



**The Parochial Church Council of the Ecclesiastical Parish of St. Luke the  
Evangelist, Maidstone**

**Registered Charity Number 1133938**

**Financial Statements**

**31 December 2022**

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## **The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone**

### **Administrative Information**

|                                      |  |
|--------------------------------------|--|
| <b>Secretary to the PCC:</b>         | Mandy Parris (until April 2022)<br>Anne Moss (from May 2022)*            |
| <b>Finance and Bookings Manager:</b> | Mandy Parris (from May 2022)*<br><br><i>*Non-Voting Attendees at PCC</i> |

### **Trustees**

|  |  |
|--|--|
| <b>Incumbent:</b>                            | Revd. Gareth Dickinson   |
| <b>Co-opted:</b>                             | Rev.d Robin Williamson<br>Brad Cook  |
| <b>Wardens:</b>                              | Anthony Chadwick<br>Melanie Williams   |
| <b>Elected Members:</b>                      | Anne Cole<br>Thomas Cordrey (appointed April 2022)<br>Dorcas Kingsford<br>Graeme Levett<br>Geoff Licence (resigned April 2022)<br>Donella McGill<br>Cantor Mocke<br>Mandy Parris (resigned April 2022)<br>Neil Sinclair<br>Carole Tyler (appointed April 2022) |
| <b>Representative on the Diocesan Synod:</b> | Clare Torrens  |
| <b>Representatives on the Deanery Synod:</b> | Heather May<br>Susan Ghinn<br>Wendy Suffield   |

|                |   |
|----------------|---|
| <b>Address</b> | St Luke's Church<br>Foley Street<br>Maidstone<br>Kent<br>ME14 5AW |
|----------------|---|

|                             |  |
|-----------------------------|--|
| <b>Independent Examiner</b> | Paul Baker<br>Applied Accountancy Limited<br>50a Clifford Way<br>Maidstone<br>Kent<br>ME16 8GD |
|-----------------------------|--|

|             |  |
|-------------|--|
| <b>Bank</b> | CAF Bank Ltd<br>25 Kings Hill Avenue<br>Kings Hill, West Malling<br>Kent<br>ME19 4JQ |
|-------------|--|

## **Trustees' Annual Report for the year ended 31 December 2022**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The PCC is a registered charity and is governed by the PCC Powers Measure 1956 (as amended) and Church Representation Rules.

The method of appointment of PCC members is governed by and set out in the Church Representation Rules. PCC membership is sought from the fellowship. New trustees are provided with a guide to the principles of the PCC.

The PCC operates through a number of groups and committees covering many aspects of church life, which report to the full trustee board.

The Standing Committee has the power to transact business of the PCC between meetings, subject to the direction of the full PCC.

There is an officer for mission who considers which societies, organisations or individual missionaries should be supported by the church and raises the profile of mission in the congregation. All recommendations for the distribution of funds given by the church for that purpose are agreed annually by the PCC.

The Site development group looks at the needs of the church in respect of accommodation and future development of the buildings.

Two more members of staff were appointed in 2022, a Finance manager and a Worship and Creative pastor. These, together with existing staff and a number of key volunteers and clergy form a core team who meet together each week to manage the ongoing work of the church. The PCC has also made the decision to recruit a temporary Operations Manager as an additional member of staff in 2023. They will help to manage the site and research grant opportunities. A curate will also be joining the team. There is a strong possibility that a youth worker will be appointed in 2023 with grant funding from the Church of England. These appointments will help to develop new areas of ministry.

St Luke's has established a vision under the banner of 'Live- Love- Lead' and this is underpinning the direction of the church. In partnership with our architect, plans for the development of the site, 'Transforming Spaces for Transforming Mission' are well underway and have provisional approval from Maidstone Borough Council and The Diocese of Canterbury.

### **OBJECTS, AIM AND PURPOSES**

Under the PCC Powers Measure 1956 (as amended), St. Luke's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent vicar and the churchwardens in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the church complex of St Luke's, Maidstone.

The trustees have complied with the duty in section 4 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance.

## **OBJECTIVES AND ACTIVITIES**

When planning our activities for the year, the incumbent vicar, the churchwardens and the PCC have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:-

- Regular worship open to all, and the teaching of Christianity through sermons and small groups.
- Provision of the Forefront youth groups and children's groups with a Christian ethos, as well as taking assemblies in schools.
- Pastoral work, including visiting the sick and the bereaved, and the St. Luke's Barnabas Fund (emergency funding for Church Members).
- The provision of sacred space for personal prayer and contemplation, as well as ministry teams available to pray with individuals at Sunday services.
- Evangelism, communicating and seeking to demonstrate the message of God's forgiveness and love for all human beings.
- Promoting the whole mission of the Church through numerous groups.
- Supporting other charities in the UK and overseas.
- Supporting the community via provision of activities for parents and preschool children, a lunch club for elderly people.
- Working in partnership with other local churches to support mission in Maidstone.

To facilitate this work, it is important that we maintain the fabric of the Church of St. Luke's and the church complex. Minor maintenance work is organised and carried out by our 'in house' Property team. Major repair work is commissioned from professional firms according to the recommendations of the Quinquennial Survey, which took place in Autumn 2017. A number of projects in 2022 have improved areas of the church complex, making them more suitable for use.

## **ACHIEVEMENTS AND PERFORMANCE**

### **Regular worship open to all, and the teaching of Christianity through sermons and small groups**

Throughout 2022, St Luke's has offered one Sunday morning service in the church which is live-streamed and uploaded to YouTube. Church attendance has grown significantly during the year. Online viewing figures have continued to be strong with people watching at their convenience throughout the week. Morning services include very well-attended groups for children and young people. Additional groups have been needed, putting pressure on the available spaces. In addition, new monthly evening celebrations have continued. These include guest speakers and allow an extended time of worship, teaching, prayer and ministry. Attendance has grown, with many people visiting from other local churches.

In 2022 there has been a return to a more normal pattern of services reflecting seasons of the Church calendar. Our Christmas services are particularly appreciated by hundreds of people in the town, especially the service of Carols by Candlelight and a Christingle service for families. A harvest festival was held with donations to the Salvation Army Foodbank.

The relaxation of Covid-19 measures has meant that more people can be accommodated in the building but growing numbers mean that each service is packed.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of their journey through life: through baptisms, marriages and funerals. Baptisms and

## **The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone**

marriages that had been postponed by the pandemic due to the very limited numbers allowed to attend, have now resumed. Funerals have taken place at the Maidstone crematorium, often led by our non-stipendiary minister.

