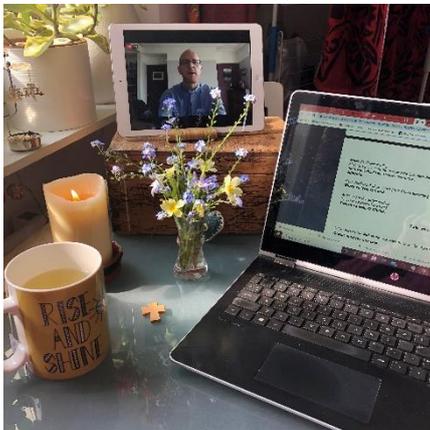




# Annual Report & Accounts 2020



## **Holy Trinity Church**

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Registered Charity Number 1132765

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## 1. INTRODUCTION

The Parochial Church Council (PCC) present their report for the year ending 31st December 2020.

### 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 unrestricted expenditure should be in hand against future spend. Based on our forecasts for 2021, this equates to about £13,500. Unrestricted reserves at the year end are a little below this so expenditure will be managed accordingly. Trinity Care Services (TCS) is a significant project of HTH. As such it operates its own reserves policy and a sum of £18,150 based upon six months' of costs is held to this end.

### PCC MEMBERSHIP 2020-21

The 2020 Annual Parish and Parochial Church Meeting, which would normally have taken place before the end of May, was delayed by the Covid-19 pandemic. The meeting finally took place on October 7<sup>th</sup>, with the 2019-20 PCC membership remaining unchanged until then. The 2020-21 PCC is as follows.

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

- The Revd Lee Barnes – Priest-in-Charge
- The Revd Frances Houghton – Associate Minister
- The Revd Richard Croft – Associate Minister

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

- Maria Whiteman (will finish at APCM 2021)
- Alan John (will finish at APCM 2021)

Our **Deanery Synod Representatives** are elected for 3-year terms of office and are ex-officio members of the PCC:

- Miriam Jones (will finish at APCM 2023)
- *Richard Croft and our churchwardens have also attended some Deanery Synods*

The PCC currently has **8 lay members** elected for 3-year terms of office:

- Jane Jones (will finish at APCM 2021) – PCC Secretary
- Jackie Stephenson (will finish at APCM 2021)
- Chloe John (will finish at APCM 2022)
- Lee Stephenson (will finish at APCM 2022) – PCC Lay Chair
- Rachel Stewart (will finish at APCM 2022)
- Ed Hodge (will finish APCM 2023)
- Elana Howard (will finish APCM 2023) – Deputy Churchwarden
- Liz Leaman (will finish APCM 2023)

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

- Andy Beckingham (will finish at APCM 2021) – PCC Treasurer

## 2. PRIEST-IN-CHARGE

*Report from Lee Barnes*



### **Giving Thanks for God's Faithfulness in 2020**

Where do you begin? This is certainly not a normal Annual Report, and neither is the rest of our reports. All that has happened in 2020 cannot be reduced to little boxes on a Zoom call or words on a page. People's lives have been impacted in profound ways during 2020. I want our Annual Report to be a record of how the church responded to the impact of COVID-19 in incredible ways but also to acknowledge those activities that have paused or stopped as a result to give an overview of the whole picture. Amongst the significant changes in 2020 was Holy Trinity and partner church Saint Stephen's working much more closely in worship, ministry and mission, 'Two churches, One community'.

*Taking 'daily exercise' during Lockdown*

I am incredibly proud of how both Holy Trinity and Saint Stephen's responded to the Coronavirus pandemic. The support networks that were created, the increased shift to online, the hard work of the communities to adjust and care for each other. I am grateful for the initial energy given to responding to the crisis and was then given to sustaining and helping our communities as best as we can. I particularly want to thank the Core Team (made up of representatives from both PCCs) for their incredible work during this time,

meeting weekly for the majority of the year responding, reviewing and carrying out actions on behalf of our PCCs. There is a small and significant group of people to whom I am very grateful for their support, as well as a wider group of people that contribute and make a difference to the mission of Holy Trinity. Too many to name but I want to give particular thanks to my Clergy Colleagues, Churchwardens, Community Connections Lead, Parish Older Persons Lead, Ordinands, PCC members and Employees and Ministry Leaders for their hard work, energy and faithful commitment to God and working alongside me during 2020.

It is incredible all that was achieved, and the opportunities created, in 2020 as I know everyone was dealing with so many personal challenges as the pandemic affected our lives. But it was also not without its losses and changes; with some people disconnecting from church and others connecting for the first time. Certain groups had to pause or cease meeting, like The Forum, and others had to adapt, like the Trinity Lunch Club.

