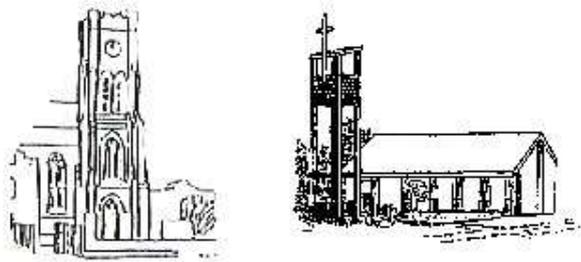


**Holy
Trinity**
St Columba
FAREHAM

Annual Report
and
Financial Statements
of the
Parochial Church Council

for the Year Ending 31st December 2017



The Parish of Holy Trinity with St. Columba,
Fareham

Registered Charity number 1135129

Contents Page

Statutory Information	1
Annual Report	2
The Parish and the Parochial Church Council	2
Members of the PCC	3
Sub-committees of the PCC	4
PCC Review	5
Public Benefit	6
Public Benefit (<i>continued</i>)	7
Events through the year	7
Health and Safety/Buildings	8
The Highlands Hub	8
St Columba Church Development Project	9
Safeguarding Policy	10
Report from the Stewardship Committee	10
Financial Review	11
Investment Policy	11
Reserve Policy	11
Statement of Trustees' Responsibilities	12
Independent Examiner's Report	13
Statement of Financial Activities	14
Balance Sheet	15
Statement of Cash Flows	16
Notes to the Financial Statements	17

Holy Trinity with St. Columba PCC
Charity number: 1135129

Statutory Information

Rector	The Reverend Sally Davenport
Correspondence Address	Holy Trinity Parish Office West Street Fareham Hampshire PO16 0EL
Parish Office Telephone Number	(01329) 232688
Charity Registration Number	1135129
Main Bankers	Lloyds TSB Bank Plc. 43 West Street Fareham PO16 0BE
Solicitors	Brutton & Co. 228 West Street Fareham PO16 0AJ
Architects	Jane Jones-Warner RIBA SCA AABC IHBC Jane Jones-Warner Associates Duncannons Stansted House Stansted Park Hampshire PO9 6DX
Independent Examiner	Nigel Smith, BSc (Econ), CPFA 2 Dover Close Fareham Hampshire PO14 3SU
Insurer	Ecclesiastical Insurance Office Plc. Beaufort House Brunswick Road Gloucester GL1 1LF

Holy Trinity with St. Columba PCC

Charity number: 1135129

Annual Report

For the year ended 31st December 2017

The Parish and the Parochial Church Council

The parish of Holy Trinity with St Columba is a Team Ministry with two churches, Holy Trinity on West Street in Fareham town centre and St Columba on Hillson Drive in the suburban North West of Fareham. The Parish is managed by one Parochial Church Council (PCC) comprising members from both churches.

The Reverend Sally Davenport was appointed in February 2011 and licensed in April 2011. The Reverend Ruth Schofield was appointed in November 2012 and licensed in December 2012; in March 2017 she moved to the church of St Nicholas, Bromham in Wiltshire. The Reverend Garry Roberts was appointed to the parish as an Assistant Curate following his ordination on 28th June 2014. He left in December 2017 to take up a new position at the church of St Martin in the Wood, Chandlers Ford.

Allen Cole continues to play the organ at St Columba but sadly the choir stood down in August 2017 owing to falling numbers. Gordon Uphill plays the organ at Holy Trinity and, now that Karen Taylor has left the parish, trains the choir. We extend our thanks to retired clergy: The Reverend Ann Burr, The Reverend Doreen Jackson, The Reverend Michael Cooper and The Reverend Sylvia Martin for their continued ministry among us; to our licensed Readers, David Inns and June Haye (who retired during the year); and also to our Readers Emeriti, Richard Kinsman, Audrey Reeve and the late Philip Riley who died early in 2017.

The PCC has the responsibility of cooperating with the Clergy Team in promoting in this parish of approximately 19,200 people the whole mission of the Church congregation – pastoral, evangelistic, social and ecumenical.

The following Parish Vision Statement was adopted some years ago:

Our Vision

- To live and share the Word of God in the area of Fareham committed to our concern

Our Aim

- To present Jesus Christ to all people as an agent of change and renewal in their lives

Our Objectives

- To develop our spirituality and relationship with God
- To use our resources to the full and invest through their development
- To build mutually supportive structures in our church life
- To serve and be inspired by the local community into which God had called us
- To encourage our staff to use their skills effectively and develop them through training
- Not to do alone what we can do with our ecumenical partners in Christ

The PCC has two associated trusts, the Holy Trinity Parish Hall Trust, which is responsible for the upkeep of the Holy Trinity Church Hall, and the Helen Butter Waddell-Boyd Trust, administering a bequest. There is one charity, the Le Blanc Charity (257280), which provides a small income for the use of the PCC.

The PCC is a corporate body established by the Church of England, operating under the Parochial Church Council (Powers) Measure 1956 and registered with the Charity Number 1135129. The Team Ministry was inaugurated by Order in Council on 23rd June 1971.

Holy Trinity with St. Columba PCC
Charity number: 1135129

Annual Report
For the year ended 31st December 2017 (continued)

Members of the PCC

Members of the congregation who are on the Church Electoral Roll are eligible to stand for election to the PCC. Elections to the PCC are conducted at the APCM in accordance with the Church Representation Rules. Each member stands for a term of three years and can stand for two consecutive terms.

An induction and training session is provided through the Diocese shortly after the APCM. We also provide an information booklet on the responsibilities of being a PCC member, which is the same as being a Charity Trustee.

Rector	The Reverend Sally Davenport	
Vicar	The Reverend Ruth Schofield	(left March 2017)
Assistant Curate	The Reverend Garry Roberts (Stipendiary Curate) (left December 2017)	
Reader Representatives	Mrs June Haye	(retired November 2017)
	Mr David Inns	
Churchwardens		
Holy Trinity	Mrs Sheila Holliday	(resigned 25 th April 2017)
	Mr Paul Leece	(re-elected 25 th April 2017)
	Mrs Judi Bushell	(elected 25 th April 2017)
St Columba	Mr Jim Palmer	(re-elected 25 th April 2017)
	Mr Maurice Shergold	(re-elected 25 th April 2017)
Treasurer	Mrs Sue Marshall	(re-appointed 17th May 2017)
Secretary	Mrs Daphne Armstrong	(appointed 17 th May 2017)
Synod Representatives (ex officio PCC Members)	Mrs Sue Craft	(Deanery)
	Mrs Lucy Docherty	(Deanery, Diocesan and General)
	Mrs Alison Jacobs	(Deanery)
	Jim Palmer	(Deanery)
	Mrs Jane Whiteley	(Deanery)

Elected members	Retired APCM 2017	Term	
Mr Mike King	2017 SC	2 nd	
Mrs Helen McCarthy	2017 SC	1 st	
Mrs Sarah Bournier	2017 HT	2 nd	
	Retire in	Current Term	
Mrs Rowena Palmer	2018 SC	2 nd	
Mr Don Smith	2018 SC	1 st	
Mrs Judi Bushell *	2018 HT	1 st	* also <i>ex officio</i> : churchwarden
Mrs Sheila Clark	2018 HT	1 st	
Mrs Sally Martin	2018 HT	1 st	
Mr Philip Dickinson	2019 SC	1 st	
Mrs Margaret Handley	2019 SC	1 st	
Miss Julia Docherty	2019 HT	1 st	
Mrs Sue Hall	2019 HT	1 st	
Mr Andrew Lauben-Pearson	2019 HT	1 st	
Mr Peter Hallam	2020 SC	2 nd	
Mrs Jane Whiteley	2020 SC	1 st	
Mrs Daphne Armstrong	2020 HT	1 st	

Annual Report **For the year ended 31st December 2017 (*continued*)**

Sub-committees of the PCC

The PCC, as a decision making body, operates through the following committees. Reports from the meetings of committees are given to PCC members for information, comment and questions. In this way the PCC monitors and approves much of the work carried out on its behalf by the sub-committees. While the PCC has the power to overrule a committee, in practice it seldom does.