We also hold an annual Remembrance Sunday service called 'Candle in the Wind': an opportunity for those who wish to remember the death of a loved one. This is especially valued by those who have lost someone during the previous year, enabling them to mourn their loved one, commend them into God's presence and receive the comfort of other people's prayers.

The PCC recognises that God made us all as unique individuals, who desire to worship him in our own way and we try to provide space to recognise and encourage this. Worship Teams provide music and sung worship led in a variety of ways by small groups of musicians and singers, who are supported by the Technical Team, who manage the sound and project words and other data onto the screen at the front of the church. The addition of a Worship and Creative pastor has enabled further enrichment of our worship with videos, choir and orchestra.

### **Lifegroups**

Lifegroups are small midweek groups mainly meeting in homes in and around Maidstone. They are safe places to meet, make friends and be encouraged in the Christian faith. They are the initial point for pastoral care. Pastoral links are made to support those who for one reason or another are not able to attend a Lifegroup. The number of Lifegroups doubled in 2022 with people usually meeting in person.

### **Youth and Children**

In 2021 St Luke's invested in employing a Children and Families Pastor. This has enabled significant growth in this area of church life with a large rise in the numbers of children and young people attending each week. Sessions for children are run every week and are lively and engaging and deeper relationships with families are being built and maintained. Special events such as a Holiday Club, Pancake party and Light Trail have also been well-received.

Our young people have Sunday sessions on three weeks a month. On the fourth week, they are encouraged to support other ministries, working with children or helping with sound, vision, worship and refreshments. Additionally, they meet on a Friday evening with a programme that includes spiritual and social content. Increasingly, our young people attend events which include other groups across the district.

### **Pastoral Work**

Pastoral Care consists of visiting people in their homes and in hospital, ministering to the dying and comforting the bereaved, which is done by teams of laity and clergy.

The St. Luke's Barnabas fund is supported by the PCC and provides financial support for those facing emergency difficulties. The fund is administered by a small group who ensure confidentiality is maintained.

On Sundays Pastoral Care is also provided by our Ministry Team, who pray with those who are struggling with life's situations; especially where issues may have been raised during the preaching or worship. Those who require counselling are advised to go to the Crossline Christian Counselling Service, an inter-church scheme which operates in the centre of Maidstone.

## **The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone**

Because of the size of the church membership, much simple pastoral care is provided both within Life Groups and the huge variety of other groups (such as those described below).

The church appoints safe-guarding officers for vulnerable adults and children, working in partnership with the Diocese and other agencies as appropriate. This work has been recognised by social services and the diocese as an example of excellent practice.

In response to the war in Ukraine, the church has made St Luke's House available to a family of 9 refugees. This has provided a safe home with practical support and pastoral care for the family.

### **The provision of sacred space for personal prayer and contemplation**

There is a regular monthly prayer evening for the congregation. There is also a phone number that people can use to text prayer requests.

### **Evangelism**

We believe that promoting the Gospel to the community is vital. We seek to communicate this through targeting invitations to special services and events such as comedy nights, quiz nights etc.

A weekly and monthly newsletter has been distributed to everyone on our Churchsuite database. The number of people in the data base has more than doubled over the last year. This has provided a point of contact each week and enabled the promotion of on-line services and increasingly been a source of information and encouragement. The church has also held an on-line Alpha course which has drawn in new people.

St. Luke's also has close links with 'Street Pastors', a national initiative where Christians go out to offer practical and pastoral help to young people enjoying the night-life in towns and city centres. Several of our members are involved with this venture in Maidstone, having trained as 'Street Pastors' or as part of their prayer support teams.

St. Luke's also provides volunteers for the Maidstone Churches' Winter Shelter where up to 15 Homeless people were provided with a hot meal, bed overnight and breakfast during the 12 weeks of Winter. During the pandemic, many homeless people have been housed by the council to reduce the potential impact of Covid-19 on vulnerable people.

### **Technology/ Website / Social media**

The website and our social media pages are an important part of our ministry at St. Luke's as we continue to build the church of the 21st century. The church has invested in Churchsuite and G-Suite software as a means of maintaining office functions and improving communication without the need to always be based in a physical office. Use of 'Churchsuite' has allowed us to operate a booking system for in-person events. G-Suite software has allowed staff and key volunteers to work from home, share documents and provide a platform to store and access media files.

A new up-to-date church website has been developed as an initial point of contact for new people. Social media is being utilised more consistently and effectively.

We have invested in new technology to replace audio-visual equipment in the church which had come to the end of its life.

## **Promoting the whole mission of the Church**

In normal times, numerous groups operate throughout St. Luke's offering support for those in the local community. All of the groups and activities listed in this section had to be suspended during the pandemic, but many are now up and running again.

*There is a "Cafe n' Tots" group for pre-school age children and their carers which has continued to flourish. There are 162 families registered and the two weekly sessions are usually full to capacity. Some of these families have begun to attend other events and services occasionally.*

*The 60s+ club continues to thrive and attract new members. There are regular activities such as keep fit and quizzes as well as services which are held six times a year.*

*A gardening team meets weekly to maintain the church garden and grounds.*

*A men's group enjoy breakfasts, suppers, barbecues, bowling nights and walking weekends away.*

## **Supporting other Charities in the UK and overseas**

St Luke's has continued its commitment to give 10% of its income away to various charities and organisations both within the UK and abroad. In 2022 the PCC distributed the remaining tithe from 2021. As giving to St Luke's has increased, so in turn, we have been able to increase our giving to other churches and organisations.

## **Fabric and Buildings**

A feasibility study has been carried out and proposals drafted for works to improve the site for our own ministry and community use. A topographical survey has been completed to enable detailed plans and costings to be developed. These plans have provisional approval from the Diocese and Maidstone Borough Council.

New smaller screens have been installed to replace the large screen and projector which had come to the end of its life. This has also had the benefit of opening up the chancel area.

St Luke's House has been redesignated as a House of Multiple Occupation and now houses a Ukrainian family in the ground and first floors as well as the top floor flat. This required a big clear out of old office equipment and a light-touch makeover of the kitchen and bathrooms. Much of the furniture, appliances and household goods were donated. The church worked in collaboration with Maidstone Borough Council and the Diocese of Canterbury to ensure that we were compliant with regulations.

The church address and post box has been changed to St Luke's Church, Foley Street, Maidstone ME14 5AW now that St Luke's House is a residential building and the office is in the main church.

While plans for the whole site are being progressed, there are frequent issues with the utility systems in the church and halls, much of which is old and needs to be replaced. This is a constant drain on finances and human resources.

Many volunteers have helped to clear out the build up of redundant equipment around the site, making the buildings more organised and less cluttered.

The church locks have been replaced to ensure there is better security with restricted access.

