



The Team Parish of

St Luke In The City

Liverpool

Annual Report of the Parochial Church Council

For the year ended 31st December 2019



The Team Parish of St Luke in the City, Liverpool
St Bride, St Dunstan, St Michael in the City
Parish Office: St Bride's Church, Percy Street, Liverpool L8 7LT
Office@stlukeinthecity.org.uk



Introduction

Welcome to our Parish report covering 2019. We are delighted to be launching our new parish logo on the cover of this report, which visually expresses the distinct identities of our three churches and also our unity in God and community with one another. The rainbow colours reflect our commitment to diversity and inclusion. We aim to be a parish and people 'living life in full colour from the still centre of God'.

Two new congregations were begun this year, with Rose Green being commissioned as a Local Missional Leader (LML) to run A Taste of God and Hannah Dawson being supported by the Joshua Centre to launch That Music Thing. We participated in the Bishop's Mission in February, with two major parish events, and held two major day conferences at St Dunstan's in January (on Liberal Evangelism) and in May (on Centering Prayer). There was a well attended Parish Pilgrimage to Eyam in the spring, and a growing group camped together at the Greenbelt Festival in August. Jonathan Clatworthy piloted a new discipleship course at St Michael's.

Our partnerships with other charities, notably Faiths4Change and Micah Liverpool, continue to be at the core of what we are doing to make a bigger difference and work for social, economic and environmental justice in our communities. This year Faiths4Change have begun to develop a Community Garden at St Michael's, whilst Micah Liverpool calculated that we had contributed to feeding 1 in 11 of the UK's asylum seekers, as well as developing new community markets to reach those struggling but not so destitute as to require the foodbank. Open Table began the process of registering the Open Table Network as a charity in its own right.

The team saw several changes this year. Gill Reeve joined us for the second part of her curacy in January 2020, and we were sorry to see her go at the end of December when she was appointed to a chaplaincy post. In February we said a sad farewell to Bill Lynn from our pastoral care and ministry team, and it was a privilege to hold his funeral at St Bride's. In May, Mark Waters retired from his post as Team Vicar, with a wonderful final joint service and lunch at St Dunstan's, and we are pleased that he is continuing to develop his Centering Prayer ministry locally. We were delighted that Cate Jacobs was recommended for ministerial training in the summer, and the parish continues to benefit from her ministry. Warren Hartley was re-commissioned as LML for Open Table, and Kieran Bohan to a new role as Missional Leader with responsibility for developing the Open Table Network.

Our financial situation saw considerable improvement with the income from the sale of the closed St Stephen's site, improvement in rental incomes and some additional grant funding all helping to close the gap between our income and expenditure. All of our three churches, as well as the Open Table Liverpool congregation, have now registered for the Parish Giving Scheme, and we are encouraging you to sign up to give tax-efficiently through this scheme. A deficit remains, but we are on track to close it in 2020. It is the hope of the PCC that everyone may be able to commit to planned giving, or to an annual increase in your giving, to enable us to plan for the future.

I am hugely grateful to the committed giving of time, money and skills from so many people that contributes to who we are and what we are able to do as a parish. Thank you!

Miranda Threlfall-Holmes



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Reference and Administrative Information

The Parochial Church Council of the Team Parish of St Luke in the City is an excepted charity not requiring registration with the Charity Commission for England and Wales.

The parish includes three churches: St Bride & St Saviour, located on Percy Street; St Dunstan on Earle Road, and St Michael in the City on Upper Pitt Street.. The parish is part of the Diocese of Liverpool and its official correspondence address is:

St Luke in the City Parish Office, St Bride's Church, Percy Street, Liverpool L8 7LT.

For the period 1 January 2019 until the date of approval of this report, the following people served as members of the Parochial Church Council:

Team Rector	Rev. Dr. Miranda Threlfall-Holmes	
Team Vicar	Rev. Mark Waters (to end May 2019)	
SSM Priest	Rev. Sara Doyle	
Reader	Dr. Chris Bartley	
Churchwardens	Chris Bartley (as above)	Dave Bradley
Deanery Synod representatives	Kieran Bohan Alan Fitzgerald	Helen Parker-Jervis Tim Slack (to APCM) Gary Sawyer (from APCM)
Elected members	Rose Green Sharon Ginley Hannah Dawson	Katie Adams Jackie Fitzgerald Karen McCaldon Pam Bishop (co-opted July 2019)
Treasurer	Raymond Bissex	
Electoral Roll Officer	Jackie Corcoran	
PCC Secretary	Katie Adams	
Safeguarding Officers	Rose Green Kieran Bohan	



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The licensed clergy and Reader are each ex-officio members of the PCC. The Team Rector is ex-officio Chair of the PCC.

