



St Luke's Church, Lodge Moor

Blackbrook Road, Lodge Moor, Sheffield S10 4LQ

Registered Charity No. 1136795

Trustees Annual Report and Unaudited Financial Statements

For the year ending

31st December 2020

Trustees See page A12

Treasurer Ashley Ellis

Secretary Peter Armstrong

Registered Office St Luke's Church
Blackbrook Road
Sheffield
S10 4LQ

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St Luke's Annual Report and Financial Statement for the year to 31 December 2020

Introduction

The Trustees of St Luke's Church present their report and financial statements for the year ended 31 December 2020. The Report was approved by the Board of Trustees at a meeting on 16 June 2020, having been delayed by the COVID-19 restrictions.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's Constitution adopted in April 2010, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

St Luke's Church is a Local Ecumenical Project and includes Anglican, Methodist, Baptist and United Reformed denominations. It is the only church in the parish of Lodge Moor, Sheffield. It is part of the Hallam Deanery and the Anglican Diocese of Sheffield. As an LEP it is also part of the Yorkshire Baptist Association and of the Methodist and United Reformed Church organisations. The Church Centre is owned by the Anglican Diocese.

The church operates as a registered charity governed by its constitution adopted in April 2010. It is managed by a Board of Trustees elected by and from the whole Church membership, with ex officio and co-opted members. Further details of the structure and governance are in section A4 (Page A11).

The Trustees and the Vicar/Minister promote the mission of the Church throughout the parish of Lodge Moor. They have the responsibility for the use and maintenance of St. Luke's Church and Centre. The Parish includes some 2100 homes.

The incumbent is ordained in the Anglican Church and serves as minister for the other denominations in the LEP, hence the title 'Vicar/Minister'. St Luke's functions as one Christian church for most practical purposes.

COVID restrictions have had a major effect on the activities of the church during 2020 and these are described throughout the report.

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A. Trustees Report

A1. Aims and Purposes

St Luke's Church is a Local Ecumenical Project that includes four denominations: Anglican, Methodist, Baptist and United Reformed. It is the only church in the parish of Lodge Moor, Sheffield. The aims of the Trustees and incumbent are expressed in our constitution as follows:

"The purpose of the Charity is to advance the Christian faith in the Area of Benefit in accordance with the principles and practices of the Participating Churches."

Objectives and Activities

In achieving its purpose, the Charity will engage in a range of activities, either on its own or with others, including (but not restricted to):

- a) the celebration of public worship;
- b) the teaching of the Christian faith;
- c) mission and evangelism;
- d) pastoral work, including visiting the sick and the bereaved;
- e) the provision of facilities with a Christian ethos for the local community, including (but not restricted to) the elderly, the young and other groups with special needs;
- f) the support of other charities in the UK and overseas."

The Vision for the church, 'Offering Living Water', as agreed by the Trustees, is expressed in three strands:

Strand 1: Life-giving, dynamic worship which empowers us. Resilient teaching that guides and equips us

Strand 2: Serving others in a way that makes our faith visible to those who want to receive. Offering the chance to learn more

Strand 3: Becoming full life disciples. Equipping and encouraging one another to serve God on our own 'frontline.'

There has been no change in these objectives during the year.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

The church building of St Luke's Lodge Moor is central to most of these activities and very heavily used. The use of the building has been severely restricted since March 2020 due to the COVID crisis. During lockdown periods it has been used only by the Pre-school Nursery. At other times services have been held under COVID restrictions. The other groups and activities that normally take place in the building have mostly been suspended since March 2020 and some have made use of online communication.

A2. Public Benefit Statement

Further information on the following is given under Achievements and Performance.

All activities have been curtailed and adapted during 2020 due to the COVID restrictions on public meetings and social contact. The following sections describe our normal activities and the effect of the COVID restrictions.

A2.1 Advancement of the Christian Faith

St Luke's has continued to advance the Christian faith in Lodge Moor and beyond through the provision of public services of worship, prayer meetings, bible study and reflection, pastoral care, youth and children's work, and mission and outreach.

Under COVID restrictions many of these activities have been restricted and others have continued by online means such as Zoom and by doorstep visits and the distribution of paper- and telephone-based material. Details are below.

A2.2 Use of the Church Centre

In normal times the Church Centre is used for the advancement of the Christian faith via weekly services of different styles, both formal and less formal, as well as prayer meetings and a range of group meetings and activities for all ages. The Chapel is freely available for private prayer every day.

The church centre is used for many other activities including:

- St. Luke's Pre-School Nursery (a separate legal entity) which is open 5 days per week, 51 weeks a year.
- Courses relating to the Christian faith,
- The local Health Service Baby Clinic, held weekly on church premises, with a 'Bumps and Babies' group held at the same time.
- The local Townswomen's Guild (monthly) and a weekly Pilates group.
- Hallam Children's Choir
- Uniformed organisations (Scouts & Guides movement) hold several meetings per week during term times, and twice-yearly awards events.

During the COVID crisis the building has largely been closed. The Pre-school Nursery has continued to operate throughout the lockdowns as the only user of the building. They have carried out all cleaning, sanitising and security tasks in a very thorough way. During the major lockdown periods they have catered for the children of NHS and frontline workers, and at other times for a wider clientele. The other activities listed above have not been possible during most of 2020 and many have maintained contact by other means.

A2.3 Services to the Local Community in Lodge Moor

The church normally serves the local community by providing, offering or organising:

- A weekly, cooked lunch for over sixties, with transport for those who need it;
- A bereavement support group and annual memorial service.
- Toddlers' groups on Wednesdays and Fridays, catering for 24 and 15 children, plus 'Bumps and Babies' catering for 18 alongside the NHS Health Visitor Clinic, which is also held on the premises.
- Free frozen meals to those suffering from illness or bereavement or coming out of hospital.;
- A fortnightly afternoon tea and cakes event for over 60s in the local community centre.
- A fortnightly ladies 'knit & natter' group in a local community room.
- Fortnightly coffee and chat groups for both men and women.
- A monthly pub-based group for men, for socialising, pie & peas and talks.
- Assemblies and a weekly lunchtime Bible club in the local primary school.
- Two weekly youth clubs and a children's summer holiday club.
- Social events for the whole family - eg quiz, comedy, film etc.
- St Luke's has a very positive relationship with the Hallam Youth and Community Association.

