



Holy Trinity Church, Main Road, Bolton-le-Sands. LA5 8DU  
St Mark's Church, Main Road, Nether Kellett. LA6 1ER

Reg. Charity No. 1144401

## **Financial Accounts & Report for the Year Ending 31 December 2019**

Treasurer: Andy Hampshire. Independent Examiner: Elizabeth Bateman

Approved by Bolton-le-Sands Parochial Church Council on 10 March 2019 and signed on  
its behalf by

Nancy Goodrich (Chairperson of the PCC) .....(Signature)

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## **2019 Report and Accounts for the Parochial Church Council of Holy Trinity Church, Bolton le Sands and St Mark's Nether Kellett**

### Aim and purposes

Holy Trinity Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Nancy Goodrich, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Holy Trinity and St Mark's Churches.

### Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Holy Trinity and St Mark's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

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

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of Holy Trinity and St Mark's.

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Trinity the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

PCC members who have served at any time from 1st January 2019 until the date this report was approved are:

#### **Ex Officio members:**

Incumbent: The Nancy Goodrich (Chairman)

Wardens: Peter-John Davies, Mary Bunting

#### **Elected members:**

David Bateman

Rob Daunt

Karen Hillis

Brian James

Andrew Williams

Keith Budden

Andrew Hampshire (Treasurer)

Margaret Hutchinson (from March 2019)

Robert Whittaker

## **Independent Examiner's Report to the Trustees of Bolton le Sands Parochial Church Council**

I report on the accounts of the church for the year ended 31 December 2019 which are set out on pages 4 to 9.

### **Respective Responsibilities of Trustees and Examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

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

### **Basis of Independent Examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is 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. Independent examiner's statement

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

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

Signed

Elizabeth Bateman CPFA

1 Greenwood Crescent, Bolton le Sands, Carnforth LA5 8BE

Date:

## Parochial Church Council (PCC) of Holy Trinity, Bolton-Le-Sands & St Mark's Nether Kellett

### Notes to the financial statements for the accounting year ending December 2019

#### 1. Accounting policies

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

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

**Fund accounting** : *Endowment Funds* are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

*Restricted Funds* comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor, and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

*Unrestricted Funds* are income funds which are to be spent on the PCC's general purposes.

*Designated funds* are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use are abated in line with those assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

#### **The accounts are prepared on a Receipts and Payments basis**

**Fixed assets** : Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Investments are valued at market value at 31 December 2019.

**Bolton le Sands Holy Trinity**  
**Statement of Financial Activities (SOFA)**  
**For the period from 01 January 2019 to 31 December 2019**

