

Trustees Annual Report 2018 for St Luke's Parochial Church Council

Aim and purposes

St. Luke's Parochial Church Council (PCC) is responsible for working in cooperation with the incumbent, the Reverend Robert Miles, to promote in the parish the mission of the Church - pastoral, evangelistic, social and ecumenical.

The PCC is also responsible for the maintenance of St Luke's Church, Main Street, Thurnby.

The PCC currently employs six staff

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community in Thurnby. The PCC maintains an overview of worship and pastoral activities throughout the parish in order to include as many people as possible both within our church family and the wider village community.

Our services seek to be inclusive to all and are constructed in a variety of styles, all with the common goals of learning from the Bible, expressing our worship and praising God.

The planning of activities for the year is considered in line with the Commission's guidance on public benefit, specifically in respect of the advancement of religion.

We strive to provide a framework, which allows people to enact their Christian faith in:-

- Learning and developing knowledge of the Bible
- Developing knowledge and trust in Jesus.
- Worship, praise and prayer.
- Pastoral care and support.
- Outreach and mission work

The maintenance and development of our Church building is crucial in the continuation of our work.

Achievements and Performance

Worship and Prayer

Our varied styled services provide alternative ways of enjoying and accessing corporate worship. Acknowledging and affirming a range of worship styles, while remaining loyal to the same Gospel message.

In addition to our regular services (3 services on Sunday and 1 on Wednesday) we also run specific services around key church calendar events (such as Lent, Easter, Advent, Christmas). Our Prayer and Praise evenings open to everyone have become a regular service throughout the year.

Our strong relationship with the local primary schools continue as we regularly lead assemblies in the Church of England School and once a month host the assembly in our church building.

All of our services include prayers and a trained Prayer Ministry team is available for people wishing to pray at the end of our main services.

Our weekly prayer meetings every Saturday morning, Monday morning and now Thursday morning too are open to everyone, providing a vital underpinning of the work at St Luke's.

Our confidential prayer chain continues to receive hundreds of prayer requests and many testimonies to prayers being answered.

Mission and Evangelism

The Cornerstone team of churches (St Luke's, St Catharine's and St Mary & All Saints) continues to develop together, reaching out to the local communities with a number of initiatives.

During the autumn we were designated as a Resourcing Church (an initiative funded by the National Church of England and led by the bishop of our diocese) the aim of resourcing churches is to grow in numbers and faith going out from our base to reach out and serve the communities around us.

Our major project within Resourcing Church is 'The Hub' which is now underway with the aim of building a Community Centre and Café where people can meet together and through us partnering with a number of organisations to provide a range of services. We are looking to raise the £1million required and to open the building in autumn 2020.

We have links with six organisations that we support with prayer and finance including a local organisation caring for the homeless and several organisations overseas.

Other events during the year have been arranged to act as both social and outreach in strengthening links with our local community.

Pastoral Care

A number of groups are based around activities that people feel comfortable, with examples being the monthly Knitting Group and Parish Teas and 'coffee and chat' at which many church members volunteer their time.

Our 'Love in Action' pastoral initiative to provide support to those in our community who need help continues to expand. This team of volunteers (now over 75 in number) provide help with meals, transport and practical issues as well as visiting those who may be housebound and need someone to talk to.

Our Home Groups meet weekly to share fellowship around studying the Bible. These groups also provide strong pastoral support. Home Groups form a key part of church life for members at St Luke's to come together, study the bible and support each other.

A dedicated team lead a weekly service for people at a residential home in the parish.

We held our second 'Holiday at Home' in August 2018 with holiday makers taking part in a number of activities and this continues to be a valuable biennial event in our church programme.

Our Senior Alpha Course has provided a great place to ask questions and to form friendships.

Children and Families Ministry

2018 was a strong year as the Children and Families Worker put a number of new initiatives into practice.

Assemblies at both primary schools in the parish continue and further activities in the week strengthen the partnerships with both schools. 2018 included joint event with pupils joining with other schools on a prayer day at Launde Abbey (this is now becoming an annual event). Working with St Luke's Primary School initiatives including Godly Play and JAM club have both been over-subscribed.

The Parent and Toddlers group 'Raindrops' continues to provide a caring and welcoming place each week.

Our annual events during the year included a Holiday Club at Easter, a Light Party in early November, and in December a brilliant Nativity Service was followed by a full church at our Christingle service on Christmas Eve. We also held a Christingle service during December for children from a special school and this is already booked for 2019.

