



HOLY TRINITY CHURCH, EXETER

Annual Report and Financial Statements

of the Parochial Church Council

For the year ended 31 December 2018

Vicar:

Rev'd. Jonny Elvin
23 Couper Meadows,
Clyst Heath,
Exeter
EX2 7TF

Bank:

CAF Bank Limited
25 Kings Hill Avenue,
Kings Hill,
West Malling,
Kent
ME19 4JQ

Independent Examiner:

Mr Martin Cronin MAAT FCIE
Bowhill Bookkeeping Services,
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TRINITY CHURCH, EXETER
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

CONTENTS

	Page
Annual Report	1-4
Independent Examiner's Report	5
Receipts and Payments account	6
Statement of Assets and Liabilities	7
Notes to the Financial Statements	8-11

TRINITY CHURCH, EXETER

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

At Trinity Church we seek to “Know Christ and Make Christ Known”. This is at the heart of all we do. The Parochial Church Council (PCC) supports the incumbent in promoting the ministry and mission of the Church

The parish continues to see significant housing development within its boundaries and it is this growth which has driven our strategic planning. As we review the year let us praise God for His goodness to us.

ACHIEVEMENTS AND PERFORMANCE

Trinity Church has a Mission Action Plan which describes how over the next five years we aim to see our church grow, with most of that growth coming from people becoming Christians for the first time. In 2018 we were able to put in place significant parts of this plan.

We are delighted to have been able to appoint Hannah Hocking as our full time Youth Worker and also very excited about having started up another Sunday morning congregation at Trinity School.

We continue to see growth in our congregation. The number on the electoral roll as at our Annual Church meeting was 118 the previous year the figure was 103. Average attendances at Sunday services also increased from 129 in 2017 to 151 in 2018.

Worship and Prayer

We continue to offer a range of services and events that enable worship and prayer in our church and parish community. These include:

Regular Sunday Worship at three locations in our parish, Clyst Heath Primary School, Newcourt Community Centre and Trinity Primary School.

Provision for children’s and youth ministry

A monthly evening service (Trinity Unplugged) aimed at 11-15 year olds

A monthly mid-week prayer meeting

Special services at Christmas and Easter

Christianity Explored courses to help people explore the Christian faith

Mid-week home group meetings.

All are welcome to attend our services and events. As well as our regular services we enable the community to celebrate and thank God at milestones of the journey through life through baptism, marriage and funeral services.

Outreach and Community Service

Trinity continues to run many community focused initiatives including:

Two toddler groups - one in Newcourt and one in Clyst Heath

K@TCH youth club - aimed at children in years 3-6 and based in Clyst Heath School

Xcite holiday club - a one-week event held in the summer holidays and aimed at primary school aged children

Delivery of 'Trinity Quarterly' to every home in our parish

A monthly 'Dads and Toddlers' group based at Newcourt community centre

Mission support

We continue to dedicate 15% of unrestricted giving to support those working for Christ outside the parish, principally overseas. During this year we have continued to support our three mission partners, The Griffiths family, The Stanford family and Emma Brewster. It was lovely to see all three mission partners in person at some point during 2018 and we were greatly encouraged by their visits.

Pastoral Care

We run mid-week homegroups to provide more time for Bible study, prayer and pastoral support for our church family. We also have a church prayer diary which encourages the church family to pray for each other and the wider needs of the world.

TRINITY CHURCH, EXETER

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community that it is.

Deanery Synod

Two other PCC members, Claire Reynolds and Ian Powell, sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the Church of England.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults) which has been incorporated into the Church Safeguarding Policy approved in May 2018 and embedded through our safeguarding practices.

During 2018, Mark Oliver has continued in the role as Safeguarding and Equalities Officer, overseeing our work regarding child protection and vulnerable adults with Ruth Maxwell as his deputy. Ceri Books continues to be our Special Educational Needs Coordinator.

NEXT STEPS

We trust, through our work, people in our parish will be blessed by God's love and see our faith in action. As we look to the future we recognise there is still much to be done. The Strategic priorities are listed below:

- Seeking further increases in voluntary giving from the church family so that our income matches our expenditure
- Developing our administrative capacity so it can support a larger church
- Development of new outreach work as our parish expands.
- Appointment of an Associate Minister

POLICIES AND OTHER INFORMATION

Risk Assessment

The policies with Ecclesiastical Insurance Group provide adequate insurance cover for all the activities for which the PCC is involved, including matters such as employers and public liability. Policies on Health & Safety and Child Protection (including DBS) are kept under regular review by the PCC

Public Benefit

When planning our activities for the year, the incumbent and PCC have considered the Charity's commission guidance on public benefit and the specific guidance for charities on the advancement of religion. We try and enable 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 and those who live outside the parish who are part of our church family Outreach work both inside and outside our parish.