Standing Committee

The only committee required by law, with power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Finance and General Purposes Committee

This committee oversees the general financial affairs of the two churches in the parish by monitoring income and expenditure, and preparing an annual budget. It also takes responsibility for the stewardship of parish resources, including all parish properties (buildings and equipment).

Holy Trinity Church Committee (HTCC)

This committee is responsible for worship and church life, education, mission and outreach and Christian Unity within the church of Holy Trinity.

St Columba Church Committee (SCCC)

This committee is responsible for worship and church life, education, mission and outreach and Christian Unity within the church of St Columba.

The St Columba Development Steering Group

This committee oversees the St Columba development project.

Highlands Hub Management Committee

The Committee oversees the day to day running of the Highlands Hub which has one part time member of staff and around 35 volunteers providing our mission to the local community.

The Stewardship Committee

This committee continues to review stewardship on an annual basis.

Holy Trinity with St. Columba PCC
Charity number: 1135129

Annual Report
For the year ended 31st December 2017 (*continued*)

PCC Review

The PCC held six meetings during 2017. Average attendance was 78%, indicating a good level of commitment. The Annual Parochial Church Meeting (APCM) was held on 25th April 2017.

At every PCC meeting we are obliged to report declarations of interest, matters relating to Health and Safety, and Safeguarding of children and vulnerable adults. The minutes of the previous meeting are approved, signed by the chairperson and displayed on notice boards at Holy Trinity and St Columba churches.

A summary of major items discussed during PCC meetings during 2017 is given below:

- | | |
|------------------------------------|--|
| 17 th January
2017 | <ul style="list-style-type: none">- Finance: discussion of 12-month accounts for 2016 and draft budget for 2017- Leading Your Church Into Growth (LYCIG): discussion about Discipleship- St Columba Development: PCC approved continuing with Rapid Development Programme |
| 28 th March
2017 | <ul style="list-style-type: none">- Development adjacent to Holy Trinity: PCC agreed to sell the access road leading to Kings Road to new owners. Full rights of access will be maintained and Parish to be paid £55,000- Finance: Approval of Annual Report and Financial Statements for 2016- LYCIG: discussion - how to welcome and invite people into our churches- 17th Fareham Scout Group: plans to rebuild Den at HT and importance of drawing up a lease- Adoption of Lone Working Policy |
| 17 th May 2017 | <ul style="list-style-type: none">- Appointments of: PCC Vice Chair, PCC Secretary, PCC Treasurer, Safeguarding Representatives (both churches), Health and Safety Officers (both churches)- Finance: Treasurer presented First Quarter Management Accounts- Membership (number) and working pattern of PCC: agreed to trial period working with 12 elected members (instead of 14); and having PCC and DCC meetings on the same night. To be reviewed Jan 2018- Charitable giving: having completed 2-year trial period, PCC voted in favour of new arrangement (fewer beneficiaries but larger donations; greater engagement) |
| 11 th July 2017 | <ul style="list-style-type: none">- Adoption of Safeguarding Policy Statement for 2017- Discussion of financial strategy to reduce projected deficit in General Fund |
| 11 th September
2017 | <ul style="list-style-type: none">- Parish Vacancy: discussion about future requirements in the parish and whether vacancy should be filled by an ordained or lay person- Finance: Fundraising sub-committee made recommendations about Gift Days etc- Annual review of fees for Halls at HT and St C: PCC agreed new rates for 2018 |
| 14 th November
2017 | <ul style="list-style-type: none">- C of E paper 'Reimagining the Offertory: from Collection to Offering' - discussion about how we might encourage greater generosity in our parish giving- 17th Fareham Scout Group - plan to rebuild Den at HT: discussion about importance of resolving all legal questions before PCC agrees to proposal- Annual review of Salaries and Fees: PCC adopted increases proposed by Standing Committee- Treasurer presented Third Quarter Management Accounts and Budget for 2018- Charities: voting for 6 charities to benefit from annual parish giving for next 2-year period.- Data Protection: draft policy circulated to members with 'A PCC Member's Guide to General Data Protection Regulation (GDPR)': for discussion in January 2018 |

Holy Trinity with St. Columba PCC

Charity number: 1135129

Annual Report

For the year ended 31st December 2017 (*continued*)

Public Benefit

The churches are open to all for worship throughout the year and continue to serve the needs of the local communities for baptisms, thanksgiving on the birth of a child, marriages, renewal of vows, and funerals. During the year we held the following:

	2017	2016
Baptisms and thanksgivings	29	50
Weddings and renewal of vows	9	5
Funerals	15	16

The main services at both churches are held on a Sunday where the regular worship is predominantly Eucharistic in various styles. A non-Eucharistic act of Morning Worship is offered on the first and third Sundays in the month at St Columba as a 'gateway' for those who have not been to church before. A special family service takes place at Holy Trinity on the third Sunday of the month which is particularly suitable for families with children. Midweek Holy Communion is held at Holy Trinity on a Wednesday morning.

On the first Sunday at St Columba the children stay in the church throughout the service and during the services on the other weeks the Columba Kids (5 – 12 years) meet to explore the Christian faith. In the Autumn Columba kids was suspended due to lack of numbers. At Holy Trinity young people meet during the service with Junior Church and Godly Play to explore the Christian faith. We continue to encourage friendly services for young families, those with caring responsibilities and for those making their first steps in the Christian faith.

Morning Prayer takes place at Holy Trinity each Monday to Thursday and at the Hub on Highlands Road on Tuesdays and St Columba Church on Thursdays. Volunteers keep Holy Trinity church open to visitors during the day from Monday to Saturday

The parish supports house groups, Junior Church, mixed age music groups, a toddlers' group, and a branch of Mothers' Union members. During the year, we ran Advent and Lent courses and Prayer and Meditation Lunches monthly at St Columba as well as courses in exploring Faith, Discipleship and Ethics.

Clergy and other members of the congregation go into local schools regularly to take assemblies and St Columba has maintained strong links with St Columba Academy where they lead 'Open the Book' sessions. Members of the Church are on their Governing body and we have continued to support the school through a Community Worker. In 2017, we continued, with our Community Worker and volunteers, to support the breakfast club at the Academy. At the end of the year Read, Pray, Bake, a new initiative was launched to support the school and enhance links with the congregation. All classes from the academy visited the Church for an activity morning as part of their RE curriculum.

As well as clergy going into our local schools, the schools use our buildings for concerts, special assemblies and Christmas Carol services. The schools are invited to parish celebrations during the year such as Mothering Sunday, Easter, Harvest and Christmas. During 2017, groups of primary school-age children visited Holy Trinity to find out about the church's heritage by carrying out a Children's Discovery Trail, designed for us by the National Association of Decorative and Fine Arts Societies (NADFAS).

At both Holy Trinity and St. Columba, the halls and churches are available to all and used by a wide cross-section of the community during the week.

At Holy Trinity, this includes the weekly Lunch Club for the elderly and various cultural, social, environmental, health and leisure organisations, as well as local branches of charities and political associations. Children's Uniformed Groups use the premises each week during term-time as well as a Mother and Toddler group. A local Quaker group hires Holy Trinity's Lounge for its weekly meetings. The Hungarian Folk Dance group meet regularly for classes and events at Holy Trinity.

