



Annual Report & Accounts 2019

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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 2019.

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

At the time of approval of this report, the country is in lock-down, and the Church building is closed, in response to the Covid-19 pandemic. This circumstance is of uncertain duration and may significantly impact our income and expenditure in 2020 albeit the PCC will seek to manage that impact and will take advantage of governmental reliefs where possible. Our reserves policy is therefore subject to ongoing review.

Subject to this, 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 £18,000. Unrestricted reserves at the year's end approximate to this and expenditure will be controlled 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.

2. PCC SECRETARY REPORT AND PCC MEMBERSHIP 2019-2020

There were seven PCC meetings in 2019 including the short meeting held immediately after the APCM in April, and a joint meeting of Holy Trinity and St Stephen's PCCs took place in November. Holy Trinity's Standing Committee met four times to transact PCC business in between full meetings. The PCC and Emerging Leaders Away Day in June was led by Frances Houghton with a time of Christian Meditation, followed by Chris Parkman taking us through some teaching and discussion on The Fruit of the Spirit, and finally Maria Whiteman with the Diocesan theme of Creating Connections, and creating a culture of invitation. Some of the key focus items discussed at our PCC meetings included vision and planning for the future of Holy

Trinity and its partnership with Saint Stephen's, the TCS organisational review, and planning for the Extended Ministerial Development Leave (EMDL) of our priest-in-charge.

Our **Clergy** are 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 (until November 2019) – Curate

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 2020)
- Alan John (will finish at APCM 2020)

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

- Toni Glazzard (will finish at APCM 2021)
- Alan John has also continued to attend Deanery Synods on our behalf

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

- Ben Coulter (will finish at APCM 2020)
- Ed Hodge (will finish at APCM 2020)
- Liz Leaman (will finish at APCM 2020)
- Jane Jones (will finish at APCM 2021) – PCC Secretary
- Katy Read (will finish at APCM 2021)
- 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)

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

- Andy Beckingham (will finish at APCM 2020) – PCC Treasurer
- Alex Podd (will finish at APCM 2020)

3. PRIEST-IN-CHARGE REPORT *from Lee Barnes* **Celebrating all that God has done in 2019**

There is not enough space in this report 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! I do want to give a particular thank you to my clergy colleagues, churchwardens, PCC members, ministry leaders, and employees for your hard work, support and prayers. I am particularly grateful and thankful for the opportunity that you provided me in being able to take



a sabbatical (Extended Ministerial Development Leave). There were joys and challenges in 2019 as we continued to engage with our mission, purpose and identity. We had an emotional goodbye in celebration of our time with Revd Chris Parkman and Sarah Walker as Chris finished his curacy and they left to live and work with the A Rocha community in the South of France.

We continued to work in partnership with Saint Stephen's, increasingly recognising that we are called together and need to work together in sharing resources and gifts in ministry. Our PCCs have been actively engaging with what the shape of the partnership will be in the future for the churches. We encouraged attendance and involvement with The Forum, Resonate, Evensong, Mini-Communities, the Arts Trail weekend, Women Only, Community Connections Lead initiatives and events, Men's Ministry, Junior Church and Small Church, Trinity Lunch Club, the Memory Café, the opening of the Secret Cafe, the Soup Run, Lunchtime Live and other concerts, engagement with schools, vocational explorations, Bristol Church Leaders Prayer Breakfasts, special community events, numerous groups supporting people emotionally, spiritually and practically, and social gatherings – amongst many other events.