Bankers:	HSBC plc, 99-101 Lord St Liverpool L26PG The Co-Operative Bank p.l.c., PO Box 250, Skelsmersdale, WN8 6WT Central Board of Finance of the Church of England 80 Cheapside London EC2V 6DZ
Independent Examiner	Mr. I Wright B.A. F.C.A. 15 Stretton Drive, Southport PR9 7DR
Legal Advisors:	Mr. H. Dellar 1, The Sanctuary, Westminster, Liverpool SW1P 3JT Hill Dickinson LLP 1 St Paul's Square, Liverpool L3 9SJ
Estate Management:	PKPM Chartered Surveyors Suite 7, Church House, 1 Hanover Street, Liverpool, L1 3DN
Architects:	(St Bride's) Mark Pearce, Kepczyk Pearce Sanderson, 75 Wilmslow Rd, Handforth, Wilmslow SK9 3EN (St Michael's) Stephen Glenwright, Donald Insall Associates, Bridgegate House, 5 Bridge Place, Chester CH1 1SA (St Dunstan's) Finlason Partnership Ltd 1 Cambridge Road, Hale, Altrincham WA15 9SY

Structure, Management and Governance

The St Luke in the City PCC is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

The PCC business has three sub-committees, known as District Church Councils (DCCs). The DCCs of St Michael in the City, St Bride with St Saviour, and St Dunstan each manage local issues of finance, ministry, fabric and mission issues relating to each church and the area which that Church serves within the Team Ministry. They report back decisions made to the PCC. This year as part of our commitment to managing our budget and reducing our deficit it was agreed that any spending over £500 which has not been budgeted for needs PCC approval

The function of the PCC is to enable and support mission, to foster communication and collaboration between the individual churches as appropriate and to provide a framework of accountability to the Diocese, Charity Commission and other legal bodies.

The method of appointment of PCC members is set out in the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and stand for election to the PCC.



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Objectives and Activities

The general functions of the PCC are stated within section 2 of the Parochial Church Councils (Powers) Measure 1956.

Our specific objectives in 2019 were to:

1. Work towards achieving a balanced budget by 2020
2. Deepen our links with and mission in our local communities
3. Develop links with local schools

We are pleased with the progress we have made towards these objectives in 2019:

- Work towards achieving a balanced budget by 2020.
 - We have reduced our operating deficit to c.£15k this year
 - We have increased rental income and continue to employ Jackie Corcoran to manage and develop this part of our income stream and mission
 - We invested the sale proceeds from the St Stephen's site to generate income for the future, which we anticipate will further close the gap in 2020
 - 4 congregations (St Bride, St Dunstan, St Michael and Open Table) are now registered for the Parish Giving Scheme and are encouraging giving through this
- Deepen our links with and mission in our local communities.
 - We have developed our partnership with Faiths4Change and the Community Garden on the St Michael in the City site
 - With Micah Liverpool and Faiths4Change we established a Community Market in St Michael in the City, providing low cost food to local residents
 - We trialled occasional Pop Up Café and Concerts on Saturday lunchtimes at St Bride's, to encourage the congregations and local community to mix, and attract new people into the church
 - Choir Fest was a great success again, and stalls in the grounds attracted local interest
 - Links with local refugees and asylum seekers have been developed further, with a refugee choir performing at a Pop Up Café and free tickets being distributed
 - The area being redeveloped around St Dunstan was leafleted at Christmas and links have been made with local community leaders
 - Thursday morning 'prayers for our parish' have been established at St Bride
 - Tuesday lunchtime 'A Taste of God' at St Michael is beginning to attract those who attend the other community activities there
 - Local Neighbourhood Watch meetings have started to be held in St Bride's on an occasional basis, as well as other local community groups (Love Canning, Kuumba Imani and Muslim Outreach) using the space for one-off meetings and events
 - New regular community groups renting our spaces include a local theatre company; Liverpool Organic Gardeners and Christian Aid have held events in St Michael's; and Refugee Women Connect have expanded their days and now offer a drop in at St Michael's as well as two at St Bride's.

