

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE BAPTIST AND ST LUKE THE EVANGELIST, CLAY HILL, ENFIELD

England & Wales - Charity number 1151418

Details

| | |
|-------------|---|
| Other names | PCC OF ST JOHN & ST LUKE, CLAYHILL |
| Status | Registered |
| Legal form | Previously excepted |
| Registered | 2013-03-27 |
| Register | View on the Charity Commission register |

Contact

| | |
|---------|--|
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| Phone | 020836366055 |
| Email | clayhillparish@yahoo.co.uk |
| Website | www.clayhillparish.org.uk |

Activities

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

Activities: Provides public worship open to all and sacred space for personal prayer & contemplation. Pastoral work includes visiting sick & bereaved. Teaches Christianity through sermons, courses & groups. Takes religious assemblies in church school. Promotes Christianity through events & meetings and the Church's mission through activities for people of all ages. Supports other UK & overseas charities.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Enfield

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-12-31 | £319,677 | £107,876 | - | - |
| 2024-12-31 | £145,864 | £175,972 | - | - |
| 2023-12-31 | £103,376 | £116,295 | - | - |
| 2022-12-31 | £98,416 | £107,878 | - | - |
| 2021-12-31 | £111,743 | £97,449 | - | - |
| 2020-12-31 | £136,138 | £145,038 | - | - |

Trustees

| Name | Role | Appointed |
|---------------------------------|-------|------------|
| Rev Mitzi James | Chair | 2023-06-11 |
| Anne Marie Tucker | | 2023-03-05 |
| CHERYL GRAHAM | | 2013-03-24 |
| Doreen Addy | | 2021-05-02 |
| Dr JOHN SIDNEY WRIGHT | | 2013-03-24 |
| ELAINE ANN PLUMB | | 2013-03-24 |
| Heather Muriel Ogilvy Livermore | | 2021-05-02 |
| IAN JAMES BUSWELL | | 2013-03-24 |
| Kathleen Mary McGovern | | 2026-05-31 |
| MARY LESLEY ENGLEFIELD | | 2013-03-24 |
| MICHAEL ANTHONY MANSFIELD | | 2013-03-24 |
| PAUL BATES | | 2013-03-24 |
| PETER LIVERMORE | | 2015-03-15 |
| Rev Jeremy Michael Foot | | 2021-11-07 |
| Sandyann Cannon | | 2026-05-31 |

Accounts

ST JOHN & ST LUKE



CLAY HILL

Annual Report and Financial Statements of the Parochial Church Council of the Ecclesiastical Parish of Saint John the Baptist and Saint Luke the Evangelist Clay Hill, Enfield



For the year ended
31 December 2025

Registered Charity Number 115141

| <u>Contents</u> | Page |
|---|-------------|
| The Parochial Church Council | 3 |
| Membership; Objectives & Activities; Safeguarding; Structure, Governance & Management | |
| Vicar's Report | 9 |
| Worship, Prayer, and Discipleship | 15 |
| Choir; Prayer Group; Growing Good course; Lent Course & Advent; Enfield Deanery Synod | |
| Children, Young People and Families | 21 |
| Bubble Church; Children's Church; Scouts; Children's Crafting; St John's Primary School; Wren Academy Enfield; LB Enfield CHiPS | |
| Community and Social Activities | 25 |
| Special Celebrations; Mothers Union; Warm Welcome/Place of Welcome; Soup Lunch; Restorative Chair Yoga; Clay Hill Singers; Adult Crafting; Social Media | |
| Mission Support | 31 |
| BOHCM; Defibrillator installation | |
| Buildings | 33 |
| St Luke's Church; St John's Church | |
| Financial Review | 34 |
| Patti Skeats Bequest; Finance; Stewardship; St Luke's Hall Lease; Reserves Policy | |
| Risk Management | 36 |
| Administrative Information | 37 |
| Financial Statements | |
| A. Independent Examiner's Report | 38 |
| B. Statement of Financial Activities | 39 |
| C. Balance Sheet | 40 |
| D. Notes to the Financial Statements | 41 |

The Parochial Church Council

The Parochial Church Council of the Ecclesiastical Parish of Saint John the Baptist and St Luke the Evangelist, Clay Hill ('the PCC') has responsibility, in conjunction with the Vicar and Churchwardens, to promote the mission and mission of the parish. This includes responsibility for maintaining the church buildings and St John's Hall and the proper stewardship of the church's financial position and other resources.

Membership

Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) or the PCC in accordance with the Church Representation Rules. PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. The Annual Meeting (APCM) was held on 18 May 2025 and the full PCC met on five occasions.

The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, and the Authorised Pastoral Assistant, all of whom are automatically *ex officio* members. The parish Electoral Roll had a membership of 82 in 2025. This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

The people listed below served on the PCC during 2025:

Ex Officio members:

| | |
|-------------------|---|
| Rev Mitzi James | Vicar |
| Rev Jeremy Foot | Associate Vicar |
| Michael Mansfield | Authorised Pastoral Assistant |
| Marion Berry | Churchwarden at St John's until August 2025 |
| Ian Buswell | Churchwarden at St Luke's |
| Doreen Addy | Churchwarden at St Luke's |
| Mary Englefield | Parish Administrator and Deanery Synod Representative |

Elected Members:

| | |
|-------------------|---|
| Paul Bates | Vice-Chair |
| Cheryl Graham | Safeguarding Officer |
| Heather Livermore | PCC Secretary |
| Peter Livermore | Deanery Synod Representative from 18 May 2025 |
| Elaine Plumb | |
| Annie Tucker | |
| Jack Williams | Until 18 May 2025 |
| John Wright | Treasurer |
| Joan Young | |

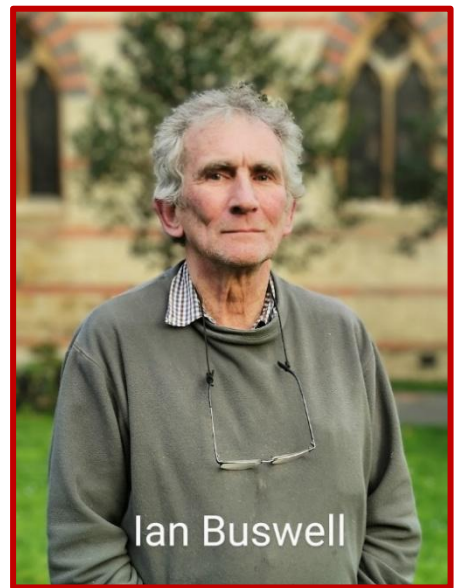
The Parochial Church Council (PCC) 2025



Mthr Mitzi James



Fr Jeremy Foot



Ian Buswell



Doreen Addy



Marion Berry



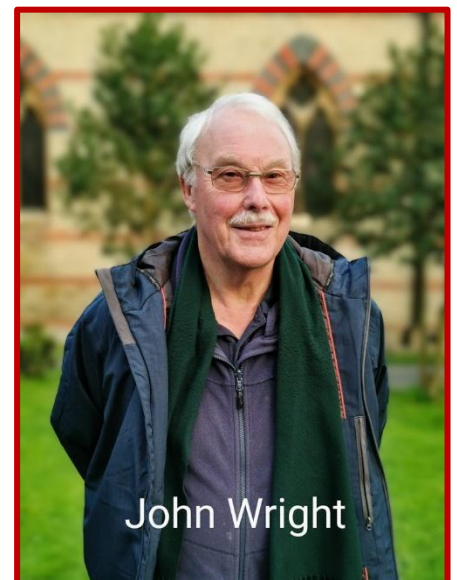
Michael Mansfield



Mary Englefield

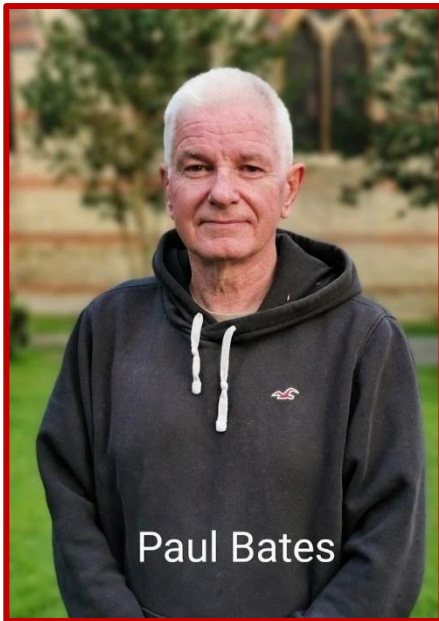


Heather Livermore



John Wright

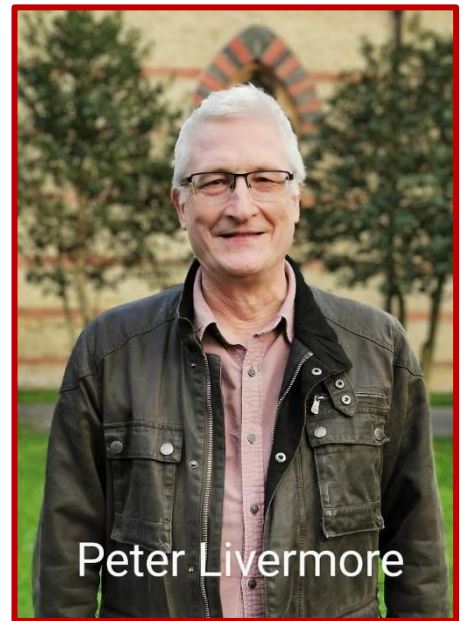
THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025



Paul Bates



Cheryl Graham



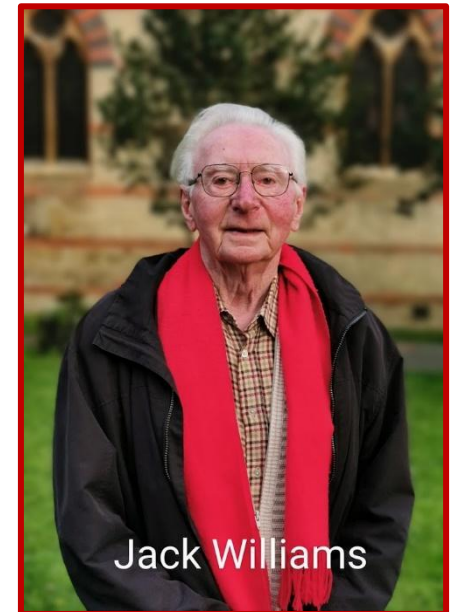
Peter Livermore



Elaine Plumb



Annie Tucker



Jack Williams



Joan Young



Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community at Clay Hill. The parish's Mission Action Plan provides the following framework for current and planned activities to achieve this objective:

- In **Worship and Prayer**, we aim that all who participate in the Eucharist will feel that they have been drawn into closer contact with God and that their spiritual journey has been accompanied by a supportive church community.
- In **Teaching and Nurture**, we endeavour to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.
- In **Care and Service**, we endeavour to offer pastoral care in particular to people living in the parish, enter into creative partnerships with the community and other groups and encourage and support individual members of the congregation in the roles of active service that they undertake.
- In **Mission and Outreach**, we endeavour to find creative ways to bring the gospel of Jesus Christ to our parish and to invite people into the life of the Church.

When planning activities, the PCC has considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. To facilitate this work, it is also important that we maintain the fabric of all our parish buildings.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The updated Parish Policy Statement was approved by the PCC and is displayed in both churches and available from the Safeguarding Officer and on our website. The Safeguarding Self Audit and Safeguarding Action Plan were also approved by the PCC. No Safeguarding Issues were raised in 2025 that required reporting to the Charity Commission.

The PCC has submitted to the Diocesan Safeguarding Team its response for the Past Cases Review 2 into known historic cases of abuse involving clergy or lay church officers as requested by the Bishop of London.

Structure, Governance and Management

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and registered with the Charity Commission as charity number 1151418.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, the Lay Reader and the Authorised Pastoral Assistant, all of whom are automatically ex officio members. The parish Electoral Roll was revised in February 2025 and at the end of 2025 had a membership of 82.

This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those over the age of 16 who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

At the Annual Meeting on 6 April 2008, it was agreed that the Churchwardens' Measure that "a person may not serve longer than six years as a churchwarden" shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year. This decision was reviewed in 2017 and again in 2023 and 2024. It will be reviewed again in 2026.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. The Annual Meeting (APCM) was held on 18 May 2025 and the full PCC met on five occasions.

The Standing Committee of the PCC met five times in the year. There are also less formal groups responsible for the organisation of Social Events and Fundraising.



THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025



Vicar's Report

As we look back over 2025, our hearts are filled with gratitude to God for His faithfulness and grace among us.

This year has been one of deepened community, tender pastoral moments, joyful celebration, and renewed engagement with those beyond our walls.

Through every season, Christ has been at the centre of our life together.

First and foremost, I want to offer heartfelt thanks to all of our dedicated volunteers – especially those who go about unnoticed, cleaning, photocopying, arranging flowers – for those who make the tea and provide Eccles cakes. I am full of gratitude.

Thank you to our Churchwardens, Ian and Doreen, for their wisdom, steadiness, and faithful service throughout the year. I am also deeply grateful to our Standing Committee members, to Heather, our PCC Secretary (who this year also joined the Governing Body of St John's School), to John, our Treasurer and current Stewardship Officer, and to Mary, our Administrator. Your quiet diligence, care, expertise and commitment make so much possible.

We waved a Clay Hill farewell to Marion, who hung up her churchwarden's wand and moved down to the South Coast. We ask God to bless her in this new chapter and we give thanks for all she gave to us during her years of faithful service.



Worship and the Rhythm of the Year

Our worship continues to be the heartbeat of parish life. It has been a joy to gather week by week around Word and Sacrament, and to mark the great seasons of the Church year with reverence and celebration. Thank you so much to our Ministry Team, Fr Jeremy, Fr David and Michael and all those who make our worship so beautiful and relevant.

Advent and Christmas were particularly remarkable. We welcomed over 1,000 children and young people through our church doors during that season alone. Local schools have filled our churches with eager questions, thoughtful reflection, and joyful singing. Lavender School's annual Christmas concert—with its rousing rendition of *The Twelve Days of Christmas*—was, as always, unforgettable!

We continue to delight in our strong relationship with the 12th Enfield Scouts, welcoming the newly formed Squirrels to the first Parade Sunday. It was also a great pleasure when the Beavers of 29th Enfield Scouts visited St Luke's to have a look around and enjoy some hot chocolate on a cold November evening. Other school groups came to learn about

Christianity and church architecture from Mary and Cheryl, and it is a privilege to help shape young hearts and minds.

Our choir go from strength to strength, and we are grateful for their dedication and service. Advent Lights and Nine Lessons and Carols saw bumper congregations, and we were also proud to host the Mayor of Enfield's Charity Christmas Concert, *Carols by Candlelight*—a wonderful evening of music and generosity in the heart of our community.



Other special services included our Pet Blessing Service in September at St Luke's —joyful, noisy, and full of gratitude for the gift of creation and the blessing that pets bring to our lives and homes. What a delight it was to host the Christian Unity Service in January, welcoming churches of all denominations to St Luke's. Also, our wonderful choir once again provided a beautiful Choral Evensong for Mothering Sunday.

House Blessing services have also provided meaningful opportunities to pray with families in their own homes, extending the church's ministry of peace and blessing.

We brought our 125th Anniversary celebrations at St Luke's to a fitting and joyful close with a hugely successful Talent Show and Display of Talents. From paintings to cross stitch, music and jokes to performance, the creativity within our congregation was on full display—a reminder that the Spirit equips each of us with gifts to share.

Pastoral Care and Presence



Pastoral ministry remains at the heart of our calling.

This year has seen an increase in visits to parishioners at home and in hospital, and I am grateful to all of you who assist in this quiet but vital work. Taking Holy Communion to residents at Woodbury Manor and Elsyng House Care Home has been a particular blessing, made possible with the generous help of Kathy and Valerie.

We have celebrated many joyful occasions this year—births, baptisms, weddings, and wedding / civil partnership anniversary blessings—walking alongside families at some of the most sacred moments of their lives.

At the same time, we have said farewell to parishioners and loved ones who have died. Amongst them, we remember with love and thanksgiving the lives of Sylvia Kennedy, John Morgan, June McCoig, Len Robinson, Diki Gleeson, Verna Wilson, and Roy Fenwick. These dear members of our church family and community enriched our common life, and we commend them to God’s eternal care. May they rest in peace and rise in glory.



Growing Faith and Encouraging Vocations

It has been encouraging to see growth not only in numbers but in depth of discipleship. Participants in the Christian Studies Course (Bishop’s Certificate) have shown great commitment in exploring and articulating their faith.

Michael Mansfield continues to preach faithfully and, God willing, is on the path towards becoming a Licensed Lay Minister. Alongside our regular preachers and worship leaders Cheryl, Andrew and Valerie, others have begun to step forward and explore leading and serving.

It is a joy to nurture vocations and to see confidence and calling emerging among us.



Serving and Supporting Our Community

Our engagement with the wider community continues to flourish. During one Warm Welcome, Paul Bates ran a First Aid course which was very well attended by parishioners and the local community and led directly to a generous donation towards our community defibrillator —now proudly installed outside St Luke’s Church. This practical act of love may one day save a life.



Macmillan Cancer Support Enfield have been grateful to use our churches for awareness and fundraising events. We are glad to offer our spaces as places of compassion, support, and solidarity.

More and more, we are enjoying hosting concerts, community gatherings, and local events. Our churches are alive not only with worship but with music, learning, fellowship, and service. This visible, joyful presence in the community is a sign of a church that is open, welcoming, and outward-looking.



Looking Ahead with Hope

As we reflect on 2025, we see a parish that is active, prayerful, generous, and growing in confidence. We have welcomed children, comforted the grieving, encouraged the exploring, equipped the serving, and opened our doors wider than ever to live out our desire to be a truly Inclusive Church.

Above all, we give thanks for the faithful presence of God among us. Through every celebration and every sorrow, every hymn sung, and every quiet prayer whispered, He has been our guide and strength.

Let us continue into the year ahead with courage and hope—grounded in prayer, rooted in love, and ready to follow wherever Christ leads.

With every blessing,

Mother Mitzi
+



THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025



THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
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LIGHT PARTY

Free family fun, music,
food, & games!
Superhero fancy dress

*Parent/carer to stay with child during the event

St Luke's Church
Phipps Hatch Lane, EN2 0HL

31st Oct, 4.30-6pm

ST JOHN & ST LUKE
CLAY HILL

The poster features a teddy bear at the top left, a superhero child at the bottom right, and a girl in a green costume at the bottom left. The background is a green and gold sparkly pattern.



Worship, prayer and discipleship

Our Sunday worship pattern is the first, third and fifth Sundays in St Luke's church and the second and fourth Sunday in St John's and our Sunday services are flourishing. Our average Sunday attendance in 2025 was approximately 45 adults and 5 children. In our children's services, there were 15 children and 30 adults at Bubble Church, and 4 children and 3 adults at Children's Church. We feel encouraged that new people are making Clay Hill parish their spiritual home. We have Evening Prayer every Sunday which is an informal affair incorporating the Book of Common Prayer Worship and once a month we join with our friends down at Lancaster Road URC for a joint evening service of worship and hymns.



In June we celebrated the first of our two Patronal Festivals, at St John the Baptist we had a Flower Show in the same weekend. In October, it was St Luke's Patronal.

The Bishop of Edmonton, Bishop Anderson Jeremiah, came to St John's on 14 February to give a wonderful service of confirmation and baptism, as six children from St John's school joyfully committed themselves to the Christian faith.

We held a number of special services throughout the year including services to mark the 125th anniversary of St Luke church and the 140th anniversary of St John church; a Christian Unity Service in January at St Luke's for churches of all denominations in north Enfield; a lively pet blessing service in



September bringing together the beloved pets of the local community; and a very lively and fun-filled light party for children on the evening of 31 October as an alternative to Halloween, which we did jointly with the United Reform Church.



On Palm Sunday we walked from St Luke's church through Hilly Fields to St. John's church with a guest pony, and we finished the day with Stations of the Cross at St Luke's. On Monday we had Christian Contemplation at St Luke's. On Maundy Thursday, we received the three holy oils from the morning Chrism Mass at St Paul's Cathedral, and in the evening we had the Mass of the Last Supper with foot washing and the Watch. On Good Friday, we started with Children's Liturgy the Stations of the Cross in the morning and then our afternoon Liturgy in St Luke's. In the evening, at St

John's we had a beautiful Tenebrae service. There was a vigil on Easter Eve with the lighting of the Paschal candles and on Easter Day a lovely Sung Eucharist. Over 200 people attended church over the Easter period.

In the run up to Christmas we had the usual and very full programme of school Christingles, Nine Lessons and Carols, and Blue Christmas. On Christmas Eve and Christmas Day over 500 people came to church.

Choir

The choir has enjoyed a rewarding and musically rich year. Although we were sad to say goodbye to Marion when she moved away from the area, we were delighted to welcome Samantha as a new member. The choir remains small but highly committed, with seven regular singers. For special services and Choral Evensong our numbers were strengthened by the welcome support of Ade, Rachel, Sandy, Kaylan, and by Ruth and Martin from Lancaster Road URC. Attempts to establish a Junior Choir have so far been unsuccessful, but this remains a hope for the future.



Throughout the year the choir has continued to refine its core repertoire while also learning new music. Notable additions included *Hosanna* for Palm Sunday and *Lift Thine Eye*, sung a cappella for Choral Evensong. A particular highlight was the introduction of *The Lord Is My*

Shepherd (widely known as the *Vicar of Dibley* theme), which was especially well received by the congregation. We also enjoyed rediscovering and reviving some much older pieces of music uncovered at the back of a cupboard, bringing a sense of history into our worship.

The choir sang at two Choral Evensongs, Music Sunday, and the regular liturgy on Mothering



Sunday. A very special moment in the year was the celebration of Grace's 90th birthday, marking an extraordinary 80 years of service in the choir. She was presented with a Loyal Service medal in recognition of this remarkable commitment. Sarah also achieved her light blue medal through the RSCM *Voice for Life* syllabus, a significant personal milestone and a proud moment for the choir.



Prayer Group

The Prayer Group continues to gather once a month at St Luke's on a Saturday morning in St Luke's Lady Chapel, with around twelve regular and dedicated members forming a committed core. Our half-hour sessions are relaxed and reflective, weaving together moments of silence, prayer and Taizé music, and a short opening reflection to help us centre ourselves. Afterwards there is a time of fellowship, as we share conversation, toast, and tea together.

Growing Good course

Having previously done the Sanctuary course on mental health with St Mary Magdalene church, we collaborated again to do the Church Urban Fund's Growing Good course together. First launched in 2022, it is a six-part course that helps parishes



explore the links between social action, discipleship and growth, and helps churches engage effectively with their communities. Churches which are visible and active are more likely to grow in faithfulness, diversity and service. Its focus on nurturing discipleship and community engagement is perfectly aligned with our mission.

There was much already happening in Clay Hill and St Mary Magdalene to develop our mission in the parishes, so the Growing Good course was an excellent opportunity to take this further. The sessions alternated between St Luke's and St Mary's and Bishop Rob Wickham, CUF's Chief Executive, launched the first session.

Some of the ideas will be discussed further at a parish awayday that is planned for 2026. One proposal, giving more visibility of our activities to the local community, is a new noticeboard at St Luke's adjacent to the busy western footpath to Hilly Fields, which should be installed in 2026. A benefactor has come forward to pay for the new noticeboard. We also discussed the possibility of having a youth worker to support both parishes, if the opportunity arose in future.

Lent Course and Advent

For Lent, we took part in the live-streamed Diocese of London's Climate Justice and Discipleship 5-week course, which explored the link between Christian faith and climate urgency through prayer, reflection, and practical action. It framed climate action as a spiritual practice (discipleship) aimed at protecting marginalized communities most affected by climate change.

During Advent, we had 30 minutes of Christian Meditation on Monday evenings and, on Wednesday mornings after midweek Eucharist, readings and reflections of poems and what God might be saying to us in Advent

Enfield Deanery Synod

The Deanery Synod met three times during 2025. Meetings are open to all members of Anglican churches in Enfield, and offer a chance to share local updates, hear guest speakers and agree practical next steps for the Deanery. For Clay Hill, Mthr Mitzi is the clergy representative and Mary Englefield and Peter Livermore are the lay parochial representatives.

Spring 2025 at St Peter and St Paul, Enfield Lock

This was the Area Dean, Rev'd Stephen Gallagher's final Synod before he moved to become Fulham Dean of Mission and Stepney Catholic Commissioner. Members were encouraged to apply for the Apprentice Programme, which provides training and support for youth and children's workers. It was noted that some parishes still need a Parish Safeguarding Officer in post, and members were asked to raise this at their Annual Meeting.

The Synod highlighted local families being temporarily housed in Travelodges, and agreed to explore how the Deanery might offer support.

Bishop Anderson Jeremiah (Bishop of Edmonton) offered a Lenten address. Marking the 1700th anniversary of the Nicene Creed, he invited us to reflect on how the Cross points back to the incarnation, where God's purpose is revealed.

Summer 2025 at St Peter Grange Park

Rev'd Daniel Sandham (Vicar of St Paul Winchmore Hill) became Area Dean of Enfield, from 6 May. Rev'd Ian Gallagher (Vicar of St James Enfield Highway) announced that he will provide in-person Basic and Foundation safeguarding training. The Events Sub-Committee reported plans for an October quiet day, following the pattern of the day hosted at St Luke's in 2024.

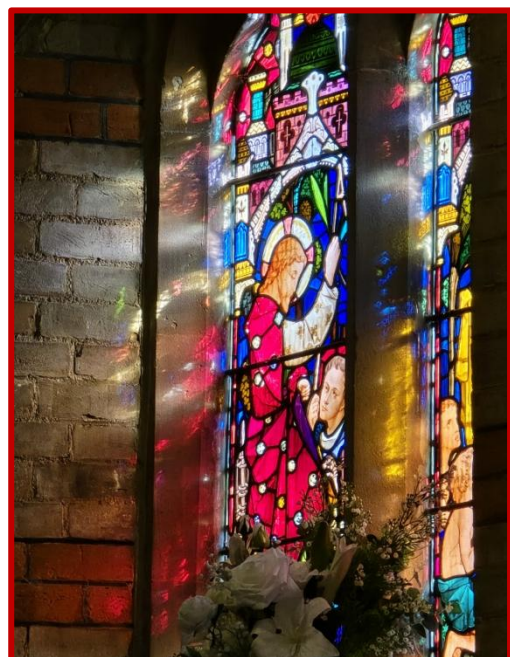
The speaker was Mirjam Ngoy-Verhage, Discipleship Enabler for the Diocese of London, who supports individuals and communities in deepening faith and spirituality. She introduced the Diocese's "Way of Life" resources. In Clay Hill we used the 5-week Lent Courses on Listening Groups (2024) and Climate Justice and Discipleship (2025). Mirjam is working on the 2026 Lent Course on the theme of disability.

Autumn 2025 at St Paul Winchmore Hill

The Dean welcomed Rev'd Staffan Dawkins, the new Vicar of St Michael and All Angels. Members were reminded that the online consultation survey for the new Bishop of London was due to close on 12 November.

Bishop Anderson Jeremiah addressed the Synod on racial justice, inviting us to consider:

- how racial justice extends to all minorities;
- how PCCs, Synods and Area Councils can better reflect the worshipping communities of London (where people of colour represent just over half of worshippers);
- how racial tension can become a safeguarding issue, and what it means for our churches to be safe spaces for everyone; and
- how we make churches accessible across the Diocese, where 250 languages are spoken across 18 boroughs, each representing a distinct culture.



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ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025



Children, Young People, and Families

Bubble Church

Bubble Church at Clay Hill is lively, joy-filled service—bringing families together in a fresh, creative, and genuinely engaging way. As a Church of England project, it's especially exciting that Clay Hill was the first church in Enfield to launch it. Since starting in February 2024, Bubble Church has become very special for our parish, and it's been wonderful to see the momentum grow.



With puppets, engaging storytelling, and a Jesus-centred, family-friendly service at its heart, Bubble Church creates an atmosphere that's fun, welcoming, and beautifully inclusive. Attendance is steadily growing which is a fantastic sign of how strongly it's connecting and the real difference it's already making. In July, we had a Bubble Church picnic outside St Luke's, giving an opportunity for us to get to know the families more, and the children did their own puppet show! Bubble Church even went on tour and went to visit St John's School, the children really engaged with the service, and the puppets were a great hit.

None of this would be possible without the incredible volunteer team—spanning a range of ages—who bring Bubble Church to life in so many ways. From puppeteering and leading the service, to running the IT and providing refreshments, their commitment and energy are what make Bubble Church such a warm, memorable, and special experience for every family who comes along.



Children's Church

Children's Church meets on the second Sunday of every month at St John's at 9.00am—a warm, relaxed service created especially for children of primary school age. You can expect a friendly welcome as we sing together, explore sounds with musical instruments, and



enjoy a Bible story that children can listen to and join in with. Afterward, we finish with a fun activity connected to the story's theme. We're a small but enthusiastic group of children and families, and we'd love you to come along as we discover more about God's word and Jesus together.

Scouts

Once again, it has been a very good year for the partnership between the Church and the 12th Enfield Scout Group.

Our Group continues to thrive across all sections—Squirrels, Beavers, Cubs and Scouts—and the Church Scout sponsorship agreement has supported an active, visible presence in the life of St Luke's. This year the Cubs also enjoyed a sleepover in the church.

We attend the monthly Church Parade at the All-Age service at St Luke's (on the first Sunday of each month). These services include Holy Communion and are designed to engage everyone, of all ages. Our young people and leaders take an active part, which includes Readings and Intercessions, Serving during the service and helping the whole congregation feel involved and welcomed.



Remembrance Day was a particular highlight. Over 100 members and leaders attended and played a significant role in the service, including serving and reading the Roll of Honour. After the service, we travelled to the Cenotaph in London and completed a 10k hike, laying wreaths at memorials to those who fell.

In June, we spent a fantastic week camping in Belgium. Everyone had great fun, and we were proud to take part in the parade through the Menin Gate in Ypres.



Children's Crafting Sessions

Over the past few years, Warm Welcome/Place of Welcome has been running free children's craft sessions during the school holidays—and they've become a real favourite, with over 60 children usually attending. Our volunteers come up with brilliant, hands-on makes for children to create and proudly take home, often using everyday "throwaways" like plastic milk containers, bottle tops, fabric offcuts, and paper scraps. And of course, there's the ever-popular "Knitting Nanny," whose colourful wool pompoms never fail to delight.



St John's Primary School

"Shine like stars". St John's Church sits at the very heart of St John's Primary School and the wider community. Our pupils regularly attend services, mark Christian festivals, and take part in activities that nurture their faith, deepen their spiritual journey, and strengthen



their connection with the parish. The Church also offers valued pastoral care and guidance, helping us to live out our shared values every day. Families are warmly welcomed at services and events, and this close partnership between school, Church and community is something we truly cherish. Under the leadership of our Head Teacher, Mrs Notley, and her dedicated staff, children thrive in a safe, nurturing environment. We are also supported by our governors—

Mthr Mitzi, Heather Livermore, Michael Mansfield and Natasha de Silva—who help to sustain a strong sense of unity and purpose.

A particular highlight each week is Mthr Mitzi's assembly, where pupils are encouraged to pause, reflect and feel inspired—often taking a thoughtful message with them long after the day has ended.

Wren Academy Enfield

Wren Academy Enfield is steadily growing towards full capacity by 2027—and with each new cohort, it's fast becoming a lively, outward-looking centre of learning for the community. It's especially encouraging that the school is sponsored by the London Diocesan Board for Schools, strengthening the shared commitment to faith and education.

The chaplain's work to deepen relationships with the parish is making a real difference, and



Mthr Mitzi's involvement has given that momentum a welcome boost. Her meeting with the Headteacher, tour of the school, participation in assembly, and time with the chapel group all demonstrate a clear, hands-on commitment to building lasting links. These growing connections between school and parish open up rich opportunities for collaboration, mutual support, and shared flourishing.

The London Borough of Enfield CHiPS (Community Help Point Scheme)

CHiPS Enfield is a community-led initiative that aims to create a safer and more supportive environment within the borough. CHiPS Enfield were expanding the network and approached us to include our churches in the meaningful project. We joined the scheme in June.

CHiPS is a network of temporary safe havens for children, young adults, and community members who might feel anxious, threatened, or vulnerable while out in the community. The scheme is simple yet impactful: participating locations provide a safe space where individuals can seek refuge, whether that means waiting until they feel secure to continue their journey or using a phone to reach out to family or emergency services.



To date, over 200 local businesses, schools, and libraries have joined CHiPS, offering their support in various ways. As a member of CHiPS, premises display a window sticker, signalling to the community the commitment to their safety and well-being. Having joined CHiPS, we offer not just a safe space but we actively contribute to the well-being and safety of our community.

Community and Social Activities

To strengthen our growing community, we enjoyed two fantastic Quiz Nights for parishioners and the wider community—and our brilliant guest Quiz Master is so popular that tickets sell out every time. The May Fayre at St Luke's and the St John's Patronal Festival and Flower Show were both huge highlights and real roaring successes. Later in the year, we rounded off the celebrations of 125 years of St Luke's Church with a joyful Talent Evening, packed with music, acting, singing and laughter—who knew we had so much talent within our parish?





It was also a real pleasure to host the Macmillan Fayre in June, and the Macmillan Christmas Market and Carols at St Luke's Church, in support of the Mayor of Enfield. We also had the very popular Enfield Film Orchestra and Chorus performing in June, and with the English Jazz Orchestra in October at St Luke's.

Mthr Mitzi was due to host the popular garden party in the vicarage garden in July, giving an opportunity for people new to the parish and those on the electoral to get to know each other. Adverse weather conditions meant the venue changed and everyone had a fabulous time in St Luke's.

Special Celebrations

We always celebrate birthdays at both Bubble Church and during family services on the first Sunday of the month. In 2025, we had two special celebrations. In May, there was a 100th birthday party for Mary Peagram when the Mayor of Enfield came to give her congratulations.



In September, there was a double celebration for Grace Wilson on her 90th birthday, when she was also recognised by Guinness World Records for being the **Longest serving Chorister at the same Church** for an amazing **80 years**. What a fabulous achievement!



Mothers' Union

Although our membership is small, we continue to enjoy well-attended open meetings, and—thanks to the generous support of our congregation—our fundraising has remained strong. We began the year with a convivial lunch at the Toby Inn on Whitewebbs Lane. Paul Bates led an excellent session on basic First Aid, demonstrating how to keep circulation going, with the help of “Annie”, the CPR mannequin, which was first introduced in 1960. It was encouraging to see a good number of people attend, including members of the Singing Group and Jesus Church.

David Nash gave a fascinating talk on hymns and hymn writers, entitled *Breathe on Me, Breath of God*. We are very grateful for the depth of his knowledge on this subject, and for the way he shared it with us.

Our Easter egg raffle raised £135 for Mothers' Union charities—many thanks to everyone who supported it, including St John's School.

One of our members, Linda, organised a Hymns and Hospitality afternoon in August, complete with plenty of cake and sandwiches, as well as many gifts she had made. We sang favourite hymns, conducted by our choir member, Annie Tucker, and accompanied by our Director of Music, Nathan Hulse. Over 50 people attended, and more than £350 was raised for Mothers' Union funds.



We are very grateful to Valerie Budd for arranging our Looking Towards Christmas service, which she kindly led for us to end the year. She offered thoughtful reflections, helping us consider questions we might otherwise miss when reading passages from the Christmas story.

Warm Welcome – Place of Welcome



On a chilly day at St Luke’s, the Warm Welcome/Place of Welcome Hub feels like someone’s put the kettle on just for you. What began in November 2021 as a simple response to winter cold has grown into a steady, life-giving part of our community—rooted in generosity, connection, and the kind of practical care that matters even more during the cost-of-living crisis. Now, as part of the wider Warm Welcome and Places of Welcome networks, the hub continues to open its doors and quietly change days for the better.

We first set out to offer warmth in the winter months—but what we found was that people were looking for more than heat. Week by week, familiar faces started arriving, hellos turned into proper chats, and strangers became friends. It’s a place to pause, breathe, and feel less alone.

There’s usually a hot drink in hand, a slice of cake on the table, and a relaxed, welcoming buzz in the room. About 20 or so regulars now call it “their” space—and in the school holidays, the children’s crafting sessions bring a wonderful burst of colour and noise, with a brilliant turnout that says it all: this hub is needed, loved, and making a real difference.

As well as doing a first aid training with Mothers’ Union in May, Paul Bates had earlier given a very informative talk on the London Ambulance Service at one of the Warm Welcome sessions in March



Soup Lunch

Soup Lunches at St John's Hall are a much-loved part of parish life—held on the first Wednesday of each month, and every week during Lent. With homemade soups that are always delicious, they're enjoyed by a faithful core of around 15 people. These lunches are a heartwarming tradition, bringing people together for friendship and fellowship while supporting meaningful causes. A rota of dedicated church members prepares the soup, adding a personal touch that makes each gathering feel truly welcoming. Just as importantly, every lunch helps raise funds for a range of charities including BOHCM, the Enfield Debt Centre, the Mothers' Union, Noah's Ark Children's Hospice, and the Church Urban Fund.

It's a simple event with a big impact: a warm bowl of soup, good conversation, and support that reaches far beyond our parish, there's always room for more—anyone is very welcome to come along and join us.

Restorative Chair Yoga

Since our report last year, our yoga attendance has grown so much that we've had to move the altar further back to create more room. Even with the change in session time, participation has remained consistently strong—a real sign of how valued these sessions have become.

We're also incredibly fortunate to have Eliza leading. She's knowledgeable, welcoming, and her warm sense of

humour helps everyone settle in, switch off from the day, and genuinely enjoy the practice.



Clay Hill Singers

The past year has been a time of transition and renewal for the Clay Hill Singers. After 12 inspiring years at the helm, our much-loved Musical Director, Claire Mooge, retired in July, leaving a legacy of musical excellence and friendship. During the following months, the choir showed real resilience and teamwork, with members stepping forward to keep our music alive.



We are delighted that this period of change has led to an exciting new chapter. Manav Paul, Musical Director of St Mary Magdalene Church, will take up the role in January 2026. A highly talented and accomplished musician, Manav brings fresh energy and expertise, and we are confident he will be a wonderful successor to Claire.

The choir continues to thrive, with weekly attendance averaging around 55 members. It is especially encouraging to see new faces joining us regularly, adding to the strong sense of community and shared enjoyment that defines the Clay Hill Singers.

Adult crafting activities

As well as running crafting sessions for children during school holidays, we also had an adult crafting and Christmas wreath-making sessions, which were very popular.



Social Media

Our parish is connecting more actively than ever with the community and beyond through platforms such as Facebook and WhatsApp. These channels have become an essential way to share key updates, upcoming events and good news—while strengthening relationships both within the parish and further afield.

The steady growth in followers shows that what we share is resonating. It's especially encouraging to see people from across the area—and further afield—joining in, including clergy, bishops and members of the wider church community who regularly like, comment and share our posts.

Using Facebook to connect with local businesses, charities and neighbours has added real depth to our outreach. Working alongside organisations such as North Enfield Foodbank and The Trussell Trust also highlights our practical commitment to supporting those in need and strengthening community well-being.

Our website, e-newsletter and church WhatsApp group complement this beautifully, ensuring there is a clear, welcoming pathway for everyone to stay informed, get involved and feel connected throughout the week.

Mission Support

There were several charities that have been supported in 2025. £1, 982 was raised from special collections, soup lunches, donations and income tax recovered by Gift Aid to support mission activities. A total of £2,140 was disbursed - £600 to the Bridge of Hope Children's Ministry, £758 to the Children's Society, £175 to the Church Urban Fund, £390 to Noah's Ark Children's Hospice (including half the donations at Harvest Festival), £132 to St Luke's Mother's Union, £40 to Christian Aid, £45 to the Enfield Churches Debt Centre. In addition, a further £600 was donated to the Enfield Churches Debt Centre from general funds. Also, gifts of non-perishable goods collected at the Harvest Festival on 5 October 2025 and by Chase Farm Hospital staff nursery were given to the North Enfield Food Bank.

BOHCM

Bridge of Hope Children's Ministry (BOHCM) is transforming young lives by offering safety, care, and opportunity to some of the most vulnerable children in Uganda. Today, 23 orphaned/abandoned children call our Children's Village (CV) home—a place where they are surrounded by love, stability, and encouragement from dedicated House Mothers and Aunts. Beyond the village, 141 sponsored children continue to live within their local communities, their lives changed through the faithful support of BOHCM sponsors.



Education lies at the heart of everything we do. Our primary school provides a high-quality learning environment where children are given the chance to thrive academically. From there, each child is supported to progress according to their abilities—whether into secondary education or vocational training. For children from the poorest backgrounds, we offer bursaries, and every pupil receives free school meals. At BOHCM, we firmly believe that education is the most powerful pathway out of poverty and the key to long-term change.

Our commitment extends beyond children and classrooms. Over the past 17 years, BOHCM has helped install 49 protected springs across the Rukungiri area in Uganda, bringing clean and safe water to local communities. Work is currently underway to dig trenches for new water pipes that will supply clean water directly to our school and Children’s Village, as well as two public taps that will serve the wider community.

Through care, education, and practical community support, Bridge of Hope Children’s Ministry continues to build brighter, healthier, and more hopeful futures—one child and one community at a time.

Defibrillator installation

Having defibrillators located in public spaces can be a lifesaver, and we became aware of the British Heart Foundation’s scheme offering free defibrillators in the community. Unfortunately, our application for a grant was not successful, but someone came forward and provided a generous donation that enabled us to purchase and instal a defibrillator at St Luke’s in a location that is very visible and available at all times. It is illuminated, so at night it gives a reassuring glow, and there have been many positive comments about providing this facility for the local community.



Buildings

St Luke's Church Buildings

How lovely it is to hear the church bell ringing again as the bell rope was replaced. There were also some roof repairs and work to the emergency lighting.



