

ST LUKES PCC HAMPSTEAD

England & Wales · Charity number 1144851

Details

Other names	THE PAROCHIAL CHURCH COUNCIL OF ST. LUKE, WEST HAMPSTEAD, THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LUKE, WEST HAMPSTEAD, ST LUKE'S PCC, HAMPSTEAD
Status	Registered
Legal form	Previously excepted
Registered	2011-11-29
Register	View on the Charity Commission register

Contact

Address	St. Lukes Church Kidderpore Avenue London NW3 7SU
Phone	0207 431 6317
Email	admin@stlukeshampstead.org
Website	www.stlukeshampstead.org

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: The PCC engages in the following activities: holding regular public worship open to all; pastoral work; teaching Christianity through sermons/small groups; taking religious assemblies in schools; the provision of youth clubs; the promotion of Christianity through the staging of events; promoting the mission of the Church through activities for various groups; and supporting Christian charities.

Classification

- **How:** Provides Other Finance, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Camden

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£229,255	£362,484	-	-
2023-12-31	£225,384	£255,123	-	-
2022-12-31	£243,399	£223,596	-	-
2021-12-31	£205,591	£177,489	-	-
2020-12-31	£159,202	£211,473	-	-

Trustees

Name	Role	Appointed
Rev ALISTAIR CHARLES TRESIDDER	Chair	2011-10-21
ADRIAN BARRETT		2011-11-29
ANDREW MARK JULIAN PARKER		2011-11-29
Adam Farlow		2015-04-19
Alex Powell		2023-11-20
Brandon Leung		2018-04-01
Derralynn Hughes		2022-07-11
Dr Clare Craig		2025-03-30
Lindsey Matejczyk		2022-07-11
Mark Hackett		2022-09-13
Michael Philip Poulard		2019-09-01
Mohsen Zamanianzadeh		2025-03-30
Monica Duncan		2018-04-01
Robert Stannard		2023-03-26
Rosie Craig		2021-05-16
Tim Fairbairn		2022-07-01

ST LUKES PCC HAMPSTEAD

England & Wales - Charity number 1144851

Accounts

St Luke's Church Hampstead

Report and Accounts
Year ended 31 December 2024

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

LEGAL & ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 DECEMBER 2024

ADDRESS FOR CORRESPONDENCE	St. Luke's Church Kidderpore Avenue London NW3 7SU
GOVERNING DOCUMENTS	PCC Powers Measure 1956 and the Church Representation Rules 2011
CHARITY REGISTRATION NUMBER	1144851
CHARITY REGISTERED NAME	The Parochial Church Council of the Ecclesiastical Parish of St Luke, West Hampstead
MEMBERS OF THE PCC	<i>Ex Officio members:</i> Rev. Alistair Tresidder (incumbent) Tim Fairbairn (curate) Adam Farlow (church warden) Brandon Leung (church warden) <i>Elected members</i> Adrian Barrett Rosie Craig (reappointed 17 March 2024) Monica Duncan Juan Garcia (appointed 17 March 2024, resigned 1 July 2024) Mark Hackett Derralynn Hughes Lindsey Matejczyk Sneha Mathew (appointed 17 March 2024, resigned 27 January 2025) Robert Stannard Andrew Parker Michael Poulard Alex Powell (appointed 17 March 2024) Emilia Worth (reappointed 17 March 2024, resigned 12 May 2025) Clare Craig (appointed 30 March 2025) Mohsen Zamanianzadeh (appointed 30 March 2025)
INDEPENDENT EXAMINER	Nick Spear ACCA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

REPORT OF THE PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31 DECEMBER 2024

The PCC has pleasure in submitting the Report and Accounts for the year ended 31 December 2024.

Objects of the charity

The charity is responsible for co-operating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church be it pastoral, evangelistic, social or ecumenical. The PCC is also responsible for maintaining certain church property situated within the parish, namely the church building and manse.

The PCC (with the incumbent) seeks to further its charitable purposes in carrying out for the public benefit the following activities: holding regular public worship open to all; pastoral work, including visiting the sick and the bereaved; the teaching of Christianity through sermons, courses and small groups; the taking of religious assemblies in schools; the provision of youth clubs with a Christian ethos; the promotion of Christianity through the staging of events and meetings and the distribution of literature; promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups; and supporting other charities in the UK and overseas.

Summary of the charity's main activities, achievements and future plans

St Luke's continues with our twin aims of "to know Christ and to make Him known". We have a robust staff, led by the Incumbent with positions of Curate, Women's Worker, Youth and Families Worker and an apprentice through 2024. Both Men's and Women's ministries have seen growth supported by events, midweek meetings, book groups and studies. Children's and Youth work also continues to flourish with groups covering ages 3-18 and a toddler group for mums and babies under 3. An "Evergreens" group meet monthly serving older people at St Luke's and friends from the community. Overseas, we continue to support families who were previously at St Luke's and are now in full time mission work overseas including Argentina, Senegal, and Russia. St Luke's has facilities available for meetings and hire and supported community projects such as a food bank. Trustees meet 6 times a year and receive reports on the key activities of the organisation including, Financial, Safeguarding, Premises, Mission, Ministry, Staff and Synod.

Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission.

Financial review

During the year income increased by £3,870 to £229,255, and expenditure increased by £107,361 to £362,484. As a result the cash held by the charity decreased by £133,229 to £42,659. This cash comprised restricted cash of £3,690, and general fund cash of £38,969, which can be used for any of the PCC's charitable purposes.

This year's increase in expenditure is largely due to the payment of previously paused Diocesan Common fund contributions in 2023. The contributions were held in a designated fund and were paid out to the Ephesian fund in 2024.

Reserves policy

Where there are short-term surpluses, the PCC's investment policy is to maximise returns using low risk products from major banks or prescribed Church of England investment schemes. Our reserves policy is to aim to keep at least three months' worth of annual expenditure (currently in the region of £60,000) as cash held by the general fund; should this minimum at any time not be met an immediate plan would be enacted to reduce costs or raise additional income. At the year end, the charity held unrestricted cash of £38,969 and the charity is not complying with its policy for holding reserves. The PCC intend to build back the reserves in 2025 to a position of strength.

Governance

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules 2011.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually before the Annual Parochial Church Meeting (APCM) to fill vacancies. The members of the PCC are the charity's trustees for the purposes of charity law.

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to a management team led by the incumbent.

The PCC has appointed a number of sub-committees:

- Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.
- Finance Committee: PCC has delegated to this committee the tasks of: financial planning; effective monitoring of income and expenses and implementation of robust money-handling controls; maximising income within Biblical principles; and ensuring that resources are used cost-effectively.
- Premises Committee: PCC has delegated to this committee the tasks of: supporting the PCC in its planning for ongoing and future premises work; managing ongoing premises work; and related functions relating to the care of our church buildings and the safety of those who use them.
- Mission Committee: PCC has delegated to this committee the tasks of: motivating the church family and helping them to learn about the health of the Church both at home and abroad; prompting a response from the church family by providing opportunities to pray and to provide practical support to further the proclamation of the gospel and the growth of the Church worldwide.

The PCC has policies and procedures in place in relation to smoke-free premises, child protection and safeguarding, hall hire and use of the main church building, risk assessment, fire risk, the handling of cash, baptisms / thanksgiving services and staff expense claims.

Other matters

With regard to the PCC's obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The last quinquennial inspection was held in July 2020 and, by the end of 2024, the PCC had undertaken all the urgent repairs identified by the inspection.

During the previous year the PCC paused its Common Fund contributions to the Diocese after expressing concerns about recent decisions made by the General Synod. In 2024, the PCC has reinstated its giving through the facilities provided by the Ephesian Fund and has done so in full (including the amounts that were previously paused).

