

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST HUGH, LEWSEY

England & Wales · Charity number 1131520

Details

Other names ST HUGH'S, LEWSEY

Status Registered

Legal form Previously excepted

Registered 2009-09-04

Register [View on the Charity Commission register](#)

Contact

Address St. Hughs Lewsey Church Centre
Leagrave High Street
Luton
LU4 0ND

Phone 01582664433

Email office@sthughs.org.uk

Website <http://www.sthughs.org.uk/>

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Church of England Parish Church

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL
- Central Bedfordshire
- Luton

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£156,130	£185,617	-	-
2023-12-31	£210,844	£247,162	-	-
2022-12-31	£185,979	£197,713	-	-
2021-12-31	£174,395	£159,729	-	-
2020-12-31	£227,924	£181,037	-	-

Trustees

Name	Role	Appointed
Adebukola Awomolo		2018-05-15
Anne Middlebrook		2024-05-26
CAROL ANNE WINGRAVE		
CAROLYN COOPER		2020-05-30
Elizabeth Coker		2023-05-21
Liz Murray		2016-05-20
Lorna Sackey-Clark		2024-05-26
Marissa Bird		2024-01-01
Natalie Roast		2021-05-30
Paul Larson		2021-05-30
Phil Roast		2021-05-30
Rev Martyn Shea		2021-02-08
Serreta Pritchard		2021-05-15
Shalini Rajagopal		2024-05-26
Tola Ajisola		2024-05-26
Tony Wingrave		2024-05-26

Accounts

Registered Charity no. 1131520

**The Parochial Church Council of the
Ecclesiastical Parish of St Hugh, Lewsey
known as St Hugh's Church, Lewsey**

Trustees Annual Report and Accounts

Year Ended 31st December 2024



St Hugh's Church, Lewsey

Year Ended 31st December 2024

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St Hugh's Church, Lewsey

Year Ended 31st December 2024

Legal and Administrative Information

Reference

The Charity is called "The Parochial Church Council of the Ecclesiastical Parish of St 's Lewsey". The Charity is also known as St Hugh's Church, Lewsey and St Hugh's. The Church is a registered Charity with the Charity Commission for England and Wales and was registered on the 4th of September 2009.

Registered Charity Number	1131520
Registered Office	St Hughs Lewsey Church Centre Leagrave High Street Luton LU4 0ND
Website	www.sthughs.org.uk
Email Address	office@sthughs.org.uk

Trustees

The members of the Parochial Church Council and Trustees of the charity who were in place at the date this report was approved are:

Incumbent:	Rev. Martyn Shea	<i>Chair</i>
Wardens:	Carolyn Cooper Paul Larson	
Elected reps to Deanery Synod:	Natalie Roast	
Co-opted:	Tony Wingrave Marissa Bird	<i>Deputy Warden Appointed Jan 2024 Secretary</i>
Elected members:	Phil Roast Serreta Pritchard Adebukola (Bukie) Awomolo Liz Murray Carol Wingrave Chris Burrows Elizabeth Coker Shalini Rajagopal Lorna Sackey Clark Anne Middlebrook Tony Wingrave Tola Ajisola Stuart Moore	<i>Appointed May 2024 Appointed May 2024 Appointed May 2024 Appointed May 2024 Appointed May 2024 Appointed May 2024 Treasurer Stepped down 6th March 2024</i>

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Legal and Administrative Information

Elected members cont.:

Gemma Williams	<i>Stepped down 21st May 2024</i>
Anika Smith	<i>Stepped down 21st May 2024</i>
Karl Pritchard	<i>Stepped down 26th May 2024</i>
Sylvia Margetts	<i>Stepped down 18th May 2025</i>

Primary Banker

Bank of Scotland plc
The Mound
Edinburgh
EH1 1YZ

Independent Examiner

Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Trustees Annual Report

The Trustees (PCC Members) present this annual report and financial statements of the charity for the year ended 31 March 2025. It contains the following items:

- The annual report of the charity explaining the activities undertaken in the year, how the charity met its public benefit objectives and the way the church is managed.
- The annual financial report for the financial year ended 31 December 2024, the required statements, and notes to the accounts.

The financial statements have been prepared in accordance with the accounting policies set out in the accounts section of the report.

Organisational Structure; recruitment, appointment and induction of new trustees

St Hugh's Church, Lewsey is a charity registered with the Charities Commission (registration number 1131520). The Parochial Church Council of the Ecclesiastical Parish of St Hugh, Lewsey (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Hugh's Church, Lewsey the membership of the PCC consists of the incumbent, curate, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

Public Benefit Statement

In setting our objectives and planning our activities our trustees have given consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of the Christian faith through the provision of worship and teaching services and the relief of sickness, financial hardship and promoting good health. This has been achieved by the provision of funds and services.

Objectives and Activities

- To promote the whole mission of the church; providing regular public worship which is open to all; with the continuation in 2021 of online/virtual services alongside the re-introduction of onsite services in the summer.
- To continue and develop pastoral work including regular prayer meetings, Life groups and visiting the sick and bereaved.
- To support prayerfully and financially mission partners within the UK and overseas.
- To teach the Christian faith through sermons, Life groups and groups for young people and children.
- To teach and support from a religious perspective in schools and provide for other youth and children's activities.
- To support and unite with the community, particularly at times such as Remembrance Sunday and throughout extraordinary times of crisis, including the COVID-19 pandemic.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Trustees Annual Report

Vicar's Report

"Winter is over Spring is on the way!"

This year has been a year of change, some of it challenging and difficult, but in many ways, that change has also led to fresh opportunities and fresh growth.

It has been wonderful to have our curate Chris, Leyla and their family at St Hugh's for another year. Leyla you are an amazing mum (and with another little one on the way) and you have brought so many fun songs and Bible stories to Tiddlers.

Thank you, Chris, for your bible teaching, worship and service leading, for the 'Raising Faith' course, for your servant-heartedness and for lots of cups of tea! It is a pleasure working alongside you. The Church will be in good hands during my sabbatical.

Chris will be in charge, ably supported by our wonderful Church wardens and staff team, but please be aware he won't be able to do everything or do the job of two people! So, look after him and support him, please, in prayer, especially and practically.

We are thrilled at the way the Lord has so clearly called Charles, Alisha, Alannah and Noah to Luton. Charles, it has been great to see the Children's Church growing again under your loving leadership and a great joy to launch the after-school club with you and the team. (Big Thanks to Barbara, Natalie, Ros, Godfrey, Lily and Chris).

I am thrilled to at the way the Lord is opening doors for you at the schools to mentor and work with a growing number of young people on the edge of exclusion or even county lines gangs. To see the Lord open the door both at Chalk Hills and now at Manshead is wonderful. I look forward to all that the Lord is going to do through you. Alisha, it is great that you have been appointed as our new music and worship academy manager, building on the great work that Dionne has pioneered.

We are actively involved in a central bid for additional funding to help us press into the Diocesan vision to become "more diverse and grow younger".

Please pray that our bid and application to the Lang Trust is successful, as this could help significantly to expand this vision and work.

Marissa, it has been a joy to work with you again this year, and you are doing an outstanding job as our 'Operations Manager'.

So many of the things you do behind the scenes each week go completely unseen, but they are seen by the Lord. There have been challenges on health, finances and on family too, but you have been an absolute delight to work with as we have launched new initiatives and reached out with the good news to our local community.

Tuesday Together has grown into such a friendly and supportive community.

Also, Tiddlers is now full to overflowing on a Thursday, and to have over 100 adults and children from the local community come to some of the Messy Fun Days that you have put together is hugely exciting. I know this has taken huge amounts of work from you, as well as Lily and the teams you have developed. Marissa, your unstinting hard work in the office, organising multiple rotas, helping plan and arrange all that is needed in a busy and growing parish, is amazing. Thank you.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Trustees Annual Report

PCC:

Our church wardens have been amazing. Carolyn, you have been such a source of encouragement, wisdom and love this last year, to all of us. To meet with you and the staff team each week to pray, encourage and support one another has been a delight. So many people don't see all you do behind the scenes, so thank you for your faithfulness, prayerfulness, and dedication.

Paul, it has been a delight to work alongside you as our Church warden too. Your wisdom, leadership in Alpha and the prophetic ministry team, and your willingness to be Woolie the Sheep to my Duncan the Donkey and write increasingly superb scripts is a joy. Thank you.

I want to thank the whole of our PCC for their prayerful and wise support throughout the year. Can I especially give thanks to Serreta for the immense amount she does for Safeguarding. Another big thank you this year goes to Carol Wingrave for all your wisdom, but especially your hard work on the new electoral roll.

FABRIC:

I would like to thank Tony Wingrave personally for the immense amount that he does to maintain and repair things around the Church, at 247 Leagrave High Street, and in other parishioners' homes.

Malcolm and Tony also keep the gardens around the Church looking good. Please have a word with them if you would like to help, as it would be great to grow the team.

We have worked hard this year to finalise a scheme and a schedule of works to restore and transform St Hugh's. It is great to be able to announce that we now have planning permission and all the building control permits in place to proceed.

Please give generously to the building fund where you can and pray that, as we seek to get matched funding, we can progress into phase one as soon as possible.

PRAYER:

I have deeply benefited from praying with a number of men in the Church family at St Hugh's, and we have seen the Lord answer many of our prayers. We were sorry to say goodbye this year, Pastor James and NamHee, as they returned to Korea. But thank you to John and Youme & Peter and Esther who lead us in prayer each morning from 6-8 am. It is a joy to hear many stories of commitments to Christ on the streets of Luton. Come and join us on Zoom or in person on Wednesdays from 7-8 am

Prayers of Love and Faith:

One of the challenges this year has been the decision by the General Synod to allow Prayers of Love and Faith to be trialled in Anglican churches across the UK. Sadly, this led to a few people leaving the Church of England, and so we called together about 30 of our key leaders at St Hugh's to talk things through just after Christmas. This gave us an opportunity to hear some of the experiences, concerns, and thoughts of all of us as leaders. As a result, we re-committed ourselves as a leadership team to love and listen to those in our Church family who are same-sex attracted, and seven of us have experience of being involved in or running the 'Living Waters' ministry (now Journey-UK).

If you would like to join a grace-filled, loving support group, then do please have a word with me. Since then, the PCC has also re-committed itself to the authority of God's word as the foundation of our life together and our commitment to uphold the traditional teaching of the Church of England on marriage and on human sexuality.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Trustees Annual Report

Our vision at St Hugh's is that all of us, from whatever background, whatever nation, whatever our different struggles may be, we would experience the transforming love of God in Christ and keep growing in Christlikeness together.

If you want to know more about what the Alliance and the Church of England Evangelical Council and 'Living Out' are doing in response to this, then do please ask me about it.

MISSION:

Some of the initiatives that have been launched since coming to St Hugh's have been the Music and Worship Academy, Body and Soul, Men's Breakfast, Tuesday Together, Messy Fun days, and the After School club. It has been a joy to see the Lord take each of these visions and initiatives that He laid on different people's hearts and to watch them grow for His glory. Over 55 students are coming each week to the Academy and the Community Choir is growing too. Thank you, Dionne, for the many hours of prayer and hard work that you have poured into this.

The laughter, joy and loving support that is enjoyed each week at Body and Soul is such a credit to the leadership of Liz, Carolyn, Natalie and Monika, and it is thrilling to see it growing on a Thursday lunchtime.

Over 30 people come regularly each week to Tuesday Together, and it is a joy to see the buzz of conversation around the table as crafting takes place, chess games get played and then to see people who have never come to church before enjoy the time of communion as well as a lovely lunch. It is such an amazing blessing. Thank you to Anne Middlebrook for making those lunches happen. I would also like to thank those who step in when cover is needed.

Thank you, Cathy, for all the pastoral care and bible teaching you bring and for your loving leadership at Tuesday Together.

Finally, one of the charities we support as a church is Azalea, which helps bring healing, love and freedom to those who are sexually exploited in Luton, Bedford and beyond. It has been a privilege to chair the trustees of this charity through some stormy waters. Please continue to hold them in your prayers.

There isn't time or space to mention everything that the Lord has done this year. I do believe that as we grow in love and unity in the gospel and as we increasingly become a house of prayer for all nations, we will see ourselves reaching people from all nations and backgrounds in our community with the transforming Love of Christ.

Liz and I are very much looking forward to a sabbatical from June to September, which I know will be a time of rest and deep refreshment for us after another decade of ministry. We look forward to returning in September, freshly envisioned for the next season at St Hugh's.

And so may the God of all the Nations come and give us fresh fruitfulness and favour, may the God of all hope fill us with joy as we trust in Him and love one another.

In Jesus' name, Amen.

Martyn Shea

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

Wardens Report

Because of the recent discussions on PLF, the Church of England has been facing many difficulties and possibilities for division. But despite our differences, there is more that unites us than divides us and St Hughs has grown in both unity and numbers, and we feel our church has met all the challenges we are facing with grace.

This year has been an eventful year, with so much going on it is hard to mention everything, but some highlights include the following. We celebrated Esther Bae's 70th birthday. Chris, our curate, was ordained on the 29th June. We hosted the Watoto Children's Choir concert in January. Tiddlers celebrated its 30th year. We had a pancake party, the St Hughs Community Choir performed at several events and the Staycation/Weekend at Home - a joint event with All Saints Church in Bedworth – was a huge success. We hosted the light party as our alternative to Halloween. We also had a car wash and cake sale to raise funds for Satellite. We held concerts with Paul Field, the Luton Gospel Choir (also seen on The One Show) and Celtish. St Hughs was the host church for the peace walk in September, organised in conjunction with other local churches and mosques. We have also - at last - had our planning application approved for the improvements and developments to the church building.

One of our most successful projects this year has been the launch of the After School's Club. On Thursdays (3.15 - 5.30), we open-up the church building for youth to come and play sports, join in activities and engage in conversation. We started with 10 regulars but now get as many as 26 youths each Thursday.

The Music Academy keeps going from strength to strength and meets here both during the week and on Saturday mornings. The academy provides music training for both kids and adults in singing, guitar, drums and keyboards.

At Christmas, Charles, our Children and Families Pastor, used his artistic gifts to produce a manga style booklet 'Promises and Angels'. This was given out to both church members and school children in the parish.

All of the Christmas activities were a great success, attracting new visitors to events and services such as the Christmas Craft Day, Christingle service, Christmas Messy Church, our midnight service and our service on Christmas Day.

Over the next year we look forward to the Archdeacon's visitation, as well as more events and innovations including the new Holiday Club (organised by Chris) from the 11th - 15th August.

There are a number of people who we would really like to thank, without whom the church would not run so smoothly:

Marissa, who is a church employee, but works far and above her required role. As well as being the operations manager, Messy Fun day organiser and catering expert amongst her roles within the church, she is now also a worship leader and helps with pastoral care.

Serreta, our safeguarding officer, who works tirelessly to keep our environment safe for all church members.

All PCC members for all their time and wisdom as they help to steer the organisation and welfare of the church.

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

Anne for cooking at Tuesday together and for her organisation of all the volunteers who help with welcome, teas, coffees and locking up the church.

In addition, we would also like to thank all the volunteers who help with these roles, as well as the technical and Zoom team who keep our services running.

Lorna who has gone above and beyond her role this year. And not only keeps the church clean, but also volunteers on lots of different projects and ministries.

An extra big thank you to Liz Murray for running the Tiddlers group for all those years.

All of the Worship Team who lead us in song and worship each week at our services.

Lastly, we would also like to thank Martyn, our vicar, for his leadership and vision for our church. For his love of Christ and, in particular, his pastoral gifting. We also wish him well as he leaves us for three months (from June to September) to go on sabbatical.

Sorry if we have missed anyone, but a big thank you to all who help out or attend St Hugh's.

While the church has a number of opportunities ahead of us, we need to keep in mind the following quote. "Don't let finances stifle vision, but if we want something to grow, we have to finance it."

We look forward to another year in Christ.

Paul Larson and Carolyn Cooper

Future Plans:

To build new accessible toilet facilities and a servery area at the back of the Church.

To continue to build our After School Club for the young people in our community.

To work on making Messy Church events intergenerational.

To seek funding for the Music & Worship Academy to provide more space and resources for the growing number of people who are attending the classes.

To continue to grow the outreach work our Children and Families worker does within the primary and secondary schools.

Financial Review

The fund balances at the year-end were as follows:

	2024	2023
	£	£
Unrestricted Funds	33,790	60,354
Restricted Funds	24,035	26,958
Total	57,825	87,312

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

The total income received during the year was £156,130 (2023: £210,844) of which £29,107 was restricted. The total expenditure was £185,617 (2023: £247,162) of which £33,491 was restricted.

Reserves Policy

It is the reserves policy of St Hugh's PCC to hold in reserves the equivalent of three months' general running costs and an additional three months' salary costs. It is also our policy to hold an amount for building works at the next quinquennial inspection of £30k. For the year ending 2024 the desirable reserve level was £68,000. This policy will be reviewed annually.

The total unrestricted reserves held by the Church at the end of December 2024 were £33,790. This level of reserve is below the desirable reserves listed above.

Any remaining grant funds given for specific projects, like the Music Academy, will be returned to donors if the project stops.

Trustees Responsibilities

The 2011 Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- Select suitable accounting policies and apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- Prepare financial statements on a going concern basis unless it is inappropriate to presume that the trust will continue in existence.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the board of trustees and authorised by:
rev Martyn Shea

Name of Trustee:

Martyn Shea

Signed on Behalf of the Trustees:

02/10/2025

Date of Approval:

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Independent Examiners Report

I report to the trustees on my examination of the financial statements of St Hugh's Church, Lewsey ('the charity') for the year ended 31st December 2024.

Responsibilities and Basis of Report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.



Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date: 06/10/2025

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Statement of Financial Activities

		2024		2023	
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	Note	£	£	£	£
Income					
Donations and legacies		108,858	21,150	130,008	160,532
Charitable activities		12,507	7,855	20,362	26,897
Trading activities		5,649	-	5,649	23,196
Other income		9	102	111	219
Total Income	2	<u>127,023</u>	<u>29,107</u>	<u>156,130</u>	<u>210,844</u>
Expenditure					
Expenditure on charitable activities	3	<u>152,126</u>	<u>33,491</u>	<u>185,617</u>	<u>247,162</u>
Total Expenditure		<u>152,126</u>	<u>33,491</u>	<u>185,617</u>	<u>247,162</u>
Net Income / (Expenditure)		<u>(25,103)</u>	<u>(4,384)</u>	<u>(29,487)</u>	<u>(36,318)</u>
Net Income and Net Movement in Funds					
Total funds brought forward	12	60,354	26,958	87,312	123,630
Transfers	12	<u>(1,461)</u>	<u>1,461</u>	<u>-</u>	<u>-</u>
Total Funds Carried Forward	12	<u>33,790</u>	<u>24,035</u>	<u>57,825</u>	<u>87,312</u>

All income and expenditure derive from continuing activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Statement of Financial Position

	Note	2024 £	2023 £
Fixed Assets			
Tangible fixed assets	9	14,712	13,815
Current Assets			
Debtors	10	4,168	8,370
Cash at bank and in hand		51,790	77,273
		55,958	85,643
Creditors: amounts falling due within one year	11	12,845	12,146
Net Current Assets		43,113	73,497
Total Assets Less Current Liabilities		57,825	87,312
Net Assets	13	57,825	87,312
Funds of the Charity			
Restricted funds	12	24,035	26,958
Unrestricted funds	12		
Unrestricted, general		33,790	60,354
Designated funds		-	-
		33,790	60,354
Total Charity Funds		57,825	87,312

Directors Responsibilities

These financial statements were approved by the board of trustees and authorised for issue :

rev martyn shea

Name of Trustee:

Signed on Behalf of the Trustees:



02/10/2025

Date of Approval:

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

1 Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standards applicable in the UK and Republic of Ireland (Charities SORP 2019 FRS 102) and the Charities Act 2011.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal, often known as a 'special offering' in the church.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
- Volunteer time, the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees Annual Report.
- Investment Income is included in the accounts when receivable.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible Fixed Assets

All assets costing more than £500 are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on furniture and equipment which is written off on a straight-line basis over the estimated useful life of the asset.

Freehold property	4% Straight-line
Fixtures and fittings	25% Straight-line

Consecrated land and beneficial property is excluded from the financial statements by section 96(2) (a) of the Charities Act 1993. No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC. The PCC considers this to be inalienable property.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Operating Leases

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

Taxation

The charity is exempt from tax on its charitable activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

Judgements and Key Sources of Estimation Uncertainty

There have been no significant judgements (apart from those involving estimates) made in the process of preparing the financial statements. There have been no key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

2 Analysis of Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations and Legacies			
Donations	95,100	19,150	114,250
Gift aid	12,758	-	12,758
Grants	-	2,000	2,000
Legacies	1,000	-	1,000
	<u>108,858</u>	<u>21,150</u>	<u>130,008</u>
Charitable Activities			
Clergy Housing	-	-	-
Mission, hospitality & discipleship	9,029	-	9,029
Music & worship academy	-	7,855	7,855
Youth & children's work	3,478	-	3,478
	<u>12,507</u>	<u>7,855</u>	<u>20,362</u>
Trading Activities			
Café	580	-	580
Hall hire	3,239	-	3,239
Rental income	259	-	259
Parochial fees: weddings, funerals, baptisms and flowers	1,571	-	1,571
	<u>5,649</u>	<u>-</u>	<u>5,649</u>
Other Income			
Other income	9	102	111
	<u>9</u>	<u>102</u>	<u>111</u>
Total Income	<u>127,023</u>	<u>29,107</u>	<u>156,130</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

2 Analysis of Income (Continued)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations and Legacies			
Donations	135,814	1,525	137,339
Gift aid	13,966	-	13,966
Grants	-	9,227	9,227
Legacies	-	-	-
	<u>149,780</u>	<u>10,752</u>	<u>160,532</u>
Charitable Activities			
Clergy Housing	12,719	-	12,719
Mission, hospitality & discipleship	6,364	-	6,364
Music & worship academy	5,836	-	5,836
Youth & children's work	1,364	614	1,978
	<u>26,283</u>	<u>614</u>	<u>26,897</u>
Trading Activities			
Café	2,900	-	2,900
Hall hire	4,129	-	4,129
Rental Income	11,733	-	11,733
Parochial fees: weddings, funerals, baptisms and flowers	4,434	-	4,434
	<u>23,196</u>	<u>-</u>	<u>23,196</u>
Other Income			
Other income	18	201	219
	<u>18</u>	<u>201</u>	<u>219</u>
Total Income	<u>199,277</u>	<u>11,567</u>	<u>210,844</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

3 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Restricted Funds	Total Funds 2024
	£	£	£
Administration costs	7,461	-	7,461
Bad debt - unpaid rent	3,120	-	3,120
Church building running costs	26,893	667	27,560
Clergy Housing	1,750	-	1,750
Diocese costs	1,072	-	1,072
Discipleship	251	-	251
Giving	20,160	925	21,085
Hospitality	1,532	-	1,532
Mission	6,036	2,200	8,236
Music & worship academy	-	13,512	13,512
Parish share	20,149	14,547	34,696
Professional fees	2,282	-	2,282
Staff costs	46,742	640	47,382
Staff related costs	2,192	-	2,192
Worship	2,555	-	2,555
Youth & children	9,931	1,000	10,931
	<u>152,126</u>	<u>33,491</u>	<u>185,617</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Administration costs	7,097	-	7,097
Church building running costs	51,557	10,698	62,255
Clergy Housing	14,469	-	14,469
Diocese costs	2,876	-	2,876
Discipleship	25	-	25
Giving	20,542	-	20,542
Hospitality	3,400	-	3,400
Mission	11,465	1,000	12,465
Music & worship academy	-	12,594	12,594
Parish share	46,094	-	46,094
Professional fees	3,777	-	3,777
Staff costs	52,607	-	52,607
Staff related costs	2,727	-	2,727
Worship	2,394	-	2,394
Youth & children	2,038	1,802	3,840
	<u>221,068</u>	<u>26,094</u>	<u>247,162</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustee's report for further details about volunteer contributions to the organisation.

5 Parish Share

St. Hugh's Church, Lewsey is a parish church of the Church of England in the Diocese of St Albans and, by means of Parish Share, helps the funding of ministers, particularly parochial clergy, throughout the Diocese, the work of various Diocesan bodies and work of the Church of England as a whole. The Diocese is a community resourcing a common task, and not a charity trying to raise funds to meet a need. In 2024, the amount paid by the PCC was £34,696 (2023: £46,094).

6 Independent Examination Fees

Fees payable to the independent examiner for:

	2024	2023
	£	£
Independent examination and preparation of the financial statements	1,557	1,497

7 Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	46,066	50,652
Social security costs	-	-
Employer contributions to pension plans	1,046	1,955
	<u>47,112</u>	<u>52,607</u>

The average headcount of employees during the year was as follows:

	2024	2023
Average headcount	3	4

The number of employees received employee benefits of more than £60,000 during the year was as follow

	2024	2023
More than £60,000	0	0

Key Management Personnel

The charity considers its key management personnel of the organisation is the Rev Martyn Shea, who is paid by the Diocese directly.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

8 Trustee Remuneration, Expenses and Donations

During the year seven trustees incurred out of pocket expenses totalling £4,918 which were all incurred for the day to day running of the charity's activities. The types of expenditure include church activity supplies and equipment. (2023: seven trustees £5,829)

During the year the total aggregated donations made to the charity by the trustee's during the year was £23,836. (2023: 22,512)

During the year Serreta Pritchard, a member of the PCC received payment of £50 for her services as a verger (2023: 200). She was remunerated for their role within the church and not for their role as a trustee.

During the year Jarrod Ross received a leaving gift from the church of £1,000.

During the year three trustees were employed by the church. They were remunerated for their role within the church and not for their role as a trustee. The total remuneration received during the year was as follows:

	2024	2023
	£	£
N Foster	-	18,219
J Ross	-	13,749
M Bird	22,496	-

9 Tangible Fixed Assets

	Freehold property	Fixtures and Fittings	Total
		£	£
Cost as at 1st January 2024	48,348	85,191	133,539
Additions	-	8,476	8,476
Cost as at 31st December 2024	48,348	93,667	142,015
Depreciation as at 1st January 2024	43,026	76,697	119,723
Depreciation charge	1,934	5,646	7,580
Depreciation as at 31st December 2024	44,960	82,343	127,303
Net book value as at 31st December 2024	3,388	11,324	14,712
Net book value as at 31st December 2023	5,322	8,494	13,816

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

10 Debtors

	2024	2023
	£	£
Accrued income and other debtors	3,498	8,370
	<u>4,168</u>	<u>8,370</u>

11 Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals	4,629	7,311
Other tax and social security	2,143	-
Other creditors	6,073	4,835
	<u>12,845</u>	<u>12,146</u>

12 Analysis of Charitable Funds

Unrestricted Funds

	1 Jan 2024	Income	Expenditure	Gains/Loses	Transfers	31 Dec 2024
	£	£	£	£	£	£
Unrestricted						
General	60,354	127,023	(152,126)	-	(1,461)	33,790
Total Unrestricted	60,354	127,023	(152,126)	-	(1,461)	33,790

Restricted Funds

After school club grant	-	1,000	(1,000)	-	-	-
Building fund	26,958	1,825	(667)	-	(4,081)	24,035
Diocese Ephesian Fund giving	-	14,547	(14,547)	-	-	-
Hardship fund	-	925	(925)	-	-	-
Messy church grant	-	1,700	(1,700)	-	-	-
Music Academy	-	7,970	(13,512)	-	5,542	-
Warm Spaces	-	500	(500)	-	-	-
Youth and family woker	-	640	(640)	-	-	-
Total Restricted	26,958	29,107	(33,491)	-	1,461	24,035
Total Funds	87,312	156,130	(185,617)	-	-	57,825

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

Analysis of Charitable Funds cont.

Unrestricted funds

	1 Jan 2023 £	Income £	Expenditure £	Gains/Loses £	Transfers £	31 Dec 2023 £
Unrestricted						
General	84,895	199,277	(221,068)	-	(2,750)	60,354
Total Unrestricted	84,895	199,277	(221,068)	-	(2,750)	60,354
Restricted Funds						
Building fund	35,930	1,726	(10,698)	-	-	26,958
Music Academy	617	9,227	(12,594)	-	2,750	-
Tiddlers	1,188	614	(1,802)	-	-	-
Warm Spaces	1,000	-	(1,000)	-	-	-
Total Restricted	38,735	11,567	(26,094)	-	2,750	26,958
Total Funds	123,630	210,844	(247,162)	-	-	87,312

Fund Descriptions

Restricted Funds

After school club grant	Funds to be spent on resources for the after school club, such as food, equipment etc
Building fund	Funds set aside for the development and maintenance of the church building.
Messy church grant	Funds to be spent on resources for our messy church sessions
Music Academy	Funds given for the running of the Music Academy, grant awarded by Bedfordshire And Luton Community Foundation (BLCF)
Tiddlers	Funds raised for the running of the Tiddlers mum's and children's group.
Warm Spaces	Grant to provide a warm space.

Fund Transfers 2024

Fixed assets purchased in the building fund were transferred to the General fund for depreciation.

General funds were transferred to cover the remaining cost of the music academy that were not covered by the donations and fees received.

St Hugh's Church, Lewsey

Year Ended 31st December 2024

Notes to the Financial Statements

Fund Transfers 2023

General funds were transferred to cover the remaining cost of the music academy that were not covered by the BLCF Grant.

13 Analysis of Net Assets Between Funds

	Unrestricted Funds	Restricted Funds	Total Funds 2024
	£	£	£
Fixed assets	14,712	-	14,712
Current assets	31,923	24,035	55,958
Creditors less than 1 year	(12,845)	-	(12,845)
	<u>33,790</u>	<u>24,035</u>	<u>57,825</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Fixed assets	13,815	-	13,815
Current assets	58,685	26,958	85,643
Creditors less than 1 year	(12,146)	-	(12,146)
	<u>60,354</u>	<u>26,958</u>	<u>87,312</u>

14 Related Party Transactions

St Hugh's Church gave a gift of £2,500 to Azalea (Charity number 1190508) during the year. Azalea is a related party due to Martyn Shea being the Chair of Trustees.

Joshua Shea a close relative of Martyn Shea received payment of £265 for his services as a musician and vergier.

Liz Shea a close relative of Martyn Shea received payment of £170 for her services as a musician and vergier (2023: £250).

Rihanna Bird a close relative of Marissa Bird received a gift of £1,320 for setting up the church for events.

Lily Wingrave a close relative of Tony & Carol Wingrave receive £540 remuneration for catering at the Tuesday Together Lunch.

There were no outstanding balances with any of the above related parties at the end of the reporting period.

Accounts

Registered Charity no. 1131520

**The Parochial Church Council of the
Ecclesiastical Parish of St Hugh, Lewsey
known as St Hugh's Church, Lewsey**

Trustees Annual Report and Accounts

Year Ended 31st December 2023



St Hugh's Church, Lewsey

Year Ended 31st December 2023

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St Hugh's Church, Lewsey

Year Ended 31st December 2023

Legal and Administrative Information

Reference

The Charity is called "The Parochial Church Council of the Ecclesiastical Parish of St 's Lewsey". The Charity is also known as St Hugh's Church, Lewsey and St Hugh's. The Church is a registered Charity with the Charity Commission for England and Wales and was registered on the 4th of September 2009.

Registered Charity Number	1131520
Registered Office	St Hughs Lewsey Church Centre Leagrave High Street Luton LU4 0ND
Website	www.sthughs.org.uk
Email Address	office@sthughs.org.uk

Trustees

The members of the Parochial Church Council and Trustees of the charity who were in place at the date this report was approved are:

Incumbent:	Rev. Martyn Shea	<i>Chair</i>
Wardens:	Carolyn Cooper Paul Larson	
Elected reps to Deanery Synod:	Natalie Roast	
Co-opted:	Jarrold Ross Tony Wingrave	<i>Secretary</i> <i>Deputy Warden</i>
Elected members:	Karl Pritchard Nicola Foster Gemma Williams Phil Roast Sylvia Margetts Serreta Pritchard Stuart Moore Adebukola (Bukie) Awomolo Carol Wingrave Liz Murray Anika Smith Chris Burrows David Sainsbury Elizabeth Coker	<i>Treasurer</i> <i>Stepped down Sept 2023</i> <i>Appointed July 2023</i> <i>Appointed May 2023</i> <i>Appointed May 2023</i>

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Legal and Administrative Information

Elected members cont.:	Marissa Bird	<i>Appointed Jan 2024</i>
	Shalini Rajagopal	<i>Appointed May 2024</i>
	Lorna Sackey Clark	<i>Appointed May 2024</i>
	Anne Middlebrook	<i>Appointed May 2024</i>

Primary Banker

Bank of Scotland plc
The Mound
Edinburgh
EH1 1YZ

Independent Examiner

Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

Public Benefit Statement

In setting our objectives and planning our activities our trustees have given consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of the Christian faith through the provision of worship and teaching services and the relief of sickness, financial hardship and promoting good health. This has been achieved by the provision of funds and services.

Organisational structure; recruitment, appointment and induction of new trustees

St Hugh's Church, Lewsey is a charity registered with the Charities Commission (registration number 1131520). The Parochial Church Council of the Ecclesiastical Parish of St Hugh, Lewsey (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Hugh's Church, Lewsey the membership of the PCC consists of the incumbent, curate, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

Objectives and Activities

- To promote the whole mission of the church; providing regular public worship which is open to all; with the continuation in 2021 of online/virtual services alongside the re-introduction of onsite services in the summer.
- To continue and develop pastoral work including regular prayer meetings, Life groups and visiting the sick and bereaved.
- To support prayerfully and financially mission partners within the UK and overseas.
- To teach the Christian faith through sermons, Life groups and groups for young people and children.
- To teach and support from a religious perspective in schools and provide for other youth and children's activities.
- To support and unite with the community, particularly at times such as Remembrance Sunday and throughout extraordinary times of crisis, including the COVID-19 pandemic.

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

Vicar's Report

"We want to become a House of prayer for all nations and a loving family of all nations with the love of Christ"

This year has been a year of change, some of it challenging and difficult but in many ways that change has also led to fresh opportunities and fresh growth too. It has been hard to see Nicola and Jarrod move on from St Hugh's this year both of whom have been a joy to work with and have done so much to take the children's work, worship team and gospel work forward. They are both deeply missed by all of us, but we are so thankful for all that the Lord has done through them.

It has been wonderful to welcome Chris, Leyla and their family to St Hugh's as Chris has taken up his role of Curate. The way they have coped with moving house (and schools for Josiah) twice in one year is amazing. Leyla, you are an amazing mum and you have brought so many fun songs and Bible stories to the Tiddlers. Thank you, Chris, for your bible teaching, worship and service leading, for the Raising Faith course, for your servant heartedness and for lots of cups of tea! It's a pleasure working alongside you.

We are thrilled too at the way the Lord has so clearly led and called Charles as our new Children and families worker at St Hugh's. Please thank the Lord for the provision of a new home and for Alisha, Alannah and Noah to settle well in our community. Charles, it has been great to do an assembly, a house clearance, and the Alpha Leadership Conference with you already. I look forward to all that the Lord is going to do through you.

Marissa has been a joy to work with this year and I am so thrilled that she has been appointed as our Operations Manager. So many of the things you do behind the scenes each week go completely unseen, but they are seen by the Lord. There have been challenges on health, finances and family too, but you have been an absolute delight to work with as we have launched new initiatives and reached out with the good news to our local community. Tuesday Together has grown into such a friendly and supportive community. Also, Tiddlers is now full to overflowing on a Thursday and to have over 140 adults and children from the local community come to some of the Messy fun days you have put together is hugely exciting and I know has taken huge amounts of work from you, as well as Lily and the teams you have developed. Marissa, your unstinting hard work in the office, organising multiple rotas, helping plan and arrange all that is needed in a busy and growing parish is amazing. Thank you.

PCC: Our churchwardens have been amazing, too. Carolyn, you have been such a source of encouragement, wisdom and love this last year to all of us. To meet with you and the staff team each week to pray, encourage and support one another has been a delight. So many people don't see all you do behind the scenes, so thank you for your faithfulness, prayerfulness, and dedication. Paul, it has been a delight to work alongside you as our Churchwarden too. Your wisdom, leadership in Alpha and the prophetic ministry team, and your willingness to be Woolie the Sheep to my Duncan the Donkey, and write superb scripts too is a joy, thank you.

I want to thank the whole of our PCC for their prayerful and wise support throughout the year. Can I give a special thanks to Serreta for the immense amount you do on Safeguarding (we were commended as a model to others by the Archdeacon's visitation)?