But there were also significant creative changes to existing activities and the emergence of new ones, which supported the church community, and beyond, in their faith and life journey. Creating online worship (with a significant increase of people engaging with our worship not only in Bristol but across the world!), daily prayer gatherings, blokes prayer, online mini-communities, Resonate podcasts and zoom gatherings, website enhancement, creating a pastoral care network, the incredible work of Trinity Care Service in supporting older people, involvement in Two's Company (telephone support service), recording videos for our school's assemblies, online Bristol Church Leaders Prayer Gatherings, blogs, creative projects, increasing the content and resources through our Community News – with different kinds of reflections, city support initiatives, faith resources for those online and those without internet – and the creation of a Hardship and Community Support Funds to help those in financial need.

Even though we are yet to see what the impact of coronavirus has truly had on the church community, and we know that it has, people have been faithful in serving our church community and beyond and God has been faithful to us in so many ways – spiritually, practically, financially – over 2020 through the journey we have been on. I give thanks to God for this. Whatever the future holds I believe that God will remain faithful to each one of you.

Thank you for being the good news of Jesus to the community of Holy Trinity and beyond.

### **3. CHURCHWARDENS**

*Report from Alan John and Maria Whiteman*

A year like no other.

We've missed the singing, hugs, meals together, coffee, kids' noise and excitement, the visits of local school children at Easter and Christmas, celebrating together weddings, christenings, birthdays, just being in the same place together. And mourning together those no longer with us who we miss terribly.

We've become familiar with masks, sanitiser, directional arrows on the floor of the church, keeping our distance, wi-fi issues (and talking when on mute!). We've learned how to worship, attend house groups, pray and keep in touch virtually and hold Christingle and Nativity services and childrens' groups and activities by Zoom. And we've loved having people join us at our morning services from all around the world.

Thank you Lee, for your leadership, inspiration and pastoral care; for our IT experts who've made virtual church possible; for those who've kept closely in touch with, arranged hampers and meals for TCS clients; for our wonderful students who've contributed so much to our church life; and for all of you and all our friends at Saint Stephen's who've supported us and each other through this exceptional year.

### **Caring for the church building and grounds**

We have a new gardener, Debbie, who started in the spring. She has done a wonderful job of maintaining and improving the church grounds which has been so appreciated by the local community when out on their daily lockdown walks.

We made regular checks on the building whilst it was closed and scheduled maintenance has continued. Our architect Marcus Chantrey carried out a Quinquennial Inspection in June 2020 and following receipt of his report in November a programme of maintenance and repairs will begin in 2021.

This was also a year when the matter of our clock bell ringing on the hour became a topic of complaint and community discussion. The bell was temporarily silenced in August whilst we gathered views from the local community. Whilst the majority were in favour of the bell ringing on a 24 hour basis we recognised that night time ringing was causing distress to some of our neighbours. In November we installed a mechanism that enables the silencing of the bell between certain hours and the clock bell began to ring again with a period of silence during the night.

## **4. PCC SECRETARY**

### *Report from Jane Jones*

The work of the PCC in 2020 began with a meeting in the church hall in January, where the main items discussed were provision for children and young people at Holy Trinity and the future relationship of Holy Trinity and Saint Stephen's. The PCC's Standing Committee met in February to address interim business ahead of the scheduled March PCC meeting, and a joint meeting of the PCCs of Holy Trinity and Saint Stephen's was held on February 24<sup>th</sup>, attended by Archdeacon Neil Warwick and the Diocesan Parish Building and Planning Officer Emma Bakewell, to continue discussion about the relationship and possible future management of the two churches.

The PCC meeting scheduled for 19<sup>th</sup> March was cancelled as a result of government advice on 16<sup>th</sup> March to avoid non-essential contact between people. The first national lockdown

began the following week and all five subsequent PCC meetings in 2020 were held online using Zoom. The main focus of these meetings has been the response of the church to the Covid-19 pandemic. Other items discussed include the Quinquennial Building Inspection report, local community division over the ringing of the church clock bell at night, and the Church of England 'Living in Love and Faith' publication. The work of the Standing Committee was taken over by the new Core Team.

In addition the PCC passed six resolutions by online voting: to support the statement from Bishop Viv on Black Lives Matter; not to reopen the church building for worship in July; to delegate authority to transact necessary business to the Core Team, made up of members from Holy Trinity and Saint Stephen's; to reopen Holy Trinity and Saint Stephen's for worship on alternate Sundays from September; to hold the Annual Parish and Parochial Church Meeting online; and to fit a mechanism to silence the church clock bell at night.