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During the COVID crisis all face-to-face meetings were suspended. Bereavement support, men's groups, youth groups and some social events were held via online video-link. Visits to the elderly and those shielding increased (as and when permitted by government guidelines) and included the circulation of notices and sermons on paper. The weekly lunch club, which normally serves a large number of older people, has sadly not been possible since March 2020.

A2.4 Services in the City of Sheffield

The church serves the city community by:

- Supporting Baby Basics (providing essentials for vulnerable mothers and babies in Sheffield).
- Collecting clothes, toys, etc., for donation to disadvantaged parts of Sheffield
- With other churches on a rota basis, running a soup wagon in Sheffield City Centre to aid the homeless and those on the margins of society.
- Giving our Christmas collections to StopGap, a charity providing emergency accommodation.
- Supporting other churches with service leadership, health and safety and financial know-how.

Most of these activities do not involve face-to-face contact and were able to continue during the crisis, especially the support for Baby Basics and Stopgap. A fortnightly collection for a local food bank was begun.

A2.5 Services to World-wide Society

The church supports and encourages three charities at any one time on a rolling basis, with a three-year term each. In 2020-21 these are:

- Baby Basics – a local charity for vulnerable new mothers and babies.
- Transforming Lives for Good (TLG) a UK-wide organisation that provides tuition for excluded pupils, mentoring for school-age children in difficult situations and lunch clubs in school holidays.
- International Justice Mission (Mumbai field office), working to rescue and bring justice for enslaved people and with a vision to end slavery. (support began in January 2019)

These financial commitments were met in full during 2020, despite the COVID crisis.

Other support for worldwide charities includes:

- Donations from the Christingle service given to the Children's Society.
- Local fund-raising for Christian Aid, including resourcing the sponsored walks.
- As part of Operation Christmas Child, sending shoeboxes packed with practical gifts to developing countries, plus money to fund further boxes from elsewhere.

These activities were reduced in 2020

A3. Achievements and Performance

A3.1 Membership and attendance

- In May 2021 there were 246 members on the Membership Roll (formal church membership in four denominations), 87 of whom were not resident in the parish. Formal Church membership was somewhat less than the previous year. 13 members had sadly died during 2020-21 (a minority of those due to COVID). There had been some late renewals following the earlier membership review and a few new additions.
- Services were held at 10:00 on Sundays when COVID restrictions permitted. After March 2020 attendance was typically 30-40 when services were permitted. Music was largely via recorded videos. Singing, shaking hands etc were not permitted, masks were worn and children's groups were not possible; all of which caused many to choose to use the online services instead.
- Services were provided weekly via YouTube, initially in pre-recorded form and later, when services were held in church, as live-streamed events. The online services were viewed by 60-120 households each week. For those unable to manage Youtube the weekly sermons were provided via a 'dial-a-sermon' telephone service (which was popular), on paper and on DVD.

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A3.2 Worship teaching and prayer (by Rev Chris Stebbing)

What a year it's been for the worshipping life of St. Luke's! We were unable to meet in person for most of the year from last Easter because of Covid restrictions. Sadly this meant school visits were cancelled, as well as parade services last year.

However, we quickly learned to be innovative and move our services 'on line' so that we could continue to offer Christian worship to people in their own homes, and back this up with 'Dial a sermon' and printed sermon texts going out to people. A huge THANK YOU is due to a number of people for enabling this to happen – Alex Morley who set up and ran our Google Site service, Kate and Jon for recording such wonderful music for us, Tracey for adding graphics and content, and again to Tracey, Andrew, Nicola and the whole Connect Team for putting together an innovative, informal style of service on YouTube. Preachers and Leaders have proven themselves adaptable too as they rose to the challenge of recording sermons and other parts of the service, along with readers and intercessors and families recording parts of the service – thanks to all who have put time and effort into serving in this way. Thanks too to Michelle and many others who have organised the distribution of sermon texts to help those not online stay in touch.

As things began to open up a little, and a few folks were allowed to be in Church, we started Livestreaming from Church, and this proved amazingly successful with large numbers of folk joining services either live or later in the day. We've even used the Livestream for funerals and a wedding which allowed hundreds to join those services! Another huge THANK YOU to Peter Armstrong and the young people who have set up and operated that system.

Hopefully 2021 will bring a gradual return to worship in the building, but we'll continue to run the livestream and sermon texts alongside this for the time being.

Another innovation has been 'Zoom' worship – with Godfrey leading Compline and Spiritual Communion services over the internet. We've also found that Zoom enables bible study and discussion together as Godfrey has organised courses over Zoom and Tracey has used it to lead the Book club discussion on 'We need to talk about race'.

So although it's been a very different year, we have as a Church made the best use of the opportunities that were available to us for worship and teaching, and we thank God for those.

Rev Chris Stebbing

A3.3 Prayer (by Lillian Miller)

As a result of the restrictions imposed by Covid-19 pandemic, opportunities to meet in person for prayer were halted entirely. As a result, the service of 'Prayer for the Nation' arranged for 28th March 2020 became a 'virtual' event. From responses received, many people from a whole range of churches took part, possibly more than would have been able to attend St Luke's in person that day.

Throughout the pandemic and resultant lockdowns, the focus of church prayer was a 'Prayer Cascade' comprising several small, confidential groups of intercessors who responded to requests for prayer. This initiative was well-used and reached many people in the area and beyond as well as members of St Luke's. The church prayer email address was advertised and requests sent were forwarded via the 'Prayer Cascade'.

One initiative we were able to join with was 'Arise Sheffield' which planned to prayer-walk every street in Sheffield during the month of March 2021. Members of St Luke's prayer-walked the whole of Lodge Moor and many areas beyond.

In addition, prayer continued as part of online services and in-church services once they resumed, and in the home groups which were able to continue to function online.

Lillian Miller (Prayer Leader)

A3.4 Music Ministry (by Marilyn Ellis)

The Music Ministry Team is committed to serving the vision of enabling life-giving, dynamic worship, reflecting the evangelical, ecumenical and inclusive nature of our Church by using music from different styles and traditions.