Responsibilities of trustees

Charity law requires the PCC to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

Alistair Tresidder

[Alistair Tresidder \(Oct 13, 2025 11:10:50 GMT+1\)](#)

.....
Rev. Alistair Tresidder

Date: Oct 13, 2025

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

I report to the trustees on my examination of the accounts of St Luke's Church Hampstead ('the charity') for the year ended 31 December 2024 on pages 6 to 9 following.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Nick Spear

[Nick Spear \(Oct 13, 2025 11:58:28 GMT+1\)](#)

Nick Spear ACCA
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: Oct 13, 2025

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2024

	Unrestricted Funds			2024	2023
	General Funds	Designated Funds	Restricted Funds		
	£	£	£	£	£
A Cash funds					
Cash at bank with immediate access	32,673	-	3,690	36,363	166,469
Manse sinking fund	6,296	-	-	6,296	9,419
	<u>38,969</u>	<u>-</u>	<u>3,690</u>	<u>42,659</u>	<u>175,888</u>

During the previous year HMRC duplicated a repayment of gift aid in the sum of £23,501 and this hadn't been returned to HMRC by the end of the current year, 2024. As this money belongs to HMRC (and not the charity), it has been excluded from the charity's bank balances.

B Other monetary assets

Gift aid due to charity	44,273	-	3,776	48,049	22,287
Prepaid expenditure	6,867	-	-	6,867	6,826
Hall hire	2,247	-	-	2,247	6,006
Utilities and insurance recoverable from St Luke's School	3,702	-	-	3,702	9,738
	<u>57,089</u>	<u>-</u>	<u>3,776</u>	<u>60,865</u>	<u>44,857</u>

C Liabilities

Falling due within one year

Common or Ephesian fund contributions	7,608	-	-	7,608	80,454
Other creditors	3,826	-	625	4,451	5,398
	<u>11,435</u>	<u>-</u>	<u>625</u>	<u>12,060</u>	<u>85,852</u>

D Assets retained for charity's own use

The PCC owns various fixtures, fittings and equipment however their current value is not considered to be significant and so it has not been disclosed.

The PCC also beneficially owns a manse, 40 Ingham Road. Legal title to the property rests with the Diocese (the custodian trustee) whose approval is required for any proposed sale. The manse is an unrestricted asset.

The accounts were approved by the trustees and signed on their behalf

by Alistair Tresidder date Oct 13, 2025
Alistair Tresidder (Oct 13, 2025 11:10:50 GMT+1)

Rev. Alistair Tresidder

The notes on pages 8 to 9 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	<u>Unrestricted Funds</u>			Total 2024 £	Total 2023 £
		General Funds £	Designated Funds £	Restricted Funds £		
Income receipts						
Voluntary receipts	2(a)	115,582	-	24,076	139,658	138,410
Church activities	2(b)	82,466	-	-	82,466	79,165
Investment income	2(c)	1,969	-	-	1,969	2,847
Other income	2(d)	5,162	-	-	5,162	4,962
Total receipts		<u>205,179</u>	<u>-</u>	<u>24,076</u>	<u>229,255</u>	<u>225,384</u>
Payments						
Church activities						
Clergy and staffing costs	3(a)	94,030	-	41,140	135,170	126,064
Church running costs	3(b)	118,369	80,454	6,956	205,779	57,410
Major repairs	3(c)	4,189	-	-	4,189	55,058
Mission giving and donations	3(d)	11,594	-	5,752	17,346	16,591
Total payments		<u>228,181</u>	<u>80,454</u>	<u>53,848</u>	<u>362,484</u>	<u>255,123</u>
Net of receipts / (payments) before transfers		(23,003)	(80,454)	(29,772)	(133,229)	(29,738)
Transfers between funds		(5,958)	-	5,958	-	-
Net movement in funds		<u>(28,961)</u>	<u>(80,454)</u>	<u>(23,814)</u>	<u>(133,229)</u>	<u>(29,738)</u>
Cash funds as at last year end		67,930	80,454	27,504	175,888	205,626
Cash funds at this year end	A	<u>38,969</u>	<u>-</u>	<u>3,690</u>	<u>42,659</u>	<u>175,888</u>

The notes on pages 8 to 9 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2 a) Voluntary income				
Regular donations received	110,557	-	110,557	103,234
Other grants and donations	5,025	24,076	29,101	11,675
Gift aid recovered	-	-	-	23,501
	<u>115,582</u>	<u>24,076</u>	<u>139,658</u>	<u>138,410</u>
b) Church activities				
Fees for weddings and funerals	492	-	492	990
Income from Parish Events	12,466	-	12,466	11,347
Rent from St Luke's School	28,477	-	28,477	28,477
Lettings for community use	41,030	-	41,030	38,350
	<u>82,466</u>	<u>-</u>	<u>82,466</u>	<u>79,165</u>
c) Investment income				
Interest from cash deposits	1,969	-	1,969	2,847
	<u>1,969</u>	<u>-</u>	<u>1,969</u>	<u>2,847</u>
d) Other income				
Sundry income	5,162	-	5,162	4,962
	<u>5,162</u>	<u>-</u>	<u>5,162</u>	<u>4,962</u>
	Unrestricted funds £	Restricted Funds £	Total 2024 £	Total 2023 £
3 a Clergy and staff costs				
Recharge of clergy stipend	-	41,140	41,140	40,150
Staff payroll	64,482	-	64,482	56,813
Running costs for ministry staff accommodation	6,374	-	6,374	4,763
Expenses incurred in furtherance of duties:	-	-	-	-
Clergy	8,194	-	8,194	10,349
Staff	14,979	-	14,979	13,989
	<u>94,030</u>	<u>41,140</u>	<u>135,170</u>	<u>126,064</u>

Alistair Tresidder receives a stipend from the Diocese; the cost of this stipend is not included in the above payroll cost however it should be noted that some of the contribution to the Common fund (see below) is used to help pay the stipend. In July 2022 St Lukes appointed a curate, Tim Fairbairn, and the recharge of clergy stipend was a direct contribution towards his employment costs. The PCC incurred some expenses in respect of the accommodation provided to Alistair Tresidder and Tim Fairbairn (which is customary) and these expenses are included in the expense heading 'Running costs for ministry staff accommodation'. Alistair Tresidder and Tim Fairbairn incurred expenses whilst serving as clergy and these costs are also disclosed in the above note.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

	Unrestricted funds £	Restricted Funds £	Total 2024 £	Total 2023 £
3 b Church running costs				
Payments of Common fund or Ephesian fund (see below)	164,146	-	164,146	7,321
Routine maintenance	3,539	-	3,539	13,408
Training costs	-	3,360	3,360	3,365
Parish events including church retreat	18,966	3,132	22,098	16,485
Printing and stationery and other office supplies	2,508	464	2,972	3,651
Independent examination fee	1,620	-	1,620	1,020
Telecommunications	1,222	-	1,222	1,051
Utilities, licenses & insurance	6,821	-	6,821	11,109
	<u>198,823</u>	<u>6,956</u>	<u>205,779</u>	<u>57,410</u>
c Major repairs				
Major repairs to church property	4,189	-	4,189	55,058
	<u>4,189</u>	<u>-</u>	<u>4,189</u>	<u>55,058</u>
d Mission giving and donations				
Home and overseas mission	11,594	544	12,138	10,570
Other gifts	-	5,208	5,208	6,022
	<u>11,594</u>	<u>5,752</u>	<u>17,346</u>	<u>16,591</u>

During the year ended 31 December 2023 the PCC suspended its payments to the Diocese for the Common fund; and in the year ended 31 December 2024 the amount due has been paid over to the The Ephesian Fund. The contributions for 2024 were also paid to The Ephesian Fund.

4 Transactions with related parties

Staff payroll (see note 3(a)) include employment benefits totalling £3,520 (2023: £0) paid in respect of P Tressider for working as an apprentice. Additionally £nil (2023: £7,899) was paid in respect of S Tressider for working as the church's womens' worker. These individuals are closely related to a member of the PCC.

5 St Luke's Church of England School

St Luke's Church of England School was established by members of the church and the PCC has the power to appoint some of its governors. During the year the School paid rent of £28,477 (2023: £28,477) to the PCC for the use of church property (see note 2(b)).

6 Movement on designated funds and restricted funds

	Balance at 31.12.23 £	Receipts £	Payments £	Transfers £	Balance at 31.12.24 £
<u>Restricted funds</u>					
Mission Fund	544	-	(544)	-	-
Curate Fund	(1,250)	14,200	(18,640)	2,390	(3,300)
Apprentice Fund	(333)	5,000	(8,568)	3,568	(333)
Equipment Fund	464	-	(464)	-	-
Amazing Grace Training fund	22,500	-	(22,500)	-	-
Youth Sponsorship Fund	-	4,876	(3,132)	-	1,744
General Training Fund	519	-	-	-	519
Hardship Fund	5,059	-	-	-	5,059
	<u>27,504</u>	<u>24,076</u>	<u>(53,849)</u>	<u>5,958</u>	<u>3,690</u>

The year end deficits on the Curate Fund and the Apprentice Fund are in respect of gift aid that hadn't been received by the year end on the year's donations.