St John's Church Buildings

Preparations were carried out for the structural repairs to a number of cracks, ready for works will begin in January 2026.



Financial Review

Pattie Skeats Bequest and Accounting Basis

In 2019, the parish was advised that the late Patricia (Pattie) Edith Skeats, a former member of St John's congregation, had bequeathed to St John's church her estate in South Africa including the proceeds of assets and fixed property after sale. After taking legal advice, in 2021 the PCC took on responsibility for appointing an independent executor for the estate and to fund all related legal and probate expenses with the intention that they would be recovered after the bequest was received. In November 2025, the bequest of £165,918 was received out of which the parish was reimbursed for all related expenses.

Historically, including in 2024, the PCC has prepared accounts on a Receipts and Payments basis as gross income was always less than £250,000. However, the bequest resulted in the gross income for 2025 exceeding this figure, above which Charity Commission Charities SORP (Accounting and Reporting by Charities Statement of Recommended Practice) rules mandated preparation of the 2025 accounts on an Accruals basis. The 2024 accounts also had to be restated on an Accruals basis so that both 2024 and 2025 figures in the 2025 balance sheet were prepared on the same basis.

Finance

Total receipts in 2025 were £319,677 and expenditure £107,876, with a surplus of £211,801. The parish incurred a surplus in general operating income and expenditure (excludes special projects, legacies and other restricted funds) of £5,827 compared to a deficit of £8,253 in 2024 and a budgeted deficit of approximately £12,500. After receipt of the bequest from the estate of Pattie Skeats of £165,918, £16,615 was transferred to the General Fund to repay legal costs incurred by the parish for probate activities during the past five years. At the end of 2025, PCC assets totalled £275,240, 76% of which were invested in the CCLA CBF Church of England Deposit Fund. This was up from £63,409 at the start of the year which had included a loan of £15,978 from the Diocese of London for St Luke's building work (repaid during 2025).

Overall, operating income increased by 2.4 % compared to 2024. The principle reason for this was receipt of donations and recovered income tax totalling £9,333, most of which was left over from a donation for a defibrillator and cabinet at St Luke's. Stewardship income continued to fall, down by 6.8%, however Sunday collections were 5.8% higher, in part due to increasing use of contactless card payments, for which Gift Aid can be reclaimed. All other areas of operating income in 2025 were similar to or slightly lower than the corresponding receipts in 2024.

Operating expenditure was 10.3% lower than in 2024, principally because:

- £16,615 legal costs incurred by the parish for Pattie Skeats legal and probate activities over the last five years were recovered as negative expenditure

- Expenditure on church equipment and maintenance was about a quarter of that in 2024 which had included a new photocopier, gas heater wire guards and new armchairs at St Luke’s.

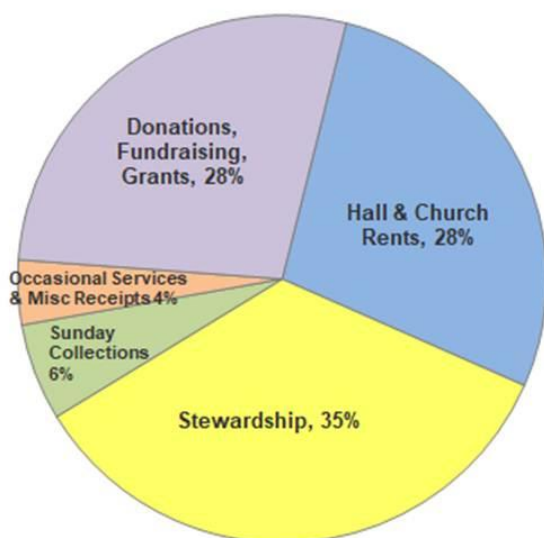
All other areas of operating expenditure in 2025 were similar to the corresponding expenditures in 2024.

£1,982 restricted funds were raised to support mission activities from special collections, soup lunches, donations and income tax recovered by Gift Aid. A total of £2,140 was disbursed to the Bridge of Hope Children’s Ministry, the Children’s Society, the Church Urban Fund, Noah’s Ark Children’s Hospice, St Luke’s Mother’s Union, Christian Aid and the Enfield Churches Debt Centre.

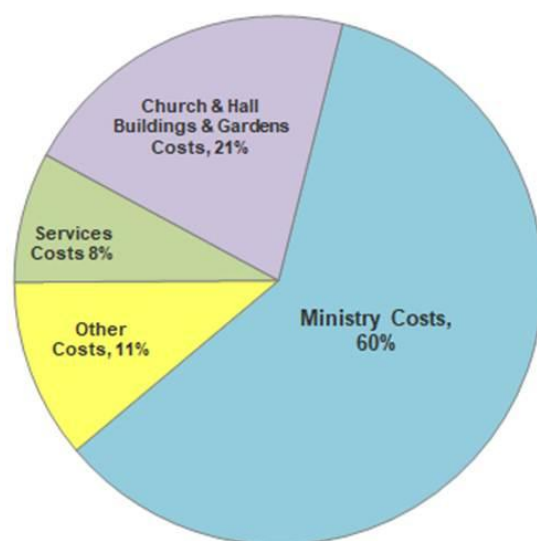
In addition, a further £600 was donated to the Enfield Churches Debt Centre from general funds.

Building projects in 2025 included installation of a defibrillator and cabinet outside the porch of St Luke’s church which was fully funded by part of a larger donation, the balance of which went to the general fund. A noticeboard was ordered to replace the defective wooden noticeboard outside the door by St Luke’s Lady Chapel together with an additional noticeboard for installation by the top of the path along the west end of the church. This was also fully funded by a donation. Fundraising continued towards the cost of repairs to significant cracks at St John’s Church identified during the February 2025 Quinquennial survey that will be undertaken in early 2026.

BREAKDOWN OF OPERATING INCOME



BREAKDOWN OF OPERATING EXPENDITURE



Stewardship

The Parish Stewardship Scheme contributed 35% of annual income in 2025. However, contributions were 6.8% lower than in 2024, continuing the downward trend of the last four years. During the calendar year, scheme donations, excluding gift aid, increased by just £65. At the end of 2025, the scheme had 36 members, having gained two and lost one during the year. Almost all members pay by BACS and also gift aid their donations. A review of the scheme is planned in Spring 2026.

St Luke's Hall lease

Since 1st March 2021, St Luke's Hall has been leased to Nursery on the Hill (Enfield) Ltd (NOTH), a pre-school nursery, under a repairing 20-year lease. The agreed annual rent for the first five years was discounted by just under 50% to reflect NOTH's significant investment in refurbishing the building. At the end of that period, the rent has to be reviewed to apply from 1st March 2026. The Chartered Surveyor who undertook the valuation of the hall in April 2020 has been commissioned by the PCC and the Diocese to prepare a new valuation for an open market rent. In the meantime, the lease provides the parish with a dependable long-term regular income without the responsibility for maintaining the building or managing bookings.

Reserves Policy

It is the policy of this parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to approximately £25,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

Both churches had Quinquennial inspections in February 2025. Following completion of the repairs to St Luke's church, a project to repair significant structural cracks at St John's church classified as urgent in the inspection, has been commissioned to be undertaken in January 2026. The parish has reserved £20,000 for this work, on the expectation that further supplementary repairs are likely to be required.

It is the policy to invest as much as possible of the parish's funds with the CCLA CBF Church of England Deposit Fund where 76% of total funds were invested at the end of 2025.

Risk Management

The following is a summary of the risks faced by the parish and the PCC.

- *Difficulty in finding new Churchwardens, Officers and Volunteers:* Most parish officers have historically been drawn from a core of committed but aging volunteers. As people have had to retire, it has been difficult to find replacements with suitable skills. There is a risk that a notable shortage of volunteers could restrict the capacity to undertake future fund raising and other activities.

- *No succession planning*: There is no succession planning with the risk that as officers have to retire, their knowledge and experience will be lost.
- *Stewardship*: Over half of the pledged Stewardship giving is by just five elderly members, therefore there is a risk that Stewardship giving could be severely impacted at short notice should one or more of these members pass or move away.

Administrative Information

The Parish of St John and St Luke is situated in Clay Hill, Enfield, Middlesex and is part of the Diocese of London within the Church of England. The correspondence address is the vicarage at 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418. The parish website is www.clayhillparish.org.uk, and Facebook: @clayhillparish.

The parish has two churches - St John's Church located in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Church located in Phipps Hatch Lane, Enfield, Middlesex EN2 0HL. The parish has two halls: The Jean Price Memorial Hall (St John's Hall) in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Hall at 37 Morley Hill, Enfield, Middlesex EN2 0BL which is vested in the Trustees of the Bishop of London's Fund.

A. INDEPENDENT EXAMINER'S REPORT

**To the Members of the Parochial Church Council (PCC) of the Parish of St John and St Luke,
Clay Hill, Enfield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2025, which are set out on pages 39 to 46.

Responsibilities of the PCC and the Independent Examiner and basis of the report

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

I report in respect of my examination of the 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 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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



Roger J Seaton FCA
23 Greenhill Park
Barnet, Herts
EN5 1HQ

Dated 23 February 2026

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

B. STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted funds | Designated funds | Restricted funds | 2025 total funds | 2024 total funds |
|--------------------------------------|-----------------------|---------------------|---------------------|---------------------|---------------------|
| Income and endowments from: | | | | | |
| Voluntary Income | | | | | |
| Planned giving | 30,551 | | | 30,551 | 32,391 |
| Collections at services | 5,669 | | | 5,669 | 5,212 |
| All other giving/voluntary | 21,254 | 35,842 | 169,832 | 226,927 | 40,427 |
| Gift Aid recovered | 7,895 | 5,809 | 1,784 | 15,488 | 9,069 |
| Activities for generating funds | 8,515 | | | 8,515 | 8,632 |
| Investment Income | 1,683 | | | 1,683 | 2,755 |
| Church Activities | 30,797 | | | 30,797 | 31,361 |
| Other incoming resources | 47 | | | 47 | 39 |
| Total income | 106,410 | 41,650 | 171,616 | 319,677 | 129,886 |
| Expenditure on: | | | | | |
| Church Activities | | | | | |
| Common Fund | 57,500 | | | 57,500 | 57,500 |
| Clergy & Staffing Costs | 6,940 | | | 6,940 | 6,763 |
| Church Running Expenses | 16,161 | | 17,097 | 33,258 | 45,745 |
| Hall Running Costs | 580 | | | 580 | 199 |
| Church Major Repairs & Improvements | | 3,119 | 2,076 | 5,195 | 59,607 |
| Hall Major Repairs & Improvements | | | | | |
| Mission Giving and Donations | 662 | | 2,098 | 2,760 | 2,746 |
| Cost of Generating Funds | 1,334 | | | 1,334 | 1,234 |
| Other Resources Expended | 309 | | | 309 | 47 |
| Total expenditure | 83,486 | 3,119 | 21,271 | 107,876 | 173,842 |
| Net income / (expenditure) resources | 22,923 | 38,532 | 150,346 | 211,801 | -43,956 |
| Net movement in funds | 22,923 | 38,532 | 150,346 | 211,801 | -43,956 |
| Total funds brought forward | 53,610 | 6,445 | 3,355 | 63,409 | 107,365 |
| Total funds carried forward | 76,533 | 44,976 | 153,701 | 275,210 | 63,409 |

C. BALANCE SHEET

| | As at 31/12/2025 | As at 31/12/2024 |
|-----------------------------|---------------------|---------------------|
| Current assets | | |
| PCC Metro Current Account | 67,130 | 74,127 |
| Petty Cash | 0 | 0 |
| COIF Deposit Account | 209,812 | 3,130 |
| Debtors | 0 | 2,130 |
| Total Current assets | 276,942 | 79,387 |
| Liabilities | | |
| Agency collections | 30 | 0 |
| Creditors | 1,702 | 15,978 |
| Total Liabilities | 1,732 | 15,978 |
| Net Assets | 275,210 | 63,409 |
| Reserves | | |
| Excess/(deficit) to date | 211,801 | -43,956 |
| Starting balances | 63,409 | 107,364 |
| Total Reserves | 275,210 | 63,409 |
| Represented by Funds | | |
| General (Unrestricted) | 76,533 | 53,609 |
| Designated | 44,976 | 6,444 |
| Restricted | 153,700 | 3,354 |
| Totals | 275,210 | 63,409 |

Approved by the Parochial Church Council and signed on its behalf by:



Rev, Mitzi James
(Vicar)



Ian Buswell
Churchwarden

Date: 22 February 2026

The notes on the following pages form part of these accounts

D. NOTES TO THE FINANCIAL STATEMENTS

1. Basis of Preparation

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's and with the Regulations 'true and fair view' provisions, together with FRS102 (2016) as the applicable standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities SORP (FRS102). The accounts have been prepared under the historical cost convention on an accruals basis and the 2024 figures on the balance sheet have been prepared on the same basis.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

2. Funds

Unrestricted Fund: General fund represents all remaining funds that are available for use at the discretion of the PCC in furtherance of the general objectives of the church and which have not been designated for any other particular purpose.

Designated Funds comprise unrestricted funds that have been set aside by the PCC for particular purposes in the future. The PCC may re-designate part of all of these funds for other purposes. During 2025, two Designated Funds were operated - for Repairs and Improvements to St Luke's Church and for Repairs and Improvements to St John's Church and Hall.

Restricted Funds comprise revenue, donations or grants that must be used in accordance with specific instructions imposed by the donors or which have been raised by the church for particular restricted purposes. During 2025, four Restricted Funds were operated, for Collections and Gifts with Restricted Purposes, for St John's Church projects (organ), for pre-existing Legacies and the Pattie Skeats Legacy.

All fees received from third parties for, and then paid to, organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance were accounted as Agency. These transactions are not included in the parish accounts as the PCC merely acted as a conduit of the fees.

3. Income

Planned giving, collections and donations are recognised when received. Card reader donations are recognised when they are received in the bank account. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised by parish events are accounted for gross.

Income from the letting of church premises or use of church property is recognised when the income is due. Interest entitlements are accounted for only when received, not as they accrue. VAT reclaimed under the Listed Places of Worship Scheme, refunds from the Diocese for water and local authority garden waste bins used at the vicarage and from Nursery on the Hill (Enfield) Ltd for insurance of St Luke's Hall were offset against corresponding payments.

4. Staff Costs and Payments to PCC Members

In accordance with the Charities SORP (FRS 102) donated services and the time spent by volunteers, of which the church is heavily dependent in order to achieve its aims, are not included in income as the economic benefit cannot be measured reliably.

PCC members are considered the key management personnel of the church. Some members of the choir and an organist were also members of the PCC. They did not participate in any discussions or votes by the PCC related to related matters.

No remuneration was paid directly to key management personnel other than detailed below, although the church contributes to the Diocesan Common Fund. The Vicar, who has overall responsibility for promoting the whole mission of the church, is remunerated directly by the Diocese.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

The financial interests of the Vicar and other PCC members were limited to reimbursement for minor operational expenditure including materials for minor repairs or improvements, postage, stationery, communion wine and candles. Reimbursements were made after receipt of signed claim forms detailing the expenses with original receipts. All identifiable expenditure including stationery, postage and phone calls were coded to the appropriate heading.

All fees received from third parties for and then paid to organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance have been accounted as Agency. None of these people received more than £6,000 per annum. The organists at St Luke's church and St John's church provided services to the PCC as self-employed contractors and invoiced the PCC monthly in arrears for the services provided.

Income from donations includes £25,826 received from PCC members.

5. Expenditure

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

All expenditure is accounted for on an accruals basis. All expenses including support costs are allocated to the applicable expenditure headings. Support costs are those costs incurred directly in support of expenditure on the objects of the church. However, the support costs are considered negligible and difficult to determine.

6. Fixed Assets

Consecrated and beneficed property is not included in the accounts in accordance with sections 10(2)(a) and (c) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted for as inalienable property unless consecrated and are listed in the church's inventory.

7. Parish Halls

The parish operates two halls - St Luke's Hall, located in Morley Hill, Enfield, Middlesex, EN2 0BL and St John's (Jean Price Memorial) Hall, in Strayfield Road, Enfield, Middlesex, EN2 9JF. Both buildings are held by the London Diocesan Fund as Diocesan Authority (formerly known as Custodian Trustee) with the PCC having the role of Managing Trustee, with day to day responsibility for the properties. Commencing on 1st March 2021, St Luke's Hall was leased to Nursery on the Hill (Enfield) Ltd on a 20 year Lease.

The sums insured for these buildings for buildings and contents cover in insurance policy schedules dated 25 December 2025 are shown in the following table:

| Insured by Trinitas Church Insurance Services | |
|--|-------------|
| St John's Church | £3,925,989 |
| St Luke's Church | £15,678,805 |
| St John's (Jean Price Memorial) Hall | £221,386 |
| St Luke's Parish Hall | £4,070,591 |

8. Debtors

Debtors are included in the accounts at the amount owing to the PCC at the balance sheet date.

9. Creditors

Creditors are recognised at their settlement amount where the church has a present obligation resulting from a past event that will probably result in the transfer of funds

10. Rounding

Any minor summation errors in the tables in this report are due to all numbers having been rounded to the nearest pound with zero decimal places.

SUMMARY OF ASSETS BY FUND

| | Fund Type | Balance 2025 | Balance 2024 |
|---|---------------------------------|----------------|---------------|
| Current Assets | | | |
| PCC Metro Current Account | | | |
| Legacies Restricted | Restricted | | 1,892 |
| Restricted St Johns Church Organ Fund | Restricted | | 591 |
| Designated St Lukes Church & Hall | Designated | | 6,445 |
| General fund | Unrestricted | 67,100 | 64,327 |
| Restricted Special Collections | Restricted | | 873 |
| Agency collection | Restricted | 30 | |
| | | 67,130 | 74,127 |
| COIF Deposit Account | | | |
| Legacies Restricted | Restricted | 1,410 | |
| Legacy Skeats | Restricted | 149,303 | |
| Designated St Johns Church & Hall Buildings | Designated | 5,957 | |
| Restricted St Johns Church Organ Fund | Restricted | 2,274 | |
| Designated St Lukes Church & Hall | Designated | 39,020 | |
| General fund | Unrestricted | 11,136 | 3,130 |
| Restricted Special Collections | Restricted | 715 | |
| | | 209,813 | 3,130 |
| | | | |
| | Cash at Bank and In Hand | 276,943 | 77,257 |
| Debtors | | | |
| General fund | Unrestricted | | 2,130 |
| | | | 2,130 |
| | Total Current Assets | 276,942 | 79,387 |
| Liabilities | | | |
| Agency collection | Restricted | 30 | |
| Creditors: Amounts Falling Due in One Year | | | |
| General fund | Unrestricted | 1,702 | 15,978 |
| | Total Liabilities | 1732 | 15,978 |
| | | | |
| | Grand Totals | 275,210 | 63,409 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

INCOME

| | General | Designated | Restricted | Total 2025 | Total 2024 |
|--|----------------|---------------|----------------|----------------|----------------|
| Income from: | | | | | |
| Voluntary Income | | | | | |
| Stewardship Scheme Gift Aided | 24,595 | - | - | 24,595 | 26,085 |
| Stewardship Scheme not gift aided | 5,956 | - | - | 5,956 | 6,306 |
| Collection Plate Cash | 2,677 | - | - | 2,677 | 3,213 |
| Collections by Contactless giving | 2,343 | - | - | 2,343 | 1,305 |
| Collection Plate Gift Aid Envelopes | 567 | - | - | 567 | 360 |
| Wedding Collections | - | - | - | - | 68 |
| Funeral Collections | 82 | - | - | 82 | 116 |
| Baptism Collections | - | - | - | - | 150 |
| Donations to General Fund | 8,661 | - | - | 8,661 | 2,214 |
| Contactless Donations to General Fund | 100 | - | - | 100 | 89 |
| Donations & Appeals St Johns | - | 5,135 | 2,008 | 7,143 | 324 |
| Donations & Appeals St Lukes | - | 18,384 | - | 18,384 | 2,340 |
| Restricted Purpose Collections Donations | 42 | - | 1,907 | 1,949 | 1,990 |
| Wedding Donations to PCC | 115 | - | - | 115 | 320 |
| Funeral Donations to PCC | 360 | - | - | 360 | 195 |
| Interment of Ashes Donations to PCC | 195 | - | - | 195 | 228 |
| Parish Community Groups Donations | 11,781 | - | - | 11,781 | 11,500 |
| Legacies | - | - | 165,918 | 165,918 | 2,000 |
| Grants for Special Projects | - | 12,322 | - | 12,322 | 19,228 |
| Stewardship Scheme Tax Refund | 5,883 | - | - | 5,883 | 6,709 |
| Donations to General Fund Tax Refund | 674 | - | - | 674 | 523 |
| Gift Aid Envelopes Tax Refund | 119 | - | - | 119 | 74 |
| Collection Plate & Contactless Cash Tax Refund | 640 | - | - | 640 | 1,045 |
| Donations & Appeals Tax Refund St Johns | - | 21 | 1,751 | 1,773 | 77 |
| Donations & Appeals Tax Refund St Lukes | - | 5,788 | - | 5,788 | 41 |
| Restricted Purpose Collections Tax Refund | - | - | 33 | 33 | 29 |
| Community Groups Donations Tax Refund | 580 | - | - | 580 | 569 |
| Voluntary Income Totals | 65,368 | 41,650 | 171,616 | 278,635 | 87,099 |
| Activities for generating funds | | | | | |
| Fetes Bazaars Quizzes & General Fund Raising | 8,515 | - | - | 8,515 | 8,632 |
| Activities for generating funds Totals | 8,515 | - | - | 8,515 | 8,632 |
| Investment Income | | | | | |
| Interest Received | 1,683 | - | - | 1,683 | 2,755 |
| Investment Income Totals | 1,683 | - | - | 1,683 | 2,755 |
| Church Activities | | | | | |
| Baptisms PCC Fees | 75 | - | - | 75 | 172 |
| Weddings PCC Fees | 446 | - | - | 446 | 516 |
| Funerals PCC Fees | 634 | - | - | 634 | 384 |
| Interments of Ashes PCC Fees | 570 | - | - | 570 | 482 |
| Sales of Books and Candles etc | 54 | - | - | 54 | 78 |
| Church Hall Lettings | 27,148 | - | - | 27,148 | 28,619 |
| Church Lettings | 1,870 | - | - | 1,870 | 1,110 |
| Church Activities Totals | 30,797 | - | - | 30,797 | 31,361 |
| Other incoming resources | | | | | |
| Insurance Claims | - | - | - | - | - |
| Miscellaneous Receipts | 47 | - | - | 47 | 39 |
| Other incoming resources Totals | 47 | - | - | 47 | 39 |
| Income Grand totals | 106,410 | 41,650 | 171,616 | 319,677 | 129,886 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

EXPENDITURE

| | General | Designated | Restricted | Total 2025 | Total 2024 |
|--|---------------|--------------|---------------|----------------|----------------|
| Expenditure on: | | | | | |
| Church Activities | | | | | |
| Common Fund LDF | 57,500 | - | - | 57,500 | 57,500 |
| Organist, Choirmasters | 5,380 | - | - | 5,380 | 5,650 |
| Vicars Expenses | 283 | - | - | 283 | 102 |
| Visiting Clergy Fees & Expenses | 86 | - | - | 86 | 84 |
| Vicarage Maintenance incl. Water | 604 | - | - | 604 | 378 |
| Vicarage Telephone & Parish Phone Calls | 588 | - | - | 588 | 549 |
| Parish Training and Education | 60 | - | - | 60 | - |
| Parish Community groups expenses | 8,405 | - | - | 8,405 | 8,915 |
| Church Insurances | 6,599 | - | - | 6,599 | 6,989 |
| Organ & Piano Tuning & Repairs | 824 | - | - | 824 | 1,480 |
| Church Fabric Maintenance & Minor Repairs | 1,770 | - | - | 1,770 | 1,184 |
| Altar & Service Supplies | 957 | - | - | 957 | 1,240 |
| Childrens Activities incl. Bubble Church | - | - | 481 | 481 | 541 |
| Church Fixtures & Fittings Equipment & Maintenanar | 2,218 | - | - | 2,218 | 9,389 |
| Cleaning Materials | 47 | - | - | 47 | 35 |
| Churchyards and Gardens | 200 | - | - | 200 | 200 |
| Printing Postage Stationery Books Software | 1,674 | - | - | 1,674 | 1,766 |
| Licences & Service Charges | 1,191 | - | - | 1,191 | 1,030 |
| Bank Charges | 240 | - | - | 240 | 235 |
| Memorial Gardens & Book of Remembrance | 15 | - | - | 15 | - |
| Professional fees including. legal | -16,615 | - | 16,615 | - | 3,792 |
| Church Lighting & Heating | 7,865 | - | - | 7,865 | 8,180 |
| Church Water | 710 | - | - | 710 | 769 |
| Church Hall Insurance | 97 | - | - | 97 | 103 |
| Church Hall Repairs & Maintenance | 483 | - | - | 483 | 96 |
| St John's Church Building Projects | - | - | 2,076 | 2,076 | - |
| St Luke's Church Building Projects | - | 5,146 | - | 5,146 | - |
| St Luke's Church Major Repairs | - | -2,027 | - | -2,027 | 59,607 |
| Donations Made | 600 | - | - | 600 | 600 |
| Donations from restricted collns & dons | 42 | - | 2,098 | 2,140 | 2,126 |
| Deanery Synod | 20 | - | - | 20 | 20 |
| Church Activities Totals | 81,844 | 3,119 | 21,271 | 106,233 | 172,560 |
| Cost of Generating Funds | | | | | |
| General fundraising costs incl. 100 Club | 1,334 | - | - | 1,334 | 1,234 |
| Cost of Generating Funds Totals | 1,334 | - | - | 1,334 | 1,234 |
| Other Resources Expended | | | | | |
| Miscellaneous Expenses | 309 | - | - | 309 | 47 |
| Other Resources Expended Totals | 309 | - | - | 309 | 47 |
| Expenditure Grand totals | 83,486 | 3,119 | 21,271 | 107,876 | 173,842 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

SUMMARY OF FUND MOVEMENTS

| Fund | Fund balances brought forward | Incoming Resources | Outgoing Resources | Fund balances Carried forward |
|---|-------------------------------|--------------------|--------------------|-------------------------------|
| General fund | 53,610 | 106,410 | 83,486 | 76,533 |
| Designated St Lukes Church & Hall | 6,445 | 35,694 | 3,119 | 39,020 |
| Designated St Johns Church & Hall Buildings | - | 5,957 | - | 5,957 |
| Restricted St Johns Church Organ Fund | 591 | 3,759 | 2,076 | 2,274 |
| Legacies Restricted | 1,892 | - | 481 | 1,410 |
| Legacy Skeats | - | 165,918 | 16,615 | 149,303 |
| Restricted Special Collections | 873 | 1,940 | 2,098 | 715 |
| Totals | 63,409 | 319,677 | 107,876 | 275,210 |

LIABILITIES

| | 2025 | 2024 |
|---|-------------|---------------|
| Amounts falling due in one year (Unrestricted funds) | | |
| Loan from Edmonton Area of Diocese of London for repairs to St Lukes church | | 15,978 |
| Corona Energy: St Johns Gas October | 125 | |
| Corona Energy: St Lukes Gas October | 336 | |
| Corona Energy: St Johns Gas November | 168 | |
| Corona Energy: St Lukes Gas November | 505 | |
| Trinitas Insurance: Church & Hall Insurances December 2025 | 568 | |
| Fee received on account for an entry in St Lukes Book of Remembrance. | 30 | |
| Total Liabilities | 1732 | 15,978 |

DEBTORS

| | 2025 | 2024 |
|--|------|--------------|
| Debtors (Unrestricted funds) | | |
| St Luke's Hall Insurance for 2024 repayable by Nursery on the Hill | | 2,130 |
| Total Debtors | | 2,130 |

Accounts

ST JOHN & ST LUKE



CLAY HILL

Annual Report and Financial Statements of the Parochial Church Council of the Ecclesiastical Parish of Saint John the Baptist and Saint Luke the Evangelist Clay Hill, Enfield



For the year ended
31 December 2024

Registered Charity Number 115141

| <u>Contents</u> | Page |
|--|-------------|
| The Parochial Church Council | 3 |
| Membership; Objectives & Activities; Safeguarding; Structure, Governance & Management | |
| Vicar's Report | 9 |
| Worship, Prayer, and Discipleship | 12 |
| Choir; Prayer Group; House Group, Lent Course, & Advent Study; Enfield Deanery Synod | |
| Children, Young People and Families | 17 |
| Bubble Church; Children's Church; Scouts; Children's Crafting; St John's Primary School; Wren Academy Enfield | |
| Community and Social Activities | 20 |
| Mothers Union; Warm Welcome/Place of Welcome; Soup Lunch; Restorative Chair Yoga; Clay Hill Singers; Social Media | |
| Mission Support | 23 |
| BOHCM | |
| Buildings | 24 |
| St Luke's Church; St John's Church | |
| Thank You | 25 |
| Financial Review | 26 |
| Finance; Stewardship; St Luke's Hall Lease; Patti Skeates Bequest; Reserves Policy | |
| Risk Management | 28 |
| Administrative Information | 29 |
| Financial Statements | |
| A. Independent Examiner's Report | 30 |
| B. Receipts and Payments Accounts | 31 |
| C. Statements of Assets and Liabilities | 32 |
| D. Notes to the Financial Statements | 33 |

The Parochial Church Council

The Parochial Church Council of the Ecclesiastical Parish of Saint John the Baptist and St Luke the Evangelist, Clay Hill ('the PCC') has responsibility, in conjunction with the Vicar and Churchwardens, to promote the mission and mission of the parish. This includes responsibility for maintaining the church buildings and St John's Hall and the proper stewardship of the church's financial position and other resources.

Membership

Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) or the PCC in accordance with the Church Representation Rules. PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. The Annual Meeting (APCM) was held on 3 March 2024 and the full PCC met on five occasions.

The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, and the Authorised Pastoral Assistant, all of whom are automatically *ex officio* members. The parish Electoral Roll had a membership of 117 in 2024. This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

The people listed below served on the PCC during 2024.

Ex Officio members:

| | |
|-------------------|---|
| Rev Mitzi James | Vicar |
| Rev Jeremy Foot | Associate Vicar |
| Michael Mansfield | Authorised Pastoral Assistant |
| Marion Berry | Churchwarden at St John's |
| Ian Buswell | Churchwarden at St Luke's |
| Doreen Addy | Churchwarden at St Luke's |
| Mary Englefield | Parish Administrator and Deanery Synod Representative |

Elected Members:

| | |
|-------------------|----------------------|
| Paul Bates | Vice-Chair |
| Cheryl Graham | Safeguarding Officer |
| Heather Livermore | PCC Secretary |
| Peter Livermore | |
| Elaine Plumb | |
| Annie Tucker | |
| Jack Williams | |
| John Wright | Treasurer |
| Joan Young | |

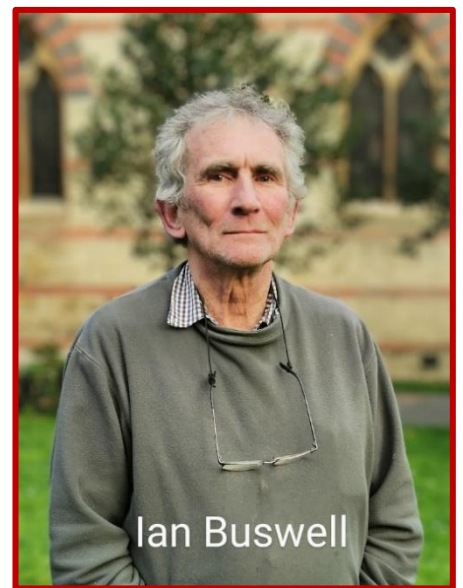
The Parochial Church Council (PCC) 2024



Mthr Mitzi James



Fr Jeremy Foot



Ian Buswell



Doreen Addy



Marion Berry



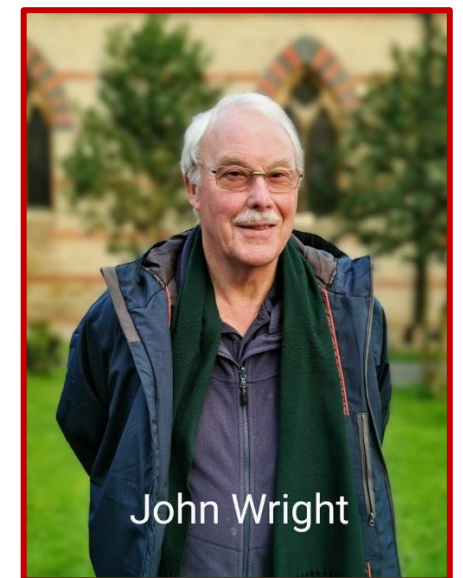
Michael Mansfield



Mary Englefield

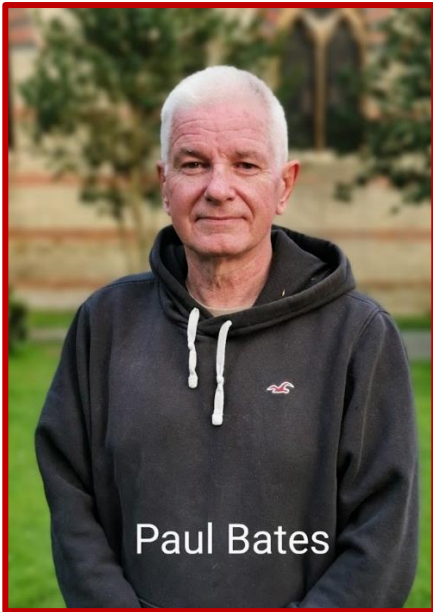


Heather Livermore



John Wright

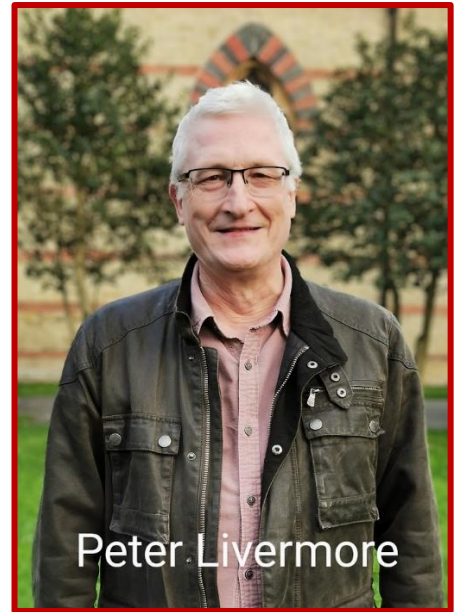
THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024



Paul Bates



Cheryl Graham



Peter Livermore



Elaine Plumb



Annie Tucker



Jack Williams



Joan Young



Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community at Clay Hill. The parish's Mission Action Plan provides the following framework for current and planned activities to achieve this objective:

- In **Worship and Prayer**, we aim that all who participate in the Eucharist will feel that they have been drawn into closer contact with God and that their spiritual journey has been accompanied by a supportive church community.
- In **Teaching and Nurture**, we endeavour to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.
- In **Care and Service**, we endeavour to offer pastoral care in particular to people living in the parish, enter into creative partnerships with the community and other groups and encourage and support individual members of the congregation in the roles of active service that they undertake.
- In **Mission and Outreach**, we endeavour to find creative ways to bring the gospel of Jesus Christ to our parish and to invite people into the life of the Church.

When planning activities, the PCC has considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. To facilitate this work, it is also important that we maintain the fabric of all our parish buildings.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The updated Parish Policy Statement was approved by the PCC and is displayed in both churches and available from the Safeguarding Officer and on our website. The Safeguarding Self Audit and Safeguarding Action Plan were also approved by the PCC. No Safeguarding Issues were raised in 2024 that required reporting to the Charity Commission.

The PCC has submitted to the Diocesan Safeguarding Team its response for the Past Cases Review 2 into known historic cases of abuse involving clergy or lay church officers as requested by the Bishop of London.

Structure, Governance and Management

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and registered with the Charity Commission as charity number 1151418.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, the Lay Reader and the Authorised Pastoral Assistant, all of whom are automatically ex officio members. The parish Electoral Roll was revised in February 2024 and at the end of 2024 had a membership of 117.

This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those over the age of 16 who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

At the Annual Meeting on 6 April 2008, it was agreed that the Churchwardens' Measure that "a person may not serve longer than six years as a churchwarden" shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year. This decision was reviewed in 2017 and again in 2023 and 2024. It will be reviewed again in 2025.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. The Annual Meeting (APCM) was held on 3 March 2024 and the full PCC met on five occasions.

The Standing Committee of the PCC met four times in the year with one Extraordinary meeting. The PCC has one sub-committee responsible for the management of the Parish buildings. There are also less formal groups responsible for the organisation of Social Events and Fundraising.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024



Vicar's Report

As we reflect on the past year in the life of our parish, we give heartfelt thanks to God for His abundant blessings, the moments of joy shared, and the many opportunities we've had to worship, serve, and grow together in faith and fellowship.

I want to express particular gratitude to our Churchwardens, PCC members, and the many volunteers whose dedication often goes unseen but never unappreciated. Your generosity of time, energy, prayer, and resources continues to sustain and enrich the life and mission of our parish in countless ways. Thank you for your faithful service.

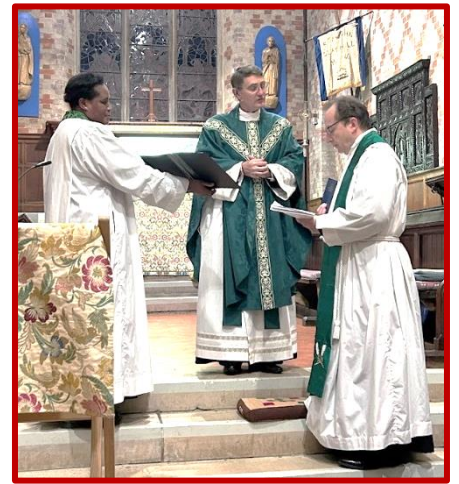
We remain deeply thankful for the ongoing presence and ministry of Fr David and Bridget Nash. Their wisdom, warmth, and pastoral care continue to be a gift to us all. We also celebrated the joyful installation of Revd Jeremy as our Associate Vicar. We are blessed by the pastoral, liturgical, and theological depth he brings to our parish, and we are equally grateful for Julia's pastoral care, her infectious sense of fun, and her unmatched skill in selling raffle tickets!

Our worship life continues to flourish. Our Sunday services remain the heart of our community, drawing us together week by week. Alongside these, the renewal of our weekday and occasional services—especially the beautiful Choral Evensongs—has offered space for quiet reflection, prayer, and musical excellence. We are truly blessed to have Nathan Hulse as our Director of Music, alongside our dedicated and talented choir.

Pastoral outreach within our community has continued to grow, with more volunteers stepping forward to serve in our local care homes, hospitals, and individual homes. This ministry of presence and compassion makes a profound difference. If you know someone who is unable to attend church and would appreciate a visit or communion brought to them, please do let me know.

Some of the services this past year included:

- A moving **Bereaved Parents Service**, offering sacred space for those mourning the loss of a child, at any age and in any circumstance.
- The **Baby Loss Awareness "Wave of Light"** service in October, where we joined thousands worldwide in lighting candles of remembrance.
- Our joyful and delightfully noisy **Pet Blessing Service**, where tails wagged, voices barked, and the church was filled with laughter and love.



Our partnerships with other local churches have continued to deepen, especially with our friends at the URC. Hosting the **Enfield Christian Unity Celebration** was a true highlight—an uplifting evening of shared worship, joy, and unity in our shared mission.

We were privileged to celebrate several significant life events this year, including baptisms and weddings. A particular joy was the wedding of Alice and Jack in December—a beautiful and spirit-filled celebration of love and commitment.



Jack and Emmanuel's baptisms were two other treasured moments, and we rejoiced to welcome them into the church family.



We also had the joy of hosting a **Confirmation Service** for six of our young people at St John's. It was a moving and prayerful occasion, as they affirmed their faith in the presence of their church family.



Please continue to keep our confirmands in your prayers as they grow in faith and service.

A truly special moment this year was our **125th Anniversary celebration of St Luke's**—a joyful milestone marked with stories, worship, music, and warm fellowship. It reminded us of our deep roots in this community and the generations of faithfulness that have shaped our church. Heartfelt thanks to all who made it possible and to those who purchased a copy of the commemorative book on our benefactors, the Macys.

We were honoured to welcome the new Bishop of Edmonton for the **Service of Admission of Churchwardens**. Hosting this diocesan event was a privilege, and it was a blessing to pray with and for those called to serve in such vital roles.



In all that we have experienced this year, we give thanks for the faithful presence of God among us and for the countless hands, hearts, and prayers that make our parish a place of welcome, witness, and worship. Let us continue to walk forward in hope—anchored in Christ's love, encouraged by one another, and ready for whatever God has in store.

With every blessing,

Mother Mitzi
+



Worship, prayer and discipleship

Our Sunday worship pattern is the first, third and fifth Sundays in St Luke's church and the second and fourth Sunday in St John's and our Sunday services are flourishing. Our average Sunday attendance in 2024 was 45 adults and 5 children. During the vacancy the attendance was lower, but we feel encouraged that new people are making Clay Hill parish their spiritual home. We have Evening Prayer every Sunday which is an informal affair incorporating the Book of Common Prayer Worship and once a month we join with our friends down at Lancaster Road URC for a joint evening service of worship and hymns.

In June we celebrated the first of our two Patronal Festivals, at St John the Baptist we had a Flower Show in the same weekend. In October, it was St Luke's Patronal, and we were delighted to invite back Father Peter, our previous vicar and his wife Caroline and their three lovely boys.



During Lent we took part in the Diocese of London live-streamed course Lent Listening Groups, which gave us all an opportunity to pause and pay attention to each other.