Holy Trinity with St. Columba PCC
Charity number: 1135129

Annual Report
For the year ended 31st December 2017 (*continued*)

Public Benefit (*continued*)

At St. Columba, those using the Hall include uniformed organisations, a toddler group, the Open Sight Club, a Sewing Group, Art Group, Model Railway and other local community and outreach groups on an occasional basis. Members of the local community regularly hire the halls for family celebrations and gatherings. On several occasions in 2017 the church and Hall have been used by other Christian groups in the area, regular weekly bookings by Living Word Church and monthly bookings by St Mary's Jacobite Syrian Church. The Church has also been used for social events, to which our local community have been invited – May Fair, Christmas Fair and Christmas Lunch. We have continued to run community tea parties drawing in members of the community around us. Activity mornings for children were held during the Easter Holiday.

The Parish actively supports the work of the Basics Bank in Fareham, provides facilities for the recycling of foil and bottle tops for local charities, actively supports the local Fairtrade Initiative and six other charities (local, national and international). The Parish also responds to emergency relief, collects for Christian Aid, Tools for Self-Reliance, and Crisis at Christmas appeals. Additionally, during 2017 we have continued to contribute teams of volunteers to provide lunch on Sunday for the homeless with other churches in the area.

Events through the year

During 2017 Holy Trinity church was hired several times by local musical societies and we ourselves organised a programme of monthly lunchtime concerts between April and November, enjoyed by many people from the town centre and further afield. Lunchtime Concerts included Athanasian Consort: choral music from across the centuries, Baroque Ad Hoc: music for harpsichord and recorders, Fumi Otsuki - music for violin, Battle of the organs: our parish organists play two organs. Also Duo Kyiv performed their charity concert in August.

Uniformed Organisations held their annual St George's Day Parade Service at the War Memorial in April 2017. In November, an All Souls service at Holy Trinity was held aimed particularly at those who had suffered bereavement during the past year. Shortly afterwards, the church hosted the civic service on Remembrance Sunday.

More than 1,597 people attended additional services at our churches over Christmas 2017, including carol services for schools, for Naomi House (charity supporting a children's hospice) and St John Ambulance. There was a Christingle service for 17th Fareham Scouts, a crib service for children and Carols by Candlelight on Christmas Eve.

We work alongside children, young people and their families in various different ways. Baptism preparation classes are offered to all concerned; Praise Makers is a short monthly service for young families, with a tea-party afterwards; the weekly Little Fishes group for babies and toddlers continues to thrive, extending its meetings during Half Term holidays as a 'Messy Church' activity, open to older siblings; Messy Church itself is held roughly every two months; and, as part of our ministry to Junior Church children, Godly Play is a monthly activity. Together with the local United Reformed Church we provide Parent Free Zone each month, a youth group for children aged 8 to 16. During August a week-long Holiday Club for children was hosted at Holy Trinity, organised by Christians Together in Fareham.

Other regular activities at Holy Trinity include the People Alone Circle (PAC) meeting monthly, with visiting speakers.

There is a team of Bereavement visitors and our Oasis Bereavement Group is held on the first Monday each month at the Hub. There are two services a year dedicated to remembering loved ones: in May at St Columba for those most recently bereaved and more generally at the All Souls service in November at Holy Trinity. The scheme of pastoral contact has continued its valuable work throughout the parish. Our ecumenical relationships through Christians Together in Fareham are also very active. The parish is very well served both by its Treasurer team and its PCC Secretary who, together with many other people, offer their time, gifts and competences in the running of the parish and its mission and ministry.

Annual Report **For the year ended 31st December 2017 (*continued*)**

Health and Safety/Buildings

The Churchwardens regularly review the buildings in the light of the Health and Safety Policy and arrange for necessary work to be carried out. Health and Safety is a regular item on the Standing Committee agenda and the PCC is kept updated.

At Holy Trinity a Basic First Aid course was held for eight members of the congregation in April, to ensure immediate help in the case of accidents on the premises. We also purchased and installed a defibrillator with donations collected in memory of Nigel Dean who died during the year.

At St Columba, progress continues to be made with implementing repairs. The request for a Faculty to create a proper storage area at the rear of the balcony was approved in February. Although pews and kneelers have been disposed of, the remaining safety and structural work has yet to be completed. The Parish Architect has made suggestions on how the height of the balcony rail might be raised and it is expected to complete this work by mid 2018.

Following an inspection by Ecclesiastical Insurance St Columba was re-wired during the summer and an electrical safety certificate issued. A retrospective Faculty for this work, together with the fitting of new radiant heaters, has been sought.

A Quinquennial Inspection of St Columba was conducted by the Parish Architect and a report issued in May 2017. This highlighted a number of issues with the building but, with the exception of water ingress into the structure under the Balcony, there were no urgent or safety related issues that were not already known about. We aim to address the issue of leaking guttering and water ingress as a matter of priority during 2018. Additionally, there is an urgent need to address the leaking flat roof over the vestries but we anticipate rolling roof replacement into a broader project to resolve safety issues over boiler ventilation and provision of kitchen and toilet facilities when the Hall is demolished.

The Highlands Hub

Opened in April 2011, the Highlands Hub has continued to operate successfully throughout 2017. The Hub provides a coffee shop, computing and internet facilities and a welcoming social meeting place for those living in the area as well as three small meeting rooms which are available for use by community support groups. Additionally, the Hub has been used as a base for a number of discipleship courses, which draw participants from our own and other local parishes as well as a handful from the wider community who might not otherwise be seen at church.

During the course of 2017, regular community users have included the Citizens Advice Bureau, ITalk (CBT consultations), Autism Hampshire, Suella Fernandez MP and the Hampshire Youth Offending Team. Charity fundraisers for events such as Children in Need, Macmillan Nurses and local charities have been held at the Hub, along with monthly Jumble Sales run by the Friends of the Hub. The 'Nutty Knitters' friends group continues to be very popular, gathering on Friday mornings at the Hub and also increasingly attending other church social functions.

The Hub lease was renewed in April 2017 for a further five years, albeit at a slightly increased cost. Late in 2017, ITalk advised that, due to financial constraints, they would be moving their operations to the Fareham Community Hospital. Their use of Hub rooms on Fridays stopped at the end of 2017 and the remaining days are expected to be reduced or phased out altogether. As the income from ITalk's room usage is a key proportion of the Hub's income, this withdrawal is concerning and the situation will be monitored carefully.

The Fareham Rotary Club have kindly donated an Automated External Defibrillator for use at the Hub and we thank them for their generosity. Although there is already an AED held at the Doctor's surgery, this is only available during opening hours. The defibrillator at the Hub will be mounted externally and will be available 24/7.

The numbers of local people calling on the Hub for support and services has remained steady throughout the year. Thanks go to all those who help the Hub do what it does and also to the Friends of the Hub who continue to work hard to raise funding to cover the Hub's running costs.

Holy Trinity with St. Columba PCC

Charity number: 1135129

Annual Report

For the year ended 31st December 2017 (*continued*)

The Highlands Hub (*continued*)

The Hub continues to open from 9 till 4 on Tuesday through Friday and on Saturday mornings. The Management Committee meets monthly to review activities and facilities and continues to include representation from the Borough Council, by Councillor Fred Birkett, who has been most supportive.

St Columba Church Development Project

The St Columba Development Committee has continued this year to investigate possibilities for refurbishing or rebuilding the Church and Hall facilities in order to better serve the worshipping community and the people who live in North West Fareham. Advice provided by the Diocesan Rapid Development Programme and Council for Social Responsibility led to an unsuccessful attempt at community engagement in July 2017 and the Development Committee has not met since. The St Columba Church Committee met early in 2018 and agreed to a series of short term, low cost projects to make the church building suitable for community use and then arrange for the disposal of the Church Hall.

