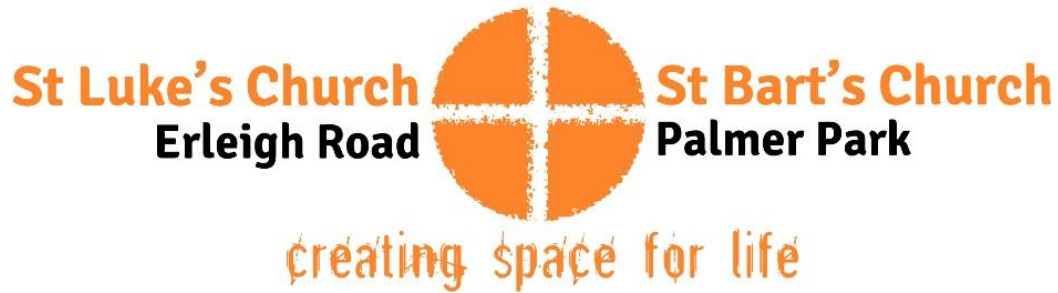


**The Parochial Church Council of the Ecclesiastical  
Parish of  
St Luke with St Bartholomew**

**Reading Reg. Charity No. 1158694**

**Annual Parochial Church Meeting  
30<sup>th</sup> April 2017**

**Agenda  
Minutes of 2016 Meeting  
Parish Reports  
Parish Accounts**



## **THE ANNUAL PAROCHIAL CHURCH MEETING 2016**

**12 noon Sunday 30th April 2017, Parish Hall**

### **AGENDA**

#### **Meeting of Parishioners for the Choice of Churchwardens**

(Anyone on the electoral roll of the church, OR resident in the parish may vote in this meeting)

- 1. Election of Churchwardens**

#### **Annual Parochial Church Meeting**

(Only those on the electoral roll of the parish may vote in this meeting.

Others may ask questions and join in discussion at the discretion of the Chairman)

- 1. Apologies for absence**
- 2. Minutes of the 2016 APCM (see attached papers)**
- 3. Elections of PCC Officers and Ordinary Members**
  - i. Election of representatives to Deanery Synod - every three years**
  - ii. Election of PCC member**
  - iii. Appoint Sidesmen**
  - iv. Appoint independent examiner if necessary**
- 4. Outline of the Annual Reports:**
  - Vicar's Report**
  - Warden's Report**
  - Electoral Roll Update**
  - Treasurer's Report**

**Lunch is served**

- 5. Questions on the tables**

**Dessert is served**

- 6. Feedback, Questions and Any Other Business**
- 7. Dates of meetings, to be agreed by the members of the PCC in the Turner Room**
- 8. Closing Prayers**

# ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL OF ST LUKE WITH ST BARTHOLOMEW FOR THE YEAR ENDED APRIL 2017

## Vicar's report

Dear Friends

When we launched the Creating Space For Life vision in 2014, it was intended to help shift our focus from seeing the limits of the resources we have, to seeing their potential. It was less about starting new things (though we have done that), than it was about reimagining what we already do. Three years later, and we can see that hope in action in the many things we do together with people of all ages and backgrounds being welcomed into a community that shares a vision that is broad enough for all. Every page of this report is filled with people engaging with the joy of helping others come to know what it is to be a known as a child of God.

So let me begin this report by saying Thank You! Thank you for having the faith in God, in one another, and in yourselves to work toward the kind of flourishing that we are beginning to see. Thank you also for the way you support the PCC and sub-groups, Wardens, Sarah, and myself who are seeking to manage the resourcing of this vision that we share.

2017 takes us into the fourth and final year of Creative Space For Life, which is intended to be a year of evaluation. Throughout this time we will be asking how things are going, and especially asking whether our resources can be used in even better ways to support the areas of parish life that should be flourishing, but are struggling. At the end of 2017, the PCC will either have agreed to extend and develop the Creating Space For Life vision, or will be taking us into a new period of vision. Do pray for the PCC throughout this year as they work through these important issues for our life together.

I am so grateful to be in a Church that is so full of life, with lay people and clergy leading together, with toddler groups and Senior Citizens' Teas, with a community allotment, a theatre school, midweek groups, music groups, and a culture that allows people to take risks and try something new, all with the hope of inviting people to enter more deeply and fully into the life that God has given.

Thanks be to God.

With my very best wishes  
Graeme

## Administrative information

St Luke's and St Bartholomew's are two churches joined into one parish, situated in Reading, Berkshire. They are part of the Diocese of Oxford within the Church of England. The correspondence address is St Luke's Church, Erleigh Road, Reading, RG1 5LH.

The Parochial Church Council (PCC) is a charity which is registered with the Charity Commission.

PCC members who have served from the last APCM (24<sup>th</sup> April 2016) until the date this report was approved are:

Rev'd Dr Graeme Fancourt	Vicar, chairman
Rev'd Christine Blackman	Associate Priest
Rev'd Brian Blackman	Associate Priest (retired)
Alan Tonkyn	Church Warden, St Luke's
Jane Kenyon	Church Warden, St Bart's
Steve Allen	Deputy Warden, St Luke's

*Deanery Synod representatives (until 31<sup>st</sup> May 2017):*

Leslie Green	
Hilary Jakeman	
Sally-Ann McDowell	Treasurer
Marion Pitman	Deputy Warden, St Bart's

*Other elected members:*

Roger Cox	
Mary Evans	
Ed Hopper	
Simon Peatman	Secretary

## 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 on the PCC. Changes to the structure of the PCC were approved ahead of the last APCM and have been implemented this year. More details may be found in the review of the year, below.

## Objectives and activities

St Luke with St Bartholomew's PCC has the responsibility of co-operating with the Vicar in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the maintenance responsibilities for the Churches of St Luke's, Erleigh Road, Reading; St Bartholomew's, London Road, Reading; and the Parish Hall, Erleigh Road, Reading.

## Church attendance

The number on the Electoral Roll is not known at the time of preparing the Annual Report; however, the number last year was 163. The number for this year will be announced at the APCM. The average weekly attendance in October was 71 (of which 9 under the age of 16) at St Luke's and 14 (of which 2 under the age of 16) at St Bart's. The combined attendance across all Christmas services in 2016 was 699, an increase on previous years.

## Churchwardens

### *The Parish plan and the role of the PCC*

The 2016/17 year has been the third year of the general Parish Plan which has been taking place under the heading of 'Creating space for life'. The five key areas on which we reported in our last report have all seen further developments, with a special emphasis on the involvement of laypeople. In our **Worship**, the new small 'Pax' group, which holds an informal monthly evening service, is led by a young layperson, Tom Colbran, while the recently instituted midday prayers on weekdays are frequently led by lay members of the congregation. (Other worship initiatives, such as the new 'Messy Church' service, are discussed in the Vicar's report.) The **Garden project**, which was given a strong start under Erica Townend's leadership, now has an energetic new leader in Naomi German, who has established a fruitful link with the gardens work of the Reading International Solidarity Centre, and our garden will play a part in RISC's schools work and the Food4Families initiative. **Pastoral care** continues to be ably managed by Sheila Cox and her team, with a special focus on the needs of the elderly. **Dialogue** outside Sunday worship in the form of our original house/Lent group is organized and led by two laypeople, though a pleasing development has been the addition of a second Lent group with a combination of lay and (associate) clergy leadership.

The **Theatre** project, based at St Bart's, has seen a second year of sharing space with Read College, whose continued rental of part of the church provides an invaluable income stream, much needed by the Parish. We continue to work with the college to adapt and maintain the space for their needs, and over the August holiday, the old blower room for the organ was converted into a boys' changing area to accommodate the expanding number of pupils starting in September. In addition, however, we continue to enjoy the vitality and energy of both staff and pupils, five days a week, from September to July. We particularly enjoyed the College students' collaboration with us in Carol-oke, a thoroughly enjoyable occasion with lots of carol singing, mulled wine and mince pies. Productions by outside groups have been sensibly scaled down this year, but this year saw a huge production of Les Miserables in April by Artemis Studios, a performing arts school. An enormous set and lighting rig were brought in and several performances were sold out. In November St Bart's became a venue again as part of Reading Year of Culture dance month. We were the host for dance workshops, rehearsals, and productions for young and old alike. These events are testimony to the continuing attractiveness of St Bart's as a theatre venue.