- We held an outreach event in St Luke in the City for the Bishop's Mission, and have had positive conversations with the Bombed Out Church company about holding a regular stall at their monthly markets when we have the personnel to do so
- We established Student Christian Movement Liverpool and continued to pilot a new form of university chaplaincy in partnership with the diocese and St James in the City
- Develop links with local schools.
 - The link with Pleasant Street school has been reactivated. Three congregation members have contributed to the RE curriculum, and Miranda has led an assembly
 - During the Bishop's Mission in February we took the opportunity to offer the visiting and local team to local schools, and arranged visits to St Vincent's Primary, Windsor Community Primary and Archbishop Blanch Schools.
 - Pleasant Street and Windsor Community schools both brought years 1&2 to a Christmas nativity experience at St Bride
 - We facilitated a local artist leading workshops in St Vincent's Primary culminating in an exhibition and school visits at St Michael in the City
 - Faiths4Change have been developing links with St Vincent's around children from the school using the Community Garden
 - Further conversations were had with Archbishop Blanch about developing links with St Dunstan, and Miranda and Mark led Holy Week assemblies
 - Developing links with schools is a key element of the new Deanery Plan and has been written into the job description for our new Team Vicar

The Electoral Roll

There were 65 people on the Electoral Roll of the parish at the 2019 APCM. This can be broken down further as 40 at St Bride, 16 at St Dunstan and 9 at St Michael.

Public Worship

The parish usually holds three Sunday morning services and one Sunday evening service. Midweek services include Wednesday morning prayer, which in 2019 has been joined by A Taste of God on Tuesday lunchtimes and prayers before the foodbank begins on Thursday mornings. Three times a year we hold a joint Parish Communion service, at each church in turn on or near their patronal festival. Special services for eg Christmas Eve and Holy Week are also held jointly.

Typical attendance at Sunday morning services was around 35 adults and 6 children at St Bride (with considerable variation week to week); 12 adults at St Dunstan; and 11 adults at St Michael.

Attendance in the evenings and midweek varies considerably. Open Table is typically attended by around 15 adults for the monthly Agape meal and around 35 adults for the monthly communion service; That Music Thing by around 10 adults; A Taste of God, Wednesday Morning Prayer and Thursday prayers by around 7 adults.



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Over the course of 2019 ill health sadly meant that Sandra Dears had to step down from leading the St Bride's FISH group for children and young people. FISH continues to meet but monthly rather than weekly, and the decision was taken to make the first Sunday of each month an All Age Service.

These figures do not include baptism services or other special events. In the year, we had 15 baptisms, 1 wedding and 1 service of prayer and dedication following a civil marriage. Our funeral ministry supported 16 funerals and 1 memorial service across our three churches. We had a high attendance at Easter, boosted by Open Table's 3rd Sunday falling on Easter Day this year, total Easter attendance across our three churches was 130. Christmas services were also popular, and we were delighted this year to welcome two classes each from Pleasant Street and Windsor Street Schools for nativity events. In total 331 people attended 4 Christmas carol events (two for schools, the St Bride's/Open Table carols and St Michael's community carols), whilst 27 attended Christmas Eve Communion (held at the earlier time of 9pm this year) and 29 on Christmas Day.

Pastoral care and service to our community

In 2019 we established a dedicated pastoral care email address, caring@stlukeinthecity.org.uk, which is monitored daily. The clergy and lay ministry team provide pastoral care to the congregation and wider community as requested, whilst numerous individual members of our congregations provide informal pastoral care and support both within and beyond our congregations.

We also initiated a review of what we can realistically offer as churches to asylum seekers and refugees who come to us seeking help. We established a small team consisting of Trish Doocey, Dave Bradley and Warren Hartley, to co-ordinate and inform our response and draw up guidelines. As a church we can offer friendship, prayer, spiritual care and signposting to specialist agencies.

We continue to work closely with specialist charities to provide effective services to the neediest in our community. St Bride's offers rent-free use of the kitchen and facilities and office/storage accommodation to Roger Smalley's Homeless Meals Project; rent-free use of the facilities to Micah Liverpool for a weekly Foodbank service; and use of the premises for a nominal rent to Narcotics Anonymous. St Michael's offers use of the premises rent-free to Micah Liverpool/Faiths4Change for a community market and lunch, and charges only a nominal rent to Alcoholics Anonymous.

