

**The Parish of Holy Trinity
Bradford on Avon**

AGENDA
for the Meeting of Parishioners
and
Annual Parochial Church Meeting
22 April 2012
in the Church at 11.15 am

with the
MINUTES
of the Meetings of 10 April 2011

and the
ANNUAL REPORT AND
FINANCIAL REPORT
FOR THE YEAR 2011

THE PARISH OF HOLY TRINITY BRADFORD ON AVON

**Meetings to be held in Church
on Sunday, 22 April 2012 at 11.15am**

MEETING OF PARISHIONERS

1. Apologies for absence
2. Minutes of the Meeting of Parishioners held on 10 April 2011
3. Matters Arising
4. Appointment of Churchwardens
5. Appointment of Assistant Churchwardens

ANNUAL PAROCHIAL CHURCH MEETING

1. Opening Prayers
2. Apologies for absence
3. Minutes of the APCM held on 10 April 2011
4. Matters arising
5. Electoral Roll Report
6. Annual Reports and Accounts
 - a. Treasurer's Report and Accounts for 2011
 - b. Churchwardens' Report on fabric, goods and ornaments
 - c. Deanery Synod Report
7. Elections and appointments
 - a. Six members of the PCC
 - b. Sidespersons
 - c. Independent Examiner of the accounts
8. Priest in Charge's Report: 'The Year Ahead'
9. Any other business and questions

C. Hodge
PCC Secretary

PARISH OF HOLY TRINITY, BRADFORD ON AVON

Annual Parochial Meetings held in the 'Church' Hall on Sunday, 10 April 2011 at 11am

Sixty one members of the Parish were present at the meeting with their names recorded on the circulated schedule (on file).

MEETING OF THE PARISHIONERS

1) Apologies for Absence

As per list on file.

2) Minutes of the Meeting of the Parishioners held on 18 April 2010

The minutes of the meeting of 18 April 2010 were received and signed as a true record.

3) Matters Arising

Joan Finch has now served as Churchwarden for the last six years and does not wish to stand again. Revd Joanna Abecassis said that she would be a very hard act to follow and wished to express a huge thank you for all her hard work over the years.

4) Appointment of Churchwardens

The following elections were held for 2011-2012.

Judith Holland

Proposed: Trevor Ford; Seconded: David Emerson.

Trevor Ford

Proposed: Joan Finch; Seconded: Jackie Uncles.

They were declared to have been elected by the meeting. Trevor Ford was thanked for his service over the last year and Judith Holland was welcomed. T Ford expressed his thanks to Joan Finch for her guidance and leadership over the last year. J Holland also paid tribute to Joan and looked forward to serving the church and supporting Revd J Abecassis.

5) Appointment of Assistant Churchwardens

The following were proposed by T Ford and seconded by J Holland for the role of Assistant Churchwarden:

David Emerson
David Milne
Valerie Payne
John Woods

The meeting approved their appointment.

The meeting closed at 11.22

Annual Parochial Church Meeting

1) Opening Prayers

The meeting opened with prayers led by Revd Joanna Abecassis.

2) Apologies for Absence

As per list on file.

3) Minutes of the APCM held on 18 April 2010

The minutes of the meeting of 18 April 2010 had been previously circulated to the meeting. The minutes were then approved and signed.

4) Matters Arising

None, but Revd J Abecassis proposed that next year the Annual Report should be fuller with written reports from all the groups that make up the church as well as from the Electoral Roll Officer, Churchwardens and the Deanery Synod report. This was agreed.

5) Electoral Roll Report

Alan Knight presented the Electoral Roll report (on file). The roll now stood at 214 compared with 226 for the previous year. Revd J Abecassis proposed acceptance of the report from the chair, this was approved. She also proposed that a list of names only of those on the Electoral Roll be displayed on the notice board at the back of church. This was agreed and she agreed that a notice would be placed in the next bulletin to highlight this, in case anyone wanted their name removed.

6) Annual Reports and Accounts

a) Treasurer's Report and Accounts for 2010

Jeremy Lavis presented the Treasurer's Annual Report and the Annual Accounts (on file).

Income for this year was £131,862 and expenditure was £127,524. J Lavis reported that we had paid our share for last year and that this year there was a slight drop in the amount we had to pay. Capital had increased with the sale of the Church Hall and this money was being used to fund the insurance on the painting.

The Gift Aid rebate had not arrived in time to be reflected in the accounts but had then been paid twice, with one payment having to be returned. The Bell Ringers account had also now been verified. There had not been enough funds to make charitable donations again this year but there had been a number of special collections.

J Lavis thanked the money counters team, John Woods, Edward Shaw, Beryl Cox and Marlene Haffenden, for all their hard work every week and Pam Harman for her help as Stewardship Secretary. Revd J Abecassis thanked Jeremy Lavis for the many hours of work he had given to his task, and said how tremendously thankful we were for all his hard work.

There was a question about the sale of the painting and Revd J Abecassis read out a statement about negotiations taking place but that that no immediate news was expected. She said that the Standing Committee was being kept informed by Canon Bill Matthews and Tony Haffenden.

b) Churchwardens' Report on the Fabric, Goods and Ornaments of the Church

T Ford reported on the Church Silver and the inventory, which was jointly inspected on 21st March 2011. All items on the inventory had been found to be present and in good order. Items added this year included new Acolyte candles, the photograph of the Metsys painting, new service books, a second piano and the *mainly music* carpet.

Works done over the year included: replacing lead stolen from the Boiler roof (twice), the Vestry and Choir area floor, the sound system and application for high level lighting.

c) Deanery Synod Report

Anne Willis gave the Deanery Synod report and a report on Diocesan Synod (report on file).