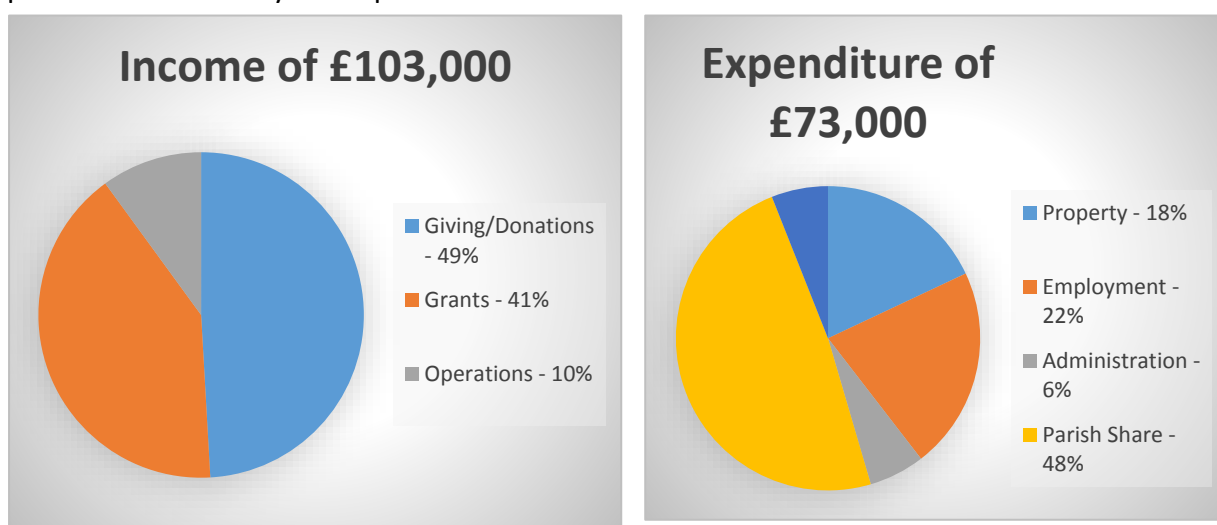
Thanks to all those who help organise, oversee, and give practical support in all these things, those seen and those unseen, who give of themselves to serve God and our community. Every person will need to actively participate in the future of Holy Trinity to address the challenges and opportunities. To you all I am grateful and thankful for your support, encouragement and prayers as we share the good news of Jesus together at Holy Trinity.

4. TREASURER'S REPORT *from Andy Beckingham*

Once again we give thanks to God for his ongoing and faithful provision. The examined accounts and financial statements are set out at the end of this 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 £35,460 (£34,608 in 2018). We have achieved a cash surplus for the year of some £30,000 which is mostly due to the wonderfully generous legacy we received from the estate of our beloved friend Valerie Maggs. This money is restricted to be used within our buildings fund and not for general purposes.



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



We have reserves which the PCC believes to be sufficient to meet our immediate needs but careful management and fundraising may be needed to support any material capital expenditure or initiatives, particularly in the context of Covid-19.

Trinity Care Services (TCS) continues to operate on a sustainable basis. The accounts for TCS are incorporated within the overall financial statements at the end of this Annual Report where they appear as a separate restricted fund.

Tyrrell Procter have 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. I will be delighted to help if anyone would like to consider commencing or increasing their giving towards our mission.

5. CHURCH WARDENS' REPORT *from Maria Whiteman and Alan John*

First a huge thank you to Lee, the clergy team, Karen Lilley, Liz Leaman, Jane Jones and all our faithful church members who have given their time and served so willingly in so many ways through the year. You've all made our job as wardens so much easier.

Particular highlights this year (there have been many) have included:

- Welcoming local schools to our church (and joining the Hope Church team to do the same there) to help bring to life the Christmas and Easter stories
- Welcoming hundreds of visitors for the annual Arts Trail event and having the church packed for a Tear Fund concert and a local residents meeting to discuss the Harbourside proposals
- Sharing joint services and other activities with our friends at St Stephen's and seeing our communities growing ever closer
- Installing clear glass in the western doors of the church letting light into the church hall and people see in (thank you Tim and Karen Lilley!)
- Opening the church for 24 hours of prayer

6. SAFEGUARDING REPORT *from Liz Leaman, Parish Safeguarding Officer (PSO)*

Safeguarding remains a high priority for the Church of England and the Diocese of Bristol provides safeguarding training, support, advice and policies to protect the wellbeing of children, young people and adults. All churches are required to have a Parish Safeguarding Officer (PSO) to ensure appropriate policies and procedures are in place. In 2019 the PCC passed all relevant policies which are held in a Safeguarding File in the church office and can be read on the church website. We are using the new live audit tool provided by the Diocese and are due to agree a new action plan every two years. Risk assessments are in place and are reviewed for activities such as the Lunch Club, Memory Café, trips and the use of the kitchen.

PCC members and people working with children or adults at risk must complete safeguarding training, and 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. As Holy Trinity provides services involving adults at risk and children, PCC members are also required to undergo a DBS check (renewable every 5 years). This is also required for some TCS roles.