During this year, measures imposed to attempt to control the spread of Coronavirus have changed the way that music has happened at St Luke's, as with every other part of church life. The music team has not met

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since the beginning of March 2020, and for much of the time since then it has not been possible to have live music in services. Even when that has been allowed, congregational singing has not been permitted, and this has been a cause of sadness and loss to many.

For the most part we have relied on pre-recorded music, and we are indebted to Kate, Jon and Eva Mugridge, who have spent many, many hours producing and recording songs to be used in on-line and live-streamed worship. At the time of writing, it seems that Coronavirus restrictions may soon be lifted, and we have some hope that it will not be too long before we can again join together in worshipping God through congregational song.

A3.5 Pastoral Report (by Angela Peskett)

It seems important at this time to remind ourselves what pastoral care is in the Church context. It is so easy to become overwhelmed by the many and varied practical needs of many of our Church family. These needs are obviously very real to those experiencing difficult times but I believe we also have to remember that emotional and spiritual support are equally important. So pastoral care might include expressing God's love through listening, comforting, encouraging, practical helping and praying. Hopefully there is something on this list which every member of the Church would feel able to contribute to the Church family and our community.

The year began normally with the PALs (Pastoral Area Links) team visiting individuals and supporting many Church activities. However, Covid-19 put an abrupt end to all of this and we had to devise new ways of keeping in contact with the Church family and local community. Virtually all those in the pastoral worker team and PALS teams are over seventy and therefore were classed as vulnerable. The age profile of the Church membership made it necessary to set up a system of telephone friends to try to ensure that we maintained contact, particularly with those who lived alone or were needing to isolate. The list of those with whom we have contact is in excess of 300 people.

We enlisted the support of the congregation in making phone contacts and some new friendships were formed. Those belonging to groups within the Church phoned fellow members. Younger members and their families were supported by our Youth Leader and Children's and Families Worker. We were able to ascertain those who needed help with shopping, collecting medication and so on. We are grateful to the younger Church members who volunteered their services and gave practical help through this time. It was particularly challenging to maintain pastoral support for those in care homes due to the many restrictions in place. This was done through phone calls, letters, cards and messages relayed by the staff.

As the weeks went on online services began and new ways of communicating with members developed. Those who were not able to access online services and communications could listen to the weekly sermon by phone and received deliveries of the weekly news sheet and DVDs by hand or post where possible. When lockdown eased in the summer, we were able to have some face-to-face contacts with our members on doorsteps, then in gardens, keeping to safe distancing protocols. However, it was not possible to resume many of the normal activities that older members of the Church particularly value. We were unable to offer lifts which resulted in a lack of social interaction with friends and family. Lockdown returned and it was essential to maintain contact by phone and electronic means. At Christmas a team of helpers called on older members living alone or in care homes with a bag containing small gifts and seasonal greetings.

We continue to acknowledge that the majority of pastoral care is given by Church members informally on a regular basis and we know that this is greatly valued. A special thank you to all who have been making deliveries and keeping contact through phone calls, letters and cards.

The Pastoral Team

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A3.6 Youth and Children's work

Altitude is the 'brand name' for all of St Luke's Youth and Children's groups.

Regular groups held in normal times

Midweek Groups

Under 5's: these groups provide an important service to the community and outreach opportunity for the church.

Bumps and Babies, averaging 18 children plus parents, is led by Linda Russell supported by 4 helpers and runs alongside the NHS health visitor clinic.

Wednesday Toddlers, averaging 24 children plus parents/carers, is led by Nicola Ellis, supported by a team of helpers.

Friday Toddlers, averaging 15 children plus parents/carers is now led by Nicola Ellis, supported by a team of volunteers.

Base Camp: is a home group for children in Y4-Y6 (approx. 8-11 years old) led by Andrew Foulkes & Jenny Powell. Base Camp has an average attendance of 8. We currently meet at 46 Peterborough Road.

Trek: is a home group for young people in Y7-Y13 (11-17 years old) led by Andrew & Michelle Foulkes, Jon & Naomi Cooper and Paul & Claire Furbey. Trek has an average attendance of twelve.

Peak: is a group for young people in Y11+ (15+) led by Andrew & Michelle Foulkes. Meeting after Trek, Peak has an average attendance of six.

Edge: is a youth club led by Nicola Ellis and a team of volunteers, for children in Y1-Y6 (5-11), held at St Luke's Church on Friday evenings. It has an average attendance of 38.

Ridge: is a Friday night youth club led by Andrew Foulkes supported by a team of volunteers for young people in Y7-Y13 (11-17 year olds) held at St Luke's Church on Friday nights. Ridge has an average attendance of 24.

Sunday Groups

Mornings:

- **Scramble** (Pre-school) has an average attendance of 2.
- **Climb** (Reception-Y2) has an average attendance of 5.
- **Ascend** (Y3-Y6) has an average attendance of 8.
- **Summit** (Y7+) has an average attendance of 13.

The last year has been very challenging in many ways for our Youth and Children's workers (who are paid staff) and we have made partial use of the furlough scheme during 2020.

Update on Youth work (by Andrew Foulkes)

Our midweek youth bible study groups (Base camp, Trek and Peak) have met via Zoom throughout much of the lockdown, but it is clear that online contact is nowhere near as helpful as face-to-face. Many members and leaders began to suffer Zoom & screen fatigue. We were able to meet in church for a few weeks in the Autumn which was better but still not ideal due to social distancing etc.

Our Sunday morning groups were unable to run but our young people were involved in (readings, music, leading etc) and watched the Connect services.

I prioritised contact with the young people, including those away at university, providing support via social media, messaging and phone calls. I was also able to visit some at home for a doorstep chat.

Apart from direct youth work, I played a major role in the online family-style 'Connect' services, live and online Christingle services and 'Lockdown Nativity'.

Andrew Foulkes, Youth Worker

Update on work with children and families. (by Nicola Ellis)

The year of COVID has had a big impact on children's work but we have continued as best we can. Every Sunday I have emailed out teaching and activities for the children. We have also included Children's

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activities in our All Age Connect services. Since September we have had 'Connect Live' in Church once a month where the children are given a pack of activities to do during the service. We are hoping to start Children's groups once a month after the 2021 lockdown.

In October we held our first Messy Church, different from normal Messy church but done in a Covid safe way. Six families came and really enjoyed it. Having just got going, along came Lockdown two so no Messy Church in November but in December we had a Messy Christingle. There were nine families, it was lovely to hear the Church filled with laughter and children's voices. We won't be able to meet in January or February but hope to meet in March.