7) Elections and appointments

a) Elections to Deanery Synod

There were four vacancies and the following nominations had been received:

Deanery Synod		
Nominee	Proposer	Seconded
Marlene Haffenden	Peter Wills	Mike Fuller
June Harrison	Elaine Giles	Margaret Morris
Malcolm Walsh	Graham Dove	John Burgess
Christine Anne Willis	Margaret Harkcom	Evelyn Humphrey

b) Elections to the PCC

There were seven vacancies and the following nominations had been received:

PCC		
Nominee	Proposer	Seconded
Anne Carter	Heather Knight	Evelyn Humphrey
Chris Hodge	Sylvia Stanes	Evelyn Humphrey
Jeremy Lavis	Sue Platt	Alice Moody
Brian Netley	Janet Brown	Michael Thomas
Edward Shaw	Angela Onions	David Rawstron
Peter Wills	Marlene Haffenden	Tony Haffenden
Vacancy		

There were no other nominations and the above were declared elected and welcomed to the PCC. The PCC were reminded that the first meeting would be immediately after the APCM.

c) Election of Sidesmen

Joan Finch presented the Sidesmen's report and a list of 42 people for approval for the year 2011 (on file). She thanked them for being a special part of our welcome team at all services.

Proposed: J Finch; Seconded: Chris Hodge. The meeting approved this.

All the sidesmen, and those who read the lessons (and had mastered the new book), were thanked.

J Finch thanked Jonquil Burgess for leading the prayer group for a new vicar during the vacancy and J Abecassis for her leadership since coming. She also thanked those who had re-decorated the Vicarage and especially T Ford for his printing and design assistance. She thanked all those who had supported and prayed for her over the last six years and mentioned the major events that had occurred over her tenure.

d) Appointment of Independent Examiner

The Chairman informed the meeting that James R Smith FCCA was willing to continue as our Independent Examiner.

Proposed: Revd J Abecassis; Seconded Cecilia Hynes-Higman. The meeting approved this.

e) Proposal that LLM should be an *ex officio* member of the PCC

Revd J Abecassis proposed the above motion for the following year. This was seconded by Sue Platt and agreed by the meeting.

f) Proposal that PCC members should serve for a three year term and then have at least a year clear before standing for re-election

Revd J Abecassis proposed the above motion which was seconded by David Rawstron. After some discussion this was agreed by the meeting.

8) Priest in Charge's Report: 'The Year Ahead'

Revd J Abecassis presented her report about the following year (on file). In particular she outlined the forming of eight Vision Groups to consider how the church should move forward.

She also thanked Graham Dove for his role as PCC Secretary.

9) Any Other Business and Questions

Alice Moody expressed her thanks for the support given by all the church to the partially sighted and especially for the recording of the Parish News, and the new arrangements now in place.

The meeting closed at 12.34pm.

Chris Hodge (Secretary)
Ann Holland
Cecilia Hynes-Higman
Jeremy Lavis (Treasurer)
Brian Netley
Nick Nutt
David Rawstron
Edward Shaw
Anthony Swift
Kathryn Swift
Peter Wills

Structure, governance and management

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.

Objectives and Activities

Holy Trinity PCC has the responsibility of promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

REVIEW OF THE YEAR 2011

Churchwardens' Report

The 'High Level Lighting' project which we first explored before Christmas 2010, was finally completed in the spring and generously funded by The Friends. It was a great joy for the choir to be able to see again – and the new fittings are much more efficient and have bulbs which will last much longer.

The boiler room roof was also successfully repaired with a stone fillet, having had the lead stolen for a second time. Sadly we then lost some of the lead covering the War Memorial below the Sacristy window, but are reluctant to replace this with any other metal (as the DAC suggest) at this time.

And then in the summer repairs were carried out to the sinking floor joists between the choir stalls where the floor tiles were increasingly breaking up. Two wool rugs were kindly donated to cover the patches where we were unable to match the current vinyl tiles, and these have been hugely appreciated not least by our many brides and grooms. We

also purchased two new folding tables for use at the Street Market and other social events.

In the autumn, we replaced the old oil candles with wax candles and also replaced the hymn books with a new set of 'Common Praise' hymn books. Both of these were funded by either a bequest or from the Vicar and Churchwardens' Account. An article in the Sarum Link gave information of an old Salisbury Diocese flag from Sturminster Newton needing a good home. This solved a major sourcing problem for us, and we hope it will give another year or two of service with us at Holy Trinity. Trevor was also in touch with Wiltshire Council over the state of the church path: we have established that it is their responsibility, but they do not think it needs repair at present.

The Churchwardens would like to thank the commitment of all sidespeople and readers who fill their slots. We are also indebted to the many cooks. Without the culinary prowess of our congregation our social events would be a lot poorer. Thanks too to Chris Hodge for the regular appearance of cakes for various events.

Quiet repairs go on regularly by a small group of extremely 'handy men'. Very many thanks to Gordon Finch, Jerry Lavis, Vernon Burchell and Trevor Ford for work on sticky doors, electrical faults, musty drawers, clogged gutters, temperamental organs and generally keeping watch on this building and preserving it and keeping it in such good order. Many thanks to Mary Ford too for a very thorough year's church cleaning.

Trevor Ford and Judith Holland

Holy Trinity Church Servers

We are very lucky to have such a dedicated team of Servers in our church both for the 8am and 9.30am services on Sundays, but we are always looking for new members who would like to train and join the team. (See Mary Ford Head Server for more details.) Grateful thanks must go to Colin and Christine Pearce for the hosting our annual BBQ at their home.

