



St Luke's Church, Lodge Moor

Registered Charity No: 1136795

Financial Statements

For the year ending 31 December 2024

ST LUKE'S CHURCH, LODGE MOOR

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 December 2024

I report on the financial statements of St Luke's Church, Lodge Moor for the year ended 31 December 2024, which are set out on pages 2 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

I 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.

Jim Dodds
33 The Glebe
Morpeth
Northumberland
NE61 6HW



Date: 9 April 2025

ST LUKE'S CHURCH, LODGE MOOR
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<u>Income from:</u>					
Donations and legacies	6	194,260	20,080	214,340	226,691
Charitable activities					
Grants and contracts	7	20,021	7,652	27,673	18,876
Other trading activities	8	12,240	-	12,240	10,694
Investments	9	4,292	4,070	8,362	5,465
Total income		230,813	31,802	262,615	261,726
<u>Expenditure on:</u>					
Charitable activities					
Operation of the charity	10	235,687	17,271	252,958	228,547
Total expenditure		235,687	17,271	252,958	228,547
Net income/(expenditure) before investment gains/(losses)		(4,874)	14,531	9,657	33,179
Net gains/(losses) on investments		-	1,239	1,239	4,656
Net movement of funds		(4,874)	15,770	10,896	37,835
<u>Reconciliation of funds</u>					
Total funds brought forward		106,629	136,778	243,407	205,572
Total funds carried forward		101,755	152,548	254,303	243,407

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 4 to 13 form an integral part of these accounts.

ST LUKE'S CHURCH, LODGE MOOR

(A company limited by guarantee)

Charity Number 1136795

BALANCE SHEET

As at 31 December 2024

	Notes	£	Total 2024 £	£	Total 2023 £
<u>Fixed assets</u>					
Tangible assets	17		3,361		1,776
Investments	18		55,387		54,148
Total fixed assets			58,748		55,924
<u>Current assets</u>					
Debtors	19	14,630		5,406	
Cash at bank and in hand	20	186,515		189,776	
Total current assets		201,145		195,182	
Creditors: amounts falling due within one year	21	(5,590)		(7,699)	
Net current assets			195,555		187,483
Total assets less current liabilities			254,303		243,407
Total net assets or liabilities			254,303		243,407
<u>Funds of the charity</u>					
Unrestricted income funds			100,448		104,859
Designated income funds			1,307		1,770
Restricted income funds			152,548		136,778
Total funds			254,303		243,407

The notes on pages 4 to 13 form an integral part of these accounts.

These financial statements were approved by the Board on: 19 March 2025

and are signed on its behalf by:

Rev Kim Mason
Chair



ST LUKE'S CHURCH, LODGE MOOR
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2024

1 Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with 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) (effective 1 January 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

St Luke's Church, Lodge Moor meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £101,755 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance or provision of other specified service is deferred until the criteria of income recognition are met.

ST LUKE'S CHURCH, LODGE MOOR

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

3.4 Donated goods and services

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided that the value of the gift can be measured reliably. Donated services and facilities that are consumed immediately are recognised as income with the equivalent amount recognised as an expense under the appropriate heading in the SoFA.

3.5 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

3.7 Income from membership subscriptions

Membership subscriptions received in the nature of a gift are recognised in donations and legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

3.8 Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investment and any gain or loss resulting from revaluing investments to market value at the end of the year.

3.9 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charities' work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of the Ministry and other activities undertaken to further the purposes of the charity and their associated support costs.

ST LUKE'S CHURCH, LODGE MOOR

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Equipment and furnishings	Straight line over four years
Chairs & filing cabinets	Straight line over four years
Computer equipment	Straight line over four years

5.2 Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.