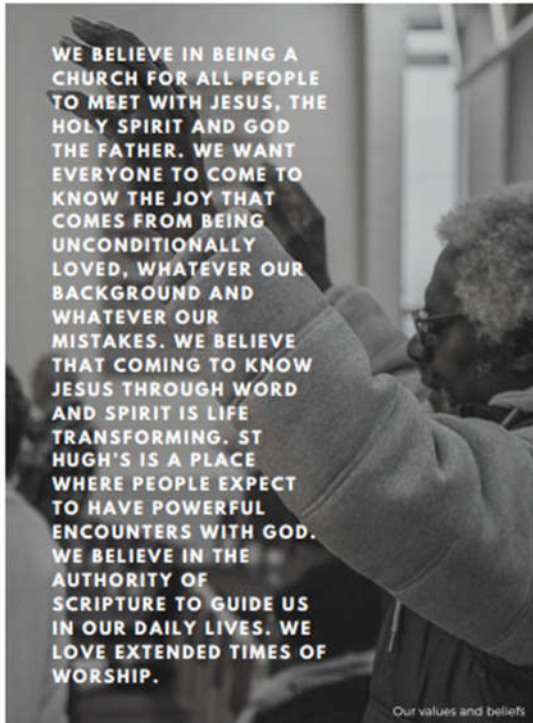
Fabric: I would like to thank Tony Wingrave personally too, for the immense amount that he does to maintain and repair things around the Church, at 247 Leagrave High Street, and in other parishioners' homes too. Malcolm and Tony keep the gardens around the Church looking good. Please have a word with them if you would like to help as it would be great to grow the team.

We have worked hard this year to finalise a scheme and a schedule of works to restore and transform St Hugh's. It is great to be able to announce that we now have planning permission to proceed. Please give generously where you can and pray that as we seek to get matched funding we can progress into Phase 1 as soon as possible.

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report



Prayer: I have deeply benefited from praying with a number of men in the Church family at St Hugh's and we have seen the Lord answer many of our prayers. It has been great to have Pastor James and NamHee, John and Youme and Peter and Esther lead us in prayer each morning from 6-8 am and a joy to hear many stories of commitments to Christ on the streets of Luton.

Prayers of Love and Faith: One of the challenges this year has been the decision by the General Synod to allow Prayers of Love and Faith to be trialled in Anglican churches across the UK. This led sadly to a few people leaving the Church of England and so we called together about 30 of our key leaders at St Hugh's to talk things through just after Christmas. This gave us an opportunity to hear some of the experiences, concerns, and thoughts of us all as leaders. As a result, we re-committed ourselves as a leadership team to love and listen to those in our church family who are same-sex attracted and seven of us have experience of being involved in or running the Living Waters ministry (now Journey-UK). If you would like to join a grace-filled, loving support group

then please have a word with me. Since then, the PCC also re-committed ourselves to the authority of God's word as the foundation of our life together and our commitment to uphold the traditional teaching of the Church of England on marriage and human sexuality. Our vision at St Hugh's is that all of us from whatever background, whatever nation, and whatever our different struggles may be, that we would experience the transforming love of God in Christ and keep growing in Christlikeness together. If you want to know more about what the Alliance and the Church of England Evangelical Council and Living Out are doing in response to this then please ask me about it.

Mission: It has been a joy to run a number of Alpha groups this year. They have been hugely encouraging and it has been wonderful to see people coming to Christ and continuing in our Deeper LifeGroup as a result, where we have also enjoyed doing the Freedom Course together.

One of the highlights for me this year has got to have been the Pentecost Celebration last week where five people got baptised by full immersion, to hear their testimonies and to see them growing in their love and faith has been a joy, especially for some of our young people.

It was great to be part of the Lewsey Community Festival last summer too. The cakes and crafts in the Messy Church tent were really appreciated and there was a continuous stream of people who came to the Prayer tent.

Some of the initiatives that have been launched since coming to St Hugh's have been the Music and Worship Academy, Body and Soul, Community Café, Men's Breakfasts and Tuesday Together. It has been a joy to see the Lord take each of these visions and initiatives that He laid on different people's hearts and to watch them grow for His glory. Over 50 students are coming each week to the Academy and the Community Choir is growing too. Thank you, Dionne, for the many hours of prayer and hard work that you have poured into this. The laughter, joy and loving support that is enjoyed each week at Body and Soul is such a credit to the leadership of Liz, Jackie, Ruth and Monika and it is thrilling to see it growing on a Thursday lunchtime now as well. Over 40 come regularly each week to Tuesday Together to see the buzz of conversation around the table as crafting takes place, as chess games get played and then to see people who have never come to church before enjoy the time of communion as well as a lovely lunch. It is such an amazing blessing. Thank you to Anne M and Lily Wingrave for

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

making those lunches happen. The Men's Breakfasts each month have been a great time for friendship and for our walk with the Lord to deepen. Thanks, Stevard, for your help with cooking the breakfast, especially after a night shift and for those who have spoken at this too.

Other highlights for me have been to see the doors re-opening into our local schools after quite a bit of time and prayer. Chris and I so enjoyed doing multiple Harvest and Christmas Assemblies in all four of our local primary schools, with the children asking so many deep and important questions.

It has been a privilege this year to take Communion to the residents at Applegrove and to share this ministry with Rev Cathy Pullinger. Thank you, Cathy, for all the pastoral care you bring and for your loving leadership at Tuesday Together.

There isn't time or space to mention everything that the Lord has done this year. I do believe that as we grow in love and unity in the gospel and as we increasingly become a house of prayer for all nations, we will see us reaching people from all nations and backgrounds in our community with the transforming Love of Christ.

And so may the God of all the Nations come and give us fresh fruitfulness and favour, and may the God of all Hope fill us with joy as we trust in Him and love one another. In Jesus' name, Amen.

Martyn Shea

Wardens Report

Although the Church has faced many difficulties and possibilities for division over the last year, St Hugh's has grown both in unity and numbers. All in all, it has been an exciting year for our Church.

Since the last APCM, we celebrated the coronation of King Charles III. To celebrate the coronation, we gathered in the church to watch the service in the main church area on the big screen and then proceeded with a celebration party with plenty of music (and fizz). We also welcomed our new curate, Chris, with his wife Leyla and children. This time was made more difficult than we would have liked as we had a lot of difficulties in regaining possession of the Curate's house from the previous tenants. The tenants had outstayed the tenancy agreement and caused considerable damage to the inside of the house. Once finally evicted, on the 12th of October, the church family really pulled together to make the house a real home for Chris, Leyla and the family. We also welcomed two more missionary families, bringing our total up to three. As usual, we had a number of baptisms on Easter last year and we're looking forward to seven new baptisms on Pentecost this year.

Over the past year, St Hugh's has organised a number of community events. These include Tuesday together. School children's concerts on the run-up to Christmas. A nativity Christmas trail. Various occasions of 'share the feast'. A New Year's party with family games, food and worship. Also, our Messy Fun Days, under the leadership of Marissa and Lily (big thank you) have grown and gone from strength to strength.

This year, we celebrated Passover with a feast; Marissa prepared the lamb in six slow cookers and Martyn provided the vegetarian alternative.

Body and Soul, organised by Liz and Monica, has become an incredibly successful ministry and has recently changed from Tuesday evening to Thursday at 12 noon. So, we pray that this new time slot is just as successful (if not more) than the last.

We welcome Charles, our new children's and families worker. He arrived from the USA on the 5th of April and started work on the 19th. We welcome and bless him and his family as they start their new adventure here with us in Lewsey. We also look forward to Chris's ordination on the 29th of June. There are several people who we would really like to thank, without whom, the church would not run so

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

smoothly: Marissa, operations manager, Messy Fun day organiser and catering expert amongst her multitude of jobs within the Church. She is a Church employee but works far over and above her required role. Serreta, our tireless safeguarding officer, keeps our environment safe for all Church members. All PCC members for their wisdom and the time they put into the organisation and welfare of the Church. Anne for her organisation of all the volunteers who help with welcome, teas and coffees and locking up the church. In addition, we would also like to thank all the volunteers who help with these roles as well as the technical and Zoom team who keep our services running. Lorna, who not only keeps the church clean but also volunteers on lots of different projects and ministries. Dave and Sally, although they have recently had to step down, have worked tirelessly running the Community Cafe on a Wednesday morning.

A massive thank you to Liz Murray who has run the Tiddlers group for a long time and the ministry is approaching its 30th anniversary. We would also like to thank both Chris and Leyla, who have both thrown themselves into the St Hugh's family and are an amazing addition to the Church on so many levels.

The worship team has undergone a lot of changes in recent times. Also, a special thank you to Stuart and Jarrod, who have recently left but have been a real blessing to the team over the years. We would like to extend a big thank you to Tony and Scott who have put in so much work over the last year keeping the church well maintained.

Lastly, we would also like to thank Martyn, our vicar, for his leadership and vision for our church. For his love of Christ, and in particular, his pastoral gifting. Sorry if we have missed anyone, but a big thank you to all who helped or attend St Hugh's. We look forward to another year in Christ.

Paul Larson and Carolyn Cooper

Future Plans 2024

To recruit a new Family and Children's Worker

To continue to develop the pastoral care team at St Hugh's

To multiply and provide good alpha and life groups for anyone who wants to explore faith and go deeper

To continue to strengthen our Music and Worship academy for young people and adults in the community

To do a feasibility study and launch a faith-based multi-sports academy in 2024 making sports available for all

To continue to provide Messy Church and Messy Fun days for anyone in our local community

To provide marriage and parenting courses to build stronger families

To get trained up CAP Money coaches to provide better budgeting skills locally

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

Financial Review

The fund balances at the yearend were as follows:

	2023	2022
	£	£
Unrestricted Funds	61,177	84,895
Restricted Funds	36,713	38,735
Total	97,890	123,630

The total income received during the year was £210,844 of which £11,567 was restricted. The total expenditure was £236,584 of which £16,339 was restricted.

Reserves Policy

It is the reserves policy of St Hugh's PCC to hold in reserves the equivalent of three months' general running costs and an additional three month's salary costs. It is also our policy to hold an amount for building works at the next quinquennial inspection of £30k. This policy will be reviewed annually.

The total unrestricted reserves held by the Church at the end of December 2023 were £58,057. This level of reserve is below the desirable reserves listed above.

Any remaining grant funds given for specific projects like the Music Academy will be returned to donors if the project stops.

Trustees' Responsibilities

The 2011 Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- Select suitable accounting policies and apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- Prepare financial statements on a going concern basis unless it is inappropriate to presume that the trust will continue in existence.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Trustees Annual Report

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the board of trustees and authorised by:

Rev Martyn Shea

Name of Trustee:

Martyn Shea

Signed on Behalf of the Trustee:

14/08/2024

Date of Approval:

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Independent Examiners Report

I report to the trustees on my examination of the financial statements of St Hugh's Church, Lewsey ('the charity') for the year ended 31st December 2023.

Responsibilities and Basis of Report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.



Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date: 19/08/2024

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Statement of Financial Activities

			2023		2022
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	Note	£	£	£	£
Income					
Donations and legacies		149,780	10,752	160,532	146,584
Charitable activities		26,283	614	26,897	22,371
Trading activities		23,196	-	23,196	16,906
Other income		18	201	219	118
Total Income	2	<u>199,277</u>	<u>11,567</u>	<u>210,844</u>	<u>185,979</u>
Expenditure					
Expenditure on charitable activities	3	<u>221,068</u>	<u>26,094</u>	<u>247,162</u>	<u>197,713</u>
Total Expenditure		<u>221,068</u>	<u>26,094</u>	<u>247,162</u>	<u>197,713</u>
Net Income / (Expenditure)		<u>(21,791)</u>	<u>(14,527)</u>	<u>(36,318)</u>	<u>(11,734)</u>
Net Income and Net Movement in Funds					
Total funds brought forward	12	84,895	38,735	123,630	135,364
Transfers	12	<u>(2,750)</u>	<u>2,750</u>	<u>-</u>	<u>-</u>
Total Funds Carried Forward	12	<u>60,354</u>	<u>26,958</u>	<u>87,312</u>	<u>123,630</u>

All income and expenditure derive from continuing activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Statement of Financial Position

	Note	2023 £	2022 £
Fixed Assets			
Tangible fixed assets	9	13,815	11,865
Current Assets			
Debtors	10	8,370	4,012
Cash at bank and in hand		77,273	120,657
		85,643	124,669
Creditors: amounts falling due within one year	11	12,146	12,904
Net Current Assets		73,497	111,765
Total Assets Less Current Liabilities		87,312	123,630
Net Assets	13	87,312	123,630
Funds of the Charity			
Restricted funds	12	26,958	38,735
Unrestricted funds	12		
Unrestricted, general		60,354	84,895
Designated funds		-	-
		60,354	84,895
Total Charity Funds		87,312	123,630

Directors Responsibilities

These financial statements were approved by the board of trustees and authorised for issue :

Rev Martyn Shea

Name of Trustee:

Signed on Behalf of the Trustees:



Date of Approval:

14/08/2024

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

1 Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standards applicable in the UK and Republic of Ireland (Charities SORP 2019 FRS 102) and the Charities Act 2011.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal, often known as a 'special offering' in the church.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
- Volunteer time, the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees Annual Report.
- Investment Income is included in the accounts when receivable.

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible Fixed Assets

All assets costing more than £500 are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on furniture and equipment which is written off on a straight-line basis over the estimated useful life of the asset.

Freehold property	4% Straight-line
Fixtures and fittings	25% Straight-line

Consecrated land and beneficial property is excluded from the financial statements by section 96(2) (a) of the Charities Act 1993. No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC. The PCC considers this to be inalienable property.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Operating Leases

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

Taxation

The charity is exempt from tax on its charitable activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

2 Analysis of Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations and Legacies			
Donations	135,814	1,525	137,339
Gift aid	13,966	-	13,966
Grants	-	9,227	9,227
Legacies	-	-	-
	<u>149,780</u>	<u>10,752</u>	<u>160,532</u>
Charitable Activities			
Clergy Housing	12,719	-	12,719
Mission, hospitality & discipleship	6,364	-	6,364
Music & worship academy	5,836	-	5,836
Youth & children's work	1,364	614	1,978
	<u>26,283</u>	<u>614</u>	<u>26,897</u>
Trading Activities			
Café	2,900	-	2,900
Hall hire	4,129	-	4,129
Rental income	11,733	-	11,733
Parochial fees: weddings, funerals, baptisms and flowers	4,434	-	4,434
	<u>23,196</u>	<u>-</u>	<u>23,196</u>
Other Income			
Other income	18	201	219
	<u>18</u>	<u>201</u>	<u>219</u>
Total Income	<u>199,277</u>	<u>11,567</u>	<u>210,844</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

2 Analysis of Income (*Continued*)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations and Legacies			
Donations	122,180	5,389	127,569
Gift aid	12,736	-	12,736
Grants	6,279	-	6,279
Legacies	-	-	-
	<u>141,195</u>	<u>5,389</u>	<u>146,584</u>
Charitable Activities			
Mission, hospitality & discipleship	6,936	-	6,936
Music & worship academy	4,042	8,500	12,542
Youth & children's work	2,893	-	2,893
	<u>13,871</u>	<u>8,500</u>	<u>22,371</u>
Trading Activities			
Café	749	-	749
Hall hire	2,922	-	2,922
Rental Income	10,175	-	10,175
Parochial fees: weddings, funerals, baptisms and flowers	3,060	-	3,060
	<u>16,906</u>	<u>-</u>	<u>16,906</u>
Other Income			
Other income	104	14	118
	<u>104</u>	<u>14</u>	<u>118</u>
Total Income	<u>172,076</u>	<u>13,903</u>	<u>185,979</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

3 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Administration costs	7,097	-	7,097
Church building running costs	51,557	10,698	62,255
Clergy Housing	14,469	-	14,469
Diocese costs	2,876	-	2,876
Discipleship	25	-	25
Giving	20,542	-	20,542
Hospitality	3,400	-	3,400
Mission	11,465	1,000	12,465
Music & worship academy	-	12,594	12,594
Parish share	46,094	-	46,094
Professional fees	3,777	-	3,777
Staff costs	52,607	-	52,607
Staff related costs	2,727	-	2,727
Worship	2,394	-	2,394
Youth & children	2,038	1,802	3,840
	<u>221,068</u>	<u>26,094</u>	<u>247,162</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Administration costs	7,690	-	7,690
Church building running costs	25,012	4,779	29,791
Clergy Housing	-	-	-
Diocese costs	1,740	-	1,740
Giving	20,422	-	20,422
Hospitality	1,482	-	1,482
Mission	11,858	-	11,858
Music & worship academy	-	7,883	7,883
Parish share	52,547	-	52,547
Professional fees	1,637	-	1,637
Staff costs	53,005	2,750	55,755
Staff related costs	1,551	-	1,551
Worship	2,629	-	2,629
Youth & children	1,515	1,213	2,728
	<u>181,088</u>	<u>16,625</u>	<u>197,713</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustee's report for further details about volunteer contributions to the organisation.

5 Parish Share

St. Hugh's Church, Lewsey is a parish church of the Church of England in the Diocese of St Albans and, by means of Parish Share, helps the funding of ministers, particularly parochial clergy, throughout the Diocese, the work of various Diocesan bodies and work of the Church of England as a whole. The Diocese is a community resourcing a common task, and not a charity trying to raise funds to meet a need. In 2023, the amount paid by the PCC was £46,094 (2022: £52,547).

6 Independent Examination Fees

Fees payable to the independent examiner for:

	2023	2022
	£	£
Independent examination and preparation of the financial statements	1,497	1,406

7 Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023	2022
	£	£
Wages and salaries	50,652	53,800
Social security costs	-	-
Employer contributions to pension plans	1,955	1,955
	<u>52,607</u>	<u>55,755</u>

The average headcount of employees during the year was as follows:

	2023	2022
Average headcount	4	4

The number of employees received employee benefits of more than £60,000 during the year was as follows

	2023	2022
More than £60,000	0	0

Key Management Personnel

The charity considers its key management personnel of the organisation is the Rev Martyn Shea, who is paid by the Diocese directly.