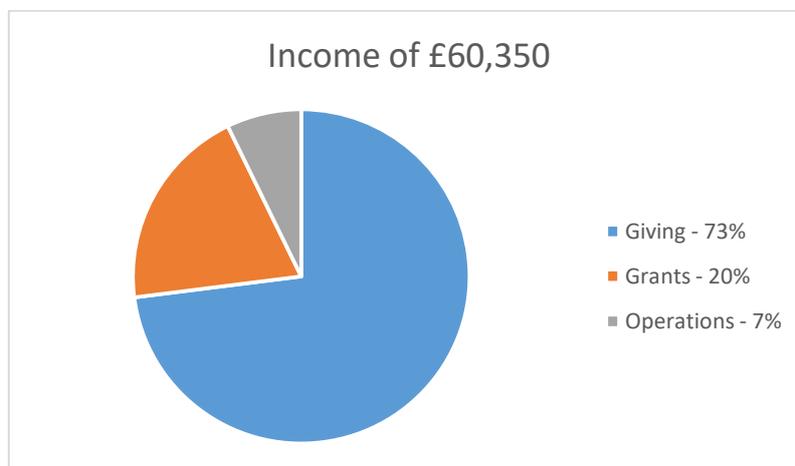
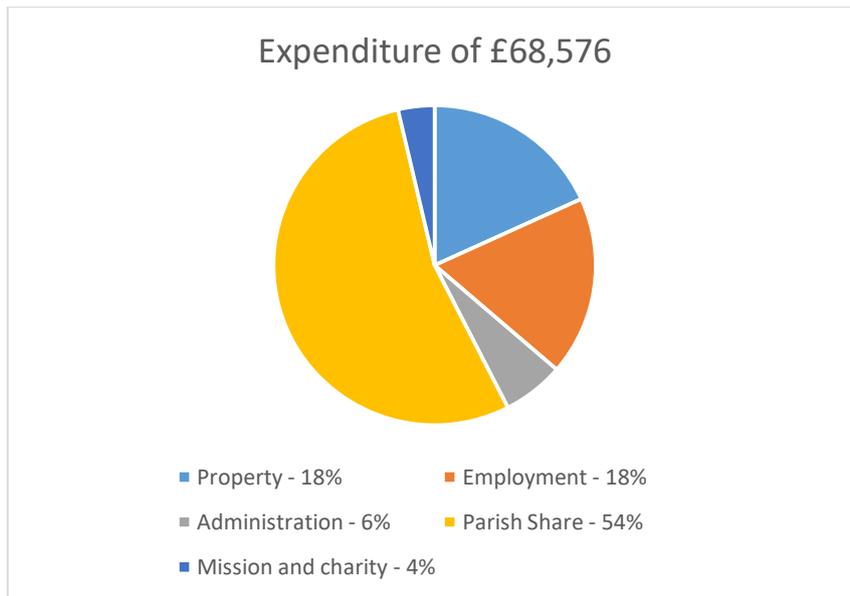
## **5. TREASURER**

### *Report from Andy Beckingham*



We give thanks to God for His on-going and faithful provision in the midst of the pandemic. Although many of our usual fundraising activities have necessarily been curtailed, the examined accounts and financial statements set out within this Annual Report show that our on-going operational and employment costs as well as our annual Parish Share contribution to the Diocese of £36,930 (£35,460 in 2019) have been met with only a modest financial shortfall which has been able to be funded from unrestricted reserves.

The notes to the accounts explain in detail how our funds have been raised and used but the pie-charts below, which exclude the TCS figures, may be helpful:



Trinity Care Service (“TCS”) continues to operate on a sustainable basis. The accounts for TCS are incorporated within the overall financial statements but are reported upon elsewhere within this annual report.

Tyrrell Procter have once again served as our Independent Examiner and our thanks are offered to them and to all who contribute to the financial needs of the church.

## **6. SAFEGUARDING**

### *Report from Liz Leaman*

Safeguarding remains a high priority for the Church of England. A Safeguarding focused service took place in 2020 to ensure awareness is retained. 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, and that any concerns are acted on in an approved manner. 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.

As the current PSO I intended to step down at the last APCM in 2020 due to taking on other roles at HTH. However as it was not possible to recruit to this role I agreed to continue until the APCM in 2021. The PSO role is a crucial and required role within every church. If no PSO is identified this responsibility reverts to all members of the PCC.

## 7. DEANERY SYNOD

### *Report from Adrian Howkins*

*Adrian represents Saint Stephen's on Deanery Synod. Holy Trinity's representatives during 2020 were Toni Glazzard (until October) and Miriam Jones (since October), with Alan John, Maria Whiteman and Richard Croft also attending some meetings.*

As might be imagined it's been a strange year for the City Deanery Synod. Like individual Churches, the meetings moved online during the first lockdown and have stayed online over the past 12-months. Quite a few of our discussions have related to how the Churches have responded to the pandemic, and it has been interesting to share what we've been doing at Saint Stephen's and learn from other Churches around Bristol. It has also been good to hear from Bishop Vivienne about her perspective on the diocese's response to the pandemic. In other news, there has recently been a change in leadership of the City Deanery – David Stephenson and Lizzie Kesteven have taken over from Rod Symmons as the Area Deans. It sounds like this will be a really creative partnership with a shared model of leadership, and I'm looking forward to seeing how that develops over the next year. As many of you will know, the Diocese of Bristol is engaging in a 'Transforming Church. Together' exercise at the moment: <https://bristol.anglican.org/visionandpriorities/transformingchurch/>. I'd encourage you to fill out the online questionnaire if you don't get an opportunity to attend a live session. And please get in touch with me if you have any questions about Deanery Synod, or would like me to raise an issue for discussion at a meeting.