On Palm Sunday we walked from St Luke's church through Hilly Fields to St. John's church with a guest pony, and we finished the day with Evensong and our guest speaker was Ruth Dewis. On Maundy Thursday we were joined by our friends from Jesus Church for the Mass of the Last Supper with foot washing and our guest preacher for the Triduum was Revd Nigel Taylor, our Area Director of Ministry. On Good Friday we started with Children's Liturgy the Stations of the Cross in the morning and Revd Nigel Taylor came back for our afternoon Liturgy. In the evening, at St John's we had a beautiful Tenebrae service. There was a vigil on Easter Eve with the lighting of the Paschal candles and on Easter Day a lovely Sung Eucharist. Over 200 people attended church over the Easter period.



In the run up to Christmas we had the usual and very full programme of school Christingles, Nine Lessons and Carols. On Christmas Eve and Christmas Day 495 people came to church.

Choir

Our choir has had a dynamic and fruitful year, with Skyli joining the group as a new member and the extended choir stepping in for special evening services—a lovely way to stay connected with those who have moved on. Nathan Hulse is still hoping to launch a junior choir, and with such commitment the endeavour hopes to succeed in time.



The two Evensongs held this year, the 'Sung Evensong' for the Annunciation and the 'Choral Evensong' for St Luke's 125th anniversary, are clear highlights that showcase the choir's talent and ability to enrich worship experiences. There are plans to hold more in 2025—these will be treasured moments for the congregation.

The acquisition of music from Christ Church URC, Enfield, was a fortunate opportunity to expand the choir's repertoire.



Learning and performing 17 new pieces for communion and special services, along with leading the congregation with nine new hymns, demonstrated the incredible effort and skill of the choir. Their contributions are truly enriching the parish's worship life.

The Nine Lessons and Carols service was a celebratory conclusion to the year, with an expanded choir featuring Rev Martin Legg, Rev Ruth Dewis, Keith, Kaylan, Rachel, and Ade. Having such a

robust group added depth and energy to the performance.

The choir sang with other choirs at St Alban's Cathedral. The choir is open to new members, providing an opportunity for others to join this hardworking and creative group.

Prayer Group

The Prayer Group meet at St Luke's Lady Chapel and is a peaceful and deeply meaningful space for connection and reflection. Meeting once a month with a core group of dedicated individuals brings a strong sense of continuity and shared purpose.

Having the Prayer Tree as a focal point during the prayer circle is a touching idea feeling symbolic and grounding. The structure of the prayer meetings, with thoughtful reflections, prayers for loved ones, the world, and the community, is beautifully intentional. Incorporating Taizé music between sections enhances the atmosphere, adding a serene and contemplative element.

The fellowship afterwards, complete with coffee, pastries, and toast, creates a warm and welcoming environment for bonding. The group also engages with the wider community through the Parish's social media, responding to prayer requests—it shows how connected and supportive our prayer group truly is.



House Group, Lent Course and Advent Study

The Clay Hill House Group's journey over the years highlights its role as a cornerstone for faith and fellowship within the parish. From its beginnings in Heather and Peter Livermore's home in 2016, to its revival in the Lady Chapel after the pandemic, it's incredible to see it thriving with regular attendance and deep engagement.

The breadth of topics explored in 2024, using St Paul's Cathedral Learning resources, was inspiring. Discussions ranging from Bishop Arun Arora's *'Stick with Love'* to Marian Partington and Rev'd Lucy Winkett on the radical path of forgiveness sparked rich and meaningful conversations. The participation in the Diocese of London's Lent Listening Groups and the Advent reflections with Rachel Mann's *'Do Not Be Afraid'* showed that the group integrates both personal and communal growth into its sessions.



Looking ahead to 2025, the "Growing Good" course, to be run jointly with St Mary Magdalene, promises to be another enriching chapter. Its focus on nurturing discipleship and community engagement is perfectly aligned with our mission.

Enfield Deanery Synod

The Deanery Synod met three times during 2024, and the meetings are open to all members of the Anglican churches in Enfield. Mary Englefield is our Deanery Synod representative and is clearly invaluable, strengthening the connection between the PCC and the broader church structures. The variety of meetings and events held in 2024 paints a vibrant picture of collaboration and spiritual enrichment across the deanery.

The Lent reflection at Christ Church, Southgate in February and the summer party at St Stephen's Bush Hill Park, which showcased their Mission for Growth, provided both inspiration and fellowship. Sam Donoghue's presentation in November on youth and children's initiatives at St Peter's church Bounces Road was particularly relevant, highlighting the church's commitment to nurturing the next generation.

Hosting the Deanery Quiet Day at St Luke's in September was a special occasion, with Bishop Jonathan Baker leading, it was a reflective and spiritually uplifting experience. Having these open meetings, enriched by refreshments and sometimes Eucharists, undoubtedly adds a welcoming and communal atmosphere.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024



Children, Young People, and Families

Bubble Church

Bubble Church at Clay Hill is a vibrant and joy-filled initiative, bringing families together in such an innovative and engaging way. It's a Church of England project and Clay Hill was the first church in Enfield to launch it, which is truly remarkable—it has been an exciting milestone for our parish, which started in February 2024.

The focus on puppets and a Jesus-centred, family-friendly service creates an atmosphere of fun and inclusivity, ensuring families feel welcome. There is a growing attendance, with over 20 families coming each month and is a clear sign of its success and the meaningful impact it's having on the congregation.

There is an incredible team of volunteers, spanning such a wide age range, contributing in so many diverse ways. From puppeteering and leading the service to managing IT and refreshments, their dedication plays a huge role in making Bubble Church such a special experience.

Children's Church

Children's Church meets at St John's church and is a delightful and engaging way to nurture the faith of our youngest members. A monthly half-hour service tailored specifically for children is such a fantastic way to make worship accessible and meaningful to them. Incorporating songs, prayers, and activities keeps it interactive and enjoyable, helping the children connect with the Christian faith in a way that resonates with their age and interests.



By having these services on the second Sunday of each month, it also provides a regular rhythm, giving children and their families something consistent to look forward to. It is heartwarming to see the joy and curiosity of the young attendees during these services.

Scouts

The 12th Enfield Scout Group had a remarkable year, filled with achievements and engaging activities! Their collaboration with St Johns & St Lukes Parish PCC is a fantastic partnership that promotes both community and personal growth.



The group's strong membership and waiting list demonstrate its vitality and the value it brings to families. Attending the monthly All-Age services not only fosters a sense of belonging but also strengthens the relationship between the scouts and the church. The emphasis on inclusivity and active participation must make these services particularly memorable.

The scouts were involved in the Remembrance Service and the May Fayre—it's inspiring to see them give back in the church community. The scouts had a sleepover and church hunt which was a creative and fun way to connect with the church's history and layout, blending learning with camaraderie. And a fish and chip supper? What a delightful end to such an event!



Children's Crafting Sessions

There are free children's crafting sessions held in the school holidays during Warm Welcome/Place of Welcome on Monday mornings, which are very popular, with over 50 children attending each session.

St John's Primary School

St John's Primary School is a charming and close-knit school supporting 102 pupils that plays a vital role in the community. Despite being the smallest school in Enfield, it's clear that the dedication of Mrs. Notley and her staff ensures the children thrive in a safe and nurturing environment.



The connection between the school and the parish, supported by Mthr Mitzi, Paul Bates, and Michael Mansfield as governors, seems to foster a strong sense of unity. It's wonderful that the children get to participate in special services at St John's Church and enjoy the festive Carol Service at St Luke's—it's such a meaningful way to blend faith, community, and celebration.

Mthr Mitzi's weekly assemblies are a highlight for the pupils, creating a space for reflection and inspiration.



Wren Academy Enfield

Wren Academy Enfield is gradually expanding towards full capacity by 2027, the school is poised to become a vibrant and significant hub for education in the area. It's wonderful that the school is sponsored by the London Diocesan Board for Schools, which reinforces the shared values of faith and education.

The efforts by the school chaplain to deepen connections with the parish are commendable, and Mthr Mitzi's involvement—meeting the Headteacher, touring the school, attending assembly, and the chapel group—shows a strong commitment to fostering these ties. Building these bridges between the school and parish can offer a wealth of opportunities for collaboration, support, and shared growth.

Community and Social Activities

To reinforce our growing community we have hosted two successful Quiz nights for parishioners and the wider community, and our guest Quiz Master is so very popular that tickets always sell out. The May Fayre at St Luke's and the St John's Patronal Festival and Flower Show were both roaring successes and the collaboration with local artist D'Arcy Sallion was a particular highlight which we hope to nurture and continue in future years.



Mothers' Union

The Annual Lunch at the start of the year at Toby Carvery brought friends and members together in a joyful way. The Mama Mia singalong film was very popular and the support from yoga and singing groups highlighted the connections within our community.

Joe Studman, who was a tour guide, showed slides on the history of Enfield's healthcare, which connected the past to present in a meaningful way. We held a cake sale for Mothers' Union charities which raised £109

Andrew Reid's insight into his work for Brent Housing was eye-opening, especially as it highlights both practical social housing goals and the spiritual support he fostered through prayer groups at his workplace for all faiths.

The Looking Towards Christmas service was thoughtful and beautifully curated by Valerie Budd, with John Wright's organ accompaniment adding depth to the hymns and reading, a memorable way to celebrate the season. £1,400 was shared between the General Mother's Union funds and Summer Hope Appeal

Warm Welcome – Place of Welcome

The Warm Welcome/Place of Welcome Hub at St Luke's has evolved into an invaluable part of the community, embodying generosity, connection, and adaptability in response to challenges such as the cost-of-living crisis. Starting back in November 2021 and now being part of the broader Warm Welcome and Places of Welcome networks, the hub is clearly making a positive impact.

The idea of collaborating with other churches, like St Mary Magdalene's, to provide a network of welcoming spaces is brilliant—it's a collective effort to meet the needs of the community.

While the initial intention was to provide warmth during the winter months, it's touching to see how the hub has blossomed into a place where friendships are formed, and meaningful conversations take place.



Offering hot drinks and cakes, it creates a relaxing and inclusive environment that is appreciated by the dozen or so regular attendees. The children's crafting sessions during the school holidays are a resounding success, with an impressive turnout that clearly highlights the value of the hub.

It's heartening to see how the Warm Welcome Hub adapts and continues to serve, proving its importance beyond just the colder months. There are plans to do a monthly soup lunch in 2025.

Soup Lunch

The Soup Lunches are a heartwarming tradition, bringing people together for fellowship while supporting meaningful causes. Having a team of dedicated church members preparing the soup on rotation adds a personal and caring touch to the gatherings. Raising £735 in 2024 is an amazing accomplishment, especially since the proceeds benefit such impactful charities like BOHCM, the Enfield Debt Centre, the Mothers' Union, Noah's Ark Children's Hospice, and the Church Urban Fund.

It's lovely how this simple yet powerful event creates an atmosphere of community, while making a difference beyond our parish. The regular attendance of around 13 people value these lunches, anyone is welcome to join.

Restorative Chair Yoga

The Restorative Chair Yoga Group is a true gem within the community! Its growing popularity is a testament to the welcoming environment and the fantastic instruction provided by Eliza. Her humour and teaching style make every session not just relaxing but genuinely enjoyable.

It's heartening to see how the group extends its involvement beyond yoga, actively supporting church fundraising efforts and participating in gift aid through the yellow envelopes. Their generosity and engagement add even more value to their presence.

The group is growing so much that there might not be enough yoga mats—it speaks to how well-loved and beneficial this initiative has become.



Clay Hill Singers

The Clay Hill Singers are a truly heartwarming and impactful group. They provide not only the joy of music but also a strong sense of community and inclusivity. Having such a large and enthusiastic core of members is a testament to the group's enduring appeal since its founding in 2012 by the Mothers' Union.



The focus on supporting individuals with dementia and special needs adds a meaningful layer to their activities. Music has such a profound ability to connect people and bring moments of joy, especially in these contexts. The group extends its fellowship to those from Edmonton's special needs centre—this undoubtedly enriches everyone's experience.

Social Media

Our parish's is actively connecting with the community and beyond through platforms like Facebook and X/Twitter. These channels seem to have become an essential tool for sharing important updates, events, and good news, all while building stronger connections within and outside the parish.

The steady growth of followers shows how meaningful our content is to our audience. It's fantastic that people from far and wide, including clergy, bishops, and members of the wider church community, are engaging with our posts.

The use of Facebook to connect with local businesses, charities, and individuals adds depth to our outreach, and partnering with organisations like North Enfield Foodbank and The Trussell Trust demonstrates a thoughtful commitment to the community's well-being.

Our website, E-newsletter, and church WhatsApp complement this beautifully, creating a comprehensive network of communication.

Mission Support

There were a number of charities that have been supported in 2024. £2,020 was raised from special collections, soup lunches, donations and income tax recovered by Gift Aid to support mission activities. A total of £2,126 was disbursed - £600 to the Bridge of Hope Children's Ministry, £776 to the Children's Society, £175 to the Church Urban Fund, £130 to Noah's Ark Children's Hospice, £110 to St Luke's Mother's Union, £45 to Christian Aid, £45 to the Enfield Churches Debt Centre and £246 to the Bishop of Edmonton's Discretionary Fund. In addition, a further £600 was donated to the Enfield Churches Debt Centre from general funds. Also, gifts of non-perishable goods presented at the Harvest Festival on 6 October 2024 were given to the North Enfield Food Bank.

BOHCM

Bridge of Hope Children's Ministry (BOHCM) is a Christian Charity founded in 2008 and has made a lasting impact in the lives of vulnerable children and communities in Rukunjiri, Uganda. The Charity provides shelter and education and ensures access to clean water for the community.



The Children's Village stands as a beacon of care, offering a nurturing environment for abandoned and orphaned children. The addition of the Twin House helps young adults transition into the local community, while equipping them with essential life skills.

The Child Sponsorship Programme is an incredible initiative, connecting 140 children in need with supporters from the UK, who provide vital resources for their well-being.

The generosity of sponsors who contribute to building homes, latrines, and kitchens for families underscores the power of collective action.

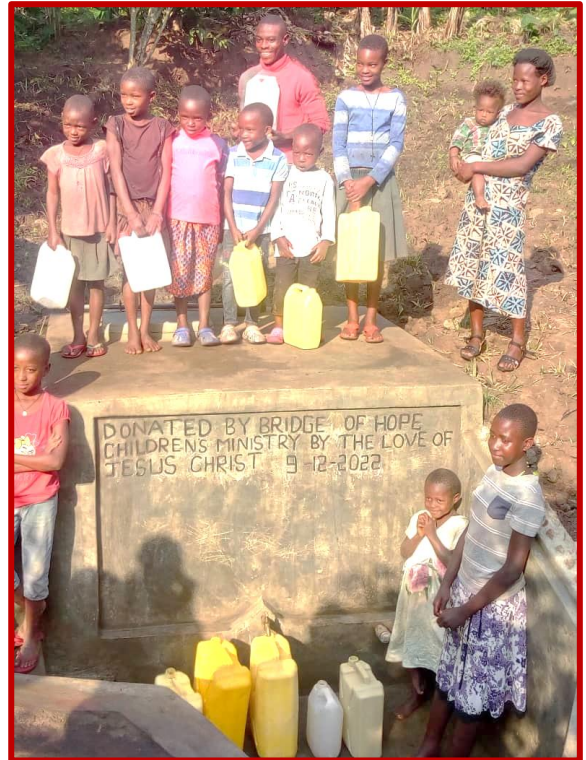
Education is at the heart of BOHCM's mission, and the school is a testament to its commitment to empowering the younger generation. With 465 pupils, the provision of breakfast for nursery children and free lunch for primary students ensures both nourishment and learning, which go hand in hand. The remarkable performance of P7 students and their opportunities to pursue further education or vocational training highlight the ministry's long-term vision for transforming lives.

The creation of 47 protected springs is a game-changer for health and hygiene, positively impacting entire communities. The inclusion of a Bible-based Holiday Club and the Youth Sports Programme further enriches the lives of children, providing spiritual growth and recreational activities that foster connection and joy.

Buildings

St Luke's Church Buildings

During Autumn, a significant amount of work was carried out and it was uplifting to see the care and commitment being invested in preserving St Luke's Church building. Engaging Stone Edge Conservation under the expert direction of architect Daniel Benson resulted in high-quality repairs, with the craftsmanship in the stonework standing out as a particular highlight. The attention to detail in repairing roofs, gutters, lead work, brickwork, and replacing worn stone elements ensured the church remains a durable and inspiring space for years to come.



The window survey conducted by Martin Johnson & Co. is another important step in identifying and planning future repairs. While there's undoubtedly more work ahead, this progress represents a solid foundation for safeguarding the building's legacy.

St John's Church Buildings

Last year was challenging at St. Johns, however the organ was surveyed for restoration, but this project is on hold whilst other repairs are completed. The large crack to the front porch was surveyed in 2023 and due to a series of delays we still await the architect's drawings. The Annual Flower Show went really well with some amazing displays inside the church. The grounds are still well maintained by our regular team, for which we are very grateful. There were fewer bookings for St John's Hall during 2024.

Thank You

The strength and vibrancy of our parish owes so much to the dedication of our ministers and volunteers. Father Jeremy along with Father David's unwavering support have been a tremendous source of stability and encouragement for everyone, and having Mthr Mitzi as our vicar has enabled us to grow and reach out to the community.

The recognition of the tireless efforts of our Church Wardens—Ian Buswell, Doreen Addy, and Marion Berry—highlights their invaluable contribution, while John Wright's ability to make sense of the parish accounts and finances is a true gift to the community. It's also lovely to see the choir and Nathan Hulse receive such appreciation for their hard work and talent. And, of course, the PCC members deserve special thanks for their time, energy, and commitment.



Financial Review

Finance

In 2024, the parish incurred a deficit in general operating income and expenditure of £8,253 compared to a deficit of £13,018 in 2023 and a budgeted deficit of approximately £10,460. However, if the costs of repairs to St Luke's church are included, the parish incurred a deficit of £30,108. At the end of 2024, PCC assets were £63,409, down from £107,365 at the start of the year.

Overall, operating income increased by 3.2 % compared to 2023. Whilst Stewardship income was down by 2.2%, Sunday collections were substantially higher, in part due to increasing use of contactless card payments, for which Gift Aid can be reclaimed. Compared to 2023, other areas of income that increased were Fund Raising (up 7%), Hall and Church lettings (up 7.1%), and receipts from occasional services were 80% higher albeit very unpredictable. Whilst donations from Community groups were 6% lower, they were partly offset by a doubling in the number of donations that were gift aided. A Legacy (restricted) of £2,000 was received half for children's work including Bubble church and half for vestments or altar linen.

Operating expenditure was 1.4% lower than in 2023, principally because utility costs (chiefly gas) were 26% down and despite a 25% increase in gas consumption during the year. Building insurance costs were also substantially 17% lower after being changed to Trinitas Church Insurance Services from Ecclesiastical Insurance in December 2023. Expenditure areas with increased costs included Organists and Choirmasters (up 24%) and Clergy and vicarage costs (up 30% - being the first full year since Mthr Mitzi became vicar). A significant investment was also made in new equipment including a new colour photocopier, gas heater wire guards and new armchairs at St Luke's and a new printer at St John's. At the beginning of the year, the PCC's current account was upgraded to permit making online payments although this has incurred a small monthly fee.

£2,020 was also raised from special collections, soup lunches, donations and income tax recovered by Gift Aid to support mission activities. A total of £2,726 including £600 from general funds was disbursed to the Bridge of Hope Children's Ministry, the Children's Society, the Church Urban Fund, Noah's Ark Children's Hospice, St Luke's Mother's Union, Christian Aid and the Enfield Churches Debt Centre.

The principal area of expenditure in 2024 was the project to repair faults at St Luke's church identified during the 2020 Quinquennial inspection. Whilst most work has been completed and paid (apart from a 5% retention), some residual bills are awaited. Grants totalling £23,250 were received and some £10,000 VAT will be recovered from the Listed Places of Worship Scheme in early 2025.

Stewardship

The Parish Stewardship Scheme contributed 38% of last year's annual income. However, in the last three years there was a notable change, from 2023 to 2024 a 3% reduction and the forecast for 2025 demonstrates a further reduction of 6% (£2,035) from 2024. However, we should take into consideration Covid19 and nearly a two-year vacancy, both made changes within the parish, totally outside our control. During which we also lost several parishioners/stewardship members.

Although not part of the Parish Stewardship, we now have a contactless payment machine (introduced Dec 2023) for card and mobile donations, together with the usual 'cash collections donated' at our services and other events.

From the end of the 2024/2025 tax year there will be a change in the tax rate from 20% down to 19% and although this will benefit working individuals, it will also reduce the amount of Gift Aid/Gift Aid Small Donations we are able to recover. The clear conclusion is the need for a robust campaign for 2025.

St Luke's Hall lease

Since 1 March 2021, St Luke's Hall has been leased to Nursery on the Hill (Enfield) Ltd (NOTH), a pre-school nursery, under a repairing 20-year lease. The agreed annual rent for the first five years was discounted by just under 50% to reflect NOTH's significant investment in refurbishing the building. At the end of that period, the rent will be reviewed to the full market value which will be applied from 1 March 2026. In the meantime, the lease provides the parish with a dependable long-term regular income without the responsibility for maintaining the building or managing bookings.

Pattie Skeates Bequest

In 2019, the parish was advised that the late Pattie Skeates, a former member of St John's congregation, had bequeathed to St John's church her estate in South Africa including the proceeds of assets and fixed property after sale. The PCC instructed the firm of Lewis Silkin LLP and through them the firm of Legacy Fiduciary Services and Estate Planners SA (LFSEP) to act as its agents to represent the PCC's interest in South Africa and to authorise them to make enquiries about the estate and administration. With the approval of the PCC, LFSEP appointed an independent executor to deal with the estate. During 2024 the solicitor dealing with the bequest left Lewis Silkin but has offered to continue to work on the matter. It is understood that the sale of the property has been completed and that the executor is presently dealing with outstanding fees and taxes. In September 2024 it was estimated that it would take at least another six months before all queries are completely resolved.

Reserves Policy

It is the policy of this parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to approximately £30,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

Both churches had Quinquennial inspections in January 2020 and after completion of repairs to St Luke's church, a schedule of repair work at St John's is being updated. The parish has reserved £5,000 for this ongoing work, the sum to be reviewed as more detailed assessments of the areas identified for repair are obtained.

It is the policy to invest as much as possible of the parish's funds with the CCLA CBF Church of England Deposit Fund where 5% of total funds were invested at the end of 2024.

Risk Management

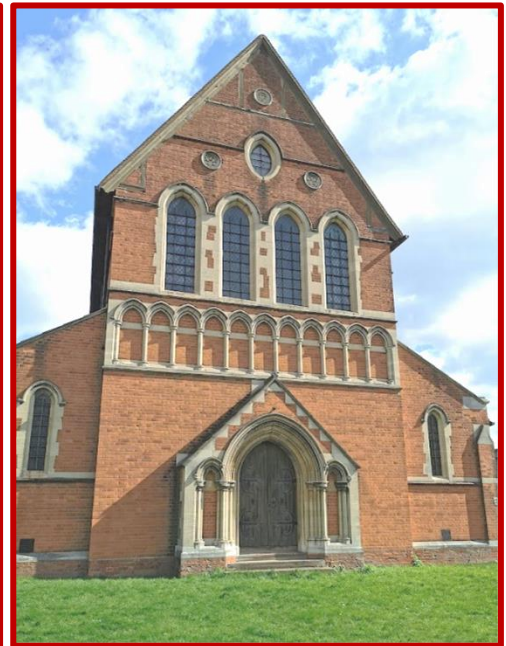
The following is a summary of the risks faced by the parish and the PCC.

- **Ageing Congregation:** There is a risk that congregation numbers will gradually fall as we have an aging congregation and difficulty in engaging with younger people.
- **Difficulty in finding new Officers and Volunteers:** Most parish officers have historically been drawn from a core of committed but aging volunteers. As people have had to retire, it has been difficult to find replacements with suitable skills. There is a risk that a notable shortage of volunteers could restrict the capacity to undertake future fund raising and other activities.
- **No succession planning:** There is no succession planning with the risk that as officers have to retire, their knowledge and experience will be lost.
- **Finances:** There is a risk that future emergency repairs to buildings may have to be delayed or restricted due to no longer having the assurance of significant assets reserves. In the last five years, cash assets have reduced by nearly 60% due to operating deficits in four of the last five years totalling nearly £50,000 and expenditure on Quinquennial repairs at St Luke's Church in the last quarter of 2024.
- **Stewardship:** Over half of the pledged Stewardship giving of £35,000 is by just five elderly members, therefore there is a risk that Stewardship giving could be severely impacted at short notice should one or more of these members pass away.

Administrative Information

The Parish of St John and St Luke is situated in Clay Hill, Enfield, Middlesex and is part of the Diocese of London within the Church of England. The correspondence address is the vicarage at 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418. The parish website is www.clayhillparish.org.uk, Facebook: @clayhillparish and Twitter: @ClayHillParish.

The parish has two churches - St John's Church located in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Church located in Phipps Hatch Lane, Enfield, Middlesex EN2 0HL. The parish has two halls: The Jean Price Memorial Hall (St John's Hall) in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Hall at 37 Morley Hill, Enfield, Middlesex EN2 0BL which is vested in the Trustees of the Bishop of London's Fund.



A. INDEPENDENT EXAMINER'S REPORT

**To the Members of the Parochial Church Council (PCC) of the Parish of St John and St Luke,
Clay Hill, Enfield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024, which are set out on pages 3 to 8.

Responsibilities of the PCC and the Independent Examiner and basis of the report

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

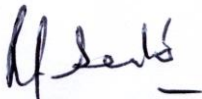
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

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



Roger J Seaton FCA
23 Greenhill Park
Barnet, Herts
EN5 1HQ

Dated 12 February 2025

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

B. RECEIPTS AND PAYMENTS ACCOUNTS

| | Unrestricted funds £ | Designated funds £ | Restricted funds £ | Total funds £ | Prior year total funds £ |
|---|-------------------------|-----------------------|-----------------------|------------------|-----------------------------|
| Receipts | | | | | |
| Activities for generating funds | 8,632 | - | - | 8,632 | 8,087 |
| Investment Income | 2,755 | - | - | 2,755 | 3,088 |
| Church Activities | 31,361 | - | - | 31,361 | 28,568 |
| Other incoming resources | 39 | - | - | 39 | 29 |
| Voluntary Income | - | - | - | - | - |
| Planned giving | 32,391 | - | - | 32,391 | 33,226 |
| Collections at services | 5,212 | - | - | 5,212 | 4,294 |
| All other giving/voluntary | 14,545 | 21,523 | 4,359 | 40,427 | 17,857 |
| Gift Aid recovered | 8,920 | 41 | 107 | 9,069 | 8,227 |
| Loan from Diocese of London | 15,978 | - | - | 15,978 | - |
| Total Receipts | 119,834 | 21,564 | 4,466 | 145,864 | 103,377 |
| Payments | | | | | |
| Cost of Generating Funds | 1,234 | - | - | 1,234 | 1,188 |
| Other Resources Expended | 47 | - | - | 47 | 339 |
| Church Activities | - | - | - | - | - |
| Common Fund | 57,500 | - | - | 57,500 | 57,500 |
| Clergy & Staffing Costs | 6,763 | - | - | 6,763 | 5,175 |
| Church Running Expenses | 45,637 | - | 109 | 45,745 | 48,161 |
| Hall Running Costs | 199 | - | - | 199 | 626 |
| Church Major Repairs & Improvements | - | 59,607 | - | 59,607 | - |
| Mission Giving and Donations | 620 | - | 2,126 | 2,746 | 3,307 |
| St Lukes Hall Insurance repayable by NOTH | 2,130 | - | - | 2,130 | - |
| Total Payments | 114,129 | 59,607 | 2,235 | 175,972 | 116,295 |
| Excess of receipts over payments | 5,705 | -38,043 | 2,231 | -30,108 | -12,919 |
| Reconciliation of funds | | | | | |
| All assets at 31 December 2023 | 61,753 | 44,488 | 1,124 | 107,365 | 120,283 |
| All assets at 31 December 2024 | 67,457 | 6,445 | 3,355 | 77,257 | 107,365 |

Detailed analyses of both receipts and payments are contained on pages 35 and 36 of these accounts.

C. STATEMENT OF ASSETS AND LIABILITIES

| Class | General £ | Designated £ | Restricted £ | Total this year £ | Total last year £ |
|--|---------------|--------------|--------------|-------------------|-------------------|
| Current Asset - Cash At Bank And In Hand | | | | | |
| PCC Metro Current Account | 64,327 | 6,445 | 3,355 | 74,127 | 36,989 |
| COIF Deposit Account | 3,130 | - | - | 3,130 | 70,375 |
| Total | 67,457 | 6,445 | 3,355 | 77,257 | 107,365 |
| Current Asset - Debtors | | | | | |
| Debtors | 2,130 | - | - | 2,130 | - |
| Total | 2,130 | - | - | 2,130 | - |
| Liability - Creditors: Amounts falling due after more than one year | | | | | |
| Creditors | 15,978 | - | - | 15,978 | - |
| Total | 15,978 | - | - | 15,978 | - |
| Net total assets: | 53,610 | 6,445 | 3,355 | 63,409 | 107,365 |

Approved by the Parochial Church Council and signed on its behalf by:


.....
Rev, Mitzi James
(Vicar)


.....
Ian Buswell
Churchwarden

Dated: 11 February 2025

The notes on the following pages form part of these accounts

D. NOTES TO THE FINANCIAL STATEMENTS

1. Basis of Financial Statements

The financial statements have been prepared on a receipts and payments basis under with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005). The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

2. Funds

Unrestricted or General Fund are funds available to be spent on the PCC's general purposes.

Designated Funds are general funds set aside by the PCC for particular use in the future for administrative purposes only. However, they remain unrestricted and the PCC may re-designate part of all of these funds for other purposes. During 2024, two Designated Funds were operated - for Improvements to St Luke's Church and for Improvements to St John's Church and Hall (closed at the end of 2024).

Restricted Funds comprise revenue, donations or grants for a specific PCC activity intended by the donor. During 2024, three Restricted Funds were operated, for Collections and Gifts with Restricted Purposes, for St John's Church projects (organ) and for Legacies.

| Fund | Fund balances brought forward £ | Incoming Resources £ | Outgoing Resources £ | Fund balances Carried forward £ |
|-------------------------------------|---------------------------------|----------------------|----------------------|---------------------------------|
| General fund | 61,753.37 | 103,855.66 | 111,999.38 | 53,609.65 |
| Legacies Restricted | - | 2,000.00 | 108.5 | 1,891.50 |
| Designated St Johns Church & Hall | 45.33 | -45.33 | - | - |
| Designated St Lukes Church & Hall | 44,442.62 | 21,609.53 | 59,607.40 | 6,444.75 |
| Restricted Special Collections | 979.31 | 2,019.63 | 2,126.38 | 872.56 |
| Restricted St Johns Church projects | 144.25 | 446.41 | - | 590.66 |
| Totals: | 107,364.88 | 129,885.90 | 173,841.66 | 63,409.12 |

In addition, all fees received from third parties for, and then paid to, organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance were accounted as Agency. These transactions were not included in the parish accounts as the PCC merely acted as a conduit of the fees. This Agency account had a zero balance at the end of 2024.

3. Staff Costs and Payments to PCC Members

PCC members are considered the key management personnel of the church. Some members of the choir and one organist were also members of the PCC. They withdrew from all discussions by the PCC about the services they provided and did not participate in any vote by the PCC related to those matters.

No remuneration was paid directly to key management personnel other than detailed below, although the church contributes to the Diocesan Common Fund. The Vicar, who has overall responsibility for promoting the whole mission of the church, is remunerated directly by the Diocese.

The financial interests of the Vicar and other PCC members were limited to reimbursement for minor operational expenditure including materials for minor repairs or improvements, postage, stationery, communion wine and candles. Reimbursements were made after receipt of signed claim forms detailing the expenses with original receipts. All identifiable expenditure including stationery, postage and phone calls were coded to the appropriate heading.

All fees received from third parties for and then paid to organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance have been accounted as Agency. None of these people received more than £6,000 per annum. The organists at St Luke's church and St John's church provided services to the PCC as self-employed contractors and invoiced the PCC monthly in arrears for the services provided.

Income from donations includes £9,898 received from PCC members.

4. Receipts

All receipts are recognised when they are received. VAT reclaimed under the Listed Places of Worship Scheme, refunds from the Diocese for water and local authority garden waste bins used by the tenant of the vicarage and from Nursery on the Hill (Enfield) Ltd for insurance of St Luke's Hall were offset against corresponding payments. All other receipts are accounted for gross.

5. Parish Halls

The parish operates two halls - St Luke's Hall, located in Morley Hill, Enfield, Middlesex, EN2 0BL and St John's (Jean Price Memorial) Hall, in Strayfield Road, Enfield, Middlesex, EN2 9JF. Both buildings are held by the London Diocesan Fund as Diocesan Authority (formerly known as Custodian Trustee) with the PCC having the role of Managing Trustee, with day to day responsibility for the properties. Commencing on 1st March 2021, St Luke's Hall was leased to Nursery on the Hill (Enfield) Ltd on a 20 year Lease.

The sums insured for these buildings for buildings and contents cover in insurance policy schedules dated 25 December 2024 are shown in the following table:

| Insured by Trinitas Church Insurance Services | |
|--|-------------|
| St John's Church | £3,831,563 |
| St Luke's Church | £15,299,632 |
| St John's (Jean Price Memorial) Hall | £216,069 |
| St Luke's Parish Hall | £3,971,528 |

6. Rounding

Any minor summation errors in the tables in this report are due to all numbers having been rounded to the nearest pound with zero decimal places.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

DETAILED ANALYSIS OF RECEIPTS

| | Unrestricted £ | Designated £ | Restricted £ | Total this year £ | Total last year £ |
|--|-------------------|-----------------|-----------------|----------------------|----------------------|
| Receipts | | | | | |
| Voluntary Income | | | | | |
| Stewardship Scheme Gift Aided | 26,085 | - | - | 26,085 | 26,525 |
| Stewardship Scheme not gift aided | 6,306 | - | - | 6,306 | 6,701 |
| Collection Plate Cash | 3,213 | - | - | 3,213 | 3,546 |
| Collections by Contactless giving | 1,305 | - | - | 1,305 | 96 |
| Collection Plate Gift Aid Envelopes | 360 | - | - | 360 | 458 |
| Wedding Collections | 68 | - | - | 68 | - |
| Funeral Collections | 116 | - | - | 116 | 194 |
| Baptism Collections | 150 | - | - | 150 | - |
| Donations to General Fund | 2,214 | - | - | 2,214 | 788 |
| Contactless donations to General Fund | 89 | - | - | 89 | - |
| Donations & Appeals St Johns | - | -45 | 369 | 324 | 141 |
| Donations & Appeals St Lukes | - | 2,340 | - | 2,340 | 330 |
| Restricted Purpose Collections Donations | - | - | 1,990 | 1,990 | 2,213 |
| Wedding Donations to PCC | 320 | - | - | 320 | - |
| Funeral Donations to PCC | 195 | - | - | 195 | 272 |
| Baptism Donations to PCC | - | - | - | - | 2 |
| Interment of Ashes Donations to PCC | 228 | - | - | 228 | 270 |
| Parish Community groups donations | 11,500 | - | - | 11,500 | 12,566 |
| Legacies | - | - | 2,000 | 2,000 | - |
| Grants (Special Funds) | - | 19,228 | - | 19,228 | - |
| Grants | - | - | - | - | 1,275 |
| Stewardship Scheme Tax Refund | 6,709 | - | - | 6,709 | 6,747 |
| Donations to General Fund Tax Refund | 523 | - | - | 523 | 116 |
| Gift Aid Envelopes Tax Refund | 74 | - | - | 74 | 120 |
| Collection Plate & Contactless Cash Tax Refund | 1,045 | - | - | 1,045 | 948 |
| Donations & Appeals Tax Refund St Johns | - | - | 77 | 77 | 4 |
| Donations & Appeals Tax Refund St Lukes | - | 41 | - | 41 | - |
| Restricted Purpose Collections Tax Refund | - | - | 29 | 29 | 49 |
| Community Groups Donations Tax Refund | 569 | - | - | 569 | 243 |
| Voluntary Income Totals | 61,069 | 21,564 | 4,466 | 87,099 | 63,604 |
| Activities for generating funds | | | | | |
| Fetes Bazaars & general fund raising | 8,632 | - | - | 8,632 | 8,087 |
| Activities for generating funds Totals | 8,632 | - | - | 8,632 | 8,087 |
| Investment Income | | | | | |
| Interest Received | 2,755 | - | - | 2,755 | 3,088 |
| Investment Income Totals | 2,755 | - | - | 2,755 | 3,088 |
| Church Activities | | | | | |
| Baptisms PCC Fees | 172 | - | - | 172 | 18 |
| Weddings PCC Fees | 516 | - | - | 516 | 54 |
| Funerals PCC Fees | 384 | - | - | 384 | 302 |
| Interments of Ashes PCC Fees | 482 | - | - | 482 | 347 |
| Sales of Books and Candles etc | 78 | - | - | 78 | 91 |
| Church Hall Lettings | 28,619 | - | - | 28,619 | 27,186 |
| Church Lettings | 1,110 | - | - | 1,110 | 570 |
| Church Activities Totals | 31,361 | - | - | 31,361 | 28,568 |
| Other incoming resources | | | | | |
| Miscellaneous Receipts | 39 | - | - | 39 | 29 |
| Other incoming resources Totals | 39 | - | - | 39 | 29 |
| Loan | | | | | |
| Loan from Diocese of London | 15,978 | - | - | 15,978 | - |
| Loan Totals | 15,978 | - | - | 15,978 | - |
| Receipts Grand Totals | 119,834 | 21,564 | 4,466 | 145,864 | 103,377 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

DETAILED ANALYSIS OF EXPENDITURE

| | Unrestricted £ | Designated £ | Restricted £ | Total this year £ | Total last year £ |
|---|-------------------|-----------------|-----------------|----------------------|----------------------|
| Payments | | | | | |
| Church Activities | | | | | |
| Common Fund LDF | 57,500 | - | - | 57,500 | 57,500 |
| Organist, Choirmasters | 5,650 | - | - | 5,650 | 4,520 |
| Vicars Expenses | 102 | - | - | 102 | - |
| Visiting Clergy Fees & Expenses | 84 | - | - | 84 | 42 |
| Maintenance of Vicarage | 378 | - | - | 378 | 425 |
| Vicarage Telephone & Parish Phone Calls | 549 | - | - | 549 | 188 |
| Parish Community groups expenses | 8,915 | - | - | 8,915 | 9,190 |
| Church Insurances | 6,989 | - | - | 6,989 | 8,402 |
| Organ & Piano Tuning & repairs | 1,480 | - | - | 1,480 | 1,120 |
| Church Maintenance & Minor Repairs | 1,184 | - | - | 1,184 | 7,383 |
| Altar & Service Supplies | 1,240 | - | - | 1,240 | 447 |
| Childrens Activities incl Bubble Church | 433 | - | 109 | 541 | 2,360 |
| Church Equipment & Maintenance | 9,389 | - | - | 9,389 | 1,480 |
| Cleaning materials | 35 | - | - | 35 | 21 |
| Churchyards and Gardens | 200 | - | - | 200 | 210 |
| Printing Postage Stationery Books Soft/w | 1,766 | - | - | 1,766 | 2,466 |
| Licences & Service Charges | 1,030 | - | - | 1,030 | 822 |
| Bank Charges | 235 | - | - | 235 | - |
| Professional fees - legal, architect | 3,792 | - | - | 3,792 | 2,089 |
| Church Lighting & Heating | 8,180 | - | - | 8,180 | 11,239 |
| Church Water | 769 | - | - | 769 | 933 |
| Church Hall Insurance | 103 | - | - | 103 | 458 |
| Church Hall Repairs & Maintenance | 96 | - | - | 96 | 168 |
| St Luke's Church Major Repairs | - | 59,607 | - | 59,607 | - |
| Donations Made | 600 | - | - | 600 | 600 |
| Donations from restricted collns & dons | - | - | 2,126 | 2,126 | 2,284 |
| Night Shelter | - | - | - | - | 403 |
| Deanery Synod | 20 | - | - | 20 | 20 |
| Church Activities Totals | 110,719 | 59,607 | 2,235 | 172,560 | 114,769 |
| Cost of Generating Funds | | | | | |
| General fundraising costs incl. 100 Club | 1,234 | 0 | - | 1,234 | 1,188 |
| Cost of Generating Funds Totals | 1,234 | 0 | - | 1,234 | 1,188 |
| Other Resources Expended | | | | | |
| Miscellaneous Expenses | 47 | - | - | 47 | 339 |
| Other Resources Expended Totals | 47 | - | - | 47 | 339 |
| St Lukes Hall Insurance payable by NOTH | | | | | |
| St Lukes Hall Insurance repayable by NOTH | 2,130 | - | - | 2,130 | - |
| St Lukes Hall Insurance repayable by NOTH Totals | 2,130 | - | - | 2,130 | - |
| Payments Grand Totals | 114,129 | 59,607 | 2,235 | 175,972 | 116,295 |

Accounts

ST JOHN & ST LUKE

CLAY HILL

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
SAINT JOHN THE BAPTIST AND SAINT LUKE THE EVANGELIST,
CLAY HILL, ENFIELD**

Registered Charity number 1151418

**FINANCIAL STATEMENTS AND ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023**

CONTENTS

| | page |
|--|------|
| A. Independent Examiner's Report | 2 |
| B. Receipts and Payments Accounts | 3 |
| C. Statement of Assets and Liabilities | 4 |
| D. Notes to the Financial Statements | 5 |
| E. PCC Annual Report for 2023 | 10 |

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023**

A. INDEPENDENT EXAMINER'S REPORT

**To the Members of the Parochial Church Council (PCC) of the Parish of St John and St Luke,
Clay Hill, Enfield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023, which are set out on pages 3 to 9.

