

Holy Trinity Church

Potten End

Annual Report and Financial Statements

of the Parochial Church Council

for the year ended 31 December 2018

Annual Report

Vicar	Position vacant	
Churchwardens	Mrs Julie Griffiths Mr Robert Ferneyhough	
Deputy Churchwarden	Mr Nigel Chadwick	
Hon. Treasurer	Mrs Katie Bett	
Sacristan	Position vacant	
Verger	Position vacant	
Music	Mr Richard King and Mr Andy Smith	
Team Council Representatives	Mrs Julie Griffiths Mr Robert Ferneyhough	
Deanery Synod Representatives	Mrs Julie Griffiths Mrs Carole Harrison	
Members of the Parochial Church Council	The Vicar, Churchwardens and Deputy Churchwarden Mrs Alma Rodgers (Secretary) (part year) Mrs Katie Bett (Hon Treasurer) Mrs Esther King-Smith Mrs Bev Hamilton Mrs Chris Norman Mrs Carole Harrison Rev Canon Timothy Pilkington (ex officio)	Mr Simon Barnard Mrs Emma Harris Mr Andy Smith Mrs Hilary Matheson (part year) Ms Sara Raybould (part year) Mrs Jane Drake (part year) Mrs Toni Butler (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.

2018 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 2018 there were 8 Baptisms, 2 Marriages, 2 Marriage Blessings and 4 Funerals. 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 50 adults and 3 children.

Financial review

2018 was a busy year for the Church and this has been reflected in our financial statements. The unrestricted general fund started the year with a balance of £7,129. In 2018 we made a deficit of £5,525, which was reduced by the allocation of the 2017 fete proceeds, bringing the total deficit on the unrestricted general fund for the year to £2,182.

In 2018 we introduced a pilot of the Parish Giving Scheme, which has not only improved our cashflow by receiving gift aid earlier, but has also resulted in an increase in our collections. Overall our total income from donors increased by 2.9% during the year. We will be rolling the scheme out further in 2019.

As part of our 150th celebrations we offered members of the Parish an opportunity to donate towards our nominated charities through our Tree of Promises. This will run until 14th January 2019. In 2018 we collected £3,303 through the Tree of Promises, of which £1,404 was for the Church and the remainder for DENS, The Hospice of St Frances, Christian Aid and the Joshua Playing Project, all of whom will be much appreciative of the generosity of our Parish.

The Church Hall and Newsletter continue to make a positive contribution, however the costs associated with the production of the Newsletter are increasing. In order to be able to continue to provide this great resource to our Community free of charge, we held an appeal for donations in December. In 2018 we were fortunate to receive £1,620 in donations and these have been set aside to offset the future costs related to the Newsletter.

The Social Committee, with the 150th Committee, have been particularly busy this year and organised a wide variety of successful events for all of the community to celebrate the 150th anniversary of Holy Trinity. In total they raised £750 for the Church and contributed directly to local charities with additional proceeds from joint events and raffles.

Our expenses have decreased in total compared to 2017 due to the costs associated with the fete and the Altar cloth and carpet being recognised in 2017. In general our continuing expenses remain in line with prior years. One area where we have seen an increase in cost is Pastoral support and other miscellaneous expenses. During the interregnum we do not pay for Priests from the Team who take on the extra burden of covering Communion services, however we do pay fees to retired Priests who come to take services. This cost is partly offset by the small percentage reduction we receive on the Parish Share we pay to the Diocese.

We continue to maintain a healthy level of cash and reserves, which is reflected in our balance sheet; however we should be aware that our unrestricted general fund continues to reduce and at some point, possibly next year, we may need to transfer funds from our reserves.

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 £79,642 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.