We also provide use of our facilities and buildings at our charity/community rate to other charities serving our communities, including for example Refugee Women Connect, Red Cross, iChoir, Theatre on Foot and Faiths4Change. Three independent Pentecostal churches also use our buildings, enabling more Christians to meet and worship in our community. Over 2019 our parish administrator Jackie Corcoran was able to build on many of these links and offer free concert and lunch passes to a series of Pop Up Café Concerts to local residents and service users who would not otherwise have been able to afford them, as well as arranging for some of them to contribute musical performances, contributing to community cohesion and further building relationships between the church congregations and midweek building users.



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Our Church Buildings

Our church buildings remain a challenge to us, but a dedicated team of volunteers meant that we are able to maintain them in acceptable working order over 2019.

Following extensive building work in St Dunstan's, excellent new toilet and kitchen facilities are now in place and the heating is in working order, although financing it whilst building use is low remains a challenge. The PCC voted to accept an offer from a church overseas to buy the decommissioned organ at St Dunstan's, and we hope that this progresses in 2020, releasing much-needed funds and also freeing up more meeting room space.

St Bride's continues to need roofing work, and we await fresh energy to re-open funding bids in 2020 following the rejection by the HLF of our major refurbishment bid last year. Minor repairs were undertaken through the year by a small but dedicated team of volunteers, including repairs to the drains funded by an insurance claim, and fresh surfacing to worn parts of the driveway and parking area. A small grant of £5000 a year over three years was secured from the Dowager Countess Lady Eleanor Peel Trust which has enabled us to reinstate a regular cleaning contract and to plan for additional heating in the main space and additional toilets, which we hope to progress in 2020.

The parquet floor at St Michael's has begun to buckle due to water ingress from a cracked drain, and this will require remedial work in 2020. Our partnership with Faiths4Change has borne considerable fruit in the redevelopment of the land on the Kent Street side of the plot as a community garden. Japanese Knotweed continues to contaminate part of that site and is the subject of an ongoing management contract with a specialist firm. Legacie construction have cleared and are currently renting the remainder of the old churchyard site for the duration of an adjacent building development. The flat at St Michael's was tenanted in the autumn.

Deanery, Diocese and the wider church and mission

Deanery Synod met 3 times this year and continued with work on the diocesan Growth Agenda and Deanery Plan. Amongst the main discussion items this year have been the changes to the system of calculating Parish Share – the total cost of ministry to the diocese (less that covered by national grants due to our low income as a diocese) is now divided between deaneries, rather than directly between parishes. Deaneries then allocate share to different parishes. The relative size of parishes and the index of multiple deprivation is taken into account. Bishop's Council received a presentation about the difficult financial situation that Liverpool Diocese is in, as a relatively new diocese without historic endowments; developing financial sustainability in each of our parishes and in the diocese as a whole is a priority.

The diocesan strategy remains to ask God for a bigger church, making a bigger difference: more people knowing Jesus, more justice in the world. The Bishop of Liverpool launched his call to a Rule of Life: we are called to the inner journey, to Pray, Read and Learn, and to the outer journey, to Tell, Serve and Give.



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This year we received grants from the Deanery Mission and Growth Fund towards Open Table; the events that we held for the Bishop's Mission; replacing signage at St Bride's and St Dunstan's; employing Jackie Corcoran as Director of Music for one year to develop the Pop-Up Café Concerts and other events; commissioning local artist Tristran Brady-Jacobs to work with St Vincents and St Michael in the City; and towards establishing A Taste of God.

We also received diocesan funding for our University Chaplaincy Assistant, and (via the Joshua Centre for New Congregations) for That Music Thing.

Miranda Threlfall-Holmes serves on the Deanery Mission and Pastoral Committee and on Diocesan Synod and Bishop's Council. Jonathan Clatworthy serves as a Vice-President and Trustee and Miranda Threlfall-Holmes as a Council Member of Modern Church. Kieran Bohan has developed his ministry from co-leading Open Table Liverpool to a new role focused on developing the Open Table Network. Beatrice Dickinson was re-appointed as Chaplaincy Assistant in mid 2019 with a new remit to develop St Bride's role as a Student Christian Movement link church. Miranda Threlfall-Holmes and Phil Bishop are Trustees of Micah Liverpool.

Liverpool Diocese became a Bronze Eco-Diocese in 2019, and we began the process of assessing our own environmental impact as a parish, and what we can do to improve it, with a view to attaining Eco-Church accreditation in 2020. We developed our partnership with Faiths4Change at St Michael's, with the Roots in the City project and community garden.