Youth Ministry

This last year has been an encouraging, exciting and challenging time with the youth work at St Luke's. During 2018 we appointed a Youth Worker and this has had immediate effects in working with young people.

During the year our young people were involved in a number of events including a weekend away in the spring, Hungarton camps in the summer.

Leadership of Christian Unions at two secondary schools continues to provide a great place to meet with Christians and non-Christians some of whom have joined our youth work.

St Luke's Church Building

Following the 2017 the Quinquennial report and additional repairs with water ingress in the extension have now been completed. The final costs totalled £60,000 which was funded by grants and reserves.

Financial Review

2018 shows a deficit of £21,622 compared to the budgeted deficit of £17,396. The main reason for the deficit was the repairs undertaken as above.

The Charity Commission requires us to demonstrate that we are good stewards of our resources and that we do not hold on to an inappropriate level of reserves, indicating that working reserves should be around 3 months of the level of expenditure.

The expectation is that where we have reserves we indicate what they will be spent on in line with the objectives for which we as a charity exist.

Fixed assets include £195,000 being the market value for the property on Sturrock Close owned by the PCC and currently rented to tenants on a six month rolling short term lease.

Our major project 'The HUB, Community Centre and Café' will be part funded by the sale or mortgaging of this property.

Structure, governance and management

PCC members are appointed as set out in the Church Representation Rules. St Luke's PCC consists of the rector, a non-stipendiary minister, church wardens, and elected members. Being designated as a Resourcing church has increased the number of clergy during 2018 and 2019 and will further strengthen working together with the two other churches in the Cornerstone Team.

The PCC is responsible for decisions made in relation to all general matters which include stewardship of the PCC funds.

The PCC, which met seven times during the year, and its associated committees were all well attended. Minutes and reports were received and approved throughout the year.

Our Safeguarding team continues to attend training and develop not only the safeguarding of youngsters but also vulnerable adults. Revised Policies have been authorised by the PCC for both youngsters and adults in line with the Diocese of Leicester models.

The Trustees Report for 2018 was completed and reviewed by the PCC on 9th September 2019.

St. Luke's Church

End of Year Financial Statements

Year ending 31 December 2018

Approved by the PCC

4th March 2019

Treasurer's Report For the year ended 31 December 2018

The accounts are presented to the PCC for their approval are prepared in accordance with the requirements of the Charity Commission.

1. Parish Contribution

The 2018 Parish Contribution, £70,291 has been paid in full to the diocese.

2. Deficit for the year

The accounts show a **deficit** of £21,622 compared with the budget **deficit** of £17,396.

Maureen Hinman (Treasurer) and Rob Frearson (Operations Manager)

Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Incoming resources from donors	146,106.45	42,600.37	—	188,706.82	169,759.45
Other voluntary incoming resources	21,108.76	5,000.00	—	26,108.76	30,511.14
Activities in furtherance of the councils objects	7,136.30	—	—	7,136.30	8,137.80
Other trading activities	12,305.26	—	—	12,305.26	27,928.56
Income from investments	10,673.52	—	—	10,673.52	10,462.91
Total income	197,330.29	47,600.37	—	244,930.66	246,799.86
Expenditure on:					
Costs of generating funds	1,596.26	400.53	—	1,996.79	2,834.85
Grants	8,220.00	—	—	8,220.00	8,636.74
Activities relating to the work of the Church	231,044.04	17,437.11	—	248,481.15	226,461.25
Church management and administration	7,381.04	474.10	—	7,855.14	9,503.47
Total expenditure	248,241.34	18,311.74	—	266,553.08	247,436.31
Net income / (expenditure) resources before transfer	(50,911.05)	29,288.63	—	(21,622.42)	(636.45)
Transfers					
Gross transfers between funds - in	260.80	—	—	260.80	—
Gross transfers between funds - out	(260.80)	—	—	(260.80)	—
Other recognised gains / losses					
Net movement in funds	(50,911.05)	29,288.63	—	(21,622.42)	(636.45)
Total funds brought forward	291,572.84	—	—	291,572.84	292,209.29
Total funds carried forward	240,661.79	29,288.63	—	269,950.42	291,572.84