I will be stepping down as PSO this year and look forward to working with the next PSO to ensure a smooth handover. I would like to especially thank Mary Barnes for her support in setting up the current system.

7. DEANERY SYNOD REPORT *from 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. The meetings are great opportunities to meet with and learn from representatives from other local churches, to be made aware of the extensive church resources available to us and to see inside and worship in other wonderful deanery churches (including in June a fascinating guided tour of St. Nicholas' church crypt). Topics covered have included presentations from Christian fostering charity Home for Good; our very own Chris Parkman on Creation Care and the deanery Uganda link; Parish Share and diocesan finances; and from Bristol's police commander on drug use, mental health and youth crime.

Things that happen at deanery synods can make a real difference. Take September's meeting for instance that passed what was believed to be the first climate change and ecological emergency resolution to be passed by any deanery synod. This was subsequently adopted by Bristol diocesan synod. Bristol diocesan representatives at general synod were then

influential in general synod committing in February 2020 to an ambitious net zero carbon target by 2030. Members of the church family are welcome to come along to deanery synod meetings.

There are just four scheduled meetings a year each of which is publicised in our newsletters.

8. CHILDREN & YOUNG PEOPLE'S REPORT *from Mary Barnes*

Junior Church ran on the first and third Sundays of each month at Holy Trinity for primary school aged children. Other provision for children includes Small Church for under 7s at St Stephen's on the second and fourth Sundays. The Holy Trinity group was small with only four to five children aged between 8 and 12 regularly attending. The range of ages and abilities made it a challenge to engage the children at a level that is appropriate and accessible, but the team did their best! Thanks to Miriam and Chloe who faithfully engaged with our children through their steadfast commitment to Junior Church.

Hope Church (who we partner with in our schools work) runs a youth Alpha Group for teenagers and our one teenager from Holy Trinity enjoyed attending.

We have excellent links with local schools and the Christmas and Easter Experiences run in partnership with Hope Church were very successful and much appreciated by the school groups who attended. Trinity Lunch Club also engage in excellent intergenerational work through their Thursday lunch meetings.

9. THE FORUM REPORT *from Liz Leaman*

The Forum is an opportunity to discuss topics around engaging with the Christian faith. It is an open and safe space to talk at a place and time other than Sunday mornings in the church buildings, and is open to all. The numbers of attendees varies depending on the particular topic, most months we welcome different people not just from Holy Trinity and Saint Stephen's but also from the local community and other churches. This makes it an interesting sometimes challenging evening for those who attend. The Forum is held in a pub (currently the Grain Barge in Hotwells) and met once a month (except April and August) in 2019. The topics discussed this year included *Homelessness* (led by Jonathan Lee of inHope), Palestine and Israel, Social Action, Christian and Jewish relationships, Loneliness, the Media and Brexit!

10. COMMUNITY CONNECTIONS LEAD REPORT *from Maria Whiteman*

In the second year of the Community Connections funding I have continued to focus on projects that aim to engage the wider community. My highlights for the year include:

- The church full of people and song for our Tearfund West End Concert in March and both the Summer Concert and Christmas Concert from the Hippodrome Choir.
- Another busy weekend for the West Bristol Arts Trail, which brought lots of visitors through the church
- Building relationships with our existing community users including the The Bristol Hippodrome Choir, AA and the local Hotwells & Cliftonwood Association. As a result we have seen increased usage (such as the 2 concerts by the choir) and improved support of our events (such as the Wellbeing Day).

- A small group of church volunteers handing out water at the Bristol Half Marathon
- Providing support and encouragement to help members of the church community make connections with our community with the 'Talking Jesus' course
- Continued work on publicity and marketing for the church and Trinity Lunch Club. This culminated with our Christmas #FollowTheStar campaign, when we saw a significant increase in attendees at all the Christmas gatherings.
- Raising funds with the help of the Hippodrome Choir and liaising with a local business to enable us to prepare 50+ Hopebags for homeless people to be handed out during our January 2020 stint on the Soup Run

All of the above could not have been achieved without our committed band of volunteers whose hard work and friendly hospitality is always much appreciated.

11. BUILDING REPORT *from Alan John and Maria Whiteman*

Maintaining and enhancing our wonderful church building to continue to serve as a place of welcome, worship and community service remains an important ongoing priority (and challenge!). It's a task that always ongoing, is never finished (like painting the old Forth Bridge) and often happens behind the scenes. During 2019 we've been delighted and very grateful that Tim Lilley, who in the past has been closely involved in the management of our church building and has invaluable knowledge about it, has provided vital support in this important role. As celebrated elsewhere in this report the installation of clear glass windows at the west entrance to the church has been hugely appreciated and we have Tim (and Karen) to thank for this.