Mary Ford

CHOIR REPORT 2011

The main news for this year is that we heard that Gareth was departing for pastures new. His departure actually came in 2012 but the news

broke before Christmas, which is why I now find myself writing this report and looking after the choir with a lot of help from others! In some respects this has been a year of steady progress. There have been some changes in personnel including a new bass and a new soprano and we are still potentially 20 strong. We're always looking for new members and we often have guests joining us on special occasions. This year, during the Christmas Tree Festival, we were augmented by members of the Bradford Choral Society. We sang at the usual festival services and tried a full Choral Evensong on a couple of occasions, including special settings for the responses and canticles. Probably not something we shall repeat in the near future but a worthwhile challenge! We continue to enjoy the atmosphere of evensong in the Saxon Church, despite the crush!

We had our Choir lunch at the Mill at Rode this year, which was another enjoyable event. This is our 'treat' for the year, paid for by our Wedding earnings! For the past few years, our earnings have only just covered our meal, but with the upsurge in weddings this year, we look forward to being able to contribute to the fund for the re-ordering of our Church. With a new Director of Music in prospect, they can be assured of the loyalty and commitment of the choir who will also be endeavouring to meet the demands of the increasing number of weddings and doing their best to assist in the offering of worship week by week.

Ian Stanes

Junior Church

During the last year, Junior Church moved from the Masonic Hall to the Guide HQ, where we are now happily installed. It is bright, warm and has everything we need. We can even store all our boxes; a facility which we had recently lost in the Masonic Hall. Our regular attendance is around 7, all girls. We have some budding musicians, including two boys who no longer attend Junior Church, and they have played various instruments at the 'All Age Service', under the capable hands of Kirsty Barry. The children enjoy their weekly slot in the main service with Joanna, when they come into Church for the blessing. The highlight of each year is the Nativity, which attracts a gratifyingly large number of children.

June Harrison and the Junior Church Team

mainly music

This was our first full year and as we look back we thank God for his continuous blessing.

We have fourteen families on our list and find that we averaged 11 families attending each week over the year. Of these, eight have appeared in church at some point. (This is not counting the Christingle service when there may have been one or two others.) One family belongs at Bearfield, and another certainly looks to Christchurch as their church though they are not regular attenders. We are so glad there is to be a new teenies' praise service in the week, as some have tried the All Age worship and Junior Church and found them above the toddlers' heads.

Seven families have left us: mothers going back to work 4, moving on to nursery 1, child not settling (over-anxious mum only gave child 2 weeks) 1, didn't like Christian ethos 1.

The lively music continues to delight: many mums tell us the children sing the songs all week. To date we have learned 31 songs and rhymes only three of which they could have met before. We have not exhausted the two CDs we first received from *mainly music* but have just received our next two! Every child received a birthday and small Christmas present. We also noted Mothering Sunday and Fathers' Day. We did not celebrate Easter last year because it fell in the holiday. We have a committed team of 14 working on a rota. It takes 6 of us to run a session.

In all *mainly music* is proving a great success and we are grateful to the kiwis and Aussies for their inspiration and wholehearted support. We now have a rep who phones me, from Australia, every few months to ask how we are doing and offer advice and encouragement.

Thank you PCC for your support.

Kate Wiggins

Refreshments

The 20 members of the tea and coffee team provide tea, coffee and biscuits (unless there's cake!) every Sunday with the exception of Easter Day and Christmas Day. In 2011 after expenses were paid, £247 pounds was donated to church funds. I would like to thank the team for their efforts and we welcome volunteers.

Elaine Giles

Saxon Club

The Saxon Club continues to flourish and there are now over 30 members. Some have a faith, some don't. Some go to church, others don't. Each member comes knowing that there is no pressure of any kind. They can relax and enjoy themselves for a couple of hours, either listening to a speaker or doing some other activity. We have no limit to

the numbers we can take, nor any age limit - indeed we have several who are over 90 and one of our regular members is 95! Our connection with Holy Trinity is very important and we see ourselves as a point of outreach to those who live alone, those who need some company, friendship and support. We really appreciate the interest we receive from the church, so please don't stop! Please continue to pray for us and again thank you for your support.

Angela Onions

Friends of Holy Trinity

2011 was a very good year, membership is slightly up, though we have still to succeed in getting more non-regular church-goers to join, and fund raising went very well indeed. We were pleased to be able to pay for new lighting for the choir stalls and, though I say so myself, the quality of the singing definitely seems to have improved as a result of the members being able to see their music!

Thanks to the efforts of Committee members, we have held a very successful programme of events, including a "Church Crawl", skittles evening, memorable Burns Night Supper, trip to Normandy and the first ever Christmas Tree Festival. The latter was a great success, drew in a fantastic number of visitors and is one that will definitely be repeated. The Friends stand poised to help with the fund raising that will need to be undertaken when the results of the "Holy Trinity has a Vision" is translated into a programme of action.

John Cox, Chairman

Mothers' Union Report

We had nine excellent and varied meetings during the year, ranging from hearing about Mary & George Sumner (our founder), Richard Askew preparing us for Holy Week, Judith on Christian Aid, to "A Policeman's Lot", a DIY evening with Sylvia & Ian, Peter Hardman on "Weddings", and cooked dinners from Wiltshire Farm Foods!

We held a 90th Birthday Party for three of our older members, with our Archdeaconry Chairman coming, expecting to see 3 old ladies, and finding 3 valuable working members!