## 8. PRAYER, DISCIPLESHIP AND PASTORAL SUPPORT

### *Report from Jeanette Plumb*

For both communities of Saint Stephen's and Holy Trinity Hotwells there has been the



opportunity to join the **daily Monday to Friday prayer time 9.00 - 9.25**. This has ranged in attendance from 3 to 20 over the months but usually between 4-8 attend. This has proved a real base for praying for all the members of our two churches and for the city and the needs of the world.

The **prayer WhatsApp group** has been active fairly continuously with personal,

family, community needs being shared; of which the majority are about illness and the need for healing. Responses are quick and we have seen real answers to prayer. 37 people are signed up to the group with about 12-15 regularly participating.

The weekly **Blokes Prayer** has given men the opportunity for fellowship, friendship, discussion and prayer. A group of between 6-10 have benefited from this.

**Discipleship** has been part of the natural relationships and friendships maintained over these months of the pandemic as people have shared and encouraged each other in their spiritual life. Weekly services online have been a stimulus for growth through their challenge and support.

The two **Mini-Communities** which cover both churches have continued to meet online regularly, offering opportunities for Bible Study, discussion, prayer, friendship and support. The daytime mini-community even managed to meet in person outdoors a few times during the summer.

**Resonate** has also provided a stimulus to discipleship in a broad way; see separate report below.

**The Forum**, like Resonate, is normally a stimulus to discipleship; see separate report below.

The pandemic led us to begin a formal arrangement for **pastoral care** to ensure that people on their own or without internet or with particular needs were given regular phone calls/emails and when possible visits and chats from a garden gate etc. Links were also continued or established with several regular community members caring for each other in an informal way. Some in our two congregations have had training sessions around topics such as specific safeguarding awareness relevant to pastoral care.

People without access to the internet have been given paper copies of Community News and Resonate materials and Mini Community Notes.

## 9. RESONATE

### *Report from the Resonate Team*

Despite not being able to meet in person, Resonate has had a busy year. Since early summer 2020 we've moved to a format that combines one monthly meeting with a monthly podcast, and we're trying to focus on a particular theme each month. All our podcasts can be found and downloaded from the Resonate Podcast page: <https://resonatebristol.podbean.com/>

The first theme we looked at was 'The Church in Lockdown' and we had sessions on what we missed, what we're doing at the moment, and what we would like to do in the future. This was a really good way to engage the Church community in reflecting on what it means to be people of God during a global pandemic.

The theme in the Autumn was 'Inclusivity' and the Church and we brought in three fantastic speakers: Darius Weithers (on race and the Church of England), Samantha Lindo (on race

and environment) and Neil Madill (on inclusivity). Once again, this theme allowed us to discuss some really important challenges facing our Churches in the twenty first century.

The topic for Spring 2021 is 'Creativity' and we kicked off with the theme of the environment and creativity, focused on the work of the Hazelnut Community here in Bristol. We're tentatively planning a theme of education for the summer, so please do get in touch with us (Adrian, Emily, Nick, Nick and Laura) if you'd like to be involved in that, or if you have any suggestions for future themes or formats.

## **10. THE FORUM**

*Report from Liz Leaman*

The Forum is an informal gathering and safe space to discuss different topics as they relate to the Christian faith, and until the lockdown in March met downstairs at the Grain Barge on Hotwell Road on the second Sunday evening of each month. January's focus was planning for the year ahead, and in February and March the topics were homelessness and caring for the environment. The Forum was then paused as a result of the Covid 19 pandemic and has not yet been able to resume.

## **11. CHILDREN AND YOUNG PEOPLE**

*Report from Mary Barnes*

At the beginning of 2020 Holy Trinity was offering a group for children and young people during the morning service on two Sundays a month. However the numbers attending were consistently low despite the high quality of provision by the children's team, and this was proving a barrier to growth as children and young people usually seek friends of their own age. There were also only three DBS-checked workers on the children's team, all of whom had additional commitments in other areas of church ministry, and in practice it was difficult to run twice-monthly groups without asking parents to help out, even though parents often needed to be part of the main service for their own spiritual wellbeing. Mary Barnes attended the January PCC meeting to discuss the way forward and it was agreed the existing level of provision would be maintained until Easter 2020. Following that, a group for children and young people would only be offered on Sundays when there was a joint Holy Trinity/Saint Stephen's service and a reasonable number of children and young people were likely to be there.