## **FINANCIAL REVIEW**

Income in 2022 was £289,966 compared with £246,445 in 2021. The increase is due to in part new families joining St Luke's either for the first time or returning after some years away and contributing to the church finances. The church halls have been hired out this last year and this has helped our finances.

The total income for the year was less than the expenditure by £23,257, against a surplus of £20,421 in 2021.

Income increased overall, planned giving increased in 2022 by £35,121 and consequently tax recovered also increased; cash collections saw an increase of £2,405 in the year. Other donations income totalled £46,858 (a decrease of £17,146 from 2021). Of this income, £20,295 (2021: £41,408) was in restricted funds and given and received for specific purposes.

Total income from other trading activities was £31,429 (2021: £14,470) of which the largest parts were income of £13,698 from the rental of St Luke's flat (2021: £9,465) and income of £17,249 for the hire of the church halls (2021: £4,817).

Total unrestricted expenditure was £265,631 (2021: £178,761).

"Costs of generating donations" (which is basically the cost of running the church site and activities) was £105,770 (2021: £56,548).

Costs of trading activities was £18,601 (2021: £16,385), an increase which is partly due to sponsoring a Ukrainian family (9 members) who live in St Luke's House.

Grants to external missions were £35,895 (2021: £38,618), not all 2021 mission money was given away in 2022, but it was rolled over to be used in 2023.

## **PCC Review of Finances**

Our Budget for 2022 was a challenging but realistic budget. Our income increased, as new members joined the church and our halls were once again let out on a regular basis. We were able to pay our full Parish Share to the Diocese.

In 2022 we were able to appoint a further two members of staff, a full time Worship and Creative Pastor and a part time Finance and Bookings Manager. The PCC along with the Finance Manager and the finance team (two volunteers) have continued to keep the finances under regular review throughout the year. St Luke's is an old church and as such the buildings are constantly needing repairs and maintenance of heating systems and repairs in general have been a regular occurrence.

The series of actions we carried out in 2022 included:

- Refurbishing St Luke's House to make a home for Ukrainian refugees.
- New electric heaters for the Miss Coppen Room (on a timer for better efficiency)
- New energy efficient lighting in the Miss Coppen Room
- Removal of screen and projector in church and replaced with TV screens secured to pillars
- Removal of old and redundant equipment from the church, allowing us to open up the chancel

## **Reserves Policy**

We employed a further two staff in 2022 and the PCC agreed to increase the free unrestricted reserves to £32,500. Free reserves at 31 December 2022 were £46,078 (2021: £57,513) representing investments held and unrestricted/undesignated net current assets of the charity.

## **RISK MANAGEMENT**

The board of Trustees continues to assess, identify and address areas of risk and to put controls in place to minimise these. Key controls include;

- Formal agendas and minutes for all Board and subcommittee meetings;
- Comprehensive budgeting, management reporting and accounting;
- Development of written policies and procedures;
- Development of strategic plans.

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the governing document. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **FUTURE DEVELOPMENTS**

In 2022, emphasis was placed on establishing and taking forward a vision for the church. This led us to the strategic appointment of further key staff and reviewing and planning the use and development of the church site in order to support the vision and mission of St Luke's Church in a sustainable way. The church premises extend over a large site which includes St Luke's House and garden, the car park and a number of halls with land around them. These represent assets that, if necessary, could be sold to support redevelopment to enable more extensive use of the site by church and community groups. Growing areas of ministry and the increased size of the congregation also potentially boosts revenue, and the need for usable space.

In 2022, the church has been able to recruit further talented staff who have worked alongside the vicar, staff and volunteers, creating a core team to carry out the business of the church.

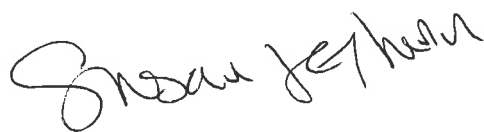
The last year has seen a significant growth in church membership with many new people giving regularly. Technology has continued to be used extensively for administration, communication and the live-streaming of services, enabling the church to stay connected and engaged. Giving by standing order has increased following an 'Okay, I'm in' vision day in October. Moving our own activities into the main church has increased the opportunity to raise income from letting our premises. Income from hall hire has gradually picked up with groups returning or starting new enterprises. Some people have recommenced giving through cash collections in services and others have made use of a new sum-up card machine facility. St Luke's continue to receive income from letting St Luke's House flat which helps cover the costs of maintaining the building.

This report was approved by the Trustees on 24 April 2023 and signed on their behalf by

Revd. Gareth Dickinson  
Vicar & Trustee



Susan Ghinn  
Trustee



**Independent examiner's report to the trustees of the Parochial Church Council of the Ecclesiastical Parish of St Luke the Evangelist, Maidstone.**

I report to the trustees on my examination of the accounts of the Parochial Church Council of the Ecclesiastical Parish of St Luke the Evangelist, Maidstone ('the charity') for the year ended 31 December 2022, which are set out on pages 12 to 23.

**Responsibilities and basis of report**

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

I report in respect of my examination of the charity'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 2011 Act.

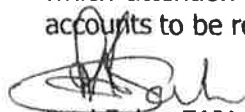
**Independent examiner's statement**

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Association of International Accountants.

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 Trust as required by section 130 of the Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts 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.



Paul Baker FAIA  
Applied Accountancy Limited  
50a Clifford Way  
Maidstone  
Kent ME16 8GD  
Dated:

