

# **ANNUAL REPORT & FINANCIAL STATEMENTS OF THE PCC**

**YEAR END DECEMBER 31ST 2023  
ST LUKE'S CHURCH, SWAY  
CHURCH LANE, SWAY, SO41 6AD  
DIOCESE OF WINCHESTER**



**INCUMBENT: REV'D JANE MITCHELL**

**CHURCH WARDENS: PETER BLICK**

**BANK: CAF LIMITED, 25 KING'S HILL AVENUE, WEST MALLING, KENT ME19 4JQ**

**REGISTERED CHARITY 1132719**

**INDEPENDENT EXAMINER: CAROL DUTTON -**

**TWILLINGATE FARM, MIDDLE ROAD, TIPTOE, SO41 6EJ**

**st luke's**  
**church, sway**



## St Luke's Church Sway

### ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2023

#### Administrative Information

St. Luke's Church is situated in Church Lane, Sway. It is part of the Diocese of Winchester within the Church of England. The correspondence address is St Luke's Church Office, Church Lane, Sway, Hampshire SO41 6AD

The Parochial Church Council (PCC) is a charity registered with the Charity Commission. The members of the PCC are the Trustees of the charity. (Charity no 1132719).

PCC members who have served from 1<sup>st</sup> January 2023 until the date this report was approved are:

**Incumbent:** The Revd Jane Mitchell from 8/8/19

**Curate:** Revd Kevin Smith (from July 2021- licensed for 4 years)

**LLMs:** Merilyn Christian-Edwards from 20/4/23

**Wardens:** Peter Blick from 8/1/23 to date  
Paul Caneparo from 8/1/23 - resigned Sept 23

#### Deanery Synod Representatives:

Paul Caneparo	until 20/4/23
Lisa Thomas	until 20/4/23
Stuart Mitchell	from 20/4/23

#### Elected Members:

Wendy Collyer	until 20/4/23
Lisa Guinness	until 20/4/23
Iris Backhurst	until 20/4/23
Jenny Denman	from 20/3/22 resigned 20/4/23
Vanessa Mann	from 20/3/23 resigned 21/4/23
Janet Kirk	from 20/3/24 resigned 20/4/23
Stuart Mitchell	until 20/4/23
Geraldine Hawkes	until 16/4/24
Hazel Gillett	until 16/4/24
Alison Hall	until 16/4/24
Debs Sandys	from 7/23 resigned 11/23
Lesley Willey	from 20/4/23
Taiwo Ogunjimi	from 20/4/23
Claire Davies	from 20/4/23
Andrea Janssens	from 20/4/23
Ellie John	co opted from 18/11/23