From mid-March the Covid-19 pandemic prevented any provision for children and young people in church. The church building was closed for much of 2020, and when it reopened for some autumn services there were tight restrictions on people mixing and any children present were required to remain with their families. However Lee Barnes and Maria Whiteman have made sure that resources for children and families are available on the church website every week.

A special mention must go to Alex Podd, one of the Trinity College students, who worked with members of the children's team and PCC to provide online resources for the children in

season of advent, including a very successful Christingle. Many thanks to her and her team for their efforts.

## 12. COMMUNITY SERVICES

### *Report from Liz Leaman*

Our contribution to the local community of Hotwells remains a very important part of the mission of HTH.

#### **a. Trinity Care Services**

In response to the Covid 19 pandemic the Lunch Club, Memory Café and Community Café had to close in March. Decisions were made that the coordinator could continue to work mainly from home to support the clients initially via regular phone calls. The cook and driver were placed on furlough.

In the summer we delivered our first monthly “goody bag” as well as arranging a doorstep visit or accompanied walk, and regular newsletters to keep everyone connected.



In November we delivered fish and chips to 25 of our local clients. One client had been due to visit Weston but had to cancel. She rang to say 'We loved our fish and chips, we imagined we were in Weston, they were delicious!'

Later in November we delivered advent calendars to the clients and again we extended our service to include other older people known to the churches. Some of the clients commented that they had never been given an advent calendar before even as a child.

Unable to provide the usual Christmas party, we delivered hampers including homemade pickle and the cook was taken off some of her furlough hours to make homemade Christmas puddings and mince pies. The volunteers helped pack, wrap and deliver the parcels. We delivered 61 hampers altogether, 55 to older people, including TCS clients, members of both the church communities, 2s Company clients, and 6 to vulnerable families.





The children from Hotwells Primary school contributed cards for the hampers. They decided they would also donate gifts as “acts of kindness” to their community. It was such a lovely example of one part of the community supporting the other. Intergenerational connections at their best!

Everyone was delighted to receive their hamper and we have received some lovely cards and thank you letters. Below are some of the comments.

- Many thanks for the wonderful box of goodies. Thanks too, for all who contributed with kindness. Such a nice surprise for you thinking of us and cheering our lonely days.
- I would like to say a huge “Thank you” to you all, for the wonderful gifts and very thoughtful telephone calls you have given us this year. It’s been outstanding all the effort you’ve put into keeping us together which has been much appreciated by all. Hope we will soon be able to meet again, as we greatly miss the lunch club
- To all the staff at Holy Trinity – What can I say but a huge thank you for the wonderful food hamper found on my doorstep. It is so beautifully wrapped I hardly want to undo it. Life is so full of surprises. Keep well all of you and a “Wonderful new year.
- I was completely overwhelmed when Liz called here yesterday with the most fantastic huge Christmas present. So much loving care and generosity had gone into assembling, packing and decorating this beautiful parcel with its varied contents including many wonderful and delicious treats.

#### **b. Two’s Company**

In response to the increasing issues of isolation and loneliness, and recognising that some of the most



isolated in this group are the ones who do not join in at a group session with others, this telephone befriending service was started in the summer as a new church initiative.

Two's Company is part of the national Christian charity Linking Lives. The Two's Company coordinator (Liz Leaman) organises training for volunteers and takes referrals from such as social prescribers and city council workers. Volunteers are matched with those referred and a weekly call is organised. This has been running since the summer and at the end of December we had 6 volunteers and 10 clients. This is a free service and only running costs are a small amount for the dedicated phone line and postage. We have also included the clients in the monthly goody bag offering and they were delighted to be able to meet their 'friends' when delivering the hampers. Gate post chats may follow when safe to do so and in line with government guidelines.

### **THANK YOU**



The TCS service has been funded by grants from Grateful Society, McAlpines, National Lottery, St Monica Trust and John James Foundation as well as Co-op who are also funding the Two's Company service.

All services also rely heavily on the volunteers from the churches and we would like to thank them for their time and energy.

A massive THANK YOU to all those who have contributed in what has been a challenging year.