Toddlers have been meeting in an informal way in Spider Park. We are made of hardy stuff up here in Lodge Moor and despite the weather several families turn up regularly. The adults really appreciate a chance to get out of the house to see a familiar face for a chat. We will resume this as soon as we can when Lockdown 3 ends.

We realise this time is particularly difficult for those with babies so I'm hoping to re-open Bumps and Babies in a Covid safe way in the Spring. We are unable to do this in lockdown but are meeting mid-February in the hope of starting in March or April.

We are not able to go into Hallam School at the moment, but we have had contact with them. They gratefully received gifts from Church, for families that are struggling this Christmas. We also gave chocolates to the staff as a thank you for their hard work and dedication to the children this year.

We also provided gifts for needy families in Nursery and chocolates to the staff as a show of appreciation for their work during lockdown.

Nicola Ellis, Children and Families Worker

A3.7 Churchwardens' report

This report itemizes some of the things that have been happening at St Luke's in the last year, despite the difficulties associated with the pandemic. There were no services in the church building between 17th March 2020 and 2nd August 2020, then between 3rd January 2021 and 17th April 2021.

From March 2020 we have seen:

- Google site services
- 'Connect' YouTube services
- Live streamed services (equipped partly via a £500 grant from the diocese)
- Dial-a-sermon
- Online Advent and Lent courses
- Online alternative to Thursday morning communion
- Standing Committee and Trustees meetings via Zoom
- Children's group activities being emailed to parents, restarting of children's groups in church
- Youth groups via Zoom and now in the park
- Toddlers in the park twice a week
- Homegroups via Zoom
- Changing displays outside church
- Memorial table in the church foyer
- Prayer cascade
- Church quiz nights

Other activities that have taken place over the last year are:-

- All church members without internet access were identified and teams were set up to make sure they all received the notice sheet and sermon notes.
- Homegroups were allocated a named NHS keyworker, with church connections, to pray for and support if necessary.
- Westminster tea group /Lunches provided contact and gifts of cake etc. for the people who attended these groups.

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- At Christmas and Easter people on their own were given a small gift.
- A Food bank collection was set up with fortnightly collections.
- Christmas boxes containing gifts and goodies were given to school, to give to families identified by school as most in need. This also included some families at Wisewood.
- Real Easter eggs were given to all the year 2 children at Hallam and to the children at St Luke's Nursery.
- The Connect team produced a Lockdown Nativity on-line and the Open the Book team recorded an Easter assembly, both of which were shown to the whole school.
- At Easter chocolates and a thank you card were given to all the shop keepers on Rochester Road.
- The publication of the church magazine "St.Luke's News" was suspended in March 2020 at the beginning of the pandemic. Unfortunately, it has not been possible to restart the monthly editions yet. However, the team did produce an Autumn Bulletin, which was distributed to subscribers and at Easter this year a one-off edition of the magazine was also delivered to them.

Many people have been involved in the thinking, planning and execution of the above activities and we are grateful for all that has been done. A huge thank you is also due to all those in our congregation who give so willingly to requests for help.

We would also like to thank Alex Morley for her contribution to the Google Site services and Peter Armstrong for his interest and enthusiasm for all things technical.

Thanks also to Kate, Jon and Eva Mugridge for all the effort they have put into recording fantastic music and to Bob Prestwood, without whom we would have been struggling with all the Covid rules and regulations.

Claire Marr and Joan Russon, Churchwardens

A3.8 Hallam Community and Youth Association

The long and positive relationship between our two organisations continues, although little has been possible in 2020. St. Luke's will play a major role in the Hallam Community Fete in September 2021.

A3.9 Pre-School Nursery

Since 1st September 2003, the St. Luke's Pre-School Nursery has traded as a "Company Limited by Guarantee with no share capital and with charitable status". The directors are Claire Marr (chair), Alan Combe (secretary) and Phil Drake. The treasurer is Chun Tsang. The current Trustees of St. Luke's Church are the 'Members of the Company'. The directors meet regularly with the manager. The breakfast and after-school groups and the holiday club also meet throughout the year. The Pre-School Nursery provided termly reports to the Trustees as well as its own separate annual report.

During the lockdown periods of the COVID crisis the Nursery was the only occupant of the church building. The staff took full responsibility for sanitising, cleaning and security. Children of NHS and frontline workers were catered for. This was done very thoroughly and professionally. The provision of services through 2020-21 has been partly enabled by the Sheffield City Council providing the full grant despite lower attendance and some regular parents providing fees despite being unable to use the service. The staff have done a tremendous job over a long period under very difficult circumstances and deserve recognition and thanks for their courageous and diligent work.

A3.10 Premises & facilities

- Our premises, although heavily used, are well maintained and kept presentable. We are indebted to those who contribute in any way to maintaining such high standards, not least our Property Steward, Keith Bomford, supported by the Trustee Property Sub-Group, and our two staff cleaners, Tess and Alan.
- "Heavily used" in normal times means that virtually every available room in the church building is taken up by an activity every weekday. St Luke's remains an attractive venue for a wide variety of both church and non-church activities, ably managed by our Lettings Secretary Janet Else;

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- Such an intensive situation could easily create tensions between the different users, and occasional meetings of the leaders of groups who use the building take place to ensure that unintended consequences are avoided and managed. The need for communicating and managing the arrangements for car parking at larger gatherings and events is an ongoing challenge as we endeavour to be good neighbours.
- The 'Gateway' project for the building of an extension to the church has been set aside for a period due to the difficulties of 2020-21 and the financial situation of the church, the rectification of which must take priority at present.
- During the Covid crisis a great deal of attention has been paid to managing lockdown of the parts of the building not used by the Nursery, to liaising with Nursery staff to enable them to maintain a safe environment and to organising the safe use of the building when limited services and other activities were possible. We are greatly indebted to our Health and Safety Officer, Bob Prestwood, for keeping abreast of the changing guidance and advising the church on how best to use the premises.

A3.11 Volunteers

In normal times a large proportion (probably 80% or up to 200) of the members of St Luke's give their time and abilities in a huge variety of ways to support the many activities listed. Many have been very active in less-visible ways during 2020. It is not possible to express adequate thanks in this report, but we are indebted to every one of them.

