the
Parochial Church Council on 21st March 2019
Andy Beckingham - Hon Treasurer
Maria Whiteman - Church Warden

1.ACCOUNTING POLICIES

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Accounting Practice: Accounting and Reporting by Charities SORP 2015 (FRSSE)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

Income & Expenditure

Collections, gifts and covenants, are recognised when received.

Tax recoverable is recognised when the related income is recognised.

Grants are accounted for at the time the associated expenditure is incurred.

Investment Income

Interest income is allocated to the funds considered appropriate by the PCC.

Income from the endowment funds is taken direct to the appropriate fund.

Funds

Unrestricted funds

The general fund of the church ("HTH") is unrestricted as it represents money given to the church on the understanding that it will be spent at the discretion of the PCC for furthering the mission and ministry of the church.

Designated funds represent money put aside by the PCC for specific purposes but over which the PCC still has full discretion.

Restricted funds

Restricted funds represent money given to the church for a specific purpose so that the PCC cannot use the money for any other purpose.

Endowment funds

These are funds held under the terms of specific trusts which entitle the church to receive the income from the trusts' investments but not the capital.

1.ACCOUNTING POLICIES (continued)

Fixed Assets

Consecrated land and buildings is excluded from the accounts by the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off.

Equipment is depreciated on a straight line basis over 5 years, however, individual items with a purchase price of £3,000 or less are depreciated in full immediately.

Depreciation is charged to the fund considered appropriate by the PCC.

Trinity Care Service ("TCS")

The activities of TCS are dealt with in the Statement of Financial Activities in a separate restricted fund. The cost of operating the church hall and ancillary rooms are shared by the HTH and TCS on a basis which approximates to usage.

2. GIFT DAYS

	2018	2017
	£	£
Trinity Sunday	9,591	8,444
Advent	9,436	11,691
	<u>19,027</u>	<u>20,135</u>

3 DONATIONS & SUBSCRIPTIONS	2018	2017
	£	£
CMS (Elalloway)	-	1,107
WEC (Tichys)	1108	1,107
Local charities & hardship grants	1317	1,660
Vicar's EMDL Fund	1250	-
Churches Together	50	50
Soup Run	555	580
Kitgum Parish Church, Uganda	1347	1,107
Discretionary awards	-	553
Changing Tunes	831	-
	<u>6,458</u>	<u>6,164</u>
4 STAFF COSTS and REMUNERATION		
HTH administration & cleaning	6,766	7,674
TCS Staff	19,929	17,274
Memory Café	-	908
TCS Volunteer's expenses & training	718	653
Community lead fund	7,864	-
	<u>35,277</u>	<u>26,509</u>

Following a formal and open recruitment process, Maria Whiteman, a member of the PCC, was employed in January 2018 on a remunerated basis to act as Community Connections Lead. This role was funded by grant support. Our paid administrator until the end of July was Mary Barnes who is the wife of our priest in charge, Lee Barnes, who is an ex-officio member of the PCC. From August to October, the paid administrator role was filled on a temporary basis by Maria Whiteman. With these exceptions, no PCC member received any remuneration or benefit from the funds of HTH or TCS. No employee received more than £50,000 during the year.

5. AUDIT & ACCOUNTANCY

Accounting fees of £1,656 (2017: £2,160) were paid by HTH and £1,152 (2017: £1,322) by TCS.

6. FIXED ASSETS	Total	Fixtures & Fittings	Equipmnt
	£	£	£
Cost at 1st January	90,664	22,239	68,425
Additions: HTH	4,400	4,400	
TCS	0		
Disposals			
Cost at 31st December	<u>95,064</u>	<u>26,639</u>	<u>68,425</u>
HTH	54,518	8,673	45,845
TCS	<u>40,546</u>	<u>17,966</u>	<u>22,580</u>
Depreciation at 1st January	83,613	22,238	61,375
Charge for year:	5,065	4,400	665
Disposals			
Depreciation at 31st December	<u>88,678</u>	<u>26,638</u>	<u>62,040</u>
Net Book Value at 31st December	<u>6,385</u>	<u>1</u>	<u>6,385</u>

7. ENDOWMENT FUND INVESTMENTS

	2018	2017
Market Value at 31st December		
995 (2017:995) CBF investment fund units	<u>16,034</u>	<u>16,277</u>

8. FUND DETAILS

8.i Analysis of Net Assets by Fund

	Unrestricted	Restricted	Endowment	Total
	£	£	£	£
Fixed Assets	1	6,384		6,385
Investments			16,034	16,034
Cash at Bank and in hand	23,390	60,179		83,572
Other Current Assets	3,499			3,499
Current Liabilities and accruals	-11,089	-24,000		-35,089
Fund Balances	<u>15,801</u>	<u>42,563</u>	<u>16,034</u>	<u>74,398</u>

HOLY TRINITY HOTWELLS
Notes to Accounts
Year ended 31st December 2018

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	2018	2017
	£	£
8.ii. Balances carried forward at 31st December:		
Unrestricted Funds		
General Funds	418	0
The day to day income and expenditure of the church is dealt with in this fund.		
Designated Funds		
Building and Fabric Fund	9,133	12,360
Funds set aside by the PCC to meet the future costs of maintaining the church building and fabric.		
Legacy Fund	6,250	6,250
Total Unrestricted Funds	<u>15,801</u>	<u>18,610</u>
Restricted Funds		
Church Hall Fund	10,763	15,216
Funds held specifically to operate the church hall.		
Audio Visual Fund	4,836	4,881
Other Funds	0	239
Funds received for specific puposes.		
Trinity Care Service	26,965	26,852
Funds raised by HTH or received from funding bodies to operate the Trinity Care Service and meet the needs of the elderly in Clifton, Hotwells, Cotham and Redland. This includes a reserve fund of £15,000 (2016:£15,000) held to meet possible future funding liabilities.		
Total Restricted Funds	<u>42,563</u>	<u>47,189</u>
Endowment Funds	16,034	16,277
These are funds held under the terms of specific trusts which entitle the church to receive the income from the trusts. The church may be able to receive the capital of the trusts for appropriate capital projects, subject to the trustees' consent.		
TOTAL FUNDS	<u>74,398</u>	<u>82,076</u>