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

8 Trustee Remuneration, Expenses and Donations

During the year seven trustees incurred out-of-pocket expenses totalling £5,829 which were all incurred for the day-to-day running of the charity's activities. The types of expenditure include church activity supplies and equipment. (2022: five trustees £5,236)

During the year the total aggregated donations made to the charity by the trustees during the year was £22,512. (2022: 19,422)

During the year Serreta Pritchard, a member of the PCC received payment for her services as a vergers (£200). She was remunerated for their role within the church and not for their role as a trustee

During the year one trustee was employed by the church. They were remunerated for their role within the church and not for their role as a trustee. The total remuneration received during the year was as follows:

	2023	2022
	£	£
N Foster	18,219	19,053
J Ross	13,749	13,738

9 Tangible Fixed Assets

	Freehold property	Fixtures and Fittings	Total
		£	£
Cost as at 1st January 2023	46,695	79,432	126,127
Additions	1,653	5,758	7,411
Cost as at 31st December 2023	48,348	85,190	133,538
Depreciation as at 1st January 2023	41,092	73,170	114,262
Depreciation charge	1,934	3,527	5,461
Depreciation as at 31st December 2023	43,026	76,697	119,723
Net book value as at 31st December 2023	5,322	8,493	13,815
Net book value as at 31st December 2022	5,603	6,262	11,865

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

10 Debtors

	2023	2022
	£	£
Accrued income and other debtors	8,370	4,012
	<u>8,370</u>	<u>4,012</u>

11 Creditors: amounts falling due within one year

	2023	2022
	£	£
Accruals	7,311	7,906
Other tax and social security	-	1,604
Other creditors	4,835	3,394
	<u>12,146</u>	<u>12,904</u>

12 Analysis of Charitable Funds

Unrestricted Funds

	1 Jan 2023	Income	Expenditure	Gains/Loses	Transfers	31 Dec 2023
	£	£	£	£	£	£
Unrestricted						
General	84,895	199,277	(221,068)	-	(2,750)	60,354
Total Unrestricted	84,895	199,277	(221,068)	-	(2,750)	60,354

Restricted Funds

Building fund	35,930	1,726	(10,698)	-	-	26,958
Music Academy	617	9,227	(12,594)	-	2,750	-
Tiddlers	1,188	614	(1,802)	-	-	-
Warm Spaces	1,000	-	(1,000)	-	-	-
Total Restricted	38,735	11,567	(26,094)	-	2,750	26,958
Total Funds	123,630	210,844	(247,162)	-	-	87,312

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

Analysis of Charitable Funds cont.

Unrestricted funds

	1 Jan 2022 £	Income £	Expenditure £	Gains/Loses £	Transfers £	31 Dec 2022 £
Unrestricted						
General	93,902	172,076	(181,088)	-	5	84,895
	93,902	172,076	(181,088)	-	5	84,895
Designated						
Reserves	5	-	-	-	(5)	-
	5	-	-	-	(5)	-
Total Unrestricted	93,907	172,076	(181,088)	-	-	84,895
Restricted Funds						
Building fund	39,056	374	(3,500)	-	-	35,930
Children and families worker	-	2,750	(2,750)	-	-	-
Energy grant	-	1,279	(1,279)	-	-	-
Music Academy	-	8,500	(7,883)	-	-	617
Tiddlers	2,401	-	(1,213)	-	-	1,188
Warm Spaces	-	1,000	-	-	-	1,000
Total Restricted	41,457	13,903	(16,625)	-	-	38,735
Total Funds	135,364	185,979	(197,713)	-	-	123,630

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

Fund Descriptions

Designated Funds

Reserves Funds set aside as the general reserves of the church.

Restricted Funds

Building fund Funds set aside for the development and maintenance of the church building.

Tiddlers Funds raised for the running of the Tiddlers mum's and children's group.

Children and families worker Grant given for the Children and families pastor salary.

Energy grant Grant given for the cost of energy bills.

Music Academy Funds given for the running of the Music Academy, grant awarded by Bedfordshire And Luton Community Foundation (BLCF)

Warm Spaces Grant to provide a warm space.

Fund Transfers 2022

A small value of designated reserves were transferred to the General income to close this designated fund.

Fund Transfers 2023

General funds were transferred to cover the remaining cost of the music academy that were not covered by the BLCF Grant.

13 Analysis of Net Assets Between Funds

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Fixed assets	13,815	-	13,815
Current assets	58,685	26,958	85,643
Creditors less than 1 year	(12,146)	-	(12,146)
	<u>60,354</u>	<u>26,958</u>	<u>87,312</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Fixed assets	11,865	-	11,865
Current assets	85,934	38,735	124,669
Creditors less than 1 year	(12,904)	-	(12,904)
	<u>84,895</u>	<u>38,735</u>	<u>123,630</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2023

Notes to the Financial Statements

14 Related Party Transactions

During the year Liz Shea received remuneration of £250 for her services as a vergier. Liz Shea is a close family member of Martyn Shea, a trustee of the charity.

There were no outstanding balances with any of the above related parties at the end of the reporting period.

Accounts

Registered Charity no. 1131520

**The Parochial Church Council of the
Ecclesiastical Parish of St Hugh, Lewsey
known as St Hugh's Church, Lewsey**

Trustees Annual Report and Accounts

Year Ended 31st December 2022



St Hugh's Church, Lewsey

Year Ended 31st December 2022

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St Hugh's Church, Lewsey

Year Ended 31st December 2022

Legal and Administrative Information

Reference

The Charity is called "The Parochial Church Council of the Ecclesiastical Parish of St 's Lewsey". The Charity is also known as St Hugh's Church, Lewsey and St Hugh's. The Church is a registered Charity with the Charity Commission for England and Wales and was registered on the 4th September 2009.

Registered Charity Number	1131520
Registered Office	St Hughs Lewsey Church Centre Leagrave High Street Luton LU4 0ND
Website	www.sthughs.org.uk
Email Address	office@sthughs.org.uk

Trustees

The members of the Parochial Church Council and Trustees of the charity who were in place at the date this report was approved are:

Incumbent:	The Reverend Martyn Shea	<i>Chair</i>
Wardens:	Carolyn Cooper Paul Larson	
Elected reps to Deanery Synod:	Natalie Roast Nicola Foster	
Co - opted:	Jarrold Ross Tony Wingrave	<i>Secretary</i> <i>Deputy Warden</i>
Elected members:	Gemma Williams Phil Roast Sylvia Margetts Serreta Pritchard Stuart Moore Adebukola (Bukie) Awomolo Carol Wingrave Liz Murray Anika Smith Karl Pritchard	<i>Appointed Treasurer</i> <i>May 2022</i>

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Legal and Administrative Information

Primary Banker

Bank of Scotland plc
The Mound
Edinburgh
EH1 1YZ

Independent Examiner

Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Trustee's Annual Report

Public Benefit Statement

In setting our objectives and planning our activities our trustees have given consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of the Christian faith through the provision of worship and teaching services and the relief of sickness, financial hardship and promoting good health. This has been achieved by the provision of funds, and services.

Organisational Structure; recruitment, appointment and induction of new trustees

St Hugh's Church, Lewsey is a charity registered with the Charities Commission (registration number 1131520). The Parochial Church Council of the Ecclesiastical Parish of St Hugh, Lewsey (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Hugh's Church, Lewsey the membership of the PCC consists of the incumbent, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

Objectives and Activities

- To promote the whole mission of the church; providing regular public worship which is open to all; with the continuation in 2021 of online/virtual services alongside the re-introduction of onsite services in the summer.
- To continue and develop pastoral work including regular prayer meetings, life groups and visiting the sick and bereaved.
- To support prayerfully and financially mission partners within the UK and overseas.
- To teach the Christian faith through sermons, life groups and groups for young people and children.
- To teach and support from a religious perspective in schools and provide for other youth and children's activities.
- To support and unite with the community, particularly at times such as Remembrance Sunday and throughout extraordinary times of crisis, including the COVID-19 pandemic.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Trustee's Annual Report

Vicar's Report

"We want to become a House of prayer for all nations and a loving family of all nations"

I would like to start by thanking Nicola, Marissa and Jarrod who have been a joy to work with this year. So many of the things you do behind the scenes each week go completely unseen, but they are seen by the Lord. There have been challenges on health, on finances and on family too but you have all been an absolute delight to work with as we have launched new initiatives and reached out with the good news to our local community. To see Tuesday Together grow and develop into such a friendly and supportive community, to see Tiddlers full to overflowing on a Thursday and to have over 120 families from the local community come to some of the Messy fun days you have put together is hugely exciting and I know has taken huge amounts of work from you and the teams you have developed too. Jarrod, your unstinting hard work in the office, organising multiple rotas, helping plan and arrange all that is needed in a busy and growing parish is amazing. Thank you.

Our church wardens have been amazing too. Carolyn, you have been such a source of encouragement, wisdom and love this last year to all of us. To meet with you and the staff team each week to pray, encourage and support one another has been a delight. So many people don't see all you do behind the scenes, so thank you for your faithfulness, prayerfulness and dedication. Paul, it has been a delight to work alongside you as our Church warden too, your wisdom, your prophetic insights, your willingness to be Woolie the sheep too is a joy, thank you.

I want to thank the whole of our PCC for their prayerful and wise support throughout the year. Can I give a special thanks to Serreta for the immense amount you do on Safeguarding (we were commended as a model to others by the Archdeacon's visitation) and can I thank Karl deeply too who has stepped in as Treasurer this year and done an amazing job, thank you.

Can I thank Tony Wingrave personally too, for the immense amount that he does to maintain and repair things around the Church, at 247 Leagrave High Street, and in other parishioners' homes too. Malcolm and Tony keep the gardens round the Church looking good too, please have a word with them if you would like to help out.

We have worked hard this year to try and come up with a scheme and a schedule of works to refurbish our toilets and to ensure our disabled toilets are larger and compliant with the Disability Act. It has been a struggle to get quotes out of local builders and plumbers and some of the ones they have come back with have been prohibitively high. Please continue to bear with us as we try and move this forward in a way that best stewards the generous gifts that have been given so far. We will get there!

It has been a joy to prayer walk each week with a number of men in the Church family at St Hugh's and we have seen the Lord answer many of our prayers. It has been great to have Pastor James and Nam Hee lead us in prayer each morning from 6-8am and a joy to hear many stories of commitments to Christ on the streets of Luton.

We have run two Alpha groups this year, one in our home and one in Nicola's. Both have been hugely encouraging and it has been wonderful to see people coming to Christ and continuing in our Deeper LifeGroup as a result too. We look forward to another Alpha course and the Marriage course starting in June.

One of the Highlights for me this year has got to have been the Easter Celebration where 6 people got baptised by full immersion, to hear their testimonies and to see them growing in their love and faith has been a joy, especially some of our Young people.

It was great to be part of the Lewsey Community Festival last summer too. The cakes and crafts in the Messy Church tent were really appreciated and there was a continuous stream of people who came to the Prayer tent too. The Music Academy band played and the Community Choir performed well on the main stage which was hugely appreciated by many.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Trustee's Annual Report

Some of the new initiatives that we have launched since coming to St Hugh's have been the Music and Worship Academy, Body and Soul, Community Café, Men's Breakfasts and Tuesday Together. It has been a joy to see the Lord take each of these visions and initiatives that He laid on different people's hearts and grow them for His glory. Over 35 students are coming each week to the Academy and we now have 4 tutors with more coming on board. Thank you Dionne for the many hours of prayer and hard work that you have poured into this. The laughter, joy and loving support that is enjoyed each week at Body and Soul is such a credit to the loving leadership of Liz, Jackie, Ruth and Monika; the Calm course has been hugely appreciated this term. Over 40 come regularly each week to Tuesday Together and to see the buzz of conversation around the table as crafting takes place, to see people who have never come to church before enjoy the time of communion and then a lovely lunch too, is an amazing blessing.

The Men's Breakfasts each month have been a great time for friendship and for our walk with the Lord to deepen.

Other highlights for me have been to see the doors re-opening into our local schools after quite a bit of time and prayer. Nicola spoke superbly to all of year 2 children at Ferrars school at Christmas and I really enjoyed a couple of Christmas and Harvest assemblies too at Icknield and Ferrars. Please continue to pray for opportunities to open up at Chantry, Southfield and Chalk Hills too in the coming year.

It has been a joy this year to take Communion to the residents at Applegrove and to share this ministry with Rev Cathy Pullinger too. Thank you Cathy for all the pastoral care you bring and for your loving leadership at Tuesday Together too.

It has been good to grow and build increasing partnership and prayerful relationships with lots of other Church leaders across Luton. The monthly prayer meeting is really inspiring and well attended, and we look forward to Uniting together with our brothers and sisters in Christ for "Stronger Together" at Stopsley Baptist on Pentecost Sunday 28th May at 7.

There isn't time or space to mention everything that the Lord has done this year. I do believe that as we grow in love and unity as we increasingly become a house of prayer for all nations, we will see us reaching people from all nations and backgrounds in our community with the Love of Christ.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Trustee's Annual Report

Wardens Report

Despite the many difficulties we are facing in the world today, St Hugh's has had an exciting year. We have continued many successful activities, but also launched exciting new ones.

While so many people participate and volunteer and help keep the church running, we have to thank our fantastic team of staff who have contributed so much to the success of St Hugh's activities and missions. Nicola, who constantly inspires with her faith and enthusiasm as well as her love of the kids and all in the church family. Jarrod and Marissa who have been so diligent and are often the backbone of all our activities, as well as talented members of our worship team. Lorna, for her tireless work behind the scenes and for keeping the church looking immaculate. And of course, Martyn, who is always prayerful and encouraging to all in their journey through faith.



We also would like to thank Serreta, for her diligence in taking care of the church safeguarding and making our church a safe place for all. The safeguarding practice that Serreta has put into place also got a special commendation during the Archdeacon's visitation as the best practice they had seen.

This year, we celebrated the Lewsey Festival, the Jubilee weekend and the Queen's birthday. Sadly, only a few months later we opened our doors to mourn the death of her Majesty.

As part of the Queen's Jubilee celebrations, we participated in the Queen's Green Canopy project when we planted over 40 fruit trees in the church grounds – most of which are growing well.

This year, we have seen the launch of two exciting new projects. We have Body and Soul for women, which runs every Tuesday night and includes an evening of fun and varied exercise as well as an inspiring talk, including the recent Joyskills Calm Course. Also, the Men's Breakfast which runs once a month on a Sunday morning and includes a breakfast, a talk, worship and prayer.

The Worship Academy continues to go from strength to strength with 38 students and 4 teachers - and a waiting list to join!

Tuesday Together has been one of our ongoing successes in the church. Participants can enjoy a crafts morning, followed by Holy Communion and a cooked lunch. To add to its success, this year, St Hugh's has become part of the Warm Space Initiative which we have incorporated into the Tuesday Together Program, Community Cafe and Tiddlers. Community Cafe has re-opened on a Wednesday morning with an enthusiastic team of volunteers providing a fantastic breakfast at a really low cost. Tiddlers continues to be incredibly popular, run by Liz Murray and Nicola, and provides activities for pre-schoolers and their parents or carers.

Messy Church is run by Nicola and Marissa, assisted by some volunteers, and has been a growing success. Crafts, stories and songs around a Christian theme enjoyed by all. The Messy Fun Days that take place around the school holidays have also been well attended and enjoyed by families across the parish.

On Shrove Tuesday, we had a Pancake Party which saw Martyn successfully toss some pancakes for the second year in a row. This was followed, the next day, by an Evening Service on Ash Wednesday.



St Hugh's Church, Lewsey

Year Ended 31st December 2022

Trustee's Annual Report

Christmas this year, was filled with celebration and activity. As well as the usual services, we hosted the Christmas lunch, crafts and craft fair and we contributed a large number of shoe boxes to the Samaritans Purse appeal.

This Easter was an amazing celebration of what Jesus did for us on the cross. We had the Passover meal on Thursday and on Good Friday we had an evening, all-age service outside around the cross – with a fire pit and toasted marshmallows. We also had the Easter Sunday service with six baptisms and some powerful testimonies, telling of people's journey with Christ, this was followed by hot cross buns for all and some delicious food cooked by Esther, Jamie and Zoe's mum.

There is a lot to report on the building and building maintenance over the last year. Tony, who has been so diligent in maintenance over the years, worked with Martyn to clear the roof, improve the drainage and cover it with sealant. The hall boiler has been serviced and the flue repaired. We are now also moving towards upgrading the toilets with new cisterns and a disabled portable toilet unit has been purchased. The main toilets are to be refurbished and the single toilet will be changed into a children's only toilet.

We look forward to another exciting year at St Hugh's which will include the celebration of the King's Coronation – afternoon tea as well as games, family activities and an inflatable assault course. Also, look out for the St Hughs Staycation weekend at the end of September.

We pray that we continue to move together in unity, and that as we grow as a church family, we go wider and go deeper as a house of prayer for all nations.

Future Plans 2024

- To recruit a new family and children's worker
- To continue to develop the pastoral care team at St Hugh's
- To multiply and provide good alpha and life groups for anyone who wants to explore faith and go deeper
- To develop our Community Café as a warm hub for those in need in our community
- To continue to strengthen our Music and Worship academy for young people and adults in the community
- To do a feasibility study and launch a faith based multi-Sports academy in 2024 making sport available for all
- To continue to provide Messy Church and Messy Fun days for anyone in our local community
- To provide Marriage and parenting courses to build stronger families
- To get trained up CAP Money coaches to provide better budgeting skills locally

Financial Review

The fund balances at the yearend were as follows:

	2022	2021
	£	£
Unrestricted Funds	84,241	93,907
Restricted Funds	38,389	41,457
Total	122,630	135,364

The total income received during the year was £184,979 of which £1,645 was restricted. The total expenditure was £197,713 of which £4,713 was restricted.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Trustee's Annual Report

Reserves Policy

It is the reserves policy of St Hugh's PCC to hold in reserves the equivalent of three months general running costs and an additional three month's salary costs. It is also our policy to hold an amount for building works at the next quinquennial inspection of £30k. This policy will be reviewed annually.

The total unrestricted reserves held by the Church at the end of December 2022 were £84,241. This level of reserves is higher than the desirable reserves listed above.

Any remaining grant funds given for specific projects like the Music academy will be returned to donors if the project stops.

Trustees' Responsibilities

The 2011 Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- Select suitable accounting policies and apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- Prepare financial statements on the ongoing concern basis unless it is inappropriate to presume that the trust will continue in existence.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Rev Martyn Shea

Name of Trustee:

.....
Martyn Shea

Signed on Behalf of the Trustee:

.....
05/10/2023

Date of Approval:

.....

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Independent Examiners Report

I report to the trustees on my examination of the financial statements of St Hugh's Church, Lewsey ('the charity') for the year ended 31st December 2022.