Finance

Income in 2019 amounted to £501,018 and expenditure was £132, 347. The income was unusually high due to the sale of the site of the redundant Church of St Stephen, on Crown Street, and the PCC took the decision to designate the majority of the proceeds, £350,000, as expendable reserves, and to invest this money to generate income for our charitable objectives. Excluding the income from land sales and insurance claims (totaling £380,693), and a deficit of £5,611 on investments, the operating deficit was £15,123, which was funded from historic reserves. Although this is still a deficit budget, the deficit has been reduced through careful management of expenditure and we aim, with the projected investment income, flat rental income, and a small increase in giving to break even by the end of 2020.

The Performance of Investments

The PCC's funds are held in Current and Deposit Accounts with HSBC and the Co-operative Bank and in deposit funds with the Church of England's Central Board of Finance Deposit Fund and the Church of England investment and property funds. Investments saw a deficit of £5,611 this year, which the PCC considered satisfactory given the large movement of funds this year.

Reserves Policy

The trustees have established the level of operating reserves (that is those funds that are freely available) that the charity ought to have, which is roughly equal to six months



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general expenditure, £100,000. Reserves are needed to even out any short term funding gaps between spending and related income. We have also this year taken the decision to invest the capital realized from the sale of St Stephen's for income, holding this as an additional expendable reserve. In total, our reserves. The PCC are content with the current level of reserves.

Income from lettings

Lettings of the church premises continues to make a major, and increasing, contribution to church income - in total **£41, 752** (compared with £31,408 in 2018).

Giving to the church

Our second largest source of income was giving by the congregation. Planned giving in 2019 was £19, 535 (up from £18,697 in 2018), with an additional £9, 764 given as donations and in collections. These gifts allowed us to reclaim £10, 825 tax from HMRC making the total giving-related income **£40,124**. In addition we received £14,019 from grants from external bodies.

Outward giving

During 2019 we gave £1,532 in missionary and charitable giving and contributed £38,579 to the total cost of ministry in the diocese through our Parish Share, which we are committed to paying in full. We also gave in kind by making our premises available free of charge to Roger Smalley's Homeless Meals Project, Micah Liverpool foodbank and Neighbourhood Watch, and to AA and NA at a purely nominal rent.

Financial Risk

The PCC aims over 2020 to agree budgets for our different streams of activity and expenditure, and to receive quarterly management accounts comparing actual performance with agreed budgets. The PCC remains committed to achieving a balanced budget and is confident that we are on track to achieve this by the end of 2020.

All assets are insured and levels are reviewed annually and approved by the PCC. Ecclesiastical Insurance carried out a site visit at St Michael in the City this year to confirm the insurance levels there remained appropriate given the site development and flat rental.

Employees

The parish employed six part time staff: Jackie Corcoran as parish administrator and occasional organist/Director of Music (the latter post being a fixed term contract funded by a Deanery Mission and Growth Fund grant); Vicky Clarke, Gordon Kehoe and Daniel Fleming as cleaners/caretakers at St Michael's, St Dunstan's and St Brides' respectively; Beatrice Dickinson (term time only, to end November 2019) as University Chaplaincy Assistant (funded by a grant from the Diocese of Liverpool) and Hannah Dawson as co-ordinator of That Music Thing (funded by a grant from the Joshua Centre).

Risk Assessments

Risk assessments are undertaken for all new or extraordinary undertakings, and the PCC monitors risk. Ecclesiastical Insurance carried out a site visit at St Michael's this year and made a number of minor recommendations which the PCC are actioning.

Compliance with Law and Regulation

Our procedures are reviewed regularly and formally reported to the PCC. The trustees have had regard to the guidance issued by the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

Safeguarding

The policy for Safeguarding was reviewed and updated following new national advice. The Team Parish of St Luke in the City takes its duty and obligation to protect all extremely seriously. We have adopted the national Church of England's robust procedures and guidelines. You can find out more about the national policies and procedures at www.churchofengland.org/safeguarding

If you have any safeguarding concerns or issues on a safeguarding matter then you can find useful contact information at www.liverpool.anglican.org/safeguarding

Looking forward: Objectives and Activities

The general functions of the PCC are stated within section 2 of the Parochial Church Councils (Powers) Measure 1956.

Our vision was renewed this year. As a parish we aim to be

'Living Life in Full Colour from the Still Centre of God'.