## St Luke's Church Sway

### Financial Review for the Year ended 31st December 2023

#### 1. Financial Summary

St Luke's Church, Sway 2023 Financial Summary									
	Adult			Youth			Total		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
<b>Income</b>									
Net Regular Giving	54,573	53,428	54,533	12,846	25,948	11,882	67,420	79,376	66,415
Gift Aid	16,456	17,306	16,943	1,825	3,546	2,109	18,280	20,852	19,052
Other Giving	40,108	26,567	30,600	0	0	0	40,108	26,567	30,600
Giving for Mission Projects	0	0	1,627	0	0	0	0	0	1,627
Legacies	0	3,250	24,769	0	0	0	0	3,250	24,769
<b>Total Giving</b>	<b>111,137</b>	<b>100,551</b>	<b>128,472</b>	<b>14,671</b>	<b>29,494</b>	<b>13,991</b>	<b>125,808</b>	<b>130,045</b>	<b>142,463</b>
Income from Other Activities	26,937	32,909	23,430	410	56	2	27,347	32,965	23,432
<b>Total Income</b>	<b>138,074</b>	<b>133,460</b>	<b>151,902</b>	<b>15,081</b>	<b>29,550</b>	<b>13,993</b>	<b>153,155</b>	<b>163,010</b>	<b>165,895</b>
<b>Expenditure</b>									
Common Share	72,000	72,000	72,000	0	0	0	72,000	72,000	72,000
Ministry Expenses	4,297	8,381	7,440	15,498	16,148	28,093	19,795	24,529	35,533
Mission Giving & Grants	6,387	6,625	6,866	0	0	0	6,387	6,625	6,866
Costs re Income Generation	9,257	15,510	10,144	0	0	0	9,257	15,510	10,144
Church Running Costs	34,810	38,973	25,366	0	0	0	34,810	38,973	25,366
<b>Expenditure - Sub Total</b>	<b>126,751</b>	<b>141,489</b>	<b>121,816</b>	<b>15,498</b>	<b>16,148</b>	<b>28,093</b>	<b>142,249</b>	<b>157,637</b>	<b>149,909</b>
Depreciation Charge	10,673	12,550	10,751	0	0	0	10,673	12,550	10,751
<b>Overall Surplus/(Deficit)</b>	<b>650</b>	<b>(20,579)</b>	<b>19,335</b>	<b>(417)</b>	<b>13,402</b>	<b>(14,100)</b>	<b>233</b>	<b>(7,177)</b>	<b>5,235</b>
<b>Balance Sheet Summary</b>									
Buildings and Other Assets							174,982	185,654	194,329
Bank and Cash Balances							166,858	156,375	158,969
Securities, Debtors/Creditors							2,332	1,909	(2,182)
							<b>344,172</b>	<b>343,939</b>	<b>351,116</b>
<b>Reserves</b>									
General & Designated Funds							271,386	270,736	291,315
Youth Fund							66,568	66,985	53,583
Endowment							6,218	6,218	6,218
<b>Total</b>							<b>344,172</b>	<b>343,939</b>	<b>351,116</b>
<b>Notes</b>	<b>1</b>	Overall - and despite the forecasts - we have returned a small surplus in 2023							
	<b>2</b>	Several one-off donations in 2023 effectively replaced the Gift Day that boosted Youth funds in 2022							
	<b>3</b>	There was a post Covid bounce in Fee earnings (weddings etc) in 2022 which hasn't been sustained							
	<b>3</b>	Sway News is now published every 2 months - so revenue and costs have reduced in 2023							
	<b>4</b>	Energy costs have not risen as much as we expected (Govt support)							
Ian Burnham FCA	25th January 2024								

#### St Luke's APCM Finance report 2023

#### Background

- We entered 2023 after 4 years where we had accumulated deficits totalling £8k.
- That included depreciation charges in those years which had totalled £43k.
- That meant that our Cash balances had actually increased during the period by £35k
- The £8k deficit would have been worse - but for £28k of one off unanticipated legacies in those figures.
- In addition, there were concerns about:
  1. Some withdrawal in Giving, and an aging demographic
  2. The impact of potentially significant building repairs
  3. Indications that Energy costs would at least double in the year
  4. The diminished level of Reserves in the General Fund
- The Finance Team also forecast a deficit of over £90k for 2023 and was approved by the PCC
- This included an amount of over £40k for those repairs. The congregation was alerted in January

#### Outcome

- The outcome, however, is that we have recorded a small surplus - of just over £200.
- Overall, Giving held up - although there was a move to support the General Fund (away from Youth)
- In addition, the General Fund benefitted from a number of one off Donations

- Energy costs stabilised (helped by a new contract and reduced impact of the Russia/Ukraine conflict)
- An independent survey of the state of our building was more positive than had been expected

### **Future**

- New challenges are always with us - numbers in the Anglican church are declining nationally particularly the numbers of children since lockdowns.
- Inspection) A five year review (Quinquennial Report) of our buildings will take place in September 2024 with an unknown outcome. So we are cautious in forecasting a £30k deficit to include £20k allocated funds in the budget to complete some maintenance and building works this year.

### **Faith**

- God, through His people has proved faithful in meeting the challenges of recent years
- That gives us confidence (without complacency) in His Goodness and the support of His people to the ministry in Sway.