Location and History of Trinity Church

Trinity Church is situated in the Digby and Newcourt areas. This is located in the East of Exeter in an area of new housing. Trinity has been working in the area since 2005 and on 1 May 2013 it formally became the Parish of Holy Trinity, within the Diocese of Exeter, within the Church of England.

Having no building of its own, the Church worships in Clyst Heath Community Nursery and Primary School (licensed for divine service on 25 March 2007 and as a Parish Centre Of Worship on 14 October 2015), Newcourt Community Centre since January 2016 and Trinity Primary School since April 2018. The Parochial Church Council (PCC) achieved registered charitable status on 2 October 2012. The registered charity No is 1149175.

TRINITY CHURCH, EXETER

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name	The Parish of Holy Trinity Exeter
Other name the charity uses	Trinity Church Exeter
Registered charity number	1149175
Charity's principal address	23 Couper Meadows, Clyst Heath, Exeter, EX2 7TF.

Structure, governance and management

How is the church constituted ?	<p>The Parochial Church Council (PCC) supports the incumbent in promoting the ministry and mission of the Church.</p> <p>The only committee required by law is the Standing Committee. This consists of the Minister and Churchwardens, and two other PCC members as elected. This committee has the power to transact business of the PCC between its meetings, subject to any direction of the Council.</p> <p>The PCC also has several sub-committees to deal with areas of church activity. At least one member of the PCC serves on each of these. The other members of these sub-committees may include non-PCC members.</p>
Type of governing document:	The powers conferred on the PCC arise from two pieces of legislation. These are the Parochial Church Councils (Powers) Measure 1956 and The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).
Trustee selection methods	The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC

PCC member name	Office (if any)	Dates acted if not for whole year
Rev'd Jonny Elvin	Incumbent	
Paul Johnson	Church Warden	
Jonathan Porter Goff	Church Warden	
Claire Reynolds	Deanery Synod Rep	
Ian Powell	Deanery Synod Rep	From 17 th April 2018
Rev'd Phillip Brokenshire (curate)	Staff member	
Petra Abbott		
Nigel Adams (deceased)		To January 2018
Jon Clode		To 17 th April 2018
Claire Clode		From 17 th April 2018
Viki Fry		From 17 th April 2018
Chris Harris	PCC Secretary	
Nathan Johnson		
Laura Newall		
Mark Oliver	Safeguarding Officer	
Karen Silcox	Treasurer	
Tina West		

TRINITY CHURCH, EXETER

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

FINANCIAL REVIEW

Trinity Church is very dependent on voluntary giving from the church family to pay for the work we do so it is fitting to begin this report by thanking everyone who has contributed financially to the work of the church in the last 12 months.

The church made a cash deficit in the year of £13,157 following a cash surplus of £12,126 in 2017 and £27,269 in 2016. Much of this cash deficit was due to the establishment of a new congregation in Trinity School in April 2018 which added costs totalling £12,932 for one off set up costs and £7,013 for the hire of Trinity School.

The set up costs have been offset by a grant from the Diocese of Exeter amounting to £12,000. This has only been received in the current year and is shown as a debtor (money owed to the church) under 'Other Monetary Assets' in the Statement of Assets and Liabilities.

In fact the financial picture for the church is clearer if you include the income due to be received and the expenses due to be paid listed on the Statement of Assets and Liabilities. When you do this the church has a deficit for 2018 of £1,325 instead of a cash deficit of £13,157.

Total cash receipts received in the year increased by 12.7% compared to the previous year - most of these increases; the result of increased donations and other planned giving (including gift aid and the gift aid small donations scheme recovered). Unrestricted income which could be used on general church expenses increased by 10%.

Total cash payments increased by 34.7% compared to the previous year. Most of this increase was due to the costs associated to the Trinity School congregation and the appointment of a new youth worker. Giving and donation to mission increased by 16.6%. If one excludes the Trinity School costs, than total cash payments have increased by 18.4% compared to 2017.