Designated funds

Diocean Contribution Fund	<u>80,454</u>	<u>-</u>	<u>(80,454)</u>	<u>-</u>	<u>-</u>
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ST LUKES PCC HAMPSTEAD

England & Wales - Charity number 1144851

Accounts

St Luke's Church Hampstead

Report and Accounts
Year ended 31 December 2023

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PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

LEGAL & ADMINISTRATIVE DETAILS

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INDEPENDENT EXAMINER	Ajay Rajani FCIE Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

REPORT OF THE PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31 DECEMBER 2023

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Summary of the charity's main activities, achievements and future plans

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Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission.

Financial review

During the year income decreased by £18,015 to £225,384, and expenditure increased by £31,526 to £255,123. As a result the cash held by the charity decreased by £29,738 to £175,888. This cash comprised restricted cash of £27,504, cash of £80,454 set aside for the payment of the balance of the Common fund contribution due for 2023 and general fund cash of £67,930, which can be used for any of the PCC's charitable purposes.

This year's fall in income is largely due to a reduction in restricted income, which last year included some significant grants and donations received to help meet the cost of taking on a Curate. With regard to expenditure, clergy and staffing costs increased by £38,000 because of changes to the staff team and we had our Curate for a full year. This year we also spent an addition £52,000 to the repairs to the church building and an extra £4,000 on mission giving and other gifts. This was offset by a reduction of £62,000 in Church running costs, mainly because we paused our contributions to the Diocesan Common fund (see below).

Reserves policy

Where there are short-term surpluses, the PCC's investment policy is to maximise returns using low risk products from major banks or prescribed Church of England investment schemes. Our reserves policy is to aim to keep at least three months worth of annual expenditure (currently in the region of £60,000) as cash held by the general fund; should this minimum at any time not be met an immediate plan would be enacted to reduce costs or raise additional income. At the year end, the charity held unrestricted cash of £67,930 and the charity is complying with its policy for holding reserves

Governance

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules 2011.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually before the Annual Parochial Church Meeting (APCM) to fill vacancies. The members of the PCC are the charity's trustees for the purposes of charity law.

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to a management team led by the incumbent.

The PCC has appointed a number of sub-committees:

- Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.
- Finance Committee: PCC has delegated to this committee the tasks of: financial planning; effective monitoring of income and expenses and implementation of robust money-handling controls; maximising income within Biblical principles; and ensuring that resources are used cost-effectively.
- Premises Committee: PCC has delegated to this committee the tasks of: supporting the PCC in its planning for ongoing and future premises work; managing ongoing premises work; and related functions relating to the care of our church buildings and the safety of those who use them.
- Mission Committee: PCC has delegated to this committee the tasks of: motivating the church family and helping them to learn about the health of the Church both at home and abroad; prompting a response from the church family by providing opportunities to pray and to provide practical support to further the proclamation of the gospel and the growth of the Church worldwide.

The PCC has policies and procedures in place in relation to smoke-free premises, child protection and safeguarding, hall hire and use of the main church building, risk assessment, fire risk, the handling of cash, baptisms / thanksgiving services and staff expense claims.

Other matters

With regard to the PCC’s obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The last quinquennial inspection was held in July 2020 and, by the end of 2023, the PCC had undertaken all the urgent repairs identified by the inspection.

During the year the PCC paused its Common Fund contributions to the Diocese after expressing concerns about recent decisions made by the General Synod. Since the year end the PCC has reinstated its giving through the facilities provided by the Ephesian Fund and has done so in full (including the amounts that were previously paused).

Responsibilities of trustees

Charity law requires the PCC to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

Alistair Tresidder

[Alistair Tresidder \(Oct 28, 2024 19:51 GMT\)](#)

.....

Rev. Alistair Tresidder

Date: Oct 28, 2024

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

I report to the trustees on my examination of the accounts of St Luke's Church Hampstead ('the charity') for the year ended 31 December 2023 on pages 6 to 9 following.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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


Ajay Rajani (Oct 29, 2024 05:03 GMT)

Ajay Rajani FCIE
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: Oct 29, 2024

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	<u>Unrestricted Funds</u>			Total 2023 £	Total 2022 £
		General Funds £	Designated Funds £	Restricted Funds £		
Income receipts						
Voluntary receipts	2(a)	116,423	-	21,988	138,410	164,357
Church activities	2(b)	79,165	-	-	79,165	75,878
Investment income	2(c)	2,847	-	-	2,847	92
Other income	2(d)	4,762	-	200	4,962	3,072
Total receipts		<u>203,197</u>	<u>-</u>	<u>22,188</u>	<u>225,384</u>	<u>243,399</u>
Payments						
Church activities						
Clergy and staffing costs	3(a)	79,914	-	46,150	126,064	87,830
Church running costs	3(b)	54,045	-	3,365	57,410	119,791
Major repairs	3(c)	55,058	-	-	55,058	3,636
Mission giving and donations	3(d)	10,270	-	6,322	16,591	12,339
Total payments		<u>199,286</u>	<u>-</u>	<u>55,837</u>	<u>255,123</u>	<u>223,596</u>
Net of receipts / (payments) before transfers		3,911	-	(33,649)	(29,738)	19,803
Transfers between funds		(90,707)	80,454	10,253	-	-
Net movement in funds		<u>(86,796)</u>	<u>80,454</u>	<u>(23,396)</u>	<u>(29,738)</u>	<u>19,803</u>
Cash funds as at last year end		154,726	-	50,900	205,626	185,824
Cash funds at this year end	A	<u>67,930</u>	<u>80,454</u>	<u>27,504</u>	<u>175,888</u>	<u>205,626</u>

The notes on pages 8 to 9 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2023

	Unrestricted Funds			2023	2022
	General Funds	Designated Funds	Restricted Funds		
	£	£	£	£	£
A Cash funds					
Cash at bank with immediate access	58,510	80,454	27,504	166,469	194,063
Manse sinking fund	9,419	-	-	9,419	11,563
	67,930	80,454	27,504	175,888	205,626

During the year HMRC duplicated a repayment of gift aid in the sum of £23,501 and this hadn't been returned to HMRC by the year end. As this money belongs to HMRC (and not the charity), it has been excluded from the charity's income and from the above bank balances.

B Other monetary assets

Gift aid due to charity	20,560	-	1,726	22,287	23,346
Hall hire	6,006	-	-	6,006	10,039
Utilities and insurance recoverable from St Luke's School	9,738	-	-	9,738	6,650
	36,305	-	1,726	38,031	40,036

C Liabilities

Falling due within one year

Common fund contributions (see note 6)	-	80,454	-	80,454	-
Other creditors	4,148	-	1,250	5,398	4,526
	4,148	80,454	1,250	85,852	4,526

D Assets retained for charity's own use

The PCC owns various fixtures, fittings and equipment however their current value is not considered to be significant and so it has not been disclosed.

The PCC also beneficially owns a manse. Legal title to the property rests with the Diocese (the custodian trustee) whose approval is required for any proposed sale. The manse is an unrestricted asset.