Lay involvement has been a key feature of the reorganisation of the PCC and associated groups. As reported last year, the aim of this reorganisation has been to produce a more proactive and strategic PCC, with implementation of strategy delegated to specialist groups which report to the PCC at three of its meetings. These groups, with the exception of the Worship group, are all led by laypeople, and report to the PCC at three of its annual meetings. We continue to benefit from the specialist expertise, skills and tireless hard work of Leslie Green and Roger Cox in relation to our buildings, of Mary Evans in catering and flower-arranging, of Steve Allen with regard to technology, and of Sally-Ann McDowell, our treasurer. A new development has been the formation of a separate Hospitality Group, headed by Kirsten Bayes, with a monthly Parish lunch being a new initiative. As noted above, laypeople play a significant role in our worship, but they also play a big part in our Christian teaching, with Gillian Lyne assisting the Vicar in the confirmation classes, and Jenny Page and Sally-Ann McDowell leading the Sunday School.

As the Treasurer's report will show, we are solvent, in spite of a dip in giving by the congregation: greatly increased revenues from the Hall have played a major part in this, along with the contribution of Read College to the maintenance of St Bart's church.

## ***Engagement with our community and the wider world***

As mentioned above, our Garden and Theatre projects create links with outside organisations in our area, but mention should also be made of the weekly Toddler Group, headed by Penny Starr and Hilary Jakeman, which provides a valued service to the community. Our churches also reach out to the community through the services of baptism (6 this year), weddings (2 this year) and funerals (3 this year). Concern for community cohesion was manifested in the community bring-and-share ('More in Common') picnic, an initiative of our Vicar's, which drew its inspiration from the words of the late Jo Cox, M.P., daughter-in-law of church members Gordon and Sheila Cox. Our church also looks beyond the borders of the U.K.. Leslie and Bridget Green continue to raise funds for, and visit, the Amani project for disabled people in Tanzania, while our annual Christian Aid campaign managed to equal previous years' money totals, with selective street collections supplemented by donations and a pub quiz (which some people hope will not be quite so difficult this year!) Hilary Jakeman has reinvigorated our Parish commitment to FairTrade dedicated to improving the lot of food and goods producers in the Third World.

## ***Our people***

This report has highlighted the part played by laypeople in the work of our churches, but there are many who have not been named here, whose hard work underpins the logistics and music of our worship, our social events, and other aspects of parish life. Special mention must be made of Ben Shields, our reliable and regular Server, and of Sarah Collins, our excellent administrator, who continues to be worth her weight in gold in all spheres of parish life, and not least with regard to the management and marketing of the Hall.

Finally, as always, we are extremely grateful to our clergy for their spiritual and material guidance. Our vicar, Graeme, continues to provide lively and thoughtful leadership, ably supported by our associate clergy, especially Christine Blackman and Francis Jakeman. They are at the heart of our Parish Plan, and we are very fortunate to have them amongst us.

Jane Kenyon and Alan Tonkyn

## **Review of the year**

The PCC has met six times since the last APCM with an average attendance of 80%. The Standing Committee prepares the agenda for each PCC meeting by email but does not meet formally unless urgent circumstances demand it (this has not happened this year).

At last year's APCM the plans for restructuring our PCC were announced. The new structure consists of five small groups under the aegis of the PCC: Communications (led by Sarah Collins), Finance (Sally-Ann McDowell), Buildings (Leslie Green), Hospitality (Kirsten Bayes) and Corporate Worship (Graeme Fancourt). These groups are given a degree of autonomy, allowing them to take responsibility for their roles within the parish and freeing up time for a smaller PCC to take a wider view of our vision for the parish. The small groups are accountable to the PCC through submitting regular reports on their activity.

The PCC has met six times over the past year. Three of these meetings have mainly consisted of discussing small group reports and the other three have involved wider conversations, including our parish projects (the garden and St Bart's use as a theatre and performing arts college) and the use of the Parish Hall.

Simon Peatman  
Secretary

## **Administrator's Report**

Visitors to both the office and the church continue to be frequent and regular with a wide variety of both church and non-church members calling in. This can be quite disruptive to getting the job done on some occasions! I now have a nominal one hour between 9.30am and 10.30am for 'admin time' prior to the doors opening to the public until 12.30pm each weekday. However, this is often interrupted and can make achieving tasks very challenging. However, the very positive side of this is the numbers of people visiting the church who would otherwise just walk past. Many people find themselves veering into the church and don't initially know why but after a chat, some quiet time sat in the church or joining in with midday prayer they have unloaded some burdens to people willing to listen and often leave feeling welcome, loved and ready to battle on. Some continue to return on a regular basis or pop in from time to time. It is always encouraging to hear feedback from visitors and although having the doors open means we get some very interesting(!) visitors from time to time, mostly they are just glad to see us here and open.

REInspired continue to use the church on a regular basis as part of their work with local schools and the behaviour of the children attending for this is always outstanding and respectful. The church has also been used by Reading Festival Chorus, a guitar recital and by Reading School and Reading University for their Christmas Concerts. These are all booked in again for the coming year.

There have been a number of activities associated with Occasional Offices (weddings, baptisms and funerals) and several more are booked in the diary for the coming year.

### ***Communications***

Regular weekly admin is associated with producing newsletters, service PowerPoints, printing of intercessions, readings and music for the choir. The planned contact list is in draft form although many people did not sign up to be included. This along with a new filing system is a work in progress which unfortunately has slipped due to volume and more urgent requirements. Both areas are to be addressed as a matter of urgency. The news sheet continues to be well used and I do try to cram in as much as possible to keep everyone up to date with services, events and information. Change to the notice boards is planned over the coming weeks to make better and clear use of the space we have to publicise church activities, groups making use of the hall and events going on in the local area.

We now have a letterbox at the church! However, the Postman continues to ignore it and despite numerous calls to the Post Office, frustratingly our mail continues to be delivered to the vicarage! One strange problem with this is we seem to get mail in batches which is often quite old so it would appear that it is not always being delivered in a timely manner. The Post Office have said they will continue to investigate why this might be. The letterbox is well used for correspondence by those hiring the hall, contacting us for Occasional Offices matters and other hand-delivered items, which has made a huge difference.

### ***Hall Bookings***

The hall is now being used most days with a very wide range of activities taking place. Regular evening bookings have continued - Tango (including regular weekend classes), Capoeira, Karate and 5 Rhythms Dance group plus WI meetings (monthly) and Yoga (twice monthly). The Church Coffee morning and book sales continue on the 1<sup>st</sup> Saturday of the month.

St Luke's Toddler Group continues successfully on Wednesday mornings, the Mothers Union meet monthly and local councillor surgeries run throughout the year in the Turner Room. Sunday School and Youth Group make use of the hall on Sundays.

The NHS Holiday Club continues to make full use of the hall during school holidays which brings in useful income but does impact on our other users many of whom are unable to run their classes during this period. Family Aid use the whole building for one week in December for

their annual Tots and Teens Toy Sort which, again, excludes other users, but it is an event which supports a large number of families in need in our community. Last year over 1500 children received Christmas presents as a result of this activity. Family Aid make a donation to the church to help with fuel costs during their usage.

We have had some interesting additions to our clients over the last year. Botanical illustration classes ran on Tuesday mornings for a number of months and were very popular. The teacher is currently travelling but may return later in the year. Jelly Tots now run a children's art class on that morning and a local National Childbirth Trust (NCT) member set up a Tots lunch group for Friday mornings which has been very successful - I am told some of the mums from this now attend our Toddler group too. The hall continues to be a very popular venue for children's parties, and we have had a number of repeat bookings for family events including engagements, wedding receptions and Christmas events. Reading University Drama Society used the hall for a very successful production of Dracula and hope to be back later this year. There are several one-off events booked in for this year which may lead to more regular business.

