

## 2021 Report and Accounts for the Parochial Church Council of Holy Trinity Church, Runcorn

### **Aims and purposes**

Holy Trinity's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Derek Guest, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibility through the Wicksten Drive Joint Council to ensure that the shared building of Wicksten Drive Christian Centre is run according to its constitution.

### **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. 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 are worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the 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.

### **Achievements and Performance**

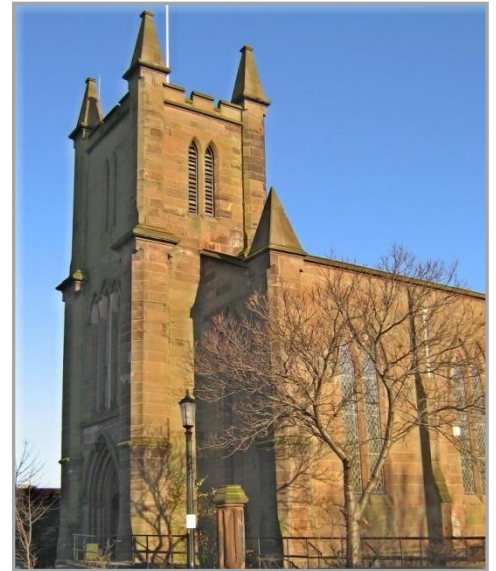
#### Worship and prayer

2021 continued to be dominated by Covid restrictions. Church was adapted for social distancing and when we were allowed to meet in public, we continued the pattern of alternating Sunday services between Holy Trinity and All Saints at 10.30am with online provision provided on YouTube by Joy Guest, which averaged 60+ viewers each week. This number watching is decreasing as more people feel confident to return to the church building. Weekly prayer meetings have continued on Zoom. The Friday morning Bible Study restarted when restrictions were lifted. Our WhatsApp group chat continues to be a vital link in our church life.

There were no weddings and seven funerals in the church and one at the graveside. It has been a joy and an encouragement to have several Iranian and Iraqi asylum seekers join our church family and a Christian couple from Hong Kong.

Tom Ryan, ordinand in training, has ably assisted Derek in our services and has been a welcome addition to our congregation.

The alternative Halloween Light Party for families was enjoyed by all. It was lovely to be able to have our Christingle service in 2021 (having not been possible due to Covid in 2020). It was well-attended as we welcomed several families who had also supported our Christmas Breakfast and Afternoon Tea with Father Christmas which were a great success. The Vision Support Carol Service with Castle View schoolchildren taking part also returned in 2021 and was well supported.



## Church Electoral Roll

The electoral roll had 36 members at 31<sup>st</sup> December.

## Home Groups

Post lockdown, the Monday group continued to meet on zoom.

## Wicksten Drive Christian Centre Joint Council

The Christian Centre building is owned jointly by The Methodist Church and the Church of England. The Joint Council is made up of 8 Methodist members and 8 Anglican members (of each churches choice). The Anglican members for 2021 were: the vicar, T Clare, J Beeney, C Kelly and M. Duncan, there were three available spaces on the Anglican membership. The joint council is responsible for the running of the building and promoting the co-operation and closer working of both churches.

## Open Door

With the easing of restrictions we reconvened the Tuesday lunch club in November. During the lock down people kept telling us how much they were looking forward to coming back and meeting the rest of the group. This was reflected in the fact that immediately numbers were similar to when we were forced to close. We are continuing to serve a two course hot meal to between 17 and 20 people each Tuesday. This has only been possible because of volunteers, particularly Pauline, Dave, Olga and Teresa, who, although not members of the church, willingly give their time. We have been unable to obtain any outside funding so cannot afford any paid employees. We are therefore trying to recruit further volunteers so that we can set up a rota to ease the pressure on the existing people and thus ensure that this important outreach activity can continue in the future.

## **Finance Review**

The general account showed a surplus of £2,822 in 2021 but only because we underpaid our Parish Share by £12,000. We had hoped to have sufficient surplus at the end of the year to make up the underpayment but because of the coronavirus the church has been closed for most of the year. Although a number of people in the congregation contribute by standing order there was still a reduction in planned giving of £4,000. As soon as the church was allowed to open in October we successfully reintroduced the monthly breakfasts and held a Christmas afternoon tea. These events have proved to be very popular and are well supported, giving a welcome contribution to the much needed funds of the church.

## **Reserves policy**

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments.

## **Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. It is a charity but is not yet required to register with the Charity Commission. It is, however, required to conform to the accounting and reporting requirements of the Charities Act 1993. Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting in accordance with the Church Representation Rules. The PCC met four times during the year.