Looking forward, 2020 is our "quinquennial" inspection year. For those unfamiliar with this term, every five years each church building must be inspected by an architect (or chartered building surveyor) approved by the Diocesan Advisory Committee who then recommends works to be carried out to ensure the church is properly maintained and can continue to serve its local congregation and community. We've been in touch with and are planning for our church architect, Marcus Chantrey, to carry out that inspection shortly. Our aim through the process is to hold firmly to the vision that, however long, challenging or routine the list of "jobs to be done" which emerges from the process, this is God's work and His invitation to look after this precious place for the benefit and joy of this and generations to come.

12. TRINITY CARE SERVICES REPORT *from Liz Leaman (Chair of Management Committee)*

The purpose of Trinity Care Services (TCS) is to address issues of loneliness and isolation in the local community. During 2019 TCS operated a weekly Lunch Club for over 60s and a monthly Memory Café serving people suffering from dementia and those who care for them.

Funding During 2019 TCS was very grateful to receive funding from supporters including the Co-op, the Grateful Society, the Hotwells pantomime, the John James Trust, the Lion pub and Cliftonwood street party, the Robert McAlpine Foundation, the Merchant's Arms, and the St Monica Trust. A number of individuals also made private donations. There was a surplus of

approximately £12,000 in 2019 including the grant received for the Organisational Review (see below), the surplus arising mainly from staff vacancies and reorganisation during the year. This surplus is carried forward to 2020. Thanks to Ian Cooper and Andy Beckingham for their support in this area. **Full details of TCS finances can be found at the end of this Annual Report.**

Management TCS is managed by a committee made up of Liz Leaman, Revd Lee Barnes, Miriam Jones and Brian Price, which meets with TCS coordinator Leanne Parkes, every two months. Katy Read resigned during the year due to her changing circumstances and is warmly thanked for her support over the past few years.

The Lunch Club The Lunch Club met every Thursday except Boxing Day in 2019, serving 25-28 clients each week. We are grateful to our permanent staff (coordinator Leanne, cook Alison and driver Holly) for everything they do and to our loyal band of volunteers (Bob, Ian, Jane, Janet, John, Tim and Yvonne) for their cheerful and faithful service. Members of the



management committee regularly support the Lunch Club – special thanks to Brian for the quizzes – and other volunteers including students help out on an ad-hoc basis.

Many activities and trips were enjoyed over the year including the cinema at the Chocolate Quarter, Oakham Treasures, Chepstow Garden Centre, the Redgrave Theatre, and the Mansion House. We also welcomed both the Mayor (see photo above) and the Lord Mayor.

The Memory Café met monthly during 2019 and caters to a small but appreciative group. Our thanks to our regular volunteers Jennie and Vanessa, and to Dru for his steady support.

Organisational Review We successfully applied for funding at the end of 2018 to conduct an organisational review to allow planning for the next 3 to 5 years with the objective of sustaining and extending our services. This review was completed by an external consultant from January to May 2019. The review identified TCS strengths including:

- Clients report high levels of satisfaction with both the food and the activities provided by the Lunch Club.
- The Memory Café is an innovation giving rise to very positive feedback from many, including the Alzheimer's society.

- Intergenerational work with local schools is very well received.

Following the recommendations of the Organisational Review the PCC agreed that:

- Following consultation with clients, the charge for the Lunch Club increased to £6.50 per day, with transport costs remaining at £5. The Memory Café operates free of charge to users.
- TCS coordinator time was increased to 18 hours per week.
- A deputy coordinator would be appointed for a period of six months.
- A pop-up weekly community café would run on a trial basis in 2020.

Working with others

- TCS works with Fareshare and Tesco's Clifton to help reduce food waste.
- The Lunch Club welcomes boys from QEH and children from Hotwells Primary School as part of their enrichment programme.
- Liz meets regularly with other local churches, health and social care organisations and the Dementia Alliance Group.
- TCS works closely with Bristol Charities and Holy Trinity's Community Connections Lead. Thanks go to Suzanne and Maria for their valued input and continued support.