Responsibilities of the PCC and the Independent Examiner and basis of the report

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

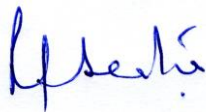
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

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



Roger J Seaton FCA
23 Greenhill Park
Barnet, Herts
EN5 1HQ



Dated

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023**

B. RECEIPTS AND PAYMENTS ACCOUNTS

| | Unrestricted funds £ | Designated funds £ | Restricted funds £ | Total funds £ | Prior year total funds £ |
|---------------------------------------|-------------------------|-----------------------|-----------------------|------------------|-----------------------------|
| Receipts | | | | | |
| Voluntary Income | | | | | |
| Planned giving | 33,226 | — | — | 33,226 | 31,327 |
| Collections at services | 4,294 | — | — | 4,294 | 4,038 |
| All other giving/voluntary | 15,173 | 330 | 2,354 | 17,857 | 14,474 |
| Gift Aid recovered | 8,174 | — | 53 | 8,227 | 8,201 |
| Activities for generating funds | 8,087 | — | (1) | 8,087 | 8,149 |
| Investment Income | 3,088 | — | — | 3,088 | 874 |
| Church Activities | 28,568 | — | — | 28,568 | 31,260 |
| Other incoming resources | 29 | — | — | 29 | 93 |
| Total receipts | 100,640 | 330 | 2,406 | 103,377 | 98,415 |
| Payments | | | | | |
| Church Activities | | | | | |
| Common Fund | 57,500 | — | — | 57,500 | 57,000 |
| Clergy & Staffing Costs | 5,175 | — | — | 5,175 | 3,005 |
| Church Running Expenses | 48,161 | — | — | 48,161 | 42,796 |
| Hall Running Costs | 626 | — | — | 626 | 977 |
| Mission Giving and Donations | 620 | — | 2,687 | 3,307 | 2,348 |
| Cost of Generating Funds | 1,188 | — | — | 1,188 | 1,542 |
| Other Resources Expended | (4,125) | 4,463 | — | 339 | 210 |
| Total payments | 109,145 | 4,463 | 2,687 | 116,295 | 107,878 |
| Excess of receipts over payme | (8,505) | (4,133) | (281) | (12,919) | (9,463) |
| Reconciliation of funds | | | | | |
| All assets at 01 January 2023 | 70,258 | 48,621 | 1,404 | 120,283 | 129,746 |
| All assets at 31 December 2023 | 61,753 | 44,488 | 1,124 | 107,365 | 120,283 |

Detailed analyses of both receipts and payments are contained on pages 8 and 9 of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
 FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

C. STATEMENT OF ASSETS AND LIABILITIES

| Class and nominal code | General £ | Designated £ | Restricted £ | Total £ | Last year £ |
|--|---------------|---------------|--------------|----------------|----------------|
| Current assets - Cash at bank and in hand | | | | | |
| CA002 : PCC Metro CurrentAccount | 36,989 | — | — | 36,989 | 52,702 |
| CA004 : COIF Deposit Account | 24,764 | 44,488 | 1,124 | 70,375 | 67,288 |
| Totals: | 61,753 | 44,488 | 1,124 | 107,365 | 119,990 |
| Liabilities - Agency accounts | | | | | |
| 6699 : Agency collections | — | — | — | — | (293) |
| Totals: | — | — | — | — | (293) |
| Net Total Assets: | 61,753 | 44,488 | 1,124 | 107,365 | 120,283 |

Approved by the Parochial Church Council and signed on its behalf by:



Rev, Mitzi James
(Vicar)

Dated: 1 February 2024



Churchwarden

The notes on the following pages form part of these accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023**

D. NOTES TO THE FINANCIAL STATEMENTS

1. Basis of Financial Statements

The financial statements have been prepared on a receipts and payments basis under with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005). The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

2. Funds

Unrestricted or General Fund are funds available to be spent on the PCC's general purposes.

Designated Funds are general funds set aside by the PCC for particular use in the future for administrative purposes only. However, they remain unrestricted and the PCC may re-designate part of all of these funds for other purposes. During 2023, three Designated Funds were operated - for Improvements to St Luke's Church, for Improvements to St John's Church and Hall and for Legacies (closed at the end of 2023).

Restricted Funds comprise revenue, donations or grants for a specific PCC activity intended by the donor. During 2023, three Restricted Funds were operated, for Collections and Gifts with Restricted Purposes, for St John's Church projects (organ) and for St Luke's Night Shelter (closed at the end of 2023).

| Fund | Fund balances Brought forward £ | Incoming Resources £ | Outgoing Resources £ | Fund balances Carried forward £ |
|--|------------------------------------|-------------------------|-------------------------|------------------------------------|
| General fund | 70,258 | 100,640 | 109,145 | 61,753 |
| Designated St Johns Church & Hall | 45 | — | — | 45 |
| Designated St Lukes Church & Hall | 44,113 | 330 | — | 44,443 |
| Restricted Special Collections | 1,001 | 2,262 | 2,284 | 979 |
| Restricted (closed) Night Shelter | 403 | — | 403 | — |
| Restricted St Johns Church projects | — | 144 | — | 144 |
| Designated Legacies (closed) | 4,463 | — | 4,463 | — |
| Totals: | 120,283 | 103,377 | 116,295 | 107,365 |

In addition, all fees received from third parties for, and then paid to, organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance were accounted as Agency. These transactions were not included in the parish accounts as the PCC merely acted as a conduit of the fees. This Agency account had a zero balance at the end of 2023.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

3. Sequestration Agency Account

A vacancy in the parish commenced on 12th July 2021 when the former vicar, Rev Peter Godden, was instituted to a new living. The accounting policy adopted for Sequestration accounting was based on the advice received from Theresa Moses, Diocesan Financial Advisor.

During the vacancy, the following financial transactions were collected in a Sequestration Agency Account:

- Diocesan Fees received for occasional services (Weddings, Funerals and Interments of Ashes)
- Fees paid to retired clergy for Sunday, weekday and occasional services and all expenses claimed by any visiting clergy
- Vicarage Expenses - costs incurred in maintaining the vacant vicarage including gas, electricity, telephone and minor repairs, excepting during the period when the vicarage was occupied by a tenant installed by the Diocese on a short-term tenancy when all costs apart from the telephone line were paid by the Diocese.

The Sequestration Agency Account was closed on 11th June 2023 when Mthr Mitzi James was instituted as the new vicar of the parish. A claim was submitted to the Diocese for the whole of the vacancy period and the settlement was used to clear the balance of the Sequestration Agency Account.

4. Staff Costs and Payments to PCC Members

PCC members are considered the key management personnel of the church. Some members of the choir and one organist were also members of the PCC. They withdrew from all discussions by the PCC about the services they provided and did not participate in any vote by the PCC related to those matters.

No remuneration was paid directly to key management personnel other than detailed below, although the church contributes to the Diocesan Common Fund. The Vicar, who has overall responsibility for promoting the whole mission of the church, is remunerated directly by the Diocese.

The financial interests of the Vicar and other PCC members were limited to reimbursement for minor operational expenditure including materials for minor repairs or improvements, postage, stationery, communion wine and candles. Reimbursements were made after receipt of signed claim forms detailing the expenses with original receipts. All identifiable expenditure including stationery, postage and phone calls were coded to the appropriate heading.

All fees received from third parties for and then paid to organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance have been accounted as Agency. None of these people received £5,000 per annum or more. The organists at St Luke's church and St John's church provided services to the PCC as self-employed contractors and invoiced the PCC monthly in arrears for the services provided.

Income from donations includes £10,158 received from PCC members.

5. Receipts

All receipts are recognised when they are received. VAT reclaimed under the Listed Places of Worship Scheme, refunds from the Diocese for water and local authority garden waste bins used by the tenant of the vicarage and from Nursery on the Hill (Enfield) Ltd for insurance of St Luke's Hall were offset against corresponding payments. All other receipts are accounted for gross.

6. Parish Halls

The parish operates two halls - St Luke's Hall, located in Morley Hill, Enfield, Middlesex, EN2 0BL and St John's (Jean Price Memorial) Hall, in Strayfield Road, Enfield, Middlesex, EN2 9JF. Both buildings are held by the London Diocesan Fund as Diocesan Authority (formerly known as Custodian Trustee) with the PCC having the role of Managing Trustee, with day to day responsibility for the properties. Commencing on 1st March 2021, St Luke's Hall was leased to Nursery on the Hill (Enfield) Ltd on a 20 year Lease.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

The sums insured for these buildings for buildings and contents cover in insurance policy schedules dated 25 December 2023 are shown in the following table:

Insured by Trinitas Church Insurance Services

| | |
|--------------------------------------|-------------|
| St John's Church | £3,712,500 |
| St Luke's Church | £14,819,000 |
| St John's (Jean Price Memorial) Hall | £209,375 |

Insured by Ecclesiastical Insurance Office

| | |
|-----------------------|------------|
| St Luke's Parish Hall | £4,800,566 |
|-----------------------|------------|

7. Rounding

Any minor summation errors in the tables in this report are due to all numbers having been rounded to the nearest pound with zero decimal places.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

DETAILED ANALYSIS OF RECEIPTS

| | Unrestricted £ | Designated £ | Restricted £ | Total this year £ | Total last year £ |
|---|-------------------|-----------------|-----------------|----------------------|----------------------|
| Receipts | | | | | |
| Voluntary Income | | | | | |
| Stewardship Scheme Gift Aided | 26,525 | — | — | 26,525 | 24,729 |
| Stewardship Scheme not gift aided | 6,701 | — | — | 6,701 | 6,598 |
| Collection Plate Cash | 3,546 | — | — | 3,546 | 3,130 |
| Collections by Contactless giving | 96 | — | — | 96 | — |
| Collection Plate Gift Aid Envelopes | 458 | — | — | 458 | 698 |
| Funeral Collections | 194 | — | — | 194 | 209 |
| Donations to General Fund | 788 | — | — | 788 | 616 |
| Donations & Appeals St Johns | — | — | 141 | 141 | — |
| Donations & Appeals St Lukes | — | 330 | — | 330 | 270 |
| Restricted Purpose Collections Donations | — | — | 2,213 | 2,213 | 1,676 |
| Wedding Donations to PCC | — | — | — | — | 255 |
| Funeral Donations to PCC | 272 | — | — | 272 | 275 |
| Baptism Donations to PCC | 2 | — | — | 2 | 64 |
| Interment of Ashes Donations to PCC | 270 | — | — | 270 | 282 |
| Parish Community groups donations | 12,566 | — | — | 12,566 | 8,395 |
| Grants | 1,275 | — | — | 1,275 | 2,641 |
| Stewardship Scheme Income Tax Refund | 6,747 | — | — | 6,747 | 6,671 |
| Donations to General Fund Tax Refund | 116 | — | — | 116 | 139 |
| Gift Aid Envelopes Tax Refund | 120 | — | — | 120 | 211 |
| Collection Plate Cash Tax Refund GASDS | 948 | — | — | 948 | 799 |
| Donations & Appeals Tax Refund St Johns | — | — | 4 | 4 | — |
| Restricted Purpose Collections Tax Refund | — | — | 49 | 49 | 99 |
| Community Groups Donations Tax Refund | 243 | — | — | 243 | 283 |
| Voluntary Income Totals | 60,867 | 330 | 2,407 | 63,604 | 58,040 |
| Activities for generating funds | | | | | |
| Fetes Bazaars & general fund raising | 8,087 | — | (1) | 8,087 | 8,149 |
| Activities for generating funds Totals | 8,087 | — | (1) | 8,087 | 8,149 |
| Investment Income | | | | | |
| Interest Received | 3,088 | — | — | 3,088 | 874 |
| Investment Income Totals | 3,088 | — | — | 3,088 | 874 |
| Church Activities | | | | | |
| Baptisms PCC Fees | 18 | — | — | 18 | 144 |
| Weddings PCC Fees | 54 | — | — | 54 | 294 |
| Funerals PCC Fees | 302 | — | — | 302 | 282 |
| Interments of Ashes PCC Fees | 347 | — | — | 347 | 624 |
| Sales of Books and Candles etc | 91 | — | — | 91 | — |
| Church Hall Lettings | 27,186 | — | — | 27,186 | 28,624 |
| Church Lettings | 570 | — | — | 570 | 1,292 |
| Church Activities Totals | 28,568 | — | — | 28,568 | 31,260 |
| Other incoming resources | | | | | |
| Miscellaneous Receipts | 29 | — | — | 29 | 93 |
| Other incoming resources Totals | 29 | — | — | 29 | 93 |
| Receipts Grand totals | 100,640 | 330 | 2,406 | 103,377 | 98,415 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

DETAILED ANALYSIS OF EXPENDITURE

| | Unrestricted £ | Designated £ | Restricted £ | Total this year £ | Total last year £ |
|--|-------------------|-----------------|-----------------|----------------------|----------------------|
| Payments | | | | | |
| Church Activities | | | | | |
| Common Fund LDF | 57,500 | — | — | 57,500 | 57,000 |
| Organist, Choirmasters | 4,520 | — | — | 4,520 | 3,000 |
| Visiting Clergy Fees & Expenses | 42 | — | — | 42 | — |
| Maintenance of Vicarage | 425 | — | — | 425 | (293) |
| Vicarage Telephone & Parish Phone Calls | 188 | — | — | 188 | 298 |
| Parish Community groups expenses | 9,190 | — | — | 9,190 | 7,020 |
| Church Insurances | 8,402 | — | — | 8,402 | 8,414 |
| Organ & Piano Tuning & repairs | 1,120 | — | — | 1,120 | 2,884 |
| Church Maintenance & Minor Repairs | 7,383 | — | — | 7,383 | 8,959 |
| Altar & Service Supplies | 447 | — | — | 447 | 281 |
| Childrens Activities incl Bubble Church | 2,360 | — | — | 2,360 | — |
| Church Equipment & Maintenance | 1,480 | — | — | 1,480 | 162 |
| Cleaning materials | 21 | — | — | 21 | — |
| Churchyards and Gardens | 210 | — | — | 210 | 4,210 |
| Printing Postage Stationery Books Soft/w | 2,466 | — | — | 2,466 | 1,553 |
| Licences & Service Charges | 822 | — | — | 822 | 711 |
| Professional fees - legal, architect | 2,089 | — | — | 2,089 | 4,000 |
| Church Lighting & Heating | 11,239 | — | — | 11,239 | 4,433 |
| Church Water Rates | 933 | — | — | 933 | 169 |
| Church Hall Insurance | 458 | — | — | 458 | 461 |
| Church Hall Repairs & Maintenance | 168 | — | — | 168 | 516 |
| Donations Made | 600 | — | — | 600 | 600 |
| Donations from restricted collns & dons | — | — | 2,284 | 2,284 | 1,748 |
| Night Shelter | — | — | 403 | 403 | — |
| Deanery Synod | 20 | — | — | 20 | — |
| Church Activities Totals | 112,082 | — | 2,687 | 114,769 | 106,126 |
| Cost of Generating Funds | | | | | |
| General fundraising costs incl. 100 Club | 1,188 | — | — | 1,187 | 1,542 |
| Cost of Generating Funds Totals | 1,188 | — | — | 1,187 | 1,542 |
| Other Resources Expended | | | | | |
| Miscellaneous Expenses | (4,125) | 4,463 | — | 338 | 210 |
| Other Resources Expended Totals | (4,125) | 4,463 | — | 338 | 210 |
| Payments Grand totals | 109,145 | 4,463 | 2,687 | 116,295 | 107,878 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

E. PCC ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

CONTENTS

| | page |
|---|------|
| Report of Mthr Mitzi James | 11 |
| 1. Aim and Purposes | 13 |
| 2. Vacancy | 13 |
| 3. Objectives and Activities | 13 |
| 4. Achievements and Performance | 14 |
| 5. Financial Review | 20 |
| 6. Reserves Policy | 21 |
| 7. Risk Management | 22 |
| 8. Thank You! | 22 |
| 9. Structure, Governance and Management | 22 |
| 10. Administrative Information | 23 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Report of Mthr Mitzi to the AGM of St John's and St Luke's, Clay Hill

It is good to be here!

I am finalising this report on Friday 19th January and the sun is streaming through the window of my train to Truro. This is the start of my post-Christmas break, and my sister is back in Clay Hill decorating the vicarage. God willing, I will finally be able to occupy the vicarage by the end of this month.

It was so good to spend the Summer and Autumn getting to know you all; visiting you at home and at our local care homes, and especially worshipping with you at the daily office and prayer groups and growing in discipleship and learning with you at the Advent Course and House Group that you have maintained these past couple of years. And how wonderful it was to have our two beautiful churches full over the Christmas period for worship, concerts and nativity plays. My first Clay Hill Christingle was such a joy.

My thanks to the Churchwardens and the members of the PCC for trusting me to lead you as your vicar and so much gratitude to Fr Jeremy and Fr David for taking care of you pastorally and practically during your - too long - interregnum and the first six months of 2023.

This last half year has been full of challenges including the IT failure resulting in the loss of all my emails and contacts and it has not been easy commuting from Tottenham, but this has not overshadowed the many, many blessings that we have been showered with. It is a great privilege to lead a church which has such dedicated and competent church officers and a church family that is clearly very open to the promptings of the Holy Spirit. I am so pleased that Fr Jeremy and Julia have discerned that they would like to remain with us here in Clay Hill and grateful for the love and ministry of Fr David and Bridget Nash. Together, with our pastoral assistant, Michael Mansfield, I feel so privileged to serve alongside such an exceptional Ministry Team.

We are blessed with a dedicated PCC, our Trustees who give up their time and expertise to the stewardship and governance of our church buildings and parish activities.

Our excellent Treasurer, John Wright, has kindly agreed to continue in his role until a successor can be found from our church community. We are so grateful for everything that John does which extends far beyond the role and responsibilities of a church treasurer. He will be an excellent and cheerful mentor for whoever comes forward to take over this role.

Good Churchwardens are the bedrock of a well led church and all three of our churchwardens have shown exceptional kindness and support to me in these first few months of my incumbency.

Ian Buswell continues to be a superb churchwarden with responsibility for St Luke's building; his quiet kindness, prayerfulness, practical skills, attention to detail and careful stewardship of our buildings and resources are great gifts to us.

Marion Berry has held the significant responsibility of caring for the building of St John's building alone and her quiet pastoral care of the vulnerable members of the community, generosity, tenacity in applying for grants to benefit the whole parish, and faithfulness, combined of course with her military background ensures that she runs a very tight, efficient, and orderly ship.

We are delighted that Doreen Addy has agreed to support Ian as our newest Churchwarden to care for St Luke's building and we are grateful for her devout faithfulness, prayers and cheerful kindness, generosity, and willingness to learn all the legal and practical skills, whilst at the same time raising a young family and working full time.

Special thanks must go to Mary Englefield, our Administrator, who has done so much to support Fr Jeremy and the churchwardens during the vacancy and who continues to support me and facilitates the smooth running of our church. So much paperwork is involved in the Church of England and Mary has done all this quietly in the background, as well as taking and dealing with all the parish phone calls ever since Fr Peter moved to his new parish in Buckinghamshire.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

In the gospel of Luke, we hear of Jesus appearing to the disciples on the beach and sharing their breakfast. Like the other appearances of the risen Christ, the disciples don't recognise him immediately, but as they relate with him, they come to see who he is as he draws them closer to God and fullness of life. Whilst the future is likely to be challenging for us with regards to our finances and resourcing everything that we would like to do, when in the history of the church hasn't it been?

With changes in the leadership of the church, rising costs for us all, and the need to cut costs to make the little we have to go further, we must remember that God not only accompanies us, but is with us right in the middle of it all, teaching us new ways to be church and proclaim his Gospel message.

I am so encouraged by the faith of longstanding members of the church and the conversations with new and returning members of our church family and your willingness to give up your time to ensure that the many activities detailed below can take place.

You have all worked so hard to keep our churches going and keeping your hearts and minds fixed on Jesus during challenging times without a parish priest, so let's continue to be of good courage; let's rise, and be on our way together as Confident Disciples in the Parish of Clay Hill – seeking to follow Jesus Christ and share His love with the world.

With the assurance of my prayers,

Mother Mitzi
Vicar

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

1. Aim and Purposes

The Parochial Church Council (PCC) of the Parish of Clay Hill has the responsibility of cooperating with the incumbent in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical within the ecclesiastical parish. The PCC is also responsible for the maintenance of St. John's church, St. Luke's church and St John's Hall.

2. Vacancy

Since July 2021 the parish was in vacancy and since November 2021, Father Jeremy Foot, a non-stipendiary minister, provided stability for the parish. Father David Nash, a retired priest also provided help leading on some of the services.

The Parish Profile was updated and agreed by the PCC at the meeting on 17 November 2022. It was agreed that the position of vicar would be advertised in the Church Times in early January 2023. Four applications were received and all four were interviewed on 28 February 2023. The interview panel consisted of the Bishop of Edmonton, Rob Wickham, the Archdeacon, John Hawkins, the Area Dean, Stephen Gallagher, our Patron, Steve Griffiths, the Vicar of St Andrews Enfield, and three parish representatives, who were Cheryl Graham, Doreen Addy and Peter Livermore.

At the end of the interviews, there was a thoughtful and engaging discussion and the panel all agreed to offer the post to Mthr Mitzi James. We were all delighted when she accepted the role as our next Vicar.

On Sunday 11 June 2023 Mthr Mitzi James was Licenced by the Rt Revd Rob Wickham as vicar of the Parish of Clay Hill St John's and St Luke's church.

3. Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community at Clay Hill. The parish's Mission Action Plan provides the following framework for current and planned activities to achieve this objective:

- In **Worship and Prayer**, we aim that all who participate in the Eucharist will feel that they have been drawn into closer contact with God and that their spiritual journey has been accompanied by a supportive church community.
- In **Teaching and Nurture**, we endeavour to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.
- In **Care and Service**, we endeavour to offer pastoral care in particular to people living in the parish, enter into creative partnerships with the community and other groups and encourage and support individual members of the congregation in the roles of active service that they undertake.
- In **Mission and Outreach**, we endeavour to find creative ways to bring the gospel of Jesus Christ to our parish and to invite people into the life of the Church.

When planning activities, the PCC has considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. To facilitate this work, it is also important that we maintain the fabric of all our parish buildings.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The updated Parish Policy Statement was approved by the PCC and is displayed in both churches and available from the Safeguarding Officer and on our website. The Safeguarding Self Audit and Safeguarding Action Plan were also approved by the PCC. No Safeguarding Issues were raised in 2023 that required reporting to the Charity Commission. The PCC has submitted to the Diocesan Safeguarding Team its response for the Past Cases Review 2 into known historic cases of abuse involving clergy or lay church officers as requested by the Bishop of London.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

4. Achievements and Performance

During the vacancy a single Eucharist service has been held in the parish each Sunday in St Luke's church on the first, third and fifth Sundays and in St John's church on the second and fourth Sundays at the standardised start time of 10.00am. A service of Evening Prayer is presently held on Sunday evenings in St John's church hall and a service with the URC Lancaster Road once a month. This has carried on as Mthr Mitzi was unable to get into the vicarage and had to commute to Enfield. The PCC has discussed the pattern of weekly services and it is hoped that in 2024 once Mthr Mitzi is living in the parish more services will be provided.

4.1. Deanery Synod Report

One member of the PCC sits on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery Synod met three times in 2023. The first meeting in March 2023 was held at Christchurch, Cockfosters, there was a musical devotion for Lent, led by David and Nikki Hooke. There was a summer BBQ in July, which followed the Synod business meeting at St Peter and St Paul's and in November 2023 there was an introduction to the Grow Course by Katy Lysak at St Alphege church. The meetings are open meetings preceded by refreshments and sometimes a Eucharist. In addition to the three usual Synod meetings there were two additional events – in March at St Stephen's church there was Bishop Rob's Farewell Pilgrimage Service for the Deanery and blessing of the Parish of St Mark and St Stephen's Bush Hill Park. In September St Luke's hosted a Deanery Quiet Day "At the Waters of Silence" which was led by Bishop John Ford.

4.2. Worship and Prayer

Festivals: The PCC is keen to offer a range of services that our community find both beneficial and spiritually fulfilling. For example, our evening prayer with discussion on a Sunday evening provides a quiet, intimate, and reflective environment for worship, whilst opportunities are provided for people to engage in our sung Eucharist service on Sunday mornings.

On Palm Sunday we had our usual walk-through Hilly Fields from St John's church to St Luke's church. In St Luke's on Maundy Thursday there was the Last Supper service with foot washing and Good Friday started with Children's Liturgy in the morning, Liturgy in the afternoon and Tenebrae at St John's in the evening. There was a vigil on Easter Eve with the lighting of the Paschal candle in St Luke's and on Easter Day a lovely service in St John's.

In June we held the Patronal Festival of St John the Baptist with the yearly Flower Show in the same weekend. In July we had a special National Bereaved Parents service. In September, St Luke's held the Deanery Quiet Day. We held our annual St Luke's the Evangelist Patronal Festival service in October with our former vicar, the Archdeacon of Hastings, Fr Edward Dowler, who kindly came back to preach at the service. We had a Bring and Share lunch afterwards. That evening to round off the day we had a sung Evensong with our friends from URC Lancaster Road. Also in October we had a wonderful Harvest Festival service with the scouts on parade. The scouts were also very prominent during the Remembrance Sunday service in November. December was a busy month with lots of different services including Advent Lights, Blue Christmas, Nine Lessons and Carols, Christingle, and Christmas Midnight services as well as a Christmas morning service. We were also able to hold a few concerts in St Luke's and St John's churches.

Attendance: The average attendance at Sunday services in St John's church has been approximately 35 adults and six children and in St Luke's church approximately 40 adults and six children. During the year there has been three funerals, two interments of ashes and one Baptism.

Junior/Childrens' Church: Children's Church services have been taking place once a month in St John's church, now on the second Sunday of the month. The half hour service is a wonderful way of introducing our young members to the Christian faith through worship, songs, prayers and activities.

12th Enfield Scout Group: 2023 was an excellent year for the 12th Enfield Scout Group, who are sponsored by the St John & St Luke Parish PCC. The group has very healthy numbers with well over 100 members and a waiting list, comprising of Beavers, Cubs, Scouts and Explorers. The parish sponsorship agreement was agreed by the church PCC and the Scouts.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Monthly church parade attendance has dramatically improved. The aim is for scouts to attend the monthly All-Age services in St Luke's church on the first Sunday of each month, with the exception of school holidays. We have put in a strategy of a yearly update to all leaders and a monthly reminder of church services. The services are similar to the usual parish Eucharist and include Holy Communion, but are aimed at engaging everyone of all ages. Group members are encouraged to take an active part in the readings and other activities. It is worth noting that thanks to the liaison between the parish and the group leaders, the monthly attendance has improved this year. Once again, there was a good number of group members and leaders in attendance at the Remembrance Service in November. The scouts helped with the May Fayre, serving burgers and drinks. There were occasions this year when the Cubs needed to use the church for activities in line with our sponsorship agreement.

Prayer Group: The Prayer Group meets every four weeks in St Luke's Lady Chapel, usually the second Sunday in the month, there is now a core of ten to twelve people. The Prayer Tree is in the middle of our prayer circle. Each meeting starts with a short reflection, followed by a time of prayer starting with the names of people that are in our hearts, then we pray for the world and then our community. Taizé music is played between the sections. Afterwards there is fellowship, with coffee pastries and toast. Very often people respond to the messages from the Parish social media status and request prayers to be said for themselves or their loved ones.

House Group, Lent Course and Advent Bible Study: House groups are an excellent way to help parishioners grow and deepen their faith. Groups would usually meet in people's houses in a relaxed and friendly atmosphere, giving opportunities to develop friendships, worship with other Christians, learn more about the Bible and strengthen their relationship with God. It involves study and discussion of the Bible, worship and prayer. The aim is to inform and encourage one another and share diverse opinions as we discuss what God is saying to us.

The Clay Hill House Group started in May 2016, initially with a monthly evening meeting and developed to both a morning and evening session on a Tuesday each month. Like other church activities, the House Group had to stop with the onset of the Covid pandemic, but it restarted in June 2022, meeting in the Lady Chapel in St Luke's church. It meets on the second Tuesday of the month with an evening session and is usually attended by 10-12 people.

During 2023, the following topics were covered:

- **The Old Testament Book of Joshua** – he was the leader of the Israelite tribes after the death of Moses, conquering Canaan and distributing its lands to the 12 tribes
- **How to evangelise** – looking at what it means to be living the Christian life
- **World religions** – we took a brief look to help us gain an appreciation of other religious traditions
- **Julian of Norwich** – on the 650th anniversary of her first vision, we learned more about her and her spiritual teaching and holy wisdom, and the power of inspirational words in tough times
- **Favourite Bible readings** – what they mean to us
- **Forgiveness** – a sensitive subject and a challenge in extreme circumstances
- **The Archbishop of York's Advent Book - "Stick with Love"** – looking at spiritual inspiration from a wide range of people

Notes from each of the sessions are available from Peter Livermore.

The **Lent course** in 2023 was held on five Monday evenings and used the Church of England's Lent theme: *Dust and Glory: A Lent journey of faith, failure and forgiveness*. It was inspired by the Archbishop of Canterbury's 2023 Lent Book, *Failure: What Jesus said about sin, mistakes and messing stuff up* by Bishop Emma Ineson.

For three Monday evenings during December, the **Advent Bible Study** looked into seven aspects of who Jesus is, based on some prayers used in traditional worship, sometimes called the 'O Antiphons'.

Choir: At the end of 2022 there were six members of the choir. During 2023 the choir gained three new members; Dave Young, Kathy McGovern and Rachel Bindon. Sadly, at the end of the year Stephanie Ratnage left as she moved to Norfolk, she will be missed. We now have a choir of eight, Kathy completed the tasks and singing tests set by the RSCM voice for life training scheme, to be awarded her light blue medal. Laura Marlow from Lancaster Road URC joined our Evensong for St Luke's patronal festival and Nine Lessons and Carols, in addition Martin Legg (LR, URC) and Keith Tucker augmented the choir for our Nine Lessons and Carols. It was lovely to have the full range of

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

parts for the choral items.

The chorister have given generously of their time and worked hard during the year. Learning eleven new anthems, plus six new hymns, which were sung during the distribution of communion. They have led the congregation with an additional six new hymns. Occasionally with an extra run through before the morning service and extensive practices before the evening services. There have been three Sung Services where the choir also learnt additional anthems, including 'The mountains shall bring peace' written especially for the Coronation of King Charles III. The choir has also learnt new music for the Tenebrae service (Good Friday), Advent Lights and ending the year with the Nine Lessons and Carol service, with many complementary comments about the choir.

We are open to new members and usually practice from 7.30pm Wednesday evenings in the Lady Chapel at St Luke's except for the first two weeks after Christmas and the month of August.

4.3. Pastoral Care

St Luke's Mothers' Union: The aim of the Mothers' Union is to demonstrate the Christian faith in action by the transformation of communities worldwide through the nurture of the family in its many forms. In March, Sue Johnson, our London Diocesan President gave a talk on "Moving Forward". She asked the Members to think about what they could do to improve how Mothers' Union could move forward in these difficult times. Member numbers are declining in our branches in the UK, but thankfully increasing overseas. Numbers need to increase to help others both in the UK and abroad. In April Fr. David Nash gave a very informative and interesting talk on the "Golden Age of Hymn Writing". In June the meeting was a visual/talk on Indigo Dying given by Luisa Uribe, a mother from St. John's school. Luisa had studied dying and textile techniques in Japan and produced stunning patterns on fabrics which she sells.

Monica Woods and Joan Young gave an update in August on the work of Bridge of Hope Children's Ministry charity £48 in donations were received plus £6 for Monica Wood's cards. Also, in August a Eucharistic service was held in St John's church commemorating the beheading of St John the Baptist. Doreen Addy was sworn in as a member of the Mothers' Union in the service by Mthr Mitzi. Doreen joined the Mothers' Union just before the pandemic, but due to Fr Peter leaving and the vacancy she was not sworn in earlier.

In December a special service was held, arranged by Valerie Budd, Looking Forward to Christmas entitled "A lowly birth and courageous women". It was meant to be held in 2022 but due to bad weather it was unable to go ahead, it was well worth waiting for!

Sanctuary Course: Clay Hill and St Mary Magdalene parishes jointly ran the 8-session Sanctuary Course from 18 September to 12 November, which was attended by about 15 people, including 6 from Clay Hill.

The course is aimed at showing how a church can become a sanctuary - a place where individuals living with mental health challenges can feel welcome, safe, supported, and have a sense of belonging. Each session explored key mental health topics and examined meaningful ways to offer companionship, support recovery, and promote wellbeing.

One of the key messages from the course is that there are numerous mental health challenges, but it is not for us to try and diagnose or cure people – that is for the professionals. Our main role is to listen and support people.

It is important, of course, to share the lessons learnt from the course, so others in our churches can be better equipped to help people. There is a lot of material in the course, but a summary of the key themes and issues will be produced. For more information you can visit the **Sanctuary website:** <https://sanctuarymentalhealth.org/sanctuary-course/>

Warm Welcome Hub/Place of Welcome: The Warm Welcome space, which opens in St Luke's on Monday mornings from 10.00 to 12.00, started in November 2021 in response to helping our local community during the cost-of-living crisis. Clay Hill is one of over 7000 community organisations registered with the Warm Welcome Campaign that have opened free, warm, welcoming spaces for the public during Winter across the UK.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Ideally, it should be a joined-up approach, so a network of warm places could be provided for the local community to come to. We approached other churches in the area and St Mary Magdalene's also have a warm welcome space on Wednesday afternoons.

There are hot drinks and cakes and activities such as boardgames, and everyone in the local community is welcome. It is popular and about a dozen people come each week.

The national warm welcome campaign was a reaction to the massive increase in energy costs, encouraging churches and other community organisations to provide warm spaces for people struggling to keep themselves warm. Although not many have been coming for this purpose, it has become a friendship group, where people are enjoying the company and conversations with each other.

Although many warm welcome spaces closed during the Spring and Summer months with warmer weather, we could see that for our local community it is not just for Winter and there is clearly a need to continue and develop further what we are doing in Clay Hill.

In the Spring we registered with the Places of Welcome Network, which currently has over 700 across the UK. Places of Welcome is a growing network of local community groups providing their neighbourhoods with places where all people feel safe to connect, belong and contribute. They are run by local community groups who want everyone in their neighbourhood to have a place to go for a friendly face, a cup of tea and a conversation if, and when, they need it.

During the Summer holiday, we held a children's summer play session and, during the Autumn half-term, a children's crafting and soft play session. They were both very popular with about 50 children and 50 adults coming and they expressed delight that such a warm and welcoming community facility was provided. For more information you can visit the **Warm Welcome website:** <https://www.warmwelcome.uk/> and <https://www.placesofwelcome.org.uk/>

Enfield Churches Debt Centre: Enfield Churches Debt Centre (ECDC) has combined with Vineyard Church operating under the banner of Christians Against Poverty, Enfield. This enables the workers – Davina and Nicky - wider scope in engaging with debt clients and core organisations as well as promoting the work through events and the newsletter. There will be opportunities for individuals to volunteer as befrienders. ECDC will continue to provide support, governance, management, running courses and helping with fundraising essential for future development. Of the 300 plus churches in the borough only 13 regularly provide financial support of any kind. Please continue to pray for this vital work and ministry in the borough.

North Enfield Food Bank: Gifts of non-perishable goods presented at the Harvest Festival on 1 October 2023 were given to the North Enfield Food Bank.

Restorative Chair Yoga Group: The Restorative Yoga Group is very popular, and numbers are increasing, which is good news and if everyone attended there wouldn't be enough yoga mats! Members are very supportive in the church fundraising events and now they fill in the yellow envelopes each week for gift aid. Eliza is an excellent teacher with a lovely sense of humour appreciated by all.

Clay Hill Singers: Clay Hill Singers continues to be a popular part of Clay Hill Parish activities. Under the expert direction of Claire Stogden, the group attracts between fifty and sixty members each week and new members continue to join.

We are particularly pleased to welcome a group from a special needs centre in Edmonton who really enjoy their morning sing. It is a pleasure for us to have them and so extend our fellowship to a wider community. We continue to ask for a donation of £5 per session, which most are happy to pay, although of course, this is not a compulsory payment. We feel that this contribution is a sufficient amount to be asked for a present and should not be raised in the near future.

Many of our members say that Clay Hill Singers is a very important part of their week and would miss their musical sessions greatly if the meetings discontinued. It is good to know that our group, although not attaining pre-Covid numbers, is still such a valued community event.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Social Activities: In May there was a special Coronation Day service followed by a bring and share lunch. Also in May we had the May Fayre followed by the annual Flower show in June, which was kindly opened by the Archdeacon, John Hawkins. The long-awaited Quiz took place in November. We also had a very successful Christmas raffle. We were kindly sponsored by Atkinsons Residential with advertising boards.

Social Media:- The Parish has been actively using Facebook since October 2017 and X/Twitter since January 2018. It is a good way of communicating to the wider community and they are free accounts. We can share our information as well as finding out about what is happening either within our community or further afield. Our Facebook is: @clayhillparish, our X/Twitter is: @ClayHillParish

On X/Twitter we are following 170 people – these include many clergy and Bishops – such as Bishop Sarah, Dr Julie Gittoes, St Barnabas Bethnal Green, the London Diocese, Warm Welcome UK and local clergy. Some follow us back. We have 258 followers, many are clergy some local, some from London and some from further afield. We Tweet and retweet and these can be seen on our website. When Bishop Rob was the Bishop of Edmonton, we would retweet his Tweets and like them, he also did the same to us. Twitter has a wider range of audience. We have gained a few more followers since Mthr Mitzi has been with us. We had 589 views from our Tweet just after the Induction service, and someone else's Tweet that evening was viewed 4,294 times. Our Tweet on Easter Day to give the good news that Mthr Mitzi was going to be our vicar was viewed 5,739 times and liked 76 times it was retweeted 10 times with 40 visits to our Profile. Our Tweet just before Mitzi's Induction Service was liked 61 times, retweeted 14 times, viewed 3,013 times and 25 visits to our Profile.

We have 430 followers on our Parish Facebook, these followers are mostly in the local community, such as people in our parish, local businesses, people from other local churches and people who have moved away and can't come to our church. Apart from our own posts we like and share posts from others such as North Enfield Foodbank, The Trussell Trust, Four Hills Music and local charities. Our Facebook and Tweets are mainly about services and events that we have coming up or good news.

Every day during Advent knitted Mary, Joseph and the Donkey were posted going around the parish (and a little further afield in Enfield). It was very popular with hundreds of views and many retweets, likes and comments.

We have a website: clayhillparish.org.uk, which is administrated by Roy Tungatt, Clay Hill Parish E-Newsletter and we also have a church WhatsApp.

4.4. Mission and Evangelism

Soup Lunches: Our monthly soup lunches are held in the Jean Price Hall on the first Wednesday of each month (except in August) and on average we have about 13 people attending. The soup is prepared by four of our church members and each take it in turn to prepare the soup. The money raised goes to the various charities that our Parish supports: BOHCM, Enfield Debt Centre, Mothers' Union, Noah's Ark Children's Hospice and the Church Urban Fund. The amount raised in 2023 was £835. It is an enjoyable time of fellowship together; all are welcome to attend.

Bridge of Hope Childrens' Mission (BOHCM): BOHCM is a Christian charity, it was founded in 2008 and is situated in Rukungiri, which is in the Southwest of Uganda.

A child sponsorship programmed was started, where individuals in the UK can sponsor a child. This programme now supports 145 children living in the local community. Two homes were built and in 2011 they opened for orphaned and abandoned children. There was not a good local school and therefore the first school nursery classroom was built. Over 450 children now attend the school and as well as the three nursery classrooms there are now seven primary classes. All the teachers and support staff are local Ugandan people. The children are taught English, which is Uganda's national language, alongside their local spoken language. St John's primary school in Enfield, our own Church school, sponsored two children from a young age and after finishing their education in the BOHCM school they chose to go on to vocational training. The young man is now a qualified carpenter and the young girl finished her vocational training and is working in tailoring, both enjoy their work and help to support their families.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Other projects that have been set up by BOHCM are the building of protected springs, which provide clean water for local communities; Holiday Bible Clubs are held during the school holidays with approximately 500 children attending; A Youth Sports Development programme; building projects such as erecting new homes; latrines, kitchens, providing new roofs; and also medical care.

A group visits Uganda twice a year and it is always wonderful to see how the lives of families and children can be changed once they are given help and hope for the future. None of the above would have been possible without God's guidance and the support of all our sponsors, supporters and local churches and we continually to thank God for this.

Children's Society: This year we were able to hold our annual Christingle Service in St Luke's church on Christmas Eve, which was attended by about 400 people, donations were collected in aid of the Children's Society.

Church Urban Fund: The parish regularly supports the Church Urban Fund with money raised at Soup Lunches as well as donations for a Parish Christmas Card which, this year, raised a total of £147.

4.5. Links with Local Schools

St John's Church of England Primary School: St. John's Primary School is the smallest school in Enfield with 102 pupils from a wide range of socio-economic backgrounds arranged in four vertically grouped classes. All staff work hard to ensure that the children are kept safe so that they have the best possible learning environment. The breakfast and after-school clubs have been successful with a very high uptake and the Breakfast Club has been very well attended. All school meals are now free to all pupils in line with government policy. In the second half of the year, the school was able to hold Harvest, Remembrance, Carol services and End of Term services in St John's church, they were facilitated by the church wardens and volunteers from the church.