Our three priorities in 2020 are

- Sustainability: a balanced budget by 2020 and developing as Eco-Churches
- Locality: deepening our roots in our local parish communities
- Growth: in numbers in our churches, in spiritual depth, and in service to our communities

In addition, we aim to contribute to the Deanery Priorities which are

- Developing Discipleship
- Strengthening Churches
- Developing Lay Leaders



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Independent Examiner's Report

Report to the Parochial Church Council (PCC) of St Luke-in-the-City, Liverpool, charity number 1152031, on the accounts for the year ended 31st December 2019, as set out the following pages: Statement of Financial Activities, Balance Sheet and Notes.

Respective responsibilities of Trustees and Examiner

The PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that 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 statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC 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 PCC 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

accounting records were not kept in accordance with section 130 of the Charities Act
or the accounts do not accord with the accounting records

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

7th April 2020

Ian Wright B.A. F.C.A.
Chartered Accountant
15 Stretton Drive
Southport
PR9 7DR



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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2019

		General	Restricted Funds	Total 2019	Total 2018
INCOME from:					
Donations	2	45,280	8,149	53,429	66,291
Charitable activities	3	12,958	5,269	18,227	5,643
Fundraising activities	4	42,520	126	42,646	35,300
Investments	5	6,098	8	6,106	1,956
Other	6	380,693	-	380,693	-
TOTAL INCOME		<u>487,549</u>	<u>13,552</u>	<u>501,101</u>	<u>109,190</u>
EXPENDITURE on:					
Charitable activities	7	108,116	20,840	128,956	110,669
Refurbishment	8	1,842	-	1,842	20,856
Other	9	2,455	-	2,455	3,423
TOTAL EXPENDENDITURE		<u>112,413</u>	<u>20,840</u>	<u>133,253</u>	<u>134,948</u>
Net income before gains and losses on investments		375,136	(7,288)	367,848	
Net gains/(losses) on investments		(5,611)	-	(5,611)	371
Net income/(expenditure)		<u>369,525</u>	<u>(7,288)</u>	<u>362,237</u>	<u>(25,387)</u>
Transfers between funds		(5,778)	5,778	-	-
NET MOVEMENTS IN FUNDS		<u>363,747</u>	<u>(1,510)</u>	<u>362,237</u>	<u>(25,387)</u>
Total funds brought forward		77,554	8,464	86,018	111,405
Total funds carried forward		<u>441,301</u>	<u>6,954</u>	<u>448,255</u>	<u>86,018</u>

BALANCE SHEET AT 31ST DECEMBER 2019

	Note	Total 2019 £	Total 2018 £
FIXED ASSETS			
Tangible assets	11	169	423
Investments	12	388,224	33,835
		<u>388,393</u>	<u>34,258</u>
CURRENT ASSETS			
Debtors	13	1,401	2,506
Cash at bank and in hand	14	65,760	60,523
		<u>67,161</u>	<u>63,029</u>
CREDITORS: amounts falling due within one year	15	7,299	11,269
NET CURRENT ASSETS		<u>59,862</u>	<u>51,760</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>448,255</u>	<u>86,018</u>
FUNDS OF THE CHARITY	16		
Unrestricted		83,065	-
Designated		358,236	77,554
Restricted		6,954	8,464
		<u>448,255</u>	<u>86,018</u>

Approved by the Parochial church Council on 5 March 2020 and signed on its behalf by

Rev Dr Miranda Threlfall-Holmes



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1. Accounting policies

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 have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Church Accounting Regulations 2006.

Funds

General funds represent the funds of the Parochial Church Council (PCC) that are not subject to any restrictions regarding their use and are available for application for the general purposes of the charity. Funds designated for a particular purpose by the trustees are also unrestricted. Restricted funds are funds subject to specific conditions imposed by the donors or through the terms of an appeal.

Transfers of funds are made to recognise the release of restricted funds or to meet expenditure not covered by restricted income.

The financial statements include all transactions, assets and liabilities for which the charity is held responsible in law. They do not include the financial statements of groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Income

Donations, legacies and other voluntary income

Voluntary income received by way of grants, donations and gifts is included in the Statement of Financial Activities in the year in which it is received by or on behalf of the charity. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the repayment is received. Funds raised by seasonal fairs, fundraising events and similar events are accounted for gross.

The charity received substantial amounts of voluntary help from its supporters, but no attempt is made to place a financial value on these services and they have not been included.