**Statement of Financial Activities  
For the year ending 31 December 2022**

|   | Notes | Restricted<br>£ | Unrestricted<br>£ | Endowment<br>£  | Total<br>2022<br>£ | Total<br>2021<br>£ |
|---|-------|-----------------|-------------------|-----------------|--------------------|--------------------|
| <b>Income and endowments</b>                      |       |                 |                   |                 |                    |                    |
| Donations:  |       |                 |                   |                 |                    |                    |
| Donations from church members                     |       | -               | 211,405           | -               | 211,405            | 164,567            |
| Other donations                                   |       | 20,295          | 26,563            | -               | 46,858             | 64,004             |
| Other trading activities                          |       | -               | 31,429            | -               | 31,429             | 14,470             |
| Investment income                                 |       | -               | 262               | 12              | 274                | 12                 |
| Other income                                      |       | -               | -                 | -               | -                  | 3,392              |
| <b>Total income</b>                               | 2     | <u>20,295</u>   | <u>269,659</u>    | <u>12</u>       | <u>289,966</u>     | <u>246,445</u>     |
| <b>Expenditure</b>                                |       |                 |                   |                 |                    |                    |
| Costs of raising funds:                           |       |                 |                   |                 |                    |                    |
| Costs of generating donations                     |       | 6,843           | 98,927            | -               | 105,770            | 56,548             |
| Costs of trading activities                       |       | 4,694           | 13,907            | -               | 18,601             | 16,385             |
| <b>Total costs of raising funds</b>               |       | <u>11,537</u>   | <u>112,834</u>    | <u>-</u>        | <u>124,371</u>     | <u>72,933</u>      |
| Charitable activities:                            |       |                 |                   |                 |                    |                    |
| Ministry  |       | 2,647           | 150,310           | -               | 152,957            | 114,473            |
| Grants  |       | 33,408          | 2,487             | -               | 35,895             | 38,618             |
| <b>Total expenditure on charitable activities</b> |       | <u>36,055</u>   | <u>152,797</u>    | <u>-</u>        | <u>188,852</u>     | <u>153,091</u>     |
| <b>Total expenditure</b>                          | 3     | <u>47,592</u>   | <u>265,631</u>    | <u>-</u>        | <u>313,223</u>     | <u>226,024</u>     |
| <b>Net income/(expenditure)</b>                   |       | <u>(27,297)</u> | <u>4,028</u>      | <u>12</u>       | <u>(23,257)</u>    | <u>20,421</u>      |
| <b>Transfers between funds</b>                    |       | 24,939          | (12,805)          | (12,134)        | -                  | -                  |
| <b>Net movement in funds</b>                      |       | <u>(2,358)</u>  | <u>(8,777)</u>    | <u>(12,122)</u> | <u>(23,257)</u>    | <u>20,421</u>      |
| Total Funds Brought Forward                       |       | 174,758         | 142,116           | 12,122          | 328,996            | 308,575            |
| <b>Total Funds Carried Forward</b>                |       | <u>172,400</u>  | <u>133,339</u>    | <u>-</u>        | <u>305,739</u>     | <u>328,996</u>     |

**The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone**

**Balance Sheet  
As at 31 December 2022**

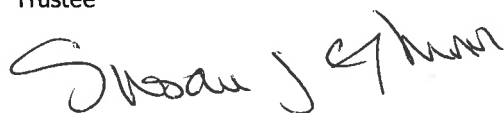
|   | Notes | 2022<br>£       | 2021<br>£      |
|---|-------|-----------------|----------------|
| <b>Fixed Assets</b>                                   |       |                 |                |
| Tangible assets                                       | 5     | 201,831         | 206,252        |
| Investments   | 7     | -               | 12,047         |
|   |       | <u>201,831</u>  | <u>218,299</u> |
| <b>Current Assets</b>                                 |       |                 |                |
| Debtors   | 8     | 6,686           | 2,683          |
| Cash at bank and in hand                              |       | <u>111,675</u>  | <u>117,327</u> |
|   |       | 118,361         | 120,010        |
| <b>Creditors: amounts falling due within one year</b> | 9     | <u>(14,453)</u> | <u>(9,313)</u> |
| <b>Net Current Assets</b>                             |       | <u>103,908</u>  | <u>110,697</u> |
| <b>Total assets less current liabilities</b>          |       | 305,739         | 328,996        |
| <b>Net Assets</b>                                     |       | <u>305,739</u>  | <u>328,996</u> |
| <b>The funds of the church</b>                        |       |                 |                |
| Restricted Funds                                      | 15    | 172,400         | 174,758        |
| Endowment Funds                                       | 10    | -               | 12,122         |
| Unrestricted Funds                                    | 11    | 114,833         | 117,191        |
| Designated Funds                                      | 11    | <u>18,506</u>   | <u>24,925</u>  |
|   |       | <u>305,739</u>  | <u>328,996</u> |

Approved by the Trustees on 24 April 2023 and signed on their behalf by

Revd. Gareth Dickinson  
Vicar & Trustee



Susan Ghinn  
Trustee



**The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone**

**Statement of Cash Flows  
For the year ending 31 December 2022**

|  | Notes | 2022           |                | 2021           |                |
|--|-------|----------------|----------------|----------------|----------------|
|  |       | £              | £              | £              | £              |
| <b>Cash (used)/generated by operating activities</b>         | 18    |                | (11,596)       |                | 33,015         |
| <b>Cash flows from investing activities</b>                  |       |                |                |                |                |
| Interest income  |       | 262            |                | 6              |                |
| Proceeds from disposal of investments                        |       | 12,059         |                | -              |                |
| Proceeds from sale of tangible fixed assets                  |       | -              |                | 3,392          |                |
| Purchase of tangible fixed assets                            |       | <u>(6,377)</u> |                | <u>(5,374)</u> |                |
| <b>Cash generated/(used) by investing activities</b>         |       |                | <u>5,944</u>   |                | <u>(1,976)</u> |
| (Decrease)/increase in cash and cash equivalents in the year |       |                | (5,652)        |                | 31,039         |
| Cash and cash equivalents at the beginning of the year       |       |                | 117,327        |                | 86,288         |
| <b>Cash and cash equivalents at the end of the year</b>      |       |                | <u>111,675</u> |                | <u>117,327</u> |

**Notes to the Accounts  
For the year ended 31 December 2022**

**1. Accounting Policies**

**Basis of preparation and going concern**

The financial statements have been prepared under the historical cost convention, with the exception that investments are included at market value, and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.

The charity is an Anglican church based in Maidstone but called to reach out to the world with the good news of Jesus Christ, in the power of the Spirit, so that others may know the love of their Heavenly Father. This mission is continuous. Its work is financed by member donations and fund raising activities, such as letting rooms for community use. Finances are carefully managed to ensure all aspects of this mission are carried out including mission both inside the parish and more widely. Free unrestricted reserves were £46,078 at 31 December 2022.

In 2022 new people joined the church, some new families and others returned after some years away. Expenditure increased as the church and halls began to be used regularly, but in the current economic climate and with the cost of living increasing dramatically, all of our church bills were much higher.

The PCC has assets which can be drawn on:

- St Luke's House is a property held by the Diocese of Canterbury of which St Luke's is the sole beneficiary if it were to be sold. It is worth in excess of £600,000.
- A large site with various pieces of land that could be sold to fund other development.

2022 saw many positive changes. Many more people were attending services in person on Sundays. We continued to live-stream services, which proved to be a great success, particularly for those who were vulnerable and still felt unable to attend a service in church. The children's ministry is a great asset to St Luke's and the children's work has increased over 300%.

The new website has been updated and our social media presence was active and very well received. In August we appointed a full time Worship and Creative Pastor who has been a great asset to the worship in church on Sundays and at other mid - week services.

Our monthly giving by standing order increased. Repairs and maintenance have been a constant battle throughout the year, particularly our ancient heating systems, all of which have been a big drain on our finances. New electric programmable heaters were installed in the Miss Coppen Room as well as replacing the lighting and fitting more energy efficient bulbs.