## **13. COMMUNITY CONNECTIONS**

*Report from Maria Whiteman, Community Connections Lead*

As with everything else it has been a very different year for the role of Community Connections Lead. Rather than building on the success of events and connections made in 2019 the focus turned to how we could keep the community connected whilst we were unable to meet in person. This has included:

- redesign of the church website
- the development of our online and hybrid worship offerings
- working with other members of the leadership team to provide creative solutions for key seasons of the church year
- offering different ways for the community to stay connected, such as the #ParishPostcards project
- the regular placing of notices, updates, prayers and activity sheets on noticeboards outside the church and on benches in the church garden, which has been used by our local community much more frequently during periods of lockdown

## **14. SOUP RUN**

*Report from Jackie Stephenson, CTCCR Soup Run coordinator*

2020 was as much a strange year for the Soup Run as it was for the rest of us. We were able to operate as usual in January 2020, with volunteers from Holy Trinity and Saint Stephen's

based at Holy Trinity and taking our usual food and hot drinks down to serve people along the Triangle in Clifton and St James Park in Broadmead.

However by March as the Soup Run Coordinator for 10 churches under Churches Together in Clifton, Cotham and Redland (CTCCR), I was beginning to wonder how much longer we were able to continue as the reports of COVID-19 started to become more serious. About halfway through the month, the decision was made between myself and the church that was on duty at the time that we would temporarily pause the Soup Run due to the risks posed to guests and volunteers from COVID-19. When April (the designated duty month for Saint Stephen's) came round we were still under a lockdown, so the Soup Run remained on pause.

As the summer approached and the lockdown eased, I considered with key members of CTCCR if we could resume the Soup Run in some way. As there were still rules around the number of people meeting outside and still considering the potential risks to our guests and volunteers, we decided it was more sensible to continue to wait until the situation improved.

At the time of writing this report, we are in March 2021. The Soup Run is still on hold. However, with the government setting out their roadmap out of lockdown, we hope that the Soup Run can resume at some time in 2021 (when considered safe to do so).

As the COVID-19 situation improves, I will start reviewing with CTCCR and the churches what the returning Soup Run is going to look like. It may be that we take this opportunity to make changes to the way we operate or we may continue as before. We will have a better idea of this in the coming months.

## 15. CHARITABLE GIVING

### *Report from Frances Houghton*

Mission Giving - The agreed 5% of unrestricted income for 2020 amounted to £2,345 and the PCC approved the following distribution. It was also agreed in November 2020 that mission giving would revert back to 10% of unrestricted income for 2021.

<b>Overseas Giving</b>	<b>£</b>	<b>Local Giving</b>	<b>£</b>
Petr and Veronika Tichy (Betel WEC)	600	Simeon's Trustees	175
St Janani Luwum Church (Kitgum Uganda)	600	Changing Tunes	370
Denis and Charmian Arevalos (Lima Peru)	600		



Petr and Veronika Tichy work with men and women recovering from addictions in the Czech

Republic. In 2020 they acquired a new house for the women which is presently undergoing refurbishment. Betel House and a second hand furniture shop opened in May 2020 and has turned out to be a huge success.

LEFT: Tichy Family Hana, Veronika, Jakub and Petr

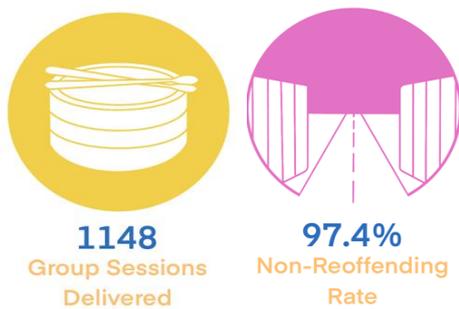
Holy Trinity and St Janani Luwum Church Kitgum have been partnered through the Diocesan-Uganda link for many years and Holy Trinity have been supporting their new church build. Frances Houghton was able to visit Kitgum in 2015 and meet the clergy and all the church community. RIGHT: Prayer group in the partially built church



Dennis and Charmian Arevalo run a local church in Lima Peru working with tribal groups in the Amazon Rainforest, supporting women escaping human trafficking, running a housing shelter for Venezuelan refugees and a job creation ministry to help refugees become self-supporting.

LEFT: Dennis and Charmian with their children

Charles Simeon (1759-1836) was an evangelical clergyman who founded the church patronage trust that became Simeon's Trustees with interest in 180 benefices across England and in many dioceses. Holy Trinity is one of six Bristol churches that come under their patronage as Trustees.



Changing Tunes is a local music and mentoring charity supporting prisoners and ex-prisoners to help lead meaningful and crime-free lives. Ex-offender H, wrote: *Thanks to Changing Tunes I've found a direction and worth beyond anything I thought possible."*

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to
- any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Report approved by the Trustees on 25<sup>th</sup> March 2021 and signed on their behalf by

Revd Lee Barnes (Priest in charge)

and

Andy Beckingham (PCC Treasurer)

# **HOLY TRINITY HOTWELLS**

## **FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

(Registered Charity Number 1132765)

**HOLY TRINITY HOTWELLS  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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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 2020