Responsibilities and Basis of Report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.

Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date:

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Statement of Financial Activities

			2022		2021
		Unrestricted Funds	Restricted Funds	Total Funds	Total funds
	Note	£	£	£	£
Income					
Donations and legacies		141,195	5,389	146,584	170,409
Charitable activities		13,871	8,500	22,371	2,174
Trading activities		16,906	-	16,906	1,515
Other income		104	14	118	297
Total Income	2	<u>172,076</u>	<u>13,903</u>	<u>185,979</u>	<u>174,395</u>
Expenditure					
Expenditure on charitable activities	3	<u>181,088</u>	<u>16,625</u>	<u>197,713</u>	<u>159,729</u>
Total Expenditure		<u>181,088</u>	<u>16,625</u>	<u>197,713</u>	<u>159,729</u>
Net Income / (Expenditure)		<u>(9,012)</u>	<u>(2,722)</u>	<u>(11,734)</u>	<u>14,667</u>
Net Income and Net Movement in Funds					
Total funds brought forward	12	93,907	41,457	135,364	73,836
Transfers	12	-	-	-	-
Total Funds Carried Forward	12	<u>84,895</u>	<u>38,735</u>	<u>123,630</u>	<u>88,503</u>

All income and expenditure derive from continuing activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Statement of Financial Position

	Note	2022 £	2021 £
Fixed Assets			
Tangible fixed assets	9	11,865	9,014
Current Assets			
Debtors	10	4,012	8,924
Cash at bank and in hand		120,657	112,101
		<u>124,669</u>	<u>121,025</u>
Creditors: amounts falling due within one year	11	<u>12,904</u>	<u>14,405</u>
Net Current Assets		<u>111,765</u>	<u>106,620</u>
Total Assets Less Current Liabilities		<u>123,630</u>	<u>115,634</u>
Net Assets	13	<u>123,630</u>	<u>115,634</u>
Funds of the Charity			
Restricted funds	12	38,735	41,457
Unrestricted funds	12		
Unrestricted, general		84,895	93,902
Designated funds		0	5
		<u>84,895</u>	<u>93,907</u>
Total Charity Funds		<u>123,630</u>	<u>135,364</u>

Directors Responsibilities

These financial statements were approved by the board of trustees and authorised for issue :

Name of Trustee: Rev Martyn Shea

Signed on Behalf of the Trustees:



Date of Approval:

05/10/2023

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standards applicable in the UK and Republic of Ireland (Charities SORP 2019 FRS 102) and the Charities Act 2011.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal, often known as a 'special offering' in the church.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
- Volunteer time, the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees Annual Report.
- Investment Income is included in the accounts when receivable.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible Fixed Assets

All assets costing more than £500 are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on furniture and equipment which is written off on a straight-line basis over time estimated useful live of the asset.

Freehold property	4% Straight line
Fixtures and fittings	25% Straight line

Consecrated land and beneficial property is excluded from the financial statements by section 96(2) (a) of the Charities Act 1993. No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC. The PCC considers this to be inalienable property.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Operating Leases

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

Taxation

The charity is exempt from tax on its charitable activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

2 Analysis of Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations and Legacies			
Donations	122,180	5,389	127,569
Gift aid	12,736	-	12,736
Grants	6,279	-	6,279
Legacies	-	-	-
	<u>141,195</u>	<u>5,389</u>	<u>146,584</u>
Charitable Activities			
Mission, hospitality & discipleship	6,936	-	6,936
Music & worship academy	4,042	8,500	12,542
Youth & children's work	2,893	-	2,893
	<u>13,871</u>	<u>8,500</u>	<u>22,371</u>
Trading Activities			
Café	749	-	749
Hall hire	2,922	-	2,922
Rental income	10,175	-	10,175
Parochial fees: weddings, funerals, baptisms and flowers	3,060	-	3,060
	<u>16,906</u>	<u>-</u>	<u>16,906</u>
Other Income			
Other income	104	14	118
	<u>104</u>	<u>14</u>	<u>118</u>
Total Income	<u>172,076</u>	<u>13,903</u>	<u>185,979</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

2 Analysis of Income (Continued)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations and Legacies			
Donations	135,953	120	136,073
Gift aid	24,336	-	24,336
Grants	-	-	-
Legacies	10,000	-	10,000
	<u>170,289</u>	<u>120</u>	<u>170,409</u>
Charitable Activities			
Mission, hospitality & discipleship	2,047	-	2,047
Music & worship academy	-	-	-
Youth & children's work	127	-	127
	<u>2,174</u>	<u>-</u>	<u>2,174</u>
Trading Activities			
Café	-	-	-
Hall hire	705	-	705
Rental Income	-	-	-
Parochial fees: weddings, funerals, baptisms and flowers	810	-	810
	<u>1,515</u>	<u>-</u>	<u>1,515</u>
Other Income			
Other income	294	3	297
	<u>294</u>	<u>3</u>	<u>297</u>
Total Income	<u>174,272</u>	<u>123</u>	<u>174,395</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

3 Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Administration costs	7,690	-	7,690
Church building running costs	25,012	4,779	29,791
Diocese costs	1,740	-	1,740
Giving	20,422	-	20,422
Hospitality	1,482	-	1,482
Mission	11,858	-	11,858
Music & worship academy	-	7,883	7,883
Parish share	52,547	-	52,547
Professional fees	1,637	-	1,637
Staff costs	53,005	2,750	55,755
Staff related costs	1,551	-	1,551
Worship	2,629	-	2,629
Youth & children	1,515	1,213	2,728
	<u>181,088</u>	<u>16,625</u>	<u>197,713</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Administration costs	5,681	-	5,681
Church building running costs	19,661	-	19,661
Diocese costs	1,992	-	1,992
Giving	17,116	-	17,116
Hospitality	849	-	849
Mission	4,907	-	4,907
Music & worship academy	-	-	-
Parish share	51,011	-	51,011
Professional fees	1,860	-	1,860
Staff costs	50,410	-	50,410
Staff related costs	2,134	-	2,134
Worship	2,906	-	2,906
Youth & children	596	607	1,203
	<u>159,121</u>	<u>607</u>	<u>159,729</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustee's report for further detail about volunteer contributions in the organisation.

5 Parish Share

St. Hugh's Church, Lewsey is a parish church of the Church of England in the Diocese of St Albans and, by means of Parish Share, helps the funding of ministers, particularly parochial clergy, throughout the Diocese, the work of various Diocesan bodies and work of the Church of England as a whole. The Diocese is a community resourcing a common task, and not a charity trying to raise funds to meet a need. In 2022, the amount paid by the PCC was £52,547 (2021: £51,011).

6 Independent Examination Fees

Fees payable to the independent examiner for:

	2022	2021
	£	£
Independent examination and preparation of the financial statements	1,406	1,320

7 Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	53,800	48,455
Social security costs	-	-
Employer contributions to pension plans	1,955	1,955
	<u>55,755</u>	<u>50,410</u>

The average head count of employees during the year was as follows:

	2022	2021
Average head count	4	4

The number of employees received employee benefits of more than £60,000 during the year was as follows:

	2022	2021
More than £60,000	0	0

Key Management Personnel

The charity considers its key management personnel of the organisation is the Rev Martyn Shea, who is paid by the Diocese directly.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

8 Trustee Remuneration, Expenses and Donations

During the year five trustees incurred out of pocket expenses totalling £5,236 which were all incurred for the day to day running of the charity's activities. The types of expenditure include travel costs, ministry costs, building expenses and other charitable activity expenditure. (2022: six trustees £3,452).

During the year the total aggregated donations made to the charity by the trustee's during the year was £19,422 (2022: £20,170).

During the year two trustee's where employed by the church. Both trustees where remunerated for their role within the church and not for their role as a trustee. The total remuneration received during the year was as follows:

	2022	2021
	£	£
G Williams	-	8,258
N Foster	19,053	25,525
J Ross	13,738	-

9 Tangible Fixed Assets

	Freehold property	Fixtures and Fittings	Total
		£	£
Cost as at 1st January 2022	46,695	73,140	119,835
Additions	-	6,292	6,292
Cost as at 31st December 2022	46,695	79,432	126,127
Depreciation as at 1st January 2022	39,224	71,597	110,821
Depreciation charge	1,868	1,573	3,441
Depreciation as at 31st December 2022	41,092	73,170	114,262
Net book value as at 31st December 2022	5,603	6,262	11,865
Net book value as at 31st December 2021	7,471	1,543	9,014

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

10 Debtors

	2022	2021
	£	£
Accrued income and other debtors	4,012	8,924
	<u>4,012</u>	<u>8,924</u>

11 Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals	7,906	11,980
Other tax and social security	1,604	1,403
Other creditors	3,394	1,022
	<u>12,904</u>	<u>14,405</u>

12 Analysis of Charitable Funds

Unrestricted Funds

	1 Jan 2022	Income	Expenditure	Gains/Loses	Transfers	31 Dec 2022
	£	£	£	£	£	£
Unrestricted						
General	93,902	172,076	(181,088)	-	5	84,895
	<u>93,902</u>	<u>172,076</u>	<u>(181,088)</u>	<u>-</u>	<u>5</u>	<u>84,895</u>
Designated						
Reserves	5	-	-	-	(5)	-
	<u>5</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(5)</u>	<u>-</u>
Total Unrestricted	<u>93,907</u>	<u>172,076</u>	<u>(181,088)</u>	<u>-</u>	<u>-</u>	<u>84,895</u>

Restricted Funds

Building fund	39,056	374	(3,500)	-	-	35,930
Children and families worker	-	2,750	(2,750)	-	-	-
Energy grant	-	1,279	(1,279)	-	-	-
Music Academy	-	8,500	(7,883)	-	-	617
Tiddlers	2,401	-	(1,213)	-	-	1,188
Warm Spaces	-	1,000	-	-	-	1,000
Total Restricted	<u>41,457</u>	<u>13,903</u>	<u>(16,625)</u>	<u>-</u>	<u>-</u>	<u>38,735</u>
Total Funds	<u>135,364</u>	<u>185,979</u>	<u>(197,713)</u>	<u>-</u>	<u>-</u>	<u>123,630</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

Analysis of Charitable Funds cont.

Unrestricted funds

	1 Jan 2021 £	Income £	Expenditure £	Gains/Loses £	Transfers £	31 Dec 2021 £
Unrestricted						
General	78,777	174,272	(159,121)	-	-	93,928
	<u>78,777</u>	<u>174,272</u>	<u>(159,121)</u>	<u>-</u>	<u>-</u>	<u>93,928</u>
Designated						
Reserves	5	-	-	-	-	5
	<u>5</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5</u>
Total Unrestricted	<u>78,782</u>	<u>174,272</u>	<u>(159,121)</u>	<u>-</u>	<u>-</u>	<u>93,933</u>
Restricted Funds						
Building fund	35,326	123	-	-	3,607	39,056
Tiddlers	3,008	-	(607)	-	-	2,401
Curate's extension	3,607	-	-	-	(3,607)	-
Total Restricted	<u>41,941</u>	<u>123</u>	<u>(607)</u>	<u>-</u>	<u>-</u>	<u>41,457</u>
Total Funds	<u>120,723</u>	<u>174,395</u>	<u>(159,729)</u>	<u>-</u>	<u>-</u>	<u>135,390</u>

Fund Descriptions

Designated Funds

Reserves Funds set aside as the general reserves of the church.

Restricted Funds

Building fund Funds set aside for the development and maintenance of the church building.

Tiddlers Funds raised for the running of the Tiddlers mum's and children's group.

Curate's extension Funds for the development and completion of the extension of the house used for the curate.

Childrens and families worker Grant given for the Children and families pastor salary.

Energy grant Grant given for the cost of energy bills.

Music Academy Funds given for the Music Academy, for whatever they see fit.

Warm Spaces Grant to provide a warm space.

St Hugh's Church, Lewsey

Year Ended 31st December 2022

Notes to the Financial Statements

Fund Transfers

A small value of designated reserves were transferred to the General income to close this designated fund.

In 2021, £3,067 was transferred from the Curate's extension fund to the Building fund due to the fact that the restricted fund had been fully spent historically when the extension was completed a number of years ago. The funds were transferred to the building fund for future development and maintenance.

13 Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Fixed assets	11,865	-	11,865
Current assets	85,934	38,735	124,669
Creditors less than 1 year	(12,904)	-	(12,904)
	<u>84,895</u>	<u>38,735</u>	<u>123,630</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Fixed assets	9,014	-	9,014
Current assets	99,324	41,457	140,781
Creditors less than 1 year	(14,405)	-	(14,405)
	<u>93,933</u>	<u>41,457</u>	<u>135,390</u>

14 Related Party Transactions

During the year L Wingrave received employment remuneration of £903 as Worship Academy Administrator. L Wingrave is a close family member of C & T Wingrave, a trustee of the charity.

During the year L Shea received remuneration of £280 for her services as a vergier and music tutor at the Worship academy. L Shea is a close family member of M Shea, a trustee of the charity.

During the year J Shea received remuneration of £90 as a music tutor at the Worship academy. J Shea is a close family member of M Shea, a trustee of the charity.

There were no outstanding balances with any of the above related parties at the end of the reporting period.

Document History

SignNow E-Signature Audit Log

All dates expressed in MM/DD/YYYY (US)

Document name: St Hugh's Accounts 2022
Document created: 09/25/2023 08:33:35
Document pages: 23
Document ID: 4aa752b1b63e4e1db6740933789ad0db2eaa4c51
Document Sent: 09/25/2023 08:38:12 UTC
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Signers: martyn@sthughs.org.uk, nigel@wyattandco.net
CC: tim@wyattandco.net, Lizzy@wyattandco.net

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SignNow Web Application	Added a Text	martyn@sthughs.org.uk	10/05/2023 14:48:32 pm UTC	10/05/2023 14:48:30 pm UTC	82.30.97.51
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Accounts

Registered Charity no. 1131520

**The Parochial Church Council of the
Ecclesiastical Parish of St Hugh, Lewsey
known as St Hugh's Church, Lewsey**

Trustees Annual Report and Accounts

Year Ended 31st December 2021



St Hugh's Church, Lewsey

Year Ended 31st December 2021

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St Hugh's Church, Lewsey

Year Ended 31st December 2021

Legal and Administrative Information

Reference

The Charity is called "The Parochial Church Council of the Ecclesiastical Parish of St Hugh, Lewsey". The charity is also known as St Hugh's Church, Lewsey and St Hugh's. The Church is registered Charity with the Charity Commission for England and Wales and was registered on the 4th September 2009.

Registered Charity Number	1131520
Registered Office	St Hughs Lewsey Church Centre Leagrave High Street Luton LU4 0ND
Website	www.sthughs.org.uk
Email address	office@sthughs.org.uk

The members of the Parochial Church Council and Trustees of the charity who were in place at the date this report was approved are:

Incumbent:	The Reverend Martyn Shea	
Wardens:	Jennifer Millard Carolyn Cooper	
Elected Reps to Deanery Synod:	Natalie Roast Nicola Foster	
Co - Opted	Amanda Greenman Jarrod Ross Tony Wingrave	<i>Treasurer</i> <i>Secretary</i> <i>Deputy Warden</i>
Elected Members	Gemma Williams Phil Roast Sylvia Margetts Serreta Pritchard Stuart Moore Paul Larson Bukie Awomolo Carol Wingrave Liz Murray Anika Smith Karl Pritchard	<i>Appointed May 2022</i>

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Legal and Administrative Information

Primary Bankers

Bank of Scotland plc
The Mound
Edinburgh
EH1 1YZ

Independent Examiner:

Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Trustee's Annual Report

Public Benefit Statement

In setting our objectives and planning our activities our trustees have given consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of the Christian faith through the provision of worship and teaching services and the relief of sickness, financial hardship and promoting good health. This has been achieved by the provision of funds, and services.

Organisational structure; recruitment, appointment and induction of new trustees

St Hugh's Church, Lewsey is a charity registered with the Charities Commission (registration number 1131520). The Parochial Church Council of the Ecclesiastical Parish of St Hugh, Lewsey (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Hugh's Church, Lewsey the membership of the PCC consists of the incumbent, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

Objectives and Activities

- To promote the whole mission of the church; providing regular public worship which is open to all; with the continuation in 2021 of online/virtual services alongside the re-introduction of onsite services in the summer.
- To continue and develop pastoral work including regular prayer meetings, Life groups and visiting the sick and bereaved.
- To support prayerfully and financially mission partners within the UK and overseas.
- To teach the Christian faith through sermons, Life groups and groups for young people and children.
- To teach and support from a religious perspective in schools and provide for other youth and children's activities.
- To support and unite with the community, particularly at times such as Remembrance Sunday and throughout extraordinary times of crisis, including the COVID-19 pandemic.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Trustee's Annual Report

Vicar's Report

"We want to become a House of prayer for all nations and a loving family of all nations"

Wow what a first year it has been at St Hugh's! Thank you again for your loving welcome and for the joy that it has been to start to get to know so many of the Church family at St Hugh's more deeply and to see the Lord at work in us, amongst us and through us this year.

Can I start by thanking Nicola, Marissa and Jarrod who have been a joy to work with this year. So many of the things you do behind the scenes each week go completely unseen but they are seen by the Lord. There have been challenges on health, on finances and on family too but you have all been an absolute delight to work with as we have launched new initiatives and reached out with the good news to our local community. To see Tuesday Together grow and develop into such a friendly and supportive community, to see Tiddlers full to overflowing on a Thursday and to have over 130 families from the local community come to some of the Messy fun days you have put together is hugely exciting and I know has taken huge amounts of work from you and the teams you have developed too.

Jarrod, your unstinting hard work in the office in setting up ChurchSuite, organising multiple rotas, remembering 101 things that need organising in a busy and growing parish is amazing. Thank you.

Jennifer and Carolyn, you have been such a source of encouragement, wisdom and love this last year. To meet with you and the staff team each week to pray, encourage and support one another has been a delight. Jennifer, thank you for the many times that you have given such insightful and much needed advice and counsel. I hope and pray for a restful next few month of sabbatical and that the Lord fully heals and restores you in every way. Thank you again for all you have done.

We had a great leadership away day in July last year in Peter and Anne's Garden where the Lord blessed us with beautiful weather. One of the things that I remember from that day was the theme of the Lord raising up new things from the dust, that the Lord can and will raise up a warrior army in seemingly impossible situations and places.