During the year the following served as members of Holy Trinity PCC:

<i>Vicar:</i>	Revd Derek Guest
<i>Churchwardens:</i>	Terry Clare Cynthia Kelly
<i>Secretary</i>	Cynthia Kelly
<i>Treasurer</i>	Margaret Cooke MBE

*Representatives on the Deanery Synod:*

Elected 2019           Cynthia Kelly  
                              Margaret Cooke MBE  
                              Jenny Beaney

*Elected PCC Members*

Elected 2019           Olwen Wade (Resigned 2020)  
                              Jenny Beaney  
                              Mike Duncan

Elected 2020           Joy Nield

Elected 2021           Margaret Cooke MBE (co-opted)

The PCC Standing Committee comprised: The vicar, churchwardens, secretary and treasurer.

*Other Officials of Holy Trinity Church during 2021 were:*

Planned Giving Recorder	Margaret Cooke MBE
Electoral Roll Officer	Jenny Beaney
Church Flowers	Cynthia Kelly
Men's Fellowship Chairman	Terry Clare
Safeguarding Officer	Alan Friar

**Approved by the PCC on  
Chair)**

**and signed on their behalf by the Reverend Derek Guest (PCC  
Chair)**

## **Independent Examiner's Report to the members/trustees of Holy Trinity Church, Runcorn Parochial Church Council.**

I report on the accounts for the year ended 31 December 2020 which are set out on pages 5 to 7.

### **Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the general Direction given by the Charity Commissioners section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention.

### **Basis is independent examiner's statement**

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### **Independent examiner's statement**

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

1. which gives me reasonable cause to believe that in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with the accounting records 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.

Mrs E Rathbone  
87 Picton Avenue  
Runcorn  
WA7 5DP

**HOLY TRINITY CHURCH, RUNCORN**  
**Financial Statements for the Year Ended 31 December 2021**

**RECEIPTS AND PAYMENTS ACCOUNT**

<u>Receipts</u>	Note	Unrestricted Fund £	Restricted Fund £	Total 2021 £	Total 2020 £
<b>Voluntary Receipts</b>					
Planned Giving		13,012		13,012	13,824
Collections at services		1,490		1,490	711
All other giving/voluntary receipts	5a	833	1,243	2,076	2,516
Income Tax recovered		3,266		3,266	7,903
		18,601	1,243	19,844	24,954
<b>Activities for generating funds</b>	5b	631		631	360
<b>Investment income</b>	5c	5		5	44
<b>Church Activities</b>	5d	1,647	21,033	22,680	455
<b>TOTAL RECEIPTS</b>		<b>20,884</b>	<b>22,276</b>	<b>43,160</b>	<b>25,812</b>
<b><u>Payments</u></b>					
<b>Church activities</b>					
Parish share		12,000		12,000	12,000
Clergy		1,475		1,475	1,468
Church running expenses	5e	5,930	20,486	26,416	8,050
Mission giving and donations	5f	0	447	447	224
<b>TOTAL PAYMENTS</b>		<b>19,405</b>	<b>20,933</b>	<b>40,338</b>	<b>21,742</b>
<b>Surplus(deficit) of receipts over payments</b>		<b>1,479</b>	<b>1,343</b>	<b>2,822</b>	<b>14,439</b>
Cash at bank and in hand at 1 January 2021		17,279	15,417	32,696	14,186
<b>Cash at bank and in hand at 31 December 2021</b>		<b>18,758</b>	<b>16,760</b>	<b>35,518</b>	<b>28,625</b>

## PROJECT RECEIPT AND PAYMENT ACCOUNT

Receipts	Unrestricted	Restricted	Total 2021	Total 2020
	£	£		£
Lunches	547		547	602
Interest	0		0	5
	<u>547</u>		<u>547</u>	<u>707</u>
<b>Payments</b>				
Food	351		351	236
Wages	0		0	954
Office	0		0	63
Volunteer expenses	0		0	59
Equipment	7		7	9
Maintenance	760		760	761
Contribution to gas and electric	600		600	0
Sundries	32		32	120
	<u>1,750</u>		<u>1,750</u>	<u>2,202</u>
Surplus/Deficit of Receipts over Payments	(1,203)		(1,203)	(1,495)
Opening balance 1 January 2021	12,649		12,649	12,143
Balance as at 31 December 2021	<u><u>11,446</u></u>		<u><u>11,446</u></u>	<u><u>12,649</u></u>

## STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2021

Note	Unrestricted Fund £	Restricted Fund £	Total 2020 £	Total 2019 £
<b>Monetary Assets</b>				
Bank Accounts				
	16,544		16,544	13,759
Current Account				
Deposit Account	1	9,049	11,123	11,121
Project Account		11,446	11,446	12,648
Cash in Hand	140		140	108
Church of England Account	0	7,711	7,711	7,708
<b>Total Net Assets</b>	<u><b>18,758</b></u>	<u><b>28,206</b></u>	<u><b>46,964</b></u>	<u><b>45,344</b></u>

NOTE 1 Included in the Deposit Account balance is the receipt from the sale of 12% Exchequer Stock, the income of which is restricted to the purchase of flowers one week a year in the memory of Mr J Looker.