At the year-end cash funds totalled £117,763 with £87,028 held in unrestricted funds.

RESERVES POLICY

Our reserves still remain healthy, despite the cash deficit. The total cash amounts held in unrestricted reserves at the year-end is £87,028.

The PCC holds cash reserves for the following reasons:

To cover the 2019 projected deficit budget of £22,115

To manage cash flow

To fulfil our obligations in the event of Trinity having to close (currently assessed at £50,000)

To fulfil our policy of donating 15% of all unrestricted giving to mission support (at the end of 2018 the cash balance carried forward was £2,746)

Any additional funds are being held to continue to support the strategy of the Mission Action Plan. This may include further investment in our administrative capacity and employment costs for an associate minister.

We also hold £30,113 designated cash funds to support Children's and Youth Work staffing.

This report was approved by the PCC on.....and signed on their behalf by:

Jonathan Elvin (Chairman)

Karen Silcox (Treasurer)

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF TRINITY CHURCH, EXETER
PAROCHIAL CHURCH COUNCIL**

I report on the accounts of the Trust for the year ended 31 December 2018, which are set out on pages 6 to 11. **Responsibilities and basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

Mr M Cronin MAAT FCIE Bowhill Bookkeeping Services
172 Newman Road
Exeter
EX4 1PQ

Date

TRINITY CHURCH, EXETER
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31 DECEMBER 2018

	Unrestricted	Designate d Mission	Children's & Youth worker	Restricted Toddler	Restricted Newcourt	Restricted Charitable	Restricted Trinity School	TOTAL FUNDS	TOTAL FUNDS
Note	Funds	Support Fund	Funds	Groups Fund	Mission Fund	Gifts Fund	Set up Fund	2018	2017
	£	£	£	£	£	£	£	£	£
RECEIPTS									
Donations and Legacies	5		5,276	-	-	1,051	-	126,181	118,863
		102,110	17,744						
Non-recurring donations and appeals	6		-	-	-	7,388	-	19,103	10,297
		9,958	1,757						
Income from Church Activities	7		-	-	-	-	-	4,841	4,292
		2,452		2,389					
Investments	8		-	-	-	-	-	1,078	631
		1,078							
TOTAL RECEIPTS		115,598	19,501	5,276	2,389	-	8,439	-	151,203
PAYMENTS									
Church Activities	9		21,989	1,385	1,793	8,439	12,932	164,360	121,957
		98,846	18,976						
TOTAL PAYMENTS		98,846	18,976	21,989	1,385	1,793	8,439	12,932	164,360
NET RECEIPTS/(PAYMENTS)		16,752	525	(16,713)	1,004	(1,793)	-	(12,932)	(13,157)
TRANSFERS BETWEEN FUNDS		(932)	-	-	-	-	-	932	-
NET MOVEMENT IN FUNDS					(1,793)	-	(12,000)		

	15,820	525	(16,713)	1,004			(13,157)	12,126	
CASH BALANCES AT 1ST JAN 2018	71,208	2,221	46,826	2,111	8,554	-	-	130,920	118,794
CASH BALANCES AT 31ST DEC 2018	87,028	2,746	30,113	3,115	6,761	-	(12,000)	117,763	130,920

TRINITY CHURCH, EXETER
STATEMENT OF ASSETS AND LIABILITIES
YEAR ENDED 31 DECEMBER 2018

	Unrestricted Funds £	Designated Mission Support Fund £	Children's & Youth worker Funds £	Restricted Toddler Groups Fund £	Restricted Newcourt Mission Fund £	Restricted Trinity School Set Up Fund £	TOTAL FUNDS 2018 £	TOTAL FUNDS 2017 £
CASH FUNDS								
CAF Cash No 1 account	2,183	-	-	-	-	-	2,183	222
CAF Cash No 2 account	9,858	-	-	-	-	-	9,858	
CAF Gold account	27,995	-	-	-	-	(12,000)	15,995	13,485
Redwood Bank Skipton Building Society account	16,607	2,746	30,113	3,115	6,761	-	59,342	-
Cambridge and Counties Bank account	30,328	-	-	-	-	-	30,328	74,177
Cash Floats (Toddlers Groups and Banns)	57	-	-	-	-	-	57	30,000 35
TOTAL CASH FUNDS	87,028	2,746	30,113	3,115	6,761	(12,000)	117,763	130,920
OTHER MONETARY ASSETS								
Deposit from hire of venue (Clyst Heath school)	1,000	-	-	-	-	-	1,000	1,000
Gift aid and GASDS Tax refunds	1,816	-	109	-	-	-	1,925	1,639
HMRC PAYE refunds	-	-	-	-	-	-	-	1,846
Diocese of Exeter grant	-	-	-	-	-	12,000	12,000	-
TOTAL OTHER MONETARY ASSETS	2,816	-	109	-	-	12,000	14,925	4,485
LIABILITIES								
Staff and clergy expenses	163	-	-	-	-	-	163	40
Salaries, Wages & Honoraria	-	-	476	-	-	-	476	-
Church Running expenses	1,325	-	-	-	-	-	1,325	679
Church Running expenses: Independent exam fee	700	-	-	-	-	-	700	600