The accounts were approved by the trustees and signed on their behalf

by Alistair Tresidder
Alistair Tresidder (Oct 28, 2024 19:51 GMT)

 Rev. Alistair Tresidder

date Oct 28, 2024

The notes on pages 8 to 9 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted funds £	Restricted Funds £	Total 2023 £	Total 2022 £
2 a) Voluntary income				
Donations received - Gift Aided	96,904	6,330	103,234	109,356
Other grants and donations	-	11,675	11,675	33,197
Gift aid recovered	19,519	3,983	23,501	21,804
	<u>116,423</u>	<u>21,988</u>	<u>138,410</u>	<u>164,357</u>
b) Church activities				
Fees for weddings and funerals	990	-	990	816
Income from Parish Events	11,347	-	11,347	7,586
Rent from St Luke's School	28,477	-	28,477	28,477
Lettings for community use	38,350	-	38,350	38,999
	<u>79,165</u>	<u>-</u>	<u>79,165</u>	<u>75,878</u>
c) Investment income				
Interest from cash deposits	2,847	-	2,847	92
	<u>2,847</u>	<u>-</u>	<u>2,847</u>	<u>92</u>
d) Other income				
Sundry income	4,762	200	4,962	3,072
	<u>4,762</u>	<u>200</u>	<u>4,962</u>	<u>3,072</u>
	Unrestricted funds £	Restricted Funds £	Total 2023 £	Total 2022 £
3 a Clergy and staff costs				
Recharge of clergy stipend	-	40,150	40,150	19,572
Staff payroll	50,813	6,000	56,813	44,346
Running costs for ministry staff accommodation	4,763	-	4,763	7,536
Expenses incurred in furtherance of duties:	-			
Clergy	10,349	-	10,349	3,820
Staff	13,989	-	13,989	12,555
	<u>79,914</u>	<u>46,150</u>	<u>126,064</u>	<u>87,830</u>

Alistair Tresidder receives a stipend from the Diocese; the cost of this stipend is not included in the above payroll cost however it should be noted that some of the contribution to the Common fund (see below) is used to help pay the stipend. In July 2022 St Lukes appointed a curate, Tim Fairbairn, and the recharge of clergy stipend was a direct contribution towards his employment costs. The PCC incurred some expenses in respect of the accommodation provided to Alistair Tresidder and Tim Fairbairn (which is customary) and these expenses are included in the expense heading 'Running costs for ministry staff accommodation'. Alistair Tresidder and Tim Fairbairn incurred expenses whilst serving as clergy and these costs are also disclosed in the above note.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

	Unrestricted funds £	Restricted Funds £	Total 2023 £	Total 2022 £
3 b Church running costs				
Common fund	7,321	-	7,321	85,200
Routine maintenance	13,408	-	13,408	5,336
Training costs	-	3,365	3,365	2,575
Parish events including church retreat	16,485	-	16,485	14,853
Community lettings expenses	-	-	-	310
Printing and stationery and other office supplies	3,651	-	3,651	3,161
Independent examination fee	1,020	-	1,020	960
Telecommunications	1,051	-	1,051	1,026
Utilities, licenses & insurance	11,109	-	11,109	6,370
	<u>54,045</u>	<u>3,365</u>	<u>57,410</u>	<u>119,791</u>
c Major repairs				
Major repairs to church property	<u>55,058</u>	<u>-</u>	<u>55,058</u>	<u>3,636</u>
d Mission giving and donations				
Home and overseas mission	10,470	100	10,570	9,400
Other gifts	(200)	6,222	6,022	2,939
	<u>10,270</u>	<u>6,322</u>	<u>16,591</u>	<u>12,339</u>

4 Transactions with related parties

Staff payroll (see note 3(a)) include employment benefits totalling £7,899 (2022: £11,311) paid in respect of S Tressider for working as the church's womens' worker. This individual is closely related to a member of the PCC.

5 St Luke's Church of England School

St Luke's Church of England School was established by members of the church and the PCC has the power to appoint some of its governors. During the year the School paid rent of £28,477 (2022: £28,477) to the PCC for the use of church property (see note 2(b)).

6 Movement on designated funds and restricted funds

	Balance at 31.12.22 £	Receipts £	Payments £	Transfers £	Balance at 31.12.23 £
<u>Restricted funds</u>					
Mission Fund	544	-	-	-	544
Curate Fund	16,788	14,858	(40,150)	7,255	(1,250)
Apprentice Fund	5,701	6,455	(15,487)	2,999	(333)
Equipment Fund	464	-	-	-	464
Amazing Grace Training fund	22,500	-	-	-	22,500
General Training Fund	519	-	-	-	519
Hardship Fund	4,384	875	(200)	-	5,059
	<u>50,900</u>	<u>22,188</u>	<u>(55,837)</u>	<u>10,253</u>	<u>27,504</u>

The year end deficits on the Curate Fund and the Apprentice Fund are in respect of gift aid that hadn't been received by the year end on the year's donations.

Designated funds

Diocesan Contribution Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>80,454</u>	<u>80,454</u>
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During the year the PCC suspended its payments to the Diocese for the Common fund; since the year end the amount due has been paid over to the The Ephesian Fund and a monetary liability for this amount is included in the Statement of Assets and Liabilities.

ST LUKES PCC HAMPSTEAD

England & Wales - Charity number 1144851

Accounts

St Luke's Church Hampstead

Report and Accounts

for year ended 31 December 2022

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

LEGAL & ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 DECEMBER 2022

ADDRESS FOR CORRESPONDENCE	St. Luke's Church Kidderpore Avenue London NW3 7SU
GOVERNING DOCUMENTS	PCC Powers Measure 1956 and the Church Representation Rules 2011
CHARITY REGISTRATION NUMBER	1144851
CHARITY REGISTERED NAME	The Parochial Church Council of the Ecclesiastical Parish of St Luke, West Hampstead
MEMBERS OF THE PCC	<i>Ex Officio members:</i> Rev. Alistair Tresidder (incumbent) Adam Farlow (church warden) Brandon Leung (church warden) <i>Elected members</i> Adrian Barratt Rosie Craig Monica Duncan Mark Hackett Lindsey Matejczyk (appointed 11th July 2022) Robert Stannard Michael Poulard Emilia Worth Tim Fairbairn (appointed 11th July 2022)
INDEPENDENT EXAMINER	Ajay Rajani FCIE Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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Page 5	Independent Examiner's Report
Page 6	Receipts and Payments Account
Page 7	Statement of Assets & Liabilities
Pages 8-10	Notes to the Accounts

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

REPORT OF THE PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31 DECEMBER 2022

The PCC has pleasure in submitting the Report and Accounts for the year ended 31 December 2022.

Objects of the charity

The charity is responsible for co-operating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church be it pastoral, evangelistic, social or ecumenical. The PCC is also responsible for maintaining certain church property situated within the parish, namely the church building and manse.

The PCC (with the incumbent) seeks to further its charitable purposes in carrying out for the public benefit the following activities: holding regular public worship open to all; pastoral work, including visiting the sick and the bereaved; the teaching of Christianity through sermons, courses and small groups; the taking of religious assemblies in schools; the provision of youth clubs with a Christian ethos; the promotion of Christianity through the staging of events and meetings and the distribution of literature; promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups; and supporting other charities in the UK and overseas.

Summary of the charity's main activities, achievements and future plans

Following the previous 2 years of Covid restriction and the congregation's cautious return to church, staff were still able to continue with our twin aims of "to know Christ and to make Him known" by adopting in-person and online options for some of the activities such as services and other meetings. As a response to difficult 2020 and 2021 financial years, this year began with the position of Curate unfilled. However, in July 2022 a new curate Tim Fairbairn was appointed. Both Men's and Women's ministries have seen growth supported by events, midweek meetings, book groups and studies. Children's and Youth work also continues to flourish with groups covering ages 3-18 and a toddler group for mums and babies under 3. An "Evergreens" group meet monthly serving older people at St Luke's and friends from the community. Overseas, we continue to support families who were previously at St Luke's and are now in full time mission work overseas including Argentina, Senegal, and Russia. St Luke's has facilities available for meetings and hire and supported community projects such as a food bank. Trustees meet 6 times a year and receive reports on the key activities of the organisation including, Financial, Safeguarding, Premises, Mission, Ministry, Staff and Synod.

Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission.

Financial review

During the year income increased by £37,808 to £243,399, and expenditure increased by £46,107 to £223,596. As a result the cash held by the charity increased by £19,803 to £205,626, of which £154,726 is unrestricted and can be used for any charitable purpose.

Reserves policy

Where there are short-term surpluses, the PCC's investment policy is to maximise returns using low risk products from major banks or prescribed Church of England investment schemes. Our reserves policy is to aim to keep at least four months worth of annual church running costs (currently in the region of £75,000) in unrestricted cash; should this minimum at any time not be met an immediate plan would be enacted to reduce costs or raise additional income. At the year end, the charity held unrestricted cash of £154,726.

Governance

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules 2011.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually before the Annual Parochial Church Meeting (APCM) to fill vacancies. The members of the PCC are the charity's trustees for the purposes of charity law.

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to a management team led by the incumbent.