The school has had a very successful health and safety and safeguarding inspection achieving a GOOD standard, which is a fantastic outcome and a credit to the head and teaching staff and reflects their hard work. There has been an increase in applications for this year's intake, which is excellent. Paul Bates has been asked as a representative of the PCC to be part of the admissions team and is the Lay lead for Health and Safety and Safeguarding and was Father Christmas again this year, which he thoroughly enjoyed. Paul and Michael Mansfield have been attending the school on a regular basis. Mthr Mitzi is now part of the Governors team and has been attending the assemblies at St Johns school since becoming Vicar. The school has sponsored Issy Bates, teaching assistant, to go to Uganda, to visit Bridge Of Hope Children's Ministry with the team. The children from Uganda will write to the children from St Johns and become pen pals and with the new technology they are attempting to conduct some on-line assemblies, Wi-Fi permitting. This is a wonderful Missionary activity and the Bridge of Hope team do a wonderful job.

Wren Academy Enfield: The Wren Academy Enfield secondary school opened in 2020, and now has students in Years 7-10 located on the Chase Farm Hospital site, which is within the boundaries of Clay Hill parish. It is planned that a new year group will be added each year until full capacity is reached in 2027 with over 1200 students. The school is sponsored by the London Diocesan Board for Schools. The school chaplain is keen to build closer links with our Parish and Mthr Mitzi has been to meet the Headteacher, tour the school, attend assembly and also attended the weekly chapel group.

4.6. Ecumenical Relationships

We join with the congregation of Lancaster Road URC for services of Evening Prayer, normally on the third Sunday of each month.

4.7. Buildings

St John's Church and Hall

St. Johns Church displayed its decorated splendour over the Christmas period; when the entrance porch was transformed into a stable. There is now a 'Thomas the Tank' play box for the children, which had over 30 donated new soft toys for the children to take home on Christmas day. St. Johns School continues to use the church for their services, RE Lessons and concerts.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

There was a Fire Drill on 26 February with the time of two minutes. Annual Precision and Safety checks, Vulcana's gas radiators were serviced. Tarquin Wiggins carried out Spring/Winter tuning and repaired a leak in the bellows of the organ. The ant problem was resolved in the organ loft. There was the Annual gutter clearance on 3 March and the piano was tuned. The steeplejack repaired the storm damage fletcher and carried out some high-level lime mortar repointing; leaf clearance of the vestry flat roof and a small repair to the chancel ceiling where the plaster board had begun to flake; repaired the cracked capping stone over the front porch a specialist bonding material. We were able to get new 'head mics' to replace the older 'collar mics'. A structural survey was paid for by two donations and the drawings and specifications were received at the end of December 2023. They took far longer than expected as the survey was originally requested in November 2022, but not carried out till 18 January 2023. The recommended repair company's quote £4,428.11 plus VAT for which PCC approval is required.

Further restoration work to the organ has been identified. The DAC's organ advisor John Norman, John Wright and Nathan Hulse attended St John's on 5 September to inspect the organ. He also recommended restorers who were invited to inspect and provide quotes. Reports were received from Tarquin Wiggins and Manders, but Bishops & Sons was delayed till January 2024. The Archdeacon will be provided with the three quotes for his decision as to whether we need a Letter B or a Faculty. The National Churches Trust were contacted regarding a grant and they kindly said they would assist with an application.

Tree surgeons worked on the two diseased oak trees in the grounds in December 2022. This took longer than expected due to snowy weather and road accidents, therefore it could not be completed until 28 January 2023. Thankfully a seat was carved out from the largest section of the 350-year-old tree, which continues to serve in the parish in a new way.

Unfortunately, in March, both sheds were broken into, however nothing was stolen. The dedicated team continue to maintain the grounds to the high standard everyone enjoys, including the Annual Flower Show preparation in June opened by the Archdeacon, with generous plant donations from local plant nurseries. The weather gave mixed results, but the vegetable beds still provided a good yield for donations to the parish 'general funds'. We successfully grew a good crop of potatoes, garlic, runner beans, four varieties of courgettes, peas, curly kale, onions and tomatoes. We were donated a two-tier cold frame, vegetable trug by Stephanie and Graham Ratnage.

The hall is used weekly for the Lent Soup Lunches which were well attended. A fund-raising concert on behalf of BOHCM was held in St John's church and provided absolutely beautiful music and continued to demonstrate the excellent acoustics for seasonal musical services and events. St John's school continue to use the Church for their services. The Right Start Nursery hired both the church and hall for their Carol Singing. Continued grateful thanks go to Joan and Dave Young, Cheryl Graham and Paul Wallace for all their help throughout the year.

St Luke's Church and Hall

Work carried out in the church during the year related mainly to routine inspections and maintenance. In November our inspecting architect, Daniel Benson, produced a proposal for progressing the outstanding quinquennial repairs for consideration by the PCC. There is regular maintenance to the grounds, including grass cutting, hedge and shrub pruning. Nursery on the Hill is now responsible for the maintenance of the hall building and our annual inspection showed it to be in good order.

5. Financial Review

5.1. Finance

In 2023, the parish incurred a deficit in general operating income and expenditure of £12,968 compared to a deficit of £9,759 in 2022 and the budgeted deficit of approximately £12,700.

However, despite forecasting a deficit, the PCC agreed to slightly increase its Common Fund contribution to the Diocese for 2023 to £57,500, equivalent to 100.4% of the Parish Ministry Cost component of the Parish Standard Cost. The PCC has also agreed to maintain its Common Fund contribution for 2024 to £57,500.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Until the institution of the Rev Mitzi James, on 11 June, the parish was in a vacancy during which all Diocese fees for occasional services and ministry-related costs were recorded in a Sequestration Account. A claim was submitted to the Diocese for the whole of the vacancy period and the settlement was used to clear the balance of the account.

Operating income increased by 4.4% compared to 2022 and a number of the parish's sources of income were higher than in 2022. Stewardship receipts including Gift Aid increased by 5.2% and Sunday collections were 6.8% up and are now enhanced by the facility to make payments by card. Donations and fund-raising increased by 6% and deposit account interest almost quadrupled due to improved interest rates. Donations from both Community Groups – Clay Hill Singers and Yoga increased and included additional income from gift aided donations by some Singers and Yoga group members with the overall surplus almost tripling.

However, receipts from baptisms, weddings, funerals and interments of ashes were just 60% compared to 2022 due to the dwindling number of funerals and interments of ashes and no weddings. Apart from the regular rent from Nursery on the Hill from the long-term lease for St Luke's Hall, receipts for events in both churches and St John's Hall were almost half that in 2022.

Operating expenditure increased by 7.0% compared to 2022, the biggest element being the cost of gas, electricity and water which was up 260%. A notable new area of expenditure was for Childrens Church activities which included the set-up costs for Bubble Church. The parish also incurred one-off costs for advertising for and the institution of our new vicar. The cost of church organists increased by 50% due to applying a fee that is more comparable with the marketplace. Apart from this, there were no significant or one-off items of expenditure as most followed the pattern of recent years.

5.2. St Luke's Hall Lease

Since 1 March 2021, St Luke's Hall has been leased to with Nursery on the Hill (Enfield) Ltd (NOTH), a pre-school nursery, under a repairing 20-year lease. The agreed annual rent for the first five years has been discounted by just under 50% to reflect NOTH's significant investment in refurbishing the building. At the end of that period, the rent will be reviewed to the full market value. In the meantime, the lease provides the parish with a dependable long-term regular income without the responsibility for maintaining the building or managing bookings.

5.3. Stewardship

In 2023 the forecast was £40,375 including recoverable Gift Aid, though there was a small reduction due to the sad loss of one of the members. There were no new additions during the year, although now we have Mthr Mitzi to guide us there are clearly new people arriving so the hope is they will be able to boost this important income for the parish to maintain our buildings and develop her plans for the parish.

5.4. Pattie Skeates Legacy

In 2019, the parish was advised that the late Pattie Skeates, a former member of St John's congregation, had bequeathed to St John's church her estate in South Africa, including the proceeds of assets and fixed property after sale. The PCC instructed the firm of Lewis Silkin LLP and through them the firm of Legacy Fiduciary Services and Estate Planners SA (LFSEP) to act as its agents to represent the PCC's interest in South Africa and to authorise them to make enquiries about the estate and administration. With the approval of the PCC, LFSEP appointed an independent executor to deal with the estate. The solicitors in London and South Africa and the Executrix have continued with the legal formalities throughout the year to finalise the estate. The sale of the property was completed on 23 May 2023, however debts on the property have to be settled and that the executor is presently dealing with outstanding fees and taxes, it is hoped to receive details and transfer of funds in the first few months of 2024.

6. Reserves Policy

It is the policy of this parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to approximately £25,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Both churches had Quinquennial inspections in January 2020 and after completion of repairs to some of the most urgent items in both churches, a complete schedule of repair work is being updated. The parish has reserved £25,000 for this ongoing work, the sum to be reviewed as more detailed assessments of the areas identified for repair are obtained.

St Luke's church half share of the proceeds of the sale of Hawthorn Grove Hall in 2008 was set aside in a designated fund for improvements to St Luke's church and Hall, some of which has been used for refurbishment of St Luke's church refectory and emergency repairs to St Luke's church ceiling.

It is our policy to invest as much as possible of the parish's funds with the CCLA CBF Church of England Deposit Fund where 65% of total funds were invested at the end of 2023.

7. Risk Management

The following is a summary of the risks faced by the parish and the PCC.

- **Aging Congregation:** There is a risk that congregation numbers will gradually fall as we have an aging congregation and difficulty in engaging with younger people.
- **Difficulty in finding new Officers and Volunteers:** Most parish officers have historically been drawn from a core of committed but aging volunteers. As people have had to retire, it has been difficult to find replacements with suitable skills. There is a risk that a notable shortage of volunteers could restrict the capacity to undertake future fund raising and other activities.
- **No succession Planning:** There is no succession planning with the risk that as officers have to retire, their knowledge and experience will be lost.
- **Finances:** Tripled energy costs and falling stewardship contributions which resulted in a deficit of around £13,000 in 2023 and forecasted deficit of around £11,000 in 2024 risks limiting the scope of the PCC to undertake Quinquennial survey or emergency repair work.
- **Stewardship:** Over half of the pledged Stewardship giving of £33,000 is by just six elderly members, therefore there is a risk that Stewardship giving could be quickly and severely impacted should one or more of these members pass away.

8. Thank You!

A very big thank you to Father Jeremy who has been kept us on an even path whilst we were in vacancy, we felt very lucky to have his help. We are very grateful that Father Jeremy has remained with our Parish. Thanks also to Father David for his constant support. We are delighted that Mthr Mitzi has joined us.

We would like to thank all the Volunteers who work so hard to make our parish the lively community that it is, in particular we would like to thank our Church Wardens - Ian Buswell, Doreen Addy and Marion Berry who have worked so tirelessly on our behalf and John Wright, our Treasurer, who has helped us all to understand the parish accounts and its finances. Many thanks to the Choir and to Nathan Hulse, the Choir Master. Thank you to all the PCC members who have donated their time and energy.

9. Structure, Governance and Management

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and registered with the Charity Commission as charity number 1151418.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, the Lay Reader and the Authorised Pastoral Assistant, all of whom are automatically *ex officio* members. The parish Electoral Roll was revised in February 2023 and at the end of 2023 had a membership of 117. This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

At the Annual Meeting on 6 April 2008, it was agreed that the Churchwardens' Measure that "*a person may not serve longer than six years as a churchwarden*" shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year. This decision was reviewed in 2017 and again in 2023. It will be reviewed again in 2024.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. The Annual Meeting (APCM) was held on 6 March 2023 and the full PCC met on five occasions.

The Standing Committee of the PCC met three times in the year with one Extraordinary meeting, The PCC has one sub-committee responsible for the management of the Parish buildings. There are also less formal groups responsible for the organisation of Social Events and Fund Raising.

10. Administrative Information

The Parish of St John and St Luke is situated in Clay Hill, Enfield, Middlesex and is part of the Diocese of London within the Church of England. The correspondence address is the vicarage at 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418. The parish website is www.clayhillparish.org.uk, Facebook: @clayhillparish and Twitter: @ClayHillParish.

The parish has two churches - St John's Church located in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Church located in Phipps Hatch Lane, Enfield, Middlesex EN2 0HL. The parish has two halls: The Jean Price Memorial Hall (St John's Hall) in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Hall at 37 Morley Hill, Enfield, Middlesex EN2 0BL which is vested in the Trustees of the Bishop of London's Fund.

The people listed below served on the PCC during 2023, (S) indicating membership of the Standing Committee. These people are also considered to be the Trustees of the PCC as a charity.

Ex Officio members:

| | |
|---------------------|--|
| (S) Rev Mizti James | Vicar |
| (S) Rev Jeremy Foot | Licenced Curate |
| Michael Mansfield | Authorised Pastoral Assistant |
| (S) Marion Berry | Churchwarden at St. John's |
| (S) Ian Buswell | Churchwarden at St. Luke's |
| (S) Doreen Addy | Churchwarden at St. Luke's |
| (S) Mary Englefield | Deanery Synod Representative and Parish Administrator |

Elected Members:

| | | |
|-----------------------|-----------------------------|-----------------|
| Paul Bates | Lay Vice-Chairman | |
| Katherine Gough | | up to APCM 2023 |
| Cheryl Graham | Church Safeguarding Officer | |
| Peter Livermore | | |
| (S) Heather Livermore | PCC Secretary | |
| Elaine Plumb | | |
| Annie Tucker | | from APCM 2023 |
| John Rhatigan | Contracts/Leasing Officer | up to APCM 2023 |
| Sarah Smith | | up to APCM 2023 |
| Jack Williams | | |
| (S) John Wright | Treasurer | |
| Joan Young | | from APCM 2023 |
| Anita Wyatt | | up to APCM 2023 |

Accounts

ST JOHN & ST LUKE

CLAY HILL

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
SAINT JOHN THE BAPTIST AND SAINT LUKE THE EVANGELIST,
CLAY HILL, ENFIELD**

Registered Charity number 1151418

**FINANCIAL STATEMENTS AND ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

CONTENTS

| | page |
|--|------|
| A. Independent Examiner's Report | 2 |
| B. Receipts and Payments Accounts | 3 |
| C. Statement of Assets and Liabilities | 4 |
| D. Notes to the Financial Statements | 5 |
| E. PCC Annual Report for 2022 | 10 |

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

A. INDEPENDENT EXAMINER'S REPORT

**To the Members of the Parochial Church Council (PCC) of the Parish of St John and St Luke,
Clay Hill, Enfield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022, which are set out on pages 3 to 9.

Responsibilities of the PCC and the Independent Examiner and basis of the report

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

I report in respect of my examination of the 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 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 respect of the charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records

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



Roger J Seaton FCA
23 Greenhill Park
Barnet, Herts
EN5 1HQ

Dated 27 February 2023

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

B. RECEIPTS AND PAYMENTS ACCOUNTS

| | Unrestricted funds £ | Designated funds £ | Restricted funds £ | Total funds £ | Prior year total funds £ |
|---|-------------------------|-----------------------|-----------------------|------------------|-----------------------------|
| Receipts | | | | | |
| Voluntary Income | | | | | |
| Planned giving | 31,327 | — | — | 31,327 | 34,678 |
| Collections at services | 4,038 | — | — | 4,038 | 3,597 |
| All other giving/voluntary | 12,528 | 270 | 1,676 | 14,474 | 24,192 |
| Gift Aid recovered | 8,102 | — | 99 | 8,201 | 8,635 |
| Activities for generating funds | 8,149 | — | — | 8,149 | 6,150 |
| Investment Income | 874 | — | — | 874 | 36 |
| Church Activities | 31,260 | — | — | 31,260 | 34,436 |
| Other incoming resources | 93 | — | — | 93 | 19 |
| Total receipts | 96,371 | 270 | 1,775 | 98,415 | 111,743 |
| Payments | | | | | |
| Church Activities | | | | | |
| Common Fund | 57,000 | — | — | 57,000 | 57,000 |
| Clergy & Staffing Costs | 3,005 | — | — | 3,005 | 3,612 |
| Church Running Expenses | 40,799 | 1,997 | — | 42,796 | 28,713 |
| Hall Running Costs | 977 | — | — | 977 | (763) |
| Church Major Repairs & Improv | — | — | — | — | 4,513 |
| Mission Giving and Donations | 600 | — | 1,748 | 2,348 | 3,180 |
| Cost of Generating Funds | 1,542 | — | — | 1,542 | 1,022 |
| Other Resources Expended | 210 | — | — | 210 | 172 |
| Total payments | 104,133 | 1,997 | 1,748 | 107,878 | 97,449 |
| Excess of receipts over payments | (7,762) | (1,727) | 27 | (9,463) | 14,294 |
| Reconciliation of funds | | | | | |
| All assets at 01 January 2022 | 78,020 | 50,348 | 1,378 | 129,746 | 115,452 |
| All assets at 31 December 2022 | 70,258 | 48,621 | 1,404 | 120,283 | 129,746 |

Detailed analyses of both receipts and payments are contained on pages 8 and 9 of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
 FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

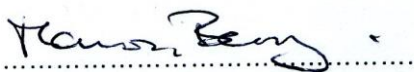
C. STATEMENT OF ASSETS AND LIABILITIES

| Class and nominal code | General £ | Designated £ | Restricted £ | Total £ | Last year £ |
|--|---------------|---------------|--------------|----------------|----------------|
| Current assets - Cash at bank and in hand | | | | | |
| CA002 : PCC Metro CurrentAccount | 52,702 | — | — | 52,702 | 63,131 |
| CA004 : COIF Deposit Account | 17,556 | 48,621 | 1,111 | 67,288 | 66,414 |
| Total | 70,258 | 48,621 | 1,111 | 119,990 | 129,546 |
| Liabilities - Agency accounts | | | | | |
| 6699 : Agency collections | — | — | (293) | (293) | (201) |
| Total | — | — | (293) | (293) | (201) |
| Net total assets | 70,258 | 48,621 | 1,404 | 120,283 | 129,746 |

Approved by the Parochial Church Council and signed on its behalf by:



Mr. Paul Bates
 (Lay Vice Chairman)



Mrs Marion Berry
 (Churchwarden & lay member of the PCC)

Dated: 2 February 2023

The notes on the following pages form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

D. NOTES TO THE FINANCIAL STATEMENTS

1. Basis of Financial Statements

The financial statements have been prepared on a receipts and payments basis under with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005). The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

2. Funds

Unrestricted or General Fund are funds available to be spent on the PCC's general purposes.

Designated Funds are general funds set aside by the PCC for particular use in the future for administrative purposes only. However, they remain unrestricted and the PCC may re-designate part of all of these funds for other purposes. During 2022, three Designated Funds were operated - for Improvements to St Luke's Church, for Improvements to St John's Church and Hall and for Legacies.

Restricted Funds comprise revenue, donations or grants for a specific PCC activity intended by the donor. During 2022, two Restricted Funds were operated, for Collections and Gifts with Restricted Purposes and for St Luke's Night Shelter.

| Fund | Fund Balances | Incoming | Outgoing | Fund balances |
|--|-------------------|---------------|----------------|-------------------|
| | Brought forward £ | Resources £ | Resources £ | Carried forward £ |
| General - General fund | 78,020 | 96,371 | 104,133 | 70,258 |
| StJohnsDes - Designated St Johns Church & Hall | 45 | — | — | 45 |
| StLukesDes - Designated St Lukes Church & Hall | 45,840 | 270 | 1,997 | 44,113 |
| SpecColl - Restricted Special Collections | 975 | 1,775 | 1,748 | 1,001 |
| NightShelt - Restricted Night Shelter | 403 | — | — | 403 |
| StJohnsRes - Restricted St Johns Church projects | — | — | — | — |
| Legacies - Legacies | 4,463 | — | — | 4,463 |
| Totals | 129,746 | 98,415 | 107,878 | 120,283 |

In addition, all fees received from third parties for, and then paid to, organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance were accounted as Agency. These transactions were not included in the parish accounts as the PCC merely acted as a conduit of the fees. This Agency account had a zero balance at the end of 2022.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

3. Sequestration Agency Account

The vacancy in the parish commenced on 12th July 2021 when the former vicar, Rev Peter Godden, was instituted to a new living. The accounting policy adopted for Sequestration accounting is based on the advice received from Theresa Moses, Diocesan Financial Advisor.

During the vacancy, the following financial transactions are collected in a Sequestration Agency Account:

- Diocesan Fees received for occasional services (Weddings, Funerals and Interments of Ashes)
- Fees paid to retired clergy for Sunday, weekday and occasional services and all expenses claimed by any visiting clergy
- Vicarage Expenses - costs incurred in maintaining the vacant vicarage including gas, electricity, telephone and minor repairs, excepting during any period when the vicarage is occupied by a tenant installed by the Diocese on a short-term tenancy when all costs apart from the telephone line will be paid by the Diocese.

The Sequestration Agency Account had a non-zero balance at both the beginning and end of 2022. At the end of the vacancy, a claim will be prepared and submitted to the Diocese for the whole of the vacancy period and the settlement will be used to clear the balance of the Sequestration Agency Account.

4. Staff Costs and Payments to PCC Members

PCC members are considered the key management personnel of the church. Some members of the choir and one organist were also members of the PCC. They withdrew from all discussions by the PCC about the services they provided and did not participate in any vote by the PCC related to those matters.

No remuneration was paid directly to key management personnel other than detailed below, although the church contributes to the Diocesan Common Fund. The Vicar, who has overall responsibility for promoting the whole mission of the church, is remunerated directly by the Diocese.

The financial interests of the Vicar and other PCC members were limited to reimbursement for minor operational expenditure including materials for minor repairs or improvements, postage, stationery, communion wine and candles. Reimbursements were made after receipt of signed claim forms detailing the expenses with original receipts. All identifiable expenditure including stationery, postage and phone calls were coded to the appropriate heading.

All fees received from third parties for and then paid to organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance have been accounted as Agency. None of these people received £5,000 per annum or more. The organists at St Luke's church and St John's church provided services to the PCC as self-employed contractors and invoiced the PCC monthly in arrears for the services provided.

Income from donations includes £8,346 received from PCC members.

5. Receipts

All receipts are recognised when they are received. VAT reclaimed under the Listed Places of Worship Scheme and refunds from the Diocese for water and local authority garden waste bins used by the tenant of the vicarage were offset against corresponding payments. All other receipts are accounted for gross.

6. Parish Halls

The parish operates two halls - St Luke's Hall, located in Morley Hill, Enfield, Middlesex, EN2 0BL and St John's (Jean Price Memorial) Hall, in Strayfield Road, Enfield, Middlesex, EN2 9JF. Both buildings are held by the London Diocesan Fund as Diocesan Authority (formerly known as Custodian Trustee) with the PCC having the role of Managing Trustee, with day to day responsibility for the properties. Commencing on 1st March 2021, St Luke's Hall was leased to Nursery on the Hill (Enfield) Ltd on a 20-year Lease.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

The sums insured for these buildings for buildings and contents by the Ecclesiastical Insurance Office in insurance policy schedules dated 25 December 2022 are shown in the following table:

| | |
|--------------------------------------|-------------|
| St Luke's Church | £16,620,000 |
| St Luke's Parish Hall | £4,661,475 |
| St John's Church | £6,650,000 |
| St John's (Jean Price Memorial) Hall | £3,330,000 |

7. Rounding

Any minor summation errors in the tables in this report are due to all numbers having been rounded to the nearest pound with zero decimal places.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

DETAILED ANALYSIS OF RECEIPTS

| | Unrestricted £ | Designated £ | Restricted £ | Total | |
|---|----------------|--------------|--------------|---------------|----------------|
| | | | | This year £ | Last year £ |
| Receipts | | | | | |
| Voluntary Income | | | | | |
| Stewardship Scheme Gift Aided | 24,729 | — | — | 24,729 | 27,914 |
| Stewardship Scheme not gift aided | 6,598 | — | — | 6,598 | 6,764 |
| Collection Plate Cash | 3,130 | — | — | 3,130 | 1,558 |
| Collection Plate Gift Aid Envelopes | 698 | — | — | 698 | 1,017 |
| Wedding Collections | — | — | — | — | 93 |
| Funeral Collections | 209 | — | — | 209 | 557 |
| Baptism Collections | — | — | — | — | 372 |
| Donations to General Fund | 616 | — | — | 616 | 2,433 |
| Donations & Appeals St Johns | — | — | — | — | 2,250 |
| Donations & Appeals St Lukes | — | 270 | — | 270 | 1,758 |
| Restricted Purpose Collections Donations | — | — | 1,676 | 1,676 | 3,011 |
| Wedding Donations to PCC | 255 | — | — | 255 | 254 |
| Funeral Donations to PCC | 275 | — | — | 275 | 1,876 |
| Baptism Donations to PCC | 64 | — | — | 64 | — |
| Interment of Ashes Donations to PCC | 282 | — | — | 282 | 350 |
| Parish Community groups donations | 8,395 | — | — | 8,395 | 2,260 |
| Grants (Restricted Funds) | — | — | — | — | 10,000 |
| Grants | 2,641 | — | — | 2,641 | — |
| Stewardship Scheme Income Tax Refund | 6,671 | — | — | 6,671 | 6,829 |
| Donations to General Fund Tax Refund | 139 | — | — | 139 | 375 |
| Gift Aid Envelopes Tax Refund | 211 | — | — | 211 | 214 |
| Collection Plate Cash Tax Refund GASDS | 799 | — | — | 799 | 315 |
| Donations & Appeals Tax Refund St Johns | — | — | — | — | 96 |
| Donations & Appeals Tax Refund St Lukes | — | — | — | — | 402 |
| Restricted Purpose Collections Tax Refnd | — | — | 99 | 99 | 404 |
| Community Groups Donations Tax Refund | 283 | — | — | 283 | — |
| Voluntary Income Totals | 55,995 | 270 | 1,775 | 58,040 | 71,102 |
| Activities for generating funds | | | | | |
| Fetes Bazaars & general fund raising | 8,149 | — | — | 8,149 | 6,150 |
| Activities for generating funds Totals | 8,149 | — | — | 8,149 | 6,150 |
| Investment Income | | | | | |
| Interest Received | 874 | — | — | 874 | 36 |
| Investment Income Totals | 874 | — | — | 874 | 36 |
| Church Activities | | | | | |
| Baptisms PCC Fees | 144 | — | — | 144 | 74 |
| Weddings PCC Fees | 294 | — | — | 294 | 763 |
| Funerals PCC Fees | 282 | — | — | 282 | 1,491 |
| Interments of Ashes PCC Fees | 624 | — | — | 624 | 1,192 |
| Church Hall Lettings | 28,624 | — | — | 28,624 | 29,196 |
| Church Lettings | 1,292 | — | — | 1,292 | 1,720 |
| Church Activities Totals | 31,260 | — | — | 31,260 | 34,436 |
| Other incoming resources | | | | | |
| Miscellaneous Receipts | 93 | — | — | 93 | 19 |
| Other incoming resources Totals | 93 | — | — | 93 | 19 |
| Receipts Grand totals | 96,371 | 270 | 1,775 | 98,415 | 111,743 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

DETAILED ANALYSIS OF EXPENDITURE

| | Unrestricted £ | Designated £ | Restricted £ | Total | |
|---|----------------|--------------|--------------|----------------|---------------|
| | | | | This year £ | Last year £ |
| Payments | | | | | |
| Church Activities | | | | | |
| Common Fund LDF | 57,000 | — | — | 57,000 | 57,000 |
| Organist, Choirmasters | 3,000 | — | — | 3,000 | 2,910 |
| Vicars Expenses | — | — | — | — | 16 |
| Visiting Clergy Fees & Expenses | — | — | — | — | 199 |
| Maintenance of Vicarage | (293) | — | — | (293) | 262 |
| Vicarage Telephone & Parish Phone Calls | 298 | — | — | 298 | 225 |
| Parish Community groups expenses | 7,020 | — | — | 7,020 | 1,530 |
| Church Insurances | 8,414 | — | — | 8,414 | 502 |
| Organ & Piano Tuning & repairs | 2,884 | — | — | 2,884 | 1,469 |
| Church Maintenance & Minor Repairs | 6,962 | 1,997 | — | 8,959 | 10,097 |
| Altar & Service Supplies | 281 | — | — | 281 | 270 |
| Church Equipment & Maintenance | 162 | — | — | 162 | 326 |
| Churchyards and Gardens | 4,210 | — | — | 4,210 | 1,570 |
| Printing Postage Stationery Books Soft/w | 1,553 | — | — | 1,553 | 668 |
| Licences & Service Charges | 711 | — | — | 711 | 786 |
| Professional fees - legal, architect | 4,000 | — | — | 4,000 | 7,961 |
| Church Lighting & Heating | 4,433 | — | — | 4,433 | 3,208 |
| Church Water Rates | 169 | — | — | 169 | 327 |
| Church Hall Lighting & Heating | — | — | — | — | (357) |
| Church Hall Insurance | 461 | — | — | 461 | 38 |
| Church Hall Other Running Costs | — | — | — | — | (612) |
| Church Hall Repairs & Maintenance | 516 | — | — | 516 | 168 |
| St John's Church Renovation/ Improvements | — | — | — | — | 2,498 |
| St Luke's Church Renovation/ Improvements | — | — | — | — | 2,015 |
| Donations Made | 600 | — | — | 600 | 600 |
| Donations from restricted collns & dons | — | — | 1,748 | 1,748 | 2,580 |
| Church Activities Totals | 102,381 | 1,997 | 1,748 | 106,126 | 96,255 |
| Cost of Generating Funds | | | | | |
| General fundraising costs incl. 100 Club | 1,542 | — | — | 1,542 | 1,022 |
| Cost of Generating Funds Totals | 1,542 | — | — | 1,542 | 1,022 |
| Other Resources Expended | | | | | |
| Miscellaneous Expenses | 210 | — | — | 210 | 172 |
| Other Resources Expended Totals | 210 | — | — | 210 | 172 |
| Payments Grand totals | 104,133 | 1,997 | 1,748 | 107,878 | 97,449 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

E. PCC ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022

CONTENTS

| | page |
|---|------|
| Report of Father Jeremy Foot | 11 |
| 1. Aim and Purposes | 12 |
| 2. Clergy Changes | 12 |
| 3. Objectives and Activities | 12 |
| 4. Achievements and Performance | 13 |
| 5. Financial Review | 17 |
| 6. Reserves Policy | 18 |
| 7. Risk Management | 19 |
| 8. Thank You! | 19 |
| 9. Structure, Governance and Management | 19 |
| 10. Administrative Information | 20 |

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

Report of Fr Jeremy Foot to the Annual Meeting of St John's and St Luke's, Clay Hill

Dear Sisters and Brothers in Christ, this Annual meeting marks a full church year with you, and I would like to thank-you for the support and love you have shown me in that time. It has been a joy and a privilege to be with you, to laugh and weep together as the times have required. Most of all to share the joy of Christ's presence among us. It was a particular joy this year to take three candidates to St Paul's for the Baptism and Confirmation Service.

I arrived on a commitment to maintain and support regular Sunday worship and to celebrate the festivals, great and small. While attendance has been challenging as the country re-finds itself after Covid, I feel that we have continued to offer an engaging service each Sunday. I am very grateful to Fr David and the visiting clergy, especially Fr Martin for their support. The festivals have also worked well. I think we have been able to give them an appropriate distinctive character and the congregations have been encouraging. Leading a Christingle Service for over 300 people was certainly a new experience for me. I would also note particularly Evensong on the Evening of the Funeral of Elizabeth II, as both in our collective tradition and also an appropriate way for the community to mark such occasions. I believe that while we re-present the traditions of the Church in the setting of the current times, the Gospel can be seen as new and fresh as well as eternal.

I have been pleased this year that we have not simply stood still in our ways of worship. Re-establishing a rota of altar servers and drawing the Scouts into greater involvement in the Family Service have re-emphasised the bond between the congregation and what happens on the altar. We are also looking to work with the choir to establish a Sung Evensong into our worship, starting on Passion Sunday and as a way to mark the Coronation of King Charles.

Looking further forward, I think we have some challenges to engage with in the year ahead. We must continue to build a prophetic mission to North Enfield. Our position between town and green belt makes our stewardship of the Earth a ministry we all wish to develop. The challenge at the moment is to open this out so that it speaks to the whole community.

Naturally, we all wish to grow the congregation. In this area, that means reaching out to families, to make the church a regular and engaging part of each member's weekly life. While the Childrens' Service at St John's has been quietly successful, it is very noticeable that there is greater family presence at St Luke's. I feel that that the current pattern of worship does not entirely work for families trying to build regular attendance into their lives. In my view, we need to provide both some regular structured worship for children at St Luke's and to have a more frequent, probably weekly, Sunday service accessible to all ages.

In this coming year, we continue to pray for a new incumbent to lead us in these challenges. How the new vicar's arrival will affect my ministry is yet to be decided. Please be assured that I shall continue to serve and minister to you while it is God's will that I am here among you.

I pray for you all constantly.

Fr Jeremy Foot
Parish Priest

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

1. Aim and Purposes

The Parochial Church Council (PCC) of the Parish of Clay Hill has the responsibility of cooperating with the incumbent in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical within the ecclesiastical parish. The PCC is also responsible for the maintenance of St. John's church, St. Luke's church and St John's Hall.

2. Vacancy

Since July 2021 the parish has been in vacancy. Father Jeremy Foot, a non-stipendiary minister, has been providing stability for the parish since November 2021. Father David Nash, a retired priest has also been providing help leading on some of the services.

On 11 October 2022 the PCC met with the Rt Revd Rob Wickham, Bishop of Edmonton and our Patron, Rev Dr Steve Griffiths, vicar of St. Andrew's Enfield, for a Section 12 Meeting, which is intended to allow the Bishop and the PCC to discuss the needs of the parish and to provide an opportunity to discuss any issues around the appointment of a new incumbent, as well as any particular requirements of the parish and how a new appointment will be conducted.

The Parish Profile, which was first published in November 2021, was updated and agreed by the PCC at the meeting on 17 November 2022. It was agreed that the position would be advertised in the Church Times early January 2023, with interviews taking place on 28 February 2023.

A new incumbent will probably need to give three months' notice to leave a previous post and would then require a month or so for the move, so it is likely that an institution will not take place until late June/July 2023, if the recruitment is successful.

3. Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community at Clay Hill. The parish's Mission Action Plan provides the following framework for current and planned activities to achieve this objective:

- In **Worship and Prayer**, we aim that all who participate in the Eucharist will feel that they have been drawn into closer contact with God and that their spiritual journey has been accompanied by a supportive church community.
- In **Teaching and Nurture**, we endeavour to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.
- In **Care and Service**, we endeavour to offer pastoral care in particular to people living in the parish, enter into creative partnerships with the community and other groups and encourage and support individual members of the congregation in the roles of active service that they undertake.
- In **Mission and Outreach**, we endeavour to find creative ways to bring the gospel of Jesus Christ to our parish and to invite people into the life of the Church.

When planning activities, the PCC has considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. To facilitate this work, it is also important that we maintain the fabric of all our parish buildings.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The updated Parish Policy Statement was approved by the PCC and is displayed in both churches and available from the Safeguarding Officer and on our website. The Safeguarding Self Audit and Safeguarding Action Plan were also approved by the PCC. No Safeguarding Issues were raised in 2022 that required reporting to the Charity Commission. The PCC has submitted to the Diocesan Safeguarding Team its response for the Past Cases Review 2 into known historic cases of abuse involving clergy or lay church officers as requested by the Bishop of London.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

4. Achievements and Performance

4.1. Impact of the Vacancy

During the vacancy a single eucharist service has been held in the parish each Sunday in St Luke's church on the first, third and fifth Sundays and in St John's church on the second and fourth Sundays at the standardised start time of 10.00am. A service of Evening Prayer is presently held on Sunday evenings in St John's church hall and a service with the URC Lancaster Road once a month. Since August 2020 the Diocese has let the vicarage.

4.2. Deanery Synod Report

One member of the PCC sits on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery Synod met three times in 2022. The first meeting in March 2022 was held at St Pauls Church, Winchmore Hill where there was a presentation by Dr Paula Godder, Finding Nourishment in the Wilderness – Reflections on Lent in Dark Times. There was a summer BBQ get together in June at St Aldhelm's, Edmonton and in November 2022 there was a presentation by Fr Amatu on Racial Justice at St Stephen's Church.

4.3. Worship and Prayer

Festivals: The PCC is keen to offer a range of services that our community find both beneficial and spiritually fulfilling. For example, our evening prayer on a Sunday evening provides a quiet, intimate and reflective environment for worship, whilst opportunities are provided for people to engage in our sung Eucharist service. This year we have been able to hold all the yearly festivals, Easter, Patronal Festivals of St John the Baptist and St Luke the Evangelist as well as for Remembrance Sunday and Harvest Festival, Advent Lights, Nine Lessons and Carols, Christingle and Christmas Midnight services. Andrew Reid led Morning and Evening prayer online until April 2022, Valerie Budd took over and led Morning and Evening prayers in the Lady Chapel at St Luke's church until October 2022.

We were able to hold a few concerts in St Luke's church, in June we hosted the English Jazz Orchestra; in November the Enfield Chamber Orchestra's 80th anniversary concert in conjunction with the Enfield Choral Society, featuring Beethoven's 9th Symphony and in December the Enfield Film Orchestra and Chorus.

Attendance: The average attendance at Sunday services in St John's church has been approximately 32 adults and three children and in St Luke's church approximately 40 adults and five children. During the year there has been one wedding, one wedding blessing, three funerals, four interments of ashes and five Baptisms.

Junior/Childrens' Church: Children's Church services have been taking place once a month in St John's church, it is now the second Sunday of the month. The half hour service is a wonderful way of introducing our young members to the Christian faith through worship, songs, prayers and activities.

12th Enfield Scout Group: it has been a very good year for the 12th Enfield Scout Group, which is sponsored by the PCC and comprising Beavers, Cubs, Scouts and Explorers. We have renegotiated the Sponsorship Agreement, which has been signed and agreed by the church PCC and the Scouts. Monthly church parades have not been very well attended in the early part of the year, this picked up dramatically towards the end of the year with a fantastic show on Remembrance Sunday. The aim for scouts to attend the monthly All-Age services in St Luke's church on the first Sunday of the month first all year, with the exception of school holidays. The services are similar to the usual parish Eucharist and include Holy Communion, but are aimed at engaging everyone of all ages and Group members take an active part in the readings and other activities. This year there was over 100 Group members and leaders in attendance at the Remembrance Service in November.

Prayer Group: The Prayer Group meets every three to four weeks in St Luke's Lady Chapel with a core of eight to ten people. Each meeting starts with a short reflection, followed by a time of prayer with fellowship, coffee and pastries afterwards. Very often people respond to the messages from the Parish social media status and request prayers to be said for themselves or their loved ones.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

House Groups: House groups are an excellent way to help parishioners grow and deepen their faith. Groups meet in people's houses in a relaxed and friendly atmosphere, giving opportunities to develop friendships, worship with other Christians, learn more about the Bible and strengthen their relationship with God. It involves study and discussion of the Bible, worship and prayer. The aim is to inform and encourage one another and share diverse opinions as we discuss what God is saying to us. The Clay Hill House Group started in May 2016, initially with a monthly evening meeting and developed to both a morning and evening session on a Tuesday each month. Like other church activities, the House Group had to stop when the first lockdown started on 23 March 2020, but it was restarted in June 2022, after the Lent course, meeting in the Lady Chapel in St Luke's church, and meets on the second Tuesday of the month with a morning and evening session. A Lent course, 'Reflecting on the Collects', was held for the first time since the pandemic and consisted of five weekly sessions. Each session was led by a different person.

The House Groups started with Corpus Christi and then there were a few sessions looking at the influence of women in the Bible, including Phoebe, Esther and, arguably the most influential, Mary Magdalene. There was also a session looking at the Old Testament prompted by an issue often raised that "there are books of the Old Testament that seem to offer problems in relation to a Christian life today" or "why is the God in the Old Testament so different from the God in the New Testament?". We also looked at one of the greatest of the Hebrew Prophets, Isaiah who proclaimed the coming of the promised Messiah in great detail and in some of the most beautiful prose in the entire Old Testament.

Choir: It has been a more stable year for the choir. With regular practices and the opportunity to be able to all sing at Sunday services in both churches, which leads and encourages the congregation in worship. The choir has learnt new hymns and anthems to sing during the distribution of communion and a new setting of the sung Eucharist service, which was quite challenging at first. The choir works hard in preparation for all the major festivals, including Easter, Harvest, Advent and Christmas. The service of Nine Lessons and Carols at St John's ended up being a mixture of a hand-pumped organ (due to an electrical fault) and the grand piano. Fortunately, the three choir pieces were written as unaccompanied. Thanks to Laura Marlow for joining the choir that evening and her husband Chris, along with John Wright for helping to pump the organ for some of the carols. The choir thanks our organist, Nathan Hulse, not only for coping with such unforeseen circumstances, but for his hard work throughout the year as organist and choirmaster and his enthusiasm, encouragement and patience. The choir always need new members and welcomes anyone to come to St Luke's church on Wednesday evenings at 7.30pm.

4.4. Pastoral Care

St Luke's Mothers' Union: The aim of the Mothers' Union is to demonstrate the Christian faith in action by the transformation of communities worldwide through the nurture of the family in its many forms. Our branch presently has nine members. Two Branch Meetings were held during 2022, unfortunately we were unable to go ahead with our Looking Forward to Christmas Service owing to bad weather at that time. However, we did have two Open Meetings. In August Roger Moore gave a very informative talk about the National Trust and in November David Nash came and spoke to us about Women Hymn Writers. Both Meetings were very well attended.

Night Shelter: All People All Places, the charity running the night shelters in Enfield and Haringey, were planning to have a church-based night shelter in Enfield during the 2021/22 winter which we would have hosted on Friday nights, but it had to be cancelled with the onset of the Omicron variant of Covid, and the associated restrictions introduced by the government at that time. The focus for winter provision switched to hotel accommodation based in Haringey.