NOTE 2 Equipment and other fixed assets owned by the PCC have historically been written off in the year of purchase.

NOTE 3 Church furnishing are treated as inventory assets vested in the Church Wardens on special trust.

NOTE 4 There is a Sharing Agreement concerning Wicksten Drive Christian Centre, between Holy Trinity Church and Halton Road Methodist Church Trustees. The Church building is vested in the Chester Diocesan Board of Finance. Day to day management is the responsibility of a joint management committee, made up equally from both churches. The Centre is self-financing, but if the common costs of management are not met, Holy Trinity Parochial Church Council will be jointly responsible with the Methodist Church Council for any short fall. The latest set of accounts for the Centre is attached to these Accounts for information only.

NOTE 5 During the year the Parish was unable to pay the full amount of it's Parish Share and at 31 December 2021 £32,089 was outstanding.

## Further Analysis of Receipts and Payments

	Unrestricted Fund £	Restricted Fund £	Total 2021 £	Total 2020
<b>Receipts</b>				
<b>a) All other giving/voluntary receipts:</b>				
Donations	833	796	1,629	2,292
Tear Fund				224
Childrens Society	0	447	447	0
	833	1,243	2,076	2,516
<b>b) Activities for generating funds:</b>				
Social Activities	631		631	360
	631	0	631	360
<b>c) Investment income</b>				
Bank interest	5	0	5	44
<b>d) Church activities</b>				
Fees for weddings and funerals	667		667	455
Lunch club contribution to running costs	600		600	0
Hire fee	300		300	0
Travel	80		80	0
Insurance claim		21,033	21,033	
	1,647	21,033	22,680	2,148
<b>Payments</b>				
<b>e) Church running expenses:</b>				
Costs of services	0		0	0
Organ repairs	0	427	427	258
Church building running expenses	5,035		5,035	6,853
Church repairs and maintenance	410		410	735
Administration	127		127	204
Insurance claim	358	20,059	20,417	204
	5,930	20,486	26,416	8,050
<b>f) Mission giving and donations</b>				
Children's Society		447	447	0
Tear Fund		0	0	224
		447	447	224
<b>g) Restricted Fund Balances</b>				
	Opening Balance	Income	Expenditure	Closing balance
Church fabric legacy	259			259
Organ fund legacy	1,436		427	1,009
Roof repair fund	13,722			13,722
Philip's memorial		796		796
Insurance claim		21,033	20,059	974
	15,417	21,829	20,486	16,760

# WICKSTEN DRIVE CHRISTIAN CENTRE

ACCOUNTS FOR 2021 YEAR ENDED 31/12/21

## INCOME

£

### HIRINGS

DANCE GROUP SCARLETS	750
W.D. CRAFTERS	120
A.A. SELF HEAT GROUP	696
	<u>1566</u>

### OTHER INCOME

GIFT DAY (MANS GROUP)	150.00
INSURANCE CLAIM	168.56
R. ON	382.86
F. ON	452.16
MATH SOC.	1500.00
DONATION	1000.00
DANCE GROUP	49.00
REFECTION	220.00
BANK INTEREST	0.24
	<u>3922.82</u>

### OPENING BALANCE

3944.85

### TOTAL

9433.67

Examined & verified Jan Kuhlman 29 January 2022



## EXPENDITURE

INSURANCE	1307.41
WATER	335.62
GAS	653.10
ELECTRICITY	<u>534.52</u>
	<u>2830.65</u>

OMG - WATER LEAK	1936.56
FIRE EXT. INSPECTION	72.00
CCAT	39.72
CLEARING BACK AREA	50.00
PAINTING	25.00
REXEL (SAFTY)	33.54
CHRISTMAS TREE	32.00
MISS ITEMS.	56.46
LAWN CUTTING	<u>255.00</u>
	<u>2480.28</u>

<u>CLOSING BALANCE</u>	
DEPOSIT A/C	4016.61
CURRENT A/C	100.00
CASH	<u>6.13</u>
	<u>4122.74</u>

TOTAL	<u>9433.67</u>
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Examined and verified Jan Melville 29 Jan 2022