**Ian J Burnham FCA**

## 2. Statement of Financial Activities

[illegible]



### 3. Income and Expenditure

St Luke's Finance. Detail, Year ended 31 December 2023			
Income/Expenditure Comparatives (Years 2023 & 2022)			
Code	Description	Yr 2023	Yr 2022
<b>General Church Income</b>			
101	Net Gift Aid Donations	54,573	53,428
102	Gift Aid Tax Recovered	16,456	17,306
103	Ordinary Collections in Church	8,276	5,211
104	Donations Restricted	0	0
105	Regular Donations	14,907	15,051
106	Sundry Donations	16,925	6,305
110	Resources	0	0
111	Sway News Income	8,637	13,159
112	Church Rooms - Income	5,857	7,566
114	Fees Paid to PCC	7,882	10,837
117	Events	90	239
121	Trust Income - Endowment	4,471	765
122	Bank Interest Received	0	193
123	Legacies	0	3,250
124	Church Hire - Receipts	0	150
127	Church Rooms - Flooring Donations	0	0
		<b>138,074</b>	<b>133,460</b>
<b>General Church Expenditure</b>			
201	Grants to Charities	(6,387)	(6,625)
202	Grants to Charities Restricted	0	0
211	Common Mission Fund	(72,000)	(72,000)
212	Vicar's Ministry Expenses	(700)	(915)
213	Assistant Clergy Kevin Exs	(69)	(141)
214	Mission Expenses	(425)	(591)
215	Fellowship, Pastoral Care, Hospitality	(56)	(784)
216	Events Expenses	(321)	(1,101)
217	Church Running Expenses	(13,303)	(15,452)
218	Church Maintenance	(6,913)	(18,895)
219	Upkeep of Services	0	(51)
220	Resources Expenditure	(111)	(120)
221	Sway News Publishing	(3,735)	(7,370)
222	Fees Paid	(5,522)	(8,140)
223	Church - Yard and Garden	(405)	(602)
225	Church Room Costs	0	0
224	Energy Costs	(7,437)	0
226	Worship inc Music	(1,562)	(937)
227	Discipleship	(299)	(490)
231	General Admin.	(467)	(2,096)
232	Print, Copy & Stationery	(2,105)	(2,248)
233	Total Admin. Salary Costs	(4,842)	(2,667)
240	Large Repairs	0	
242	Church Family Support Fund	0	0
243	Church - Bank Charges	(92)	(89)
245	"ECO" Audit/Certification Costs	0	(174)
246	Replacement Flooring/Assoc. Costs	0	0
<b>General Expenditure before Depreciation</b>		<b>(126,751)</b>	<b>(141,489)</b>
250	<b>Depreciation</b>	<b>(10,673)</b>	<b>(12,550)</b>
<b>General Fund (Deficit)/Surplus</b>		<b>650</b>	<b>(20,579)</b>
<b>Youth/Family Income</b>			
301	Youth Giving	12,846	25,948
302	Youth Gift Aid Tax Recovered	1,825	3,546
315	Trips Income	152	629
316	Other Income - Youth and baby Groups	0	0
321	Bank Interest Received	410	56
		<b>15,233</b>	<b>30,179</b>
<b>Youth/Family Expenditure</b>			
411	Youth/Family Administration	0	0
412	Total Youth Salary Costs (incl. NICs)	(15,219)	(15,415)
413	YCP: Expenses	(266)	(597)
422	Youth Admin charges	(60)	(86)
423	Youth Events	0	(171)
424	Youth Trips/Weekends	0	0
425	Youth Activities	(105)	(508)
426	Baby Group	0	0
427	Youth Contingency	0	0
429	SonShiners	0	0
431	Youth/Family: Sunday Club	0	0
432	CPAS/Beaulieu Weekend	0	0
		<b>(15,650)</b>	<b>(16,777)</b>
<b>Youth Fund Surplus/(Deficit)</b>		<b>(417)</b>	<b>13,402</b>
<b>St Luke's Total (Deficit)/Surplus</b>		<b>233</b>	<b>(7,177)</b>