Annual Report **For the year ended 31st December 2017 (continued)**

Safeguarding Policy

The Parish of Holy Trinity with St Columba is committed to the safeguarding, care and nurture of children and vulnerable adults so that all may be able to worship and pursue their faith journey with encouragement and in safety. We are also committed to the implementation of the Diocese of Portsmouth Safeguarding Policy and Procedures and the relevant legislation and guidance for the welfare of children, young people and vulnerable adults.

Every year the PCC agrees the Safeguarding of Children and Vulnerable Adults Policy Statement which is displayed in Holy Trinity and St Columba churches. Also displayed are the details of the Safeguarding Officers for the two churches – Sheila Clark at Holy Trinity and Allison Sturt at St Columba. They undertake the implementation of the Safeguarding activities in the Parish, as outlined in the Diocesan Safeguarding Handbook. The overall responsibility for Safeguarding lies with the Incumbents and the PCC and Safeguarding remains a main agenda item at every PCC meeting.

The Safeguarding officers ensure that all those who undertake work in a regulated activity with children or vulnerable adults in the parish, on a voluntary or paid basis, comply with Safeguarding procedures. They also ensure that children's, young persons' or mixed-age activities which fall under the Diocesan Safeguarding Procedures are endorsed by the PCC and that compliance with procedures is maintained.

All persons and organisations hiring the parish premises on a regular basis do so by signing booking forms which include a declaration that they have read and understood the Diocesan Safeguarding Policy and Procedures, or that they abide by their own organisation's safeguarding procedures.

Report from the Stewardship Committee

The stewardship committee, chaired by Gordon Uphill, meets on a roughly quarterly basis so that we can continue to promote Christian Stewardship of our resources. During the year it was good to welcome Ian Brewerton and Jane Whiteley to our membership, representing St. Columba. The others on the committee are Daphne Armstrong, Judi Bushell, Sue Marshall, and Lucy Docherty.

In the Spring the committee organised a Time and Talents review, to encourage people to offer themselves to help with the many tasks that keep our parish running. Many offers of additional help were received.

In the Autumn, following the need for urgent repairs to church buildings, a sub group chaired by Jane Whiteley arranged a Gift Day, which received a magnificent response from members of our parish, raising over £13,000.

Towards the end of 2017 the committee started preparing for a giving review, to take place in February 2018. This recognises that our income is reducing, due to several factors including that the number of members of our planned giving scheme is falling, whilst expenses continue to increase.

Annual Report For the year ended 31st December 2017 (*continued*)

Financial Review

We began the year expecting to be incurring a deficit of nearly £5,000 by the end of the year.

By the 3rd quarter, the general fund was heading to a deficit of £10,000 for the year due to large repair bills being incurred at St Columba due to insufficient maintenance during previous years. A Gift Day was instigated which resulted in donations of £13,000 including Gift Aid to increase the General Fund. Some of this has been used in 2017 but there are other costs especially of heating at St Columba to still be incurred. The PCC authorised a transfer from the Organ fund of £19,140 to the General fund. This is the balance of the depreciation on the organ replacement taken from an incorrect fund. This has resulted in a surplus of £32,139 on the general fund in 2017 of which £10,716 (2016 - £3,052) was due to operating income and expenditure. Messy church income funds all the costs so there is no impact on the General fund.

The Holy Trinity Hall has continued to maintain a surplus amounting to £4,430 (2016 - £2,279) with many regular users continuing to use the facilities on offer. The windows were repaired or replaced at a cost of £16,000 using the funds in the Extraordinary Hall account. The St. Columba Hall produced a surplus of £4,906 (2016 – £1,191) probably reflecting the low spend on maintenance during the year. During 2017 the Highlands Hub made a deficit of £781 (2016 –surplus £8,746) but a new 5 year lease was signed during the year.

The investment income during the year for the Helen Butter Waddle-Boyd Trust was £9,746 (2016 - £8,194). The investments increased in value by £578 (2016 – increased by £22,304). The performance of the investments are reviewed regularly and recommendations are made to the PCC should a need to move money from poor performing funds arise.

The PCC would like to thank the generosity of the Parish and community who have made donations during the year.

Investment Policy

The PCC has in place the following investment policy.

- Investments are to be reviewed every six months at the F&GP meeting with any proposed changes to be brought to the next PCC meeting for approval.
- Identify poorly performing investment and consider alternative investments to increase yield where possible.
- Identify funds which could be put into fixed term or limited access accounts to earn higher interest rates.
- Investments to be made with consideration of the Church of England's Ethical Investment Advisory Group's guidelines.

Reserve Policy

It is the policy of the PCC to hold in freely accessible reserves (current assets less current liabilities) for the general fund and any operating restricted reserve (see below) an equivalent of at least four months of expenditure.

It is also the policy of the PCC that where funds become insolvent at the year end, and the budget indicates that those funds will not recover within a year, a transfer from the General fund will be made. If the General fund is insolvent, transfers will be made proportionally from all the designated funds.

The funds covered by this reserve policy and their current level of reserves are as follows:

Fund	Required in reserves £	In reserves as at 2017 £	In excess of/ (short by) £
General Fund	41,276	81,285	40,009
Highlands hub (restricted)	11,561	40,832	29,271
Messy Church (restricted)	715	1,668	953
HT Hall (restricted)	3,297	8,128	4831
SC Hall (restricted)	1,092	6,100	5,008

Annual Report

For the year ended 31st December 2017 (*continued*)

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Annual Report and the Financial Statements in accordance with the applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires the trustees to prepare finance statements for each financial year that give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charity SORP;
- Make judgements and estimates on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the PCC2018 by:

The Reverend Sally Davenport
Chair and Rector

Holy Trinity with St. Columba PCC

Charity number: 1135129

Independent Examiner's Report

To the members of the Holy Trinity with St. Columba Parochial Church Council

I report on the accounts of the PCC for the year ended 31 December 2017, which are set out on pages 14 to 29.

Respective responsibilities of the PCC and the examiner

The members of the PCC are responsible for the preparation of the accounts who consider for this financial year an audit is not required under section 144 of the Charities Act 2011 (the 2011 Act) or the Church Accounting Regulations 2006 (the Regulations) and that instead, an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities 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 and the Church guidance, 2006 edition. 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 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:

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act and the Church Accounting Regulationshave 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.

Nigel Smith, BSc (Econ), CPFA
2 Dover Close
Fareham
Hampshire
PO14 3SU

Date:

Holy Trinity with St. Columba PCC
Charity number: 1135129

Statement of Financial Activities
For the year ended 31st December 2017

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Incoming and endowments from:							
Donations and legacies	2	150,601	231	38,159	–	188,991	251,052
Charitable activities	3	7,123	–	1,881	–	9,004	7,124
Other trading activities	4	3,886	–	46,786	–	50,672	49,100
Investment income	5	2,966	30	6,015	9,746	18,757	19,176
Other income	6	11,325	–	55,000	–	66,325	9,837
Total income		175,901	261	147,841	9,746	333,749	336,289
Expenditure on:							
Raising funds	7	1,922	–	5,628	–	7,550	5,630
Charitable activities	8	145,364	3,849	101,618	2,100	252,931	211,776
Other	10	17,739	–	14,838	5,633	38,210	43,223
Total expenditure		165,025	3,849	122,084	7,733	298,691	260,629
Net gains/(losses) on investments		2,283	0	7,530	3,649	13,462	22,304
Net income/(expenditure)		13,159	(3,588)	33,287	5,662	48,520	97,964
Transfers between funds							
Gross transfers between funds – in		19,140	55,000	7,906	0	82,046	0
Gross transfers between funds - out		0	(19,140)	(62,906)	0	(82,046)	0
Net movement in funds		32,299	32,272	(21,713)	5,663	48,521	97,964
Reconciliation of funds							
Total funds brought forward		78,176	349,298	899,915	221,281	1,548,670	1,450,706
Total funds carried forward		110,475	381,570	878,202	226,944	1,597,191	1,548,670