It has been a joy to prayer walk with a number of people in the Church family at St Hugh's and we have seen the Lord answer many of our prayers already. Over 35 of us prayer walked around large sections of the parish in the build up to Christmas and it was a joy to be involved in leading a couple of united Prayer walks around the Runfold parish near Gemma's house too in the new year. I am so excited by the things the Lord has in store for us this coming year. The ancient well is beginning to open again in fresh ways, we are increasingly becoming a loving church family of all nations and increasingly a house of prayer for all nations and for all of our community too. To be joined recently by Pastor James and his lovely wife Nam Hee from South Korea and to see our daily times of prayer really developing is such a great sign of new life to come.

Seeing the Jubilee trees planted and many of them beginning to bud is not just a beautifully ecological way of celebrating the Queen's platinum jubilee, but it is also a prophetic sign that there will be fresh fruitfulness in the future that will bless the whole of our community. Jennifer, Tony and Jarrod, thank you for all your hard work with others too in making this happen. We are so thrilled that we will be able to prayerfully invite many families, neighbours, and members of our local community to the Jubilee Messy Fun day on 4th June and our Royal BBQ too on Sat 4th June too. Hopefully we will have 70 or more Jubilee Red, White and Blue Flowers made by then as a sign of joy and celebration too.

We have worked hard this year to try and come up with a scheme and a schedule of works to re-furbish our toilets and to ensure our disabled toilets are larger and compliant with the disability act. It has been a struggle to get quotes out of local builders and plumbers and some of the ones they have come back with have been prohibitively high. Please continue to bear with us as we try and move this forward in a way that best stewards the generous gifts that have been given so far. We will get there!

Some of the new initiatives that we have prayerfully launched this year has been the Music and Worship Academy, Body and Soul, Men's Curry Night and Tuesday Together. It has been a joy to see the Lord take each of these visions and initiatives that He laid on different people's hearts and grow them for His glory. Over 20 students are coming each week to the Academy and we now have 4 tutors with more coming on board. Thank you, Dionne, for the many many hours of prayer and hard work that you have poured into this and a special thanks too to Lily who has done a great job as the Academy administrator. We really look forward to hearing the Academy band and the community choir at the

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Trustee's Annual Report

Jubilee weekend and at the Lewsey Farm Festival on 25th June too. The laughter, joy and loving support that is enjoyed each week at Body and Soul is such a credit to the loving leadership of Liz, Jackie, Ruth and Monika. Over 40 come regularly each week to Tuesday Together and to see the buzz of conversation around the table as crafting takes place, to see people who have never come to church before enjoy the time of communion and then a lovely lunch too. The Men's Curry night at the social club in Lewsey Park went well too with Alan West delivering a great talk about his footballing career and how he came to faith and the impact that has had on his life.

Other highlights for me have been to see the doors re-opening into our local schools after quite a bit of time and prayer. Nicola spoke superbly to all of year 2 children at Ferrars school at Christmas and I really enjoyed a couple of Harvest assemblies too. Please continue to pray for opportunities to open up at Chantry, Southfield and Chalk Hills too.

It has been a joy this year to take Communion to the residents at Applegrove and to share this ministry with Rev Cathy Pullinger too. Thank you, Cathy, for all the pastoral care you bring and for your loving leadership at Tuesday Together too. The Christmas Carol service at Applegrove was a great joy with over 30 joining us.

It has been a joy to lead Alpha with Carolyn and Barbara B. Friendships have gone deeper, the discussions around the tables have been fabulous and relationships with the Lord have started and deepened.

It has been good to grow and build increasing partnership and prayerful relationships with lots of other Church leaders across Luton. The monthly prayer meeting is really inspiring and well attended, and we look forward to Uniting together with our brothers and sisters in Christ for "Back Stronger" at Stopsley Baptist on Pentecost Sunday at 7. Rob Parsons from Care for the family will be an amazing speaker. It has been a joy to have a Filipino fellowship come and meet each Sunday afternoon at St Hugh's and what a joy it was to join with Philip and Bola and their Nigerian fellowship for Easter Together too. What a joy it was to see 5 people baptised by Immersion on Easter Sunday!

There isn't time or space to mention everything that the Lord has done this year. I do believe that as we grow in love and unity as we increasingly become a house of prayer for all nations, we will see us reaching people from all nations and backgrounds in our community with the Love of Christ.

And so may the God of all the Nations come and give us fresh fruitfulness and favour, may the God of jubilee come and fill us with Joy and freedom as we celebrate that we are debt free! May the God of all Hope fill us with joy as we Trust in Him and love one another. In Jesus' name, Amen.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Trustee's Annual Report

Wardens Report

This past year has seen us start to cautiously emerge from 3 lockdowns and begin to meet in person, continuing to wear face masks in order to protect our more vulnerable members. We said goodbye to Alan Millard and welcomed his wife, Jennifer, as a churchwarden for this next chapter.

Gemma Williams moved into an exciting new career and so we welcomed Jarrod Ross as our administrator. Amanda Greenman became our new church treasurer and Martyn Shea, our new vicar, was able to start meeting people instead of seeing a gallery of faces on zoom.

Our planned Freedom Day celebration, in June, had to be postponed as we went back into a 3rd lockdown. But, once again, we all gradually emerged, gently moving back into Sunday Worship and various groups and meetings.

The staff are to be commended for their efforts in having kept in contact with so many of the congregation, caring for those in need in very practical ways, shopping, food parcels, pharmacy collections etc.

Martyn has encouraged us to deepen our faith and reach out.

Stuart Moore, Dionne Shand and Liz Shea have been instrumental in raising up our worship team again and it's been lovely to see the young people and children taking part too.

Most people are back in church now although we are still operating zoom for those who feel they need to remain at home. Tuesday Together (craft morning 10am-12pm, 12pm communion service, 1pm lunch) has proved to be very popular and appreciated.

Seretta has done a really excellent job with safeguarding our church family and children. It can be really difficult at times, but she has handled it all with sensitivity and a caring, yet professional manner.

The leaky church roof has been successfully treated with waterproofing paint, but may need more attention.

The church boiler has been replaced and 2 new radiators installed, with the hall boiler to be attended to next. Our fire protection is being updated and plans are under way to refurbish the toilets. Various building maintenance jobs are being attended to.

The kitchen had a targeted deep clean, leading to us being rewarded with the highest standard of 5 out of 5 from the council inspector.

Tony and Malcolm have kept our gardens neat and tidy. Lorna has kept the church building clean and covid free. The fabric committee, Tony and Alan with Martyn, have been very busy.

The finance committee under Amanda's trustworthy and faithful care have also been busy.

A Worship Academy has been established, and although still in its trial period, it is proving popular.

Body and Soul has also been established this year, and is valued greatly by those who attend. Tiddlers is back, for which many mums are grateful.

This year we have been holding 2 Alpha groups, and we are planning to expand our Youth Ministry under Gemma Milligan and Lily Wingrave's reliable care.

We have been so pleased to be able to gather together more often, starting with Sunday morning services in the vicarage garden, Tuesday Together with its lunches, the pancake party, tree planting, passover meal, Easter weekend celebrations including a fire pit by the cross in the front garden, to name just a few.

In order to celebrate the Queen's Platinum Jubilee, in June, we chose to take part in her green canopy initiative and have planted 40 plus small fruit trees around the border of our front garden. We have an official brass plaque to be mounted on the wall outside. We are preparing to 'plant' 70 red, white and blue upcycled flowers over that weekend, in a similar manner to the thousands of poppies at the Tower of London.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Trustee's Annual Report

It has been a very busy year, and the church wardens would like to thank the staff team of Martyn, Nicola, Marissa, and Jarrod who have all worked extremely hard behind the scenes - much of which is not seen by the majority.

Thank you, also to all of you who volunteer, without whom we would not be able to function so well. You are valuable to us and very much appreciated.

Jennifer and I would particularly like to thank our Vicar, Martyn Shea.

He is a man of vision, with a good sense of practicality and an extremely caring heart for his flock. Martyn is truly a gift from God our Father, to us.

Future Plans 2023

- To continue to develop the pastoral care team at St Hugh's
- To multiply and provide good alpha and life groups for anyone who wants to explore faith and go deeper
- To re-launch our Community Café as a warm hub for those in need in our community
- To continue to strengthen our Music and Worship academy for young people and adults
- To do a feasibility study and launch a faith based multi-Sports academy in 2023 making sport available for all
- To continue to provide Messy Church and Messy Fun days for anyone in our local community
- To provide Marriage and parenting courses to build stronger families
- To get trained up CAP Money coaches to provide better budgeting skills locally

Financial Review:

The fund balances at the yearend were as follows:

	2021	2020
	£	£
Unrestricted Funds	93,928	78,777
Designated Funds	5	5
Restricted Funds	41,457	41,941
Total	135,390	120,723

The total income received during the year was £174,395 of which £123 was restricted. The total expenditure was £159,729 of which £607 was restricted.

Reserves Policy

At the year end the Church did not hold or operate a formal reserves policy. The PCC is in the process of developing a reserves policy in line with the Charity Commission guidance. The total unrestricted reserves held by the Church at the end of December 2021 were £135,390. £35,454 is held as a designated fund for reserves and the building fund.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Trustee's Annual Report

Trustees' Responsibilities

The 2011 Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- Select suitable accounting policies and apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- Prepare financial statements on the ongoing concern basis unless it is inappropriate to presume that the trust will continue in existence.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees.....

Name of Trustee

Date:.....

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Independent Examiners Report

I report to the trustees on my examination of the financial statements of St Hugh's Church, Lewsey ('the charity') for the year ended 31st December 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements 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

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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.

Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date:

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Statement of Financial Activities

		Unrestricted Funds	2021 Restricted Funds	Total Funds	2020 Total funds
	Note	£	£	£	£
Income					
Donations and legacies		170,289	120	170,409	210,800
Charitable activities		2,174	-	2,174	12,623
Trading activities		1,515	-	1,515	3,638
Other income		294	3	297	863
Total Income	2	<u>174,272</u>	<u>123</u>	<u>174,395</u>	<u>227,924</u>
Expenditure					
Expenditure on charitable activities	3	<u>159,121</u>	<u>607</u>	<u>159,729</u>	<u>181,037</u>
Total Expenditure		<u>159,121</u>	<u>607</u>	<u>159,729</u>	<u>181,037</u>
Net income / (expenditure)		<u>15,151</u>	<u>(484)</u>	<u>14,667</u>	<u>46,887</u>
Net income and net movement in funds					
Total funds brought forward	12	78,782	41,941	120,723	73,836
Transfers	12	-	-	-	-
Total funds carried forward	12	<u>93,933</u>	<u>41,457</u>	<u>135,390</u>	<u>120,723</u>

All income and expenditure derive from continuing activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Statement of Financial Position

	Note	2021 £	2020 £
Fixed assets			
Tangible Fixed Assets	9	9,014	9,339
Current assets			
Debtors	10	8,924	11,640
Cash at bank and in hand		131,857	112,101
		140,781	123,741
Creditors: amounts falling due within one year	11	14,405	12,358
Net current assets		126,375	111,383
Total assets less current liabilities		135,390	120,723
Net assets	13	135,390	120,723
Funds of the charity			
Restricted funds	12	41,457	41,941
Unrestricted funds	12		
Unrestricted General		93,928	78,777
Designated Funds		5	5
		93,933	78,782
Total charity funds		135,390	120,723

Directors Responsibilities

These financial statements were approved by the board of trustees and authorised for issue :

Name of Trustee:

Signed on behalf of the Trustees:

Date of approval:

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standards applicable in the UK and Republic of Ireland (Charities SORP 2019 FRS 102) and the Charities Act 2011.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal, often known as a 'special offering' in the church.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
- Volunteer time, the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees Annual Report.
- Investment Income is included in the accounts when receivable.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Liability Recognition

Abilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible fixed assets

All assets costing more than £500 are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on furniture and equipment which is written off on a straight-line basis over time estimated useful live of the asset.

Freehold property	4% Straight Line
Fixtures and fittings	25% Straight Line

Consecrated land and beneficial property is excluded from the financial statements by section 96(2) (a) of the Charities Act 1993. No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC. The PCC considers this to be inalienable property.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Operating Leases

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

Taxation

The charity is exempt from tax on its charitable activities.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

2 Analysis of Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations and legacies			
Donations	135,953	120	136,073
Gift Aid	24,336	-	24,336
Grants	-	-	-
Legacies	10,000	-	10,000
	<u>170,289</u>	<u>120</u>	<u>170,409</u>
 Charitable activities			
Mission, Hospitality & Discipleship	2,047	-	2,047
Youth & Children's Work	127	-	127
	<u>2,174</u>	<u>-</u>	<u>2,174</u>
 Trading activities			
Hall Hire	705	-	705
Parochial Fees: Weddings, Funerals, Baptisms and Flowers	810	-	810
	<u>1,515</u>	<u>-</u>	<u>1,515</u>
 Other Income			
Other Income	294	3	297
	<u>294</u>	<u>3</u>	<u>297</u>
 Total Income	<u>174,272</u>	<u>123</u>	<u>174,395</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

2 Analysis of Income (Continued)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations and legacies			
Donations	144,975	1,210	146,185
Gift Aid	36,611	504	37,115
Grants	-	12,500	12,500
Legacies	15,000	-	15,000
	<u>196,586</u>	<u>14,214</u>	<u>210,800</u>
Charitable activities			
Mission, Hospitality & Discipleship	11,500	771	12,271
Youth & Children's Work	122	230	352
	<u>11,622</u>	<u>1,001</u>	<u>12,623</u>
Trading activities			
Hall Hire	1,151	-	1,151
Parochial Fees: Weddings, Funerals, Baptisms and Flowers	2,487	-	2,487
	<u>3,638</u>	<u>-</u>	<u>3,638</u>
Other Income			
Other Income	852	11	863
	<u>852</u>	<u>11</u>	<u>863</u>
Total Income	<u>212,698</u>	<u>15,226</u>	<u>227,924</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

3 Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Administration Costs	5,681	-	5,681
Church Building Running Costs	19,661	-	19,661
Diocese Costs	1,992	-	1,992
Discipleship	-	-	-
Giving	17,116	-	17,116
Hospitality	849	-	849
Mission	4,907	-	4,907
Parish Share	51,011	-	51,011
Professional Fees	1,860	-	1,860
Staff Costs	50,410	-	50,410
Staff Related Costs	2,134	-	2,134
Worship	2,906	-	2,906
Youth & Children	596	607	1,203
	<u>159,121</u>	<u>607</u>	<u>159,729</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Administration Costs	10,060	-	10,060
Church Building Running Costs	18,130	301	18,431
Diocese Costs	3,238	-	3,238
Discipleship	-	-	-
Giving	19,404	-	19,404
Hospitality	1,225	-	1,225
Mission	10,454	977	11,431
Parish Share	39,904	-	39,904
Professional Fees	849	-	849
Staff Costs	48,660	24,643	73,303
Staff Related Costs	458	-	458
Worship	2,277	-	2,277
Youth & Children	381	76	457
	<u>155,040</u>	<u>25,997</u>	<u>181,037</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustee's report for further detail about volunteer contributions in the organisation.

5 Parish Share

St. Hugh's Church, Lewsey is a parish church of the Church of England in the Diocese of st Albans and, by means of Parish Share, helps the funding of ministers, particularly parochial clergy, throughout the Diocese, the work of various Diocesan bodies and work of the Church of England as a whole. The Diocese is a community resourcing a common task, and not a charity trying to raise funds to meet a need. In 2021, the amount paid by the PCC was £51,011 (2020: £39,904).

6 Independent examination fees

Fees payable to the independent examiner for:

	2021	2020
	£	£
Independent examination and preparation of the financial statements	1,320	-
Independent examination of the financial statements	-	500

7 Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	48,455	58,775
Social security costs	-	10,922
Employer contributions to pension plans	1,955	3,605
	<u>50,410</u>	<u>73,302</u>

The average head count of employees during the year was as follows:

	2021	2020
Average Head Count	4	5

Number of employees received employee benefits of more than £60,000 during the year was as follows:

	2021	2020
More than £60,000	0	0

Key Management Personnel

The charity considers its key management personnel of the organisation is the Rev Martyn Shea.

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

8 Trustee remuneration, expenses and donations

During the year six trustees incurred out of pocket expenses totalling £3,452 which were all incurred for the day to day running of the charity's activities. The types of expenditure include travel costs, ministry costs, building expenses and other charitable activity expenditure.

During the year the total aggregated donations made to the charity by the trustee's during the year was £20,170.

During the year two trustee's were employed by the church during the year. Both trustees were remunerated for their role within the church and not for their role as a trustee. The total remuneration received during the year was as follows:

	2021
	£
G Williams	8,258.27
N Foster	25,524.51

9 Tangible Fixed Assets

	Freehold property	Fixtures and fittings	Total
		£	£
Cost as at 1st January 2021	46,695	71,083	117,778
Additions	-	2,057	2,057
Cost as at 31st December 2021	46,695	73,140	119,835
Depreciation as at 1st January 2021	37,356	71,083	108,439
Depreciation Charge	1,868	514	2,382
Depreciation as at 31st December 2021	39,224	71,597	110,821
Net Book Value as at 31st December 2021	7,471	1,543	9,014
Net Book Value as at 31st December 2020	9,339	-	9,339

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

10 Debtors

	2021	2020
	£	£
Accrued income and other debtors	8,924	11,640
	<u>8,924</u>	<u>11,640</u>

11 Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals	11,980	7,358
Other Tax and Social Security	1,403	-
Deferred Income	-	5,000
Other Creditors	1,022	-
	<u>14,405</u>	<u>12,358</u>

12 Analysis of Charitable Funds

Unrestricted Funds

	1 Jan 2021	Income	Expenditure	Gains/Loses	Transfers	31 Dec 2021
	£	£	£	£	£	£
Unrestricted						
General	78,777	174,272	(159,121)	-	-	93,928
	<u>78,777</u>	<u>174,272</u>	<u>(159,121)</u>	<u>-</u>	<u>-</u>	<u>93,928</u>
Designated						
Reserves	5	-	-	-	-	5
	<u>5</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5</u>
Total Unrestricted	<u>78,782</u>	<u>174,272</u>	<u>(159,121)</u>	<u>-</u>	<u>-</u>	<u>93,933</u>
Restricted Funds						
Building Fund	35,326	123	-	-	3,607	39,056
Tiddlers	3,008	-	(607)	-	-	2,401
Curate's Extension	3,607	-	-	-	(3,607)	-
Total Restricted	<u>41,941</u>	<u>123</u>	<u>(607)</u>	<u>-</u>	<u>-</u>	<u>41,457</u>
Total Funds	<u>120,723</u>	<u>174,395</u>	<u>(159,729)</u>	<u>-</u>	<u>-</u>	<u>135,390</u>

St Hugh's Church, Lewsey

Year Ended 31st December 2021

Notes to the Financial Statements

Fund Descriptions

Designated Funds

Reserves	Funds set aside aside the general reserves of the church.
Building Fund	Funds set aside for the development and maintenance of the church building.