Meetings were held with an architect and plans drawn up showing all the work we would like to complete to support the mission of the church; providing facilities for our church groups and the community to use. No firm decision has been made whether to sell off buildings or areas of the site for development. This could help to fund other improvements.

The trustees are resolved to carry forward plans that will ensure the charity's ability to continue in the foreseeable future and that there are no material uncertainties surrounding its ability to do so.

## Notes to the Accounts For the year ended 31 December 2022

### 1. Accounting Policies (cont)

#### Income

Income, including income tax recovered on amounts received by way of Gift Aid is recognised in the Statement of Financial Activities once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of the incoming resources can be measured with sufficient reliability.

#### Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings which aggregate all costs related to the category.

Total resources expended include the allocation of support costs to the various expenditure categories set out in the Statement of Financial Activities. Support costs have been allocated to activities on a basis consistent with the use of resources as shown in note 14.

Costs of generating donations consist of costs associated with the day to day running of the church building and services as well as costs associated with church family activities. Costs of trading activities are costs generally associated with activities where there is associated fee income.

Costs of charitable activities are costs associated with activities to meet the needs of the community and are part of church outreach.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the independent examination and other statutory costs.

#### Value added Tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.

#### Tangible fixed assets

Assets are reviewed on an individual basis and capitalised when an ongoing benefit will be provided to the charity. Depreciation has been provided at the following rates in order to write off the assets over their estimate useful lives.

|                                |                   |
|--------------------------------|-------------------|
| St Luke's House & Improvements | 2% Straight line  |
| Equipment                      | 20% Straight line |

A full year's charge has been made for depreciation in the year of an asset's purchase and no depreciation is charged in its year of disposal.

Impairment losses are recognised when there is an indication of impairment and the asset's recoverable amount is less than its carrying amount.

**Notes to the Accounts  
For the year ended 31 December 2022**

**1. Accounting Policies (cont)**

**Fixed Asset Investments**

Investments are stated at market value as at balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals during the year.

**Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**Pensions**

Employees of the charity are entitled to join the Church Workers Pension Fund (see note 20). The charity contribution is restricted to the contributions disclosed in note 13.

**Restricted and Unrestricted funds**

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is identified to that fund. Unrestricted funds are donations and other income received or generated for the objectives of the Church without further specified purpose and are available as general funds.

**Operating leases**

Costs in respect of operating leases are charged on a straight line basis over the lease term. Rentals paid under operating leases are charged to the statement of financial activities as incurred.

# The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone

## Notes to the Accounts For the year ended 31 December 2022

|   | Restricted    | Unrestricted   | Endowment | Total<br>2022  | Restricted    | Unrestricted   | Endowment | Total<br>2021  |
|---|---------------|----------------|-----------|----------------|---------------|----------------|-----------|----------------|
|   | £             | £              | £         | £              | £             | £              | £         | £              |
| <b>2. Income and endowments</b>         |               |                |           |                |               |                |           |                |
| <b>Donations from church members</b>    |               |                |           |                |               |                |           |                |
| Planned Giving                          | -             | 165,231        | -         | 165,231        | -             | 130,110        | -         | 130,110        |
| Tax recovered on Planned Giving         | -             | 40,774         | -         | 40,774         | -             | 33,237         | -         | 33,237         |
| Cash Collections                        | -             | 3,625          | -         | 3,625          | -             | 1,220          | -         | 1,220          |
| Church Events                           | -             | 1,775          | -         | 1,775          | -             | -              | -         | -              |
|   | -             | 211,405        | -         | 211,405        | -             | 164,567        | -         | 164,567        |
| <b>Other donations</b>                  |               |                |           |                |               |                |           |                |
| Donations, appeals etc                  | 17,476        | 15,131         | -         | 32,607         | 35,406        | 22,596         | -         | 58,002         |
| Other Income                            | 2,819         | 1,033          | -         | 3,852          | 6,002         | -              | -         | 6,002          |
| Grants                                  | -             | 10,399         | -         | 10,399         | -             | -              | -         | -              |
|   | 20,295        | 26,563         | -         | 46,858         | 41,408        | 22,596         | -         | 64,004         |
| <b>Other trading activities</b>         |               |                |           |                |               |                |           |                |
| St. Luke's Flat Rent                    | -             | 13,698         | -         | 13,698         | -             | 9,465          | -         | 9,465          |
| Fees                                    | -             | 482            | -         | 482            | -             | 188            | -         | 188            |
| Church Hall                             | -             | 17,249         | -         | 17,249         | -             | 4,817          | -         | 4,817          |
| Other Income                            | -             | -              | -         | -              | -             | -              | -         | -              |
|   | -             | 31,429         | -         | 31,429         | -             | 14,470         | -         | 14,470         |
| <b>Investment income</b>                |               |                |           |                |               |                |           |                |
| Dividends and Interest                  | -             | 262            | -         | 262            | -             | 6              | -         | 6              |
| Interest from Endowments                | -             | -              | 12        | 12             | -             | -              | 6         | 6              |
|   | -             | 262            | 12        | 274            | -             | 6              | 6         | 12             |
| <b>Other income</b>                     |               |                |           |                |               |                |           |                |
| Proceeds from sale of fixed assets      | -             | -              | -         | -              | -             | 3,392          | -         | 3,392          |
| <b>Total income</b>                     | <b>20,295</b> | <b>269,659</b> | <b>12</b> | <b>289,966</b> | <b>41,408</b> | <b>205,031</b> | <b>6</b>  | <b>246,445</b> |
|   |               |                |           |                |               |                |           |                |
| <b>3. Expenditure</b>                   |               |                |           |                |               |                |           |                |
|   | £             | £              | £         | £              | £             | £              | £         | £              |
| <b>Costs of generating donations</b>    |               |                |           |                |               |                |           |                |
| Church maintenance and running expenses | 409           | 63,800         | -         | 64,209         | 2,250         | 35,539         | -         | 37,789         |
| Church Family                           | -             | 9,221          | -         | 9,221          | -             | 3,539          | -         | 3,539          |
| Church groups                           | 1,639         | 79             | -         | 1,718          | 658           | -              | -         | 658            |
| Leadership Costs                        | -             | 2,186          | -         | 2,186          | -             | 826            | -         | 826            |
| Worship Costs                           | 4,795         | 4,430          | -         | 9,225          | 1,625         | 3,060          | -         | 5,485          |
| Support Costs                           | -             | 19,211         | -         | 19,211         | -             | 8,251          | -         | 8,251          |
|   | 6,843         | 98,927         | -         | 105,770        | 4,533         | 52,015         | -         | 56,548         |
| <b>Costs of trading activities</b>      |               |                |           |                |               |                |           |                |
| St. Luke's House Running costs          | 4,694         | 3,934          | -         | 8,628          | 4,694         | 3,939          | -         | 8,633          |
| Church Hall Running Costs               | -             | 4,589          | -         | 4,589          | -             | 2,883          | -         | 2,883          |
| Rental Properties                       | -             | 352            | -         | 352            | -             | 2,708          | -         | 2,708          |
| Support Costs                           | -             | 5,032          | -         | 5,032          | -             | 2,161          | -         | 2,161          |
|   | 4,694         | 13,907         | -         | 18,601         | 4,694         | 11,691         | -         | 16,385         |
| <b>Charitable Activities</b>            |               |                |           |                |               |                |           |                |
| Ministry: Diocesan Quota                | -             | 82,342         | -         | 82,342         | -             | 91,088         | -         | 91,088         |
| Clergy Expenses                         | -             | 3,120          | -         | 3,120          | -             | 1,946          | -         | 1,946          |
| Children and Youth                      | -             | 2,456          | -         | 2,456          | -             | 1,643          | -         | 1,643          |
| Church Outreach Events                  | -             | 2,239          | -         | 2,239          | 400           | 1,897          | -         | 2,297          |
| Direct Salary Costs                     | -             | 40,942         | -         | 40,942         | -             | 9,248          | -         | 9,248          |
| Support Costs                           | 2,647         | 19,211         | -         | 21,858         | -             | 8,251          | -         | 8,251          |
|   | 2,647         | 150,310        | -         | 152,957        | 400           | 114,073        | -         | 114,473        |
| <b>Grants</b>                           |               |                |           |                |               |                |           |                |
| Missionary and Charitable Giving:       |               |                |           |                |               |                |           |                |
| Church Overseas                         | 17,380        | -              | -         | 17,380         | 27,769        | -              | -         | 27,769         |
| Mission Giving                          | 750           | -              | -         | 750            | -             | -              | -         | -              |
| Home Mission and other Church Societies | 10,975        | 200            | -         | 11,175         | 9,697         | -              | -         | 9,697          |
| Special Collections                     | 4,303         | -              | -         | 4,303          | 170           | -              | -         | 170            |
| Support Costs                           | -             | 2,287          | -         | 2,287          | -             | 982            | -         | 982            |
|   | 33,408        | 2,487          | -         | 35,895         | 37,636        | 982            | -         | 38,618         |
| <b>Total Expenditure</b>                | <b>47,592</b> | <b>265,631</b> | <b>-</b>  | <b>313,223</b> | <b>47,263</b> | <b>178,761</b> | <b>-</b>  | <b>226,024</b> |