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Receipts</b>						
Planned giving	35,652	—	367	—	36,019	34,442
Collections and other giving	10,915	—	356	—	11,271	9,240
Other voluntary receipts	10,639	—	27,482	—	38,122	10,518
Gift Aid recovered	9,983	—	325	—	10,308	9,529
Other receipts	—	—	50	—	50	273
Activities for generating funds	12,596	—	—	—	12,596	12,031
Investment Income	794	—	1,663	—	2,457	2,256
Receipts from church activities	6,374	2,194	—	—	8,568	9,158
<b>Total income</b>	<b>86,955</b>	<b>2,194</b>	<b>30,243</b>	<b>—</b>	<b>119,393</b>	<b>87,448</b>
<b>Payments</b>						
Cost of generating funds	557	—	—	—	557	1,214
Missionary and Charitable Giving	561	—	2,048	—	2,609	1,609
Parish Share	52,488	—	—	—	52,488	45,500
Clergy and Staffing costs	5,484	—	30	—	5,514	3,788
Church Running Expenses	17,794	3,036	4,188	—	25,018	30,144
Church Repairs & Maintenance	482	25,269	46,906	—	72,658	12,564
<b>Total expenditure</b>	<b>77,368</b>	<b>28,305</b>	<b>53,172</b>	<b>—</b>	<b>158,846</b>	<b>94,821</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>9,587</b>	<b>(26,111)</b>	<b>(22,928)</b>	<b>—</b>	<b>(39,452)</b>	<b>(7,372)</b>
<b>Transfers</b>						
Gross transfers between funds - in	273	—	—	—	273	—
Gross transfers between funds - out	—	—	(273)	—	(273)	—
<b>Other recognised gains / losses</b>						
Gains / losses on investment assets	—	—	—	8,907	8,907	(720)
<b>Net movement in funds</b>	<b>9,860</b>	<b>(26,111)</b>	<b>(23,201)</b>	<b>8,907</b>	<b>(30,545)</b>	<b>(8,093)</b>
<b>Reconciliation of funds</b>						
<b>Total funds brought forward</b>	<b>5,106</b>	<b>37,861</b>	<b>35,854</b>	<b>48,431</b>	<b>127,254</b>	<b>135,348</b>
<b>Total funds carried forward</b>	<b>14,966</b>	<b>11,750</b>	<b>12,652</b>	<b>57,339</b>	<b>96,709</b>	<b>127,254</b>
<b>Represented by</b>						
Unrestricted						
General fund	14,966	—	—	—	14,966	5,106
Designated						
Capital Reserve	—	3,315	—	—	3,315	21,700
Graveyard Designated Fund	—	8,248	—	—	8,248	9,090
Project Fund	—	—	—	—	—	6,883
Supper Club	—	187	—	—	187	187
Restricted						
Agency collection	—	—	337	—	337	337
CBF and Diocese investment (use of School)	—	—	0	—	0	385
Choir Fund	—	—	708	—	708	708
Confirmation : Bible Fund	—	—	—	—	—	63
Fabric Fund	—	—	571	—	571	22,142
Flower Fund	—	—	—	—	—	14
Graveyard Fund (Restricted)	—	—	745	—	745	893
Organ Fund	—	—	4,508	—	4,508	5,192
Revaluation reserves	—	—	4,145	—	4,145	4,145
St Mark's Fabric	—	—	549	—	549	594
St Mark's Toilet Fund	—	—	205	—	205	205
Vicar's Discretionary Fund	—	—	883	—	883	899
Wedding deposits	—	—	—	—	—	273
Endowment						
Legacy Funds for school	—	—	—	57,339	57,339	48,431

**Bolton le Sands Holy Trinity**  
**Receipts / payments comparative figures – General account**  
**Selected period: 01 January 2018 to 31 December 2019**