Trading/Church Activity	-	-	-	105	324	-	429	-
TOTAL LIABILITIES								
	2,188	-	476	105	324	-	3,093	1,319

ASSETS RETAINED FOR OWN USE

The church retains assets for its own use. These are 3 electronic pianos, wireless projector, 3 laptops and various items of Audio Visual equipment.

Approved by the Parochial Church Council onand signed on their behalf by:
Jonathan Elvin (Chair) **Karen Silcox (Treasurer)**

TRINITY CHURCH, EXETER

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES

Accounting Convention

The financial statements are prepared under the receipts and payments basis and comply with the Charities Act 2011 and follow best accounting practice as laid out in the SORP FRS 102.

2. TRUSTEES' REMUNERATION AND EXPENSES

The Minister and Curate are paid for by the diocese from the Diocesan Common Fund paid by each parish.

No further remuneration, directly or indirectly, out of the funds of the church was paid or is payable for the year to any of the PCC members, or to any other person or persons known to be connected to any of them.

The Minister and Curate were reimbursed £3,202 (2017 - £4,176) in respect of costs incurred for travel, books, hospitality and phone and internet services.

No further reimbursement of expenses in respect of services provided has been made or is due to be made to any of the PCC members.

3. CHARITABLE GIVING AND MISSION SUPPORT

	2018	2017
	£	£
<i>Giving from unrestricted funds</i>		
FNX Trust Upload event	300	-
GAFCON	1,222	-
Support for attendance at DCYC camp	130	-
Support for Exeter University Christian Union event	25	100
Support for Ben Davies funeral	576	-
Individual support for trip to Uganda	200	-
Retirement gift for staff	-	200
OMF International UK (Griffiths and Stanfords)	-	2,400
<i>Sub total for giving and support from unrestricted funds</i>	2,453	2,700
<i>Giving from designated funds</i>		
OMF International UK (Griffiths and Stanfords)	13,776	16,176
Emma Brewster (paid direct until Oct 18 then to SIM UK)	3,900	3,600
Devon & Exeter Manna House Trust	1,300	-
<i>Sub total for giving and support from designated funds</i>	18,976	19,776
<i>Giving from restricted charitable gifts funds</i>		
Children's Society (collected at Christmas 2017)	149	-
Tearfund (monies collected events in aid of Tearfund)	650	535
Monies collected for Ben Davies Funeral	6,390	-
OMF International UK (Griffiths family only)	1,250	1,250
Amigos and Shine Programme	-	700
Retirement Collections for staff	-	642
<i>Sub total for giving and support from restricted funds</i>	8,439	3,127
Total for all charitable giving	29,868	25,603

TRINITY CHURCH, EXETER

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2018

4. FUNDS

Designated Mission Support Fund

The PCC have agreed to set aside 15% of all unrestricted voluntary giving to support mission primarily overseas. The residual balance at the year-end was £2,746 (£2017 £2,221.)

Designated Children's and Youth worker Fund

The PCC have set aside £34,436 of reserves in order to support the children's and youth worker. In addition members of the church family have also given specifically to support this post. At the start of 2018 the balance of the restricted fund was £12,390. £5,276 restricted donations and gift aid was received in the year and £21,989 was spent on employment costs for the children's and youth worker administrator and the youth worker. At the end of 2018 there was a zero balance on the restricted fund and a balance of £30,113 on the designated fund.