	Note	Unrestricted Funds		Total	Restricted Funds		Endowment	2020	2019
		General	Designated	Unrestricted	Other	TCS	Funds	TOTAL FUNDS	TOTAL FUNDS
		£	£	£	£	£	£	£	£
<b>Incoming Resources</b>									
<i>From donors</i>									
Planned giving:		32,136		32,136				32,136	27,963
Collections		804		804				804	3,327
Gift days	2	11,110		11,110				11,110	17,830
Donations & Grants		10		10	11,949	20,561		32,520	80,462
		<b>44,060</b>	<b>0</b>	<b>44,060</b>	<b>11,949</b>	<b>20,561</b>		<b>76,570</b>	<b>129,582</b>
<i>From operating activities</i>									
Church fees		677		677				677	482
Room hire		1,468		1,468	1,468			2,936	7,024
Fund Raising		30		30				30	2,074
TCS food, transport & raffle income				0		2,360		2,360	10,505
Memory Café				0		0		0	2,000
		<b>2,175</b>	<b>0</b>	<b>2,175</b>	<b>1,468</b>	<b>2,360</b>	<b>0</b>	<b>6,003</b>	<b>22,085</b>
<i>From investment</i>									
Interest & Dividends		698		698		10		708	727
<b>Total Incoming Resources</b>		<b>46,933</b>	<b>0</b>	<b>46,933</b>	<b>13,417</b>	<b>22,931</b>		<b>83,281</b>	<b>152,394</b>
<b>Resources Expended</b>									
<i>Charitable giving &amp; subscriptions</i>	3	<b>2,512</b>		<b>2,512</b>				<b>2,512</b>	<b>4,446</b>
<i>Operating activities</i>									
Church services		154		154				154	89
Clergy expenses		297		297				297	1,372
Depreciation	6			0	333	332		665	6,196
Heat light & telephone		1,783		1,783	817	1,165		3,765	4,367
Refurbishment & maintenance		1,813	2,283	4,096	2,897	53		7,046	3,223
Insurance		1,444		1,444	1,444			2,888	2,874
Parish Share paid to diocese		36,930		36,930				36,930	35,460
Staff & volunteer costs	4	3,806		3,806	8,316	9,380		21,502	29,318
Other		979		979	563	0		1,542	1,333
Trips & entertainment				0		363		363	3,408
TCS food, transport & raffle expenses				0		1,773		1,773	5,423
Memory Café				0		64		64	381
Organisational review				0		1,675		1,675	8,833
Project expenditure						6,196		6,196	0
		<b>47,206</b>	<b>2,283</b>	<b>49,489</b>	<b>14,370</b>	<b>21,001</b>	<b>0</b>	<b>84,860</b>	<b>102,277</b>
<i>Management &amp; administration</i>									
Audit & accountancy	5	1,656		1,656		1,152		2,808	2,808
Publicity & administration		866		866		200		1,066	1,121
		<b>2,522</b>	<b>0</b>	<b>2,522</b>	<b>0</b>	<b>1,352</b>	<b>0</b>	<b>3,874</b>	<b>3,929</b>
<b>Total Resources Expended</b>		<b>52,240</b>	<b>2,283</b>	<b>54,523</b>	<b>14,370</b>	<b>22,353</b>		<b>91,246</b>	<b>110,652</b>
<b>Net Incoming Resources</b>		<b>-5,307</b>	<b>-2,283</b>	<b>-7,590</b>	<b>-953</b>	<b>578</b>		<b>-7,965</b>	<b>41,742</b>
<b>Transfers</b>		<b>1,734</b>	<b>-1,734</b>	<b>0</b>				<b>0</b>	<b>0</b>
Investment gains	7						1,314	1,314	3,002
<b>Net Movement in Funds</b>		<b>-3,573</b>	<b>-4,017</b>	<b>-7,590</b>	<b>-953</b>	<b>578</b>	<b>1,314</b>	<b>-6,651</b>	<b>44,744</b>
<b>Opening Balances</b>	8	<b>3,573</b>	<b>15,363</b>	<b>18,956</b>	<b>42,037</b>	<b>39,114</b>	<b>19,036</b>	<b>119,143</b>	<b>74,398</b>
<b>Closing Balances</b>	8	<b>0</b>	<b>11,366</b>	<b>11,366</b>	<b>41,084</b>	<b>39,692</b>	<b>20,350</b>	<b>112,492</b>	<b>119,143</b>