The PCC has appointed a number of sub-committees:

- Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.
- Finance Committee: PCC has delegated to this committee the tasks of: financial planning; effective monitoring of income and expenses and implementation of robust money-handling controls; maximising income within Biblical principles; and ensuring that resources are used cost-effectively.

· Premises Committee: PCC has delegated to this committee the tasks of: supporting the PCC in its planning for ongoing and future premises work; managing ongoing premises work; and related functions relating to the care of our church buildings and the safety of those who use them.

· Mission Committee: PCC has delegated to this committee the tasks of: motivating the church family and helping them to learn about the health of the Church both at home and abroad; prompting a response from the church family by providing opportunities to pray and to provide practical support to further the proclamation of the gospel and the growth of the Church worldwide.

The PCC has policies and procedures in place in relation to smoke-free premises, child protection and safeguarding, hall hire and use of the main church building, risk assessment, fire risk, the handling of cash, baptisms / thanksgiving services and staff expense claims.

Other matters

With regard to the PCC's obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The last quinquennial inspection was held in July 2020 and, by the end of 2022, the PCC had undertaken all the urgent repairs identified by the inspection.

Responsibilities of trustees

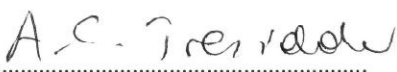
Charity law requires the PCC to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:



.....
Rev. Alistair Tresidder

Date: 11th June 2023

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

I report to the trustees on my examination of the accounts of St Luke's Church Hampstead ('the charity') for the year ended 31 December 2022 on pages 6 to 10 following.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Ajay Rajani

Ajay Rajani FCIE
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date:

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Income receipts					
Voluntary receipts	2(a)	114,489	49,868	164,357	139,162
Church activities	2(b)	75,878	-	75,878	64,115
Investment income	2(c)	92	-	92	9
Other income	2(d)	3,072	-	3,072	2,305
Total receipts		<u>193,531</u>	<u>49,868</u>	<u>243,399</u>	<u>205,591</u>
Payments					
Church activities					
Clergy and staffing costs	3(a)	62,825	25,005	87,830	46,495
Church running costs	3(b)	114,575	5,216	119,791	99,335
Major repairs	3(c)	3,636	-	3,636	14,610
Mission giving and donations	3(d)	9,400	2,939	12,339	17,049
Total payments		<u>190,436</u>	<u>33,160</u>	<u>223,596</u>	<u>177,489</u>
Net of receipts / (payments) before transfers		3,095	16,708	19,803	28,102
Transfers between funds		-	-	-	-
Net movement in funds		<u>3,095</u>	<u>16,708</u>	<u>19,803</u>	<u>28,102</u>
Cash funds as at last year end		151,632	34,192	185,824	157,722
Cash funds at this year end	A	<u>154,726</u>	<u>50,900</u>	<u>205,626</u>	<u>185,824</u>

The notes on pages 8-10 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2022

	Unrestricted funds £	Restricted funds £	2022 £	2021 £
A Cash funds				
Cash at bank with immediate access	143,163	50,900	194,063	92,232
Notice deposits	-	-	-	75,000
Manse sinking fund	11,563	-	11,563	18,592
	<u>154,726</u>	<u>50,900</u>	<u>205,626</u>	<u>185,824</u>
B Other monetary assets				
Gift aid due to charity	19,364	3,983	23,346	21,804
Grants	-	-	-	8,000
Hall hire	10,039	-	10,039	4,736
Utilities and insurance recoverable from St Luke's School	6,650	-	6,650	6,528
	<u>36,054</u>	<u>3,983</u>	<u>40,036</u>	<u>41,068</u>
C Liabilities				
Falling due within one year				
Other creditors	4,526	-	4,526	9,173
	<u>4,526</u>	<u>-</u>	<u>4,526</u>	<u>9,173</u>
D Assets retained for charity's own use				
			Fund to which asset belongs	Current value £
Fixtures, fittings and equipment			Unrestricted	<u>-</u>

Fixtures, fittings and equipment have been included at their depreciated cost as an approximation for their market values at the year end.

The PCC also beneficially owns a manse. Legal title to the property rests with the Diocese (the custodian trustee) whose approval is required for any proposed sale. The manse is an unrestricted asset.

The accounts were approved by the trustees and signed on their behalf

by A.C. Trewald date 11th June 2023
Rev. Alistair Tresidder

The notes on pages 8-10 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

Unrestricted funds are funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted funds £	Restricted Funds £	Total 2022 £	Total 2021 £
2 a) Voluntary income				
Donations received - Gift Aided	92,961	16,395	109,356	100,233
Other grants and donations	3,006	30,191	33,197	19,030
Gift aid recovered	18,522	3,282	21,804	19,899
	<u>114,489</u>	<u>49,868</u>	<u>164,357</u>	<u>139,162</u>
b) Church activities				
Fees for weddings and funerals	816	-	816	1,391
Income from Parish Events	7,586	-	7,586	1,375
Rent from St Luke's School	28,477	-	28,477	25,043
Lettings for community use	38,999	-	38,999	36,306
	<u>75,878</u>	<u>-</u>	<u>75,878</u>	<u>64,115</u>
c) Investment income				
Interest from cash deposits	92	-	92	9
	<u>92</u>	<u>-</u>	<u>92</u>	<u>9</u>
d) Other income				
Sundry income	3,072	-	3,072	2,305
	<u>3,072</u>	<u>-</u>	<u>3,072</u>	<u>2,305</u>

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

	Unrestricted funds £	Restricted Funds £	Total 2022 £	Total 2021 £
3 a Clergy and staff costs				
Recharge of clergy stipend	-	19,572	19,572	-
Staff payroll	38,913	5,433	44,346	35,600
Running costs for ministry staff accommodation	7,536	-	7,536	3,668
Expenses incurred in furtherance of duties:				
Clergy	3,820	-	3,820	3,228
Staff	12,555	-	12,555	3,998
	<u>62,825</u>	<u>25,005</u>	<u>87,830</u>	<u>46,495</u>
b Church running costs				
Common fund	85,200	-	85,200	85,200
Maintenance	5,336	-	5,336	1,359
Training costs	-	2,575	2,575	1,720
Fixtures, fittings and equipment	-	-	-	-
Parish events including church retreat	14,853	-	14,853	1,602
Community lettings expenses	310	-	310	1,393
Printing and stationery and other office supplies	3,161	-	3,161	1,348
Independent examination fee	960	-	960	1,440
Telecommunications	1,026	-	1,026	599
Utilities, licenses & insurance	3,729	2,641	6,370	4,675
	<u>114,575</u>	<u>5,216</u>	<u>119,791</u>	<u>99,335</u>
c Major repairs				
Major repairs to church property	<u>3,636</u>	<u>-</u>	<u>3,636</u>	<u>14,610</u>
d Mission giving and donations				
Home and overseas mission	9,400	-	9,400	6,240
Other gifts	-	2,939	2,939	10,809
	<u>9,400</u>	<u>2,939</u>	<u>12,339</u>	<u>17,049</u>

4 Transactions with related parties

Staff payroll (see note 3(a)) include employment benefits totalling £11,311 (2021: £9,900) paid in respect of S Tressider for working as the church's womens' worker and paid £310 to T Tressider for help with administering lettings. These individuals are closely related to a member of the PCC.

5 St Luke's Church of England School

St Luke's Church of England School was established by members of the church and the PCC has the power to appoint some of its governors. During the year the School paid rent of £28,477 (2021: £25,043) to the PCC for the use of church property (see note 2(b)).