Holy Trinity with St. Columba PCC
Charity number: 1135129

Balance Sheet
As at 31st December 2017

	Notes		2017 Total Funds £	2016 Total Funds £
Fixed assets				
Tangible assets	16		611,000	614,229
Investments	17		352,018	333,818
			963,018	948,047
Current assets				
Stocks	18	409	382	
Debtors	19	17,591	22,970	
Cash at bank and in hand	20	632,625	597,182	
		650,625	620,534	
Liabilities				
Creditors: amounts due in one year	21	16,452	19,911	
Net current assets			634,173	600,623
Total assets less liabilities			1,597,191	1,548,670
The funds of the Parish				
General fund	24a		110,475	78,175
Designated funds	24b		381,569	349,297
Restricted funds	24c		878,201	899,916
Endowment funds	24d		226,946	221,281
Total funds of the Parish			1,597,191	1,548,670

Approved by the PCC on 2018 and signed on its behalf by:

The Reverend Sally Davenport
Chair and Rector

Statement of Cash Flows
For the year ended 31st December 2017

	Notes	2017 Total Funds £	2016 Total Funds £
Cash flows from operating activities			
Net cash provided by operating activities	22	21,425	25,660
Cash flows from investing activities			
Dividends, interest and rents from investments		18,756	19,176
Proceeds from the sale of property, plant and equipment		-	-
Purchase of property, plant and equipment		-	-
Proceeds from the sale of investments		-	10,000
Purchase of investments		-	(14,649)
Net cash provided by investing activities		18,756	14,527
Cash flows from financing activities			
Repayments of borrowing		-	-
Cash inflows from new borrowing		-	-
Receipt of endowment		-	-
Net cash provided by financing activities		-	-
Change in cash and cash equivalents in the reporting period		40,181	40,187
Cash and Cash equivalents at the beginning of the reporting period		597,182	556,995
Cash and cash equivalents at the end of the reporting period	23	632,625	597,182

Notes to the Financial Statements For the year ended 31st December 2017

1 Accounting Policies

Basis of preparing the accounts

The financial statements have been prepared under the Charities Act 2011 in accordance with all applicable accounting standards as modified by the Church Accounting Regulations 2006 and the Statement of Recommended Practice for Accounting and Reporting SORP FRS 102 (effective 1st January 2015) issued by the Charity Commissioners for England & Wales.

The particular accounting policies adopted are set out below.

Accounting convention

The financial statements have been prepared on an accruals basis under the historical cost convention as modified for the revaluation of property and investments assets. 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.

Recognition of Income

Income from donations, Gift Aid claims, dividends and hall hiring are recognised in the year that they relate to. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Pledged giving, loose plate collections and interest are recognised when received.

All incoming resources are accounted for gross and are shown separately from any direct expenditure incurred.

Recognition of expenditure

Expenses are recognised in the year that they relate to. The cost of raising funds, charitable activities and other costs are detailed in the notes to the accounts.

Each year the PCC aims to make grants and donations (Parish Giving) based on a percentage of pledge income received, further details are given in note 9 of the accounts.

VAT on expenditure is irrecoverable and as such all expenditure within the financial statements are shown at the gross amount. Where VAT can be reclaimed as part of the Listed Places of Worship Grant scheme, the expenditure is still shown as gross with the income from the grant being recognised as income upon receipt.

Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the SORP.

Fund Structure

Unrestricted funds are general funds, which can be used by the PCC for ordinary purposes.

Designated funds are those initially received as unrestricted funds but are designated by the PCC for specific purposes. Details of designated funds are given in note 24 to the accounts.

Restricted funds represent income from specific activities and trusts which are only to be spent in accordance with the stipulations set out at the time of the donation. Any balance remaining unspent at the end of each year is carried forward to be used in future years.

The endowment funds relate to the Helen Butter Waddell-Boyd Will Trust. The capital must be maintained and only the income gained from investing the endowment may be spent in accordance with the stipulations of the trust.

Notes to the Financial Statements For the year ended 31st December 2017 (continued)

1 Accounting Policies (continued)

Fixed assets

Fixed assets are depreciated over their estimated useful economic lifetime. Where this is unknown or is difficult to determine, the default policy under Equipment, Fixture and Fittings are used. The following depreciation policies were used during the year:

Equipment, Fixture and Fittings	20% straight line (over 5 years)
Organs	10% straight line (over 10 years)
Solar Panels	4% straight line (over 25 years)

Consecrated and beneficed property is excluded from the accounts under section 10(2) to (4) of the Charities Act 2011.

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's Inventory, which can be inspected (at any reasonable time). For inalienable property acquired before 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1st January 2000 have been capitalised and depreciated in the accounts over their estimated useful economic lifetime on a straight-line basis. All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1st January 2000 are written off.

Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently revalued at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on these revaluation and disposals throughout the year.

The PCC does not acquire put options, derivatives or other complex financial instruments. The main form of financial risk faced by the PCC is that of volatility in equity markets and investment markets.

Stock

Stock is valued at the lower of cost or net realisable value. Stock counts are taken at least annually on or as close to 31st December as practically possible.

2 Analysis of income from donations and legacies

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Gift Aided pledged giving	79,679	-	-	-	79,679	87,666
Gift Aid recovered on pledged giving	19,920	-	-	-	19,920	20,624
Non-gift Aided pledged giving	15,824	-	-	-	15,824	12,545
Loose plate	11,294	-	-	-	11,294	11,907
General donations	1,890	-	8,467	-	10,357	12,079
Donated goods and services	-	-	-	-	-	105
Gift aid recovered	8,236	-	2,837	-	11,073	11,097
Specific donations	13,758	231	21,855	-	35,844	12,989
Legacies received	-	-	-	-	-	4,500
Grants received	-	-	5000	-	5,000	77,539
Total donations and legacies	150,601	231	38,159	-	188,991	251,052

Notes to the Financial Statements
For the year ended 31st December 2017 (continued)

3 Analysis of income from charitable activities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Donations for use of church	1352	–	–	–	1,138	634
Parish events	157	–	1,646	–	1,804	295
PCC Fees	5,614	–	235	–	5,848	5,691
Total income from charitable activities	7,123	–	1,881	–	9,004	7,123

4 Analysis of income from other trading activities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Fair trade income	614	–	–	–	614	693
HT Hall letting income	–	–	14,272	–	14,272	11,362
SC Hall letting income	–	–	8,182	–	8,182	5,935
Hub letting Income	–	–	12,703	–	12,703	17,651
Fairs and fund raising	2,954	–	925	–	3,879	2,920
Magazine income	91	–	–	–	91	–
Sale of cards and books	227	–	5	–	232	267
Hub cafe sales	–	–	10,107	–	10,107	9,891
Other Hub sales	–	–	592	–	592	381
Total other trading activities	3,886	–	6,786	–	50,672	49,100

5 Analysis of investment income

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Investment income						
Dividends received	928	–	3,809	4,340	9,077	12,936
Interest received	2,038	30	113	5,406	7,587	4,148
Other investment income	–	–	2,092	–	2,092	2,093
Total investment income	2,966	30	6,014	9,746	18,756	19,176

Holy Trinity with St. Columba PCC
Charity number: 1135129

Notes to the Financial Statements
For the year ended 31st December 2017 (continued)