During the middle of 2022 APAP were again planning to run the roving night shelter circuits in both Enfield and Haringey in the winter of 2022/23, and their new Chief Executive met all the venue coordinators and got a good response. We started to prepare hosting the shelter on Friday nights again. It was intended to run the Haringey circuit from October to the end of December and the Enfield circuit from January to March. In July, however, the government announced their Night Shelter Transformation Fund, which is aiming to move shelter provision away from the model of roving circuits to static and single occupancy services. As a result of the government's new fund and operating guidelines for night shelters, APAP made the difficult decision that it would not be possible to run the church-based night shelter circuits and the coordinators were informed on 25 August.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

APAP are seeking to set up a static shelter and there will be scope for churches to be involved. APAP has also been running a year-round day centre in Edmonton since July 2021 offering housing advice for rough sleepers and those at risk of homelessness in Enfield.

The day centre is proving to be very popular with increasing demand, and there is scope for faith-based communities, including our parish, to get involved and support APAP's work. For example, Palmers Green URC are trialling the provision of hot lunches, initially for one day a week, which will be extended and other churches can provide hot lunches. There is also scope to help organise, gather and distribute various provisions for people who are homeless.

Warm Welcome Hub: At the PCC meeting in September, it was proposed that Clay Hill should set up a warm hub in St Luke's to help our local community during the cost-of-living crisis. Ideally, it should be a joined-up approach with other churches, so a network of warm places could be provided for the local community to come to. There is a national Warm Welcome Campaign, which started on 26 August and aims to support thousands of community organisations across the country to open their doors to people in need this winter. Clay Hill has registered with the campaign and there are over 4000 registered organisations that have opened free, warm, welcoming spaces for the public over this winter across the UK. In November, the PCC agreed a proposal to be involved with the Warm Welcome Spaces programme and opened the café in St Luke's on Mondays, initially from 10.00 to 12.00, from 21 November. There are hot drinks and cakes and activities such as boardgames, and everyone in the local community is welcome.

It is important to work in partnership with others, so there is a network of provision and services available locally. Other churches were approached, and St Mary Magdalene has since opened a warm welcome space on Wednesday afternoons.

Enfield Churches Debt Centre: Enfield Churches Debt Centre (ECDC) is an initiative set up by a diverse group of churches to see every church working together in unity to bring freedom from debt and poverty to the people of Enfield. They partner with Christians Against Poverty to train and equip their Debt Coaches. Clay Hill Parish support the project in a number of ways. The parish continues to give £50 per month to support ECDC, we promote their work to those who could benefit from their services, and also when they request support with, for example, befrienders and trustees. Two members of Clay Hill's congregation are ECDC champions, Bob Bell and Peter Livermore, and Bob is also a Trustee for ECDC. The role of champion includes publicity, helping potential clients, updating the church with news and prayers, encouraging people to be involved, promote events such as CAP Money Course, and communicating ECDC's work to other local referral agencies and other churches.

North Enfield Food Bank: Gifts of non-perishable goods presented at the Harvest Festival on 2 October 2022 were given to the North Enfield Food Bank.

The Eco Church: A Rocha UK's award Scheme: All PCC members completed the survey, Paul Bates included the uniformed groups, with the combined answers the application was made, resulting in the following achievements, Worship - Gold Standard, Land - Silver Standard, Community & Global engagement - Bronze standard. Buildings and Lifestyle had insufficient information to be awarded a standard, those sections were then worked on by some of the PCC, allowing us to make some plans for work that needed carried out; thus enabling a presentation to the parish to set up a Creation Care Team inviting anyone who was interested in any/all parts to contact us. The parishioners could then work with the PCC to set fresh targets to help the church move forward and outward.

Restorative Chair Yoga Group: The Restorative Yoga Group is very popular and are welcoming new members. The sessions take place in St Luke's church, with a professional coach, Eliza. She always asks what health problems people have and adapts certain movements for them. The gentle exercises are beneficial for joint and other physical problems. The Parish is very fortunate to have Eliza as the leader.

Clay Hill Singers: After the abrupt closure of the Clay Hill Singers in March 2020 under Covid restrictions, many members of this community choir were eager to return. Singing started again in April 2022, with an attendance of about 50. A separate social distancing area was set apart, but hardly used. Numbers reached about 60 mostly older people, with publicity through leaflet distribution, other churches and the local press.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

A very welcome but unexpected growth in numbers arrived in the form of up to fifteen younger people each week from a Day Centre. They enjoy singing very much. This suddenly became an intergenerational activity. Once the weather is warmer, further publicity will include posters and leaflets in places such as doctors' surgeries and hairdressers. It is a feature of this project that no one should be excluded by financial hardship. Attendance is free; although most members donate £5 per week towards the costs.

Social Activities: With Covid restrictions lifted we were able to have the following events: An Easter Egg Raffle, the May Fayre, Queens Jubilee Garden Party, Flower Show, November Quiz and Christmas raffle; together with the 100 club, Friday sales, sales of vegetables, eggs, books, plants and 'cashback' the net total for 2022 was £6,607.22. During the year we were kindly supported with donations from the Co-op, Tesco's, Morrisons, Holtwhites Bakery, Smiths butchers and a cluster of garden nurseries and the local charity shop with children's' toys for Christmas (the toys were shared with the URC). We were also sponsored by Atkinsons Residential with advertising boards and posters for our big events.

4.5. Mission and Evangelism

Soup Lunches: Monthly soup lunches were held regularly throughout the year and a total of £857 was raised for the following beneficiaries: BOHCM, Enfield Debt Centre, Mothers' Union, Noah's Ark Children's Hospice and the Church Urban Fund.

Bridge of Hope Childrens' Mission (BOHCM): BOHCM is a Christian charity supporting orphaned and abandoned children in the district of Rukungiri, West Uganda. The parish has continued to support BOHCM with £50 monthly donations, funded by contributions from parishioners. BOHCM was founded by two members of our congregation and two other members of the church are now trustees; members of the congregation have been to visit the children that they sponsor and seen for themselves the work that the Charity does. The Parish has been very supportive of BOHCM and in the summer the Church hosted the very successful BOHCM annual Afternoon Tea event. Our Church school also supports BOHCM and the founders recently visited the school to talk to the children about the Charity.

Children's Society: This year we were able to hold our annual Christingle Service in St Luke's church on Christmas Eve, which was attended by about 300 people, at which donations of £460 were collected in aid of the Children's Society.

Church Urban Fund: The parish regularly supports the Church Urban Fund with money raised at Soup Lunches as well as donations for a Parish Christmas Card which, this year, raised a total of £180.

4.6. Links with Local Schools

St John's Church of England Primary School: St. John's Primary School is the smallest school in Enfield with 102 pupils from a wide range of socio-economic backgrounds arranged in four vertically grouped classes. All staff work hard to ensure that the children are kept safe so that they have the best possible learning environment. The breakfast and after-school clubs have been successful with a very high uptake and the Breakfast Club has been very well attended. In the second half of the year, the school was able to hold Harvest, Remembrance, Carol and End of Term services in St John's church, they attended the Millfield Theatre to see Snow White. The school has had a very successful Ofsted inspection achieving a GOOD standard, which is fantastic for such a small school and a credit to the head and teaching staff and reflects their hard work. It seems that there has been an increase in applications for this year's intake, which is excellent. Paul Bates is now a representative of the PCC to be part of the admissions team.

Wren Academy Enfield: The Wren Academy Enfield secondary school opened in 2020, they now have students in Years 7-9 located on the Chase Farm Hospital site, which is within the boundaries of Clay Hill parish. It is planned that a new year group will be added each year until full capacity is reached in 2027 with over 1200 students. The school is sponsored by the London Diocesan Board for Schools. The school chaplain is keen to build closer links with our Parish.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

4.7. Ecumenical Relationships

We join with the congregation of Lancaster Road URC for services of Evening Prayer, normally on the third Sunday of each month.

4.8. Building Projects

During the year, work continued to ensure that both churches and St John's Hall continued to be maintained in good condition. All gas heaters were serviced and repaired and annual electrical testing including PAT, fire extinguisher testing and Health and Safety inspections undertaken. Later in the year our heating contractor, Vulcana, replaced a faulty combustion fan on a St Luke's church heater, which could not be repaired. A full structural survey in St John's church should have taken place, however confirmation of the second part of a grant to cover the costs was delayed.

St John's Church and Hall

This year we ensured that both St. John's church and the Jean Price Hall continued to be maintained in good condition by our loyal team of volunteers, including replacing three sections of rear fence. Following a storm in February a local builder made a temporary repair to a part of the stained-glass west window. The slipped slate on the church fletcher was secured, the cracked stone over the front porch was sealed/secured with approved bonding agent and further high-level lime mortar pointing carried out. Failure of the organ blower was repaired prior to Christmas however, we will carry out a full organ survey to see if a grant could provide long term stability.

St Luke's Church and Hall

The defective heaters in the Lady Chapel were replaced by a single fan-assisted heater, and a faulty heater in the nave was repaired. Repairs were carried out to the lead work in the box gutter above the refectory, otherwise most of the work carried out in the church related to routine inspections and maintenance.

Regular maintenance to the grounds included grass cutting and hedge and shrub pruning.

Nursery on the Hill are now responsible for the maintenance of the hall building, and our annual inspection showed it to be in good order.

5. Financial Review

5.1. Finance

In 2022, the parish incurred a deficit in general operating income and expenditure of £9,759 compared to a surplus of £3,466 in 2021 and the budgeted deficit of approximately £14,000. The deficit would have been substantially higher had the parish not received a one-off Church energy cost support grant of £2,641 from the Diocese. Throughout the whole of 2022, the parish has been in a vacancy during which all Diocese fees for occasional services and ministry-related costs are recorded in a sequestration account which will be settled with the Diocese at the end of the vacancy.

However, despite forecasting a deficit, the PCC agreed to maintain its Common Fund contribution to the Diocese for 2022 at £57,000, equivalent to 100.8 % of the Parish Ministry Cost component of the Parish Standard Cost. The PCC has also agreed to slightly increase its Common Fund contribution for 2023 to £57,500 to maintain cover the Parish Ministry Cost component.

Operating income only marginally increased over 2021. Of most concern, the parish's main sources of income were all less than in 2021. Stewardship receipts were 8.5% lower, receipts from baptisms, weddings, funerals and interments of ashes were down by two thirds and general fundraising and donations were down 7.2%. On the plus side, Sunday collections nearly doubled those in 2021 and deposit account interest substantially increased with improved rates. The most significant increase was in donations from Community Groups – Clay Hill Singers and Yoga - which more than tripled over 2021 and included additional income from gift aided donations by some Singers. However, this was offset by a corresponding increase in the fees charged by the leaders of the groups, resulting in an overall surplus of £1,375. Fortunately, the parish is now seeing a benefit of the long-term lease for St Luke's Hall with Nursery on the Hill which has maintained the parish's other main source of income from hall and church lettings at a comparable level to 2021.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

At the same time, operating expenditure significantly increased by over 17% compared to 2021, the biggest element being church insurance which was up £8,000. However, it must be remembered that the 2021 cost was due to a one-off change in payment of premiums from annual to monthly which resulted in a technical "saving" of approximately £8,000. If insurance is excluded, the increase in operating expenditure would be a more realistic 8.6%. The parish gas and electricity fixed price contracts renewed on 1st October so only two months of billing at the new rates are included in the 2022 accounts, resulting in a comparatively small increase in cost for the year of approximately £1,200 (30%). However, in addition to increased usage charges, standing charges have quadrupled to over £5,000 for a full year which will have a significant impact on expenditure in 2023.

5.2. St Luke's Hall lease

The project to establish a fully repairing 20-year lease for the whole of St Luke's Hall with Nursery on the Hill (Enfield) Ltd (NOTH), a pre-school nursery, was completed on 1 March 2021 with the full approval of the Diocese. The agreed annual rent for the first five years has been discounted by just under 50% to reflect NOTH's significant investment in refurbishing the building. At the end of that period, the rent will be reviewed to the full market value. In the meantime, the lease provides the parish with a dependable long-term regular income without the responsibility for maintaining the building or managing bookings.

5.3. Stewardship

Stewardship giving totalled £32,288 plus the recovered Gift Aid of £6,589.50 totalled £38,877.50 resulting in £905 less than pledged and £2,464 down on last year. Although some members increased their giving and a few new members joined we also lost some and a few reduced their monthly giving, the scheme membership is now 50, two less than last year.

The annual campaign to encourage new members and encouraging current members is due in February 2023. The parish has experienced two years of the pandemic and this year the cost of living increase impacts everyone, including the parish. We can only endeavour to encourage everyone to do our best.

5.4. Pattie Skeates Legacy

In 2019, the parish was advised by a firm of lawyers in South Africa that the late Pattie Skeates, a former member of St John's congregation, had bequeathed to St John's church her estate in South Africa including the proceeds of assets and fixed property after sale. Attempts to progress this by direct communications with various firms in South Africa proved difficult, in part due to a lack of knowledge about South African law. The PCC instructed the firm of Lewis Silkin LLP and through them the firm of Legacy Fiduciary Services and Estate Planners SA (LFSEP) to act as its agents to represent the PCC's interest in South Africa and to authorise them to make enquiries about the estate and administration. With the approval of the PCC, LFSEP has appointed an independent executor to deal with the estate. Although LFSEP believes that there are a number of questions that need to be answered, in their opinion the matter should not be too complicated to resolve and the financial outcome would be worth the fees although settlement of the estate might take a year. During 2022 this case has progressed, albeit slowly, in the hands of the Executor.

6. Reserves Policy

It is the policy of this parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to approximately £25,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

Both churches had Quinquennial inspections in January 2020 and after completion of repairs to some of the most urgent items in both churches, a complete schedule of repair work is being updated. The parish has reserved £25,000 for this ongoing work, the sum to be reviewed as more detailed assessments of the areas identified for repair are obtained.

St Luke's church half share of the proceeds of the sale of Hawthorn Grove Hall in 2008 was set aside in a designated fund for improvements to St Luke's church and Hall, some of which has been used for refurbishment of St Luke's church refectory and emergency repairs to St Luke's church ceiling.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

It is our policy to invest as much as possible of the parish's funds with the CCLA CBF Church of England Deposit Fund where 56% of total funds were invested at the end of 2022.

7. Risk Management

The following is a summary of the risks faced by the parish and the PCC.

- **Vacancy:** There is a risk that we will lose members of the congregation during the vacancy due to the absence of a full-time vicar as well as alternating Sunday services between the churches.
- **Aging Congregation:** There is a risk that congregation numbers will gradually fall as we have an aging congregation and difficulty in engaging with younger people.
- **Difficulty in finding new Officers and Volunteers:** Most parish officers have historically been drawn from a core of committed but aging volunteers. As people have had to retire, it has been difficult to find replacements with suitable skills. There is a risk that a notable shortage of volunteers could restrict the capacity to undertake future fund raising and other activities.
- **No succession Planning:** There is no succession planning with the risk that as officers have to retire, their knowledge and experience will be lost.
- **Finances:** Tripled energy costs and falling stewardship contributions which resulted in a deficit of around £10,000 in 2022 and forecasted deficit of around £14,000 in 2023 risks limiting the scope of the PCC's to undertake Quinquennial survey or emergency repair work.

8. Thank You!

8.1. Lay Reader

In April 2022 Andrew Reid, decided to step down as a Lay Reader. He was licensed as a Reader for the first time on 2 December 2003 at the quinquennial service held in St Paul's Cathedral. Andrew provided great support to our Incumbents and congregation with his spirituality, knowledge and kindness. Thank you Andrew!

8.2. Ministers and Volunteers

A very big thank you to Father Jeremy who has been keeping us on an even path whilst we are in our vacancy, for his wisdom, teaching and patience, we feel very lucky to have his help. Thanks also to Father David for his constant support.

We would like to thank all the Volunteers who work so hard to make our parish the lively community that it is, particularly through this year of our vacancy. In particular we would like to thank our Church Wardens - Ian Buswell, Doreen Addy and Marion Berry who have worked so tirelessly on our behalf and John Wright, our Treasurer, who has helped us all to understand the parish accounts and its finances. Thank you to all the PCC members who have donated their time and energy.

9. Structure, Governance and Management

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and registered with the Charity Commission as charity number 1151418.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, the Lay Reader and the Authorised Pastoral Assistant, all of whom are automatically *ex officio* members. The parish Electoral Roll was revised in February 2022 and at the end of 2022 had a membership of 117. This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

At the Annual Meeting on 6th April 2008, it was agreed that the Churchwardens' Measure that "a person may not serve longer than six years as a churchwarden" shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year. This decision was reviewed in 2017 and retained and will be reviewed again by 2023.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. The Annual Meeting (APCM) was held on 6 March 2022 and the full PCC met on six occasions. The Standing Committee of the PCC did not meet during the year. The PCC has one sub-committee responsible for the management of the Parish buildings. There are also less formal groups responsible for the organisation of Social Events and Fund Raising.

10. Administrative Information

The Parish of St John and St Luke is situated in Clay Hill, Enfield, Middlesex and is part of the Diocese of London within the Church of England. The correspondence address is the vicarage at 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418. The parish website is www.clayhillparish.org.uk, Facebook: @clayhillparish and Twitter: @ClayHillParish.

The parish has two churches - St John's Church located in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Church located in Phipps Hatch Lane, Enfield, Middlesex EN2 0HL. The parish has two halls: The Jean Price Memorial Hall (St John's Hall) in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Hall at 37 Morley Hill, Enfield, Middlesex EN2 0BL which is vested in the Trustees of the Bishop of London's Fund.

The people listed below served on the PCC during 2022, (S) indicating membership of the Standing Committee. These people are also considered to be the Trustees of the PCC as a charity.

Ex Officio members:

| | | |
|---------------------|---|-----------------|
| (S) Rev Jeremy Foot | Licenced Curate | |
| (S) Andrew Reid | Lay Reader | up to APCM 2022 |
| Michael Mansfield | Authorised Pastoral Assistant | |
| (S) Marion Berry | Churchwarden at St. John's | |
| (S) Ian Buswell | Churchwarden at St. Luke's | |
| (S) Doreen Addy | Churchwarden at St. Luke's | |
| (S) Mary Englefield | Deanery Synod Representative and Parish Administrator | |

Elected Members:

| | | |
|-------------------|--|------------------|
| Paul Bates | Lay Vice-Chairman | |
| Katherine Gough | | |
| Cheryl Graham | Church Safeguarding Officer | |
| Peter Livermore | | |
| Heather Livermore | PCC Secretary and Electoral Roll Officer | from APCM 2022 |
| Elaine Plumb | | |
| John Rhatigan | Contracts/Leasing Officer | |
| Sarah Smith | | |
| Jack Williams | | |
| (S) John Wright | Treasurer | |
| Joan Young | | Up to April 2022 |
| Anita Wyatt | | |

Accounts

ST JOHN & ST LUKE

CLAY HILL

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
SAINT JOHN THE BAPTIST AND SAINT LUKE THE EVANGELIST,
CLAY HILL, ENFIELD**

Registered Charity number 1151418

**FINANCIAL STATEMENTS AND ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021**

CONTENTS

| | page |
|--|------|
| A. Independent Examiner's Report | 2 |
| B. Receipts and Payments Accounts | 3 |
| C. Statement of Assets and Liabilities | 4 |
| D. Notes to the Financial Statements | 5 |
| E. PCC Annual Report for 2021 | 10 |

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

A. INDEPENDENT EXAMINER'S REPORT

**To the Members of the Parochial Church Council (PCC) of the Parish of St John and St Luke,
Clay Hill, Enfield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021, which are set out on pages 3 to 9.

Responsibilities of the PCC and the Independent Examiner and basis of the report

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

I report in respect of my examination of the 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 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 respect of the charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records

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

Roger J Seaton FCA
23 Greenhill Park
Barnet, Herts
EN5 1HQ

Dated 7 February 2022

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

B. RECEIPTS AND PAYMENTS ACCOUNTS

| | Note | Unrestricted Funds | | Restricted Funds | Total 2021 | Total 2020 |
|---|------|--------------------|------------------|------------------|----------------|----------------|
| | | General Funds | Designated Funds | | | |
| | | £ | £ | £ | £ | £ |
| RECEIPTS | | | | | | |
| Voluntary receipts: | | | | | | |
| Planned giving | a | 34,678 | | | 34,678 | 31,633 |
| Collections at services | b | 3,597 | | | 3,597 | 2,781 |
| All other giving/voluntary | c | 6,748 | -641 | 18,085 | 24,192 | 53,368 |
| Gift Aid recovered | d | 7,733 | 435 | 467 | 8,635 | 13,649 |
| Activities for generating funds | e | 6,150 | | | 6,150 | 3,823 |
| Investment income | f | 36 | | | 36 | 365 |
| Church activities | g | 34,436 | | | 34,436 | 28,440 |
| Other incoming resources | h | 19 | | | 19 | 2,079 |
| Total Receipts: | | 93,397 | -207 | 18,553 | 111,743 | 136,138 |
| PAYMENTS | | | | | | |
| Church Activities: | | | | | | |
| Common Fund | a | 57,000 | | | 57,000 | 55,980 |
| Clergy and staffing costs | b | 3,612 | | | 3,612 | 3,591 |
| Church running expenses | c | 23,733 | 4,980 | | 28,713 | 41,361 |
| Hall running costs | d | -763 | | | -763 | 10,372 |
| Church major repairs & improvements | e | | 3,690 | 823 | 4,513 | 28,280 |
| Hall major repairs & improvements | f | | | | | 816 |
| Mission giving and donations | g | 600 | | 2,580 | 3,180 | 3,126 |
| Cost of generating funds | h | 1,022 | | | 1,022 | 1,260 |
| Other resources expended | i | 172 | | | 172 | 252 |
| Total Payments: | | 85,376 | 8,670 | 3,403 | 97,449 | 145,038 |
| Excess of receipts over payments | | 8,021 | -8,876 | 15,150 | 14,294 | -8,899 |
| Cash funds at 1 January: | | 69,999 | 59,225 | -13,772 | 115,452 | 124,352 |
| CASH FUNDS AT 31 DECEMBER: | | 78,020 | 50,348 | 1,378 | 129,746 | 115,452 |

The notes in the table refer to the detailed analyses of both receipts and payments which are contained on pages 8 and 9 of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
 FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

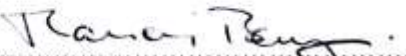
C. STATEMENT OF ASSETS AND LIABILITIES

| | Note | Unrestricted Funds | | Restricted Funds | Total 2021 | Total 2020 |
|--|------|--------------------|------------------|------------------|----------------|----------------|
| | | General Funds | Designated Funds | | | |
| | | £ | £ | £ | £ | £ |
| Cash Funds: | | | | | | |
| PCC Metro Bank current account | | 62,292 | 2,383 | -1,543 | 63,131 | 29,074 |
| COIF deposit account | | 15,729 | 47,966 | 2,720 | 66,414 | 86,378 |
| Liabilities (Sequestration Agency Account): | | | | | | |
| Sequestration Expenses | 3 | | | 201 | 201 | |
| Grand Totals: | | 78,020 | 50,348 | 1,378 | 129,746 | 115,452 |

Approved by the Parochial Church Council and signed on its behalf by:



Mr. Paul Bates
 (Lay Vice Chairman)



(Lay member of the PCC)

Dated:

The notes on the following pages form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

D. NOTES TO THE FINANCIAL STATEMENTS

1. Basis of Financial Statements

The financial statements have been prepared on a receipts and payments basis under with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005). The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

2. Funds

Unrestricted or General Fund are funds available to be spent on the PCC's general purposes.

Designated Funds are general funds set aside by the PCC for particular use in the future for administrative purposes only. However, they remain unrestricted and the PCC may re-designate part of all of these funds for other purposes. During 2021, three Designated Funds were operated - for Improvements to St Luke's Church, for Improvements to St John's Church and Hall and for Legacies.

Restricted Funds comprise revenue, donations or grants for a specific PCC activity intended by the donor. During 2021, three Restricted Funds were operated – for St John's Church Projects for repairs to St John's chancel ceiling, for Collections and Gifts with Restricted Purposes and for St Luke's Night Shelter. St John's Church Projects Fund was closed in 2021.

| | Balance at 1 Jan 2021 | Receipts | Payments | Balance at 31 Dec 2021 |
|--|--------------------------|----------------|---------------|---------------------------|
| | £ | £ | £ | £ |
| GENERAL FUND | 69,999 | 93,397 | 85,376 | 78,020 |
| DESIGNATED FUNDS | | | | |
| St Luke's Church Building Improvement Fund | 50,670 | 150 | 4,980 | 45,840 |
| St John's Church & Hall Building Improvement Fund | 238 | -192 | 0 | 45 |
| Legacies Fund | 8,318 | -164 | 3,690 | 4,463 |
| TOTAL DESIGNATED FUNDS: | 59,225 | -207 | 8,670 | 50,348 |
| RESTRICTED FUNDS | | | | |
| St John's Church Projects Fund (CLOSED) | -14,314 | 15,137 | 823 | 0 |
| Collections and Gifts with Restricted Purpose | 139 | 3,415 | 2,580 | 975 |
| Night Shelter | 403 | 0 | 0 | 403 |
| TOTAL RESTRICTED FUNDS: | -13,772 | 18,553 | 3,403 | 1,378 |
| TOTAL OF FUNDS: | 115,452 | 111,743 | 97,449 | 129,746 |

In addition, assigned fees for the Diocese to 12th July 2021 (see section 3 below) and all fees received from third parties for, and then paid to, organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance were accounted as Agency. These transactions were not included in the parish accounts as the PCC merely acted as a conduit of the fees. These Agency accounts had zero balances at the end of 2021.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

3. Sequestration Agency Account

The vacancy in the parish commenced on 12th July 2021 when the former vicar, Rev Peter Godden, was instituted to a new living. The accounting policy adopted for Sequestration accounting is based on the advice received from Theresa Moses, Diocesan Financial Advisor.

During the vacancy, the following financial transactions are collected in a Sequestration Agency Account:

- Diocesan Fees received for occasional services (Weddings, Funerals and Interments of Ashes)
- Fees paid to retired clergy for Sunday, weekday and occasional services and all expenses claimed by any visiting clergy
- Vicarage Expenses - costs incurred in maintaining the vacant vicarage including gas, electricity, telephone and minor repairs, excepting during any period when the vicarage is occupied by a tenant installed by the Diocese on a short-term tenancy when all costs apart from the telephone line will be paid by the Diocese.

The Sequestration Agency Account has a non-zero balance at the end of 2021. At the end of the vacancy, a claim will be prepared and submitted to the Diocese for the whole of the vacancy period and the settlement will be used to clear the balance of the Sequestration Agency Account.

4. Staff Costs and Payments to PCC Members

PCC members are considered the key management personnel of the church. Some members of the choir and one organist were also members of the PCC. They withdrew from all discussions by the PCC about the services they provided and did not participate in any vote by the PCC related to those matters.

No remuneration was paid directly to key management personnel other than detailed below, although the church contributes to the Diocesan Common Fund. The Vicar, who has overall responsibility for promoting the whole mission of the church, is remunerated directly by the Diocese.

The financial interests of the Vicar and other PCC members were limited to reimbursement for minor operational expenditure including materials for minor repairs or improvements, postage, stationery, communion wine and candles. Reimbursements were made after receipt of signed claim forms detailing the expenses with original receipts. All identifiable expenditure including stationery, postage and phone calls were coded to the appropriate heading, The Vicars Expenses of Office category was only used for travel expenses and small discretionary items that did not fall under any other heading.

All fees received from third parties for and then paid to organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance have been accounted as Agency. None of these people received £5,000 per annum or more. The organists at St Luke's church and St John's church provided services to the PCC as self-employed contractors and invoiced the PCC monthly in arrears for the services provided.

Income from donations includes £15,668 received from PCC members.

5. Receipts

All receipts are recognised when they are received. VAT reclaimed under the Listed Places of Worship Scheme and refunds are offset against corresponding payments. All other receipts are accounted for gross.

6. Parish Halls

The parish operates two halls - St Luke's Hall, located in Morley Hill, Enfield, Middlesex, EN2 0BL and St John's (Jean Price Memorial) Hall, in Strayfield Road, Enfield, Middlesex, EN2 9JF. Both buildings are held by the London Diocesan Fund as Diocesan Authority (formerly known as Custodian Trustee) with the PCC having the role of Managing Trustee, with day to day responsibility for the properties.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

The sums insured for these buildings for buildings and contents by the Ecclesiastical Insurance Office in insurance policy schedules dated 25 December 2021 are shown in the following table:

| | |
|--------------------------------------|-------------|
| St Luke's Church | £13,600,000 |
| St Luke's Parish Hall | £4,084,993 |
| St John's Church | £5,910,000 |
| St John's (Jean Price Memorial) Hall | £2,960,000 |

7. Covid-19 Pandemic and Vacancy

Forecasting for 2021 was always going to be difficult due to uncertainties about the pandemic. It was further complicated by the resignation of Father Peter Godden which resulted in unplanned variations to Ministry-related costs and establishment of the sequestration account for the second half of the year. Ongoing uncertainties about the duration and consequences of pandemic, the Patties Skeates bequest and the length of the vacancy will continue to make forecasting challenging at the least for 2022.

8. Rounding

Any minor summation errors in the tables in this report are due to all numbers having been rounded to the nearest pound with zero decimal places.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

FURTHER ANALYSIS OF RECEIPTS

| | Unrestricted Funds | | Restricted Funds | TOTAL 2021 | TOTAL 2020 |
|--|--------------------|------------------|------------------|----------------|----------------|
| | General Funds | Designated Funds | | | |
| | £ | £ | £ | £ | £ |
| a) Planned Giving: | | | | | |
| Stewardship Scheme | 27,914 | | | 27,914 | 25,084 |
| Stewardship Scheme not gift aided | 6,764 | | | 6,764 | 6,549 |
| | 34,678 | | | 34,678 | 31,633 |
| b) Collections at services: | | | | | |
| Collection Plate Cash | 1,558 | | | 1,558 | 1,251 |
| Collection Plate Gift Aid Envelopes | 1,017 | | | 1,017 | 1,142 |
| Wedding Collections | 93 | | | 93 | |
| Funeral Collections | 557 | | | 557 | 166 |
| Baptism Collections | 372 | | | 372 | 223 |
| | 3,597 | | | 3,597 | 2,781 |
| c) All other giving/voluntary: | | | | | |
| Donations to General Fund | 2,008 | 425 | | 2,433 | 11,952 |
| Donations and Appeals St Johns | | -2,824 | 5,075 | 2,250 | 6,922 |
| Donations and Appeals St Lukes | | 1,758 | | 1,758 | 400 |
| Donations & Appeals Night Shelter | | | | | 1,185 |
| Restricted Purpose Collections and Donations | | | 3,011 | 3,011 | 528 |
| Wedding Donations to PCC | 254 | | | 254 | 40 |
| Funeral Donations to PCC | 1,876 | | | 1,876 | 750 |
| Baptism Donations to PCC | | | | | |
| Interment of Ashes Donations to PCC | 350 | | | 350 | 320 |
| Parish Community Groups donations | 2,260 | | | 2,260 | 3,071 |
| Legacies | | | | | 1,000 |
| Grants (restricted funds) | | | 10,000 | 10,000 | 5,000 |
| Grants | | | | | 22,200 |
| | 6,748 | -641 | 18,085 | 24,192 | 53,368 |
| d) Gift Aid recovered: | | | | | |
| Stewardship Scheme Income Tax Refund | 6,829 | | | 6,829 | 7,524 |
| Donations to General Fund Tax Refund | 375 | | | 375 | 2,789 |
| Gift Aid Envelopes Tax Refund | 214 | | | 214 | 471 |
| Collection Plate Cash Tax Refund GASDS | 315 | | | 315 | 980 |
| Donations and Appeals Tax Refund St Johns | | 33 | 63 | 96 | 1,488 |
| Donations and Appeals Tax Refund St Lukes | | 402 | | 402 | 80 |
| Restricted Purpose Collections Tax Refund | | | 404 | 404 | 49 |
| Donations & Appeals Tax Refund Night Shelter | | | | | 269 |
| | 7,733 | 435 | 467 | 8,635 | 13,649 |
| e) Activities for generating funds: | | | | | |
| Fetes Bazaars and other fund raising | 6,150 | | | 6,150 | 3,823 |
| f) Investment income: | | | | | |
| Interest received | 36 | | | 36 | 365 |
| Church Hall Flat Rent | | | | | |
| | 36 | | | 36 | 365 |
| g) Church activities: | | | | | |
| Baptisms Fees | 74 | | | 74 | 79 |
| Weddings PCC Fees | 763 | | | 763 | 56 |
| Funerals PCC Fees | 1,491 | | | 1,491 | 681 |
| Interments of Ashes PCC Fees | 1,192 | | | 1,192 | 968 |
| Church Hall Lettings | 29,196 | | | 29,196 | 24,849 |
| Church Lettings | 1,720 | | | 1,720 | 1,808 |
| | 34,436 | | | 34,436 | 28,440 |
| h) Other incoming resources: | | | | | |
| Insurance Claims | | | | | 1,620 |
| Miscellaneous Receipts | 19 | | | 19 | 459 |
| | 19 | | | 19 | 2,079 |
| TOTAL RECEIPTS: | 93,397 | -207 | 18,553 | 111,743 | 136,138 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

FURTHER ANALYSIS OF PAYMENTS

| | Unrestricted Funds | | Restricted Funds | Total 2021 | Total 2020 |
|---|--------------------|------------------|------------------|---------------|----------------|
| | General Funds | Designated Funds | | | |
| | £ | £ | | | |
| a) Common Fund: | | | | | |
| London Diocesan Fund | 57,000 | | | 57,000 | 55,980 |
| b) Clergy and staffing costs: | | | | | |
| Organists, Choirmasters, Musical Sunday School Choir | 2,910 | | | 2,910 | 1,345 |
| Clerk, Vergers and Diggers | | | | | |
| Vicars Expenses | 16 | | | 16 | 109 |
| Visiting Clergy Fees and Expenses | 199 | | | 199 | 102 |
| Maintenance of Vicarage | 262 | | | 262 | 972 |
| Vicarage telephone & parish phone calls | 225 | | | 225 | 1,063 |
| | 3,612 | | | 3,612 | 3,591 |
| c) Church running expenses: | | | | | |
| Parish training and education | | | | | |
| Parish Community Groups expenses | 1,530 | | | 1,530 | 1,840 |
| Church Insurances | 502 | | | 502 | 8,268 |
| Organ and Piano Tuning and repairs | 1,469 | | | 1,469 | 450 |
| Church Maintenance & Minor Repairs | 5,117 | 4,980 | | 10,097 | 11,075 |
| Altar and Service Supplies | 270 | | | 270 | 379 |
| Childrens Church Activities | | | | | 11 |
| Church Equipment and Maintenance | 326 | | | 326 | 394 |
| Churchyards and Gardens | 1,570 | | | 1,570 | 2,364 |
| Printing, Postage, Stationery, Books, Software | 668 | | | 668 | 935 |
| Licences and Service Charges | 786 | | | 786 | 476 |
| Professional fees: legal, architect, surveyors | 7,961 | | | 7,961 | 10,088 |
| Church Lighting and Heating | 3,208 | | | 3,208 | 4,527 |
| Church Water Rates | 327 | | | 327 | 555 |
| | 23,733 | 4,980 | | 28,713 | 41,361 |
| d) Hall running costs: | | | | | |
| Church Hall Lighting and Heating | -357 | | | -357 | 4,117 |
| Church Hall Insurance | 38 | | | 38 | 3,502 |
| Church Hall Other Running Costs | -612 | | | -612 | 1,298 |
| Church Hall Repairs and Maintenance | 168 | | | 168 | 1,455 |
| | -763 | | | -763 | 10,372 |
| e) Church major repairs & improvements: | | | | | |
| St John's Church Renovation & Improvements | | 1,675 | 823 | 2,498 | 28,280 |
| St Luke's Church Renovation & Improvements | | 2,015 | | 2,015 | |
| Church Major Repairs | | | | | |
| | | 3,690 | 823 | 4,513 | 28,280 |
| f) Hall major repairs & improvements: | | | | | |
| Church Hall Renovation & Improvements | | | | | 816 |
| g) Mission giving and donations: | | | | | |
| Donations Made | 600 | | | 600 | |
| Donations made from collections and gifts with restricted purpose | | | 2,580 | 2,580 | 600 |
| Night Shelter | | | | | 2,526 |
| Deanery Synod | | | | | |
| | 600 | | 2,580 | 3,180 | 3,126 |
| h) Cost of generating funds: | | | | | |
| Fundraising Costs including 100 Club Prizes | 1,022 | | | 1,022 | 1,239 |
| Fundraising Costs St John's renovations | | | | | 20 |
| Fundraising Costs St Luke's renovations | | | | | |
| | 1,022 | | | 1,022 | 1,260 |
| i) Other resources expended: | | | | | |
| Miscellaneous Expenditure | 172 | | | 172 | 252 |
| TOTAL PAYMENTS: | 85,376 | 8,670 | 3,403 | 97,449 | 145,038 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

E. PCC ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021

CONTENTS

| | page |
|---|------|
| 1. Aim and Purposes | 11 |
| 2. Clergy Changes | 11 |
| 3. Objectives and Activities | 11 |
| 4. Achievements and Performance | 12 |
| 5. Financial Review | 16 |
| 6. Reserves Policy | 17 |
| 7. Risk Management | 18 |
| 8. Thank You! | 18 |
| 9. Structure, Governance and Management | 18 |
| 10. Administrative Information | 19 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

1. Aim and Purposes

The Parochial Church Council (PCC) of the Parish of Clay Hill has the responsibility of cooperating with the incumbent in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical within the ecclesiastical parish. The PCC is also responsible for the maintenance of St. John's church, St. Luke's church and St John's Hall.

2. Clergy Changes

Father Peter Godden's last service as vicar of the Parish of Clay Hill was on Trinity Sunday 30th May, although the vacancy did not formally commence until 12th July when Father Peter started his new appointment at Monks Risborough, Buckinghamshire. The Bishop of London, who is one of the two patrons of the parish, stipulated that the start date for the process of filling the vacancy would be 12th October 2021. The PCC submitted its completed Form 34 to the patrons on 21st October, followed on 14th November by the statement prepared and approved by the PCC describing the conditions, needs and traditions of the parish (Parish Profile).

Father Jeremy Foot, a non-stipendiary minister, was licenced to the parish as Curate on 7th November by the Rt Revd Rob Wickham, Bishop of Edmonton, during a service in St Luke's church and will provide stability for the parish until a new vicar is appointed.

The Bishop of Edmonton has indicated that he sees great value in parishes cooperating and sharing skills more closely, albeit not in formal team ministries. Accordingly, in the future, St John's and St Luke's may be grouped with the parishes of Jesus Church, St Michael and St Mary Magdalene.

3. Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community at Clay Hill. The parish's Mission Action Plan provides the following framework for current and planned activities to achieve this objective:

- In **Worship and Prayer**, we aim that all who participate in the Eucharist will feel that they have been drawn into closer contact with God and that their spiritual journey has been accompanied by a supportive church community.
- In **Teaching and Nurture**, we endeavour to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.
- In **Care and Service**, we endeavour to offer pastoral care in particular to people living in the parish, enter into creative partnerships with the community and other groups and encourage and support individual members of the congregation in the roles of active service that they undertake.
- In **Mission and Outreach**, we endeavour to find creative ways to bring the gospel of Jesus Christ to our parish and to invite people into the life of the Church.

When planning activities, the PCC has considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. To facilitate this work, it is also important that we maintain the fabric of all our parish buildings.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The updated Parish Policy Statement was approved by the PCC and is displayed in both churches and available from the Safeguarding Officer and on our website. The Safeguarding Self Audit and Safeguarding Action Plan were also approved by the PCC. No Safeguarding Issues were raised in 2021 that required reporting to the Charity Commission. The PCC agreed that all members of the PCC should complete the online Basic Awareness Safeguarding Training course and most members have completed one or two levels of the course. The PCC has submitted to the Diocesan Safeguarding Team its response for the Past Cases Review 2 into known historic cases of abuse involving clergy or lay church officers as requested by the Bishop of London.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

4. Achievements and Performance

4.1. Impact of the Covid-19 Pandemic

Public worship in both churches was suspended on 3rd January and services were offered by online live broadcast using Facebook. It was wonderful to re-start attended services inside both churches on Palm Sunday, albeit with carefully distanced seating and hymns sung by a soloist. The congregation remained in their places whilst the minister distributed the host. Live streaming of the services was also continued until Father Peter left. On 5th September, seating in both churches was restored to pre-pandemic arrangements and service booklets, hymns books and weekly reading sheets were brought back into use, allowing the congregation to sing the hymns and sacred music.

One constructive outcome of the lockdown phase of the pandemic was to accelerate development and expansion of the use of Facebook and Twitter for cost-effectively and proactively sharing information with parishioners as well to reach new people within our local community. A weekly electronic newsletter was also developed and continues to be issued to all people on the parish contact list with details of services and forthcoming activities. All live streamed services and electronic newsletters can be accessed through the parish's well-established website that also contains a wealth of information about parish activities. Use of social media as well as live streaming of services with more suitable equipment will be reviewed after a new vicar has been appointed.

4.2. Impact of the Vacancy

Normally, a Eucharist service is held each Sunday in St John's church at 9.00am and in St Luke's church at 10.30am excepting on first Sundays when a joint All-Age family and parade service is held in St Luke's church. However, due to an expected shortage of ministers in the Autumn and with the agreement of the Archdeacon and Area Dean, commencing on 1st October a single eucharist service has been held in the parish each Sunday in St Luke's church on the first, third and fifth Sundays and in St John's church on the second and fourth Sundays at the standardised start time of 10.00am. A service of Evening Prayer is presently held on Sunday evenings in St John's church hall and online using Facebook on weekday evenings, which can be accessed through the parish website.

The Diocese has let the vicarage on a short term let of 12 months with a six-month break clause from 26th August. The tenant was vetted by and is managed by Portico, the Diocese agents. The PCC arranged for the vicarage garden to be cut back but paid by the Diocese.