A4. Structure, Governance and Management

St. Luke's Church and Centre is situated in Lodge Moor in the Diocese of Sheffield. It is a local ecumenical partnership (LEP) between Anglican, Baptist, Methodist and United Reformed Churches initially sponsored by Churches Together in South Yorkshire (CTSY). It is an independent charity, Registered Charity No.1136795. The correspondence address is: St. Luke's Church, Blackbrook Road, Sheffield, S10 4LQ. The constitution is based on a standard LEP model.

A4.1 Trustees

The Trust was formed on April 25th 2010. Up to twenty elected Trustees, plus the Vicar/Minister as *ex officio* and up to four co-opted members, are responsible and accountable for the management of the church. Since Autumn 2020 they now meet ten times per year plus a brief meeting following the ACM to elect the Chair, Secretary and Treasurer.

The method of appointment of Trustees is set out in the original Constitution. Potential Trustees are nominated and subsequently elected by church members at the ACM. All Church attendees are encouraged to register on the Membership Roll and to consider standing for election as Trustees or to other roles.

The Trustees are responsible and accountable for the management of St Luke's Church as a whole. Where the specific responsibilities of a PCC are required, this role is fulfilled by the Anglican Trustees (usually the majority) with the Wardens, Lay Readers and Deanery and Diocesan Synod representatives.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Members are invited to raise issues for discussion by the Trustees and to attend meetings as observers. The approved minutes of Trustee meetings are published on the notice board and a brief digest is distributed to the congregation. Difficult decisions during 2020 meant that some meetings and minutes could not be fully public.

In October 2020, at a delayed Annual Church Meeting, the Trustees elected Rev Chris Stebbing as Chair, Peter Armstrong as Honorary Secretary and Ashley Ellis as Honorary Treasurer.

The Trustees met on seven scheduled occasions during 2020, mainly via Zoom. The average attendance was 18. A Standing Committee meets monthly to deal with minor business and arrange the Trustees agenda.

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During 2020-21 the role of Trustees has been discussed at length with the aim of enabling them to spend more time debating the general direction of the church and hopefully less on routine business. For this reason, the frequency of meetings was increased.

The Trustees who served during the year and up to the date of this Report were:

Rev Christopher Stebbing	Vicar/Minister, Chair	Ex officio
Keith Bomford	Property Steward	
Joan Russon	Churchwarden	
Claire Marr	Churchwarden	
Grace Warren	Trainee churchwarden	From October 2020
Ashley Ellis	Treasurer	
Peter Armstrong	Secretary	
Colin Roberts		
Rev. Dr Chris Ellis		
Claire Furbey		
Nigel Thompson		
Philip Drake		
Jonathan Mugridge		
Jackie Mcdermott		
Fiona James		
Harry Sadler		
Mark Packham		
Ann Bielby		From October 2020
Miranda Bowen		From October 2020
Gail Ashton		From October 2020
Susan Prestwood	Safeguarding Officer	Co-opted
Catherine Mirfin		Resigned October 2020
Linda Russell		Resigned October 2020
Stephen Ashton		Resigned October 2020
Lesley Combe		Resigned October 2020
Jonathan Cooper		Resigned October 2020

A4.2 Committees and subgroups

A Standing Committee consisting of the Vicar/Minister, Wardens, Secretary, Treasurer, Administrator and two elected Trustees meets monthly. It is delegated by the Trustees to consider minor and urgent matters and prepare the Trustees agenda. Its terms of reference are currently being clarified.

The Trustees also delegate responsibilities for certain areas to subgroups, which are chaired by Trustees and may include Trustees and other members of the church, invited for the specific contributions they can provide. The Vicar/Minister is an ex-officio member of each group but attends only when required. These groups report and make recommendations to the Trustees meetings. During 2020 the subgroups were:

- **Compliance:** overseeing policies and practices for Safeguarding, Health and Safety, GDPR etc.
- **Finance:** supporting the Treasurer with all aspects of Church finance
- **Property:** supporting the Property Steward in overseeing the maintenance and repair of the premises and its physical facilities. This includes the premises Bookings Secretary and the Kitchen Supervisor.
- **Altitude:** supporting the Youth Worker and Children and Families Worker in their roles with Church groups, local schools and the community.
- **Growing Younger:** developing relationships among younger adults and encouraging their involvement with the Church.

St Luke's Annual Report and Financial Statement for the year to 31 December 2020

- **Eco group:** the sub group met once before lockdown and contact with Cathy Rhodes (Diocesan Environmental Officer) was established. This led to a very positive visit to Holy Trinity, Thorpe Hesley which has a Silver Eco Church award. Work towards Bronze Eco Church status continued by phone and email, and A Rocha granted St Luke's a Bronze Eco Church award during May 2021. We aim to build on this achievement during the coming year.

COVID restrictions and consequent changes in our patterns of activity have made it difficult for some subgroups to meet regularly in 2020.

A4.3 Joint Council

Under the provision of the formal sharing agreement establishing the LEP, up to four members from each of the participating denominations are elected to a Joint Council to ensure equality in the use and maintenance of the Church Building, three from the congregation and one member of the denominational clergy. The Joint Council usually meets once a year.

A4.4 Congregational Meetings

The Annual General Meeting is held in Spring each year to elect Trustees and other officers and representatives and to receive the Annual Report. The outcomes are expressed throughout this Report. In 2020 the meeting was delayed until October. Wardens and Trustees remained in post until these delayed elections.

An Autumn Congregational meeting is normally held in October to receive less-formal reports and make other decisions.

A4.5 Compliance

The compliance subgroup supports the Church's ministry by overseeing policies and practices and endeavouring to ensure adherence to relevant regulations, legislation and denominational requirements. The remit of this group has been revised to include Safeguarding, Health and Safety and GDPR.

Safeguarding

The Trustees have complied with the duty to have due regard to the House of Bishops' Guidance on Safeguarding Children and Vulnerable Adults.

Despite the difficulties 2020 and COVID posed, safeguarding has continued with face-to-face safeguarding training being replaced by online courses, virtual identification checks for DBS, and some necessary conversations taking place on the telephone or by Zoom rather than meeting face to face. We have also continued to Safely Recruit new members. This procedure operates for employees and volunteers.