We had a service at Winsley for Lady Day, and in the Cathedral for Mary Sumner Day, where we celebrated the 80 or so countries in the world with MU members.

We entertained guests from Manchester MU, and welcomed 2 new members into the branch, during a 9.30 service, taking our numbers up to 26.

We did the posies for Mothering Sunday, the Christingles for Christmas Eve, and raised over £400 on the Pantry Stall at the Street Market, as well as supporting the Women's Refuge in Trowbridge.

We contributed £900 to the MU Overseas Fund, £200 to other funds, and paid the church £100 for rent for the Masonic Hall. Not bad going for a group of Senior Citizens!

Chris Hodge

Street Market

The Holy Trinity Street Market was held again on Saturday, 2 July in Westbury Gardens. We had many visitors thanks to the wonderful weather. The nine Church stalls (Bric-a-brac, Books, Children's Toys, Plants & Flowers, Mothers Union Pantry, Saxon Club Gifts, Grand Draw Raffle, Bottle Tombola and Refreshments) all did very good business. (Visit the Bells was added for the first time.) Nearly 60 other stalls participated by paying a modest sum. Music in the afternoon and a children's magician in the morning added to the festive atmosphere and we managed to raise even more money than last year.

Due to the incredible generosity of Holy Trinity friends and parishioners, a great deal of attractive and saleable merchandise was donated to Holy Trinity stalls, as well as baking produced by the Mothers' Union for their own stall and the Refreshments tent. Many lovely prizes were also contributed to the Grand Draw by the community at large. John Cox (Bookings and Site Management), Colin Johnston (Church Stalls Liaison) and Jackie Easby (Communications and Publicity) handled overall organisation, and with the help of many volunteers, set up/take down and serving the public all went smoothly. A lot of hard work goes on behind the scenes in order to make the Street Market a success, and everyone who takes part deserves thanks.

Although fundraising may seem to be the most important reason for holding the Street Market, it is wonderful to see how, when we all come together and combine our efforts into concerted action, we manage to achieve more than the sum of our individual parts. We serve our community in many ways, but the annual Street Market is one of the longest-lived, most visible, inclusive, enjoyable and transformative ways we have.

John Cox and Jackie Easby

RETIRED CLERGY AND SPOUSES GROUP 2011

The group consists of twelve clergy and their spouses (22 in total) who minister in various churches including Holy Trinity, Christ Church, Winsley, Westwood and farther afield. They meet approximately bi-

monthly for coffee and a chat in each other's homes or a local Garden Centre and once or twice a year have lunch together, especially at Christmas. It has proved to be a good way of keeping in touch and supporting each other. We welcomed David and Lindsay Driscoll to our number in 2011 and celebrated with Peter Hardman his 50 years in the priesthood. We look forward to continuing our gatherings in 2012 plans for which are underway.

Ian Stanes (Convenor)

Holy Trinity Flowers

Jonquil Burgess and her team continued to keep us beautifully decorated with flowers throughout the year, and especially so at the Major Festivals. They also arranged the flowers for a large number of weddings, which includes considerable preparation and liaison with the brides. It also involves sorting the flowers when they arrive the day before, and the foliage doesn't always grow as fast as the number of weddings! All in all this has put quite a strain on a small but very committed team. They are very grateful for all the support and generosity of the congregation, as flowers don't get any cheaper!

Joanna (with thanks to Jonquil Burgess)

Stewards Report

I would like to thank all the Stewards who gave up their time to open the Church to visitors.

Last year we opened the Church from 12 April until the end of September and welcomed 2994 visitors.

We managed to open the church for 143 days out of a possible 171 days. Unfortunately we were unable to open on every day available due to the shortage of stewards and the odd wedding.

Unless we can recruit more stewards we will be in a similar situation again this year.

David Milne, Chief Steward

Ringers' Report

Your ringers are a busy group. At Holy Trinity we have rung for fifty Sunday morning services, plus extra Christmas services, not to mention at least fifteen weddings and for special occasions such as Remembrance Day and Peter Hardman's 50 year celebration of ordination.

The tower remains popular with visitors both for general ringing and for quarter peals and the bells attract many compliments. The only peal

this year was one of 'London Surprise Major' by a visiting band in November.

A long-term visitor this year was Mair who we were sorry to see return to Lincolnshire. Jim House unfortunately broke his wrist when he fell during the bad weather earlier this year. He is recovering well and we hope to see him back with us after Easter.

Social events this year included a weekend outing to Lundy in September (see February 2012 Parish News for full details) and a Christmas Dinner at The Dog and Fox in December. The ringers came a close third in the six-bell striking competition at Westwood in May.

Like all machinery the bells need regular attention. We are fortunate in that David keeps an expert eye on them and that they are serviced by Matthew Higby and Company annually.

We were sorry not to have rung for Christingle this year but time and a lack of people prevented us. Not only do we have a lack of hand bell ringers (though Junior Church may be interested), but new tower bell ringers would be very welcome. Strength is not a necessity, but good listening skills and an ability to count are useful. Do come and see us sometime. We are there on the second and fourth Mondays between 7.30 and 9.00 pm

Anne Willis

Bradford Deanery Synod Report

First the really splendid news, The Deanery paid 98% of its share this year, well above the Diocesan average of 96%, the balance being owed by only one church. David Robinson, the Treasurer, is very grateful to everyone, especially PCC treasurers, for such a wonderful effort.

Bradford Deanery Synod continues to try and be a forum for exchanging ideas and practice, as well as discussing those matters the Diocese wishes us to. The Rural Dean, Andrew Evans does his best to ensure that they are a place where topics of genuine and practical interest to Parishes can be discussed, and to which all interested members of churches in the Deanery can attend. If there are any topics you wish to have raised please contact him.