Rental income

Rental income from the letting of the charity's premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

Expenditure

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the PCC to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Tangible assets

Consecrated and benefice property is not included in the financial statements in accordance with the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the churches inventories, which can be inspected (at any reasonable time). For anything acquired prior to 2010 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment is depreciated on a straight-line basis over four years.

Investments

Investments are valued at initially at cost and subsequently at market value at the year end.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31st December.

Debtors

Amounts owed to the PCC at 31st December in respect of fees, rents, loans or other income are shown as debtors less provision for amounts that may prove uncollectable.

Cash at bank and in hand

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

	General Fund £	Restricted Funds £	Total 2019 £	Total 2018 £
2 Donations				
Gift aid donations	17,926	460	18,386	17,901
Income tax recovered	10,136	689	10,825	2,771
Other planned giving	326	385	711	796
Collections	5,382	525	5,907	6,072
Donations	2,431	1,150	3,581	6,037
Grants	9,079	4,940	14,019	32,714
	<u>45,280</u>	<u>8,149</u>	<u>53,429</u>	<u>66,291</u>
	General	Restricted	Total	Total

	Fund £	Funds £	2019 £	2018 £
3 Charitable activities				
Fees	2,654	1,562	4,216	4,321
Pilgrimage	-	3,707	3,707	1,215
Events	10,304		10,304	107
	<u>12,958</u>	<u>5,269</u>	<u>18,227</u>	<u>5,643</u>
4 Fund raising				
Rent receivable	41,752		41,752	31,408
Other	768	126	894	3,892
	<u>42,520</u>	<u>126</u>	<u>42,646</u>	<u>35,300</u>
5 Investments				
Interest	217	8	225	130
Dividends	5,881		5,881	1,826
	<u>6,098</u>	<u>8</u>	<u>6,106</u>	<u>1,956</u>
6 Other				
Insurance claim	3,232	-	3,232	-
Sale of property	377,461		377,461	
	<u>380,693</u>	<u>-</u>	<u>380,693</u>	<u>-</u>
7 Charitable activities				
Missionary and charitable giving	1,402	130	1,532	279
Ministry				
Diocesan parish share	38,579		38,579	37,100
Stipend and salaries	12,930	6,865	19,795	13,872
Clergy housing costs	4,290		4,290	5,658
Clergy expenses	6,349		6,349	6,189
Other expenses	275	547	822	568
Pilgrimage and retreat	-	4,700	4,700	-
Church costs				
Council tax and water	1,809		1,809	1,839
Insurance	10,343		10,343	9,051
Heat and light	12,920		12,920	14,774
Maintenance	5,443		5,443	2,201
Security	1,248		1,248	1,248
Cleaning	3,152		3,152	5,947
Carried forward	<u>98,740</u>	<u>12,242</u>	<u>110,982</u>	<u>98,726</u>

General

Restricted

Total

Total



The Team Parish of St Luke in the City, Liverpool
 St Bride, St Dunstan, St Michael in the City
 Parish Office: St Bride's Church, Percy Street, Liverpool L8 7LT
 Office@stlukeinthecity.org.uk



	Fund £	Funds £	2019 £	2018 £
7 Note continued				
Brought forward	98,740	12,242	110,982	98,726
Music	1,023	440	1,463	783
Costs of services	1,505	179	1,684	2,170
Open Table		6,275	6,275	5,008
Youth work	200		200	-
Events	3,003	949	3,952	1,499
Training	445		445	-
Telephone	989		989	-
Sundries	-	139	139	-
Publicity	183	616	799	353
Depreciation	254		254	392
Administration	1,774		1,774	1,738
	<u>108,116</u>	<u>20,840</u>	<u>128,956</u>	<u>110,669</u>

8 Refurbishment	General Fund £	Restricted Funds £	Total 2019 £	Total 2018 £
Refurbishment	<u>1,842</u>	<u>-</u>	<u>1,842</u>	<u>20,856</u>

9 Other	General Fund £	Restricted Funds £	Total 2019 £	Total 2018 £
Legal and professional fees	<u>2,455</u>	<u>-</u>	<u>2,455</u>	<u>3,423</u>

Included in the above expenditure are the following payments

	Total 2019 £	Total 2018 £
Independent examiner's fees	150	150
Other fees paid to the independent examiner	<u>-</u>	<u>-</u>
	<u>150</u>	<u>150</u>

10 Paid employees	2019 £	2018 £
Staff costs		
Salaries and wages	20,575	13,872
Employer's national insurance	<u>-</u>	<u>-</u>
	<u>20,575</u>	<u>13,872</u>



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The average number of employees (including casual and part-time staff) employed by the PCC during the year was 5 for 2019 and 4 for 2018.