6 Analysis of other income

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Other income						
Car park and ground rents	9,482	–	–	–	9,482	9,795
Other incoming resources	1,843	–	55,000	–	56,843	43
Total other income	11,325	–	55,000	–	66,325	9,837

7 Analysis of expenditure on raising funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Stewardship expenses	342	–	–	–	342	416
Cards for resale	80	–	–	–	80	70
Hub cafe purchases	–	–	3,673	–	3,673	3,121
Catering and refreshment expenses	540	–	1,506	–	2,046	1,404
Fairs and fund raising expenses	304	–	449	–	753	0
Fair Trade Expenditure	656	–	–	–	656	619
Total raising funds	1922	–	5,628	–	7,550	5,630

Holy Trinity with St. Columba PCC

Charity number: 1135129

Notes to the Financial Statements

For the year ended 31st December 2017 (*continued*)

8 Analysis of expenditure on charitable activities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Parish event expenses	-	-	400	-	400	519
Parish giving – Overseas	1,791	-	-	-	1,791	1,580
Parish giving - National Agencies	3,581	-	-	-	3,581	1,973
Parish giving - Local Charities	1,791	-	-	-	1,791	3,947
Parish & Deanery share	104,448	-	-	-	104,448	106,687
Clergy travel costs	1,965	-	-	524	2,489	3,260
Clergy telephones	504	-	-	235	739	550
Clergy post and stationery	261	-	30	-	291	151
Clergy books and publications	510	-	111	-	621	182
Clergy hospitality	24	-	103	-	127	306
Clergy miscellaneous costs	922	-	60	382	1,364	1,349
Clergy housing costs	120	-	-	-	120	112
Altar requisites	974	-	-	-	974	875
Church flowers	-	-	676	-	676	669
Training, education and books	296	-	530	-	826	2,633
Messy Church & Little Fishes exp.	-	-	1,107	-	1,107	926
Childrens Work Exps	262	-	1,124	-	1,386	-
HT organist and choir	2,883	-	212	-	3,095	2,733
SC organist and choir	1,546	-	-	-	1,546	1,439
Depreciation	-	1,890	380	959	3,229	3,229
HT Heat, light and water	3,041	-	-	-	3,041	3,339
HT Insurance	1,960	-	-	-	1,960	1,951
HT Repairs	1,552	1,728	46,037	-	49,317	34,724
HT Miscellaneous	1,779	231	163	-	2,173	2,039
HT Upkeep of grounds	19	-	-	-	19	-
SC Heat, light and water	2,836	-	-	-	2,836	1,834
SC Insurance	583	-	-	-	583	829
SC Repairs	10,066	-	235	-	10,301	209
SC Miscellaneous	810	-	20	-	830	579
SC Upkeep of grounds	23	-	260	-	283	260
HT Hall Heat, light and water	-	-	3,121	-	3,121	2,740
HT Hall Insurance	-	-	1,275	-	1,275	1,269
HT Hall Repairs	-	-	17,605	-	17,605	1,203
HT Hall Cleaning	585	-	3,910	-	4,495	3,782
HT Hall Sundries	15	-	152	-	167	669
SC Hall Heat, light and power	-	-	-	-	-	649
SC Hall Insurance	-	-	1,141	-	1,141	1,623
SC Hall Repairs	-	-	310	-	310	1,091
SC Hall Cleaning	217	-	1,758	-	1,975	1,808
SC Hall Sundries	-	-	-	-	-	12
Hub Rent	-	-	14,426	-	14,426	12,839
Hub Light, heat & water	-	-	1,811	-	1,811	1,598
Hub Insurance	-	-	1,547	-	1,547	1,352
Hub Repairs & maintenance	-	-	748	-	748	555
Hub Cleaning	-	-	1,348	-	1,348	1,375
Hub Sundries	-	-	1,018	-	1,018	327
Total expenditure on charitable activities	145,364	3,849	101,618	2,100	252,931	211,776

Notes to the Financial Statements
For the year ended 31st December 2017 (continued)

9 Analysis of grants and donations payable by the PCC

Each year, the PCC aims to make grants and donations to other charities equal to approximately 7½% of the pledge income received during the year. Additionally, special collections are held during the year for various charities at weddings, funerals, baptisms, and other special services. These special collections are not recognised as income and are instead held on the balance sheet as a liability until such time as they are paid.

At the APCM in 2015 the decision was made the support a smaller number of charities for 2 years through our Parish Giving but to develop stronger links. The choices of charities were selected from the suggestions of the congregation.

	2017 £	2016 £
Idiopathic Intracranial Hypertension Charity	896	987
Lion Aid	896	987
Motor Neurone Disease Association	895	987
Opendoors	895	987
Open Sight	895	987
Portsmouth Down Syndrome Association (Footprints)	895	986
The Rainbow Centre	895	986
Shooting Star Chase	896	986
	7,163	7,893
Total shown on SOFA	7,163	7,893

In addition to the above, the following special collections were held during the year.

	2017 £	2016 £
Special collections held during the year		
Aspire	-	16
Asylum	594	-
Basics Bank	1,619	46
Bishop's Discretionary Fund	274	274
Bishop's Lent Appeal	91	678
British Royal Legion	-	470
Cancer Research	706	47
Children's Society	550	464
Church Mission Society	-	6
Crisis	879	759
CTIF	1,478	-
Defibrillator	1,115	-
G Roberts leaving	552	-
DEC - Yemen	679	511
HIHCT	422	-
Marie Curie	73	-
Open Bethlehem	380	353
Parkinsons UK	-	37
Railway Bereavement Society	-	36
Rowans Hospice	-	457
Samaritans	-	118
Save the Children	-	220
St. John's Ambulance	309	157
Stokes bay Strummers	144	-
Two Saints	119.08	-
UK Sands	-	63
	9,984	4,856
Total paid to charities	9,984	4,856

Notes to the Financial Statements
For the year ended 31st December 2017 (continued)

10 Analysis of other costs

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	2017 Total Funds £	2016 Total Funds £
Other costs						
Subscriptions	597	–	75	–	672	507
Printing and stationery	3,039	–	230	–	3,269	3,363
Postage	122	–	–	–	122	286
Office Telephone	830	–	–	–	830	877
Salaries	11,194	–	12,854	4,732	28,780	24,851
Employer's pension contribution	19	–	14	–	33	13
Repairs & renewals of equipment	–	–	–	850	850	224
Legal & professional fees	1,816	–	906	–	2,722	12,546
Bank charges and interest	88	–	266	51	405	450
Sundry expenses	34	–	493	–	527	106
Total other costs	17,739	–	14,838	5,633	38,210	43,223

11 Surplus for the financial year

	2017 £	2016 £
The Surplus for the financial year is stated after charging:		
Operating leases - rent	14,426	12,839
Depreciation of owned fixed assets	3,229	3,229

12 Staff costs and remunerations

	2017 £	2016 £
Gross Salaries	39,503	35,412
Employer's National Insurance	15	–
Pension Contributions	34	13
Total	39,552	35,425

The average number of employees during the year was 8 (2016 - 8). The average number of full time equivalent employees during the year amounted to 2 (2016 – 2).

During the year there were no employees (2016 – nil) with remunerations (full time or pro-rata) in excess of £60,000 per annum.

13 Trustees' remunerations and expenses

No members of the PCC have received a remuneration either in the current year or the previous year. Various members of the PCC were reimbursed for sundry items that they purchased on behalf of the Parish, no un-receipted expenditure was paid to PCC members.

Holy Trinity with St. Columba PCC
Charity number: 1135129

Notes to the Financial Statements
For the year ended 31st December 2017 (continued)

14 Operating Leases

At the year end, the PCC had annual commitments under non-cancellable operating leases as set out below: This refers to the lease on the Hub which is currently being re-negotiated so there is no commitment at the year end.