Balance sheet

Description	This year	Last year
Fixed assets		
Sturrock Close Property	195,000.00	195,000.00
Keyboard for Band	—	—
Foldback Speakers for Band	241.90	412.64
Admin assistant laptop	—	24.91
Portable mixing desk	149.75	269.55
Church Mixing Desk	2,224.95	2,685.28
Drum Kit	1,947.21	2,285.85
Church Camcorder	1,034.00	1,298.00
Service Laptop	406.55	—
NEC Service Projector	375.00	—
Standby Laptop	—	—
Total Fixed assets	201,379.36	201,976.23
Current assets		
Bank current account #1 (Lloyds TSB)	1,853.84	2,772.49
Bank current account #2 (C.A.F)	3,709.65	10,009.41
Bank Wardens deposit account	71.67	71.67
HUB ACCOUNT-(CAF Gold)	108.80	5,106.38
CBF Reserve Account	97,900.90	97,416.80
Cash in hand (Petty Cash)	8.07	18.33
Float for Wedding and Funeral Payments	289.90	288.00
Float for Refreshments	—	—
Float for Youth Group	105.30	32.12
HMRC - Gift Aid	—	—
Accounts Receivable	7,331.64	6,463.94
Total Current assets	111,379.77	122,179.14
Liabilities		
Agency collections	—	—
Accounts Payable	42,808.71	22,623.62
Deferred Income	—	9,958.91
Total Liabilities	42,808.71	32,582.53
Net Asset surplus(deficit)	269,950.42	291,572.84
Reserves		
Excess / (deficit) to date	(21,622.42)	—
Starting balances	291,572.84	291,572.84
Gains/(losses) on investment assets	—	—
Total Reserves	269,950.42	291,572.84
Represented by funds		
Unrestricted	77,467.63	122,441.36
Designated	163,194.16	169,131.48
Restricted	29,288.63	—
Endowment	—	—
Total	269,950.42	291,572.84

Analysis of income and expenditure

Incoming resources from donors

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Gift Aid - Bank	91,790.22	(3,666.00)	7,526.00	—	95,650.22	94,053.00
Gift Aid - Envelopes	18,003.75	—	10,000.00	—	28,003.75	18,302.23
Tax recoverable on Gift Aid	28,034.10	(770.45)	8,103.15	—	35,366.80	29,229.11
Tax Recoverable - Small Donations Scheme	1,213.11	—	—	—	1,213.11	1,893.89
Other planned giving	7,951.38	—	50.00	—	8,001.38	10,607.28
Loose plate Collections	7,262.08	(80.10)	80.10	—	7,262.08	7,594.82
One-off Gifts, Gift Aided	1,380.00	(3,855.94)	14,895.42	—	12,419.48	6,322.62
One-off Gifts, Non Gift Aided	290.00	(1,445.70)	1,945.70	—	790.00	1,756.50
Total	155,924.64	(9,818.19)	42,600.37	—	188,706.82	169,759.45

Other voluntary incoming resources

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
One off Grants	19,017.91	—	5,000.00	—	24,017.91	21,341.89
Legacies	—	—	—	—	—	6,809.20
Donations appeals etc.	325.77	30.00	—	—	355.77	913.90
Other funds generated	1,095.94	—	—	—	1,095.94	608.61
Coffee and Tea Receipts	639.14	—	—	—	639.14	837.54
Total	21,078.76	30.00	5,000.00	—	26,108.76	30,511.14

Activities in furtherance of the councils objects

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
General Event Income	—	221.00	—	—	221.00	3,567.14
Children's Events	—	2,479.55	—	—	2,479.55	2,253.05
Youth Events	—	6,574.33	—	—	6,574.33	6,883.60
Parish Weekend	—	—	—	—	—	13,723.20
Evangelism Events	—	621.78	—	—	621.78	1,050.44
Church of 3rd Age Income	—	2,408.60	—	—	2,408.60	451.13
Bible Reading Notes Subscriptions	185.30	—	—	—	185.30	110.00
Fees for Weddings	1,837.00	—	—	—	1,837.00	3,823.00
Fees for Funerals	5,114.00	—	—	—	5,114.00	4,204.80
Total	7,136.30	12,305.26	—	—	19,441.56	36,066.36

Income from investments

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Bank & building soc interest	486.52	—	—	—	486.52	275.91
Rental of Sturrocks Close	8,340.00	—	—	—	8,340.00	8,340.00
Rental of Playgroup facilities	1,847.00	—	—	—	1,847.00	1,847.00
Total	10,673.52	—	—	—	10,673.52	10,462.91