Description	01/01/2018-31/12/2018	01/01/2019-31/12/2019	Fund	Fund type
<b>Receipts</b>				
0101 - Bank Standing order Tax Effic.	20,701.00	21,625.00	General	Unrestricted
0105 - Planned giving-cheques Tax	700.00	549.00	General	Unrestricted
0110 - Envelopes Tax efficient	—	—	General	Unrestricted
0120 - Charity Cheques	110.00	75.00	General	Unrestricted
0201 - Envelopes-planned giving	10,508.22	10,578.71	General	Unrestricted
0202 - Planned Giving Bank (S/O)	2,180.00	2,825.00	General	Unrestricted
0220 - Graveyard: Planned giving	—	—	General	Unrestricted
0301 - Loose plate collections	5,529.10	6,482.98	General	Unrestricted
0302 - Plate Gift Aid (Pew envelopes)	2,398.15	2,995.55	General	Unrestricted
0310 - Loose plate collection-Occ.	709.06	712.07	General	Unrestricted
0315 - Gift Aid envelopes, occ. offices	603.89	724.61	General	Unrestricted
0410 - Giving through church boxes	—	—	General	Unrestricted
0501 - One-off gifts	—	—	General	Unrestricted
0502 - Donations/Gifts	1,721.60	10,581.35	General	Unrestricted
0503 - Donations: Graveyard	—	—	General	Unrestricted
0504 - Donatons by Text	—	58.28	General	Unrestricted
0510 - Gifts of quoted securities	—	—	General	Unrestricted
0550 - Donations appeals etc	—	—	General	Unrestricted
0560 - Mission Cost of travel	—	—	General	Unrestricted
0570 - Giving Relief: Charity Giving	—	—	General	Unrestricted
0601 - Tax recoverable on Gift Aid	9,529.11	9,983.21	General	Unrestricted
0701 - Legacies	—	—	General	Unrestricted
0902 - Refreshments	1,412.30	1,636.29	General	Unrestricted
0910 - Rummage sales etc	—	57.75	General	Unrestricted
0915 - Fund Raising-Fetes, Sales etc.	5,132.37	5,188.79	General	Unrestricted
1020 - Bank and building society	345.83	494.11	General	Unrestricted
1030 - Rent from lands or buildings	300.00	300.00	General	Unrestricted
1101 - Fees for weddings and	3,552.00	5,834.00	General	Unrestricted
1102 - Community Use of Church	—	540.00	General	Unrestricted
1220 - Funds: Printing	—	—	General	Unrestricted
1250 - Magazine income - advertising	2,531.00	3,257.00	General	Unrestricted
1260 - Parish magazine sales	2,143.60	2,457.00	General	Unrestricted
1330 - Refunds	—	—	General	Unrestricted
<b>Totals</b>	<b>70,107.23</b>	<b>86,955.70</b>		
<b>Payments</b>				
1720 - Costs of stewardship	—	—	General	Unrestricted
1730 - Costs of fetes & other events	826.74	192.99	General	Unrestricted
1735 - Refreshments costs	345.14	364.59	General	Unrestricted
1801 - Giving to missionary societies	—	200.00	General	Unrestricted
1830 - Giving - relief and	—	—	General	Unrestricted
1850 - Home mission	—	—	General	Unrestricted
1870 - Secular charities	20.00	361.00	General	Unrestricted
1880 - School Barchester	—	—	General	Unrestricted
1910 - Ministry parish share etc	45,500.00	52,488.00	General	Unrestricted
2001 - Assistant staff costs	—	—	General	Unrestricted
2002 - Gifts & Discretionary giving	22.00	219.73	General	Unrestricted
2060 - Organist	1,125.00	975.00	General	Unrestricted
2101 - Working expenses of vicar	—	844.25	General	Unrestricted
2102 - Assistant clergy expenses	—	—	General	Unrestricted
2120 - Council tax	2,556.43	2,681.00	General	Unrestricted
2130 - Parsonage house expenses	—	—	General	Unrestricted
2150 - Vicar's telephone	—	747.78	General	Unrestricted

2170 - Education	460.32	40.00	General	Unrestricted
2201 - Parish training and mission	435.50	—	General	Unrestricted
2202 - Supper Club expenses	—	—	General	Unrestricted
2220 - Cost of mission travel	—	—	General	Unrestricted
2301 - Church running - insurance	3,155.13	2,547.46	General	Unrestricted
2310 - Church office -	602.18	516.29	General	Unrestricted
2330 - Church maintenance	198.00	—	General	Unrestricted
2331 - Cleaning	26.60	14.82	General	Unrestricted
2335 - Hospitality	—	—	General	Unrestricted
2340 - Upkeep of services	2,709.55	2,464.38	General	Unrestricted
2342 - Replacement of Furnishings	—	—	General	Unrestricted
2343 - Replacement of Equipment	306.89	482.65	General	Unrestricted
2345 - Under 18s	81.00	642.24	General	Unrestricted
2350 - Upkeep of churchyard	—	—	General	Unrestricted
2360 - Administration	885.24	1,041.66	General	Unrestricted
2370 - Visiting speakers / locums	68.00	17.20	General	Unrestricted
2401 - Church running - electric	1,605.59	1,626.47	General	Unrestricted
2410 - Church running - gas	2,136.30	2,325.81	General	Unrestricted
2420 - Church running - water	188.22	127.77	General	Unrestricted
2430 - Church running St Mark's	1,056.51	1,009.97	General	Unrestricted
2440 - Church running - heat&light St	630.38	437.50	General	Unrestricted
2501 - Magazine expenses	5,010.00	5,000.00	General	Unrestricted
<b>Totals</b>	<b>69,950.72</b>	<b>77,368.56</b>		

## **TREASURER'S FINANCIAL REPORT for 2019 FINANCIAL YEAR**

Firstly, I would like to express my thanks to all those who willingly give their time to help ease the day-to-day administration of our finances. In particular, thanks are due to David Bateman, who looks after the Planned Giving scheme and Andrew Severn who did all the banking during my holiday. Additional help and guidance is always forthcoming from PCC members, particularly the wardens, vergers and vicar. Grateful thanks also to the large team of volunteers who accurately count and collate the collections after each service.