4.3. Deanery Synod Report

The Deanery Synod met three times in 2021, the first on Zoom. Meetings provide a forum for informing members of matters including clergy changes and church schools news. At the first meeting, the Bishop of Edmonton welcomed the new Synod and gave a presentation, followed by discussion, about Diocesan Vision 2030. Other presentations included an update on the London Diocese Board for Schools and how Deanery Synods can act more efficiently. The final meeting was devoted to a discussion about how to make the Enfield Deanery more efficient.

4.4. Worship and Prayer

Festivals: During the second half of the year, we were able to hold attended special services for the Patronal Festivals of St John the Baptist and St Luke the Evangelist as well as for Remembrance Sunday and Harvest Festival, Advent Lights, Nine Lessons and Carols, Christingle and Christmas Midnight services. All Christmas services were advertised by distributing approximately 3,300 Christmas-themed cards to all households in the parish.

Attendance: Since Palm Sunday, average attendance at Sunday services in St John's church has been approximately 19 adults and 3 children and in St Luke's church approximately 35 adults and 7 children. During the year, 2 weddings, 14 funerals, 9 interments of ashes and 10 Baptisms took place in our churches. A further 8 funerals were led by our clergy and staff at cemeteries and crematoria.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

Junior/Childrens' Church: Childrens' Church services aimed at children up to the age of about 11 years were delivered online on Sunday mornings by Father Peter Godden using Facebook until he left the parish in June and proved to be very popular. The services resumed in October on third Sundays in St John's church and have been well attended. It is a lovely half hour service and a way of introducing our young (and not so young) members to the Christian Faith and worship through song, prayer and activities.

12th Enfield Scout Group: After a challenging year, the popular 12th Enfield Scout Group, which is sponsored by the PCC and comprising Beavers, Cubs, Scouts and Explorers, re-started parading at monthly All-Age services in St Luke's church on the first Sunday of the month in October. The services are similar to the usual parish Eucharist and include Holy Communion, but the service is slightly shorter and includes a fun, interactive talk, aimed at engaging everyone of all ages and Group members take an active part in the readings and other activities. There were over 100 Group members and leaders in attendance at the Remembrance Service on 14th November.

Prayer Group: The Prayer Group restarted in October and meets every two to three weeks in St Luke's Lady Chapel with a core of six to seven people. Each meeting starts with a short reflection, followed by a time of prayer with fellowship, coffee and pastries afterwards.

House Groups: House groups are an excellent way to help parishioners grow and deepen their faith. Groups meet in people's houses in a relaxed and friendly atmosphere, giving opportunities to develop friendships, worship with other Christians, learn more about the Bible and strengthen their relationship with God. The Clay Hill House Group started in May 2016, initially with a monthly evening meeting, and developed to both a morning and evening session on a Tuesday each month. After an enforced break, it is intended to restart in 2022, initially in St Luke's Lady Chapel.

Choir: The choir has been able to meet for rehearsals on many occasions throughout the year when not prevented by Covid restrictions. During the year, Ade was welcomed as a new member and she has proved to be an asset to the choir. The choir sang John Rutter's 'The Lord Bless You and Keep You' for Father Peter's last service in St Luke's church. After celebrating Harvest at the beginning of October, fairly regular choir practices were resumed to prepare for Advent and Christmas services. The choir thanks our organist, Nathan Hulse, for leading rehearsals, working choristers hard and helping them enjoy and encourage leading the worship once again in our churches.

4.5. Pastoral Care

St Luke's Mothers' Union: The aim of the Mothers' Union is to demonstrate the Christian faith in action by the transformation of communities worldwide through the nurture of the family in its many forms. Our branch presently has nine members who were only able to meet once during 2021 but it is hoped to resume meetings in the new year.

Night Shelter: All People All Places (APAP) is a Christian charity set up to provide accommodation and support to people facing homelessness in the London Boroughs of Haringey and Enfield. One of the Trustees is a member of our congregation. Between 2015 and 2019, St Luke's was one of several churches in Enfield that provided accommodation for up to 12 homeless people during the first quarter of each year. During lockdown in 2020, APAP rented a 5/6 bedroom house in Edmonton, staffed by volunteers from the participating churches.

Although the PCC agreed in principle to accommodate clients in St Luke's church in the first quarter of 2022, Government guidance has indicated it would not be possible to run church-based shelters. As an alternative, APAP has already been able to book rooms in a hotel in Haringey and is looking to see if a similar approach could be taken in Enfield.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

St Luke's Church Health and Wellbeing Centre: Whilst drafting the Parish Profile, the PCC identified a need to reach out and develop its mission into the surrounding community. However, it recognised that to do this it would need to work with local groups, in particular the Enfield Health and Wellbeing Centre. St Luke's Church Health and Wellbeing Centre was launched on 8th September with weekly meetings and an exercise class was started later in the month and well as Art and Craft sessions. The aspiration was to expand with a befriending service and a range of activities later both inside and outside the church.

However, as average attendance has been less than ten and St Luke's church is not close to public transport routes, the project was suspended at the end of November when Enfield Health and Wellbeing withdrew from the partnership. It is hoped to review the experience gained and to build on what was achieved during 2021.

Enfield Churches Debt Centre: Enfield Churches Debt Centre (ECDC) was set up at the end of 2020 by an ecumenical group of Enfield churches under the auspices of the Christians Against Poverty charity. The aim is to help people with debt problems in Enfield borough out of the cycle of financial difficulties. Two members of our congregations are ECDC Champions and one is a Trustee. In January, the parish started supporting the Debt Centre with £50 monthly donations towards running costs.

North Enfield Food Bank: Gifts of non-perishable goods presented at the Harvest Festival on 3rd October were given to the North Enfield Food Bank.

The Eco Church: A Rocha UK's award Scheme: All churches of all denominations in England and Wales who want to demonstrate that they care for God's earth by undertaking practical action are eligible to take part in this scheme. The PCC agreed to register with this initiative by completing an online survey about how our churches operate. This will be undertaken by a parish "eco team" including younger members, such as from the Scout Group, which will provide an opportunity for them to be directly involved in the life of our church and help shape the future.

Restorative Chair Yoga Group: The open Restorative Yoga Group was restarted in September in St Luke's church and now has an average attendance of 18 members. The professional coach leads gentle exercises which are beneficial for joint and other physical problems.

Clay Hill Singers: The Singers is a popular open group that comprises nearly 100 mainly retired people who have customarily met weekly in St. Luke's Church in term time led by a professional musician. Originally set up by St Luke's Mothers' Union, it was transferred to the auspices of the PCC in 2020. The Singers closed in March and is presently expected to re-start after Easter 2022.

Social Activities: Social Activities in 2021 were restricted by Covid-19 regulations but we were able to hold a Quiz night by Zoom on 6th February and popular attended Quiz Nights in St Luke's church on 1st May and 6th November. St John's Flower Festival was held "open air" as part of the St John the Baptist Patronal Festival on 26th and 27th June and the Christmas Cracker Fair was held in St Luke's church on 5th December. The PCC very much appreciates the support of several local companies who have provided donations for these events. A list of social events for 2022 is being developed for publication.

4.6. Mission and Evangelism

Soup Lunches: Monthly Soup Lunches were re-started on Wednesdays in St John's Hall in November, the first two beneficiaries of donations being the Mothers' Union (£70) and Noah's Ark Childrens' Hospice in Barnet (£55).

Bridge of Hope Childrens Mission (BOHCM): BOHCM is a Christian charity supporting orphaned and abandoned children in the district of Rukungiri, West Uganda, that was set up by a group that included several members of our congregation. The parish has continued to support BOHCM with £50 monthly donations, funded by contributions from parishioners and retiring collections in August and October. A presentation about BOHCM was given by two Trustees of the charity during the morning service in St John's church on 24th October.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

Children's Society: This year we were able to hold our annual Christingle Service in St Luke's church on Christmas Eve, albeit with attendance capped at 150, at which donations of £269 were collected in aid of the Childrens' Society.

Church Urban Fund: The parish regularly supports the Church Urban Fund with money raised at Soup Lunches as well as donations for a Parish Christmas Card which, this year, raised £62.

4.7. Links with Local Schools

St John's Church of England Primary School: St. John's Primary School is the smallest school in Enfield with 99 pupils from a wide range of socio-economic backgrounds arranged in four vertically grouped classes. During the pandemic, all the staff worked hard to ensure that the children were kept safe and had the best possible learning environment. The after-school clubs have been successful with a very high uptake and the Breakfast Club has been very well attended. In the second half of the year, the school was able to hold Harvest, Remembrance, Carol and End of Term services in St John's church

Falling rolls across Enfield is a real issue for the school coupled with many families relocating as a result of parents working from home so the school continues to explore a variety of different avenues in trying to attract more pupils.

Wren Academy Enfield: The Wren Academy Enfield secondary school opened in 2020 and in 2021 located students in years 7 and 8 in temporary teaching accommodation on the Chase Farm Hospital site which is located within the boundaries of Clay Hill parish. New state of the art school buildings are currently under construction on the site and a new year group will be added each year until full capacity is reached in 2027 with over 1200 students. The school is sponsored by the London Diocesan Board for Schools. The school chaplain is keen to build closer links with local churches and organised three Christmas services for the pupils in St Luke's Church.

4.8. Ecumenical Relationships

We join with the congregation of Lancaster Road URC for services of Evening Prayer, normally on the third Sunday of each month.

4.9. Building Projects

During the year, work continued to ensure that both churches and St John's Hall continued to be maintained in good condition. All gas heaters were serviced and repaired, gutters were cleaned and annual electrical testing including PAT, fire extinguisher testing and Health and Safety inspections undertaken.

St John's Church and Hall

During the year, volunteers carried out several small works including low level moss removal, repairing/rebuilding drain gully walls and repairing/replacing loose floor tiles. The main noticeboard was refurbished in compliance with conservation area regulations.

Several areas noted in the January 2020 Quinquennial report have been regularly monitored, notably the south porch crack - although this has shown less movement than in previous years - and plasterboard in the south west corner which is showing wear and flaking. Work planned for 2022 includes repointing of several areas and structural and drainage surveys as suggested in the Quinquennial report.

A retrospective faculty for the interment of ashes in the grounds of St John's church was obtained, although in future, new interments will only be permitted in the flower bed at the west end of the church. Work started on construction of the Kevin Young Memorial Garden in the rear grounds. The flower bed has been marked out and dug and hedging and some perennial plants have been planted although more plants and the wildflower seeds in the grass will not be sown until the spring of 2022.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

St Luke's Church and Hall

Most of the work carried out in St Luke's church related to routine inspections and maintenance. A number of Health and Safety items noted in the annual inspection were rectified. The five yearly electrical inspection was carried out and there were no required improvements. High level repairs to tiles and flashings on the roof identified during the January 2020 Quinquennial inspection were undertaken to prevent rainwater ingress and planning is underway for further repairs in 2022.

Regular maintenance to the grounds included grass cutting and hedge and shrub pruning. The stump of a lime tree was removed and brambles cut back. The signboard and large display board were replaced and the small notice board was refurbished.

The refurbishment of the hall by Nursery on the Hill following their leasing of the building was completed in January and they are now responsible for ongoing maintenance of the premises.

5. Financial Review

5.1. Finance

In 2021, the parish achieved a surplus in general operating income and expenditure of £3,466, compared to the surplus of £6,423 in 2020 and a budgeted deficit of approximately £20,000. In addition, special projects and their restricted funds which were not included in the budget, delivered a surplus of approximately £11,000, principally due to receipt of a £10,000 grant from the Edmonton Area towards the cost of St John's church ceiling repairs

Forecasting for 2021 was always going to be difficult due to uncertainties about the pandemic. It was further complicated by the resignation of Father Peter Godden which resulted in unplanned variations to Ministry-related costs and establishment of the sequestration account for the second half of the year. However, despite forecasting a deficit, the PCC agreed to increase its Common Fund contribution to the Diocese for 2021 by 1.8% to £57,000, equivalent to 102.3 % of the Parish Ministry Cost component of the Parish Standard Cost. The PCC has also agreed to maintain its Common Fund contribution for 2022 at the same level as for 2021.

Operating income was almost £20,000 better than forecast, albeit 21% less than in 2020. The principal areas for larger than expected operating income were Stewardship receipts, donations to the General Fund (mainly for new noticeboards and garden work), special services (mainly due to 21 funerals), Yoga and Wellbeing Community groups and fundraising.

At the same time, operating expenditure was just under £4,000 lower than forecast and also 20% less than in 2020. Apart from lower than expected Ministry-related and church lighting and heating costs, there were two other significant expenditure variations, the first being nearly £7,000 legal fees for the Pattie Skeates bequest. However, it was possible to offset this in the 2021 accounts by making a one-time-only change in payment of building insurance premiums at renewal in December from annual to monthly resulting in a "saving" of approximately £8,000 as 11/12 of the total premiums will now be paid in 2022.

With completion of the projects for creating a 20-year lease for St Luke's Hall for Nursery on the Hill and St John's ceiling repairs, for the first time in nearly ten years, the PCC has no major building-related projects running. However, ongoing uncertainties about the pandemic, the Patties Skeates bequest, the vacancy and the need to address issues identified in the 2020 Quinquennial surveys will continue to make forecasting challenging.

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

5.2. St Luke's Hall lease

The project to establish a fully repairing 20-year lease for the whole of St Luke's Hall with Nursery on the Hill (Enfield) Ltd (NOTH), a pre-school nursery, was completed on 1st March with the full approval of the Diocese. The agreed annual rent for the first five years has been discounted by just under 50% to reflect NOTH's significant investment in refurbishing the building. At the end of that period, the rent will be reviewed to the full market value. In the meantime, the lease provides the parish with a dependable long-term regular income without the responsibility for maintaining the building or managing bookings.

5.3. Stewardship

Despite the pandemic, scheme members continued to maintain their support and several changed over to standing orders who had previously used monthly envelopes. Stewardship giving including Gift Aid totalled £41,993, an 11% increase from 2020. During the year, nine members increased their giving and one new member joined, but five were lost from the scheme, so at the end of the year, the scheme had 52 members of whom 46 gift-aided their donations.

Stewardship receipts in 2022 are forecast to show a reduction of nearly £5,000 but it is hoped that the annual scheme review in February could reduce this.

5.4. Pattie Skeates Legacy

In 2019, the parish was advised by a firm of lawyers in South Africa that the late Pattie Skeates, a former member of St John's congregation, had bequeathed to St John's church her estate in South Africa including the proceeds of assets and fixed property after sale. Attempts to progress this by direct communications with various firms in South Africa proved difficult, in part due to a lack of knowledge about South African law. The PCC instructed the firm of Lewis Silkin LLP and through them the firm of Legacy Fiduciary Services and Estate Planners SA (LFSEP) to act as its agents to represent the PCC's interest in South Africa and to authorise them to make enquiries about the estate and administration. With the approval of the PCC, LFSEP has appointed an independent executor to deal with the estate. Although LFSEP believes that there are a number of questions that need to be answered, in their opinion the matter should not be too complicated to resolve and the financial outcome would be worth the fees although settlement of the estate might take a year.

6. Reserves Policy

It is the policy of this parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to approximately £25,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

Both churches had Quinquennial inspections in January 2020 and after completion of repairs to some of the most urgent items in both churches, a complete schedule of repair work is being updated. The parish has reserved £25,000 for this ongoing work, the sum to be reviewed as more detailed assessments of the areas identified for repair are obtained.

St Luke's church half share of the proceeds of the sale of the Hawthorn Grove Hall in 2008 was set aside in a designated fund for improvements to St Luke's church and Hall, some of which has since been used for refurbishment of St Luke's church refectory and emergency repairs to St Luke's church ceiling.

It is our policy to invest as much as possible of the parish's funds with the CCLA CBF Church of England Deposit Fund where 51% of total funds were invested at the end of 2021.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

7. Risk Management

The following is a summary of the risks faced by the parish and the PCC.

- **Vacancy:** There is a risk that we will lose members of the congregation during the vacancy due to the absence of a full-time vicar as well as alternating Sunday services between the churches.
- **Aging Congregation:** There is a risk that congregation numbers will gradually fall as we have an aging congregation and difficulty in engaging with younger people.
- **Difficulty in finding new Officers and Volunteers:** Most parish officers have historically been drawn from a core of committed but aging volunteers. As people have had to retire, it has been difficult to find replacements with suitable skills. There is a risk that a notable shortage of volunteers could restrict the capacity to undertake future fund raising and other activities.
- **No succession Planning:** There is no succession planning with the risk that as officers have to retire, their knowledge and experience will be lost.
- **Finances (Pandemic):** During the pandemic, income from collections and fund raising has fallen, resulting in a deficit. There is a risk that this may restrict the scope of Quinquennial survey or emergency repair work.

8. Thank You!

8.1. Long Service Recognition

Father Peter Godden asked the PCC to confer the title of *Churchwarden Emeritus* on Mary Englefield and Joan Young in recognition of their extraordinary long-term commitment to the role of Churchwarden and the arduous and difficult work they undertook during their service.

8.2. Our Volunteers

We would like to thank all the Parish Officers, PCC members and volunteers who have donated their time, energy and money to make our parish the lively community that it is and who have kept our churches safe and available for our congregations during this year and maintained the surrounding grounds.

9. Structure, Governance and Management

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and registered with the Charity Commission as charity number 1151418.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, the Lay Reader and the Authorised Pastoral Assistant, all of whom are automatically *ex officio* members. The parish Electoral Roll was revised in February 2021 and at the end of 2021 had a membership of 112. This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

At the Annual Meeting on 6th April 2008, it was agreed that the Churchwardens' Measure that "a *person may not serve longer than six years as a churchwarden*" shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year. This decision was reviewed in 2017 and retained and will be reviewed again by 2023.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. During 2021, the Annual Meeting (APCM) was held on 2nd May and the full PCC met on eight occasions with an average attendance of 87%. This included two meetings via Zoom webinar with the permission of the Church of England. The Standing Committee of the PCC met on six occasions throughout the year and their decisions were ratified by the PCC at each following meeting. The PCC has one sub-committee responsible for the management of the Parish buildings. There are also less formal groups responsible for the organisation of Social Events and Fund Raising.

10. Administrative Information

The Parish of St John and St Luke is situated in Clay Hill, Enfield, Middlesex and is part of the Diocese of London within the Church of England. The correspondence address is the vicarage at 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418. The parish website is www.clayhillparish.org.uk.

The parish has two churches - St John's Church located in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Church located in Phipps Hatch Lane, Enfield, Middlesex EN2 0HL. The parish has two halls: The Jean Price Memorial Hall (St John's Hall) in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Hall at 37 Morley Hill, Enfield, Middlesex EN2 0BL which is vested in the Trustees of the Bishop of London's Fund.

The people listed below served on the PCC during 2021, (S) indicating membership of the Standing Committee. These people are also considered to be the Trustees of the PCC as a charity.

Ex Officio members:

| | | |
|----------------------|--|----------------------|
| (S) Rev Peter Godden | Vicar and Chairman | to 30 May 2021 |
| (S) Rev Jeremy Foot | Licenced Curate | from 7 November 2021 |
| (S) Andrew Reid | Lay Reader | |
| Michael Mansfield | Authorised Pastoral Assistant | |
| (S) Marion Berry | Churchwarden at St. John's | |
| (S) Ian Buswell | Churchwarden at St. Luke's | |
| Elaine Plumb | Churchwarden at St. Luke's | to APCM 2021 |
| (S) Doreen Addy | Churchwarden at St. Luke's | from APCM 2021 |
| (S) Mary Englefield | Deanery Synod Representative and Parish Administrator | |

Elected Members:

| | | |
|-------------------|---------------------------------|-----------------|
| Paul Bates | Lay Vice-Chairman | |
| Rosemary Dixon | PCC Secretary | to APCM 2021 |
| Cheryl Graham | Church Safeguarding Officer | |
| Peter Livermore | | |
| Heather Livermore | Electoral Roll Officer | from APCM 2021 |
| Gillian Medcalf | | to 31 July 2021 |
| Stephen Morgan | | to APCM 2021 |
| Elaine Plumb | | from APCM 2021 |
| John Rhatigan | | |
| Sarah Smith | | From APCM 2021 |
| Jack Williams | | |
| (S) John Wright | Treasurer, Acting PCC Secretary | |
| Joan Young | | to 5 July 2021 |

Co-opted Members:

| | | |
|-----------------|--|----------------------|
| Katherine Gough | | from 20 October 2021 |
| Anita Wyatt | | from 4 May 2021 |

Accounts

ST JOHN & ST LUKE

CLAY HILL

**PAROCHIAL CHURCH COUNCIL OF THE PARISH OF
SAINT JOHN WITH SAINT LUKE, CLAY HILL, ENFIELD**

Registered Charity number 1151418

**ANNUAL REPORT and FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

CONTENTS

| | page |
|--|------|
| A. Independent Examiner's Report | 2 |
| B. Receipts and Payments Accounts | 3 |
| C. Statement of Assets and Liabilities | 4 |
| D. Notes to the Financial Statements | 5 |
| E. PCC Annual Report for 2020 | 9 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

A. INDEPENDENT EXAMINER'S REPORT

**To the Members of the Parochial Church Council (PCC) of the Parish of St John and St Luke,
Clay Hill, Enfield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020, which are set out on pages 3 to 8.

Responsibilities of the PCC and the Independent Examiner and basis of the report

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

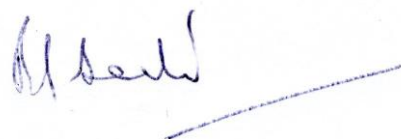
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

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



Roger J Seaton FCA
23 Greenhill Park
Barnet, Herts
EN5 1HQ

11 February 2021 Dated

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

B. RECEIPTS AND PAYMENTS ACCOUNTS

| | Note | Unrestricted Funds | | Restricted Funds | Total 2020 | Total 2019 |
|---|------|--------------------|------------------|------------------|----------------|----------------|
| | | General Funds | Designated Funds | | | |
| | | £ | £ | £ | £ | £ |
| RECEIPTS | | | | | | |
| Voluntary receipts: | | | | | | |
| Planned giving | a | 31,633 | | | 31,633 | 30,237 |
| Collections at services | b | 2,781 | | | 2,781 | 9,813 |
| All other giving/voluntary | c | 38,333 | 1,535 | 13,500 | 53,368 | 27,839 |
| Gift Aid recovered | d | 11,765 | 227 | 1,657 | 13,649 | 7,949 |
| Activities for generating funds | e | 3,823 | | | 3,823 | 10,635 |
| Investment income | f | 365 | | | 365 | 3,842 |
| Church activities | g | 28,440 | | | 28,440 | 48,681 |
| Other incoming resources | h | 2,079 | | | 2,079 | 448 |
| Total Receipts: | | 119,218 | 1,762 | 15,157 | 136,138 | 139,445 |
| PAYMENTS | | | | | | |
| Church Activities: | | | | | | |
| Common Fund | a | 55,980 | | | 55,980 | 54,400 |
| Clergy and staffing costs | b | 3,591 | | | 3,591 | 3,017 |
| Church running expenses | c | 41,261 | 100 | | 41,361 | 29,300 |
| Hall running costs | d | 10,372 | | | 10,372 | 23,188 |
| Church major repairs & improvements | e | | | 28,280 | 28,280 | 40,769 |
| Hall major repairs & improvements | f | 816 | | | 816 | 3,972 |
| Mission giving and donations | g | | | 3,126 | 3,126 | 4,893 |
| Cost of generating funds | h | 1,239 | | 20 | 1,260 | 2,510 |
| Other resources expended | i | 252 | | | 252 | 578 |
| Total Payments: | | 113,512 | 100 | 31,426 | 145,038 | 162,626 |
| Excess of receipts over payments | | 5,707 | 1,662 | -16,269 | -8,900 | -23,181 |
| Cash funds at 1 January: | | 64,292 | 57,562 | 2,497 | 124,352 | 147,533 |
| CASH FUNDS AT 31 DECEMBER: | | 69,999 | 59,225 | -13,772 | 115,452 | 124,352 |

The notes in the table refer to the detailed analyses of both receipts and payments which are contained on pages 7 and 8 of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

C. STATEMENT OF ASSETS AND LIABILITIES

| | Note | Unrestricted Funds | | Restricted Funds | Total 2020 | Total 2019 |
|--------------------------------|------|--------------------|------------------|------------------|----------------|----------------|
| | | General Funds | Designated Funds | | | |
| | | £ | £ | £ | £ | £ |
| Cash funds: | | | | | | |
| PCC Metro Bank current account | | 34,291 | 8,555 | -13,772 | 29,074 | 38,339 |
| COIF deposit account | | 35,708 | 50,670 | 0 | 86,378 | 86,013 |
| Grand Totals: | | 69,999 | 59,225 | -13,772 | 115,452 | 124,352 |

Approved by the Parochial Church Council and signed on its behalf by:



Rev. Peter Godden
(Vicar)

Dated: 9/2/2021



(Lay member of the PCC)

9/2/21

The notes on the following pages form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

D. NOTES TO THE FINANCIAL STATEMENTS

1. Basis of Financial Statements

The financial statements have been prepared on a receipts and payments basis under with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005). The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

2. Funds

Restricted Funds comprise revenue donations or grants for a specific PCC activity intended by the donor.

Designated Funds are general funds set aside by the PCC for use in the future. Project Funds are designated for particular projects for administration purposes only. Designated Funds remain unrestricted and the PCC will move any surplus to other general funds.

Unrestricted or General Funds are funds to be spent on the PCC's general purposes.

During 2020, three Designated Funds were operated - for Improvements to St Luke's Church and Hall, for Improvements to St John's Church and Hall and for Legacies.

During 2020, three Restricted Funds were operated – for St John's Church Renovations for repairs to St John's chancel ceiling; for Collections and Gifts with Restricted Purposes and for St Luke's Night Shelter. In addition, assigned fees for the Diocese and all fees received from third parties for, and then paid to, organists, choristers, vergers and diggers for attendance at weddings, funerals and interments of ashes were accounted as Agency.

| | Balance at 1 Jan 2020 | Receipts | Payments | Balance at 31 Dec 2020 |
|---|--------------------------|----------------|-----------------|---------------------------|
| | £ | £ | £ | £ |
| GENERAL FUND | 64,292 | 119,219 | -113,512 | 69,999 |
| DESIGNATED FUNDS | | | | |
| St Luke's Church & Hall Building Improvement Fund | 50,190 | 480 | 0 | 50,670 |
| St John's Church & Hall Building Improvement Fund | 55 | 283 | -100 | 238 |
| Legacies Fund | 7,318 | 1,000 | 0 | 8,318 |
| TOTAL DESIGNATED FUNDS: | 57,562 | 1,762 | -100 | 59,225 |
| RESTRICTED FUNDS | | | | |
| St John's Church Project Fund | 859 | 13,127 | -28,300 | -14,314 |
| Collections and Gifts with Restricted Purpose | 163 | 577 | -600 | 139 |
| Night Shelter | 1,475 | 1,454 | -2,526 | 403 |
| TOTAL RESTRICTED FUNDS: | 2,497 | 15,157 | -31,426 | -13,772 |
| TOTAL OF FUNDS: | 124,352 | 136,138 | -145,038 | 115,452 |

The deficit on the St John's Project Fund will be cleared in early 2021 by a grant of £10,000 to be received in January, transfer of the balance from St John's Church & Hall Building Improvement Fund and transfer of the remainder from the Legacies Fund.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

3. Staff Costs and Payments to PCC members

PCC members are considered the key management personnel of the church. Some members of the choir and one organist were also members of the PCC. They withdrew from all discussions by the PCC about the services they provided and did not participate in any vote by the PCC related to those matters.

No remuneration was paid directly to key management personnel other than detailed below, although the church contributes to the diocesan fund and the Vicar, who has overall responsibility for promoting the whole mission of the church, is remunerated directly by the Diocese.

The financial interests of the Vicar and other PCC members were limited to reimbursement for minor operational expenditure including materials for minor repairs or improvements, postage, stationery, communion wine and candles. Reimbursements were made after receipt of signed claim forms detailing the expenses with original receipts. All identifiable expenditure including stationery, postage and phone calls were coded to the appropriate heading, The Vicars Expenses of Office category was only used for travel, motor car expenses and small discretionary items that did not fall under any other heading.

All fees received from third parties for and then paid to organists, choristers, vergers and diggers for attendance at weddings, funerals and interments of ashes have been accounted as Agency and therefore are not included in the parish accounts as the PCC merely acts as a conduit of the fees. None of these people received £5,000 per annum or more. The organists at St Luke's church and St John's church and the cleaner at St Luke's Hall provided services to the PCC as self-employed contractors and invoiced the PCC monthly in arrears for the services provided.

Income from donations includes £17,036 received from PCC members.

4. Receipts

All receipts are recognised when they are received. VAT reclaimed under the Listed Places of Worship Scheme is offset against the corresponding payment. All other receipts are accounted for gross. Assigned fees received for the Diocese and fees received for and then paid to organists, choristers, vergers and diggers for attendance at weddings, funerals and interments of ashes are accounted as Agency.

5. Parish Halls

The parish operates two halls - St Luke's Hall, located in Morley Hill, Enfield, Middlesex, EN2 0BL and St John's Jean Price Hall, in Strayfield Road, Enfield, Middlesex, EN2 9JF. Both buildings are held by the London Diocesan Fund as Diocesan Authority (formerly known as Custodian Trustee) with the PCC having the role of Managing Trustee, taking day to day responsibility for the properties. The sums insured for these buildings for buildings and contents by the Ecclesiastical Insurance Office (EIO in the respective insurance policy schedules dated 25 December 2020 are shown in the following table:

| | |
|-----------------------------|-------------|
| St Luke's Church | £14,490,000 |
| St Luke's Parish Hall | £3,783,750 |
| St John's Church | £5,800,000 |
| St John's (Jean Price) Hall | £2,900,000 |

6. Rounding

Any minor summation errors in the tables in this report are due to all numbers having been rounded to the nearest pound with zero decimal places.

7. Covid-19 Pandemic

For a considerable part of 2020 both churches have been closed or offering limited access. As a result expenditure and receipts have varied from what would normally be expected. It is not possible to reliably estimate the duration and consequences of the pandemic, as well as their impact, on the financial position and results for future years.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

FURTHER ANALYSIS OF RECEIPTS

| | Unrestricted Funds | | Restricted Funds | TOTAL 2020 | TOTAL 2019 |
|--|--------------------|------------------|------------------|----------------|----------------|
| | General Funds | Designated Funds | | | |
| | £ | £ | £ | £ | £ |
| a) Planned Giving: | | | | | |
| Stewardship Scheme | 25,084 | | | 25,084 | 30,237 |
| Stewardship Scheme not gift aided | 6,549 | | | 6,549 | |
| | 31,633 | | | 31,633 | 30,237 |
| b) Collections at services: | | | | | |
| Collection Plate Cash | 1,251 | | | 1,251 | 5,369 |
| Collection Plate Gift Aid Envelopes | 1,142 | | | 1,142 | 3,124 |
| Wedding Collections | | | | | 103 |
| Funeral Collections | 166 | | | 166 | 159 |
| Baptism Collections | 223 | | | 223 | 1,058 |
| | 2,781 | | | 2,781 | 9,813 |
| c) All other giving/voluntary: | | | | | |
| Donations to General Fund | 11,952 | | | 11,952 | 2,059 |
| Donations and Appeals St Johns | | 135 | 6,787 | 6,922 | 12,386 |
| Donations and Appeals St Lukes | | 400 | | 400 | 3,177 |
| Donations & Appeals Night Shelter | | | 1,185 | 1,185 | 764 |
| Restricted Purpose Collections and Donations | | | 528 | 528 | 2,798 |
| Wedding Donations to PCC | 40 | | | 40 | 285 |
| Funeral Donations to PCC | 750 | | | 750 | 504 |
| Baptism Donations to PCC | | | | | 367 |
| Interment of Ashes Donations to PCC | 320 | | | 320 | |
| Parish Community Groups donations | 3,071 | | | 3,071 | |
| Legacies | | 1,000 | | 1,000 | |
| Grants (restricted funds) | | | 5,000 | 5,000 | 5,500 |
| Grants | 22,200 | | | 22,200 | |
| | 38,333 | 1,535 | 13,500 | 53,368 | 27,839 |
| d) Gift Aid recovered: | | | | | |
| Stewardship Scheme Income Tax Refund | 7,524 | | | 7,524 | 5,502 |
| Donations to General Fund Tax Refund | 2,789 | | | 2,789 | 137 |
| Gift Aid Envelopes Tax Refund | 471 | | | 471 | 795 |
| Collection Plate Cash Tax Refund GASDS | 980 | | | 980 | 805 |
| Donations and Appeals Tax Refund St Johns | | 148 | 1,340 | 1,488 | 592 |
| Donations and Appeals Tax Refund St Lukes | | 80 | | 80 | 55 |
| Restricted Purpose Collections Tax Refund | | | 49 | 49 | 17 |
| Donations & Appeals Tax Refund Night Shelter | | | 269 | 269 | 48 |
| | 11,765 | 227 | 1,657 | 13,649 | 7,949 |
| e) Activities for generating funds: | | | | | |
| Fetes Bazaars and other fund raising | 3,823 | | | 3,823 | 10,635 |
| f) Investment income: | | | | | |
| Interest received | 365 | | | 365 | 642 |
| Church Hall Flat Rent | | | | | 3,200 |
| | 365 | | | 365 | 3,842 |
| g) Church activities: | | | | | |
| Baptisms Fees | 79 | | | 79 | 142 |
| Weddings PCC Fees | 56 | | | 56 | 346 |
| Funerals PCC Fees | 681 | | | 681 | 1,039 |
| Interments of Ashes PCC Fees | 968 | | | 968 | 526 |
| Church Hall Lettings | 24,849 | | | 24,849 | 41,328 |
| Church Lettings | 1,808 | | | 1,808 | 5,300 |
| | 28,440 | | | 28,440 | 48,681 |
| h) Other incoming resources: | | | | | |
| Insurance Claims | 1,620 | | | 1,620 | |
| Miscellaneous Receipts | 459 | | | 459 | 448 |
| | 2,079 | | | 2,079 | 448 |
| TOTAL RECEIPTS: | 119,218 | 1,762 | 15,157 | 136,138 | 139,445 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

FURTHER ANALYSIS OF PAYMENTS

| | Unrestricted Funds | | Restricted Funds | Total 2020 | Total 2019 |
|---|--------------------|------------------|------------------|----------------|----------------|
| | General Funds | Designated Funds | | | |
| | £ | £ | £ | £ | £ |
| a) Common Fund: | | | | | |
| London Diocesan Fund | 55,980 | | | 55,980 | 54,400 |
| b) Clergy and staffing costs: | | | | | |
| Organists, Choirmasters, Musical Sunday School | 1,345 | | | 1,345 | 1,695 |
| Vicars Expenses | 109 | | | 109 | 22 |
| Visiting Clergy Fees and Expenses | 102 | | | 102 | 234 |
| Maintenance of Vicarage | 972 | | | 972 | 396 |
| Vicarage telephone & parish phone calls | 1,063 | | | 1,063 | 670 |
| | 3,591 | | | 3,591 | 3,017 |
| c) Church running expenses: | | | | | |
| Parish training and education | | | | | |
| Parish Community Groups expenses | 1,840 | | | 1,840 | |
| Church Insurances | 8,268 | | | 8,268 | 8,739 |
| Organ and Piano Tuning and repairs | 350 | 100 | | 450 | 930 |
| Church Maintenance & Minor Repairs | 11,075 | | | 11,075 | 9,128 |
| Altar and Service Supplies | 379 | | | 379 | 701 |
| Childrens Church Activities | 11 | | | 11 | 60 |
| Church Equipment and Maintenance | 394 | | | 394 | 258 |
| Churchyards and Gardens | 2,364 | | | 2,364 | 712 |
| Printing, Postage, Stationery, Books, Software | 935 | | | 935 | 1,423 |
| Licences and Service Charges | 476 | | | 476 | 963 |
| Memorial Gardens and Book of Remembrance | | | | | |
| Professional fees: legal, architect, surveyors | 10,088 | | | 10,088 | |
| Church Lighting and Heating | 4,527 | | | 4,527 | 5,836 |
| Church Water Rates | 555 | | | 555 | 551 |
| | 41,261 | 100 | | 41,361 | 29,300 |
| d) Hall running costs: | | | | | |
| Church Hall Lighting and Heating | 4,117 | | | 4,117 | 4,747 |
| Church Hall Insurance | 3,502 | | | 3,502 | 2,283 |
| Church Hall Other Running Costs | 1,298 | | | 1,298 | 3,509 |
| Church Hall Repairs and Maintenance | 1,455 | | | 1,455 | 12,650 |
| | 10,372 | | | 10,372 | 23,188 |
| e) Church major repairs & improvements: | | | | | |
| St John's Church Renovation & Improvements | | | 28,280 | 28,280 | 39,649 |
| St Luke's Church Renovation & Improvements | | | | | 1,121 |
| Church Major Repairs | | | | | |
| | | | 28,280 | 28,280 | 40,769 |
| f) Hall major repairs & improvements: | | | | | |
| Church Hall Renovation & Improvements | 816 | | | 816 | 3,972 |
| g) Mission giving and donations: | | | | | |
| Donations Made | | | | | |
| Donations made from collections and gifts with restricted purpose | | | 600 | 600 | 3,093 |
| Night Shelter | | | 2,526 | 2,526 | 1,779 |
| Deanery Synod | | | | | 20 |
| | | | 3,126 | 3,126 | 4,893 |
| h) Cost of generating funds: | | | | | |
| Fundraising Costs including 100 Club Prizes | 1,239 | | | 1,239 | 2,161 |
| Fundraising Costs St John's renovations | | | 20 | 20 | 343 |
| Fundraising Costs St Luke's renovations | | | | | 6 |
| | 1,239 | | 20 | 1,260 | 2,510 |
| i) Other resources expended: | | | | | |
| Miscellaneous Expenditure | 252 | | | 252 | 578 |
| TOTAL PAYMENTS: | 113,512 | 100 | 31,426 | 145,038 | 162,626 |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

E. PCC ANNUAL REPORT FOR 2020

1. AIMS AND PURPOSES OF THE PAROCHIAL CHURCH COUNCIL (PCC)

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the minister in promoting in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical (PCC Powers Measure 1956). The PCC is also responsible for the maintenance of its two churches, St. John's and St. Luke's, and two halls.

2. OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our Parish community at Clay Hill.

The Parish has developed a Mission Action Plan which provides a framework for current and planned activities to achieve this objective, which focuses on Worship and Prayer, Teaching and Nurture, Care and Service and Mission and Outreach:

- In **Worship and Prayer**, we aim that those who participate in the Eucharist will feel that they have been drawn into closer contact with God, that their spiritual journey has been accompanied by a supportive church community, and that they have been equipped for the week ahead.
- In **Teaching and Nurture**, we aim to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.
- In **Care and Service**, we aim to offer pastoral care in particular to people living within the Parish, to enter into creative partnerships with the community and other groups, and to encourage and support individual members of the congregation in the roles of active service that they undertake.
- In **Mission and Outreach**, we aim to find creative ways to bring the gospel of Jesus Christ to our Parish and to invite people into the life of the Church.

3. CORONAVIRUS PANDEMIC

Throughout most of 2020, the pandemic has been detrimental in affecting the life of the parish emotionally, practically and financially with the intermittent closure of the churches for public worship and, from 23 March, parish buildings for social activities and public hire. It has however offered opportunities to develop a wider community through on-line links with participation in virtual services and social activities, and a more thoughtful community in caring for the vulnerable, needy and lonely. We are very grateful to Adam Bacon and Roy Tungatt for their technical support and expertise and to the Vicar and his wife Caroline, and Lay Reader Andrew Reid for enabling the community to grow in faith and continue to be the true Church, following Christ where he calls us.

4. ACHIEVEMENTS AND PERFORMANCE

The Vicar has shared worship via the internet, on the parish website, on Facebook Live and Twitter and we thank and congratulate everyone who has been able to embrace new technology, social media and "doing things differently".

Our Parish has again successfully participated in the Haringey and Enfield Churches Winter Night Shelter Project under the umbrella of the organisation "All People All Places". This is a church-based 'rolling shelter' run by volunteers, providing food and shelter overnight during the winter months. Each night of the week up to 20 guests were hosted by a different church and St Luke's Church hosted the shelter on Friday nights, starting on 3 January 2020 and intending to continue for 13 weeks. Following the Government's declaration of a national emergency on 23 March, the Shelter was closed after 12 weeks and our guests were provided with local authority funded hotel accommodation.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

We continued to develop and expand our services and events for young people, including our All-Age service, Children's Service and Junior Church which are particularly enjoyable for young families. When not able to be in a church building, a Children's Service was generally available on-line weekly, aimed towards children up to the age of 11, with songs, a bible story, interactive talk, prayer and fun.

The Parish is very proud of St John's Church of England Primary School whose aim is to provide an academically stimulating and caring environment where the needs and aspirations of each child are at the heart of everything they do. The values of the School are to develop confidence and respect, show determination, create friendship, and share in celebration. The School's vision is that "with God's help we will find our gifts, develop our strengths and share them with others".

4.1 Worship and Prayer

The monthly schedule of services outlined below was generally followed up until the closure of buildings in mid-March. Thereafter service times varied somewhat; most online services were shared live on Facebook at 9am, whilst from July to December, services attended by the public tended to be held at 9am and 10.30am only – with the 9am sometimes being a children's service.