Obviously with less activities taking place fewer people have been actively involved, whilst others are taking the opportunity to rethink their commitments. Some people have nevertheless undertaken training etc. so that they are already prepared to resume their roles when activities can start up again and we are very grateful to them. During the year people have completed Foundation, Leadership, Safe Recruitment and Raising Awareness of Domestic Violence and Abuse training.

Though unfortunately in a more limited way than originally intended we have continued with our roll-out of the Basic training. This is a relatively new training for those who are less involved with direct work with children or vulnerable adults but nevertheless have a public facing role in the church. It aims to equip them with some basic safeguarding knowledge to enable them to both feel more confident in their role and to more aware of signs of something being wrong and how to handle this.

Our Safeguarding Policy was reviewed in July and is available on the Website, along with details of our Safeguarding Team and of other sources of help.

We have during the year been alerted to two safeguarding breaches which were swiftly dealt with, one cause for concern which was dealt with 'in house' and one serious cause for concern which was reported to The Diocesan Safeguarding Advisor and through her to the Charity Commission and the National Safeguarding Team. We were very grateful for the help and wisdom of both the Diocesan Safeguarding Advisor and The Archdeacon in handling this matter.

St Luke's Annual Report and Financial Statement for the year to 31 December 2020

We continue to promote the concept that safeguarding is not just the responsibility of a few, but of every member of the church in caring for one another and ensuring our church is a safe place to be and encourage everyone to report even the smallest safeguarding concern that they have.

Personnel

Elaine Curl is our Advocate for Vulnerable Adults. Fiona Stevens is our Children's Advocate

Health and Safety

During the year the Health & Safety policy was reviewed and approved by Trustees, as was the Fire Risk Assessment. Other risk assessments were reviewed as necessary and additional ones created to cover new activities.

Health and Safety issues, including reported accidents, are considered at every Trustee meeting and also at meetings of the Compliance Subgroup. All accidents, however trivial, are recorded in the accident book and reviewed as necessary to remove or minimize future incidents.

During 2020 Health and Safety considerations have been centred on Covid. A Covid group was formed to include all those involved in practical decisions and responses to the crisis. This included eight Trustees and several others. The group met regularly to plan aspects of our response to the crisis, how the building could be used, how services could be managed and how to communicate with the congregation – especially those who were housebound or could not use the internet. On all of these matters the group was advised by Bob Prestwood, our Health and Safety Officer, whose hard and diligent work is very much appreciated. Our gratitude also to all those who have contributed in any way in helping to keep St Luke's Covid-safe.

GDPR

St Luke's has a Privacy Policy on the website and available on request from the office. Legal guidance on GDPR from the Diocese is followed. All forms for personal data include a reference to the policy and appropriate consent fields. Personal data is held securely on the Church computer system, accessed only by authorised persons. The full revision of membership records in early 2019 has ensured that all personal data is held and used with appropriate consents.

A4.6 Financial summary

Annual payments

The church was able to pay in full both the Ministry Contribution and the Common Fund (to the Anglican diocese) for 2020. Appropriate contributions were also made to the other three denominational organisations.

Mission payments were made to:	£	The 3-year funding for Baby Basics ended in December 2020
TEAR Fund	4,800	and, there being no other
Baby Basics	4,800	nominations, was renewed by
International Justice Mission (IJM)	<u>4,800</u>	vote at the Annual Church
	14,400	Meeting in October 2020 for a
		further three years.

Reserves

Full financial details are provided in the next section.

It is the policy of the Charity that unrestricted funds (those not designated for a specific use) should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised.

Overview

St Luke's had experienced an underlying financial deficit for some years. 'Underlying' because it was largely masked by legacies and other unpredictable and one-off gains, making the income and expenditure appear approximately in balance. The Treasurer, Ashley Ellis, began to draw attention to this in early 2020 and a giving campaign was planned. However, the Covid crisis delayed this and reduced income to the church.

St Luke's Annual Report and Financial Statement for the year to 31 December 2020

Standing order giving was largely maintained, but plate giving at services was very low for much of the year and income from leasing the premises was greatly reduced.

In late 2020 the "Generous Living" campaign began to be planned for spring 2021. The Trustees also made some very difficult decisions to reduce costs.

The result for 2020 was a substantial deficit and thus a reduction in reserves by approximately £26,000 to just above the agreed lower limit. 2021 is expected to also produce a deficit, as the new giving figures and cost-saving measures will not take effect until after mid-2021. A break-even forecast for 2022 may be possible.

The Trustees of the Church report was approved by the Board of Trustees on 16 June 2020

Signed Ashley Ellis, Treasurer. Dated

SECTION B

ST LUKE'S CHURCH

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

ST LUKE'S CHURCH

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST LUKE'S CHURCH

I report to the Trustees on my examination of the financial statements of St Luke's Church (the Charity) for the year ended 31 December 2020.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. 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

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act;
or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Natalie Bracey ACA
For and on behalf of Hart Shaw LLP

Europa Link
Sheffield Business Park
Sheffield
S9 1XU

Dated:

ST LUKE'S CHURCH

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

Current financial year

		Unrestricted funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes				
<u>Income and endowments from:</u>					
Donations and legacies	3	171,512	-	-	171,512
Charitable activities	4	21,763	1,035	7,703	30,501
Other trading activities	5	106	-	-	106
Investments	6	325	-	1,543	1,868
Other income	7	5,457	-	-	5,457
Total income		199,163	1,035	9,246	209,444
<u>Expenditure on:</u>					
Charitable activities	8	224,964	9,114	4,491	238,569
Net gains/(losses) on investments	11	-	-	3,163	3,163
Net movement in funds		(25,801)	(8,079)	7,918	(25,962)
Fund balances at 1 January 2020		97,662	9,971	90,409	198,042
Fund balances at 31 December 2020		71,861	1,892	98,327	172,080

