

Holy Trinity Church

Potten End

Annual Report and Financial Statements

of the Parochial Church Council

for the year ended 31 December 2017

Annual Report

Vicar	The Reverend Penny Nash	
Churchwardens	Mrs Julie Griffiths Mr Robert Ferneyhough	
Deputy Churchwarden	Mr Nigel Chadwick	
Hon. Treasurer	Mrs Katie Bett	
Lay Reader	Mr Richard Hackworth	
Sacristan	Mrs Mary Mitchell	
Verger	Mr Frank Mitchell	
Director of Music	Position vacant	
Team Council Representatives	Mrs Julie Griffiths Mr Robert Ferneyhough	
Deanery Synod Representatives	Mrs Julie Griffiths Mrs Carole Harrison Mrs Audrey Reading	
Members of the Parochial Church Council	The Vicar, Churchwardens and Deputy Churchwarden Mrs Alma Rodgers (Secretary) Mrs Katie Bett (Hon Treasurer) Mrs Audrey Reading (part year) Mrs Sue Barnett (part year) Mrs Toni Butler Mrs Chris Norman Mrs Carole Harrison Rev Canon Timothy Pilkington (ex officio)	Mr Simon Barnard Mrs Emma Harris Mr Andy Smith Mrs Mary Mitchell Mrs Bev Hamilton (part year) Mrs Jane Hazzard (part year) Mrs Esther King-Smith (part year) Rev. John Russell (ex-officio)

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity excepted from registration with the Charity Commission. Holy Trinity is one of five parishes which together constitute the Berkhamsted Team Ministry.

2017 Annual Report and Financial Statements for the Parochial Church Council of Holy Trinity Church, Potten End

Aim and purposes

Holy Trinity's Parochial Church Council (the PCC) is responsible with the Vicar for sustaining and developing the ecclesiastical parish and the whole ministry and mission of the church in our village community. In fixing its aim, purpose and mission the parish has drawn on its Christian beliefs, faith and heritage but is also conscious of the Charity Commission's guidance on public benefit and, in particular, the specific guidance given to charities for the advancement of religion.

During the year the Parish has:

- Sought to enable the people and children of Potten End to find and live out their faith in our village community through worship, prayer and Bible study
- Tried to demonstrate Christian love, care and concern for others by our pastoral care, social interaction, mission and outreach
- Used and maintained the structure and fabrics of Holy Trinity Church, Church Room and Churchyard for the benefit of our wider community

Objectives and activities

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 and the Church Rooms.

Structure, Governance and Management

The method of appointment of the Wardens and PCC members are laid down by the Church Representation Rules. The PCC members are elected by a vote of those Church members included on the Church's electoral roll and normally serve for fixed term periods, retiring by rotation. The PCC are responsible for making decisions on all matters of general concern and importance to the Parish, including all decisions on how the Church's funds are spent and used.

6 meetings of the PCC were held during the year. The existing PCC structure, which has a number of sub-committees to deal with particular aspects of parish life, has been retained. Regular reports are given at PCC meetings of the Standing Committee, Worship & Christian Development, Social and Pastoral committees and by the representative members of the Deanery Synod and Team Council. In addition reports are provided at each PCC meeting by the Vicar, the Wardens including reports on church fabric, churchyard and church room matters and the Treasurer on financial matters.

During the year the PCC maintained and reviewed its policies to comply with the relevant Child Protection, Vulnerable Adults, Race Equality, Health & Safety and applicable Fire Regulations.

During 2017 there were 12 Baptisms, 2 Marriages, 7 Funerals and 3 at the Crematorium. The electoral roll membership is currently 119. Church attendance for our normal Sunday services now includes the regular figures from Messy Church and they stand at 58 adults and 7 children.

Financial review

The General Fund started the year with a balance of £11,156. During the year the fund made a deficit of £7,865, however this was covered by a portion of the 2015 & 2017 Fete proceeds which have been pro-rated for the financial year (£3,838).

Overall our income from donors remained consistent with that of the previous year and we managed to control our costs well. Unfortunately income generated by the Church Room and Newsletter has seen a decline in 2017, resulting in a larger deficit on the general fund than we have seen in the previous year.

Despite this, and due to the success of our Church Fete, the PCC were pleased to be able to meet their Outreach target of £5,786. Note 3a gives a list of the charities and organisations that we have supported.

Once again the Social committee organised a variety of functions and were able to raise funds for both local charities and the Church. We are very grateful for their continued support and enthusiasm.

Designated income and expenditure primarily reflects donations received and monies paid for the Church Fete, a new Altar Cloth and a new carpet for the Church.

We are fortunate to have a healthy level of cash and reserves, which is reflected in our balance sheet; however throughout 2018 we will continue to experience financial challenges and therefore must continue to do what we can to support our Church and Community.

Reserves policy

The PCC aim to maintain a balance on free reserves (net current assets), which equates to at least three months' unrestricted payments. This is equivalent to around £18,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end was £82,692 which is well in excess of this target.

It is our policy to invest our fund balances with the CCLA Church of England Investments and Savings accounts.

The PCC also holds reserves against the potential risk of losing a major donor of the church, a regular church room letting or newsletter advertiser.