Finally big thanks to Leanne for continuing to manage TCS to ensure Holy Trinity Church continues to offer welcome and support to those at risk of social isolation and loneliness.

13. SOUP RUN REPORT *from Jackie Stephenson and Dave Mitchell*

In 2019 Holy Trinity again provided food for the homeless as part of the "Clifton, Cotham and Redland Churches Together" Soup Run. Holy Trinity is a long-term member of this scheme, working to provide soup, hot drinks, sandwiches, winter clothes and more on Saturday lunchtimes in St James's Park, Broadmead. Holy Trinity covers January, and our sister church St Stephen's covers April, and are in their second year of involvement. It is a great way of enabling people to work together across both churches to help those in need. Some of our volunteers are not regular members of the church communities, but all enjoy working together in this worthwhile task.

A highlight of the 2019 Soup Run was fundraising for Hope Bags consisting of a drawstring rucksack filled with essentials. Based on a project in Preston, we were able to provide these thanks to donations and money raised from our Christmas activities. Big thanks to Frances and Maria for researching, co-ordinating and making this project happen.

Thanks to the brilliant team who make this happen year after year, and special thanks to Dave Mitchell for taking on the role of lead volunteer at St Stephen's to enable us to expand our service across both churches.

14. PRAYER, DISCIPLESHIP & PASTORAL CARE *from Maria Whiteman, Liz Leaman and Lee Barnes*

These elements are the lifeblood of all we are and do, and are central to our Sunday services. We have a prayer tree in church which young and old can engage with in offering prayers to God. During both Lent and Advent, we provided resources to help people engage with these important Christian seasons. We have an email on our church website where people can email their prayer requests and there is an opportunity to meet weekly to pray for our church communities, the locality and the world. In addition:

- There is a prayer WhatsApp group for both church communities, which is well used for shared prayer needs.
- At our partner church, Saint Stephen's, we have Peace Space Breathe – a short meditative service on Thursdays at 12.30, attended by people who work in the local area.
- We have a *Community Forum* group on Facebook for people to be able to discuss questions of faith.

- We have a choice of Mini-Communities to attend (Monday evening or Tuesday daytime) for friendship, prayer, Bible study, discussion, conversation, mutual support. Both communities have a mixture of people from our two churches, giving further opportunity to build strong links between Holy Trinity and Saint Stephen's. *(Photo: The daytime group having lunch at the Arnolfini in the summer.)*



- We continue to include Prayer and Discipleship as agenda items for our PCC meetings.
- We invited PCC members and Emerging Leaders to attend the Global Leadership Summit.
- We continued to have resources available to help people, both within the community and visitors to the church, learn more about the Christian faith.
- We have continued to empower lay people to be involved in discerning vocation and the worshipping life of the church.
- Pastoral care – ongoing planning and preparation for launch of formal team in 2020.

15. WOMEN ONLY *from Catherine Phillips and Emily Gould*

At the end of 2019, Emily and Catherine took over organising events for Women Only, a social group for women at Holy Trinity and Saint Stephen's, and their friends. We were so thankful for everything that Sarah Walker and Jennie Brettell had done over the years, and all the advice about taking it forward. In 2019, the group had a good walk up Troopers Hill at the end of the summer (*see photo*), and have since had an anti-food-waste evening, and a social for Christmas. People have offered their homes, their time and their skills for the meet ups, and we're continuing to plan for 2020 and are hoping to continue to welcome new faces.



16. MEN'S GATHERINGS *from Lee Stephenson and Dave Mitchell*

The Men's Gatherings are for men in both churches, and mainly consist of the following two activities:

Blokes' Prayer – This continues to meet 7.30 am every Wednesday. After the sudden and unexpected closure of Dom's

Coffee House in October, they moved to the Society Café, beside Pero's Bridge on the Harbourside. Normally about six 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 with all men from both churches are very welcome to join us.

Men's Breakfast – We meet once a month at 9.30 am on a Saturday for breakfast at Lloyds Bar (the V-Shed) on the waterfront. The informal setting usually brings up to a dozen men out for a fry up, with members coming from both churches, and friends. 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 churches now taking part in the Saturday morning Soup Run (January and April), we don't



meet for breakfast those months, but usually meet for an evening curry instead. Any men are more than welcome to join us, with details provided in our Community News or on Facebook.