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

6 Movement on restricted funds

	Balance at 31.12.21	Receipts	Payments	Transfers	Balance at 31.12.22
	£	£	£	£	£
Mission fund	544	-	-	-	544
Curate Fund	2,760	33,600	19,572	-	16,788
Apprentice Fund	5,167	11,250	10,716	-	5,701
Equipment fund	464	-	-	-	464
Amazing Grace training fund	22,500	-	-	-	22,500
General Training Fund	391	128	-	-	519
Hardship fund	2,366	2,249	231	-	4,384
Energy Costs fund	-	2,641	2,641	-	-
	<u>34,192</u>	<u>49,868</u>	<u>33,160</u>	<u>-</u>	<u>50,900</u>

ST LUKES PCC HAMPSTEAD

England & Wales - Charity number 1144851

Accounts

St Luke's Church Hampstead

Report and Accounts

for year ended 31 December 2021

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

LEGAL & ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 DECEMBER 2021

ADDRESS FOR CORRESPONDENCE	St. Luke's Church Kidderpore Avenue London NW3 7SU
GOVERNING DOCUMENTS	PCC Powers Measure 1956 and the Church Representation Rules 2011
CHARITY REGISTRATION NUMBER	1144851
MEMBERS OF THE PCC	<i>Ex Officio members:</i> Rev. Alistair Tresidder (incumbent) Adam Farlow (church warden) Brandon Leung (church warden) <i>Elected members</i> Adrian Barratt Rosie Craig Monica Duncan Conor Hamilton (resigned June 2021) Mark Hackett (appointed June 2021) Andrew Parker Michael Poulard Emilia Worth
INDEPENDENT EXAMINER	Ajay Rajani FCIE Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD
REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2021

The PCC has pleasure in submitting the Report and Accounts for the year ended 31 December 2021.

Objects of the charity

The charity is responsible for co-operating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church be it pastoral, evangelistic, social or ecumenical. The PCC is also responsible for maintaining certain church property situated within the parish, namely the church building and manse.

The PCC (with the incumbent) seeks to further its charitable purposes in carrying out for the public benefit the following activities: holding regular public worship open to all; pastoral work, including visiting the sick and the bereaved; the teaching of Christianity through sermons, courses and small groups; the taking of religious assemblies in schools; the provision of youth clubs with a Christian ethos; the promotion of Christianity through the staging of events and meetings and the distribution of literature; promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups; and supporting other charities in the UK and overseas.

Summary of the charity's main activities, achievements and future plans

2021 began with many of the Covid-19 restrictions still in place. However, staff were able to continue with our twin aims of "to know Christ and to make Him known" adopting new ways of working and leveraging technology such as Zoom. As a response to a difficult 2020 financial year, the year began with the positions of Apprentice and Curate unfilled following recent departures. In June 2021, Heidi Taylor joined as Apprentice and a new curate Tim Fairbairn has been appointed and will begin work in July 2022. Following easing of lockdown, more physical meetings have been possible but with continued online options available through Zoom and YouTube live streaming. Both Men's and Women's ministries have seen growth supported by events, midweek meetings, book groups and studies. Children's and Youth work also continues with rebranded groups covering ages 3-18 and a toddler group for mums and babies under 3. An "Evergreens" group meet monthly serving older people at St Luke's and friends from the community. Overseas, we continue to support families who were previously at St Luke's and are now in full time mission work overseas including Argentina, Senegal, and Russia. St Luke's has facilities available for meetings and hire and supported community projects such as a food bank. Recent repairs have enhanced those facilities. Trustees meet 6 times a year and receive reports on the key activities of organisation including, Financial, Safeguarding, Premises, Mission, Ministry, Staff and Synod.

Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission.

Financial review

During the year income increased by £46,390 to £205,591, and expenditure decreased by £33,984 to £177,489. As a result the cash held by the charity increased by £28,102 to £185,824, of which £151,632 is unrestricted and can be used for any charitable purpose.

Reserves policy

Where there are short-term surpluses, the PCC's investment policy is to maximise returns using low risk products from major banks or prescribed Church of England investment schemes. Our reserves policy is to aim to keep at least six months worth of annual church running costs (currently in the region of £75,000) in unrestricted cash; should this minimum at any time not be met an immediate plan would be enacted to reduce costs or raise additional income. At the year end, the charity held unrestricted cash of £151,632.

Governance

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules 2011.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually before the Annual Parochial Church Meeting (APCM) to fill vacancies. The members of the PCC are the charity's trustees for the purposes of charity law.

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to a management team led by the incumbent.

The PCC has appointed a number of sub-committees:

- Standing Committee: This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.
- Finance Committee: PCC has delegated to this committee the tasks of: financial planning; effective monitoring of income and expenses and implementation of robust money-handling controls; maximising income within Biblical principles; and ensuring that resources are used cost-effectively.

- Premises Committee: PCC has delegated to this committee the tasks of: supporting the PCC in its planning for ongoing and future premises work; managing ongoing premises work; and related functions relating to the care of our church buildings and the safety of those who use them.
- Mission Committee: PCC has delegated to this committee the tasks of: motivating the church family and helping them to learn about the health of the Church both at home and abroad; prompting a response from the church family by providing opportunities to pray and to provide practical support to further the proclamation of the gospel and the growth of the Church worldwide.

The PCC has policies and procedures in place in relation to smoke-free premises, child protection and safeguarding, hall hire and use of the main church building, risk assessment, fire risk, the handling of cash, baptisms / thanksgiving services and staff expense claims.

Other matters

With regard to the PCC’s obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The last quinquennial inspection was held in July 2020. Having reviewed its findings, the members of the PCC have determined that some work was required in relation to water penetration at high and low level. This work was undertaken in 2021 at a cost of £14,610.

Responsibilities of trustees

Charity law requires the PCC to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

Alistair Tresidder

 Rev. Alistair Tresidder

Date: 29th May 2022

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

I report to the trustees on my examination of the accounts of St Luke's Church Hampstead ('the charity') for the year ended 31 December 2021 on pages 6 to 10 following.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Ajay Rajani

Ajay Rajani FCIE
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 9th June 2022

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
Income receipts					
Voluntary receipts	2(a)	108,671	30,491	139,162	115,611
Church activities	2(b)	64,115	-	64,115	39,198
Investment income	2(c)	9	-	9	1,192
Other income	2(d)	2,305		2,305	3,201
Total receipts		<u>175,101</u>	<u>30,491</u>	<u>205,591</u>	<u>159,202</u>
Payments					
Church activities					
Clergy and staffing costs	3(a)	41,661	4,833	46,495	89,291
Church running costs	3(b)	97,675	1,660	99,335	107,459
Major repairs	3(c)	14,610	-	14,610	-
Mission giving and donations	3(d)	7,620	9,429	17,049	14,723
Total payments		<u>161,567</u>	<u>15,922</u>	<u>177,489</u>	<u>211,473</u>
Net of receipts / (payments) before transfers		13,534	14,568	28,102	(52,271)
Transfers between funds		-	-	-	-
Net movement in funds		<u>13,534</u>	<u>14,568</u>	<u>28,102</u>	<u>(52,271)</u>
Cash funds as at last year end		138,098	19,624	157,722	209,993
Cash funds at this year end	A	<u>151,632</u>	<u>34,192</u>	<u>185,824</u>	<u>157,722</u>

The notes on pages 8-10 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 DECEMBER 2021

	Unrestricted funds £	Restricted funds £	2021 £	2020 £
A Cash funds				
Cash at bank with immediate access	58,040	34,192	92,232	36,655
Notice deposits	75,000	-	75,000	100,019
Manse sinking fund	18,592	-	18,592	21,047
	151,632	34,192	185,824	157,722
B Other monetary assets				
Gift aid due to charity	18,522	3,282	21,804	19,899
Grants	-	8,000	8,000	-
Hall hire	4,736	-	4,736	2,175
Utilities and insurance recoverable from St Luke's School	6,528	-	6,528	7,335
	29,786	11,282	41,068	29,409
C Liabilities				
Falling due within one year				
Other creditors	9,173	-	9,173	1,550
	9,173	-	9,173	1,550

D Assets retained for charity's own use

	Fund to which asset belongs	Current value £
Fixtures, fittings and equipment	Unrestricted	1,394

Fixtures, fittings and equipment have been included at their depreciated cost as an approximation for their market values at the year end.

The PCC also beneficially owns a manse. Legal title to the property rests with the Diocese (the custodian trustee) whose approval is required for any proposed sale. The manse is an unrestricted asset.