ST LUKE'S CHURCH, LODGE MOOR

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
6 Donations and legacies				
Donations and gifts	157,027	20,080	177,107	189,911
Gift Aid -general fund	34,233	-	34,233	36,780
Legacies	3,000	-	3,000	-
	<u>194,260</u>	<u>20,080</u>	<u>214,340</u>	<u>226,691</u>
7 Charitable activities				
Church Council fees	532	-	532	1,894
Book and gift sales	-	-	-	70
Church heating	-	-	-	2,776
Children and Youth work inc. Toddlers	5,602	-	5,602	6,873
Travel	60	-	60	135
Lunches	-	6,112	6,112	5,908
Church weekend	-	1,540	1,540	30
Local Outreach events	1,863	-	1,863	1,190
Other	129	-	129	-
UKSPF Low Carbon Community Cultural Project Grant	11,835	-	11,835	-
	<u>20,021</u>	<u>7,652</u>	<u>27,673</u>	<u>18,876</u>
8 Other trading activities				
Commercial premises hire	12,179	-	12,179	10,627
Photocopying	61	-	61	67
	<u>12,240</u>	<u>-</u>	<u>12,240</u>	<u>10,694</u>
9 Income from investments				
Bank interest	4,292	2,567	6,859	3,985
Dividend income	-	1,503	1,503	1,480
	<u>4,292</u>	<u>4,070</u>	<u>8,362</u>	<u>5,465</u>

Income was £262,615 (2023: £261,726) of which £230,813 was unrestricted or designated (2023: £220,030) and £31,802 was restricted (2023: £41,696).

ST LUKE'S CHURCH, LODGE MOOR

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
10 Charitable activities				
Church administration expenses	1,743	-	1,743	1,665
Staff costs	47,806	9,123	56,929	52,909
Staff travel	15	-	15	50
Annual Mission	14,500	-	14,500	14,400
Church weekend	-	1,165	1,165	-
Catering	2,408	-	2,408	1,113
Training	1,311	-	1,311	1,201
IT fees	157	-	157	136
Bank charges	367	-	367	272
Denomination subscriptions	143	-	143	135
Children and Youth - inc. Messy Church and Toddlers	5,517	195	5,712	7,168
Parish Share - Anglican	14,304	-	14,304	14,304
Parish Share - Baptist	2,364	-	2,364	2,364
Parish Share - Methodist	2,916	-	2,916	2,916
Parish Share - URC	792	-	792	792
Ministry contribution - Anglican	73,800	-	73,800	73,800
Special collections payments	896	-	896	-
Local Outreach	3,653	511	4,164	2,702
Light, heat, water and insurance	26,924	-	26,924	23,045
Maintenance, repairs and upkeep	26,105	-	26,105	14,729
Music and worship	1,538	-	1,538	3,650
Printing, postage and stationery	2,332	-	2,332	2,495
Telephone	1,970	-	1,970	1,717
Lunches expenditure	-	6,038	6,038	4,648
Bookstall purchases	461	-	461	235
Miscellaneous	763	75	838	137
Pastoral	799	-	799	333
Furniture and fittings	-	-	-	290
Depreciation	1,153	164	1,317	591
Governance costs				
Independent examiner's fees for reporting on the accounts	950	-	950	750
	<u>235,687</u>	<u>17,271</u>	<u>252,958</u>	<u>228,547</u>

Expenditure on charitable activities was £252,958 (2023: £228,547) of which £235,687 was unrestricted or designated (2023: £216,552) and £17,271 was restricted (2023: £11,995).

ST LUKE'S CHURCH, LODGE MOOR

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

11 Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees for reporting on the accounts	950	750
	<u>950</u>	<u>750</u>

There were no other fees paid to the examiner (2023: £nil)

12 Analysis of staff costs, and the cost of key management personnel

	2024 £	2023 £
Salaries and wages	55,271	51,362
Pension costs (defined contribution pension plan)	1,658	1,547
	<u>56,929</u>	<u>52,909</u>

No employee received remuneration above £60,000 (2023: nil).

The key management personnel of the charity, comprise the trustees. The total employee benefits of the key management personnel of the charity were £0 (2023: £0).

13 Staff Numbers

The average monthly head count was 4 staff (2023: 4 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024 Number	2023 Number
The parts of the charity in which the employee's work:		
Charitable activities	2.1	2.1
	<u>2.1</u>	<u>2.1</u>

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

The following employee is the daughter of Trustee J Hind:

Name of the trustee or related party	Relationship to charity	Description of the transaction	Amount £	Balance at period end £	Amounts written off £
V. Simpson	Daughter of trustee	Employed as administrator	10,795	-	-

The charity undertook an arm's length process to ensure they chose the best employee, J Hind was not part of the decision making process.

ST LUKE'S CHURCH, LODGE MOOR

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £1,658 (2023: £1,547). There was £0 outstanding as at 31 December 2024 (2023: £0).