The latest venture is the launch of the Local Producers market which ran for the first time in March. It was very successful as a first event with over 130 adults and 30 children (over 5s) attending to shop at a range of stalls and enjoy refreshments and socialising with others from the local community. I am now in talks with traders to see how a market might be sustained in the future. We also need to consider the interface between the market, church and our community projects. Naomi German opened the garden during the market and it was a wonderful opportunity to see how that is progressing and stimulated much interest in that work. There were also a number of hall rental enquiries as a result of the market and this may lead to firm bookings and additional income.

One of the most significant contracts we had for hall use was the one year contract with the NHS Therapy Group which ran until November last year. This ended as expected as the funding for the Group was withdrawn due to cutbacks affecting the NHS. I know some breathed a sigh of relief, but the income we received from that contract was significant and having a regular client is of great benefit to securing the future availability of the hall for all. I am now seeking business clients who may be able to hire the hall for meetings but this is proving difficult as companies often do not have the money for outside venue hire. Sally-Ann has been extremely helpful in helping me understand the costs for running the hall so I am able to get a clearer idea of costings for bookings. Rates of hire have remained unchanged for some time but are currently at a level which is consistent with other venues in our local area.

Our new cleaner, Sarah Knight, started with us recently and has already made great strides with sprucing up the church and hall. We introduced colour coded equipment as part of improving hygiene and a deep clean of the kitchen was undertaken. As a result of hard work by Roger, Kirsten, Mary and Sarah we were awarded the top five stars in our recent environmental hygiene inspection. This is a very reassuring indicator for those attending our premises for community meals and other events and will also be a great help when marketing the hall for bookings. Storage is being addressed with a major clear out of unnecessary items already taking place both in the church and hall. Sarah will continue to work with us to assess priority areas for cleaning and a programme of works will be developed for those areas not currently subject to weekly cleaning. Roger has been able to provide much better storage for cleaning equipment to keep everything in one place in each building and we have undertaken a review of all cleaning equipment to ensure we have appropriate means of maintaining high standards in challenging buildings. The hall floor has caused some concern for a number of groups and a plan is in place to address this in the coming months.

The hall offers a fantastic facility both for church use and for the local community. There will always be a challenge to balance securing much needed income but ensuring the facility is able



to support all the work of the church as we engage with the community around us. The biggest challenge comes from parking. With the introduction of permits and expected imminent installation of meters this is presenting our clients with concerns over where attendees will park. A number have already been caught out by unwittingly parking in permit areas and a couple of groups are assessing whether they will be able to continue here with so many restrictions in place. I have approached several local businesses to see if they would be willing for clients to park at their premises in the evenings, I am waiting to hear their response.

My continued thanks to everyone who supports and encourages me in my role. It is such a pleasure to be part of the team at St Luke's and St Bart's and to be part of a church so willing to engage with the local community. We are undertaking so many exciting initiatives and I look forward to continuing to work with you all in the coming year.

Sarah Collins

## **Worship**

### **Co-ordinator Report**

Over the last twelve months we have introduced some new services to our pattern of worship, in an attempt to engage with a wider range of people. Second Sundays at St Luke's now have a said Mass at 9:30, during which we celebrate our Lord's resurrection and pray to be a hospitable presence for those who may join us at 10:30. The Messy Mass has now become a non-Eucharistic service, which enables us to be a little more creative, and to have a slightly shorter service. This has proven to be popular, and we have slightly larger numbers of children and their families coming to Messy Church than we did to the Messy Mass and Family Mass. This is still in an experimental phase, and there is much to do to increase numbers, but the early signs are hopeful., not merely of numbers, but the way people are participating in the services.

We have also added a new monthly Sunday evening service which we call Pax. This is a small house group-style session that blends acoustic contemporary Christian music with discussion around contemporary issues and faith, whilst we share a meal together. This will be reviewed in the Summer of 2017.

During Ascensiontide of 2016 we widened the pattern of prayer at St Luke's. introducing Mid-day Prayer on weekdays. Those who are able to come have found this really beneficial, and have enjoyed using the Fransiscan prayers together. Others who cannot join in physically have taken a booklet away to be able to pray at midday wherever they are. From Advent we hope to introduce some seasonal variations on the prayers we use.

Graeme Fancourt

### **Music**

The choir continues to work hard rehearsing and singing at services and are exploring new repertoire after a successful sort of the music in the organ loft. We hope to continue using the instrumental talents of members and the congregation for certain services. The layout of stands and chairs has become comfortable and the sound of the choir continues to improve. The choir are now settling into their surroundings in the vestry and we are organising robes and music to make more efficient use of the space.

We continue to be affiliate members of 'The Royal Schools of Church Music' and many members, adults and juniors are working on their 'Voice for Life' medals. We have been using the new edition of 'Ancient and Modern' hymn books for the choir, and are introducing and exploring more new hymns. We have welcomed several new members to the choir; which has developed

the sound and it is great to have them as part of the team. The choir continue to rehearse on Sunday mornings at St. Luke's at 9.45am and now on the last Friday of each month, juniors 7-8pm and adults 7.30-8.30pm. We also have theory sessions throughout the year after church on occasional Sundays.

As ever thank you to those who assist with the other musical aspects; the band for family services, Gordon for accompanying and Timothy for leading the music at St. Bartholomew's and supporting us by playing at St. Luke's when required. Also thanks to Sarah who ensures all the words and music are prepared for us.

Gemma Bagshaw

## **Sunday School**

Sunday School continues to meet in term time when there is not a Messy Mass. We said a fond farewell from our band of leaders to Dianne Tavares who 'retired' from Sunday School in the summer. We would like to attract some volunteers to help during the sessions. Numbers attending fluctuates anywhere between two and ten. We have great fun with children aged from about 3 to 11, junior choir joins us after the gospel. The theme is usually the gospel reading, so there is a link between what we are doing and the main service. It also gives the celebrant a fighting chance of knowing what might have been drawn or made although on occasion some lateral thinking can be required. In addition to the craft you see we play games and have been known to sing.

Jenny Page

## **Youth group**

The St Luke's Youth Group is now in its third year and continues to meet once or twice a month during term-time, after church on a Sunday. Our previous youth leader Emma Pryke moved away last year, since when Emily Freeman has been running the group with me. We now have up to six youths and we have continued our pattern of having a shared meal - joining in with the parish meal if we are meeting on the first Sunday of the month - before doing either social activities or some kind of study. Continuing on from last year, we began the academic year using our artistic talents to learn the stories of the Pentateuch. This term we have considered science and religion, including a look at whether we can determine the date of the crucifixion using historical and scientific evidence alone (it turns out that 3 April 33AD is the best estimate). We are also grateful to Hilary Jakeman who once again helped us with candle-making for Christmas and Easter.

Simon Peatman

## **House Group**

This year the House Group meeting at Alan and Shelagh Tonkyn's house has had 11 regular members at our monthly evening gatherings, rising to 13 when Amanda Tavares and Marie Irish (Dianne's mother) have been welcome additions when on loan from university and Trinidad respectively. This year our meetings have focused on a wider range of materials for discussion than usual.

We began in May with three discussions based on some of the sermons in our churches' Holy Spirit series, which ensured extra wakefulness at sermon time amongst our members! We looked at Francis Jakeman's sermon on 'The Spirit of Good News' in advance, giving him the chance to polish his best bits for the congregation. After this, Simon Peatman bravely and generously allowed us to examine his excellent maiden sermon, on the topic 'The Spirit of Freedom', and this was followed by a discussion of Christine Blackman's sermon on 'The Spirit

of Life', involving contrasting the works of the flesh and the fruits of the spirit and thinking about how we can root out those things which stand in the way of living as God wants us to.