# The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone

## Notes to the Accounts For the year ended 31 December 2022

### 4. Net movement in funds

|  | 2022<br>£ | 2021<br>£ |
|--|-----------|-----------|
| Is stated after charging:                |           |           |
| Depreciation of owned fixed assets       | 10,798    | 10,307    |
| Amounts payable to Independent Examiner: |           |           |
| Independent Examination                  | 840       | 720       |
| Accountancy                              | 1,200     | 1,200     |
| Operating lease - equipment              | 600       | 1,100     |

### 5. Tangible Fixed Assets

|                       | 2022           |                                    |            | 2021           |                                    |            |
|-----------------------|----------------|------------------------------------|------------|----------------|------------------------------------|------------|
|                       | Equipment<br>£ | Buildings and<br>Improvements<br>£ | Total<br>£ | Equipment<br>£ | Buildings and<br>Improvements<br>£ | Total<br>£ |
| <b>Costs</b>          |                |                                    |            |                |                                    |            |
| At 1st January        | 57,764         | 365,004                            | 422,768    | 56,495         | 365,004                            | 421,499    |
| Additions             | 6,377          | -                                  | 6,377      | 5,374          | -                                  | 5,374      |
| Disposals             | -              | -                                  | -          | (4,105)        | -                                  | (4,105)    |
| At 31st December      | 64,141         | 365,004                            | 429,145    | 57,764         | 365,004                            | 422,768    |
| <b>Depreciation</b>   |                |                                    |            |                |                                    |            |
| At 1st January        | 44,393         | 172,123                            | 216,516    | 45,491         | 164,823                            | 210,314    |
| Charge for the Year   | 3,498          | 7,300                              | 10,798     | 3,007          | 7,300                              | 10,307     |
| Disposals             | -              | -                                  | -          | (4,105)        | -                                  | (4,105)    |
| At 31st December      | 47,891         | 179,423                            | 227,314    | 44,393         | 172,123                            | 216,516    |
| <b>Net Book Value</b> |                |                                    |            |                |                                    |            |
| At 31st December      | 16,250         | 185,581                            | 201,831    | 13,371         | 192,881                            | 206,252    |
| At 1st January        | 13,371         | 192,881                            | 206,252    | 11,004         | 200,181                            | 211,185    |

### 6. St. Luke's House and St Luke's Centre

The title deeds of St. Luke's House are vested in the name of the Diocese of Canterbury's Board of Finance Limited. The beneficial interest however is vested in The Parochial Church Council of St. Luke the Evangelist, Maidstone. The property can only be sold with the approval of the Diocese of Canterbury's Board of Finance Limited at which time the charity would be entitled to the full sale proceeds.

### 7. Investments

|                   | 2022<br>£ | 2021<br>£ |
|-------------------|-----------|-----------|
| <b>Costs</b>      |           |           |
| At 1st January    | 12,047    | 12,041    |
| Interest received | 12        | 6         |
| Disposals         | (12,059)  | -         |
| At 31st December  | -         | 12,047    |

|                                 | 2022<br>£ | 2021<br>£ |
|---------------------------------|-----------|-----------|
| <b>Analysis of investments:</b> |           |           |
| Cash deposits                   | -         | 12,047    |

### 8. Debtors

|                                | 2022<br>£ | 2021<br>£ |
|--------------------------------|-----------|-----------|
| Gift Aid Tax recoverable       | 4,240     | 2,533     |
| Prepayments and Accrued Income | 2,446     | 150       |
|                                | 6,686     | 2,683     |

### 9. Creditors: amounts falling due within one year

|                                 | 2022<br>£ | 2021<br>£ |
|---------------------------------|-----------|-----------|
| Other taxes and social security | 1,011     | 694       |
| Pension contributions           | 1,496     | 1,201     |
| Accruals and Deferred Income    | 11,946    | 7,418     |
|                                 | 14,453    | 9,313     |

### 10. Endowment funds

|                         | 2022<br>£ | 2021<br>£ |
|-------------------------|-----------|-----------|
| Balance brought forward | 12,122    | 12,116    |
| Investment income       | 12        | 6         |
| Transfer                | (12,134)  | -         |
| Balance Carried forward | -         | 12,122    |

Permission was received from the Charity Commission in 2022 to release the endowment fund balance to unrestricted funds. This has now been designated to be spent on staff salaries - see note 11.