	2017 £	2016 £
Total minimum lease payments:		
within one year	15,000	15,625
within two to five years	60,000	–
Total	75,000	15,625

15 Related party transactions

During the year total donations from all PCC members while in office amounted to £22,840 (2016 - £18,502).

Sue Marshall, a member of the PCC and the Treasurer, resigned from the committee for 17th Fareham Scouts Group on 31st March 2017. The Scout Group have sole use of the Scout Hut, a building owned by the PCC. During the year expenditure relating to insurance, repairs, and utilities paid for by the PCC were recharged totalling £844 (2016 - £828). The balance owed to the related party at the year end amounted to £129 (2016 – £72).

Sally Davenport, Rector of Holy Trinity Church sits on the Board of Trustees for The William Price Charitable Trust. The Trust provides grants to the PCC, amongst other organisations, for the education of under 25s in furthering their Christian upbringing. During the year the PCC received £5,000 (2016- £4,850) from the Trust.

16 Fixed assets

	Hall Property £	Solar Panels £	Fixtures & Fittings £	Total £
Asset cost or valuation amount				
At 1 st January 2017	600,000	9,500	44,608	654,108
Additions	–	–	–	–
Disposals	–	–	–	–
At 31 st December 2017	600,000	9,500	44,608	654,108
Accumulated Depreciation				
At 1 st January 2017	–	1,900	37,979	39,879
Charge for the year	–	380	2,849	3,229
Eliminated on disposals	–	–	–	–
At 31 st December 2017	–	2,280	40,828	43,108
Net Book Value				
At 1 st January 2017	600,000	7,980	6,629	614,229
At 31 st December 2017	600,000	7,220	3,780	611,000

Hall Property comprises of the Holy Trinity Parish Centre (including Scout Den) at a value of £500,000 and the St. Columba Church Hall at a value of £100,000. The original cost of these properties is unknown and has been revalued to a nominal value. As the PCC will not be selling either of these properties no impairment or further revaluations are considered necessary.

Notes to the Financial Statements

For the year ended 31st December 2017 (*continued*)

17 Fixed asset investments

	Unrestricted Investments £	Restricted Investments £	HBWB Investments £	Total £
Valuation				
Market value at 1 st January 2017	25,899	104,560	203,359	333,818
Additions at cost and dividends reinvested	928	3,809	-	4,737
Carrying value of disposals	-	-	(682)	(682)
Net gains/(losses) on revaluation of investments	2,283	7,530	4,332	14,145
Market value at 31st December 2017	29,110	115,899	207,009	352,018
Investments held in the UK	18,572	80,289	178,426	277,287
Investments held outside of the UK	10,538	35,610	28,583	74,731
Total market value	29,110	115,899	207,009	352,018

Investments held outside of the UK relate to holdings in Iberdrola plc. and CBF investment funds which have partial overseas holdings to which the PCC have no overall control of their investment.

18 Stock

	2017 £	2016 £
Fair trade stall	155	154
Hub stock	254	228
Total	409	382

19 Debtors

	2017 £	2016 £
Gift Aid	1,589	1,447
Investment income due	1,542	949
Prepayments	3,904	5,974
Social securities and other taxes	-	258
Other debtors	10,556	14,342
Total	17,591	22,970

Notes to the Financial Statements
For the year ended 31st December 2017 (continued)

20 Cash at bank and in hand

	2017 £	2016 £
Cash in hand	113	145
Current accounts	92,279	112,905
Deposit accounts	540,233	484,132
Total	632,625	597,182

21 Creditors: amounts falling due within one year

	2017 £	2016 £
Trade creditors	1,999	4,994
Social securities and other taxes	214	–
Special collections creditor	1,934	2,156
Parish Giving creditor	7,163	7,500
Other creditors	5,142	5,261
Total	16,452	19,911

22 Reconciliation of net movement in funds to net cash flows from operating activities

	2017 £	2016 £
Net movements in funds for the reporting period (as per the statement of financial activities)	48,521	97,964
Adjustments for:		
Depreciation charges	3,229	3,229
(Gains)/losses on investments	(13,462)	(22,304)
Dividends, interest and rents from investments	(18,756)	(19,176)
(Profit)/loss on the sale of fixed assets	–	–
(Increase)/decrease in stocks	(27)	(48)
(Increase)/decrease in debtors	5,379	(9,165)
Increase/(decrease) in creditors	(3,459)	(24,840)
Net cash provided by operating activities	21,425	25,660

23 Analysis of cash and cash equivalents

	2017 £	2016 £
Cash in hand	632,625	597,182
Notice deposits (less than 3 months)	–	–
Overdraft facility repayable on demand	–	–
Total cash and cash equivalents	632,625	597,182

Holy Trinity with St. Columba PCC
Charity number: 1135129

Notes to the Financial Statements
For the year ended 31st December 2017 (continued)

24 Analysis of individual funds

The follow analysis shows the movements within individual funds.

	Opening Balance £	Income £	Expenditure £	Transfers £	Gains/ Losses £	Closing Balance £
24a Unrestricted Funds						
General Fund	78,176	175,901	165,025	19,140	2,283	110,475
Total Unrestricted	78,176	175,901	165,025	19,140	2,283	110,475
24b Designated						
Dr Collin's Memorial Fund	46,643	-	3,618	-	-	43,025
Gerald Brook Memorial Fund	1,644	-	-	-	-	1,644
HT Roof Repair Fund	59,835	-	-	-	-	59,835
Memorial Garden Fund	518	-	-	-	-	518
Organ Replacement Fund	25,640	-	-	(19,140)	-	6,500
Sheila Walters Memorial Fund	1,173	-	-	-	-	1,173
Specific Purposes Fund	3,000	231	231	-	-	3,000
St. Columba Development Fund	210,844	30	-	-	-	210,874
Parish Capital Fund (Zodiac site)	-	-	-	55,000	-	55,000
Total Designated	349,297	261	3,849	35,860	-	381,569
24c Restricted						
Hall Property Reserve	600,000	-	-	-	-	600,000
Highlands Hub	41,613	33,902	34,683	-	-	40,832
HT & SC Flower Funds	741	680	713	-	-	708
HT Choir Fund	1,548	-	182	-	-	1,366
HT Parish Hall	3,698	14,322	9,892	(7,529)	7,529	8,128
HT Parish Hall Extra-Ordinary	116,707	5,901	16,551	7,529	-	113,586
HT Major Projects	85,084	72,693	46,763	(55,000)	-	56,014
HT PAC	-	853	878	-	-	(25)
Messy Church/Little Fishes Fund	1,308	2,506	2,146	-	-	1,668
Prices Trust Fund	7,809	5,000	6,293	-	-	6,516
Quest Operating Fund	538	-	-	-	-	538
Restoration Fund	23,010	-	-	-	-	23,010
SC Choir Fund	474	-	-	-	-	474
SC Hall Fund	1,195	8,182	3,277	-	-	6,100
Specific Purposes Fund	4,551	1,900	635	-	-	5,816
St. Columba Development Fund	11,639	1,899	68	-	-	13,470
Total Restricted	899,915	147,838	122,081	(55,000)	7,529	878,201
24d Endowment						
HBWB Trust Capital	203,972	1,261	682	-	-	204,551
HBWB Trust Revenue	17,309	8,488	7,733	-	4,331	22,395
Endowment Total	221,281	9,749	8,415	-	4,331	226,946
	1,548,669	333,752	299,370	-	14,143	1,597,191

Notes to the Financial Statements For the year ended 31st December 2017 (*continued*)

24 Analysis of individual funds (*continued*)

Dr Collins Memorial Fund

During 2012, a legacy was received from the late Dr. Margaret Collins. This legacy was to be split between the two churches to use as each church council see fit. HTCC allocated part of their portion to purchasing new chairs for the Parish Centre in 2015, a coffee machine in 2016 and part of the cost of the notice boards in 2017. SCCC have decided that their portion of the legacy should be used to ensure the Highlands Hub can operate for the full term of the lease agreement should the current Highlands Hub Fund run out of money

Gerald Brook Memorial Fund

During 2011, a bequest was received from the late Gerald Brook.