After a summer break in August, we reconvened in September and tackled Jesus's tough advice to the rich young man, and his words on camels and eyes of needles, in chapter 10 of Mark's gospel. We then turned ourselves into an Advent group, using the York course 'Living in the Light', which involved four examinations of different approaches to the coming of Christ, with scene-setting conversations on a CD between Robert Warren and Simon Stanley.

We started the New Year with a session appropriately entitled 'Start the Year', based on Scripture Union discussion materials by Anna Beaumont, focusing especially on what we understand by 'spiritual goals', and how we might set goals that are Specific, Measurable, Achievable, Realisable and Testable (i.e. SMART). For our February session some of us decamped to the Café Theologique at the Zero Degrees wine bar in Reading, to hear Stephen Cherry, Dean of King's College Cambridge, discourse on Sin, on which he has published a book. We weren't sure why he was so wary of Original Sin, but enjoyed his image of humans as held down by a multitude of minor sins, like Gulliver in Lilliput.

Finally, in March, we turned ourselves, as usual, into a weekly Lent Group, whilst two of our members, Francis and Hilary Jakeman, split off to form a new daytime Lent Group, a welcome addition to the House Group scene. The groups have followed different, but similar, courses, both focusing on God's love. The evening group have been looking at the St Alban's diocesan Lent course 'Living God's Love with.... (generosity, joy, imagination and courage)', whilst the daytime group has followed the Oxford diocese course 'Acts of Love', with weekly themes especially devoted to the need for us to demonstrate God's love in a world where there is so much injustice and hardship.

Will we be able to sustain two House Groups (or more?) in future? Only time will tell.

Alan Tonkyn



**MOTHERS UNION**  
St Bartholomew and St Luke  
Reading

***Branch Leader***  
***Mrs Barbara Walton***

**BRANCH LEADER'S REPORT**

Our year has been eventful with sadness at the loss of several of our members, and others who have been ill and now unable to join us.

During the year we have had a varied programme of Speakers and Quiz afternoons. We had our Christmas Party and, in the New Year, a Fish and Chip Lunch which we all enjoyed. Our visit to Henry Street Garden centre for afternoon tea was also a good event.

Over the year we have supported M.U. Charities and also local and Church ones.

Our main aim this year was to raise £140 as part of the national celebrations of the 140<sup>th</sup> Anniversary of the founding of the M.U. We very successfully achieved this with the help of the members of our church congregation.

We have also sent 3 bags of toiletries to the John Radcliffe Hospital and also bags to the RBH - not only to the Children's Ward but also to the Stroke Unit in memory of Wendy Baggley.

We ended the year with a Tea Party and Presentation which began with Communion. We had special guests with us - our Vice President Mrs Jean Vaughan and Mrs Pat Weeks from Resources of the Mothers Union.

Jean presented certificates to Margaret Carter and Elizabeth Llewellyn for Long service. Margaret had been a MU member for 52 years and Elizabeth 64 years. They were also both presented with a bouquet of flowers.

It was a lovely afternoon and we were joined by members and friends of St. Luke's.

We look forward to another similarly enjoyable and successful year.

Barbara Walton

### Cell of Our Lady of Walsingham

The Cell of Our Lady of Walsingham has, as ever, met regularly (barring some school holidays) at the Eucharist on the second Tuesday of the month, to offer thanksgivings (vital!) and intercessions

...”For each faithful worshipper,  
For the doubting, for the sinful,  
for each heedless wanderer...  
For the sick and for the aged,  
For our dear ones far away,  
For the hearts that mourn in secret,  
All who need our prayers today,  
For the faithful gone before us...”  
(from *Ye Who Own the Faith of Jesus*).

We thus align ourselves, and those with and for whom we pray, with the work of the Shrine of Our Lady of Walsingham: which, as many will know, was and is a great centre of pilgrimage and powerhouse of prayer, from which have come countless blessings, healings, and answers to prayer.

This work, however, is not limited to Cell members! *Anyone* is most welcome to join us; or to let us have prayers to offer - via the Clergy, or any Cell member, or, at St Luke's, the “Walsingham Book”, which is on the table outside the Lady Chapel.

It is a pleasure to thank The Revd Christine for having both officiated and preached at most of our Masses during the past year; Fr Brian, not only our Cell Superior, but also the Co-Founder all those years ago; and all “fellow pilgrims” who have attended in person or supported us with their prayers - as we have supported them with ours.

This year sees a significant anniversary, our 30<sup>th</sup>, on 8<sup>th</sup> September (which, by good fortune, is also the Birthday of Our Lady - perhaps our foundation date was by design of the Shrine Administrator of the time!). We shall warmly welcome at Mass anyone who would like to join us in giving thanks to God and in celebrating this special day, on the nearest “Second Tuesday”, the 12<sup>th</sup>.

Libby Stroud

### Hospitality

## Coordinator

People at St Luke's and St Bart's continue to be very busy on the hospitality front, both in terms of refreshments after morning worship; the regular St Luke's coffee mornings; the Mother's Union events, as well as kindly hosting afternoon tea events in their homes, and keeping those working in the garden (see separate report) well supplied with coffee and cake!

Since October, we have also added a Community Lunch, which takes place after the first Sunday worship service of the month. On the same day each month, in the evening we also provide a meal to those attending the Pax community. The meals are provided free, and we make sure there is enough for whoever might want to come. Donations currently cover about half the cost, and with a small team of volunteers we have fed between twenty-five and thirty people each month.

To be able to do this has meant a great deal of work bringing the facilities up to scratch, which ensured we passed the inspection by the Council's food safety team with a five-star rating!

Thank you to everyone who has been working so hard to provide Christian hospitality and a warm welcome to those visiting our churches.

Kirsten Bayes

## Garden

Spring has sprung in the Erleigh Road Community Garden. Daffodils are blooming and blossoms have started to appear on the newly planted fruit trees. We've had a busy few months getting ready for the growing season ahead. We have teamed up with local charity Food4Families, who help develop community food-growing projects in the Reading area, and they have been working with us to redesign the garden and will also be providing tutored sessions over the growing season.

We have held three activity afternoons in the garden so far this year which have been very well attended - no doubt helped by the wonderful cakes and refreshments on offer! A 'forest garden' has been created around the edges of the garden using permaculture principles. Fruit trees such as apple, pear, plum and apricot, have been planted along the walls of the garden. These will be trained as fans, cordons and espaliers which maximises the available space and leaves the central area free for growing vegetables. The fruit trees have been underplanted with fruit bushes such as raspberries and currants. A pergola has been constructed over which will grow edible climbers such as grapes. Two large water butts have been installed to capture the water from the church hall and an impressive olive tree now takes centre stage in the herb bed.

The final stage of the landscaping is to create some smaller woodchip paths branching off from the main path and the edges of these paths will form the boundaries for the vegetable beds. Once this is done the garden will be open a few times each week so people can come along and get involved, help grow fruit and vegetables and eventually take locally grown food home with them to eat! Wildlife is an important aspect of the garden too and we are hoping to attract more bees and butterflies with a greater diversity of planting and monitor these changes by taking part in surveys such as the Big Butterfly Hunt. Stag beetles have also been spotted in the garden and we will be monitoring how many we see this year for the People's Trust for Endangered Species.

The garden is a fantastic resource for young people in the area - allowing them to learn valuable lessons about growing vegetables, nature, sustainability and more. Redlands Primary School are keen to use the space for outdoor lessons and the toddler groups that use the church hall will have access too. We have also recently briefed design students at Reading College who will be designing a logo for the garden and are really looking forward to seeing their ideas!

The community garden is a fantastic asset to an urban community and it's been great to see so much enthusiasm for the project. We are always keen for more people to get involved so to find out more please email Naomi German at [garden@lukeandbart.org.uk](mailto:garden@lukeandbart.org.uk). We also have a Facebook page [www.facebook.com/erleighroadcommunitygarden](https://www.facebook.com/erleighroadcommunitygarden) which has details of any upcoming events.