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

17 Tangible fixed assets

	Equipment and furnishings £	Chairs & filing cabinets £	Computer equipment £	Total £
Cost				
Balance brought forward	2,368	-	-	2,368
Additions	290	597	2,016	2,903
Disposals	-	-	-	-
Balance carried forward	2,658	597	2,016	5,271
Depreciation				
Basis	SL	SL	SL	
Rate	25%	25%	25%	
Balance brought forward	592	-	-	592
Depreciation charge for year	665	149	504	1,318
Disposals	-	-	-	-
Balance carried forward	1,257	149	504	1,910
Net book value				
Brought forward	1,776	-	-	1,776
Carried forward	1,401	448	1,512	3,361

18 Fixed asset investments

	Listed Investment £
Carrying (fair) value at the beginning of period	54,148
Additions to investments during period	-
Disposals at carrying value	-
Less impairments	-
Transfer in/(out) in the period	-
Net gain/(loss) on revaluation	1,239
Carrying (fair) value at end of year	55,387

ST LUKE'S CHURCH, LODGE MOOR**NOTES TO THE FINANCIAL STATEMENTS**For the year ended 31 December 2024

19 Debtors and prepayments (receivable within 1 year)

	2024	2023
	£	£
Prepayments and accrued income	14,630	5,406
	14,630	5,406

20 Cash at bank and in hand

	2024	2023
	£	£
Cash at bank	186,183	189,259
Cash in hand	332	517
	186,515	189,776

21 Creditors and accruals (payable within 1 year)

	2024	2023
	£	£
Accruals		
Independent examination of accounts	950	750
Other accruals	4,293	6,093
Other creditors	347	856
	5,590	7,699

22 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

ST LUKE'S CHURCH, LODGE MOOR
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2024

23 Analysis of charitable funds

	Fund balances brought forward £	Income resource £	Resources expended £	Transfers £	Gains / (losses) £	Fund balances carried forward £
Unrestricted funds						
General funds	104,859	230,813	(235,224)	-	-	100,448
Designated funds						
Bookstall fund	1,770	-	(463)	-	-	1,307
	<u>106,629</u>	<u>230,813</u>	<u>(235,687)</u>	<u>-</u>	<u>-</u>	<u>101,755</u>

Purpose of unrestricted funds

General unrestricted fund	The 'free reserves' of the church
Designated funds	
Bookstall fund	Designated fund to purchase books for use on the bookstall.

	Fund balances brought forward £	Income resource £	Resources expended £	Transfers £	Gains / (losses) £	Fund balances carried forward £
Restricted funds						
Building Fund	102,316	4,028	-	-	1,239	107,583
Church weekend	2,094	1,582	(1,164)	-	-	2,512
Oakes	20	-	-	-	-	20
Silver Surfers	76	-	(76)	-	-	-
Youth Special Activities	13,858	-	(361)	-	-	13,497
Lunches	2,845	6,112	(6,038)	-	-	2,919
R Sales -						
Window/Baptistry	1,000	-	-	-	-	1,000
R Sales - YP Overseas	1,001	-	-	-	-	1,001
Local Mission	715	80	(511)	-	-	284
St Luke's Charitable Trust						
Youth Work	12,853	20,000	(9,121)	-	-	23,732
	<u>136,778</u>	<u>31,802</u>	<u>(17,271)</u>	<u>-</u>	<u>1,239</u>	<u>152,548</u>

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor

Building Fund	Repair, Renewal, Refurbishment and Extension of the Church Building.
Church weekend	Process Fees for Church Weekend and Bursaries.
Oakes	Process fees for youth events.
Youth Special Activities	Youth special activities.

ST LUKE'S CHURCH, LODGE MOOR
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2024

Purpose of restricted funds continued

Lunches	Lunches for over 60s.
R Sales - Window/Baptistry	Maintenance of baptistry/chapel window.
R Sales - YP Overseas	Youth overseas work.
Local Mission	Local Mission.
St Luke's Charitable Trust Youth Work	Youth work.

24 Capital commitments

As at 31 December 2024, the charity had no capital commitments (2023 -£nil).