St. John's Church:

| | | |
|---|--------|--------------------|
| Sunday (except 1 st and 3 rd Sunday): | 9am | Sung Eucharist |
| Sunday (except 3 rd Sunday): | 6pm | Evening Service |
| Second Sunday: | 9am | Junior Church |
| Third Sunday: | 8am | Said Eucharist |
| Third Sunday: | 9.30am | Children's Service |

St. Luke's Church:

| | | |
|--------------------------|---------|-------------------------------------|
| First Sunday: | 10.30am | All Age Eucharist and Church Parade |
| All other Sundays | 10.30am | Parish Eucharist |
| including Second Sunday: | | Junior Church |
| and Fourth Sunday: | | Junior Church |
| Tuesdays to Fridays: | 8am | Morning Prayer |
| | 5.30pm | Evening Prayer |
| Wednesdays: | 9.15am | Said Eucharist |
| Thursdays | 6pm | Meditation |

Joint Service at United Reformed Church:

| | |
|--------------|--------|
| Third Sunday | 6.30pm |
|--------------|--------|

Services for young people:

- The All-Age Service is normally on the first Sunday of the month. Everyone gathers in the morning for one service, at 10.30am, along with members from our Scouts, Cubs and Beavers. It is very similar to our usual parish Eucharist and still includes Holy Communion, but the service is slightly shorter, and includes a fun, interactive talk, aimed at engaging everyone, aged 5 to 95.
- The Children's Service is aimed at children up to the age of about 11 years. During periods of the churches being open, this is held on the third Sunday of the month in St John's Church. It lasts for about half an hour, and includes lots of noise, singing, and fun as the children learn more about Jesus.
- The Junior Church (Sunday School) normally meets on the second Sunday of each month during the morning services at 9am at St John's and 10.30am at St Luke's and also on the fourth Sunday of each month at 10.30am at St Luke's for special teaching and activities for children up to the age of 12. The young people start the service with everyone else in the main body of the church, and then depart for their activities about ten minutes into the worship, returning again during Communion for the rest of the service.

During periods when the churches were closed, the monthly schedule of services outlined below was generally followed and available on Facebook Live with links to these available on Twitter and the parish website. The schedule was published on the Parish website and videos of sermons, gospel readings and intercessions were made available.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

| | | |
|-------------------------|-------------|---------------------|
| Children's Service | from 8.30am | Sunday |
| Holy Communion | from 9am | Sunday |
| Evening Prayer | from 3pm | Sunday |
| | from 5.30pm | Tuesday to Saturday |
| Compline (Night Prayer) | from 9pm | Occasionally |

From 30 June, both churches were open for Private Prayer on one day each week whenever possible.

In summary, during 2020:

| | |
|----------------------------|---|
| 1 January to 17 March | Church buildings open for public services |
| 18 March to 29 June | Church buildings closed in lockdown |
| 30 June to 25 July | Church buildings open for private prayer only |
| 26 July to 5 November | Church buildings open for public services |
| 5 November to 2 December | Church buildings closed in lockdown |
| 2 December to 20 December | Church buildings open for public services |
| 22 December to 31 December | Church buildings open for private prayer only |

Between Lockdowns, when churches have been open, they have been restricted in the number of attendees that can be accommodated safely: A maximum of 11 households at St John's and 32 at St Luke's.

Pre-pandemic – up to 18 March: The average weekly attendance for in-church services at St. John's was 16 adults and 13 children for Sunday mornings and 6 for evenings, and 18 adults and 12 children for the Children's services; at St. Luke's it was 45 adults and 11 children for Sunday mornings.

Pandemic restrictions – from 19 March: The average weekly attendance for in-church services at St. John's was 16 adults and 10 children for Sunday mornings and 6 for evenings, and 20 adults and 14 children for the Children's services; at St. Luke's it was 30 adults and 4 children for Sunday mornings (this encompasses the period when St John's was closed).

Numbers for people accessing the services online is available but only shows how many times the video was accessed, and does not provide an accurate indication of the number of people watching (eg, how many are watching one screen, whether it is watched when switched on, if one person is dipping in and out of the service.)

When public services were permitted from the summer onwards, congregational singing was not permitted. However, regulations did subsequently permit singing by a small choir, which was introduced at some services. Throughout the period back in our church buildings we have been blessed by the wonderful organ playing of Nathan Hulse, who has now agreed to take on the role of organist permanently.

Services conducted during the year included the Baptism of 3 children, 6 Funerals, and 6 Interments of Ashes. From mid-March, Government restrictions either disallowed weddings in churches or restricted the number of guests allowed to attend. No weddings were held in our churches during 2020.

Special services included Epiphany, Ash Wednesday Sung Eucharist and Imposition of Ashes, Mothering Sunday, Stations of the Cross, Palm Sunday, Maundy Thursday Eucharist, Good Friday Passion and Tenebrae services, Easter Vigil and Eucharist services, Easter Day, Ascension Day, Pentecost, Birth of St John the Baptist, Trinity Sunday, Harvest Festival, St Luke the Evangelist's Patronal Festival, All Souls Eucharist, All Saints, Remembrance Sunday, Advent, Nine Lessons and Carols, "Blue Christmas", Christingle, Midnight Mass and Christmas Day services.

Normally, St. John's Church of England Primary School holds services in St. John's Church to mark important occasions in the church and school year. This year only the Ash Wednesday service was able to be held in the church. The Vicar joined with the end of year on-line service and Leavers' celebration with a talk and blessing, and shared a Remembrance video with the School in November.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

4.2 Mission, Worship and Social Activities

January

- Epiphany Service
- Winter Night Shelter Friday/Saturday throughout January
- Renewal of the Church 100 Club membership (50% of funds were for the General Fund)
- Mothers' Union Annual Lunch. (The rest of the programme was cancelled, including the AGM).
- The Clay Hill Singers met weekly.
- Commencement of annual Stewardship review
- Invitation to "Churches Together" service at Christ Church, Chase Side

February

From mid-February, parishes throughout London were advised to take the following precautions: Those administering Communion would use hand sanitizer prior to carrying out their duties and intinction (dipping a wafer into the chalice) was prohibited, and that some may wish to avoid shaking hands during the peace. Assurance was given that receiving the bread only does constitute making a full communion.

- Candlemas
- "New Daylight" daily bible reading notes from Valerie Budd
- The Clay Hill Singers met twice.
- Quiz Night
- Soup Lunch with proceeds to the Bridge of Hope Children's Ministry
- Winter Night Shelter Friday/Saturday throughout February
- Invitation to "Messy Cathedral" at St Paul's Cathedral
- Ash Wednesday Communion services with Imposition of Ashes at St John's and St Luke's
- On Ash Wednesday the Vicar offered "ashing" to commuters outside Gordon Hill station
- Ash Wednesday school service
- Funeral of Margaret McLachlan
- Joint evening service at Lancaster Road United Reformed Church
- Stewardship Sundays considered how we used our gifts and financial resources to support one another
- Revision of the Electoral Roll and consent for Data Protection compliance

March

Advice was received from the Diocese of London, formulated in partnership with Public Health England and other bodies, concerning coronavirus. The Archbishops of Canterbury and York wrote to all churches asking that we only receive communion in one kind (bread/wafer), that we do not shake hands during the peace.

- Annual Meeting of Parishioners to appoint churchwardens
- Annual Parochial Church Meeting and publication of revised Electoral Roll
- Lent campaign: "Live Lent: Care for God's Creation"
- Lent groups on Tuesday afternoons at St John's and evenings at St Luke's, discussed "Saying Yes to Life" by Ruth Valerio
- Winter Night Shelter Friday/Saturday until 20 March
- The Clay Hill Singers met twice
- Soup Lunch on Wednesdays throughout Lent until 18 March with proceeds to Bridge of Hope Children's Ministry
- Mothering Sunday Family Eucharist was held on-line
- Invitation to the World Day of Prayer, praying with Zimbabwe, from the Baptist Church, Cecil Road
- 18 March: *The government directed the imminent closure of church buildings for public worship. Weddings and Funerals with a maximum of 5 persons could be held.*
- *The Vicar and PCC resolved that thereafter:*
 - *The Eucharist would be broadcast live from the Vicarage using Facebook and published on Twitter and the parish website*
 - *Evening Prayer would be a live broadcast on Facebook Live*
 - *Churches would be open for private prayer one day each week*
 - *An on-line newsletter service was set up through Mail Chimp, with recipients made up from the consent log of those who had given permission to be contacted by email*

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

- "Worship at Home" orders of service were published and available from outside the Vicarage and on the internet

23 March: The Prime Minister declared a National Emergency and the UK was under a partial lockdown from 26 March, including the closure of schools. The elderly needed to isolate themselves for 12 weeks (to mid-June). No weddings were allowed in churches.

24 March: The Church of England closed all church buildings

April

- "Ask the Vicar" podcast
- Palm Sunday Eucharist (on-line)
- Maundy Thursday service (on-line)
- Stations of the Cross service (on-line)
- Good Friday service, especially for children; liturgy and Tenebrae (all on-line)
- Holy Saturday Easter Vigil (on-line)
- Easter Sunday Children's Service and All-Age Celebration (on-line)

May

12 May: Bishops of the Church of England agreed that clergy would be able to return to offering worship in private in the church buildings in which they minister. The consensus of the PCC was that the most important factor in our worship was that it be streamed live whenever possible; this required a Wi-Fi connection (which the vicarage had, but which our church buildings did not have at that time). Consideration was given to installing internet in the church buildings, but again the consensus was that people were happy with worship being streamed from the vicarage for the time being. These considerations included the dynamic of a service conducted in an empty church, which for some may have looked rather lonely or staged, and the way in which having services conducted in a home brought a sense of complementarity and solidarity, given that others had to watch the services from their own homes themselves. Services would continue to be streamed from the vicarage for the time-being, but with constant review.

- "Ask the Vicar" podcast
- Launch of Freephone service by Archbishop of Canterbury to join in worship 24/7 "Daily Hope" - hymns, reflections, prayers
- Ascension Day service (streamed on-line)
- Invitation to Christians throughout the world to pray for more people to come to the love of Christ, as part of the global movement "Thy Kingdom Come"
- Food collection and delivery to North Enfield Food Bank
- Zoom socials on Wednesday afternoons and evenings
- Plants for sale in aid of the churches.

June

- Trinity Sunday, celebrated our belief in one God who is three persons, with guest speaker, the Rev'd Dr Simon Cuff (on-line)
- Prayer Vigil to remember George Floyd, and all who were touched by discrimination (on-line)
- Feast of Corpus Christi (on-line)
- Wednesday Zoom socials

15 June: Churches may reopen for private prayer if the community was willing to do so and able to fulfil hygiene and safety requirements

Lone people were able to form a support bubble with one other household

Some secondary schools would reopen

17 June: Families were able to visit some care homes

23 June: Social distancing rules applied

- Patronal Eucharist celebrated the birth of John the Baptist, and gave thanks for our life as a congregation, with guest preacher, the Rt Rev'd Rob Wickham, Bishop of Edmonton (on-line)
- Zoom coffee morning
- Zoom Quiz Night
- St Luke's church opened for private prayer on Wednesdays and Saturdays from 30 June from 10am-12noon

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

July

- St John's church opened for private prayer on Wednesdays from 1 July from 10am-12noon
- *4 July: Lockdown eased, two households may meet indoors or outdoors and churches may reopen for public worship within guidelines.*
- A router was obtained and the Vicar broadcast services live from church over Facebook
- St John's School end of year service and Leavers' celebration conducted on-line with the Vicar participating by giving a talk and blessing.
- 26 July: Public services resumed in church buildings

August

Government make the wearing of face masks mandatory in places of worship

- Zoom Quiz

September

2 September: Schools reopened

9 September: Government ruling that people must not meet socially in groups larger than 6.

Exceptions included churches, schools and workplace

- Zoom Quiz
- 19 September: Morning Prayer resumed from St Luke's, 8am Tuesday to Friday in the chancel, attendees having a designated seat and book
- Evening Prayer led by Andrew or Peter on-line, and by Peter in St Luke's chancel on Fridays.
- From 27 September, Sunday Evening service at 5.30pm from St Luke's
- St John's church closed from 28 September for chancel ceiling repairs for approximately 6 weeks. All services held from St Luke's

October

17 October: Government announced that London is within Tier 2 restrictions: No household may mix and the Rule of 6 applies for outside

- Harvest festival held on 4 October with offerings for the Enfield Food Bank
- Launch of Save the Ceiling campaign for St John's, the project costing around £30,000
- St Luke's Patronal Festival, gave thanks for our life as a community and prayed for our parish
- Parish Quiz Night

November

- All Saints Day Morning Service and Eucharist in St Luke's
- All Souls service of commemoration for all those whom we love who had died, 5.30pm St Luke's
- 2 November: Ceiling works completed at St John's church and church able to reopen

5 November: Second lockdown until 2 December

- The Vicar broadcast live services from the Lady Chapel in St Luke's
- St John's and St Luke's parish was registered with easyfundraising for free donations when online shopping
- On-line Remembrance Day Eucharist at 9am and Act of Remembrance at 10.50am during which names of those from the parish who gave their lives in two world wars were read and a two-minute silence observed
- Invitation to the virtual launch of Enfield Debt Centre (Christians Against Poverty), to help people out of the cycle of financial difficulties
- Participation in Operation Christmas Child (shoebox presents for children in need across the world) through Samaritan's Purse
- Zoom Quiz
- St John's School Remembrance Service: The Vicar shared a Remembrance video

24 November: Government announced plans for Christmas: Between 23-27 December, three households may meet in private homes; churches may open but not other public indoor spaces

- Members of the Christmas Enabling Team meet to formulate plans for celebrating Christmas on the assumption that services would be able to take place, with restrictions, reduced capacity, hygiene precautions:
 - Moving Nine Lessons and Carols from St John's to St Luke's
 - Holding a second Christingle service
 - Moving Midnight Mass earlier
 - Adding an extra Christmas morning service

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

- Christ the King Eucharist, proclaiming Christ's sovereignty over creation, and Stir Up Sunday.
- Invitation to participate in the public consultation "Independent Faith Engagement Review: Call for Evidence", to consider how best the government should engage with faith groups, which could have a huge impact on how faith is treated in the public sphere

December

2 December: Lockdown eased. London is in risk level Tier 2. Public worship permitted in church buildings

- Plans for Christmas instigated:
 - Blue Christmas, St John's Thursday 17th, 6pm (we would worship in solidarity with all those who find this season difficult or painful)
 - Nine Lessons and Carols, St Luke's, Sunday 20th, 6pm
 - Bring Your Own Christingle Services, St Luke's Thursday 24th, 2.30pm and 4.30pm
 - (Nearly) Midnight-in-Bethlehem Mass, St Luke's, Thursday 24th, 9pm
 - Christmas Morning Eucharist, St John's, Friday 25th, 9am
 - Christmas Morning Celebration Service (non-Eucharistic), St Luke's, Friday 25th, 10.30am
 - Potential to end some services with outdoor singing which could now take place
 - Free tickets to be booked on-line or by phone from 4th December
 - All worship to be shared on-line to join in praise and prayer
 - Holy Communion, St Luke's and on-line, Sunday 27th, 10.30am
- Christmas service ticketing starts
- Christmas Pantry collections of food, Christmas treats and everyday items, from St Luke's porch from 8th - 22nd December. People from the local community who were struggling to make ends meet could come and collect items to help them through this difficult time
- 6th and 13th December, Holy Communion from St John's and online, and St Luke's
- Launch of Christmas Cracker raffle

16 December: London moved to risk level Tier 3

- Thursday 17 December, Blue Christmas service held at St John's for all those who found this season difficult or painful
- Thursday 17 December: Services of Christingle, Midnight Mass, and Christmas morning were professionally pre-recorded by Lucy Williams, along with carols sung by the choir.
- Sunday 20 December, Nine Lessons and Carols at St Luke's at 6pm

20 December: London moved to risk level Tier 4: Cannot meet indoors over Christmas unless part of a support bubble, and with only one other person outdoors

- 22 December: Decision made by the PCC to cancel in-church services following reflection on Sunday's Carol Service, that the safest way to serve the community would be to suspend public worship over the Christmas period and to move all services online. The Vicar put the following message online:
"The PCC has been weighing up the desire to bring comfort and joy to people's hearts, to be a beacon of positive news where it has been in short supply, and to help facilitate fellowship where so many of us are feeling isolated and afraid, alongside our responsibility to our local community. Added to this, I am aware that we have people – many of whom are in vulnerable categories themselves – who had so graciously volunteered to steward, clean, and provide music, and who are now feeling uneasy about continuing with services in church. This is not a time for putting people under more pressure. For my part, I will now be able to spend time that I would have spent preparing for and taking services speaking on the phone to people, particularly the isolated and vulnerable – many of whom were not planning to attend these services at all."
- All those due to attend Christmas services contacted
- 24 December: Christingle, available to watch from 2.30pm on Facebook
- 24 December: Midnight Mass Eucharist welcoming in the feast of Christmas, available to watch from 9pm on Facebook
- 25 December:
 - Christmas Celebration service without Holy Communion, from 8.30am on Facebook
 - Christmas Day Eucharist welcoming Christmas Day, live at 9am on Facebook
- 27 December: Online worship

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

4.3 Deanery Synod

Members of the PCC, Mary Englefield, Andrew Reid (to June) and Diana Evans (from June to November), served on the Enfield Deanery Synod which normally meets three times each year at different Churches in the Deanery. This provides the PCC with an important link between the Parish and the wider structures of the church. The Diocese of London is divided into Episcopal Areas which are subdivided into Deaneries. The Parish is in the Enfield Deanery within the Episcopal Area of Edmonton. The principles of the Deanery Synod are the same as the General Synod, having the full Synod, The House of Clergy and the House of Laity. The Area Dean is Chair of the Deanery Synod and there is also a representative on the Diocesan Synod. Enfield is also fortunate in having representatives on the General Synod. Deanery Synod members are elected every three years, the current term is 2020 - 2023.

The meetings include talks, followed by discussion and are usually open meetings to which parishioners are welcome to attend. The only meeting able to be held in 2020 was in February at St James Church Enfield Highway. The Synod was told about the plan for a Megabus to be parked at Bishop Stopford School with equipment for Christians to engage with young people. There were talks by Deanery Lay Leaders about social action they are involved in: Night Shelters (St Andrews Southgate), Mothers Union (Sue Johnson) and the Environmentally Responsible Church (Sandra Anderson). Future meetings are planned via Zoom.

4.4 Pastoral Care

During periods when people were isolated, the Vicar encouraged us to become a "phone buddy" for some of our more elderly or vulnerable parishioners, to do shopping for those unable to get out, and to make friends with neighbours especially to help any who are self-isolating.

In normal times there are collections for the Enfield Food Bank in both churches and the Café, and members of the Parish have an involvement with homeless suppers at Lancaster Road United Reformed Church. During this year, these donations became even more needed, and have been collected and delivered in accordance with health guidance. The "Christmas Pantry" was launched during December enabling people to deposit food, everyday items and Christmas treats in St Luke's porch for local people in need to collect.

The Parish sponsors the 12th Scout Group of Beavers, Cubs and Scouts who meet at the Stratton Avenue Scout Hut and participate in parade services. The Group volunteers for tasks including church gardening, preparing beds for the Winter Night Shelter, and would run the barbecue at Parish fairs.

The Community Café based in St Luke's, Fields Coffee Shop, was open from Monday to Friday. Developments in the arrangement between the PCC and Fields Café, owing to the PCC's obligations under charity law, meant that the manager was planning to end her tenure in May as she was moving away from the district, however the Café was unable to be open from the end of March following the introduction of lockdown restrictions.

Members of the Parish participated in and supported the All People All Places Winter Night Shelter during January, February and March.

The Parish has a thriving (mixed gender) Mothers' Union, based primarily at St Luke's, providing fellowship for its members, organising events and also working to support the mission of the Mothers' Union around the world.

Meditation sessions were held in accordance with the World Community for Christian Meditation each Thursday evening in the Lady Chapel of St. Luke's Church until 26 March. Later in the year they were offered via phone-in sessions or on-line via the World Community for Christian Meditation website.

The Clay Hill Singers customarily meet weekly at St. Luke's in term time, and all are welcome to participate in singing songs together from a variety of different eras. This also closed in March to avoid spreading the Covid-19 virus. "Knit and Natter" met fortnightly at Woodbury Manor Residential Home until care homes were closed to visitors in March. Chase Stitchers met on the first Monday of each month in St Luke's Refectory until the church buildings were closed in March.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

4.5 Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The Parish's Policy Statement is displayed in both churches and is available from the Safeguarding Officer and on our website.

The PCC complied with the Bishop of London's request to participate in the Past Cases Review 2, as part of which all parishes were instructed to disclose any known historic cases of abuse involving clergy or lay church officers to the Diocesan Safeguarding Team.

4.6 Mission and Evangelism

There was a monthly Soup Lunch in the Jean Price Hall at St John's, with donations given to a charity supported by the Parish. This took place weekly during Lent, however was discontinued on 23 March.

Throughout the year, a number of special collections were made, which, together with Soup Lunches, enabled the parish to send donations to the Bridge of Hope Children's Ministry and The Winter Night Shelter.

The Parish supports the work of Bridge of Hope Children's Ministry, a Christian charity, which supports orphans and abandoned children in Rukungiri, West Uganda. The charity aims to release children from poverty and prevent them having to live on the streets. A number of special collections were made during the year enabling the Parish to send donations.

The parish has pledged £50 per month to support Enfield Churches Debt Centre with the charity Christians Against Poverty from 1st January 2021.

St John's Church was open to all visitors on Wednesdays (9am - 3.30pm) and Fridays (9.30am – 1.30pm) until the end of March.

4.7 Ecumenical Relationships

On the third Sunday of each month when possible, the congregation unites with the Lancaster Road United Reformed Church for evening service.

5. PRINCIPAL MATTERS CONSIDERED AT PCC MEETINGS DURING 2020

General

- Parish calendar
- Churchwarden's reports on the fabric, goods and ornaments of the churches
- Annual report
- Financial Review and audit of accounts
- Revision of Electoral Roll (to be next renewed in 2025)
- Annual Parochial Church Meeting
- Appointments of:
 - Churchwardens
 - Treasurer
 - Stewardship Recorder
 - Financial Officer (contracts and bills)
 - Independent Examiner of the accounts
 - Secretary
 - Deanery Synod representatives
 - Standing Committee
 - Buildings Team sub-committee
 - Parish Safeguarding Officer and Children's Champions
 - Health and Safety Officer
 - Sidespersons/Welcomers

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

- Ongoing application of Coronavirus guidance from Diocese and Government (short-term plans in a fast changing situation):
 - Pastoral care in keeping in touch with parishioners
 - PCC and other meetings to be held by Zoom webinar
 - Lockdown, Tier Four and church buildings closures:
 - Alternatives to public worship in churches
 - Nomination of people allowed to enter church buildings (ie, one person: Vicar and member of his household allowed for streaming a service or private prayer, but agreed it would be appropriate that one churchwarden per church for maintenance and security)
 - Securing buildings (heating, water, stores, documents)
 - Whether to use Wi-Fi in the church to provide a live or recorded service from an otherwise empty church or from the Vicarage (decision that all worshipping together with a live service from the Vicarage was more significant than the place of broadcast)
 - Facebook Live
 - Website - continuous update
 - Financial losses and budget forecasting
 - Fundraising
 - Electronic donation facility
 - Foodbank
 - Maintenance of buildings and repairs
 - Financial concessions for buildings' users/deferral of payments during lockdowns
 - Applications to Heritage Emergency Fund
 - Post lockdown phasing back use of churches, eg for limited services such as funerals and weddings and private prayer, and reopening of churches for public worship:
 - Risk Assessments; Implementation of Protocols for Public Worship documents and plans published and implemented
 - 72 hours minimum between church entries
 - Stewarding, cleaning of churches and toilet facilities, provision of hand gel, notices and instructions, orders of service
 - Accommodating social distancing rulings and consequent limited numbers
 - Private prayer
 - Services without singing
 - Christmas services (Nine Lessons and Carols, Christingle, Midnight Mass, Christmas Morning) - planning under Tier 3 restrictions (ie, ticketing, cleaning, stewarding, logistics); cancelling under Tier 4 rules
 - Many of congregation and volunteers within vulnerable categories
- Parish finances, including applications for grants and loans towards major projects, and repayment of loan
- Charity Commission annual return
- Stewardship pledges and renewals programme
- Table of fees revision
- Consideration of Common Fund offer to the Diocese
- Insurance cover for parish buildings
- Formalising financial arrangements for Organist
- Gift Aid clarification
- Parish buildings hire agreement and documents
- Policy renewal chart, policy updates and document library, renewal of forms
- Re-adoption of the Children and Vulnerable Adults' Safeguarding Report and Policy, self-audit submitted to Diocese, notices displayed
- Past Cases Reviews on Safeguarding
- Archdeacon's (virtual) Visitation
- Events, fundraising organisation, fund recipients
- Noticeboards renewal: Application to Chancellor and in accordance with London Borough of Enfield's Conservation Area policy
- Application of Revised Church Representation Rules
- Quinquennial Report renovation and repair actions for both churches and halls, including gutters and roof repairs and improvements to the St Luke's Hall flat
- Risk assessments for functions, and monthly check by wardens

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

- Health and Safety Policy statement reviewed and adopted, and displayed in buildings
- Electrical safety checks and remedial work
- The future of the parish, including its use of buildings with regard for its users
- Amazon Smile and Easy Fund Raising programme participation

St John's Church, Jean Price Hall and grounds

- Chancel ceiling renovations and temporary closure: Fundraising and grant applications, engineer's and architect's reports and estimation of costs, tendering processes and approval of specialist contractors
- Front porch crack in wall and floor
- Replacement heaters
- Drone surveys
- Hall rental
- Condensation in Hall
- General maintenance and repair of buildings
- Grounds maintenance
- Kevin Young Memorial Garden proposal and faculty application
- Maintenance of vegetable plots and sale of produce
- Interment of ashes policy
- Protected oak tree: survey, application for reduction, works

St Luke's Church and grounds

- Buildings maintenance and repair
- Drone surveys
- Gutter clearance and roof inspection
- Leaking roof and gutters repairs requiring scaffolding
- Lime tree pollarding
- Clearance of church basement
- Use of church for filming by BBC Studios
- Vestry rental
- Grounds maintenance
- Renovation of area where car had intruded into grounds

St Luke's Hall

- Negotiating a contract with Nursery on the Hill with regard to a proposal for a 25-year lease.
- Property valuations
- Consideration of lease inside or outside The Landlord and Tenants Act 1954
- Terms of Engagement
- Insurance
- Energy Performance Certifications
- Works required
- Rental agreement for garage
- Flat usage
- Formal notification to hall users regarding use of hall during pandemic and longer-term notification of proposed lease of the whole building
- Formal notification to past hall users of cancellation of reinstating hiring agreements and requirement to remove all equipment and return keys
- Removal of Hall from LBE Halls for Hire listing and parish website
- Storage for Four Hills Music company's equipment

Mission Action Plan and Capital Vision 2020

- Children's Service and Junior Church
- Winter Night Shelter participation
- Donation of part of Winter Night Shelter funds to All People All Places project
- Involvement of the parish in supporting the new Enfield centre for Christians Against Poverty (debt service and debt relief) by pledging money towards the costs of running the debt centre
- Extension of current licence for Fields Cafe
- House groups

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

6. FINANCIAL REVIEW FOR 2020

Total income in 2020 was £136,138 and expenditure £145,038, with a deficit of £8,900. Unrestricted general operating income and expenditure (ie excluding special fund raising for renovations, improvements and repairs to churches and halls) were respectively £119,218 (4.5% more than in 2019) and £113,512 (almost the same as in 2019) with surplus of £5,707 compared to a surplus of £1,447 in 2019. Despite the pandemic, this was made possible by a £22,200 grant from the National Lottery Heritage Emergency Fund to offset lost income in August to November.

Operating income including the grant, increased by approximately £5,100 despite falls in hall and church lettings of £23,200 and in collections and special services of £7,500, partially offset by increases in Stewardship income of £3,400 and in net fundraising and donations of £6,600. At the same time, operating expenditure remained almost unchanged compared to 2019, the two most significant changes being £10,000 professional fees - including £8,768 for negotiating and preparing the lease for St Luke's Hall, offset by a £11,200 reduction in hall repairs and maintenance.

Clearly it is difficult to draw any meaningful comparisons with 2019, but if the National Lottery Grant and the £8,768 professional fees for the lease for St Luke's Hall were excluded, there would have been a general operating deficit of £7,725.

At the end of 2020, PCC bank accounts contained £115,452, down from £124,352 at the start of the year. This included £86,378 invested in the CCLA CBF Church of England Deposit Fund. The assets were distributed across St Luke's Church and Hall Improvements Fund (designated) £50,670, St John's Renovation Fund (restricted) minus £14,314, St John's Church and Hall Improvement Fund (designated) £238, Legacies Fund (designated) £8,318, Night Shelter Fund (restricted) £403, Special Collections Fund (restricted for Bridge of Hope) £139 and the General Fund £69,999, which was 8.9% more than at the end of 2019.

With the closure of halls and churches in March, the proportion of income from building letting rents fell to 29% (44% in 2019). Sunday collections also fell to 4% (9% in 2019). However, there were increases in the proportion of income from Stewardship to 42% (31% in 2019) and from donations and fundraising to 20% (12% in 2019). The proportion of expenditure for Ministry costs increased to 59% (49% in 2019). Whilst church buildings and gardens costs at 26% were similar to those in 2019 (23%), hall buildings costs fell by 10% (21% in 2019). The Parish offer of £55,980 was paid in full to the Diocese Common Fund (2.9% up on 2019). In grateful appreciation of the considerable support given to the parish by the Diocese and the Archdeacon of Hampstead for both St John's Lych Gate and Chancel Ceiling projects, the parish has committed to increase its contribution to the Common Fund for 2021 by 1.8% to £57,000.

The other significant area of expenditure was for maintenance and minor repairs to both churches totalling £11,075 (£9,128 in 2019). This included for both churches: annual electrical testing (£1,433), annual gas heater maintenance (£1,018) and gutter cleaning (£2,113) half of which was for late charges for 2019; for St John's church: replacement of two failed gas heaters net of VAT recovered from Listed Places of Worship Scheme (£3,564), repairs to drains net of VAT recovered (£1,870), a steeplejack to repair spirelet slates £900 and replacement of various lamps (£171).

£577 was raised from soup lunches, donations and income tax recovered by Gift Aid to support mission activities and £600 was disbursed to the Bridge of Hope Children's Ministry. £1,454 was raised for the North Enfield Night Shelter from donations, income tax recovered by Gift Aid and a Soup Lunch. Operating costs for the shelter in the first quarter of 2020 totalled £1,526 including heating and lighting (£768) and laundry and food (£733). As it will not be possible to hold a shelter in St Luke's church in 2021, £1,000 was donated to APAP for alternative shelter arrangements in Enfield.

6.1 Major Projects and Repairs

St John's Lych Gate Project: The 5% warranty of £858 was paid to Bakers of Danbury and the Lych Gate Fund closed.

St John's Chancel Ceiling Project: Fundraising receipts totalled £13,127 including donations and associated income tax recovered through Gift Aid £7,440, a grant from the National Churches Trust

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Gateway Fund of £5,000, plus the November online quiz £508 and sales of plants, vegetables and jams £159. The Edmonton Area of the Diocese of London has approved an application for a grant of £10,000 plus a loan of £10,000 for the project which is expected to be received in January 2021. Expenditure totalled £32,655 comprising architects' fees £6,192, organ covering and cleaning £520, professional H&S services £338 and the building work £25,605. This was offset by recovery of £5,234 VAT from the Listed Places of Worship Scheme. A 2.5% retention for the building work of £657 will be payable in mid-2021. Allowing for forecast receipts and expenditure in 2021, at the end of 2020, St John's Chancel Ceiling Fund has a shortfall of £4,849.

St Luke's Hall Nursery Lease Project: Professional Fees incurred in negotiating and drafting the lease for Nursery on the Hill for the whole of St Luke's Hall totalled £8,768, comprising valuation of the building £1,680, negotiation and technical support and preparation of a reinstatement cost for the building £1,935, negotiation of the lease and preparation of the Charity Act Report £3,953 and legal services £1,200. It is currently expected that the lease will be signed towards the end of January 2021.

6.2 Reserves Policy

It is the policy of this Parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to £25,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

St Luke's Church half share of the proceeds of the sale of the Hawthorn Grove Hall in 2008 was set aside in a designated fund for improvements to St Luke's Church and Hall. That fund has since been used for improvements and major repairs to St Luke's Church and Hall including refurbishment of St Luke's Church refectory, emergency repairs to St Luke's Church ceiling and refurbishment of St Luke's Hall kitchen.

Both churches had Quinquennial inspections in January 2020, the required remedial work for which includes high level repairs to St Luke's church. The annual gutter cleaning in November 2020 also identified a number of areas for urgent repair on the roof. A complete schedule or repair work for both churches is being prepared but in the immediate term, a contractor has been identified to undertake to repair flashings and damaged slates to prevent water entering St Luke's church. Accordingly, this Parish has reserved £25,000 for this ongoing work, the sum to be reviewed as more detailed assessments of the areas identified for repair are obtained.

It is our policy to invest as much of the Parish's funds with the CCLA CBF Church of England Deposit Fund where 69% of total funds were invested at the end of 2020.

6.3 Project to agree a lease for use of St Luke's Hall by Nursery on the Hill

Nursery on the Hill (NOTH) has rented the former "Coffee Bar" of St Luke's Hall for a day nursery since 2006. In October 2019, NOTH presented proposals to expand the nursery by taking on a 25 year lease for the whole building. NOTH would pay for a major refurbishment of the hall including new gas heating, removal of the stage, a suspended ceiling, new windows and creation of a quiet space and a library.

The PCC appointed Ryan Bunce & Co. to negotiate Heads of Terms with NOTH – to be the key points of the proposed lease in non-legal wording - and to prepare a Charity Act Report. Valuations commissioned by both the PCC and NOTH estimated similar rental figures and formed the basis for negotiations about how NOTH's investment in the building might be reflected in some form of rental 'discount'. It was agreed that the rent for the first five years of the lease would at £25,000 pa. 'discounted' from the full valuation rent of £48,500pa. A lease was drafted based on leases previously granted by the London Diocesan Fund. An Agreement for Lease (AFL) was also signed being a contract in which all parties agreed to grant a lease at a subsequent date, subject to certain conditions being satisfied. This facilitated early agreement of a deal so that renovation work could start instead of having to wait until the lease has been agreed by all parties. All former hall users were given notice to remove all equipment by 20th September.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Mid-September to mid-October 2020 was a period of intense negotiations and discussions with both the Diocese and NOTH as to whether the new lease should be within or outside the Landlord and Tenant Act 1954. NOTH wanted to ensure maximum protection for its approximately £150k investment in the building. It was finally agreed that the new lease should run for 20 years with multiple break points and be outside the Act. It was also agreed that a Schedule of Condition should be prepared after all renovation work had been completed under the AFL that would define the baseline for the minimum standard of the building at the end of the lease.

Refurbishment work began in the main hall, kitchen and committee rooms on 19th October 2020. New windows were installed, old electric wiring and gas pipes and the stage were removed, an area at the back of the hall was partitioned, a false ceiling installed and the kitchen and toilets were stripped and refurbished. The work was completed in time for NOTH's reopening on 4th January 2021. The 'old' nursery area is being redecorated after which it will be brought back into use. Renovation of the former flat will be completed together with some minor repairs to the hall roof during January and February. NOTH took over responsibility for all gas, electricity and water supplies to the whole building from 1st December 2020 and for the cost of building insurance from the policy annual renewal date on 24th December 2020. A new condition survey will be undertaken in early February 2021, after which it is expected that the new lease will be signed by all parties ready to come into force on 1st March 2021.

7. VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our Parish the lively community that it is and especially the Stewards and cleaning squad who have kept our churches safe and available for our congregations during this year.

We thank David Nash and his wife Bridget, our Lay Reader Andrew Reid (also Health and Safety Officer and buildings advisor), visiting and/or virtual clergy, Nathan Hulse (organist) and John Wright (organist and Treasurer), and all members of the Choir as well as our Sidespersons and Welcomers.

In particular we thank Caroline Godden for taking on so many roles with the on-line services as well as doing her fulltime job, our churchwardens Marion Berry (also Stewardship Recorder) and her assistant Gillian Medcalf at St John's, Elaine Plumb and Ian Buswell at St Luke's (who also acted as Manager for St Luke's Hall for many years) and the Parish Administrator, Mary Englefield. We also thank Cheryl Graham (Church Safeguarding Officer and Children's Champion) and Paul Bates (Children's Champion), Heather Livermore (Electoral Roll Officer) and John Rhatigan (Parish Contracts manager).

We are particularly grateful to John Wright and Adil Vittachi (our legal advisor) for the huge amount of work they continue to put into the St Luke's Hall negotiations and also the Archdeacon of Hampstead for his support and advice.

We are grateful to all who maintain our church grounds – the churchwardens, Joan and Dave Young (Verger at St John's), Jack Williams, Paul Wallace, Cheryl and Don Graham, Julia Thompson and Michael Mansfield, together with all the other members of the PCC and congregation for their valuable contributions to our ministry and for keeping our churches and halls running.

8. PLANS FOR 2021

- To continue the life of the parish in the best way possible
- To re-establish, when possible, the community activities and events associated with the parish
- To further develop outreach projects
- To continue to help communities to thrive
- To plan the use and development of our buildings
- To recruit and train a new treasurer
- Participation in the Winter Night Shelter scheme and it or its equivalent possible restart in future
- To train assistants and deputies in various roles within the church organisation
- The review and promotion of planned giving schemes including a legacy policy
- To further develop the House Groups for Christian discussion and socializing
- To further develop the system for transporting senior members of the congregation to services and church events

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

9. STRUCTURE, GOVERNANCE AND MANAGEMENT

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Measures. The PCC is a registered charity.

The appointment of PCC members is governed by and set out in the Church Representation Rules. The membership of the PCC consists of the Incumbent (our vicar), one or two churchwardens for each church, two representatives to the Deanery Synod, Lay reader/s, and our Authorised Pastoral Assistant, all of whom are automatically ex officio members, and up to nine (where the Electoral Roll stands at 100 or less) or 12 (where the Electoral Roll stands at 101 or more) members elected each year at the Annual Parochial Church Meeting (APCM) by the members of the congregation who are on the electoral roll of the Parish. Up to three additional members may be co-opted during the year. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The Church Electoral Roll was renewed in February 2020 and has a membership of 113 parishioners. Eleven persons were elected as members of the PCC at the APCM on 1st March 2020.

At the Annual Meeting on 6th April 2008, it was agreed that the Churchwardens' Measure *that "a person may not serve longer than six years as a churchwarden"* shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year. This decision was reviewed in 2017 and retained and will be reviewed again by 2023.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent.

During 2020, the PCC met formally on eight occasions with an average attendance of 86%. This included two meetings convened under Special Circumstances, and six via Zoom webinar for which the Church of England gave permission. (Absences were generally accounted for by members being keyworkers or by technical failure). Due to the fast-changing situation regarding Coronavirus, the lease negotiations for St Luke's Hall, and the ceiling repairs for St John's, the Standing Committee of the PCC met on 10 further occasions throughout the year and their decisions were ratified by the PCC at each following meeting.

The PCC has one sub-committee, The Buildings Team, responsible for the management of the Parish buildings, including Health and Safety matters, setting hire charge rates and establishing terms and conditions for hires. There is also a less formal group responsible for the management of the Winter Night Shelter, a Social Events and Fund Raising Committee, and for 2020, a Christmas Service Enabling team.

10. ADMINISTRATIVE INFORMATION

The Parish of St. John and St. Luke is situated in Clay Hill, Enfield, Middlesex and is part of the Diocese of London within the Church of England. The correspondence address is 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418.

The Parish contains two churches, situated on either side of Hilly Fields Park. St. John's Church is located in Strayfield Road, at the junction with Theobald's Park Road, Enfield, Middlesex EN2 9JF. St. Luke's Church is located in Phipps Hatch Lane, at the junction of Browning Road, Enfield, Middlesex EN2 0HL.

The Parish has two halls: The Jean Price Memorial Hall is adjacent to St. John's Church in Strayfield Road, Enfield, Middlesex EN2 9JF. St. Luke's Hall, which is vested in the Trustees of the Bishop of London's Fund, is located at 37 Morley Hill, Enfield, Middlesex EN2 0BL.

St John's Church of England Primary School is linked to the Parish through the London Diocesan Board of Schools and the Enfield Council.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

The people listed below served on the PCC during 2020:

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|---|--|--|
| Vicar (Chair): | Rev Peter Godden | |
| Readers: | Andrew Reid Roy Tungatt | (to February) |
| Churchwarden at St. John's: Churchwardens at St. Luke's: | Marion Berry Ian Buswell Elaine Plumb | |
| Deanery Synod: | Mary Englefield Diana Evans Andrew Reid | (from June to November) (to June) |
| Parish Administrator: | Mary Englefield | |
| Authorised Pastoral Assistant: | Michael Mansfield | |
| Elected members: | Paul Bates Valerie Budd Rosemary Dixon Cheryl Graham Peter Livermore Gill Medcalf Stephen Morgan John Rhatigan Jack Williams Monica Wood John Wright Joan Young | (Vice-Chair) (to September) (Secretary) (from APCM) (to APCM) (Treasurer) |
| Church Safeguarding Officer | Cheryl Graham | |
| Children's Champion | Paul Bates | |
| Disclosure and Barring Service Checker | Heather Livermore | |
| Electoral Roll Officer | Heather Livermore | |
| Health and Safety Officer | Andrew Reid | |
| Organist | Nathan Hulse | |
| Risk Management Officer | Andrew Reid | |
| St John's Primary School Governor | Roy Tungatt | |
| Stewardship Recorder | Marion Berry | |
| Standing Committee | Peter Godden Marion Berry Ian Buswell Rosemary Dixon Mary Englefield Elaine Plumb Andrew Reid John Wright | (Secretary) |
| Social and Fundraising Committee | Marion Berry Nicola Bugliani Mary Englefield Malcom Foster Wendy Foster Emily Lawlor Gill Medcalf | |
| Bankers: | Metro Bank, One Southampton Row, London WC1B 5HA | |

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Bank account signatories: Ian Buswell, Mary Englefield, Peter Godden, John Wright
Independent Examiner: Mr Roger Seaton FCA
The Parish website is managed by Roy Tungatt. The url is www.clayhillparish.org.uk.