# The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone

## Notes to the Accounts For the year ended 31 December 2022

### 11. Unrestricted funds

|                                   | 2022<br>£      | 2021<br>£      |
|-----------------------------------|----------------|----------------|
| Balance brought forward           | 117,191        | 103,092        |
| Excess of income over expenditure | 19,950         | 31,485         |
| Transfer                          | (22,308)       | (17,386)       |
| Balance Carried forward           | <u>114,833</u> | <u>117,191</u> |

### Designated funds

|                                   | 2022<br>£     | 2021<br>£     |
|-----------------------------------|---------------|---------------|
| Balance brought forward           | 24,925        | 36,944        |
| Excess of income over expenditure | (15,922)      | (5,215)       |
| Transfers                         | 9,503         | (6,804)       |
| Balance Carried forward           | <u>18,506</u> | <u>24,925</u> |

Designated funds relate to:

- 1) Enil (2021: £7,236) The proceeds remaining after the sale of St Luke's Centre in January 2016, this had been designated to be used towards church maintenance costs and was spent during 2022 on professional fees relating to the church site.
- 2) Enil (2021: £4,900) - a legacy was received during 2018 which has been set aside by the trustees. The remaining balance was spent during 2022 on professional fees relating to the church site.
- 3) Enil (2021: £710) - funds set aside by the trustees during 2020 for professional advice on the use of buildings and property of which the remaining balance was spent during 2022 on professional fees relating to the church site.
- 4) £6,372 (2021: £8,687) - the value of this designated fund at the year end relates to the net book value of the capital equipment purchased from a release from the legacy designated fund above in 2020.
- 5) Enil (2021: £3,392) - funds set aside in 2021 from the sale of tangible fixed assets to be used for media equipment, which was released in 2022 against spend on new audio visual equipment.
- 6) £12,134 (2021: Enil) - closure of endowment cash investment account during 2022 (see note 10) and designated to staff salary costs.

### 12. Related Party transactions

During the current or previous financial year, no trustee received any remuneration. All Trustees were reimbursed for out of pocket expenses relating to either travel, the PCC away day or expenses related to other ministries within the church with which they are involved.

### 13. Staff Costs

|                       | 2022<br>£     | 2021<br>£     |
|-----------------------|---------------|---------------|
| Wages and salaries    | 64,620        | 12,449        |
| Social security costs | -             | -             |
| Pensions              | 6,527         | 1,201         |
|                       | <u>71,147</u> | <u>13,650</u> |

The average number of employees during the period was 3 (2021: 2).

In the current or previous financial year, no members of staff received a salary which fell into the 'over £60,000' higher level as defined in the Charities Statement of Recommended Practice.

### 14. Support Costs

The Support Costs of the charity have been allocated as follows;

|      |                               | 2022<br>£     | 2021<br>£     |
|------|-------------------------------|---------------|---------------|
| 42%  | Costs of generating donations | 19,211        | 8,251         |
| 11%  | Costs of trading activities   | 5,032         | 2,161         |
| 42%  | Charitable activities         | 19,211        | 8,251         |
| 5%   | Grants                        | 2,287         | 982           |
| 100% | Total support costs           | <u>45,741</u> | <u>19,645</u> |

The support costs were made up as follows

|                               |               |               |
|-------------------------------|---------------|---------------|
| Staff Costs                   | 32,030        | 5,821         |
| Print, Postage and Stationery | 2,362         | 1,369         |
| IT Costs                      | 4,426         | 5,941         |
| Telephone                     | 1,568         | 1,596         |
| Bank charges                  | 86            | 99            |
| Depreciation                  | 3,046         | 2,899         |
| Legal & professional          | 63            | -             |
| Governance costs              | 2,160         | 1,920         |
|                               | <u>45,741</u> | <u>19,645</u> |

Governance costs were made up as follows

|                                 |              |              |
|---------------------------------|--------------|--------------|
| Accountancy & external scrutiny | <u>2,160</u> | <u>1,920</u> |
|---------------------------------|--------------|--------------|

# The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone

## Notes to the Accounts For the year ended 31 December 2022

| 15. Restricted Funds                | At 1st January<br>2022 | Income        | Expenditure     | Transfer      | At 31st<br>December<br>2022 |
|-------------------------------------|------------------------|---------------|-----------------|---------------|-----------------------------|
|                                     | £                      | £             | £               | £             | £                           |
| Minor Funds and Special Collections | 5,306                  | 12,775        | (10,673)        | (5,099)       | 2,309                       |
| Cellar/Media Fund                   | 7,330                  | 7,500         | (4,928)         | 3,392         | 13,294                      |
| St. Luke's Barnabas                 | 5,159                  | 20            | (1,000)         | (320)         | 3,859                       |
| St. Luke's House                    | 119,483                | -             | (4,560)         | -             | 114,923                     |
| Gift Day 2021                       | 32,174                 | -             | (2,647)         | -             | 29,527                      |
| Mission Giving 2021                 | 5,306                  | -             | (5,059)         | (247)         | -                           |
| Mission Giving 2022                 | -                      | -             | (18,725)        | 27,213        | 8,488                       |
|                                     | <u>174,758</u>         | <u>20,295</u> | <u>(47,592)</u> | <u>24,939</u> | <u>172,400</u>              |
|                                     | At 1st January<br>2021 | Income        | Expenditure     | Transfer      | At 31st<br>December<br>2021 |
|                                     | £                      | £             | £               | £             | £                           |
| Minor Funds and Special Collections | 5,557                  | 9,209         | (10,246)        | 786           | 5,306                       |
| Cellar/Media Fund                   | 5,189                  | -             | (1,759)         | 3,900         | 7,330                       |
| St. Luke's Barnabas                 | 5,134                  | 25            | -               | -             | 5,159                       |
| St. Luke's House                    | 124,043                | -             | (4,560)         | -             | 119,483                     |
| Gift Day 2021                       | -                      | 32,174        | -               | -             | 32,174                      |
| Mission Giving 2020                 | 16,500                 | -             | (14,698)        | (1,802)       | -                           |
| Mission Giving 2021                 | -                      | -             | (16,000)        | 21,306        | 5,306                       |
|                                     | <u>156,423</u>         | <u>41,408</u> | <u>(47,263)</u> | <u>24,190</u> | <u>174,758</u>              |

Special Collections and Minor Funds- These represent the sum of all funds which were less than £2,000 at the start and end of the Financial Year.