25 Analysis of net assets between funds 2024

	Unrestricted Funds £	Designated Funds	Restricted Funds £	Total 2024 £
Tangible fixed assets	3,361	-	-	3,361
Investments	-	-	55,387	55,387
Cash at bank and in hand	87,731	1,307	97,477	186,515
Other net current assets/(liabilities)	9,356	-	(316)	9,040
	<u>100,448</u>	<u>1,307</u>	<u>152,548</u>	<u>254,303</u>

Analysis of net assets between funds 2023

	Unrestricted Funds £	Designated Funds	Restricted Funds £	Total 2023 £
Tangible fixed assets	1,776	-	-	1,776
Investments	-	-	54,148	54,148
Cash at bank and in hand	104,769	1,770	83,237	189,776
Other net current assets/(liabilities)	(1,686)	-	(607)	(2,293)
	<u>104,859</u>	<u>1,770</u>	<u>136,778</u>	<u>243,407</u>



**ST. LUKE'S
CHURCH**
L O D G E M O O R

St Luke's Church, Lodge Moor

Registered Charity No: 1136795

Annual Report and Financial Statements

For the year ending 31 December 2024

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Section B: Financial Statements

(Separate file)

Section C: Autumn 2024 ACM Report

(33 pp) Separate file

SECTION A: ANNUAL REPORT

A.1 Aims and Purposes

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.

A.2 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.

A.3 Public Benefit Statement

In planning and overseeing the activities of St Luke's the Trustees have paid due regard to the Charity Commission's guidance on public benefit and the specific guidance relating to the advancement of religion.

A.3.1 The advancement of the Christian Faith in Lodge Moor

St Luke's has continued to advance the Christian faith in Lodge Moor and beyond through the provision of public services of worship, Bible teaching and study, prayer meetings, discipleship, pastoral care, social action, and proclamation of the Christian faith; working across social demographics of age, gender, race and wealth. Further details of the activities, events and groups run by St Luke's can be found in Section C: Autumn ACM Report

A.3.2 The support of other charities, Locally, Nationally and Internationally

St Luke's partners with charities working in Sheffield including Baby Basics, a local charity supporting vulnerable new mothers and babies; S6 Foodbank; Soup Wagon; and StopGap.

St Luke's partners with charities working nationally including Transforming Lives for Good (TLG), a national charity that provides early intervention for pupils at risk of exclusion; the Children's Society; Christian Aid.

St Luke's partners with charities working internationally including International Justice Mission (IJM), an international charity working to end modern day slavery; Christian Aid; and Operation Christmas Child.

A.3.3 The provision of facilities for the local community

The Church and Church Centre is the main base for St Luke's activities (services, prayer meetings, group activities) and is also used for non-church community activities (such as music rehearsals,

exercise classes, Townswomen's Guild, Guiding and Scouting groups) and private hire. The Chapel is freely available for private prayer when office staff are present in the building.

A.4 Achievements and Performance

A.4.1 Activities, Events and Groups

A thorough review of the activities, events and groups run by St Luke's can be found in Section C: Autumn ACM Report

A.4.2 Membership and attendance

In April 2024 there were 201 members on the Membership Roll.

Although average Sunday service attendance numbers are similar to those in 2023, we have seen many new people joining in and services becoming more regular, although others have moved away. The main weekly morning worship service had an average attendance of 103; fortnightly afternoon Holy Communion, 35; monthly afternoon Messy Church, 46; and monthly evening Oxygen service, 16.

A.4.3 Premises & facilities

Our premises are well maintained and heavily used. Most rooms are used on most weekdays, with over 20 activities in the building per week. St Luke's remains an attractive venue for a wide variety of both church and non-church activities.

Responsibilities for safety and risk analysis are carefully managed between St Luke's Health & Safety Officer and the various groups.

A.5 Plans for the future

Relating to God

- We will develop the team of service leaders and preachers, shaped by our values of intimate worship and Biblical authority.

Relating to Each Other

- We will develop the provision of small groups, by growing the number of small groups, and growing the membership of small groups, shaped by our value of personal discipleship.

Relating to the World

- We will develop a regular rhythm of outreach events and activities, including Alpha, shaped by our value of telling good news.
- We will develop our conversation around the inclusion of LGBTQI+ people, shaped by our value of welcoming everyone.
- We will develop our external communications, specifically in relation to our website and printed materials

Operations and Governance

- We will develop our succession planning for key ministry roles, including Building & Fabric, Health & Safety, Pastoral Care, Safeguarding, Treasurer and Hn.Secretary.