Restricted Funds

Tiddlers	Funds raised for the running of the Tiddlers mum's and childrens group.
Curate's Extension	Funds for the development and completion of the extension of the house used for the Curate.

Fund Transfers

£3,067 was transferred from the Curate's Extension fund to the building fund due to the fact that the restricted fund had been fully spent historically when the extension was completed a number of years ago. The funds where transferred to the building fund for future development and maintenance.

13 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Fixed Assets	9,014	-	9,014
Current Assets	99,324	41,457	140,781
Creditors less than 1 year	(14,405)	-	(14,405)
	<u>93,933</u>	<u>41,457</u>	<u>135,390</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Fixed Assets	9,339	-	9,339
Current Assets	81,800	41,941	123,741
Creditors less than 1 year	(12,358)	-	(12,358)
	<u>78,782</u>	<u>41,941</u>	<u>120,723</u>

14 Related party transactions

There were no related party transactions which took place during the year (2020: £0)

Accounts

St Hugh's Church, Lewsey

Report and Accounts of the Parochial Church Council
for the year ended 31st December 2020



Incumbent: Reverend Joe Pienaar
367 Leagrave High Street
Luton, Bedfordshire LU4 0ND

PCC Lay Vice Chair: Paul Larson
St. Hughs Church, Lewsey
Luton, Bedfordshire LU4 0ND

Registered Charity No 1131520

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 ST DECEMBER 2020	8
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PCC OF ST HUGH'S PARISH CHURCH, LEWSEY, LUTON	13
Appendix 1	Statement of Financial Activities
Appendix 2	Incoming Resources
Appendix 3	Outgoing Resources

Financial Review

Income: The total income for 2020 was £227,924. This is an increase of £3,479 on the 2019 total of £224,445.

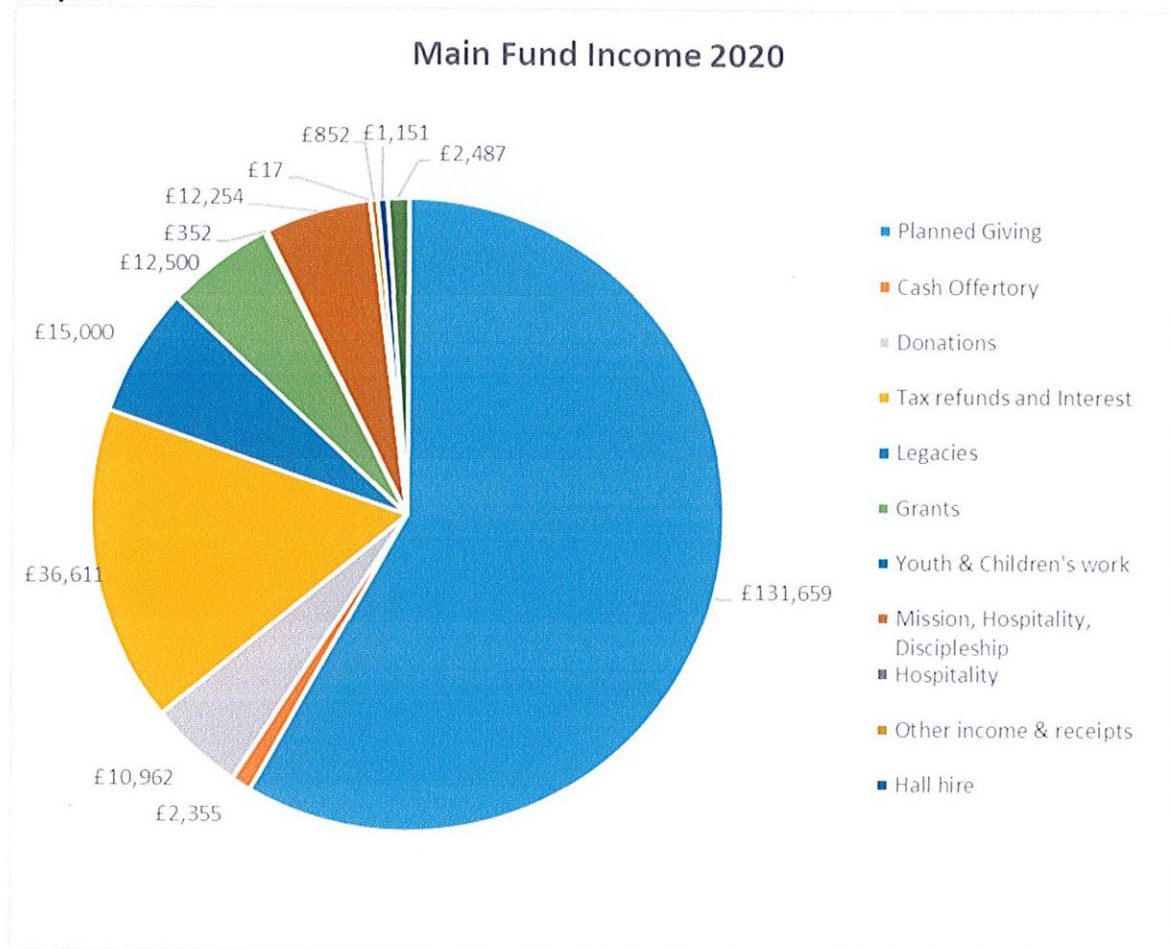
Of this £226,199 was given to the main fund, and £1,724 was given to the Building Fund.

For the main fund, £131,659 was planned giving i.e. those who contributed to the church by standing orders, direct debits and envelopes. Income from cash offerings amounted to £2,355, much less than last year.

Members of the congregation who are tax payers and had authorised us to claim gift aid from HMRC, enabled us to receive a further £27,923. We also received a legacy of £15,000.

In addition this year, due to the Covid lockdown, we had to place three of our staff on furlough. The government paid us £8,688 in compensation.

Graph 1



For the Building Fund, £1,210 was planned giving i.e. those who contributed to the church by standing orders and direct debits. Members of the congregation who are tax payers and had authorised us to claim gift aid from HMRC, enabled us to receive a further £504.

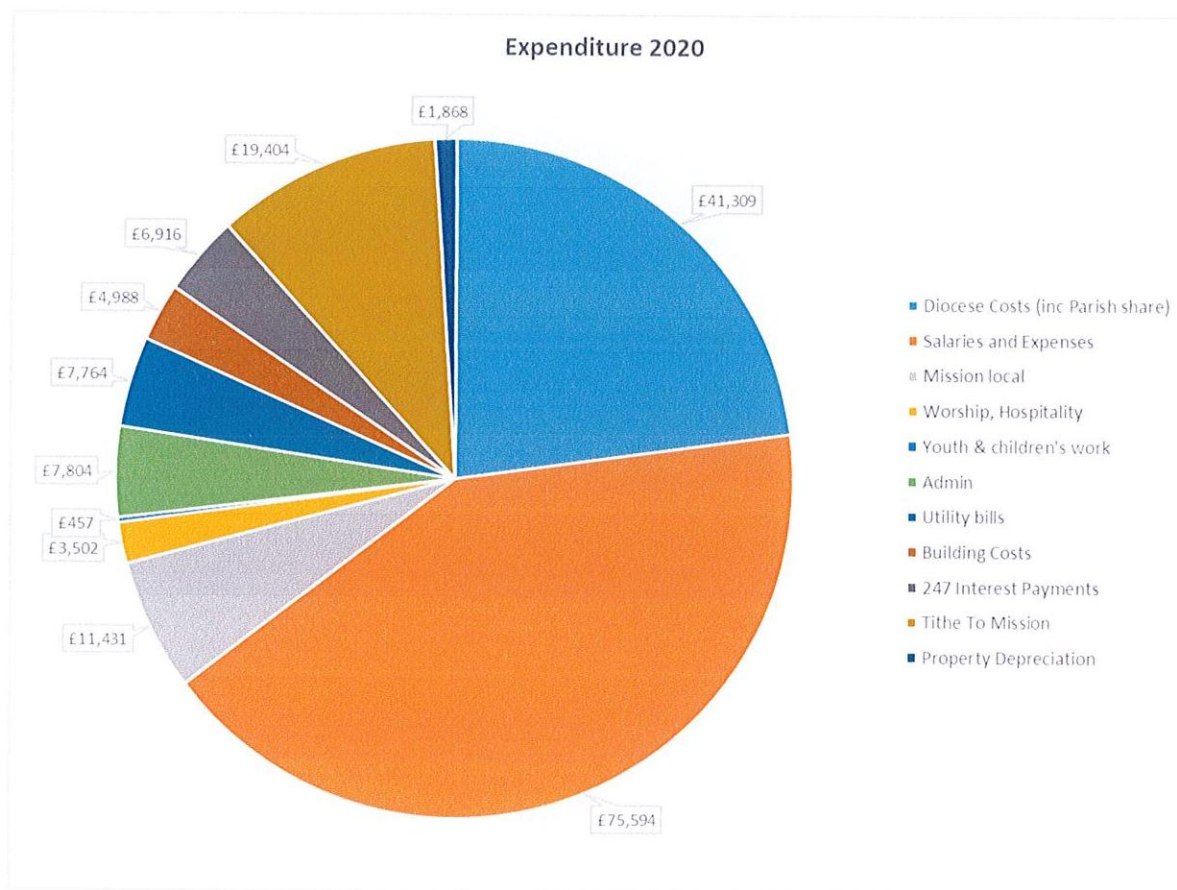
Expenditure: The total expenditure for 2020 (including depreciation) was £181,037. This was a decrease of £38,054 on the 2019 total of £219,091. All of this was spent from the Main Fund.

For the main fund, Staff and diocese costs accounted for 65% of total expenditure; £75,594 and £41,309 respectively.

Mission accounted for 6% of expenditure, while hospitality and worship accounted for 2% of expenditure.

St Hugh's contributed £19,404 to a number of charities. Tithe is presented in Graph 6 (page 10).

Graph 2



On the Building Fund, there was no expenditure.

Cash flow and Reserves

At the end of the year the Church had cash reserves of £112,102 of which £73,769 was available for general Church activities.

All payments are made from the current account utilising regular direct debit method of payment wherever possible.

Restricted funds:

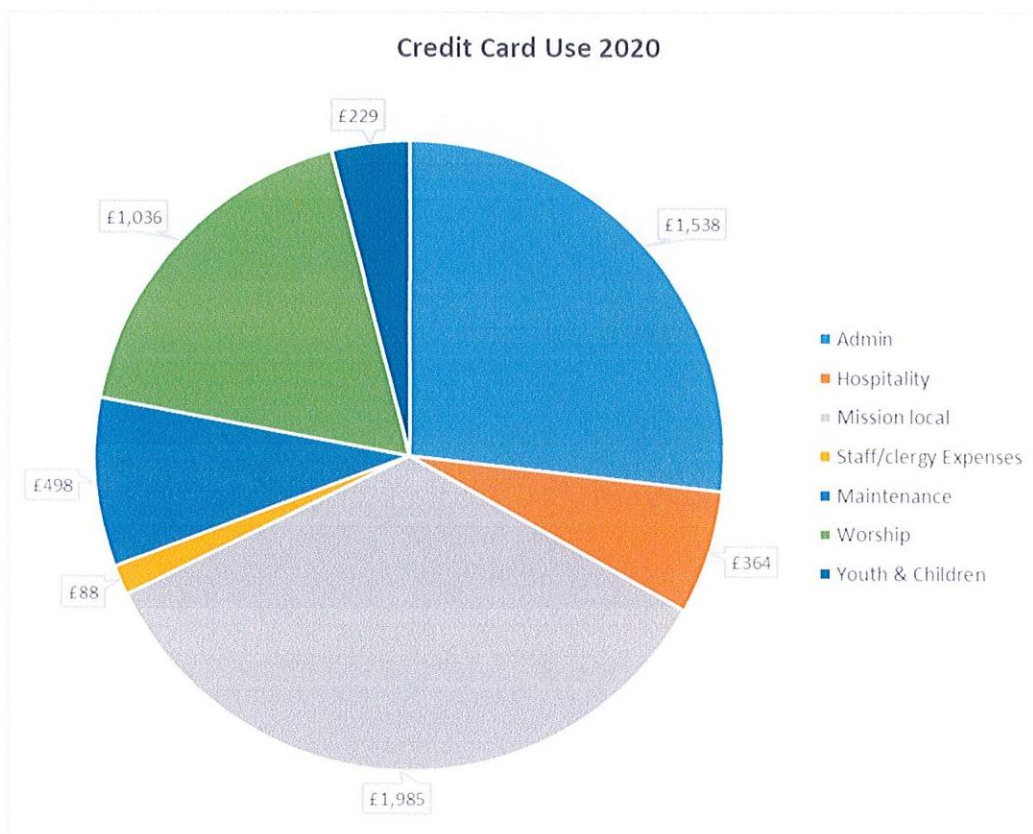
The loan from St Albans Diocese for the Curate's house extension (247 Leagrave High Street) has been fully paid and from April 2013 the Church has paid rental on the property. Should the property be sold, there would be an entitlement to the Church of 25/155ths of the proceeds.

Credit Cards are used to help with cash flow. The total credit card limit for the five credit cards was £2,500 and a fee of £32 per card is payable annually. Outstanding balances on accounts are paid promptly each month.

The table below shows the total credit card usage.

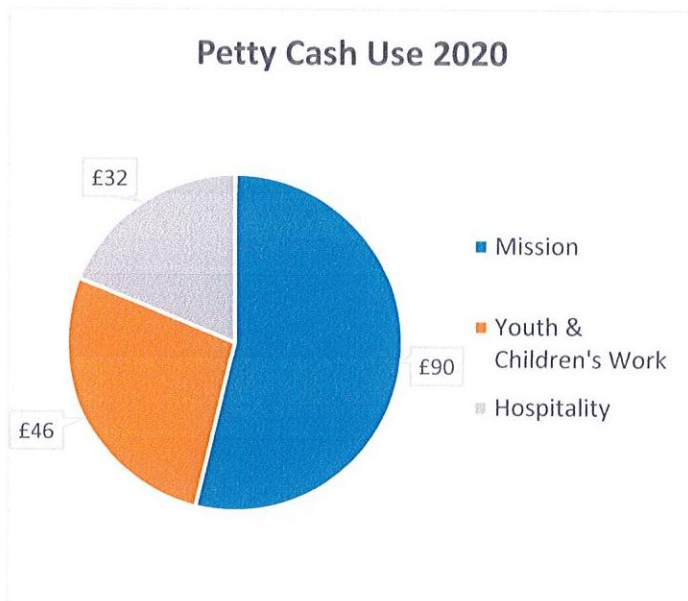
Credit Card	2020	2019
Total	£5,737	£10,366

Graph 3



Petty Cash: is used to help with cash flow and is limited to £30 per transaction. Receipts totalling £167 were processed through petty cash during 2020 with areas of expenditure detailed in Graph 4 below

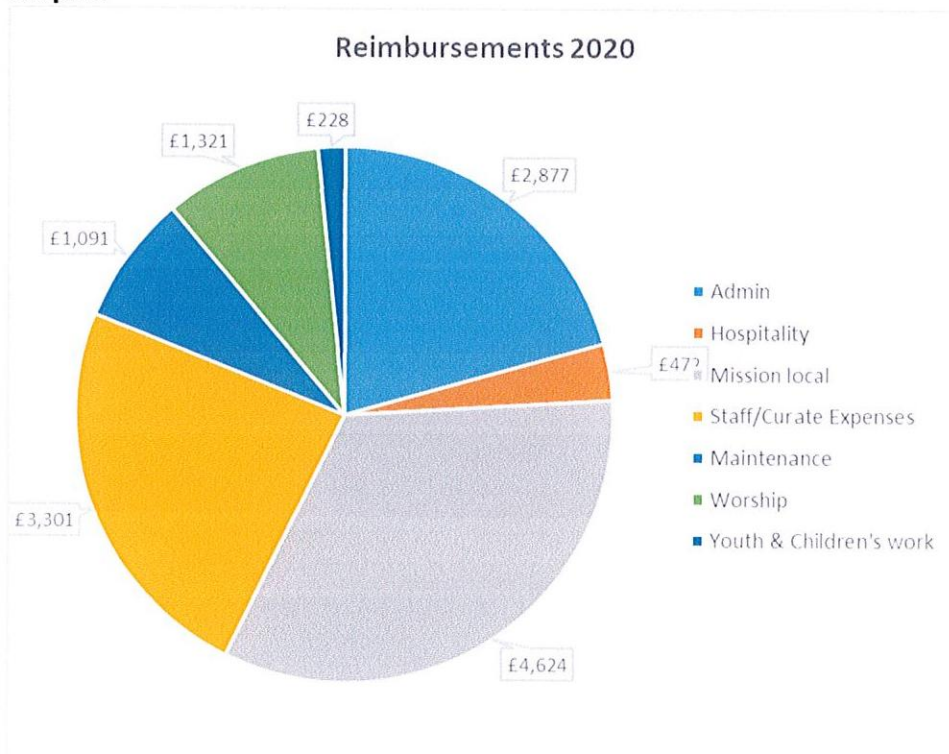
Graph 4



Other purchases: These relate to repayments for costs incurred by staff whilst on church duty or refunds for purchases made by church members on behalf of the church where repayment was made by cheque or BACS.

The nature of items classed as other purchases is shown in Graph 5.

Graph 5



Administrative Information

St Hugh's Church is an Anglican parish church situated in Lewsey, a suburb in the west of Luton bordering on Dunstable. It is part of the Diocese of St Albans in the Deanery of Luton.

The correspondence address is St Hugh Lewsey Parish Church, Leagrave High Street, Luton LU4 0ND. Email: office@sthughs.org.uk Website: www.sthughs.org.uk

PCC members who have served since 1st January 2020 until the date this report was approved are:

Ex Officio members:

Incumbent: The Reverend Joe Pienaar – Chairman (Left March 2020)
The Reverend Martyn Shea – Chairman (From Feb 2021)
Curate: The Reverend Andy Gliddon – (Left November 2020)
Wardens: Alan Millard, Carolyn Cooper
Treasurer: Eva Karanja until August 2020, then Alan Millard (acting) until
Amanda Greenman from March 2021
Lay Vice Chair: Paul Larson. Acting Chairman from March 2020 to Feb 2021.