#### 4. Assets and Liabilities

St Luke's Church, Sway						
Statement of Assets and Liabilities						
At 31st December 2023						
Class/Nominal Code	General	Designated	Restricted	Endowment	Total 2023	Last Year
<b>Fixed Assets</b>						
700 Buildings		13,040	127,216		140,256	142,195
710 Equipment	-				-	-
714 Church - Plant & Equipment			-		-	1,919
715 Church - Office Equipment	-				-	745
716 Church - Fixtures & Fittings			34,726		34,726	40,072
718 Church Rooms - Plant & Equipment	-				-	642
719 Church Rooms - Fixtures & Fittings	-				-	81
<b>Total</b>	<b>-</b>	<b>13,040</b>	<b>161,942</b>	<b>-</b>	<b>174,982</b>	<b>185,654</b>
<b>Current Assets</b>						
801 CBF Deposit	46,512		47,928		94,440	94,440
802 CAF Cash Account	1,124				1,124	6,988
803 CAFGold Account	52,395				52,395	40,050
804 Reordering Account					-	-
805 Petty Cash In Hand	50				50	50
806 Youth Gold Account			18,849		18,849	14,847
807 Vicars Discretionary Fund		25			25	25
809 Youth Family CAF Cash Account			1,071		1,071	478
811 218 Shares Cannon Trust	-			4,525	4,525	4,525
812 Treasury Stock - C Shrubbs Charity				31	31	31
813 Treasury Stock - Boyle Charity				585	585	585
814 NatWest Boyle Charity				-	-	-
815 Sway Benefice Endowment Fund				1,329	1,329	1,329
821 Sundry Debtors	2,519				2,519	2,341
822 Prepaid Expenditure	-				-	-
<b>Total</b>	<b>102,600</b>	<b>25</b>	<b>67,848</b>	<b>6,470</b>	<b>176,944</b>	<b>165,688</b>
<b>Current Liabilities</b>						
851 Sundry Creditors	(6,474)				(6,474)	(6,123)
853 Deferred Income	(1,280)				(1,280)	(1,280)
<b>Total</b>	<b>(7,754)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(7,754)</b>	<b>(7,403)</b>
<b>Total Net Assets</b>	<b>94,847</b>	<b>13,065</b>	<b>229,790</b>	<b>6,470</b>	<b>344,172</b>	<b>343,939</b>
<b>Represented By:</b>						
Unrestricted - General	87,174				87,174	73,474
Reordering Project			171,147		171,147	184,197
Designated - Vicars		25			25	25
Designated - Build./Equipment		13,040			13,040	13,040
Restricted - Youth			66,568		66,568	66,985
Endowment				6,218	6,218	6,218
<b>Totals</b>	<b>87,174</b>	<b>13,065</b>	<b>237,715</b>	<b>6,218</b>	<b>344,172</b>	<b>343,939</b>

## 5. Fixed Assets for use by the PCC

		Year 2023		
		Buildings	Equipment	Total
<b>Cost</b>	At 1st January 2023	286,952	149,916	436,869
	Additions	-	-	-
	<b>At 31st December 2023</b>	<b>286,952</b>	<b>149,916</b>	<b>436,869</b>
<b>Depreciation</b>	At 1st January 2023	140,017	111,198	251,215
	Charge for the Year	6,820	3,852	10,672
	<b>At 31st December 2023</b>	<b>146,837</b>	<b>115,050</b>	<b>261,887</b>
<b>Net Book Value</b>	At 1st January 2023	146,936	38,719	185,654
	<b>At 31st December 2023</b>	<b>140,116</b>	<b>34,866</b>	<b>174,982</b>



## 6. Independent Examiner Report

arnamentia@mailasail.com/889869920.1  
3150231709543814050.JavaMail.app@a  
pxt62-ca-ec1.prod.awspr



CHARITY COMMISSION  
FOR ENGLAND AND WALES

### Independent examiner's report on the accounts

#### Section A

#### Independent Examiner's Report

##### Report to the trustees

The PCC of St Luke's Church, Sway

##### On accounts for the year ended

31<sup>st</sup> December 2023

##### Charity no (if any)

1132719

##### Set out on pages

(remember to include the page numbers of additional sheets)

##### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023

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

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

##### Independent examiner's statement

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

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

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

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

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

Signed:

*Carol A Dutton*

Date:

22 / 11 / 24

Name:

Carol A Dutton