This year Synod discussed Women Bishops and the Anglican Covenant and voted in favour of both.

'Home' topics included a meeting in June at Atworth which concentrated on ministry to the Youth of the Deanery, with contributions from the Deanery and the Diocese and the 'Spirituality and the 'Be Spirited' initiative at St Laurence School, Bradford on Avon in September. John Kilbee, the new Mission and Stewardship Advisor for the Ramsbury area introduced himself and spoke about his role in encouraging parishes in

their stewardship; Mary Tapping, editor of Sarum Link, spoke about Sarum Link and how she was aiming at a vibrant paper with a greater 'simpatico' between the Diocesan staff and the parishes. Claire Johnson [now Parr] and Annie Wintour reported on the mission to Kadugli and the Nuba mountains where among other work they ran two four-day conferences, training leaders to take a course similar to the alpha course but written for Africa. In the newly divided Sudan Nuba is now part of the north and the situation is the Diocese is very grave, with most of the material support given by Salisbury Diocese looted and destroyed.

As there are not enough stipendiary priests to go around, there has had to be a reduction in stipendiary priests in the Deanery. This frees up 'points', two from each priest, which may be used for lay appointments. Two have already been used to appoint a Children and Families Worker in Melksham, and two more will be used for a Secondary Schools Worker in Trowbridge.

Howard Jameson has neatly reduced the Deanery Plan to a two-page presentation which was being adopted by other Deaneries as it was easy to see, use and change as needed. Additional material was included in an appendix.

Clergy moves this year have included the new curate Philip Elliott at Bradford Holy Trinity and the resignation of Dave Parr as Melksham Team Vicar.

The severe illness of our Lay Chairman, Roy Brown, has been a cause of great concern and prayer, and it is very good to hear of his continuing recovery.

It is hoped that more can be done to encourage participation in the many study groups and courses the Diocese has to offer. More local interest would encourage more local courses.

Deanery Synod will now only meet three times a year in February, May/June and October. Every effort will be made to hold meetings on different days of the week to maximise attendance, and consideration will be given to the availability of car parking on dark winter nights. 'Deanery Digests', an informal account of each meeting hopefully suitable for Parish Magazines, will continue to be circulated. Feedback will be welcome. [I apologise for the lack of one for the November meeting, but circumstances overtook me].

2012 will be a Year of Celebration with the Queen's Diamond Jubilee and the Olympics. I hope each parish will let me know their plans and events so we can keep a record of this special year.

Anne Willis, Deanery Secretary

Diocesan Synod Report

Diocesan Synod met three times this year at Corfe Mullen, St Paul's Church, Salisbury and Market Lavington. Topics covered have included new patterns of sustainable ministry; Chaplaincy to the Deaf, lead theft, Children and Young People, the Olympics (sailing events take place at Weymouth), plus the major topics of Women Bishops (the Diocese is in favour) and the Anglican Covenant when Synod voted by 41 to 39 to ask Deaneries to discuss the Covenant. I can assure you that the debate was very lively!

A highlight is the annual Cathedral Report from the Dean which is not for accountability: the Cathedral draws none of its income from share but purely for informing Synod and celebrating.

The new Bishop Nicholas Holtam attended his first Diocesan Synod at Market Lavington. Members were asked what topics they would like to see discussed at Synod. Suggestions included:

homosexuality/transgender people and the church; church unity; an occasional Eucharist; money, marriage, including same sex marriage; our buildings; revision of the Act of Succession; information about and from self-supporting ministries; Youth Synods and Diminishing Bureaucracy, a process that has already been started. So we are in for some exciting meetings! There will be elections to Diocesan Synod in 2012 for the 2013-16 triennium, so now's your chance....

All the minutes and other details of Diocesan Synod can be found at <http://www.salisbury.anglican.org/whos-who/synods/diocesan-synod> Do read them if you can; they reflect some very interesting sessions.

Anne Willis, Diocesan Synod Member

REPORT OF THE PRIEST IN CHARGE

It has been really good to have Judith on board as our new churchwarden, and also our invaluable new Assistant Churchwardens. It is a big responsibility so we are really grateful to Trevor and Judith in particular. And we welcomed Philip Elliott amongst us at the end of June as Assistant Curate, but as a 'Licensed Lay Worker'. And then many of us were able to enjoy his ordination as deacon at Salisbury Cathedral in October – so then we welcomed 'The Revd Philip Elliott'! It has been really good to have his gentle presence amongst us too.

And a major feature of the year (in which Philip has been able to partake) has been the '**Holy Trinity has a Vision**' project where the church has been discussing and exploring the way ahead in eight different groups, with the understanding that both *mission* and *pastoral care* permeated them all:

1. Children & young people
2. Charities
3. Spirituality & theology
4. Liturgy, worship & music
5. The Wider Church (BACT, Bradford Group, Deanery & Diocese)
6. Buildings
7. Community
8. Roles and responsibilities

This has brought together many, many people in energetic prayer, research and planning which has been a great blessing in itself. The eight Reports were placed in church and posted on the website in December.

Worship

We have enjoyed a great variety of worship this year, going from strength to strength as the 'team' works so well together. This has included numerous special services (with new liturgies and sheets) for the Major Festivals, and we began the year by hosting a BACT Service for the Week of Prayer for Christian Unity.