Finally, thanks to Elizabeth Bateman who has again completed the Independent Examination most professionally.

### **Financial Review: Highlights summary**

2019, from a financial point of view, was a year of very positive progress, exemplified by the increases in all types of Giving, be it from regular monthly/weekly contributions, one-off donations or support for fundraising events. The following highlights will be expanded upon later in the report, but give a brief overview of significant items:

- Unrestricted income up 24% (£16888) to £86995.
- Unrestricted expenditure (excluding Parish Share) up 1.8% (£430) to £24880.
- Parish Share contribution increased by 15.4% (£6988) to £52488.
- Parish Share 'paid in full' for third consecutive year, but after Diocesan grant of £15000.
- Increase in cumulative surplus allows £9966 to be committed to 2020 Parish Share immediately.
- 'Loo & Brew' project finished on time and on budget, total cost £53748 net of VAT
- Restricted and Designated Reserves substantially reduced but still adequate for foreseeable contingencies.
- St Mark's fabric issues remain a concern, and a challenge.
- If the 2019 outcome is repeated next year, net unrestricted income will cover 89% of 2020 Parish Share, a shortfall of £8815.

### **Detailed Financial Review**

#### **Receipts & Payments**

A summary of the year's income and expenditure (or, more technically, 'Receipts & Payments' as defined by Charity Commission accounting guidelines) is given in the Statement of Financial Activities (SOFA) on page 5. In recent years I have also included a more detailed look at how these figures are made up by adding an 'Analysis of Receipts and Payments'. However, the format of this analysis makes year-on-year comparison of the General account quite difficult.

This year I have therefore replaced this with the two pages (6 & 7) 'Receipts/payments comparative figures – General account' which show the comparison between 2018 and 2019 just for the General, unrestricted account. I will make reference to any other relevant issues arising from Restricted and Designated funds later in this report.

The following remarks expand upon the figures in the SOFA in the order that they appear in that report.

#### **Unrestricted Receipts:**

In 2019 total unrestricted receipts went up by £16888 to £86955. This is a remarkable increase of 24%, and all areas of income have increased, some more than others. The overall total is substantially more than we could have expected at the beginning of the year.

Planned Giving via the standing order and envelope scheme still forms the bedrock of our income - £36000 in 2019. When other regular Giving (collections at services) and Gift Aid is added, almost two-thirds of income comes from 'Regular Giving'. This is the fourth year in a row that regular giving has gone up, despite the fact that numbers attending services and on the electoral roll have been falling. The average number of separate payments in the Planned Giving scheme fell from 88 to 80 per month over the course of the year.



By far the biggest % increase in 2019 came from 'one-off' donations, up from £1722 to £10581. (included in the 'other voluntary receipts' line on the SOFA). This was undoubtedly in response to Nancy, the vicar's, appeal at the beginning of the year, after the PCC had felt it necessary to seek grant aid of £15000 from the Diocese to offset an anticipated shortfall in income available to pay the Parish Share.

A large proportion of these donations came from just one or two individuals and, whilst they wish to remain anonymous, we can only remain grateful for their generosity. It would, however, be wrong to have to rely on such individual generosity on an ongoing basis and it may be that 2020 will see a return to the previous years' averages of around £2000.

On the other hand, there is ample evidence that there is a depth of generosity amongst our congregation that wells forth at times of need. We well remember the substantial donations given for the 'Raise the Roof' appeal only a few years ago and in 2019 an additional £15400, including some substantial individual donations, was given for the 'Loo & Brew' and Audio renewal projects. These items passed through the Restricted Fabric Fund rather than the General unrestricted Fund due to their specific nature.