- We will develop a plan for the renewal of our building in relation to access, office space, and fundraising.

A.6 Financial Review

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).

Our financial position improved slightly in 2024 with a deficit of £4,946 in the General Fund and an excess of £14,351 in Restricted Funds.

Donations were greater by £3,494, there was however a decrease in Gift Aid of £2,547. We benefited from a donation of £20,000 from the St Luke's Charitable Trust. We received a grant from South Yorkshire Community Foundation Ltd to fund our worship area lighting refurbishment of £11,736, and a donation of £200 from St Luke's lunches. Income from premises hire was greater by £1,552.

Most of our running costs, increased during 2024 and we had to replace a boiler and make roof repairs along other repairs and maintenance resulting in an increase of expenditure of £4,059.

A.6.1 Reserves Policy

On 20 November 2024, after considering the need to revise the Reserves Policy in the light of current financial parameters, the Trustees set our minimum reserves level at £62,000. Our actual reserves at 31 December 2024 being £98,390.

A.7 Structure, Governance, and Management

A.7.1 Governance

St Luke's is a Local Ecumenical Partnership (LEP) between the Anglican, Baptist, Methodist and United Reformed Churches in Lodge Moor, Sheffield. It is a Registered Charity, No. 1136795. Its governing documents (constitution and schedule) are based upon the model constitution agreed between Churches Together in England and the Charity Commission and were adopted in April 2010.

As an Anglican church it relates to the Hallam Deanery of the Diocese of Sheffield of the Church of England; as a Baptist church it relates to the Yorkshire Baptist Association (YBA) of the Baptist Union of Great Britain; as a Methodist church it relates to the Sheffield Circuit of the Methodist Church; and, as a United Reformed Church it relates to the Yorkshire Synod of the United Reformed Church.

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

St Luke's is managed by a Board of Trustees elected by and from the whole Church membership, with ex officio and co-opted members.

A.7.2 Trustees

Up to twenty elected Trustees, plus the Minister as *ex officio* and up to four co-opted members, are responsible and accountable for the management of St Luke's.

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 Annual Church Meeting (ACM). All Church attendees are encouraged to register on the Membership Roll and to consider standing for election as Trustees or to other roles.

None of the Trustees has any beneficial interest in St Luke's. All of the Trustees are members of St Luke's 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.

The Trustees met on ten scheduled occasions during 2024 with an average attendance of 13 (of a possible 17). A Standing Committee meets monthly to deal with minor business and arrange the Trustees agenda.

The current Trustees include 17 elected, 2 co-opted and the Minister. This 'shortfall' is not regarded as an issue as the constitutional maximum would give a very large group.

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

Rev. Kim Mason	Chair, Minister	
Colin Roberts	Churchwarden	
Eric Stevens	Churchwarden	
Ruth Priestley	Associate Churchwarden	
Peter Armstrong	Hon. Secretary	
Nigel Thompson	Treasurer	
Gail Ashton		
Ann Bielby		
John Clapham		
Elaine Curl		
John Hind		
Nick James		
Grace Warren		
Philip Drake		From 28 April 2024
Linda Russell		To 28 April 2024
Lesley Combe		To 28 April 2024
Caro Staton		To 28 April 2024
Carolyn Tsang		To 28 April 2024
Robert Prestwood	Health & Safety Officer	Co-opted
Susan Prestwood	Safeguarding Officer	Co-opted

A.7.3 Committees and subgroups

A Standing Committee consisting of the Minister, Wardens and Associate Warden, Secretary and Treasurer meets monthly. It is delegated by the Trustees to consider urgent matters and prepare the Trustees agenda. Its terms of reference were clarified in 2023.

The Trustees delegate responsibilities for certain areas to subgroups, which are usually chaired by Trustees. These groups report to and make recommendations to the Trustees meetings. During 2024 the active subgroups were:

Personnel and Compliance

Overseeing policies and practices for Personnel, Safeguarding, Health and Safety, GDPR etc.

Property

(Currently being re-formed) Supporting the Property Steward (or Warden) in overseeing the maintenance and repair of the premises and its physical facilities.