Restricted Toddler Groups Fund

The fund shows the income and expenditure for the toddlers groups. A balance of £3,115 remained at the year-end split between the groups as follows:

- Clyst Heath toddlers £476
- Newcourt Wednesday toddlers £2,178
- Newcourt Dads and Toddlers £461

Restricted Newcourt Mission Fund

Grant money received from previous years continues to support venue hire costs for the toddler groups. A balance of £6,761 remained at the year-end.

Restricted Charitable Gifts Fund

This fund is for gifts and collections that are the result of a specific appeal and are given to various organisations and individuals.

Restricted Trinity School Set up Fund

A grant from the Diocese of Exeter for £12,000 was given towards the set up costs of the new congregation established at Trinity Primary School, Exeter during the year. This grant was not received until January 2019 and therefore the fund shows a deficit balance at the year-end. A transfer of £932 was made to the fund from the unrestricted funds as the set up costs exceeded the grant given.

TRINITY CHURCH, EXETER

NOTES TO THE FINANCIAL STATEMENTS - RECEIPTS

YEAR ENDED 31 DECEMBER 2018

	Unrestricted Funds	Designated Mission Support Fund	Children's & Youth Worker Funds	Restricted Toddler Groups	Restricted Newcourt Mission Fund	Restricted Charitable Gifts Fund	Restricted Trinity School Set Up Fund	TOTAL FUNDS 2018	TOTAL FUNDS 2017
	£	£	£	£	£	£	£	£	£
5. Donations and legacies									
Tax efficient planned giving	69,861	12,328	4,185	-	-	-	-	86,374	86,299
Other planned giving	11,511	2,031	-	-	-	-	-	13,542	8,802
Collections at Services	1,560	-	-	-	-	-	-	1,560	1,385
Gift aid & GASDS recovered	19,178	3,385	1,091	-	-	1,051	-	24,705	22,377
	102,110	17,744	5,276	-	-	1,051	-	126,181	118,863
6. Other Voluntary Receipts									
Non-recurring donations and appeals	9,958	1,757	-	-	-	7,388	-	19,103	10,297
	9,958	1,757	-	-	-	7,388	-	19,103	10,297
7. Income from church activities									
Weddings/funerals income	423	-	-	-	-	-	-	423	593
Church / trading activity	2,029	-	-	2,389	-	-	-	4,418	3,699
	2,452	-	-	2,389	-	-	-	4,841	4,292
8. Income from Investments									
Bank interest	1,078	-	-	-	-	-	-	1,078	631
TOTAL RECEIPTS	115,598	19,501	5,276	2,389	-	8,439	-	151,203	134,083

TRINITY CHURCH, EXETER

NOTES TO THE FINANCIAL STATEMENTS - PAYMENTS

YEAR ENDED 31 DECEMBER 2018

	Note	Unrestricted Funds	Designated Mission Support Fund	Children's & Youth worker Fund	Restricted Toddler Group	Restricted Newcourt Mission Fund	Restricted Charitable Gifts Fund	Restricted Trinity School Set Up Fund	TOTAL FUNDS	TOTAL FUNDS
		£	£	£	£	£	£	£	2018	2017
									£	£
9. Church Activities										
Diocesan Parish Share ^a		51,781	-	-	-	-	-	-	51,781	49,367
Mission Giving and Donations	3	2,453	18,976	-	-	-	8,439	-	29,868	25,603
Salaries Wages and Honoraria		-	-	21,989	-	-	-	-	21,989	8,886
Staff and clergy expenses		4,897	-	-	-	-	-	-	4,897	4,176
Mission and Evangelism costs		4,378	-	-	-	-	-	-	4,378	3,641
Church Running Expenses ^b		34,870	-	-	-	1,793	-	12,932	49,595	28,743
Trading / Church Activity ^c		467	-	-	1,385	-	-	-	1,852	1,541
TOTAL PAYMENTS		98,846	18,976	21,989	1,385	1,793	8,439	12,932	164,360	121,957

a- Trinity Church receives a discount on the Parish Share Contribution of £2,000 per venue. This discount saved the church £4,000 in 2018 and is set at £6,000 for 2019

b – The £34,870 on church running expenses in unrestricted funds can be broken down as follows:

Type of expenditure	£
Morning service venue hire Clyst Heath	£13,638
Morning service venue hire Trinity School (April to December 2018)	£7,013
Evening Service hire Newcourt Community Centre	£3,755
Other	£10,464
Total	£34,870

c- This £467 is the cost of the aborted church weekend away.