Naomi German

### **Toddler Group**

Our Wednesday morning Toddler Group continues to flourish, with regular attendance ranging between 17 and 25 children, from small babies to lively 3 year olds! Occasionally we have as many as 30! Each family or minder group is accompanied by at least one parent or grandparent or minder, and there are always several volunteer leaders keeping an eye on things - so you may visualise a busy, sometimes noisy, scenario!

We have very much enjoyed getting to know families from other parts of Europe and from further afield. Many of these children are growing up to be bi-or even tri-lingual, and for the very little ones, our Toddler Group may be the first place where they have heard English. It is impressive to see how the parents are keen for their children to speak English, while at the same time encouraging them to be able to talk in their 'home' language. Here - in no particular order - are some of the languages we've heard in the Parish Hall in course of this year: Finnish, Hindi, Singhalese, Lithuanian, German, Punjabi, Spanish, Urdu, Filipino, Greek, Russian, Portuguese, Ukrainian, Malayan - and, of course, English! We are a mini United Nations, and proud of it!

After a happy session of play and chat, we finish each meeting sitting in a semi-circle, babes on laps, toddlers on little chairs, to enjoy 20 minutes of nursery rhymes and 'action songs'.

As in previous years, our weekly charge of £1 per family/minder group has been sufficient for us to offer tea/coffee and biscuits, and give £50 per term to the Parish Treasurer to go towards the heating bill - and to hold our Christmas Party. Last December 39 children and their 'grown-ups' were entertained for 45 minutes by 'Jo Jingles', enjoyed some party food, then most of them accepted the invitation to come into Church and help find the animals to keep Baby Jesus company in the Stable. Each child received a small board book telling the story of Christmas.

Sincere thanks to my colleagues for so willingly taking on extra work during my recent long absence following a nasty accident - the gallant band who without fail turn up early every Wednesday to get out all the toys and equipment, talk with the parents, assist the children in their play and help with putting everything away at the end - and conduct the final 'sing-song'! We are most grateful too to the ladies who kindly responded to the recent call for assistance with serving refreshments.

Penny Starr

### **Fair Trade**

"The field of the poor may yield much food, but it is swept away through injustice" Proverbs 13, v 23.

Traidcraft was founded in 1979 in response to Bible teaching such as this. Its aim is "Fighting poverty through trade".

In 2016 there was a Traidcraft stall at each of the church's 10 coffee mornings, in the parish hall in Erleigh Rd.

They are held from 11 - 12 on the first Saturday morning of each month, except, last year, not in January nor August. The coffee morning slot in December was of course filled by the church Christmas Fair. There has also been a Traidcraft stall at St. Luke's after each Messy Church

service, on the second Sunday of each month, except in August.

Goods on the stalls represent only a small proportion of what is available in the catalogue, which is produced twice a year, with a Christmas supplement, & is always a very attractive publication.

Most sales generate a small profit, which I send to Traidcraft Exchange, the development charity. It gives advice, training & loans to people who can then get started & work their way out of poverty.

The biggest selling items are always the craft items, with the boxes & bowls made from recycled keys being particularly popular. The Christmas & other greetings cards are also very attractive. The chocolate is the best, of course! with chocolate gifts for Christmas, and Easter eggs, being perennially at the top of people's shopping lists.

The big breakthrough will be when everyone makes the Traidcraft grocery items their regular purchase. These are the store cupboard items, the unremarkable regular necessities, not the luxuries. They are produced to top quality standards by farmers who use organic methods with respect for the land. So you get top quality food, knowing that the person who produced it has been paid a fair price for his or her labour & expertise. It is a win/win situation, and the food items taste even better, when they have the sweet taste of justice!

It is wonderful to see just how many fairly traded items are on sale nowadays in shops large & small. The battle for trade justice is, however, far from over, and you need to remember that supermarkets sell fair trade items because they can make a profit from them now. When you buy from Traidcraft you know that profits go to enable people who have not had the same advantages, that we take for granted, and you make a difference.

The Fairtrade Foundation will soon be issuing its updated guidelines for Fair Trade churches, when St. Luke's & Bart's will be able to renew their commitment to trade justice.

I look forward to another exciting year. The Traidcraft Let It Grow campaign starts in spring 2017, encouraging everyone to help change a family's future. Everything you buy from Traidcraft will help to do this. When you buy Traidcraft goods you know that you are making a difference to families across the world.

Hilary Jakeman

### **Saturday Coffee Mornings**

For many years a group of Parishioners has held Coffee Mornings in the Parish Hall on the first Saturday in the month from 11am until Midday. There are a number of stalls: bric-a-brac, a raffle, book sale, Traidcraft, homemade cakes, biscuits and jam and, of course, a coffee/tea bar with muffins. The proceeds - generally about £100 to £150 - go to various causes. For example, in the past year: to the Jo Cox Fund; The Trussell Trust food banks charity (in memory of Wendy Baggley); the Duchess of Kent Hospice (in Memory of John Baggley); the Amani Centre in Tanzania and near Christmas to the 'Chocolatada' (a Christmas treat of a toy, a Christmas bun and a mug of hot chocolate for the children of Polcamayo, Peru). We have also supported the Mothers' Union Project: 'Away from it all' (holidays for Carers and their charges). The mornings offer a fine opportunity for 'Outreach'.

John Starr

### **Pastoral Care**

The Pastoral Care Team, including myself, Mary Evans and Monica Gibson, continue to offer

support to parishioners at home or in hospital. After a short break the team have started meeting again, on a monthly basis, to discuss where contact might be needed. Sadly several church members have died within this year. They will be missed.

We continue arranging Senior Citizens' Teas every other month. About 12 of us gather at different houses each meeting. The team would like to thank the drivers providing lifts to the teas and the generous hosts. Also to those drivers who kindly offer lifts to church each Sunday.

Sheila tries to keep the prayer list up to date of those members who need praying for. Please contact her or Sarah if names need adding on or taking away from the weekly sheet.

Thanks must also go to members of the church who give support to each other without necessarily any recognition.

Sheila Cox

## **Finance**

### **Treasurer's Report**

This report is based on the accounts produced by the treasurer this year directly using the accounting software. Unfortunately, some inconsistencies have been found in the 2015 accounts. Although the balances match (with some minor differences due to rounding), the income and expenditure do not match as it would appear the income and expenditure related to the St Bart's Theatre project were not included in the 2015 accounts. When I compare figures between 2015 and 2016, I shall therefore use those in the accounting system rather than refer back to the 2015 accounts (which were produced by hand by the independent inspector). For some items below I will also not split between the two churches as this is a very manual process. If anyone has specific questions, they can ask me separately.

At the summary level, in 2016 our income was greater than our expenditure. This is mainly due to the long term hall booking by the NHS Therapy group. Unfortunately this has now ceased and so unless we find additional renters for the hall or other income streams, this will not continue.

### **INCOME**

Total Income was about £139,000.

#### ***Income from donors***

In 2016, this was about £65,900 (compared with £77,674 in 2015).

#### ***Income from buildings rent (hall and churches):***

In 2016, income from buildings rent was about £64,000 (compared with £26,309 in 2015). The increase is due to the full academic year rent from Read College plus the long term rent of the hall, as mentioned above.

#### ***Other income:***

There was £9,200 in other income during 2016. This included, for example, coffee mornings, weddings, funerals, dividends and Christmas Fair.

### **EXPENDITURE**

Total expenditure was about £117,200.

#### ***Utilities and insurance (excluding water)***

Insurance in the two churches was about £8,750 which is consistent with 2015.



Electricity in the two churches was about £5,580 which is consistent with 2015.

Gas increased in the two churches (about £15,800). However, some of that is due to gas from late 2015 being collected in 2016 and shown in 2016 accounts. Gas from late 2016 was collected in 2017 but this is now shown in the 2016 accounts. Despite this gas has increased. This is partly due to increased gas prices but also due to Read College usage of St Bart's in the Winter months.

Insurance, gas and electricity for the hall was consistent with that in 2015.

### ***Charitable giving:***

As in recent years, we did not give 10% of our planned giving to charities in 2016. Our plan is to continue to donate to some local charities regularly and then do one off fund raising for others throughout the year. We did, however, still manage to give about £4,360 to charities.