17. CHARITABLE GIVING

In 2019 Holy Trinity gave £800 to Betel/WEC to support Petr and Veronika Tichy (who work with recovering addicts in the Czech Republic), £800 to St Janani Luwum Parish Church in Kitgum (historically partnered with Holy Trinity through the Bristol-Uganda Diocesan link),

£760 to Dennis and Charmian Arevalo (working with vulnerable people in Peru), £500 to Changing Tunes (a local music and mentoring charity supporting prisoners and ex-prisoners) and £500 to the environmental charity A Rocha.

18. 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 and signed on their behalf by

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Revd Lee Barnes (Priest in charge) and Andy Beckingham (PCC Treasurer)

HOLY TRINITY HOTWELLS

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

(Registered Charity Number 1132765)

**HOLY TRINITY HOTWELLS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

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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

Statement of Financial Activities for the Year to 31st December 2019

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	Note	Unrestricted Funds		Total	Restricted Funds		Endowment	2019	2018
		General	Designated	Unrestricted	Other	TCS	Funds	TOTAL FUNDS	TOTAL FUNDS
		£	£	£	£	£	£	£	£
Incoming Resources									
<i>From donors</i>									
Planned giving:		27,963		27,963				27,963	27,080
Collections		3,327		3,327				3,327	3,733
Gift days	2	17,830		17,830				17,830	19,027
Legacies				0				0	0
Donations & Grants		1,290		1,290	41,964	37,208		80,462	36,648
		50,410	0	50,410	41,964	37,208		129,582	86,488
<i>From operating activities</i>									
Church fees		482		482				482	1,419
Room hire		3,512		3,512	3,512			7,024	3,958
Fund Raising		2,074		2,074				2,074	855
TCS food, transport & raffle income				0		10,505		10,505	9,559
Memory Café				0		2,000		2,000	0
		6,068	0	6,068	3,512	12,505	0	22,085	15,791
<i>From investment</i>									
Interest & Dividends		712		712		15		727	636
Total Incoming Resources		57,190	0	57,190	45,476	49,728		152,394	102,915
Resources Expended									
<i>Charitable giving & subscriptions</i>	3	4,446		4,446				4,446	6,458
<i>Operating activities</i>									
Church services		89		89				89	484
Clergy expenses		1,372		1,372				1,372	1,668
Depreciation	6			0	4,724	1,472		6,196	5,065
Heat light & telephone		2,096		2,096	961	1,310		4,367	4,522
Refurbishment & maintenance		1,835		1,835	942	446		3,223	5,580
Insurance		1,437		1,437	1,437			2,874	2,826
Parish Share paid to diocese		35,460		35,460				35,460	34,608
Staff & volunteer costs	4	3,393		3,393	10,974	14,951		29,318	35,277
Other		1,332		1,332		1		1,333	1,629
Trips & entertainment				0		3,408		3,408	2,536
TCS food, transport & raffle expenses				0		5,423		5,423	5,073
Memory Café				0		381		381	326
Organisational review				0		8,833		8,833	-
		47,014	0	47,014	19,038	36,225	0	102,277	99,594
<i>Management & administration</i>									
Audit & accountancy	5	1,656		1,656		1,152		2,808	2,808
Publicity & administration		919		919		202		1,121	1,489
		2,575	0	2,575	0	1,354	0	3,929	4,297
Total Resources Expended		54,035	0	54,035	19,038	37,579		110,652	110,349
Net Incoming Resources		3,155	0	3,155	26,438	12,149		41,742	-7,434
Transfers				0				0	0
Investment gains	7						3,002	3,002	-243
Net Movement in Funds		3,155	0	3,155	26,438	12,149	3,002	44,744	-7,677
Opening Balances	8	418	15,383	15,801	15,599	26,965	16,034	74,398	82,076
Closing Balances	8	3,573	15,383	18,956	42,037	39,114	19,036	119,143	74,398