Co-opted Members:

Treasurer: Eva Karanja (Until August 2020)
Amanda Greenman (From March 2021)
Secretary: Gemma Williams (Until May 2021)

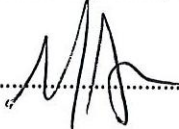
Elected Members

Liz Murray
Stuart Moore
Lorna Mowatt (Until Oct 2020)
Margaret Foster
Bukky Awomolo
John Wallington
Carol Wingrave
Jennifer Millard
Sylvia Margetts
Paul Larson
Serreta Pritchard (From Oct 2020)

Elected Reps to
Deanery Synod Kathy Crane (Until Oct 2020)
Karl Pritchard (Until Oct 2020)
Andrew Smith (Until Jan 2020)
Nicola Foster (From Oct 2020)
Vicky Miller (From Oct 2020)
Anika Smith (From Oct 2020)

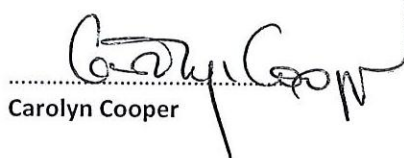
Agreed by current PCC on: 12/7/21

Signed on their behalf by Martyn Shea (Chair of PCC):

Martyn Shea:  Date: 12/7/21

The financial statements on pages 1-12 with Appendices 1-3 were approved by St Hugh's Parochial Church Council on and signed on its behalf by the two Church Wardens:


Jennifer Millard


Carolyn Cooper

Notes to the financial statements for the year ended 31st December 2020

1. Accounting policies

The financial statements have been prepared under the historic cost convention in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005, UK Accounting Standards and the Charities Act 2011.

Funds

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

Where a Fund is raised for a specific purpose e.g. Tiddlers, the assets are restricted and held to be used for the specific purpose for which the fund was raised. Any income earned on these assets is added to the fund.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

2. 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 recognized 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.

Fundraising for specific causes represents collections outside the normal Church activities for specific causes.

Income from investments

Interest is recognised when received.

3. Resources Used

Activities directly relating to the work of the church

The Diocesan quota of Parish Share which was previously accounted for when paid is now accounted for under the accruals concept which states that income and expenditure should be recognised in the accounting periods to which they relate to rather than on cash payment and receipt.

4. Fixed Assets

Consecrated land and buildings and moveable church furnishings

Consecrated land and beneficial property is excluded from the financial statements by section 96(2) (a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC. The PCC considers this to be inalienable property.

Equipment

Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Depreciation

Depreciation is provided to represent the consumption of the asset at the following rates on a straight line basis:

Asset Type	Depreciation rate per annum
Freehold Improvements	4%
Church kitchen refurbishment	10%
Fixtures, fittings and equipment	20%

Current Assets

Accounts owing to the PCC at the year-end are shown as debtors less any provision for amounts that are deemed to be uncollectable.

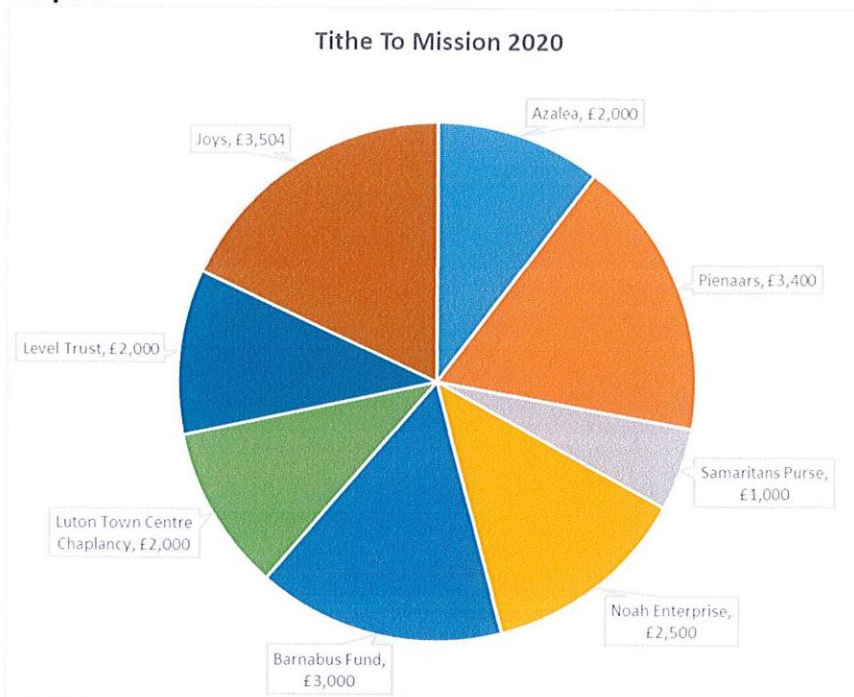
Current Liabilities

Current liabilities represent amounts to be paid as donations or grants to causes approved by the PCC or amounts owed for goods or services provided by creditors which are unpaid at the year end.

5. Particulars of grants and donations paid during the year

Tithe to Mission: God has richly blessed us as a Church and in so doing we have blessed others who seek to bring God's message of love and hope to those in our local, national and international communities who are poor in spirit, who live in hopelessness and hostility. The following graph shows how in faith we have shared our blessings.

Graph 6



6. Employees and emoluments

There were five employees throughout the year; Parish Administrator, Cleaner, Accounts Administrator, Worship Pastor, and a Children's and Family Pastor. The latter post is partly funded by the Diocese of St Albans for four years. In September the Worship Pastor left.

	2020	2019
Salaries	£58,775	£61,486
NI and Tax	£10,922	£15,866
Pension Costs	£3,605	£3,992
Total	£73,302	£81,344

The total numbers of employees with annual emoluments in the following bands are:

	2020	2019
£0 - £10,000	2	2
£10,001 to £20,000	3	3

7. Transactions with members of the PCC and related parties

Clergy and Staff Expenses

Below is a summary of the expenses paid to staff and clergy.

	2020	2019
J Pienaar	£448	£1,715
A Gliddon	£3,672	£1,677
S Parker	£1,320	£1,902
G Williams	£2,155	£767
M Bird	£324	£147
N Foster	£1,169	£26
M Shea	£1,300	-

Below is a summary of transactions made to members of the PCC, others closely related to them or other related parties

	2020	2019
A Millard	£1,169	£1,198
L Mowatt	£20	£50
K Murray	£30	£71
L Murray	£46	£418
D Sainsbury	£147	£567
S Smith	£232	£4,767
L Wingrave	£18	£102
T Wingrave	£1,242	£0

8. Fixed Assets

	Improvements to 247 Leagrave High St Luton £	Church kitchen refurbishment £	Fixtures, Fittings & Equipment £	Total £
Costs as at 1st January 2020	46,695	38,000	33,083	117,778
Additions in year	-	-	-	-
Costs as at 31st December 2020	46,695	38,000	33,083	117,778
Depreciation as at 1st January 2020	35,488	38,000	33,083	106,570
Provision for the year	1,868	-	-	1,868
Depreciation as at 31st December 2020	37,356	38,000	33,083	108,438
Net book value at 1st January 2020	11,206	-	-	11,206
Net book value at 31st December 2020	9,338	-	-	9,338

9. Cash at bank and in hand

At 31st December 2020 all restricted funds were fully represented by cash balances.

10. Debtors

This represents the amounts owed to St Hugh's

	2020	2019
Gift Aid	£11,628	£5,977
Christingle 2017/2019 collection	-	£85
Income banked in the following year	£11	£375
Total - Accrued Income	£11,640	£6,438

11. Creditors

This represents the amounts owed by St Hugh's

	2020	2019
Parochial Fees	-	£475
NI & Tax	-	£4,087
Accountancy Fees	£500	£500
Curate's expenses	-	£1,296
Late tithe payment	£6,100	£1,300
Christmas Mission	-	£748
Utility Bills	-	£648
247 Interest payment	-	£1,692
Ladies Ministry	-	£4,263
Late bills	£166	-
Credit Card payment for Dec	£592	£1,091
Pension Payments	-	-
Grant received in advance	£5,000	£7,500
Total - Accrued Expenses	£12,358	£23,599

12. Commitments

The Church is committed to make interest payments on a church commissioner's loan relating to 247 Leagrave High Street. The rent for 2020 was £6,916, an increase of 2.2% from 2019 which is linked to inflation.

Independent Examiner's Report to the trustees of the PCC of St Hugh's Parish Church, Lewsey, Luton

I report on the accounts for the year ended 31st December 2020 set out on pages 1 – 12 and Appendices 1 – 3.

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 the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requires:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laura Katherine Cochrane CA

Date:

St Hugh's Lewsey Parish Church, Luton

APPENDIX 1

Statement of Financial Activities and Balance Sheet (Restricted and Unrestricted funds) for year ended 31 December 2020

Incoming resources											
	Unrestricted & undesignated	Unrestricted Designated	Restricted Youth & Childrens Work	Restricted Toddlers	Restricted Café	Restricted Curate's extension	Restricted Building Fund	Total Restricted funds	Total 2020	Total 2019	
Notes	General Fund	Reserves	Childrens Work	Toddlers	Café	Curate's extension	Building Fund	Total Restricted funds	Total 2020	Total 2019	
	£	£	£	£	£	£	£	£	£	£	
Voluntary Receipts from Donors	181,586	0	0	0	0	0	1,714	1,714	183,300	184,442	
Other Voluntary income	15,000	0	12,500	0	0	0	0	12,500	27,500	18,188	
Generated Funds to further PCC objectives	12,474	0	0	230	771	0	0	1,001	13,475	14,567	
Other income receipts	3,638	0	0	0	0	0	11	11	3,649	7,251	
Total Incoming Resources	212,698	0	12,500	230	771	0	1,725	15,226	227,924	224,445	
Outgoing Resources											
	Unrestricted & undesignated	Unrestricted Designated	Restricted Youth & Childrens Work	Restricted Toddlers	Restricted Café	Restricted Curate's extension	Restricted Building Fund	Total Restricted funds	Total 2020	Total 2019	
Notes	General Fund	Reserves	Childrens Work	Toddlers	Café	Curate's extension	Building Fund	Total Restricted funds	Total 2020	Total 2019	
	£	£	£	£	£	£	£	£	£	£	
Activities related to the work of the church	106,597	0	24,643	76	977	0	0	25,696	132,293	164,999	
Church Management & Administration	29,039	0	0	0	0	301	0	301	29,340	36,264	
Grants & Donations	19,404	0	0	0	0	0	0	0	19,404	18,828	
Total Outgoing Resources	155,040	0	24,643	76	977	301	0	25,997	181,037	219,091	
Transfer between funds	(8,643)	0	8,595	0	48	0	0	8,643	0	0	
Net(outgoing)/incoming resources	49,015	0	(3,548)	154	(158)	(301)	1,725	(2,128)	46,887	5,355	
Funds at 1st January 2020	29,782	5	3,548	2,854	158	3,908	33,601	44,059	73,836	68,481	
Net(outgoing)/incoming resources	49,015	0	(3,548)	154	(158)	(301)	1,725	(2,128)	46,887	5,355	
Funds at 31st December 2020	78,777	5	(0)	3,008	(0)	3,607	35,326	41,941	120,723	73,836	
Balance Sheet (Restricted and Unrestricted funds) for year ended 31 December 2020											
	Unrestricted Undesignated	Unrestricted Designated	Restricted Youth & Childrens Work	Restricted Toddlers	Restricted Café	Restricted Curate's extension	Restricted Building Fund	Total restricted funds	Total 2020	Total 2019	
Notes	General fund	Reserves	Childrens Work	Toddlers	Café	Curate's extension	Building Fund	Total restricted funds	Total 2020	Total 2019	
	£	£	£	£	£	£	£	£	£	£	
Fixed assets	5,731	0	0	0	0	0	0	3,607	9,338	11,206	
Current assets:	73,764	5	(0)	3,008	(0)	0	35,326	38,334	112,102	79,791	
Cash at bank and in hand	11,640	0	0	0	0	0	0	0	11,640	6,438	
Debtors and prepayments	85,404	5	(0)	3,008	(0)	0	35,326	38,334	123,742	86,229	
Liabilities: falling due within one year	12,358	0	0	0	0	0	0	0	12,358	23,599	
Creditors	73,046	5	(0)	3,008	(0)	0	35,326	38,334	111,385	62,630	
Net current assets	78,777	5	(0)	3,008	(0)	3,607	35,326	41,941	120,723	73,836	
Total net assets	29,782	5	(0)	2,854	158	3,908	33,601	44,059	73,836	68,481	
Accumulated funds	49,015	0	(3,548)	154	(158)	(301)	1,725	(2,128)	46,887	5,355	
At 1st January 2020	29,782	5	(0)	2,854	158	3,908	33,601	44,059	73,836	68,481	
Net(outgoing)/incoming resources	49,015	0	(3,548)	154	(158)	(301)	1,725	(2,128)	46,887	5,355	
At 31st December 2020	78,777	5	(0)	3,008	(0)	3,607	35,326	41,941	120,723	73,836	

St Hugh's Lewsey Parish Church, Luton APPENDIX 2

Notes to the accounts for the year ended 31 December 2020

	Unrestricted & undesignated	Unrestricted	Restricted Youth & Children's work	Restricted Toddlers	Restricted Café	Restricted Building Fund	Total Restricted	Total 2020	Total 2019
Notes	General Fund	Reserves	£	£	£	£	£	£	£
2. Incoming resources									
Planned Giving	£ 131,659	0	0	0	0	1,210	1,210	132,869	133,485
Cash Offeritory	2,354	0	0	0	0	0	0	2,354	14,726
Total Giving	134,013	0	0	0	0	1,210	1,210	135,223	148,214
Voluntary Receipts									
Donations	10,962	0	0	0	0	0	0	10,962	10,550
Tax refunds	36,611	0	0	0	0	504	504	37,115	25,678
Total Voluntary Receipts	181,596	0	0	0	0	1,714	1,714	183,300	164,442
Other Voluntary income									
Legacies	15,000	0	0	0	0	0	0	15,000	0
Grants	0	0	12,500	0	0	0	12,500	12,500	18,185
Total Legacy and Grants	15,000	0	12,500	0	0	0	12,500	27,500	18,185
Generated Funds to further PCC objectives									
Youth & Children's Work	122	0	0	230	0	0	230	352	1,536
Mission, hospitality, discipleship	11,483	0	0	0	771	0	771	12,254	11,107
Hospitality	17	0	0	0	0	0	0	17	122
Other income & receipts	852	0	0	0	0	0	0	852	1,803
Total related to PCC Objectives	12,474	0	0	230	771	0	1,001	13,475	14,567
Other Income									
Hall hire	1,151	0	0	0	0	0	0	1,151	3,400
Parochial fees charged	2,487	0	0	0	0	0	0	2,487	3,844
Interest receivable	0	0	0	0	0	11	11	11	7
Total Other Income	3,638	0	0	0	0	11	11	3,649	7,251
Total Incoming Resources	212,698	0	12,500	230	771	1,725	15,226	227,924	224,445

St Hugh's Lewsey Parish Church, Luton

APPENDIX 3

Notes to the accounts for the year ended 31 December 2020

3. Outgoing resources	Notes	Unrestricted & undesignated	Restricted Children's work	Restricted Tiddlers	Restricted Café	Restricted 247 LHS	Restricted Building Fund	Total Restricted	Total 2020	Total 2019
		£	£	£	£	£	£	£	£	£
Activities related to work of church	Parish Share	39,904	0	0	0	0	0	0	39,904	49,984
	Diocesan Fees	1,405	0	0	0	0	0	0	1,405	1,361
	Clergy Expenses	1,833	0	0	0	0	0	0	1,833	3,062
	Staff Salaries & HRRC payments	48,660	24,643	0	0	0	0	24,643	73,303	81,345
	Staff expenses	458	0	0	0	0	0	0	458	1,813
	Worship Costs	2,277	0	0	0	0	0	0	2,277	4,076
	Hospitality	1,225	0	0	0	0	0	0	1,225	2,585
	Mission - local	10,454	0	0	0	0	0	0	11,431	16,878
	Mission - international	0	0	0	0	0	0	0	0	0
	Property depreciation	0	0	0	0	0	0	0	0	0
Youth & Children's Work		381	0	76	0	0	0	76	457	3,885
Total Activities cost		106,597	24,643	76	977	0	0	25,696	132,293	164,999

Church Management & Administration	Notes	Unrestricted & undesignated	Restricted Youth Work	Restricted Tiddlers	Restricted Café	Restricted 247 LHS	Restricted Building Fund	Total Restricted	Total 2020	Total 2019
		£	£	£	£	£	£	£	£	£
Church Management & Administration	Printing, postage & stationery	1,349	0	0	0	0	0	0	1,349	1,655
	Photocopying	1,800	0	0	0	0	0	0	1,800	2,440
	Telephone & internet	929	0	0	0	0	0	0	929	967
	Subscriptions & Licenses	3,807	0	0	0	0	0	0	3,807	2,915
	Utilities	4,660	0	0	0	0	0	0	4,660	5,316
	Insurance	2,175	0	0	0	0	0	0	2,175	2,221
	Building maintenance	4,988	0	0	0	0	0	0	4,988	10,239
	247 Rental Payments	6,915	0	0	0	0	0	0	6,915	6,767
	Professional Fees	849	0	0	0	0	0	0	849	877
	Fees paid to diocese	0	0	0	0	0	0	0	0	0
Total Management & Admin Costs	Deanery Synod	0	0	0	0	0	0	0	0	0
	Property Depreciation	1,567	0	0	0	0	301	301	1,868	1,868
		29,039	0	0	0	0	301	301	29,340	35,264

Grants and donations	Notes	Unrestricted & undesignated	Restricted Youth Work	Restricted Tiddlers	Restricted Café	Restricted 247 LHS	Restricted Building Fund	Total Restricted	Total 2020	Total 2019
		£	£	£	£	£	£	£	£	£
Total Grants & Donations	Tithe to Mission	19,404	0	0	0	0	0	0	19,404	18,827
	Estates	0	0	0	0	0	0	0	0	0
		19,404	0	0	0	0	0	0	19,404	18,827

Total Outgoing Resources		155,040	24,643	76	977	301	0	25,997	181,037	219,091
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