INCOME TOTAL	194,813.22	2,517.07	47,600.37	—	244,930.66	246,799.86
---------------------	------------	----------	-----------	---	------------	------------

Costs of generating funds

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Costs of stewardship campaign	529.61	—	—	—	529.61	73.78
General Events Costs	(16.78)	22.63	400.53	—	406.38	1,594.12
Bank Charges	60.00	—	—	—	60.00	166.15
Sturrock Close - Management Fee	1,000.80	—	—	—	1,000.80	1,000.80
Total	1,573.63	22.63	400.53	—	1,996.79	2,834.85

Grants

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Home mission	3,960.00	—	—	—	3,960.00	4,216.74
Overseas Mission	3,960.00	—	—	—	3,960.00	4,260.00
Secular charities	300.00	—	—	—	300.00	160.00
Total	8,220.00	—	—	—	8,220.00	8,636.74

Activities relating to the work of the Church

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Parish Contribution	72,048.00	—	—	—	72,048.00	70,291.00
Working expenses of incumbent	20.00	—	—	—	20.00	153.99
Mileage Expenses	2,133.52	—	—	—	2,133.52	1,767.77
Clergy Telephone Costs	911.63	—	—	—	911.63	989.17
Clergy Administration Expenses	185.91	—	—	—	185.91	92.45
Clergy Training and Sabbaticals	201.66	—	—	—	201.66	75.00
Technical Services	—	—	—	—	—	62.00
Honorarium and service payments	—	(11.79)	11.79	—	—	123.88
Assistant staff costs	75,183.34	—	—	—	75,183.34	76,278.19
Intern and Placement Costs	3,662.68	—	—	—	3,662.68	779.39
Professional fees	4,235.64	(9,443.78)	17,425.32	—	12,217.18	5,834.40
Church running expenses Gas	4,812.24	—	—	—	4,812.24	3,897.95
Church running expenses Electricity	738.84	—	—	—	738.84	591.06
Church running expenses Water	56.12	—	—	—	56.12	53.38
Church running expenses Insurance	3,655.94	—	—	—	3,655.94	4,215.40
Church Cleaning	883.08	—	—	—	883.08	773.50
Church and Kitchen Materials	151.57	—	—	—	151.57	235.20
General Church maintenance	284.55	—	—	—	284.55	85.38
Organ/piano tuning	345.60	—	—	—	345.60	336.00
Clock Maintenance	442.00	—	—	—	442.00	262.00
Fire Extinguisher Maintenance	50.90	—	—	—	50.90	135.14
Lightning Conductor Maintenance	66.00	—	—	—	66.00	—
Bell Maintenance	336.00	—	—	—	336.00	—
Maintenance of Notice Boards	286.17	—	—	—	286.17	198.00
Upkeep of services	1,090.94	—	—	—	1,090.94	524.49
Technology Equipment	1,263.36	—	—	—	1,263.36	1,096.30
Services Publicity and Sheets	1,051.06	88.80	—	—	1,139.86	1,013.80
Candles	208.72	—	—	—	208.72	155.40
Communion Wine and Wafers	181.76	—	—	—	181.76	284.15
Band Related Expenses	60.64	—	—	—	60.64	41.47
Youth Band Expenses	15.00	—	—	—	15.00	7.00
Annual Copyright Licence	668.80	—	—	—	668.80	648.76
Cost of Refreshments	1,298.00	49.26	—	—	1,347.26	1,268.82
Equipment for Refreshments	83.84	—	—	—	83.84	96.50
Magazine Printing	1,300.00	—	—	—	1,300.00	1,950.00
Annual Subscriptions	1,370.99	—	—	—	1,370.99	927.72
Homegroup Materials	184.50	—	—	—	184.50	213.02
Bible Reading Notes	145.48	—	—	—	145.48	96.99