HOLY TRINITY HOTWELLS
Balance Sheet
Year ended 31st December 2019

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	Notes	£	2019 £	2018 £
Fixed Assets				
Tangible fixed assets	6		1,330	6,385
Endowment fund investments	7		19,036	16,034
			<u>20,366</u>	<u>22,419</u>
Current Assets				
Cash at bank and in hand		107,102		83,572
Tax recoverable		3,266		3,084
Other sundry debtors		570		415
			<u>110,936</u>	<u>87,069</u>
Creditors falling due within one year				
Receipts in advance			6,167	24,000
Sundry creditors and accruals			5,990	11,089
			<u>98,779</u>	<u>51,980</u>
Net Current Assets			<u>119,143</u>	<u>74,398</u>
Net Assets			<u>119,143</u>	<u>74,398</u>
Represented by:				
Unrestricted Funds	8			
General fund		3,573		418
Designated funds		15,383		15,383
			<u>18,956</u>	<u>15,801</u>
Restricted Funds	8			
TCS		39,114		26,965
Other		42,037		15,599
			<u>81,151</u>	<u>42,563</u>
Endowment Funds	8		19,036	16,034
			<u>119,143</u>	<u>74,398</u>

These financial statements were approved by the Parochial Church Council
on/...../..... 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

	2019	2018
	£	£
Trinity Sunday	9,671	9,591
Advent	8,159	9,436
	<u>17,830</u>	<u>19,027</u>

3 DONATIONS & SUBSCRIPTIONS	2019	2018
	£	£
Hope Bags Appeal	1,005	-
WEC (Tichys)	800	1,108
Local charities & hardship grants	-	1,317
Vicar's EMDL Fund	-	1,250
Churches Together	50	50
Soup Run	314	555
Kitgum Parish Church, Uganda	800	1,108
Charitable giving, Western Union	217	239
Changing Tunes	500	831
Dennis & Charmian Arevalo, Lima	760	-
	<u>4,446</u>	<u>6,458</u>
4 STAFF COSTS and REMUNERATION		
HTH administration & cleaning	5,948	6,766
TCS Staff	14,227	19,929
TCS Volunteer's expenses & training	724	718
Community lead fund	8,419	7,864
	<u>29,318</u>	<u>35,277</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 2019 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 (2018: £1,656) were paid by HTH and £1,152 (2018: £1,152) by TCS.

6. FIXED ASSETS	Total	Fixtures & Fittings		Equipmnt
		£	£	
Cost at 1st January	95,064	26,639	68,425	
Additions: HTH	0	0	0	
TCS	1,139	1,139	0	
Disposals				
Cost at 31st December	<u>96,203</u>	<u>27,778</u>	<u>68,425</u>	
HTH	54,518	8,673	45,845	
TCS	<u>41,685</u>	<u>19,105</u>	<u>22,580</u>	
Depreciation at 1st January	88,678	26,638	62,040	
Charge for year:	6,195	1,139	5,056	
Disposals				
Depreciation at 31st December	<u>94,873</u>	<u>27,777</u>	<u>67,096</u>	
Net Book Value at 31st December	<u>1,330</u>	<u>1</u>	<u>1,329</u>	

7. ENDOWMENT FUND INVESTMENTS

	2019	2018
Market Value at 31st December		
995 (2018:995) CBF investment fund units	<u>19,036</u>	<u>16,034</u>

8. FUND DETAILS

8.i Analysis of Net Assets by Fund

	Unrestricted	Restricted	Endowment	Total
	£	£	£	£
Fixed Assets	1	1,329		1,330
Investments			19,036	19,036
Cash at Bank and in hand	20,125	86,973		107,102
Other Current Assets	3,796	40		3,836
Current Liabilities and accruals	-4,966	-7,191		-12,158
Fund Balances	<u>18,956</u>	<u>81,151</u>	<u>19,036</u>	<u>119,143</u>

HOLY TRINITY HOTWELLS
Notes to Accounts
Year ended 31st December 2019

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	2019	2018
	£	£
8.ii. Balances carried forward at 31st December:		
Unrestricted Funds		
General Funds	3,573	418
The day to day income and expenditure of the church is dealt with in this fund.		
Designated Funds		
Building and Fabric Fund	9,133	9,133
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>18,956</u>	<u>15,801</u>
Restricted Funds		
Church Hall Fund	7,908	10,763
Funds held specifically to operate the church hall.		
Audio Visual Fund	165	4,836
Other Funds	33,964	0
Funds received for specific puposes.		
Trinity Care Service	39,114	26,965
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 (2018:£15,000) held to meet six months of possible future funding liabilities.		
Total Restricted Funds	<u>81,151</u>	<u>42,563</u>
Endowment Funds	19,036	16,034
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>119,143</u>	<u>74,398</u>