### ***Parish Share:***

Our Parish share actually decreased in 2016 (from £49,418 to £43,427) but will increase significantly in 2017.

### ***Clergy expenses:***

Our clergy expenses were consistent between 2015 and 2016.

### ***Major works:***

Major works continued into 2016 but at only about 10% of the cost of those in 2015 (about £8,100 compared to £81,440). More works will be carried out in St Bartholomew's but it is hoped that this will be offset by an increase in rent from Read College who will be able to accommodate more students.

## **BALANCE OF FUNDS**

Our usable funds have increased from £95,220 in 2015 to about £103,600 in 2016 due to the increase in rent of the hall and churches.

We do also have some untouchable funds, which are valued at £362,410. These are the Lawrence Bequest, the Curacy fund, the Schoolrooms fund, and the Cockburn Bequest.

### ***Reserves Policy***

The usable funds that we hold in reserve have been increased due to an increase in rent of buildings. The reserves policy was not discussed in 2016, however our accounts show that we still meet the reserves policy as set in 2011.

The reserves policy is still to maintain reserves of at least £5,000 per building for emergency maintenance to the buildings. The maximum amount to be held in reserves was agreed to be £100,000, although we could potentially hold more if the PCC determined there was a valid reason for doing so.

All reserves are held as funds invested with the Central Board of Finance of the Church of England for the time being.

Sally-Ann McDowell

## **Buildings**

Once again we owe a huge thank you to Roger Cox for project managing and in many cases undertaking the many tasks involved in maintaining and refurbishing our three properties.

The statutory inspections and annual maintenance contracts on all three properties are up to date.

We would also like to thank Sarah for the day to day management of the Hall and overseeing the cleaning of both hall and St Luke's. This is now under better control having recently appointed a new cleaner.

### ***Parish hall***

Routine repairs, maintenance and replacements of expired equipment have been carried out as the need required.

The kitchen received a deep clean and the cooking utensils, cutlery and crockery rationalised. New hand washing facilities and stainless steel bins were installed to improve health and safety.

The storage facilities provided to regular hall users is being reviewed and a number of changes will be made in the storeroom this summer.

The main hall floor is scheduled to be cleaned and polished later this year.

No suitable electronic locking system has yet been located but this will receive greater priority this coming year.

### ***St Luke's church***

During the year the nave flooring has been repaired and the main lighting upgraded to more efficient low energy bulbs.

The wall heaters in the vicar's vestry have been replaced and the choir vestry wardrobes enlarged.

The organ console loft has been partially cleared although work is still in progress to improve the storage for music and ornaments.

The overhead projector has also been serviced.

Next year we will concentrate our efforts on improving communications:

- 1 providing notice boards inside and outside the church;
- 2 Revisiting the IT and sound systems.

Repainting identified in the Quinquennial inspection is already scheduled to be completed this summer.

### ***St Bartholomew's church***

Due to finances only essential repairs and maintenance were carried out on the outside of the building. The outstanding works identified in the 2009 and 2014 Quinquennial inspections on the roof, gutters, downpipes, windows and brickwork have been costed. The total to carry out the work is approximately £250,000. We continue to monitor the state of these items.

In August the blower room was converted to a boy's changing room. Repairs to roof and pointing were undertaken to make the area watertight.

A modesty curtain was installed between the chancel and lady chapel to provide a suitable changing area for the girl students.

The church underwent a spring clean and the Read School staff emulsioned some of the walls.

Secure access to the vestry was installed and the vestry lighting upgraded with low energy bulbs.

The DAC has approved the fitting of a wifi fire alarm system and the replacement of the flood lights in the nave and side aisles. The cost of the fire alarm system has risen greatly and work deferred to later in the year. Funding for the lighting is being sought from the Archdeacon's fund and once confirmed work will go ahead during the summer vacation.

The proposed replacement of the storage heaters in the vestry still awaits DAC approval and depends upon a suitable quote from a registered plumber.

Plans to properly hang a stage curtain from the rood screen are still being discussed.

The Read School has recently identified the need to provide a secure walk-in storage area to store their exam papers and options are currently being explored.

May I conclude this report by thanking all members of the congregation who have assisted the buildings group in maintaining the fabric of our three buildings.

Leslie Green

## **Deanery Synod**

There have been five meetings of Reading Deanery Synod during 2016 held at the following churches:- *St Catherine of Siena and Calcot St Birinus Church; St Nicolas Church, Sutcliffe Avenue, Earley, RG6 7JN (x2); Greyfriars, Friar Street, Reading RG1 1EH; and St Mary Magdalen Church, Kentwood Hill, Tilehurst, Reading RG31 6JD.*

*Good News stories were heard from:-*

a) St Matthews, Southcote, on the development and success of work with children in that parish and the effects that door knocking and home visiting had had in this respect.

b) St Agnes with St Paul and St Barnabas of the close working relationship that South Reading had built with Reading Borough Council (RBC), initially through an annual fun day which was a free community event run by local churches. Such was the confidence of RBC in the parish that it asked the parish to take over the running and management of the Whitley Wood Community Centre (WWCC). Also of a single man who had been channel hopping on his television when he stopped at the Trinity Broadcast channel, which led him to Jesus.

c) The effects of the toddler group at New Hope Church not only on the toddlers but also on parents.

d) Southlake and Woodley, St James and its street evangelism undertaken by working in the Woodley shopping precinct. The good news of this is that around 20 young people have now attended their first Alpha course. St James now has a sound proof and, more importantly, a waterproof roof. This now enables worshippers to really focus on God, rather than watching out for leaks. Additionally, Emmanuel church, from its beginnings as an after-school club followed by a period of inactivity it reopened with around 18-20 children, of whom only 3 or 4 attended church. There was a plan to raise money for orphans but one girl, Lily, pleaded for money in aid of her grandfather who had dementia and had entered a residential home. By making cakes and other events £50 was raised. 'Back to Church Sunday' had been turned around as a 'Get out of Church Sunday'. Church members had been out and about in Woodley concentrating attendance at the Car Boot Sale to ask if people would like prayer and invite them to participate. There were activities of releasing helium balloons and a prayer tree for requests to be placed upon. In total 40-50 people, of various faiths or none, were reached that day.

## **A Deanery Mission Action Plan**

This has been a major piece of work during 2016. Progress continued to be made with an analysis of feedback from parishes. The analysis revealed past blessings, current and future aspirations, challenges and obstacles faced by parishes as stated in the 105 pages of feedback received. Parishes aspired towards better and a more public use of resources, people, time and buildings whilst sharing theology. Synod members continued to have input to the

development of the document through the three groups which worked intensely on it with the final version being approved by Synod at its November meeting. This meeting was a brief formal discussion of the MAP with the vote to accept it, followed by a celebration with bubbly wine! Synod is not just about formal and serious discussion, but is about social contact, enjoying the chance to work together, and celebrating the church's mission.

The MAP is a living document which will be amended as needs and conditions change and evolve during its implementation and operation over time.

### ***Parish Share***

The Parish Share Committee reviewed the current scheme ensuring that everyone understood it. Other deaneries were consulted, but no valuable knowledge was gleaned. The next was calculating the strengths and weaknesses of the current scheme.

The cost of clergy was a fixed sum and Synod's agreement regarding parishes with multiple churches. Questions arose as to the calculation and allocation of the deprivation allowance and the remainder, bearing in mind parishes overheads.

Mission was considered to be a priority area and ways of building this into the calculation were considered. This deanery is in a better financial position than many others and generally is well resourced. The big questions were how we raise money and how we spend it whilst aiming for mission orientated parishes.

Synod reached an agreement on this although recognizing that more work needs to be done in the future.