Finance

The Treasurer is supported by an informal group including the church Administrators.

Task groups

Task groups are responsible for promoting areas of interest and concern and make recommendations to the Trustees meetings. During 2024 the active task groups were:

Outreach

This group brings plans and ideas to Trustees, including encouraging members to be outward-looking, the organization of seasonal and other outreach events, participation in city-wide activities and improving the welcoming feel of the building.

Eco group

The subgroup keeps abreast of possibilities for St Luke's to operate in a more environment-friendly way and advises and challenges the Trustees on possible changes.

A.7.4 Joint Church Council

The Church and Church Centre is owned by the Anglican Diocese and a Sharing Agreement between the four member churches of the LEP was adopted in December 1989.

Under the provision of the Sharing Agreement, 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 St Luke's Church and Church Centre. Three are elected from the congregation and one is an external member of each denominational clergy. The Joint Council usually meets once a year.

A.7.5 Congregational Meetings

The Annual Church 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.

An Autumn Congregational Meeting is held in October to receive less formal reports (see Section C: Autumn ACM Report) and make other decisions.

A.8 Compliance and Safeguarding

The Compliance Group supports St Luke's ministry by overseeing policies and practices and endeavoring to ensure adherence to relevant regulations, legislation and denominational requirements. The remit of this group includes Safeguarding, Health and Safety, GDPR and matters relating to staffing, which includes employees and volunteers.

A.8.1 Safeguarding

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

Safeguarding Policy

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

Safe Recruitment

During the year we completed safe recruitment for 18 volunteers, consisting of 6 to work with Youth, Children or Families, 1 Trustee, 1 Preaching team member, 1 team member for the English Classes, 3 for the morning Music Team, 1 Welcomer, 3 for the Soup Wagon Street Team and 2 Homegroup Leaders. The total number of volunteers is 142.

A total of 26 new or renewal DBS checks were completed.

Training

- During 2024 95 Safeguarding Courses have been completed: - 44 Basic, 35 Foundation, 8 Leadership, 1 Safe Recruitment, 7 Raising Awareness of Domestic Violence and Abuse training. Most were completed online, but we also ran some face-to-face courses for those who were unable to access training online or preferred to do their training in a group. Leadership courses were run by the Diocesan Safeguarding Trainer.
- An audit of the year's training needs has been completed and plans put in place to ensure these are met. (see St Luke's Church Safeguarding Training Analysis 2025).
- Face-to face training will again be available for those who need/prefer it.

Safeguarding Breaches and Causes for Concern

During the year we were alerted to 6 breaches, 5 of these were resolved and 1 ran over into 2025. 4 of these related to timescales regarding safe recruitment and volunteer support.

We received a number of causes for concern, relating to 5 different people and a further 1, which was a single concern relating to 1 separate individual. Of these 2 cases were dealt with in house, though there has been past input from the Diocesan Safeguarding team and we are continuing to monitor. The other 4 were referred to the Diocesan Safeguarding Advisors with 3 also being referred on to other agencies and all have now been closed.

No allegations were received.

Safeguarding Sunday

We again joined in this 31:8 initiative by focusing on safeguarding during a morning service.

Safeguarding Dashboard

During this year we began using the Parish Safeguarding Dashboard. This is an online tool designed to help churches by making safeguarding administration and governance simpler and thus aid us in remaining compliant. Its use is now mandatory in the Diocese of Sheffield

Personnel

There have not been any changes of personnel during the year and we are again grateful for the help and support of the team.

Elaine Curl is our Advocate for Vulnerable Adults, Fiona Stevens our Children's Advocate, Nicola Ellis our Deputy Safeguarding Officer, and Ann Bell our Safeguarding Administrator.

A.8.2 Health and Safety

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.

A.9 Administrative Information

Charity Name St Lukes Church, Lodge Moor

Charity Number 1136795

Secretary Peter Armstrong

Treasurer Nigel Thompson

Chair Kim Mason

Trustees See section: A.7.2

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

Independent Examiner Jim Dodds
Charity Independent Examiner
33 The Glebe
Morpeth
Northumberland
NE61 6HW

The Annual Report was approved by the Trustees on [16 April 2025].

Signed 
Peter Armstrong, Secretary to St Luke’s church Trustees

Dated 23/10/2025