Total Gift Aid recovered increased slightly to almost £10000. However, Gift Aid is received in arrears and this figure therefore relates to giving in 2018. 2020 Gift Aid should show a further increase in due course.

The next SOFA heading – 'Activities generating funds' covers several areas of activity. Of the £12596, almost half is income from The Messenger parish magazine. Unfortunately, not all of this is 'profit' as the printing costs of £5000 have to be deducted. However, the shortfall of £336 seen in 2018 was eliminated and there was a surplus of £714 in 2019 following a small increase in the cover price and an increase in the number of advertisers.

The second major part of this section relates to the activities of the Social Committee headed by Andy and Helen Williams. After increasing net fundraising income by 20% in 2018 they and their team have again done a magnificent job. Whilst gross income in 2019 increased by only £56 to £5189 the net result after costs has increased by 16% (£690) to £4996.

The Social Committee have continued to extend the range and quantity of events and a similar programme is planned for 2020. The funds raised (plus enjoyment and fellowship provided) are vital to the life of the church but it may be that the capacity of the team has now been reached. Suggestions for fundraising ideas that do not require such a large effort will I am sure be much appreciated.

The last income line on the SOFA comprises income from weddings, funerals and related items. Following the disruption caused by the major repair works in 2018 there was a welcome revival of weddings in 2019, with the eight ceremonies leading to a consequent rise in receipts. A huge thank-you has to be given to the verger, Karen Hillis in this respect, as she spends a great deal of time and expertise in organising the whole process.

### **Unrestricted Payments**

Excluding Parish Share payments, expenditure made from unrestricted funds rose by a modest 1.8% to £24830. There were no significant changes from 2018 but a close look at the detail will show that the vicar's and vicarage related expenditure was zero in 2018 and £1591 in 2019. Nancy has not suddenly become more profligate, but her reimbursement for 2018 came too late to include in the 2018 accounts thus apparently doubling the 2019 figures. Year-on-year costs are in fact very similar.

The 'cost of fetes and other events' fell substantially in 2019, hence the increase in net income mentioned earlier. This is mainly because of the cost (£568) of putting on 2018's 'A-May-Zing' event, which was not repeated in 2019.

Whilst still modest, our 'Missionary & Charitable Giving' showed an increase in 2019. It remains an aspiration of the PCC that this element of church life be enhanced, but this can only be after the priority of paying the full Parish Share has consistently been met. A large part of the gifts this year related to the Morecambe Food Bank and to The Bible Reading Fellowship, a charity who amongst other things supply materials for Messy Church. In addition to charitable giving passed through our accounts, there is also a great amount of work facilitated by the church that results in funds being raised and donated to charity. I can only total those sums notified to me through the year and in 2019 this amounted to £2667. Additionally, a substantial amount of goods were collected

and donated to Morecambe Food bank.

We are fortunate to have sufficient Restricted and Designated reserves to cover repairs and maintenance to the fabric of Holy Trinity, so that these costs do not drain unrestricted income. Similarly, expenditure on maintenance of the graveyards is covered by income from burials. This is accounted for via the designated graveyard reserve. Without this there would be an additional cost in excess of £3000 to the general account.

The major part of normal expenditure is Parish Share, where the total requested by the Diocese for 2019 was £72302, subsequently reduced by £15000 to £57302 following our appeal to the Diocese for grant assistance. In the event, as detailed above, our financial results were far better than expected, and it transpired that a grant of £5000 would have been sufficient. The PCC have already committed to put the resultant surplus straight back towards 2020's Parish Share. 2019 was the third year running that the amount paid towards Parish Share has increased. The figure of £52488 is 46% higher than the £36000 paid in 2016.