The accounts were approved by the trustees and signed on their behalf

by Alistair Tresidder date 29th May 2022

 Rev. Alistair Tresidder

The notes on pages 8-10 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

Unrestricted funds are funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2 a) Voluntary income				
Donations received - Gift Aided	86,911	13,322	100,233	76,660
Other donations	8,030	11,000	19,030	21,529
Gift aid recovered	13,730	6,169	19,899	17,422
	<u>108,671</u>	<u>30,491</u>	<u>139,162</u>	<u>115,611</u>
b) Church activities				
Fees for weddings and funerals	1,391	-	1,391	220
Income from Parish Events	1,375	-	1,375	1,387
Rent from St Luke's School	25,043	-	25,043	25,043
Lettings for community use	36,306	-	36,306	12,548
	<u>64,115</u>	<u>-</u>	<u>64,115</u>	<u>39,198</u>
c) Investment income				
Interest from cash deposits	9	-	9	1,192
	<u>9</u>	<u>-</u>	<u>9</u>	<u>1,192</u>
d) Other income				
Sundry income	2,305	-	2,305	3,201
	<u>2,305</u>	<u>-</u>	<u>2,305</u>	<u>3,201</u>

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

	Unrestricted funds £	Restricted Funds £	Total 2021 £	Total 2020 £
3 a Clergy and staff costs				
Recharge of clergy stipend	-	-	-	39,900
Staff payroll	30,767	4,833	35,600	31,823
Cost of accommodation provided to church workers	-	-	-	7,583
Running costs for clergy accommodation	3,668	-	3,668	5,109
Expenses incurred in furtherance of duties:				
Clergy	3,228	-	3,228	3,747
Staff	3,998	-	3,998	1,129
	<u>41,661</u>	<u>4,833</u>	<u>46,495</u>	<u>89,291</u>
b Church running costs				
Common fund	85,200	-	85,200	85,200
Maintenance	1,359	-	1,359	2,491
Training costs	60	1,660	1,720	2,275
Fixtures, fittings and equipment	-	-	-	5,029
Parish events	1,602	-	1,602	652
Community lettings expenses	1,393	-	1,393	-
Printing and stationery and other office supplies	1,348	-	1,348	1,563
Independent examination fee	1,440	-	1,440	1,410
Telecommunications	599	-	599	469
Utilities, licenses & insurance	4,675	-	4,675	8,369
	<u>97,675</u>	<u>1,660</u>	<u>99,335</u>	<u>107,459</u>
c Major repairs				
Major repairs to church property	<u>14,610</u>	<u>-</u>	<u>14,610</u>	<u>-</u>
d Mission giving and donations				
Home and overseas mission	6,240	-	6,240	11,290
Other gifts	1,380	9,429	10,809	3,433
	<u>7,620</u>	<u>9,429</u>	<u>17,049</u>	<u>14,723</u>

4 Transactions with related parties

Staff costs (see note 3(a)) include gross pay and expenses of £9,900 (2020: £9,240) to S Tressider (who is connected to a PCC member) for working as the church's womens' worker.

5 St Luke's Church of England School

St Luke's Church of England School was established by members of the church and the PCC has the power to appoint some of its governors. During the year the School paid rent of £25,043 (2020: £25,043) to the PCC for the use of church property (see note 2(b)).

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

6 Movement on restricted funds

	Balance at 31.12.20	Receipts	Payments	Transfers	Balance at 31.12.21
	£	£	£	£	£
Mission fund	344	200	-	-	544
Curate Fund	-	2,760	-	-	2,760
Apprentice Fund	-	10,000	4,833	-	5,167
Equipment fund	464	-	-	-	464
Amazing Grace training fund	17,500	5,000	-	-	22,500
General Training Fund	-	2,051	1,660	-	391
Hardship fund	1,316	10,480	9,429	-	2,366
	<u>19,624</u>	<u>30,491</u>	<u>15,922</u>	<u>-</u>	<u>34,192</u>

During the year the PCC agreed to appoint a curate in 2022. Initially, this post will be funded by donations given to a new a restricted fund established for this purpose (a significant amount has already been pledged). It is anticipated that the income in this fund at the year end will be used in 2022 once a curate has been appointed.

COB

ST LUKES PCC HAMPSTEAD

England & Wales - Charity number 1144851

Accounts

St Luke's Church Hampstead

Report and Accounts

year ended December 2020

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

LEGAL & ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 DECEMBER 2020

ADDRESS FOR CORRESPONDENCE	St. Luke's Church Kidderpore Avenue London NW3 7SU
GOVERNING DOCUMENTS	PCC Powers Measure 1956 and the Church Representation Rules 2011
CHARITY REGISTRATION NUMBER	1144851
MEMBERS OF THE PCC	<i>Ex Officio members:</i> Rev. Alistair Tresidder (incumbent) Rev. Tom Pountain (resigned December 2020) (assistant minister) Darren Barker (resigned November 2020) (church warden) Adam Farlow (church warden) Brandon Leung (appointed November 2020) (church warden) <i>Elected members</i> Adrian Barratt Rosie Craig Josephn Diwaker (resigned November 2020) Nia Diwaker (resigned November 2020) Monica Duncan Conor Hamilton (appointed November 2020) Brandon Leung (appointed church warden November 2020) Pietie Oliver (resigned November 2020) Andrew Parker Michael Poulard Emilia Worth
INDEPENDENT EXAMINER	Ajay Rajani FCIE Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD
REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2020

The PCC has pleasure in submitting the Report and Accounts for the year ended 31 December 2020.

Objects of the charity

The charity is responsible for co-operating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church be it pastoral, evangelistic, social or ecumenical. The PCC is also responsible for maintaining certain church property situated within the parish, namely the church building

The PCC (with the incumbent) seeks to further its charitable purposes in carrying out for the public benefit the following activities: holding regular public worship open to all; pastoral work, including visiting the sick and the bereaved; the teaching of Christianity through sermons, courses and small groups; the taking of religious assemblies in schools; the provision of youth clubs with a Christian ethos; the promotion of Christianity through the staging of events and meetings and the distribution of literature; promoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other special need groups; and supporting other charities in the UK and overseas.

Summary of the charity's main activities and achievements

To further the above objects and vision, the charity's main activities and achievements were as follows:

- Appointed a Vulnerable Adult's champion to ensure safeguarding of vulnerable adults, and completed a safeguarding audit
- Completed a quinquennial inspection to ensure maintenance of the Church's historic site
- COVID-proofed the Church's Sunday and Midweek offering; with the trustees, staff team and volunteers learning entirely new skills to make gatherings interactive rather than a "broadcast"
- Implemented socially-distanced morning service once in-person services were again allowed.

Most the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission.

Financial review

During the year income decreased by £81,708 to £159,202, and expenditure decreased by £18,278 to £211,473. As a result the cash held by the charity decreased by £52,271 to £157,722, of which £138,098 is unrestricted and can be used for any charitable purpose. The income reported in 2019 included a large legacy of £50,000.

Reserves policy

Where there are short-term surpluses, the PCC's investment policy is to maximise returns using low risk products from major banks or prescribed Church of England investment schemes. Our reserves policy is to aim to keep at least six months worth of annual church running costs (currently in the region of £75,000) in liquid assets; should this minimum at any time not be met an immediate plan would be enacted to reduce costs or raise additional income. At the year end, the charity held unrestricted cash of £138,098.

Governance

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules 2011.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually before the Annual Parochial Church Meeting (APCM) to fill vacancies. The members of the PCC are the charity's trustees for the purposes of charity law.

Responsibility for setting policy and for determining the parameters within which the charity should operate rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to a management team led by the incumbent.

The PCC has appointed a number of sub-committees:

- **Standing Committee:** This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC.
- **Finance Committee:** PCC has delegated to this committee the tasks of: financial planning; effective monitoring of income and expenses and implementation of robust money-handling controls; maximising income within Biblical principles; and ensuring that resources are used cost-effectively.
- **Premises Committee:** PCC has delegated to this committee the tasks of: supporting the PCC in its planning for ongoing and future premises work; managing ongoing premises work; and related functions relating to the care of our church buildings and the safety of those who use them.
- **Mission Committee:** PCC has delegated to this committee the tasks of: motivating the church family and helping them to learn about the health of the Church both at home and abroad; prompting a response from the church family by providing opportunities to pray and to provide practical support to further the proclamation of the gospel and the growth of the Church worldwide.

The PCC has policies and procedures in place in relation to smoke-free premises, child protection and safeguarding, hall hire and use of the main church building, risk assessment, fire risk, the handling of cash, baptisms / thanksgiving services and staff expense claims.