Here are the statistics for 2011 (2010 in brackets):

- Average number of communicants at 8am Eucharist: 20 (20)
- Average number of communicants at 9.30am Eucharist: 90 (85)
- Regular pattern of evening worship of Compline, Taizé with Prayers for Hope and Health, and Evensong. These services use the Saxon Church in the summer months and attract anything from 10 to 50 worshippers.
- Marriages: 19 (including one at St Mary Tory Chapel) (11).
- Blessing of Civil Marriage: 1 (0)
- Baptisms: 20 (including 3 adults) (19)
- Funerals: 14 (15) + 10 (3) at the Crematorium
- Easter Day: 190 (177) communicants
- Midnight Mass and Christmas Day: 196 (223) communicants

The new '*Fridays at Noon*' (a Traditional Language Eucharist followed by lunch out together) has continued to be greatly valued, as is the *Lighten our Darkness* informal service for the bereaved on the evening of All Saints Sunday. And our worship designed particularly with children and young people in mind has been very successful, especially at Mothering Sunday, Harvest (also 'Back to Church Sunday'), Remembrance and the Crib and Christingle (where we had over 500 people - and a proposal of marriage!).

Meanwhile the Eucharist continues to be celebrated monthly at Abbeyfield House, and several individuals receive Holy Communion at home. And the regular pattern of Eucharists for those who feel unable to accept the sacramental ministry of a woman priest continues.

The PCC

The PCC met bi-monthly at the Vicarage, always beginning with an informal Eucharist, throughout the year with a good rate of attendance. The Standing Committee met regularly in between PCC Meetings. We were delighted – and very grateful – to have been able to pay our Diocesan Parish Share in full. A significant decision in 2011 was the introduction of a new Service Sheet for the 0930 Eucharist (following a trial instigated by the ‘Holy Trinity has a Vision’ Worship Group).

Church family

People have come and gone during the year and we have welcomed quite a few new church members, and have also enjoyed at our worship the company of several couples preparing for their marriage. But 2011 also brought the deaths, in particular, of Liz Netley, Mary Hedley, Marjorie Melliar-Smith, Sally Osborne, Olive Franklin, Jeanne Walpole and Pat Parry. We thank God for their lives spent among us, and continue to hold their families in our prayers.

Children and young people

The ‘seeds’ and the network of personal relationships continue so that we now have a good group of friends from which to build. Church, parties, baptisms, marriages, our two schools, the Children’s Centre (where I now Chair the Advisory Board), the Guides and Brownies and the *mainly music* group (with which Philip has become involved, and which goes from strength to strength) are all important parts of this ministry.

St Laurence School became an Academy in August, and I am now an *ex officio* governor or ‘director’, and also a ‘member’ of the Academy Trust Board representing the Diocesan Board of Education. I remain a governor of Fitzmaurice Primary School.

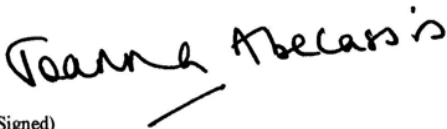
Community

Regular articles and notices in *The Gudgeon* and *A Local Life*, together with the ‘Stay in the Loop’ website and lots of posters about the town, continue. And several of us have become involved in local organisations such as the Chamber of Commerce – where the Town

Council is also represented (Joanna and Graham), BOACAN (Tony Haffenden), and the Advisory Board (Malcolm Walsh).

And I continue my involvement in the activities of the Saxon Church and St Mary Tory Chapel, and of the Men's and Women's Almshouses. *The Friends of Holy Trinity* have written a separate report – but their Christmas Tree Festival was a real highlight of 2011 – quite fantastic. And there have been several very successful concerts in church, not least from members of St Laurence School and the Bradford Choral Society. Our many other groups and organisations have reported separately above – it makes good reading.

And so, I feel that the year drew to a close with us feeling rightly positive and upbeat, and full of hope and energy for the future, as we go forward in faith, hope and love: 'Emmanuel – God is with us!' Thank you everyone!

A handwritten signature in black ink that reads "Joanna Abecassis". The signature is written in a cursive style. Below the signature is a horizontal line.

(Signed)

The Revd Joanna Abecassis
Chair, Holy Trinity PCC
11 March 2012

Holy Trinity – Bradford-on-Avon
Accounts 2011

	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total Funds 2011</i>	Total Funds 2010
Incoming Resources				
Incoming Resources from donors	96938	2561	99498	75297
Other Incoming Resources	3105	1034	4139	2500
Activities in furtherance of the councils objectives	760		760	2993
Activities for generating funds	11826	492	12317	23430
Income from investments	57	333	57	5215
Other incoming resources	-	-	-	22427
Total Incoming Resources	112,685	4420	117,104	131,862
Resources Used				
Costs of generating funds	1609	763	2373	7435
Grants	-	1983	1983	1756
Activities relating to the work of the church	97593	230	97593	93573
Support Costs	3612	-	2080	3612
Church Management and administration	14214		14214	20795
Governance	360		360	353
Total Resources Used	111,376	2984	114,360	127,524
Net Incoming/(Outgoing) Resources	1309	1436	2745	4338
Gross Transfers	74	(74)	-	-
Net Movement in Funds	1309	18272	4338	4338
Balances Brought Forward	31,361	45,745	77,105	72767
Balances Carried Forward	32,743	47,106	79,850	77,105