### **Reserves Policy**

The SOFA report lists a number of accumulated reserves under three different headings: Unrestricted, Designated and Restricted. I will cover relevant points in turn:-

- **Unrestricted: General Fund:** as noted above, most of our income is unrestricted and is used to pay the majority of costs, including Parish Share. To ensure that there is always enough cash available to cover fluctuations in cashflow, it is PCC policy to keep a minimum balance to cover two months' normal expenditure (currently equating to approximately £5000) in the General Reserve.
- **Designated: Capital Reserve:** it is PCC policy that any legacies received, where specific instructions for use are not given, are used for fabric expenditure, and this fund consists of the balance of such receipts. Best practice dictates that Restricted fabric funds are used before Designated but now that the Fabric Fund (see below) has been exhausted some of the Capital Fund was used to part-finance the 'Loo & Brew' project. As Holy Trinity is a listed building we have been able to claim back the VAT element of work on Holy Trinity, including 'Loo & Brew' works. As at the year end a claim of £9861.91 was outstanding and this will show up as a credit to the Capital Reserve during 2020.
- **Designated: Graveyard fund:** it is PCC policy that fees received from burials and graveyard monuments are reserved for expenditure on maintaining the graveyards.
- **Designated: Project Fund:** these are monies 'left over' from the build-up to the 'Raise the Roof' project and were utilised towards the 'Loo & Brew' project during 2019. The Fund will now be closed.
- **Restricted Funds:** there are a number of small Restricted funds where cash has been raised/donated for specific purposes in the past and there has been little movement in most of these during the year. There are three funds with balances/movement in excess of £1000: 1. The Revaluation Reserve merely reflects changes in the value of the Endowment Fund, and cannot be 'spent'. 2. The Organ Fund was accumulated some years ago and is available for servicing and repair of the organ, which would otherwise be a cost to the General Fund. 3. The Fabric fund, which merits a separate note:
- **Restricted Fabric Fund:** apart from a modest sum which is held specifically for expenditure on the tower clock, the £22000 balance on this Fund at the beginning of the year was used for improvements and maintenance at Holy Trinity during 2019, mainly the 'Loo & Brew' project. Historically, the balance on this fund had accumulated from legacies received where the donor's Will has specified that the money should be spent on the fabric of Holy Trinity. The church would not look how it does today without the forethought of the donors, and we should be thankful to them, and to others who will hopefully make similar legacies in the future.

### **THE FUTURE**

On re-reading my summary of 2018's accounts, and my thoughts about 2019, I seem to have been optimistic about the prospects for the 'Loo & Brew' project despite the fact that whilst the plans were done, the finance was not in place, but pessimistic about our ability to cover the Parish Share. In the event, my optimism was justified but my pessimism was not.

Both aims were achieved, if not with ease then with hard work and perseverance, and whilst it may be that the Diocesan grant was not really needed in full, was it not given in the same spirit of generosity that motivated those many individuals who donated sums large and small to the work of our church?

Whilst the Fabric committee have some further enhancements that they would like to make to both Holy Trinity and St Mark's they are fully aware of the diminished reserves available but I have no doubt that the future of the fabric of Holy Trinity at least is secure for the foreseeable future.

The situation at St Mark's is less certain: there are some relatively urgent works that need to be considered and some more costly improvements that the congregation there would love to implement. The subject is regularly discussed at PCC meetings and let us hope and pray that a solution can be found.

As is a treasurer's permitted role, I have to remain pessimistic about something and again it is our ability to cover the full Parish Share (i.e. without another, albeit smaller, grant or reliance on reserves). As noted above, 2019 was a remarkable year in terms of the growth (24%) of unrestricted income and the realist in me says that that level of income will be difficult to maintain, let alone grow to cover the 2020 Share request

If my initial pessimism is misplaced, and 2019's results were indeed to stay level in 2020, we would still only have enough net income to cover 89% of the full Share, a shortfall of £8815 against the Share request of £70890.\*

I sincerely hope that my pessimism will be proved wrong again, and that does, of course, depend on the continued generosity of all who value Holy Trinity & St Mark's.

Andy Hampshire

Treasurer. February 2020

\*PS Since writing the above notes the Diocesan Finance Department have agreed a grant of £5000 to reduce the 2020 Parish Share to £65890, so the gap is already closing.

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## **Fabric Group Report for 2019**

### **Overview**

It's been a busy year for the fabric group, the maintenance work has continued throughout the year at both churches, plus projects at Holy Trinity and St. Marks

The Loo and Brew project has now completed with a useful kitchenette, accessible toilet and storage areas. The PA system was updated with a much improved, and simplified system.