Joan Walker (Deanery Synod secretary) and Hilary Jakeman

**ST LUKE WITH ST BARTHOLOMEW, READING**  
**End of Year Financial Statements**  
**Year ending 31 Dec 2016**

## Introduction

The accounts have been produced directly from the accounting system (Finance Coordinator v4.1) rather than being produced by hand. As such, there are some minor differences in the prior year's figures due to rounding. Additionally, it was discovered by reviewing the system data in more detail that in 2015, the income and expenditure due to St Barts Theatre project were not accounted for in the Statement of Financial Activities (SOFAs). Additionally the SOFA headings changed late in 2015 due to new accounting standards and so from 2016 the new headings are being used so there are other slight variations. One additional point to note is that although the Nuttall fund was correctly disposed in the system in October 2015, the fund remained and so an adjustment was done in the system in 2016 to correct this. This can be seen in the SOFA under "transfers".

Statement of Financial Activities

Income and endowments from: (2)						
Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds		
57,683	14,965	—	72,648	77,674		
40,368	—	—	40,368	18,191		
Income from charitable activities	—	—	—	1,563		
Other trading activities	—	—	—	24,415		
Investments	25,594	12,571	38,165	388		
Other income	—	—	—	—		
Total income	126,065	14,965	153,601	122,231		
Expenditure on: (3)						
1,063	—	—	1,063	7,687		
Raising funds	—	—	—	207,097		
Expenditure on charitable activities	108,572	8,740	129,880	—		
Other expenditure	100	—	100	—		
Total expenditure	109,735	8,740	131,043	214,784		
Net income / (expenditure) resources before transfer						
16,330	6,225	3	22,658	(92,553)		
Transfers						
27,468	—	—	27,468	—		
Gross transfers between funds - in	—	—	—	—		
Gross transfers between funds - out	—	(27,468)	(27,468)	—		
Other recognised gains / losses						
—	—	27,909	27,909	1,598		
Gains / losses on investment assets	—	—	—	—		
Gains on revaluation, fixed assets, charity's own use	—	—	—	—		
Net movement in funds						
43,898	6,225	444	50,567	(90,955)		
Total funds brought forward						
45,578	—	334,501	380,080	471,034		
Total funds carried forward						
89,376	6,225	334,945	430,646	380,080		
Represented by						
Unrestricted						
General fund	89,376	—	89,476	45,578		
Restricted						
Administrator	—	—	5,590	—		
Parish Weekend	5,590	—	635	—		
Endowment						
Cockburn Bequest	—	100,989	100,989	90,898		
Curacy Fund	—	5,640	5,640	5,075		
Lawrence Bequest	—	164,505	164,505	153,625		
Nuttall Bequest	—	—	—	27,468		
Schoolrooms Fund	—	63,811	63,811	57,434		

Balance sheet

Class and code      Description      This year      Last year

Fixed assets (4)

Schoolrooms Fund	63,810	57,434
Cockburn Bequest	100,988	90,898
Lawrence Bequest	164,505	153,625
Nuttall Bequest	—	—
Curacy Fund	5,639	5,075
<b>Total Fixed assets</b>	<b>334,942</b>	<b>307,033</b>
<b>Current assets</b>		
NatWest St Lukes	6,574	20,374
NatWest Hall	26,368	9,727
Lloyds St Barts	22,053	20,311
Santander St Lukes	1,839	1,085
CCLA (CBF) St Lukes deposit account	29,769	29,841
CCLA (CBF) St Barts deposit account	1,925	1,916
CCLA (CBF) Hall deposit account	2,156	2,145
Cash in hand	127	86
Accounts Receivable	12,798	9,736
<b>Total Current assets</b>	<b>103,607</b>	<b>95,220</b>

Liabilities (6)

Agency collections	—	—
Accounts Payable	8,003	22,174
<b>Total Liabilities</b>	<b>8,003</b>	<b>22,174</b>
<b>Net Asset surplus(deficit)</b>	<b>430,546</b>	<b>380,080</b>

Reserves

Excess / (deficit) to date	22,558	—
Starting balances	380,080	378,482
Gains/(losses) on reval of fixed assets	27,909	1,598
<b>Total Reserves</b>	<b>430,546</b>	<b>380,080</b>
<b>Represented by funds</b>		
Unrestricted	89,376	73,047
Designated	—	—
Restricted	6,225	—
Endowment	334,945	307,033
<b>Total</b>	<b>430,546</b>	<b>380,080</b>

Statement of assets and liabilities

Fixed assets - Tangible assets					General      Designated      Restricted      Endowment      This year      Last year				
Schoolrooms Fund	—	—	—	63,810	57,434	—	—	—	63,810
Cockburn Bequest	—	—	—	100,988	90,898	—	—	—	100,988
Lawrence Bequest	—	—	—	164,505	153,625	—	—	—	164,505
Nuttall Bequest	—	—	—	—	—	—	—	—	—
Curacy Fund	—	—	—	5,639	5,075	—	—	—	5,639
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>334,942</b>	<b>307,033</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>334,942</b>
<b>Current assets - Cash at bank and in hand</b>					<b>8,920</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>6,574</b>
NatWest St Lukes	8,920	—	—	9,944	20,374	—	—	—	26,368
NatWest Hall	30,592	—	—	(4,130)	9,727	—	—	—	22,053
Lloyds St Barts	14,034	—	—	270	20,311	—	—	—	1,839
Santander St Lukes	1,839	—	—	—	1,085	—	—	—	29,769
CCLA (CBF) St Lukes deposit account	24,969	—	—	—	29,841	—	—	—	1,925
CCLA (CBF) St Barts deosit account	1,925	—	—	—	1,916	—	—	—	—



Fund movement by type

CCLA (CBF) Hall deposit account	2,156	—	—	—	2,156	2,145	86	85,484
Cash in hand	127	—	—	—	127	227	227	90,909
Current assets - Debtors	12,798	—	—	—	12,798	12,798	12,798	9,736
Accounts Receivable	12,798	—	—	—	12,798	12,798	12,798	9,736
Totals	84,560	—	—	6,084	90,909	166	2,156	85,484
Liabilities - Agency accounts	141	—	—	(141)	—	—	—	—
Agency collections	141	—	—	(141)	—	—	—	—
Totals	141	—	—	(141)	—	—	—	—
Liabilities - Creditors: Amounts falling due in one year	7,840	—	—	—	163	8,003	22,174	22,174
Accounts Payable	7,840	—	—	—	163	8,003	22,174	22,174
Totals	7,840	—	—	—	163	8,003	22,174	22,174
Grand total	89,376	—	6,225	334,945	430,646	380,080	—	—
Admin - Administrator	—	8,200	2,610	—	—	5,590	—	5,590
Restricted	—	8,200	2,610	—	—	5,590	—	5,590
Sub-total for Admin	—	8,200	2,610	—	—	5,590	—	5,590
Cockburn - Cockburn Bequest	90,898	2,942	2,941	—	—	10,090	100,989	100,989
Endowment	90,898	2,942	2,941	—	—	10,090	100,989	100,989
Sub-total for Cockburn	90,898	2,942	2,941	—	—	10,090	100,989	100,989
Curacy - Curacy Fund	5,075	164	163	—	—	563	5,640	5,640
Endowment	5,075	164	163	—	—	563	5,640	5,640
Sub-total for Curacy	5,075	164	163	—	—	563	5,640	5,640
Lawrence - Lawrence Bequest	153,625	7,607	7,607	—	—	10,880	164,505	164,505
Endowment	153,625	7,607	7,607	—	—	10,880	164,505	164,505
Sub-total for Lawrence	153,625	7,607	7,607	—	—	10,880	164,505	164,505
Nuttall - Nuttall Bequest	27,468	—	—	—	(27,468)	—	—	—
Endowment	27,468	—	—	—	(27,468)	—	—	—
Sub-total for Nuttall	27,468	—	—	—	(27,468)	—	—	—
PWE - Parish Weekend	—	6,765	6,130	—	—	—	—	635
Restricted	—	6,765	6,130	—	—	—	—	635
Sub-total for PWE	—	6,765	6,130	—	—	—	—	635
School - Schoolrooms Fund	57,434	1,859	1,858	—	—	6,375	63,811	63,811
Endowment	57,434	1,859	1,858	—	—	6,375	63,811	63,811
Sub-total for School	57,434	1,859	1,858	—	—	6,375	63,811	63,811
General - General fund	45,578	126,065	109,735	27,468	—	—	89,376	89,376
Unrestricted	45,578	126,065	109,735	27,468	—	—	89,376	89,376
Sub-total for General	45,578	126,065	109,735	27,468	—	—	89,376	89,376
Grand total	380,080	153,601	131,043	—	27,909	430,546	—	—

**PARISH OF ST LUKE WITH ST BARTHOLOMEW, READING**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2016**

**1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 to 2001 together with applicable accounting standards and the Charities SORP (FRS 102). The financial statements have been prepared under the historical cost convention as modified by the annual revaluation of listed investments to market value.

**Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts 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.

**Incoming Resources**

Voluntary income and capital sources:

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under covenant is recognised only when received.
- Income Tax recoverable on covenants or gift aid donations is recognised when the income is recognised.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.
- Income from fund raising events is accounted for net of incidental expenses.

Other ordinary income:

- Rental income from the letting of church premises is recognised when the rental is due.

Income from investments:

- Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

## Resources used

### Grants:

- Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

### Activities directly relating to the work of the Church:

- The diocesan quota or parish share is accounted for when payable.

## Fixed assets

### Consecrated land and buildings and movable church furnishings:

- Consecrated and beneficed property is excluded from the accounts by s.10 (2)(b) of the Charities Act 2011.
- No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

### Investments:

- Investments are stated at market valuation.

### Current assets:

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

Analysis of income (2) and expenditure (3)					
<b>Donations and legacies</b>					
Giving	43,048	—	—	—	57,683
One-off Gift Aid gifts	500	1,010	—	—	2,695
Donations appeals etc	2,410	13,955	—	—	—
Tax recoverable on Gift Aid	9,030	—	—	—	3,809
Non-recurring one-off grants	—	—	—	—	6,416
Other funds generated	2,695	—	—	—	72,648
<b>Total</b>	<b>57,683</b>	<b>14,965</b>	<b>—</b>	<b>—</b>	<b>77,674</b>
<b>Income from charitable activities</b>					
Fees for weddings and funerals	1,696	—	—	—	1,833
Bookstall sales to promote objectives	—	—	—	—	481
Church hall lettings - objectives	38,672	—	—	—	15,877
<b>Total</b>	<b>40,368</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>18,191</b>
<b>Other trading activities</b>					
Rummage sales etc	1,115	—	—	—	1,158
Bookstall sales - fund raising	1,304	—	—	—	405
<b>Total</b>	<b>2,420</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,563</b>
<b>Investments</b>					
Dividends	—	—	—	—	13,581
Bank and building society interest	147	—	—	—	402
Rent from lands or buildings	25,447	—	—	—	10,432
<b>Total</b>	<b>25,594</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>24,415</b>
<b>Other income</b>					
Surplus - sales of fixed assets	—	—	—	—	388
<b>Total</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>388</b>
<b>INCOME TOTAL</b>					
	126,065	14,965	—	—	122,231



Raising funds					
Fees paid to fund raisers					
Costs of fetes & other events					
Total					
Unrestricted	Designated	Restricted	Endowment	This year	Last year
1,063	—	—	—	1,063	7,787
1,063	—	—	—	1,063	7,687
Total					
Expenditure on charitable activities					
Charitable Giving					
Unrestricted	Designated	Restricted	Endowment	This year	Last year
4,361	—	—	—	4,361	5,147
—	—	—	—	—	342
—	—	—	—	—	49,418
32,997	—	—	10,431	43,427	5,081
3,789	—	—	163	3,952	2,628
5,232	—	—	—	7,842	1,640
1,832	—	—	—	1,832	275
—	—	—	—	—	423
13	—	6,130	—	13	—
—	—	—	—	—	8,967
8,749	—	—	—	8,749	1,517
1,416	—	—	—	1,416	444
450	—	—	—	450	4,420
6,137	—	—	—	6,137	3,162
4,015	—	—	23	4,038	1,163
1,589	—	—	—	1,589	1,845
1,125	—	—	—	1,125	16,225
174	—	—	—	174	5,595
5,850	—	—	—	5,850	8,799
15,038	—	—	778	15,816	281
321	—	—	—	321	9
—	—	—	—	—	1,730
687	—	—	94	781	3,523
3,501	—	—	—	3,501	1,619
1,654	—	—	—	1,654	833
2,461	—	—	—	2,461	100
25	—	—	—	25	469
138	—	—	—	138	81,220
2,899	—	—	1,080	3,979	220
4,119	—	—	—	4,119	—
Total					
108,572	—	8,740	12,569	129,880	207,097
Other expenditure					
Governance costs examination/audit fee					
Unrestricted	Designated	Restricted	Endowment	This year	Last year
100	—	—	—	100	—
100	—	—	—	100	—
Total					
109,735	—	8,740	12,569	131,043	214,784
EXPENDITURE TOTAL					
GRAND TOTAL					
16,330	—	6,225	3	22,558	(92,553)

4 FIXED ASSETS FOR USE BY THE PCC

INVESTMENT ASSETS

Investments held by the Central Board of Finance – Investment units.  
Cost at 31 December 2016 was £64,633 (market value £334,942) and at 31 December 2015  
£64,633 (market value £307,033).

5 ANALYSIS OF NET ASSETS BY FUND

Unrestricted Funds				Restricted Funds	Endowment Funds	Total
Fixed assets and investment	-	-	-	334,945	334,942	
Current assets	97,482	6,225	-	-	103,707	
Current liabilities	(8,003)	-	-	-	(8,003)	
Fund balance	£89,376	£6,225	£334,945	£430,546		

See note 7 below for identification of funds.


6 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Accruals and deferred income		2016	2015
		£8,003	£22,174
		=====	=====

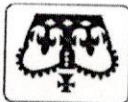
7 FUND DETAILS

The endowment fund comprises the Church School Rooms Fund, Curacy Fund, Lawrence, Cockburn and Bequests.

This report dated:

Approved by the Parochial Church Council on 23 May 2017 and signed on its behalf by: 

Joe Key  
Genl  
H. M. M. M.



Independent examiner's report on  
the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

The Parochial Church Council Of The Ecclesiastical Parish Of St Luke With  
St Bartholomew, Reading

On accounts for the year  
ended

31 December 2016	Charity no (if any)	1158694
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Set out on pages

1 and 2

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts.  
The charity's trustees 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 general Directions  
given by the Charity Commission. An examination includes a review of the  
accounting records kept by the charity and a comparison of the accounts  
presented with those records. It also includes consideration of any unusual  
items or disclosures in the accounts, and seeking explanations from the  
trustees concerning any such matters. The procedures undertaken do not  
provide all the evidence that would be required in an audit, and  
consequently no opinion is given as to whether the accounts present a 'true  
and fair' view and the report is limited to those matters set out in the  
statement below.

Independent  
examiner's statement

- In connection with my examination, no matter has come to my attention  
other than that disclosed below
1. which gives me reasonable cause to believe that in, any material  
respect, the requirements:
    - to keep accounting records in accordance with section 130 of the  
Charities Act; and
    - to prepare accounts which accord with the accounting records and  
comply with the accounting requirements of the Charities Act
  2. to which, in my opinion, attention should be drawn in order to enable a  
proper understanding of the accounts to be reached.

Relevant professional

Chartered Accountant (ACA) – Institute of Chartered Accountants England

Name:

Mr Michael Dix

Signed:

Date: 12/05/2017



Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(e.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

The only material matter noted was the incorrect disposal of the Nuttall fund within the accounting system in the prior year. This has been adjusted in the current year and is noted in the accounts.

Give here brief details of any items that the examiner wishes to disclose.

Address:	
	19 Harrington Close, Lower Earley, Reading, Berkshire RG6 3BU
qualification(s) or body (if any):	and Wales (ICAEW)