Other matters

With regard to the PCC's obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The last quinquennial inspection was held in July 2020. Having reviewed its findings, the members of the PCC have determined that some immediate work is required in relation to water penetration at high and low level; this is expected to cost £5,000-8,000 and the members of the PCC anticipate that the works will be completed by July 2021

Responsibilities of trustees

Charity law requires the PCC to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:



Rev. Alistair Tresidder

Date:

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

I report to the trustees on my examination of the accounts of St Luke's Church Hampstead ('the charity') for the year ended 31 December 2020 on pages 6 to 10 following.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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



Ajay Rajani FCIE
Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 14 May 2021

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Restricted Funds £	2020 £	Restated (see note 7) 2019 £
Income receipts					
Voluntary receipts	2(a)	90,221	25,390	115,611	161,764
Church activities	2(b)	39,198	-	39,198	55,598
Government funding for major repairs		-	-	-	19,163
Investment income	2(c)	1,192	-	1,192	1,497
Other income	2(d)	3,201	-	3,201	2,888
Total receipts		133,812	25,390	159,202	240,910
Payments					
Church activities					
Clergy and staffing costs	3(a)	88,541	750	89,291	84,686
Church running costs	3(b)	105,650	1,809	107,459	106,662
Major repairs	3(c)	-	-	-	19,805
Mission giving and donations	3(d)	7,699	7,025	14,723	18,598
Total payments		201,889	9,583	211,473	229,751
Net of receipts / (payments) before transfers		(68,078)	15,807	(52,271)	11,159
Transfers between funds		-	-	-	-
Net movement in funds		(68,078)	15,807	(52,271)	11,159
Cash funds as at last year end		206,176	3,817	209,993	198,835
Cash funds at this year end	A	138,098	19,624	157,722	209,993

The notes beginning on page 8 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 DECEMBER 2020

	Unrestricted funds £	Restricted funds £	2020 £	2019 £
A Cash funds				
Cash at bank with immediate access	17,032	19,624	36,655	40,870
Notice deposits	100,019	-	100,019	150,089
Manse sinking fund	21,047	-	21,047	19,034
	<u>138,098</u>	<u>19,624</u>	<u>157,722</u>	<u>209,993</u>
B Other monetary assets				
Gift aid due to charity	13,730	6,169	19,899	17,409
Hall hire	2,175	-	2,175	2,488
Utilities and insurance recoverable from St Luke's School	7,335	-	7,335	-
	<u>23,240</u>	<u>6,169</u>	<u>29,409</u>	<u>19,897</u>
C Liabilities				
Falling due within one year				
Fee for Independent Examination	930	-	930	900
Other creditors	620	-	620	609
	<u>1,550</u>	<u>-</u>	<u>1,550</u>	<u>1,509</u>

D Assets retained for charity's own use

	Fund to which asset belongs	Current value £
Fixtures, fittings and equipment	Unrestricted	<u>5,600</u>

Fixtures, fittings and equipment have been included at their depreciated cost as an approximation for their market values at the year end.

The PCC also beneficially owns a manse. Legal title to the property rests with the Diocese (the custodian trustee) whose approval is required for any proposed sale. The manse is an unrestricted asset.

The accounts were approved by the trustees and signed on their behalf

by A. C. Tresidder
 Rev. Alistair Tresidder

date 10/05/2021

The notes beginning on page 8 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

Unrestricted funds are funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted funds £	Restricted Funds £	Total 2020 £	Total 2019 £
2 a) Voluntary income				
Donations received - Gift Aided	72,070	4,590	76,660	79,318
Other donations	729	20,800	21,529	65,190
Gift aid recovered	17,422	-	17,422	17,256
	<u>90,221</u>	<u>25,390</u>	<u>115,611</u>	<u>161,764</u>
b) Church activities				
Fees for weddings and funerals	220	-	220	671
Income from Parish Events	1,387	-	1,387	6,550
Fee from St Luke's School	25,043	-	25,043	25,043
Lettings for community use	12,548	-	12,548	23,335
	<u>39,198</u>	<u>-</u>	<u>39,198</u>	<u>55,598</u>
c) Government funding for major repairs				
Government funding for major repairs	-	-	-	19,163
	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,163</u>
d) Investment income				
Interest from cash deposits	1,192	-	1,192	1,497
	<u>1,192</u>	<u>-</u>	<u>1,192</u>	<u>1,497</u>
e) Other income				
Sundry income	3,201	-	3,201	2,888
	<u>3,201</u>	<u>-</u>	<u>3,201</u>	<u>2,888</u>

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestricted funds £	Restricted Funds £	Total 2020 £	Total 2019 £
3 a Clergy and staff costs				
Recharge of clergy stipend	39,900	-	39,900	39,100
Staff payroll	31,823	-	31,823	29,504
Cost of accommodation provided to church workers	6,833	750	7,583	3,250
Running costs for clergy accommodation	5,109	-	5,109	5,451
Expenses incurred in furtherance of duties:				
Clergy	3,747	-	3,747	5,644
Staff	1,129	-	1,129	1,737
	<u>88,541</u>	<u>750</u>	<u>89,291</u>	<u>84,686</u>
b Church running costs				
Common fund	85,200	-	85,200	82,800
Maintenance	2,491	-	2,491	1,743
Training costs	1,775	500	2,275	2,892
Fixtures, fittings and equipment	3,720	1,309	5,029	15
Parish events	652	-	652	5,606
Printing and stationery and other office supplies	1,563	-	1,563	722
Independent examination fee	1,410	-	1,410	750
Telecommunications	469	-	469	460
Utilities, licenses & insurance	8,369	-	8,369	11,673
	<u>105,650</u>	<u>1,809</u>	<u>107,459</u>	<u>106,662</u>
c Major repairs				
Major repairs to church property	-	-	-	19,805
d Mission giving and donations				
Home and overseas mission	7,540	3,750	11,290	18,494
Other gifts	159	3,275	3,433	104
	<u>7,699</u>	<u>7,025</u>	<u>14,723</u>	<u>18,598</u>

Alistair Tresidder and Tom Pountain (who are clergy members of the PCC) receive a stipend from the Diocese; the cost of these stipends is not included in the above payroll cost however it should be noted that some of the Parish share (common fund) is used to help pay the stipends. In the case of Tom Pountain, the recharge of clergy stipend is a direct contribution towards his employment costs. Alistair Tresidder and Tom Pountain were provided with accommodation (which is customary for clergy) and the cost of this accommodation is disclosed in the above note. Alisdair Tresidder and Tom Pountain incurred expenses whilst serving as clergy and these costs are also disclosed in the above note.

4 Transactions with related parties

Staff costs (see note 3(a)) include gross pay of £9,240 (2019: £9,056) to S Tresidder (who is connected to a PCC member) for working as the church's womens' worker.

During the year the PCC also paid £1,000 to Tom Pountain to purchase furniture that he had bought for the manse during his tenure with the church.

5 St Luke's Church of England School

St Luke's Church of England School was established by members of the church and the PCC has the power to appoint some of its governors. During the year the School paid fees of £25,043 (2019: £25,043) to the PCC for the use of church property (see note 2(b)).

PAROCHIAL CHURCH COUNCIL OF ST LUKE'S CHURCH HAMPSTEAD

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

6 Movement on restricted funds

	Balance at 31.12.19	Receipts	Payments	Transfers	Balance at 31.12.20
	£	£	£	£	£
Mission fund	1,294	800	1,750	-	344
Church worker fund	750	-	750	-	-
Equipment fund	1,773	-	1,309	-	464
Amazing Grace training fund	-	20,000	2,500	-	17,500
Hardship fund	-	4,590	3,275	-	1,316
	<u>3,817</u>	<u>25,390</u>	<u>9,583</u>	<u>-</u>	<u>19,624</u>

7 Reconciliation with previously reported funds

The PCC operates a separate bank account, which it uses as a sinking fund, to help cover the cost of maintaining the manse that it owns. This bank account has not previously been included in the PCC's accounts however, as the money in this account does belong to the PCC, an adjustment has been made this year to bring it into the charity's accounts. This has been done by restating the results reported previously as explained below:

Reconciliation of reserves

	2019	2018
	£	£
Previously reported reserves, at 31 December	190,959	179,579
Inclusion of previously omitted bank account	<u>19,034</u>	<u>19,256</u>
Re-stated reserves, at 31 December	<u>209,993</u>	<u>198,835</u>

Reconciliation of results

	2019
	£
Previously reported results	11,380
Inclusion of expenditure passing through previously omitted bank account	<u>(222)</u>
Re-stated results	<u>11,158</u>