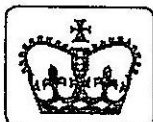
Repairs and installations	39,052.45	—	—	—	39,052.45	15,581.12
Parish training	310.70	—	—	—	310.70	—
Youth Volunteer training	8.38	—	—	—	8.38	338.00
Youth Event Costs	—	8,148.09	—	—	8,148.09	8,787.74
Children's Events	—	4,073.12	—	—	4,073.12	4,039.42
Ark Materials Kids@	—	112.72	—	—	112.72	337.61
Ark Admin - Kids@	136.35	53.98	—	—	190.33	148.66
Ark Materials - Youth	196.31	226.47	—	—	422.78	445.98
Ark Admin - Youth	—	25.00	—	—	25.00	181.07
ARK - Hire of Hall - Kids@	—	1,000.00	—	—	1,000.00	665.00
ARK Hire of Hall - Youth	—	1,300.00	—	—	1,300.00	632.00
Creche - Donation to Playgroup	600.00	—	—	—	600.00	600.00
Hire of Hall - Mothers Union	—	105.00	—	—	105.00	83.00
PCC costs	213.50	—	—	—	213.50	—
Church of 3rd Age Costs	—	2,546.99	—	—	2,546.99	331.98
Prayer Ministry	41.38	—	—	—	41.38	519.93
Pastoral Care Ministry	63.76	—	—	—	63.76	—
Evangelism	—	602.00	—	—	602.00	1,258.62
Parish Weekend	—	—	—	—	—	15,011.10
Maintenance of Sturrock Close	93.00	—	—	—	93.00	901.55
Sturrock Close Insurance	289.45	—	—	—	289.45	—
Depreciation on Keyboard for Band	—	—	—	—	—	86.60
Depreciation on Foldback Speakers	170.74	—	—	—	170.74	170.74
Depreciation on Admin assistants laptop	24.91	—	—	—	24.91	99.67
Depreciation on Portable Mixing desk	119.80	—	—	—	119.80	119.80
Depreciation on Mixing Desk	460.33	—	—	—	460.33	460.33
Depreciation on Drum Kit	338.64	—	—	—	338.64	84.66
Depreciation on Church Camera	264.00	—	—	—	264.00	22.00
Depreciation on Service Laptop	95.00	—	—	—	95.00	—
Depreciation on NEC Service Projector	75.00	—	—	—	75.00	—
Total	222,168.18	8,875.86	17,437.11	—	248,481.15	226,461.25

Church management and administration

						Total	
	Unrestricted	Designated	Restricted	Endowment		This year	Last year
Memorial Plaques	638.45	—	—	—	—	638.45	702.40
Staff Costs at Weddings and Funerals	1,771.80	30.00	—	—	—	1,801.80	2,050.00
Diocesan Fees for Funerals & Weddings	1,908.00	—	—	—	—	1,908.00	2,639.00
Administration	1,582.36	(400.10)	400.10	—	—	1,582.36	2,362.79
Photocopier Maintenance	257.72	—	—	—	—	257.72	310.53
Postage and Stationery	161.74	(74.00)	74.00	—	—	161.74	254.72
Church Broadband	397.67	—	—	—	—	397.67	362.43
Hire of Storage Facility	868.40	—	—	—	—	868.40	821.60
Depreciation on Standby Laptop	239.00	—	—	—	—	239.00	—
Total	7,825.14	(444.10)	474.10	—	—	7,855.14	9,503.47

EXPENDITURE TOTAL	239,786.95	8,454.39	18,311.74	—	266,553.08	247,436.31
--------------------------	-------------------	-----------------	------------------	----------	-------------------	-------------------

GRAND TOTAL	(44,973.73)	(5,937.32)	29,288.63	—	(21,622.42)	(636.45)
--------------------	--------------------	-------------------	------------------	----------	--------------------	-----------------



CHARITY COMMISSION
FOR ENGLAND AND WALES

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, THURBY, LEICESTER

On accounts for the year
ended

31st DECEMBER 2018

Charity no
(if any)

1133016

Set out on pages

3 - 10

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees, you are responsible for the preparation of the
accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed all the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to
undertake the examination by being a qualified member of [insert name of
applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have
come to my attention (other than that disclosed below *) in connection with
the examination which gives me cause to believe that in, any material
respect,;

- the accounting records were not kept in accordance with section 130
of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements
concerning the form and content of accounts set out in the Charities
(Accounts and Reports) Regulations 2008 other than any requirement
that the accounts give a 'true and fair' view which is not a matter
considered as part of an independent examination.

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

1/4/2019

Name:

JAMES REGINALD WILLIAMSON

Relevant professional
qualification(s) or body
(if any):

RETIRED SOLICITOR / RETIRED PCC TREASURER

Address:

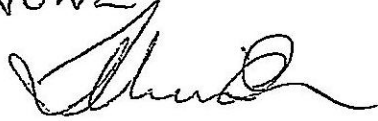
2 THE POPLARS
BILLES DON,
LEICESTER LE7 9AT

Section B.

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

NONE 
--