HT Roof Repair Fund

The Holy Trinity Roof Repair Fund is a designated fund that holds a portion of the proceeds of the sale of the Miller Drive property.

Memorial Garden Fund

The Memorial Garden Fund is a designated fund to maintain the memorial garden in the grounds of Holy Trinity.

Organ Replacement Fund

The Organ Replacement Fund is a designated fund which holds a portion of the proceeds from the sale of the Miller Drive property.

Sheila Walters Memorial Fund

During 2013, a legacy was received from the late Sheila Walters.

Specific Funds

This is a joint designated and restricted fund for the purpose of holding short-term designated and restricted income that is expected to be used within a couple of years which does not warrant the creation of a dedicated fund.

SC Development Fund

The St. Columba Development Fund is a joint designated and restricted fund. The designated fund arose from the proceeds of the sale of the Miller Drive property. The restricted reserve holds donations and income raised to develop the site at St. Columba.

Hall Property Reserve

This fund contains the nominal value for both halls.

Highlands Hub

The Highlands Hub Fund is a restricted fund to meet the day to day running costs of the Highlands Hub.

HT & SC Flower Fund

The Flower Fund relates to the supply of flowers for both Holy Trinity and St. Columba for Sunday services as well as weddings and funerals.

HT Choir Fund

The Holy Trinity Choir Fund holds income received by the Holy Trinity Choir and is primarily used to purchase hymn books for the choir.

Holy Trinity Parish Hall Fund

The Holy Trinity Parish Hall fund is one of two funds which make up the Holy Trinity Parish Hall Trust. This fund is to pay for the day to day running costs of the hall from letting income. Should a surplus arise, a contribution is made to the Extra-Ordinary Repair Fund.

Holy Trinity with St. Columba PCC

Charity number: 1135129

Holy Trinity Parish Hall Extra-Ordinary Fund

The Holy Trinity Parish Hall Extra-Ordinary repair fund is the second of two funds which make up the Holy Trinity Parish Hall Trust. This fund holds the investments which would be used to rebuild or undertake major repair works to the hall.

HT Major Projects

The Holy Trinity Tower Fund (also known as High Time) has been renamed and relates to funds left over from the repair works required on the tower and clock at Holy Trinity (High Time Refurbishment Fund).

Parish Capital Fund

This contains the proceeds of the negotiations over the sale of the ranson strip within the Zodiac redevelopment. The PCC has decided that it is to be spent on future capital projects within the Parish.

Messy Church/Little Fishes Fund

This restricted fund is to manage the income and expenditure relating to the Messy Church and Little Fishes children's groups.

Prices Trust Fund

The Prices Trust Fund is a restricted fund holding the grant income received from The Prices Charitable Trust for the education of under 25s within the Parish of Fareham.

Quest Operating Fund

The Quest Operating Fund holds the remaining balance of funds used for the Quest Youth group. There has been no activity in the fund for several years and is held as a restricted fund. With the creation of a new youth group, the PCC passed a resolution in 2015 to allow the new youth group of use this fund as their purposes are similar.

Restoration Fund

The Restoration Fund holds restricted donations and the legacy from the late Dennis Stevens (£11,258) meant for the restoration of Holy Trinity Church. This fund is only to be used should a major capital repair project occur.

SC Choir Fund

The St. Columba Choir Fund, similar to the HT Choir Fund, holds income received by the St. Columba Choir for the purpose of mainly purchasing new hymn books.

SC Hall Fund

The St. Columba Hall fund is a restricted reserve to cover the day to day running costs of the Hall.

HBWB Fund

The Helen Butter Waddell-Boyd (HBWB) Trust is a permanent endowment whereby the capital is to maintained (HBWB Capital Fund) and the income generated from investing the capital can then be spent on the upkeep of the office and various expenses for the incumbent of Holy Trinity.

25 Analysis of assets and liabilities represented by funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2017 £
Fixed assets		3,780	607,220	-	611,000
Investment asserts	29,110	-	115,899	207,009	352,018
Stock	155	-	254	-	409
Debtors	2,512	-	13,612	1,467	17,591
Cash at bank	90,360	377,790	145,935	18,540	632,625
Current liabilities	(11,662)	-	(4,719)	(72)	(16,452)
Total	78,176	349,297	899,916	221,281	1,548,670

Holy Trinity with St. Columba PCC
Charity number: 1135129

General Fund Summary 2017

	Jan-Dec 2017 Actual £	Jan-Dec 2017 Budget £	2017 variance to budget £	2016 variance to 2017 £	Jan-Dec 2016 Actual £	2018 Budget £
EXPENDITURE						
PARISH SHARE	104,448	105,652	1,204	(2,239)	106,687	102,424
Clergy Travel	1,965	2,800	835	(749)	2,714	2,000
Other Clergy Costs	2,341	1,500	(841)	92	2,249	2,300
CLERGY EXPENSES	4,306	4,300	(6)	(656)	4,962	4,300
Altar Requisites	974	1,000	26	99	875	1,000
Light, Heat & Insurance	8,420	8,527	107	466	7,954	8,500
Sundry	3,964	1,800	(2,164)	2,047	1,917	4,500
Organists & Choirs	4,429	4,920	491	350	4,079	4,300
Repairs & Grounds	11,660	10,100	(1,560)	8,454	3,206	24,000
CHURCH COSTS	29,446	26,347	(3,099)	11,416	18,031	42,300
Printing, Postage, & Stationery	3,162	3,200	38	(62)	3,224	2,800
Office Telephones	831	900	69	(47)	877	900
Office Salaries & NIC	11,212	12,108	896	(778)	11,990	11,300
Stewardship Costs	343	250	(93)	(73)	416	250
Other general exps	2,211	1,100	(1,111)	423	1,788	2,000
Bank charges, Acc. & Legal fees	1,904	1,400	(504)	389	1,515	2,500
GENERAL EXPENSES	19,661	18,958	(704)	(148)	19,810	19,750
Parish Giving	7,163	7,650	487	(337)	7,500	7,275
TOTAL EXPENDITURE	165,025	162,907	(2,118)	8,035	156,990	176,049
INCOME						
Loose Plate	11,294	12,000	(706)	116	11,178	11,200
Pledge Giving	95,504	102,000	(6,496)	(4,657)	100,161	97,000
Gift Aid received	28,156	24,000	4,156	4,272	23,884	25,300
PCC Fees (weddings & funerals)	5,614	5,000	614	118	5,496	4,500
Donations	17,000	2,000	15,000	12,078	4,922	3,500
Car Park Income	9,482	9,800	(318)	(313)	9,795	10,000
Sundry Income	5,887	400	5,487	4,553	1,334	3,200
Interest & Dividends	2,966	3,000	(34)	(307)	3,273	4,900
TOTAL INCOME	175,901	158,200	17,701	15,859	160,042	159,600
General fund Surplus(Deficit)	10,876	(4,707)	15,583	7,824	3,052	(16,449)
Investment gains(losses)	2,283		2,283	(273)	2,556	
Transferred from organ fund	19,140		19,140	19,140		
SURPLUS/DEFICIT after transfer	32,299	(4,707)	37,006	26,691	5,608	(16,449)

This page does not form part of the statutory accounts.