**HOLY TRINITY HOTWELLS**  
**Balance Sheet**  
**Year ended 31st December 2020**

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	Notes	£	2020 £	2019 £
<b>Fixed Assets</b>				
Tangible fixed assets	6		665	1,330
Endowment fund investments	7		20,350	19,036
			<b>21,015</b>	<b>20,366</b>
<b>Current Assets</b>				
Cash at bank and in hand		111,670		107,102
Tax recoverable		1,400		3,266
Other sundry debtors		99		570
			<b>113,169</b>	<b>110,936</b>
<b>Creditors falling due within one year</b>				
Receipts in advance			16,678	6,167
Sundry creditors and accruals			5,011	5,990
			<b>91,480</b>	<b>98,779</b>
<b>Net Current Assets</b>				
			<b>112,492</b>	<b>119,143</b>
<b>Net Assets</b>				
Represented by:				
<b>Unrestricted Funds</b>				
	8			
General fund			0	3,573
Designated funds		11,366		15,383
			<b>11,366</b>	<b>18,956</b>
<b>Restricted Funds</b>				
	8			
TCS		39,692		39,114
Other		41,084		42,037
			<b>80,776</b>	<b>81,151</b>
<b>Endowment Funds</b>				
	8		<b>20,350</b>	<b>19,036</b>
			<b>112,492</b>	<b>119,143</b>

These financial statements were approved by the Parochial Church Council on 25/03/2021 and are signed on its behalf by:

A H Beckingham, Treasurer

Rev. L Barnes, Chair

## **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**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trinity Sunday	5,760	9,671
Advent	5,350	8,159
	<u>11,110</u>	<u>17,830</u>

<b>3 DONATIONS &amp; SUBSCRIPTIONS</b>	<b>2020</b>	<b>2019</b>
	£	£
Hope Bags Appeal	-	1,005
WEC ( Tichys)	600	800
Churches Together	-	50
Soup Run	167	314
Kitgum Parish Church, Uganda	600	800
Charitable giving, Western Union	-	217
Changing Tunes	370	500
Dennis & Charmian Arevalo, Lima	600	760
Simeon's Trustees	175	-
	<u>2,512</u>	<u>4,446</u>
<b>4 STAFF COSTS and REMUNERATION</b>		
HTH administration & cleaning	3,482	5,948
TCS Staff	9,090	14,227
TCS Volunteer's expenses & training	290	724
Community lead fund	8,640	8,419
	<u>21,502</u>	<u>29,318</u>

Following a formal and open recruitment process, Maria Whiteman, a member of the PCC, was first employed in January 2018 on a remunerated basis to act as Community Connections Lead. This role continued throughout 2020 and has been funded by grant support.

With this exception, 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 (2019: £1,656) were paid by HTH and £1,152 (2019: £1,152) by TCS.

6. FIXED ASSETS	Total	Fixtures & Fittings	Equipmnt
	£	£	£
Cost at 1st January	96,203	27,778	68,425
Additions: HTH	0	0	0
TCS	0	0	0
Disposals			
Cost at 31st December	96,203	27,778	68,425
HTH	54,518	8,673	45,845
TCS	41,685	19,105	22,580
Depreciation at 1st January	94,873	27,777	67,096
Charge for year:	665	0	665
Disposals			
Depreciation at 31st December	95,538	27,777	67,761
Net Book Value at 31st December	665	1	664

## 7. ENDOWMENT FUND INVESTMENTS

	2020	2019
Market Value at 31st December		
995 (2019:995) CBF investment fund units	20,350	19,036

## 8. FUND DETAILS

### 8.i Analysis of Net Assets by Fund

	Unrestricted	Restricted	Endowment	Total
	£	£	£	£
Fixed Assets	1	664		665
Investments			20,350	20,350
Cash at Bank and in hand	14,857	96,813		111,670
Other Current Assets	1,439	60		1,499
Current Liabilities and accruals	-4,931	-16,758		-21,689
<b>Fund Balances</b>	<b>11,366</b>	<b>80,776</b>	<b>20,350</b>	<b>112,492</b>

**HOLY TRINITY HOTWELLS**  
**Notes to Accounts**  
**Year ended 31st December 2020**

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	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>8.ii. Balances carried forward at 31st December:</b>		
<b>Unrestricted Funds</b>		
General Funds	0	3,573
The day to day income and expenditure of the church is dealt with in this fund.		
Designated Funds		
Building and Fabric Fund	6,850	9,133
Funds set aside by the PCC to meet the future costs of maintaining the church building and fabric.		
Legacy Fund	4,516	6,250
<b>Total Unrestricted Funds</b>	<u>11,366</u>	<u>18,956</u>
<b>Restricted Funds</b>		
Church Hall Fund	4,306	7,908
Funds held specifically to operate the church hall.		
Audio Visual Fund	0	165
Other Funds	36,778	33,964
Funds received for specific puposes.		
Trinity Care Service	39,692	39,114
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 £18,150 (2019:£18,150) held to meet six months of possible future funding liabilities.		
<b>Total Restricted Funds</b>	<u>80,776</u>	<u>81,151</u>
<b>Endowment Funds</b>	20,350	19,036
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.		
<b>TOTAL FUNDS</b>	<u>112,492</u>	<u>119,143</u>