The trustees received no remuneration during the year, however expenses were reimbursed for services other than as trustees.

11 Tangible assets

	2019 £	2018 £
Cost at 1 st January 2019	17,638	17,638
Additions at cost	-	-
Cost at 31 st December 2019	<u>17,638</u>	<u>17,638</u>
Depreciation at 1 st January 2019	17,215	16,823
Charge for the year	254	392
Depreciation at 31 st December 2019	<u>17,469</u>	<u>17,215</u>
Net book value	<u>169</u>	<u>423</u>

12 Investments

The investments held at the year-end are either investments listed on a recognised Stock Exchange or investments in authorised investment trusts.

	2019 £	2018 £
Market value at 1 st January 2019	33,835	33,465
Additions		
CBF Global Equity Fund Income Shares	144,000	-
CBF Church of England Property Fund	216,000	-
(Loss)/gain on revaluation	<u>(5,611)</u>	<u>370</u>
Market value at 31 st December 2019	<u>388,224</u>	<u>33,835</u>
Historical cost	<u>393,000</u>	<u>33,000</u>

13 Debtors

	2019 £	2018 £
Prepayments and accrued income	<u>1,401</u>	<u>2,506</u>

14 Cash at bank and in hand

	2019 £	2018 £
Short term deposits	22,779	13,827
Cash at bank and in hand	<u>42,981</u>	<u>46,696</u>
	<u>65,760</u>	<u>60,523</u>



15 Creditors: amounts falling due within one year

	2019	2018
	£	£
Accruals and deferred income	<u>7,299</u>	<u>11,269</u>

16 Charity funds

Details of funds and movements during the CURRENT reporting period

	At 1 st January 2019 £	Income (inc. gains) £	Expenditure (inc. losses) £	Transfer of funds £	At 31 st December 2019 £
Unrestricted funds					
General fund	77,068	129,799	(118,024)	(5,778)	83,065
Designated funds	486	357,750			358,236
	<u>77,554</u>	<u>487,549</u>	<u>(118,024)</u>	<u>(5,778)</u>	<u>441,301</u>

	At 1 st January 2019 £	Income (inc. gains) £	Expenditure (inc. losses) £	Transfer of funds £	At 31 st December 2019 £
Restricted funds					
Open Table	1,945	4,200	(5,681)		464
University Chaplaincy	4,695		(4,115)		580
Restoration	609	178			787
Pilgrimage	1,215	3,707	(4,700)	(222)	-
That Music Thing			(2,860)	6,000	3,140
Taste of God		1,900	(1,255)		645
Rushworths		590	(440)		150
Choir		1,250	(150)		1,100
Open Table Liverpool		1,727	(1,639)		88
	<u>8,464</u>	<u>13,552</u>	<u>(20,840)</u>	<u>5,778</u>	<u>6,954</u>
Total funds	<u>86,018</u>	<u>501,101</u>	<u>(138,864)</u>	<u>-</u>	<u>448,255</u>

17 Charity funds

Details of funds and movements during the PREVIOUS reporting period

	At 1 st January 2018 £	Income (inc. gains) £	Expenditure (inc. losses) £	Transfer of funds £	At 31 st December 2018 £
Unrestricted funds					
St Luke in the City					
Designated funds	103,469	94,881	(123,026)	2,240	77,554
Restricted funds					
Open Table	765	6,073	(5,008)	115	1,945
University Chaplaincy	-	6,000	(1,305)	-	4,695
Restoration	4,816	1,392	(5,599)	-	609
Pilgrimage	-	1,215	-	-	1,215
Earle memorial fund	2,355	-	-	(2,355)	-
	7,936	14,680	(8,748)	(2,240)	8,464
Total funds	111,405	109,561	(134,948)	-	86,108

18 Fund details

Details of the various funds held by the PCC are as follows:

Name of fund	Description, nature and purposes of the fund
Unrestricted funds	
General fund	From 1 st January 2019 there is a one General Fund.
Designated funds	Included is an investment of £360,000 to provide income
Restricted funds	Funds received for specific purposes.