V5.1 25th February 2012

Holy Trinity – Bradford-on-Avon
Accounts 2011

<i>Holy Trinity Bradford-on-Avon Balance Sheet at 31st December 2011</i>			
	Notes	2011	2010
Fixed Assets			
Copier (Ricoh)		514	514
Total Fixed Assets		514	514
Current Assets			
HSBC Current Account		16783	5768
Deposit Account(CCLA)		8000	8000
CAF Bank Account		720	719
CBF Trowbridge Road/Hall Sale	6	28436	33216
Coventry BS Bell Ringers Account	2	2785	2903
Flowers Weddings		90	90
Stock-Cards, Books	3	690	798
Accounts receivable (invoices/accruals)	4,5	22223	25736
Total Current Assets		79,727	77,230
Liabilities			
Accounts payable (bills)		(391)	(639)
Total Liabilities		(391)	(639)
Net Assets		79,850	77,105
Represented by			
Excess/Deficit to date		2751	4337
Starting Balances		59811	59811
Year end balances		17295	17295
Total Equity		79,850	77,105

Notes:

1. No depreciation has been allowed on copier in 2011 as it is in good working order.
2. Fund held by Bellringers. This balance has been confirmed from the passbook they hold.
3. Stock check was carried out on 21st January 2012.
4. This includes allowance for the insurance on the church paid as single sum in 2011 but providing cover also in 2012.
5. Includes accrual for charitable donations not yet made.
6. Includes proceeds from sale of Holy Trinity Church Hall

Holy Trinity – Bradford-on-Avon
Accounts 2011

<i>Holy Trinity Bradford-on-Avon</i>				
<i>Detailed SOFA (Statement of Financial Activities) at 31st December 2011</i>				
	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total 2010</i>	
Incoming Resources				
Gift Aid (standing orders)	40473	-	40473	40222
Plate Collections	4464	-	4464	3652
Envelopes Weekly	16738	-	16738	18580
Maintenance from boxes	1817	-	1817	2402
Weekly Gift Aid	3787	-	3787	3743
Weddings Baptisms Funerals	-	-	-	
One-Off Gifts	1008	-	1008	530
Sales inc. Votive	330	-	330	609
Tax Recovered on Gift Aid	28132	-	28132	3702
Other planned giving	-			
Other Collections	189	2561	2749	1858
	96,938	2,561	99,499	75,297
Other Voluntary incoming resources				
Coffee Sales	252		252	191
On-Off gift aid gifts			-	240
One-Off Grants	2554		2544	
Legacies	-		-	1000
Donations Appeals etc	309	172	481	603
Saxon Club Income		861	861	467
	3,105	1,034	4,139	2,500
Church Hall Lettings	270		270	2486
Parish Magazine Sales	490		490	507
	760		760	2,993
Activities for Generating Funds				
Street Market Sales	5191	-	5191	4787
Other Funds Generated	2248	42	2289	14655
Fees	4387		4387	3468
Choir Income		450	450	520
Church hall lettings-Fund Raising				
Magazine Income-Advertising				
	11,826	492	12,317	23,430
Income from Investments				
Interest/Dividends	28	333	361	5194
Bank & Building Soc Interest	28	-	28	20
	56	333	389	5,215

Holy Trinity – Bradford-on-Avon
Accounts 2011

	<i>Unrestricted Funds</i>	<i>Restricted Funds</i>	<i>Total 2011</i>	Total 2010
Other incoming resources				
Saxon Church Charges			-	
Monies collected for trips			-	476
Stewardship Accrual Income			-	
Insurance Claims			-	
Sale of surplus fixed assets			-	21951
		-	-	22,427
Total Incoming Resources	112,685	4,420	117,104	131,862
Resources Used				
Costs of Generating Funds				
Costs of Stewardship Campaign (accrual)				
Cost of fetes and other events	1599	764	2362	2340
Investment Management costs	11	-	11	5095
	1,610	764	2,373	7,435
Grants				
Giving – Local		465	465	91
Giving – National		1519	1519	1665
		1,983	1,983	1,756
Activities relating to the work of the church				
Share	67747	-	67747	69508
Fees paid to DBF		-		
Working expenses of incumbent	2315	-	2315	986
Visiting Clergy		-		2443
Vicars house expenses				381
Assistant staff costs	40	-	40	
Church running expenses – gas	3795	-	3795	3114
Church running expenses - electric	1915	-	1915	1815
Church running expenses – water	70	-	70	65
Church running expenses - insurance	5319	-	9909	880
Church maintenance	4502	230	4502	1211
Organ/Piano tuning	398	-	398	796
Upkeep of services	3551	-	3551	2292
Upkeep of churchyard	1915	-	1915	2030
Magazine and bookstall expenses	154	-	46	908
Hall running costs – gas		-		
Hall running costs – electric	-	-	-	729
Hall running costs – insurance	-	-	-	1541
Hall running costs – repairs	-	-	-	1596
Church hall upkeep/ Hire of others	866	-	866	1636
Major repairs Structure	-	-	-	442
Major repairs installations	-	-	-	
Interior & Exterior decoration				
Parish training and mission				
Education	525		525	1196
Saxon Club expenditure				
	93,112	230	93,342	93,573

Holy Trinity – Bradford-on-Avon
Accounts 2011

	Unrestricted Funds	Restricted Funds	Total 2011	
Support Costs				
Salary of Verger/Cleaning Costs	2080		2080	3612
Church management and administration				
Fees paid to DBF			-	
Picture Expenses	4474		4474	10384
Administration	5900	6	6906	6672
Organist Salary	3840		3840	3740
Governance	360		360	353
	14574	6	21148	21148
Total Resources Used	111,376	2,984	114,360	127,524

Holy Trinity – Bradford-on-Avon Accounts 2011

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR 2011

1. Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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.