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

ST LUKE'S CHURCH

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

Prior financial year

		Unrestricted funds	Designated funds	Restricted funds	Total
		2019	2019	2019	2019
	Notes	£	£	£	£
<u>Income and endowments from:</u>					
Donations and legacies	3	183,077	20,000	-	203,077
Charitable activities	4	39,208	1,964	14,623	55,795
Other trading activities	5	97	-	-	97
Investments	6	614	-	1,315	1,929
Total income		222,996	21,964	15,938	260,898
<u>Expenditure on:</u>					
Charitable activities	8	235,702	7,744	12,974	256,420
Net gains/(losses) on investments	11	-	-	6,871	6,871
Gross transfers between funds		6,528	(6,057)	(471)	-
Net movement in funds		(6,178)	8,163	9,364	11,349
Fund balances at 1 January 2019		103,840	1,808	81,045	186,693
Fund balances at 31 December 2019		97,662	9,971	90,409	198,042

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

ST LUKE'S CHURCH

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Investments	13		48,977		45,814
Current assets					
Cash at bank and in hand		124,260		153,134	
Creditors: amounts falling due within one year	14	(1,157)		(906)	
Net current assets			123,103		152,228
Total assets less current liabilities			172,080		198,042
Income funds					
Restricted funds	15		98,327		90,409
<u>Unrestricted funds</u>					
Designated funds	16	1,892		9,971	
General unrestricted funds		71,861		97,662	
			73,753		107,633
			172,080		198,042

The financial statements were approved by the Trustees on

.....
 Rev Christopher Stebbing
Vicar & Chair of the Trustees

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

St Luke's Church is a local ecumenical partnership (LEP) between Anglican, Baptist, Methodist and United Reform Churches.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's Memorandum and Articles, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds

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

Restricted funds

The restricted funds comprise: St Luke's Lunches; the Oakes, Soul Survivor and Gateway funds, Church Weekend Fund, Silver Surfers Fund and the Building Fund.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% reducing balance
Computer equipment	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Fixed assets with the value less than £2,000 are fully depreciated.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

There are no estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3 Donations and legacies

	Unrestricted funds 2020 £	Unrestricted funds 2019 £	Designated funds 2019 £	Total 2019 £
Donations to church	133,636	111,411	20,000	131,411
Gift Aid general fund	29,834	32,210	-	32,210
Pence for pounds	69	212	-	212
Open plate collections	1,790	8,646	-	8,646
Messy Church donations	183	598	-	598
Legacies	6,000	30,000	-	30,000
	<u>171,512</u>	<u>183,077</u>	<u>20,000</u>	<u>203,077</u>

4 Charitable activities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £
Church Council fees	770	-	-	770
Book and gift sales	-	1,035	-	1,035
Church heating	350	-	-	350
Events	284	-	-	284
Magazine sales	960	-	-	960
Church group premises hire	14,070	-	-	14,070
Commercial premises hire	2,912	-	-	2,912
Toddles income	502	-	-	502
Children & youth work	568	-	-	568
Edge subs	538	-	-	538
Ridge subs	267	-	-	267
Tuck shop - children & youth	347	-	-	347
Travel	195	-	-	195
Soul Survivor income	-	-	475	475
Lunches income	-	-	2,090	2,090
Church weekend income	-	-	4,716	4,716
OAKES income	-	-	422	422
	<u>21,763</u>	<u>1,035</u>	<u>7,703</u>	<u>30,501</u>

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

4 Charitable activities

(Continued)

For the year ended 31 December 2019

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2019 £
Church Council fees	975	-	-	975
Book and gift sales	-	1,964	-	1,964
Church heating	498	-	-	498
Events	1,227	-	-	1,227
Soup wagon	111	-	-	111
Magazine sales	1,132	-	-	1,132
Church group premises hire	16,792	-	-	16,792
Commercial premises hire	10,390	-	-	10,390
Summer spec income	225	-	-	225
Toddles income	2,504	-	-	2,504
Children & youth work	1,347	-	-	1,347
Edge subs	1,747	-	-	1,747
Ridge subs	1,023	-	-	1,023
Tuck shop - children & youth	1,036	-	-	1,036
Travel	201	-	-	201
Soul Survivor income	-	-	3,435	3,435
Lunches income	-	-	8,626	8,626
Church weekend income	-	-	2,122	2,122
OAKES income	-	-	440	440
	<u>39,208</u>	<u>1,964</u>	<u>14,623</u>	<u>55,795</u>

5 Other trading activities

	Unrestricted funds 2020 £	Unrestricted funds 2019 £
Photocopying	106	77
Miscellaneous	-	20
Other trading activities	<u>106</u>	<u>97</u>

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

6 Investments

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Interest receivable	325	1,543	1,868	614	1,315	1,929
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

7 Other income

	Unrestricted funds 2020 £	Total 2019 £
Other income	5,457	-
	<u> </u>	<u> </u>

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

8 Charitable activities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £
Church administration expenses	411	-	-	411
Staff costs	59,429	-	-	59,429
Staff travel	637	-	-	637
Annual mission	14,400	-	-	14,400
Church weekend	-	-	2,035	2,035
OAKES expenditure	-	-	422	422
Catering	58	-	-	58
Training	637	-	-	637
Bookstall purchases	-	837	-	837
IT fees	5,279	-	-	5,279
Bank charges	8	-	-	8
Subscriptions	113	-	-	113
Magazine	315	-	-	315
Expenses toddler group	107	-	-	107
Parish share - Anglican	14,300	-	-	14,300
Parish share - Baptist	2,676	-	-	2,676
Parish share - Methodist	4,020	-	-	4,020
Parish share - URC	528	-	-	528
Ministry contribution Anglican	70,000	-	-	70,000
Local outreach	1,285	-	-	1,285
Messy Church	387	-	-	387
Light, heat and insurance	19,353	-	-	19,353
Maintenance & repairs	12,719	-	-	12,719
Music & worship	1,621	-	-	1,621
Printing, postage and stationery	1,071	-	-	1,071
Telephone	3,002	-	-	3,002
Children & youth work	2,206	-	-	2,206
Edge expenses	151	-	-	151
Ridge expenditure	51	-	-	51
Tuck shop - children & youth	453	-	-	453
Sundry expenses	1,370	-	-	1,370
Lunches expenditure	-	-	1,559	1,559
Soul Survivor expenditure	-	-	475	475
Independent examination fee	600	-	-	600
Building (Gateway) fund expenses	7,777	8,277	-	16,054
	<u>224,964</u>	<u>9,114</u>	<u>4,491</u>	<u>238,569</u>

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

8 Charitable activities

(Continued)