Cellar/Media Fund represents gifts received for the conversion of the church cellar into a studio. Permission was subsequently received from the Charity Commission to use these funds towards expenditure on media in the church. This fund also includes amounts transferred from designated funds to spend on new media equipment.

St. Luke's Barnabas is a fund set up to help St. Luke's members with 'one off' financial difficulties.

St. Luke's House represents the money donated by the congregation when St. Luke's House was purchased. This used to purchase and improve the house and the balance represents this rather than actual cash. This amount is reduced annually by a charge for depreciation

The Gift Day 2021 funds relate to donations received from an appeal towards staffing costs.

The Mission Giving 2021 & 2022 funds relates to the 10% of unrestricted income tithe set by the PCC in relation to annual mission giving. The remaining balance will be distributed during 2023.

### 16. Analysis of Net Assets between Funds

|                    | Tangible<br>Fixed Assets | Net Current<br>Assets | At 31<br>December<br>2022 |
|--------------------|--------------------------|-----------------------|---------------------------|
|                    | £                        | £                     | £                         |
| Restricted Funds   | 126,705                  | 45,695                | 172,400                   |
| Designated Funds   | 6,371                    | 12,135                | 18,506                    |
| Unrestricted Funds | 68,755                   | 46,078                | 114,833                   |
|                    | <u>201,831</u>           | <u>103,908</u>        | <u>305,739</u>            |

|                    | Tangible Fixed<br>Assets | Investments   | Net Current<br>Assets | At 31<br>December<br>2021 |
|--------------------|--------------------------|---------------|-----------------------|---------------------------|
|                    | £                        | £             | £                     | £                         |
| Restricted Funds   | 125,764                  | -             | 48,994                | 174,758                   |
| Designated Funds   | 8,688                    | -             | 16,237                | 24,925                    |
| Unrestricted Funds | 71,800                   | -             | 45,391                | 117,191                   |
| Endowment Funds    | -                        | 12,047        | 75                    | 12,122                    |
|                    | <u>206,252</u>           | <u>12,047</u> | <u>110,697</u>        | <u>328,996</u>            |

# The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone

## Notes to the Accounts For the year ended 31 December 2022

### 17. Financial commitments

There were no capital commitments at the end of the year (2021: £nil).

Total future minimum lease payments under non-cancellable operating equipment leases are as follows:

|                 | 2022<br>£ | 2021<br>£ |
|-----------------|-----------|-----------|
| Within one year | 100       | 500       |

### 18. Reconciliation of net movement in funds to net cash flow from operating activities

|  | 2022<br>£ | 2021<br>£ |
|--|-----------|-----------|
| Net movement in funds                          | (23,257)  | 20,421    |
| Add back depreciation charge                   | 10,798    | 10,307    |
| Deduct profit on sale of tangible fixed assets | -         | (3,392)   |
| Deduct interest income                         | (274)     | (12)      |
| (Increase)/decrease in debtors                 | (4,003)   | 134       |
| Increase in creditors                          | 5,140     | 5,557     |
|  | (11,596)  | 33,015    |

### 19. Analysis of grants

|   | 2022                         |                               | 2021                         |                               |
|---|------------------------------|-------------------------------|------------------------------|-------------------------------|
|   | Institutional<br>Grants<br>£ | Grants to<br>Individuals<br>£ | Institutional<br>Grants<br>£ | Grants to<br>Individuals<br>£ |
| Church Overseas                         | 17,380                       | -                             | 27,769                       | -                             |
| Mission Giving                          | 750                          | -                             | -                            | -                             |
| Home Mission and other Church Societies | 10,175                       | 1,000                         | 9,697                        | -                             |
| Special collections                     | 263                          | 4,040                         | -                            | 170                           |
|   | <u>28,568</u>                | <u>5,040</u>                  | <u>37,466</u>                | <u>170</u>                    |

#### Recipients of institutional grants

|   |               |               |
|---|---------------|---------------|
| A Rocha                                 | 770           | 1,400         |
| Bible Society                           | 1,210         | 2,200         |
| Children's Society                      | 263           | -             |
| CMS                                     | 1,100         | 3,100         |
| Compassion                              | 1,100         | 2,000         |
| CPAS                                    | 826           | 1,500         |
| Crossline                               | 825           | -             |
| Demelza House                           | 200           | -             |
| Family Trust                            | 1,650         | 1,500         |
| Friends of Tollara                      | 1,210         | 1,100         |
| Heart of Kent Hospice                   | 200           | -             |
| Home for Good                           | 750           | -             |
| International Justice Mission           | 1,100         | 2,000         |
| Kampala Children's Centre               | 1,320         | 2,400         |
| Lawrence Barham Memorial Trust          | 1,209         | 2,200         |
| Maidstone Christian Counselling Service | -             | 1,447         |
| Maidstone Street Pastors                | 550           | 1,250         |
| Maidstone Winter Shelter                | 825           | 1,500         |
| Mike Campbell Foundation                | 1,100         | 2,000         |
| Open Doors                              | 760           | -             |
| Princess Project                        | -             | 1,500         |
| Salvation Army                          | 40            | 1,000         |
| Soteria Trust                           | 1,210         | 2,200         |
| St Martin's                             | 5,059         | -             |
| Tearfund                                | 5,291         | 4,935         |
| Welcome Churches                        | -             | 2,234         |
|   | <u>28,568</u> | <u>37,466</u> |

#### Recipients of grants to individuals

|  |              |            |
|--|--------------|------------|
| Leavers gifts  | -            | 170        |
| Barnabus fund grants made to members with financial difficulties | 1,000        | -          |
| Ukrainian refugees   | 4,040        | -          |
|  | <u>5,040</u> | <u>170</u> |

## The Parochial Church Council of the Ecclesiastical Parish of St. Luke the Evangelist, Maidstone

### Notes to the Accounts For the year ended 31 December 2022

#### 20. Church Workers Pension Fund (CWPF)

St Luke's (Maidstone) PCC participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of St Luke's (Maidstone) PCC and other participating employers.

CWPF has two sections:

- 1) the Defined Benefits Scheme
- 2) the Pension Builder Scheme, which has two subsections;
  - a) a deferred annuity section known as Pension Builder Classic, and,
  - b) a cash balance section known as Pension Builder 2014.

#### Pension Builder Scheme

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2022: £6,527, 2021: £1,201).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 10.1% following improvements in the funding position over 2022. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Luke's (Maidstone) PCC could become responsible for paying a share of the failed employer's pension liabilities.