Funds

The PCC has no *endowment funds*; therefore no provision is made in the accounts.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes. In practice most funds fall into this category as donations are seldom made with reservation. In the case of special church collections it is always made clear that The Church will deduct a certain proportion of each collection for essential expenses such as printing costs and heating. Funds designated for a particular purpose by the PCC are also unrestricted.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received as an accrual. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources Expended

- a) *Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted when due. Amounts received specifically for mission are dealt with as unrestricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.*

Fixed Assets

Consecrated and beneficed property of any kind is not included in these accounts in accordance with s.96(2)(a) of the Charities Act 1993

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property. They are listed in the Church's Inventory, which can be inspected on request at any reasonable time. For anything acquired prior to 2000 there is insufficient cost information available, therefore such assets are not valued in the accounts. Items acquired subsequently, if at a cost of over £1,000 have been capitalised and depreciated in the accounts over their currently useful economic life (initially over 10 yrs) on a basis determined by the PCC; otherwise the expenditure has been written off when incurred.

Holy Trinity – Bradford-on-Avon Accounts 2011

Other fixtures, fittings and office equipment used within church premises is depreciated on a variable basis over a period determined by the PCC. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

b) Investments are valued at market value at 31 December.

c) Current Assets

Stock mainly consists of devotional cards and booklets, other stationery items and descriptive books of Holy Trinity church.

Amounts owing to the PCC at 31 December in respect of fees, rents, or other income are shown as debtors. No provision is made for Utilities' credits and debits as these are paid by variable direct debit to ensure that at any time accounts are near neutral.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

2. Reserves Policy

The reserves policy of the PCC is based on anticipated forthcoming demand and external constraints. The single largest demand is the annual share contribution; therefore we have set a reserve of two month share demand as a general reserve. We are also holders of a Trust Fund, the expenditure of which requires approval of the Diocesan Board of Finance and is primarily for fabric purposes. Therefore, we include this as a special reserve.

3. Prioritising Expenditure Policy

The policy of the PCC for prioritising expenditure in case expenses are greater than income in any particular year is as follows.

1. Expenses for which we have made a contractual agreement.
2. Local expenses without which the church worship could not continue.
3. Legally required expenses.
4. Share 90%
5. Expense on projects for which specific funding has been given up to the total of the given funding.
6. Mission in education and charity.
7. Administration..
8. Expense on what makes life comfortable and enjoyable.
9. Other development to meet the changing demands for worship and mission.
10. Share 10%
11. Other expenses.

4. Employees

The PCC employ two people, a cleaner and a parish secretary. The Parish secretary is also elected to the post of Churchwarden. A earlier PCC meeting determined that as a result of specific skills the person in this post could also continue in the paid employment of the PCC. All other services, unless carried out by volunteers or attracting fees, are covered by inter-organisational contracts with service providers.

5. Description of Funds

The funds operated by the PCC are:

Unrestricted Funds

1. General Fund: to hold cash resources for the work of the Church. Restricted Funds
2. 126 Trowbridge Rd. Sale/ Church Hall Sale Trust Fund: for works of capital expenditure on the church building proposed by the PCC and approved by the Salisbury Diocesan Board of Finance. This fund includes the proceeds from the sale of the Church Hall. During 2011 some monies were used from this fund to pay expenses associated with the sale of the Metsys Picture. This was with the approval of the Salisbury Diocesan Board of finance
3. Bell restoration Fund: for the tuning, maintenance, repair, recasting, renewal etc. of the bells and associated equipment for the maintenance of bell-ringing.
4. Choir Fund: to hold income generated by the Choir for any such purposes as they may decide.
5. Special Collections Fund: a fund for the collection and disbursement of monies for specified purposes.
It is the Church's policy to retain 10% of any special collection to cover heating and printing costs.

6. Software System

During 2011 Church Accounts were managed using Data Developments CashCall software system. The system is set up and operated using a cost code system, and hence account headings, that is standard throughout the Church of England. CashCall will not be maintained by Data Developments beyond April 2012 it is therefore proposed to migrate the accounts to Data Developments Finance Co-ordinator from January 2012. This is broadly similar to CashCall but is supported and provides improved reporting facilities.

7. Internet Banking

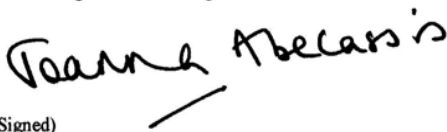
Online Internet Banking is used for all bill payments where appropriate.

The protocol set out for the use of this facility is as follows:

- Only the Treasurer is allowed to make payments from the account.
- Only one account is set up to allow online payments.
- The Churchwardens can request facilities to monitor all payments made.
- The facility for any two church officers to make cheque payments remains the same.
- The Treasurer has confirmed that adequate facilities are in place to meet the requirements of the PCC's bankers with regard to the security of the facility

This facility speeds up the payment process, allows and improved audit trail of payments made on bank statements, saves the cost of posting cheques and allows authorised officers improved facilities to monitor payments made.

Accounts agreed at a meeting of the Parochial Church Council on Wednesday 21st March 2012 and signed by the Chairman.



(Signed)

Revd Joanna Abecassis
Chair, Holy Trinity PCC

Holy Trinity – Bradford-on-Avon Accounts 2011

Independent examiner's report to the PCC of Holy Trinity Church, Bradford-on-Avon

This report on the financial statements of the PCC for the year ended 31 December 2011, which are set out on pages B1 to B8 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act')

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the regulations and s.43(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under s.43(7)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the account.

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 41 of the Act; and
 - To prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr James R Smith FCCA

JSH Accountancy Solutions Limited
584 Wellsway
Bath
BA2 2UE

23 February 2012