For the year ended 31 December 2019

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2019 £
Church administration expenses	1,548	-	-	1,548
Staff costs	65,806	-	-	65,806
Staff travel	985	-	-	985
Annual mission	14,500	-	-	14,500
Church weekend	-	-	470	470
OAKES expenditure	-	-	480	480
Catering	1,707	-	-	1,707
Soup wagon	31	-	-	31
Training	2,305	-	-	2,305
Bookstall purchases	-	2,115	-	2,115
IT fees	3,288	-	-	3,288
Bank charges	15	-	-	15
Subscriptions	221	-	-	221
Magazine	1,755	-	-	1,755
Website	206	-	-	206
Expenses toddler group	1,488	-	-	1,488
Parish share - Anglican	18,299	-	-	18,299
Parish share - Baptist	2,629	-	-	2,629
Parish share - Methodist	3,943	-	-	3,943
Parish share - URC	528	-	-	528
Ministry contribution Anglican	64,349	-	-	64,349
Local outreach	2,711	-	-	2,711
Messy Church	1,190	-	-	1,190
Light, heat and insurance	18,172	-	-	18,172
Maintenance & repairs	13,509	-	-	13,509
Music & worship	1,584	-	-	1,584
Printing, postage and stationery	2,290	-	-	2,290
Telephone	2,330	-	-	2,330
Children & youth work	5,092	-	-	5,092
Edge expenses	1,236	-	-	1,236
Ridge expenditure	536	-	-	536
Tuck shop - children & youth	1,073	-	-	1,073
Sundry expenses	1,677	-	-	1,677
Lunches expenditure	-	-	8,689	8,689
Soul Survivor expenditure	-	-	3,335	3,335
Summer spec expenditure	215	-	-	215
Independent examination fee	484	-	-	484
Building (Gateway) fund expenses	-	5,629	-	5,629
	<u>235,702</u>	<u>7,744</u>	<u>12,974</u>	<u>256,420</u>

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity in the current or previous year for their role as a Trustee. No Trustees received any expenses during the current or previous year.

10 Employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
	5	5
	<u>5</u>	<u>5</u>
Employment costs	2020	2019
	£	£
Wages and salaries	57,919	64,550
Other pension costs	1,510	1,256
	<u>59,429</u>	<u>65,806</u>
	<u>59,429</u>	<u>65,806</u>

11 Net gains/(losses) on investments

	Restricted funds 2020 £	Restricted funds 2019 £
Revaluation of investments	3,163	6,871
	<u>3,163</u>	<u>6,871</u>

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

12 Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost			
At 1 January 2020	4,737	6,392	11,129
At 31 December 2020	4,737	6,392	11,129
Depreciation and impairment			
At 1 January 2020	4,737	6,392	11,129
At 31 December 2020	4,737	6,392	11,129
Carrying amount			
At 31 December 2020	-	-	-

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2020	45,814
Valuation changes	3,163
At 31 December 2020	48,977
Carrying amount	
At 31 December 2020	48,977
At 31 December 2019	45,814

14 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	-	33
Trade creditors	482	305
Accruals and deferred income	675	568
	1,157	906

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds					Movement in funds				
	Balance at 1 January 2019	Incoming resources	Resources expended	Transfers	Revaluations, gains and losses	Balance at 1 January 2020	Incoming resources	Resources expended	Revaluations, gains and losses	Balance at 31 December 2020
	£	£	£	£	£	£	£	£	£	£
St Luke's Lunches	2,810	8,626	(8,689)	15	-	2,762	2,090	(1,559)	-	3,293
OAKES	60	440	(480)	-	-	20	422	(422)	-	20
Soul Survivor	81	3,435	(3,335)	-	-	181	475	(475)	-	181
Church Weekend	88	2,122	(470)	102	-	1,842	4,716	(2,035)	-	4,523
Gateway	1,957	1,315	-	(3,272)	-	-	-	-	-	-
Silver Surfers	76	-	-	-	-	76	-	-	-	76
Building Fund	75,973	-	-	2,684	6,871	85,528	1,543	-	3,163	90,234
	<u>81,045</u>	<u>15,938</u>	<u>(12,974)</u>	<u>(471)</u>	<u>6,871</u>	<u>90,409</u>	<u>9,246</u>	<u>(4,491)</u>	<u>3,163</u>	<u>98,327</u>

The purpose of each of the restricted funds is as follows:

- St Luke's Lunches provides lunches for over 60's.
- OAKES and Soul Survivor process fees for associated young people's events.
- The Church Weekend processes fees for church weekend.
- Silver Surfers provides assistance with IT for older people.
- The Building Fund (Gateway) was set up to receive and disperse funds raised for the proposed extension.

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				Movement in funds			
	Balance at 1 January 2019	Incoming resources	Resources expended	Transfers	Balance at 1 January 2020	Incoming resources	Resources expended	Balance at 31 December 2020
	£	£	£	£	£	£	£	£
St Luke's Bookstall	1,808	1,964	(2,115)	37	1,694	1,035	(837)	1,892
Church Gateway Project	-	20,000	(5,629)	(6,094)	8,277	-	(8,277)	-
	<u>1,808</u>	<u>21,964</u>	<u>(7,744)</u>	<u>(6,057)</u>	<u>9,971</u>	<u>1,035</u>	<u>(9,114)</u>	<u>1,892</u>

The bookstall buys and sells books and cards. Historically, some funds were designated by the church to the bookstall to cover set up costs. Should the bookstall close, the money would revert to the General Fund.

17 Analysis of net assets between funds

	Unrestricted funds 2020 £	Designated Funds 2020 £	Restricted fund 2020 £	Total 2020 £	Unrestricted funds 2019 £	Designated Funds 2019 £	Restricted fund 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:								
Investments	48,977	-	-	48,977	45,814	-	-	45,814
Current assets/(liabilities)	22,884	1,892	98,327	123,103	51,848	9,971	90,409	152,228
	<u>71,861</u>	<u>1,892</u>	<u>98,327</u>	<u>172,080</u>	<u>97,662</u>	<u>9,971</u>	<u>90,409</u>	<u>198,042</u>

ST LUKE'S CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2020*

18 Related party transactions

There have been no related party transactions in the current or prior period that require disclosure.

19 Insurance valuation

The present insured value, which is index-linked, of the buildings and contents is £5,600,000 in the current year and £5,200,000 in the prior year.