The B4RN Internet installation was completed at St. Mark's providing high quality Internet within the church. The ancient organ has been replaced at St. Mark's and resolution of the priority QIR issues is in hand. Graveyard maintenance has continued successfully with grass mowing and headstone maintenance. Additional work has been completed by the council to remove rampant ivy. War graves have been identified and recognised.

### **Details**

#### **Holy Trinity Telecommunications Proposal**

This potential project has been pending since 2016. In 2017 the government passed the Digital Economy Act 2017 in response to the Electronic Communications Code (ECC). This act stopped all new telecoms installations whilst the solicitors resolved contractual issues. These issues are now resolved, and installations have resumed in the South of England. I am still hopeful that the installation at Holy Trinity will happen at some time.

#### **Holy Trinity QIR Report**

If there is no outcome from the telecom proposal, we will have to replace the bird screen in the bell tower and consider the outstanding issue of a safety rope in the stairwell.

## **St Marks QIR Report**

There are two immediate action requirements from the QIR.

1. Decorate the south nave eaves gutter. We have been advised that we should consider replacement with PVC rainwater goods, (the same as the rear of the church). We will have to raise a Faculty to allow this work to progress.
2. Remove the large shrub from the vestry ridge on the west side of the nave. Re-point the wall head locally. This work has been approved for progress.

## **Graveyard**

Maintenance has continued throughout the year using the City council to cut the grass and inspect and restrain the head headstones where necessary. Trees have been inspected and no remedial trimming was required.

## **New Toilet/Kitchen Project (Loo and Brew)**

The new kitchenette is complete. Its completion was enabled by generous donations from the local community and charitable trusts. The level of support from the local community and involvement of our Primary School is heart-warming.

There are some minor issues to complete including the creation of a cupboard in the accessible bathroom. The old kitchen has been refurbished with the new storage cupboards and a flower arranger's sink. The old toilet will benefit with the installation a hand dryer, thereby avoiding the need for paper towels which causes blockages in the drainage system. We await quotes for the work. A new notice board has been ordered for the West wall adjacent to the kitchenette.

## **PA System**

The PA system and audio loop has been replaced and is a significant improvement on the old system, with audio quality and ease of use.

## **CCTV**

During the summer holidays we experienced some minor vandalism in church, so we have installed a video CCTV recording system in the corner above the kitchenette. Access to the recorded images is controlled by password and limited to the administrator," CCTV IN OPERATION" warning signs have been posted.

*Karren Hillis, Brian James, Rob Daunt and John Lane.*

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## **Safeguarding Annual Report**

The importance of responding appropriately to safeguarding issues has been underlined in recent months following the IICSA (Independent Inquiry into Child Sexual Abuse) report into Bishop Peter Ball's abuse of young men spanning a period of over 30 years. When concerns and specific allegations were made, they were not appropriately dealt with by the church at the highest level, the police or "the establishment", who all minimised, and failed to listen to the victims, thus allowing him to continue his abusive activities for decades.

The church, nationally, at diocesan level and within parishes, has changed processes, which are now more rigorous, and is seeking to put victims at the centre of our responses.

In Holy Trinity, we carried out a safeguarding audit in October, the results of which were shared at the PCC meeting in November. This shows that we are making progress towards good practice, but there are certainly no grounds for complacency. Two PCC members have not yet been DBS checked, despite regular reminders. In

future those being nominated for PCC will need to be informed of the requirement to be DBS checked before accepting nomination.

The safer recruitment policy is being implemented for helpers with Messy church.

Andy Williams has updated our website, which now complies with the guidelines.

In November, PCC approved the appointment of a second PSO (Parish Safeguarding Officer); Kath Lane is taking the lead for vulnerable adults. The safeguarding team now consists of Nancy, our vicar, Mary Bunting and Kath Lane.

There have been no incidents which have needed referral to the Diocesan Advisor for safeguarding.

*Mary Bunting March 2020*