

ANNUAL REPORT
of
ST LUKE'S PROPRIETARY CHAPEL

For the Period 1ST January 2020 to 31ST December 2020

Registered Charity No: 1174165

Correspondence Address: Culver Court, Venny
Tedburn,
CREDITON,, Devon,
EX17 3QB

Telephone No: 01363 773945 (Ruth Vigers – Committee
Treasurer)
01363 777990 (Fiona Mortimer–
Committee Chairman)

Email: ruth.vigers@btinternet.com or
fionamortimer71@gmail.com

Website: posbury.org.uk

Bankers: Lloyds Bank plc, Crediton (309314)
Branch,
PO Box 1000, BX1 1LT

Solicitors: Alison Stock, Stephens Scown, Curzon
House,
Southernhay West, Exeter, EX1 1RS

Introduction

The Trustees submit their annual report & financial statements for the period 1st January 2020 to 31st December 2020.

The Trustees are satisfied with the performance of the charity during the period & the position at the 31st December 2020.

Despite the difficulties associated with church closures & cancellation of fundraising events, they consider that the charity is still in a strong position to continue its activities during the coming year & that the charity's assets are adequate to fulfil its obligations.

Objects of the Charity

The objects for which the charity was founded are 'the advancement of the Christian religion in accordance with the rites & ceremonies of the Church of England at St Luke's Proprietary Chapel, Posbury, by maintaining the chapel, its grounds, graveyard and its worship for the benefit of the public.'

Charity Activities & Achievements relevant to the Charity's Objectives

The Charity has continued to raise funds to enable it to, maintain the fabric of St Luke's Proprietary Chapel, provide twice monthly services as well as special Festival services which are widely advertised & open to all.

Sadly both the Easter Day & Carol Service had to be cancelled due to the Lockdown or the need for adequate social distancing and there were no services during the Lockdown periods.

The church is usually open providing a quiet place for contemplation for any member of the public who wishes to visit.

Due to Covid 19 restrictions, the church has been locked between services but we have provided live streaming of the

church on Easter Day, regular fortnightly Zoom services & regularly checked in with our usual Congregation by telephone or after Zoom services.

The church is licensed for Christenings, Marriages & Burials. The number varies but is usually 1 or 2 per year. One Christening took place before the first Lockdown but there have been no marriages or funerals this year.

The graveyard & grounds are maintained to a high standard for the benefit of both family & friends visiting loved ones or for visitors to enjoy.

Seating areas are provided for walkers with bottled water & a First Aid Kit provided in the Church. Due to its rural location many people enjoy the open spaces around the church whilst out walking or taking their daily exercise.

The church itself is a Grade II Listed building of some historical interest being built of volcanic stone from the nearby quarry. Links have previously been made with local schools & geological groups.

Charitable Giving

A specific fund raising event is run each year (auction of produce following Harvest Festival) & the proceeds are donated to a variety of locally based charities. Two local GP surgeries are combining in a new Healthcare Hub & this year we have donated to their League of Friends.

Church Fabric

Over the last few years the Chapel has undergone substantial refurbishment, the parking area has been resurfaced, increasing available parking spaces and making access safer for our congregation & visitors.

We hoped to complete some repair work on the windows this year but this has not been possible so it has been rescheduled for next year, along with some repair work to fascia boards & guttering, whilst scaffolding is in place.

Fundraising Activities

We planned to repeat the successful Festival of Devon Gins, which we have run previously, involving local companies & including afternoon teas, in the grounds of a local Country House, with local musicians playing.

This has been a really good way to involve other Community Groups & the wider community but due to the Pandemic this had to be cancelled.

However we did run a Hymnathon from the organist's garden, streaming live throughout the day, taking requests for favourite hymns or in memory of loved ones & had a wonderful response from a wide variety of people.

We also ran a sponsored Litter Pick with donations going to Devon Historic Churches Trust. Volunteers started separately from various villages & hamlets and litter picked the approach roads to the church. Over 50 kgs of rubbish was collected & this was much appreciated by the local community.

Safeguarding & Privacy

Safeguarding policies for both children & vulnerable adults, in line with statutory legislation are available both in the church & on the website.

Our Privacy policy is in line with current GDPR legislation & the Data Privacy Notice is displayed both in the church & on the website.

All policies are reviewed annually & updated as necessary.

Structure, Governance & Management

St Luke's Proprietary Chapel is a Charitable Incorporated Organisation registered with the Charity Commission.

Trustees:

Mrs Fiona Mortimer, Mr Henry Parker & Ms Ruth Vigers.
They meet regularly & administer Funds held in COIF.

Committee:

St Luke's Proprietary Chapel Committee meet 6/7 times per year & are responsible for the day to day running of the church, fund-raising & maintenance.

Committee Members:

Mrs Fiona Mortimer (Chair) Ms Ruth Vigers (Treasurer) Mr Paul Cleave (retired during 2020) Mrs Julie Cole (retired during 2020), Mrs Jennifer Wreford, Mr Christopher Bailey

Financial Review (see accounts)

General Fund (unrestricted) – income was down substantially from last year due to cancelled services & fundraising events but expenditure was lower too, giving an excess of income over expenditure of £929.54.

There were some one-off costs relating to legal fees for Trustee changes & transfers with the Land Registry. All other running costs were met but the Committee only felt able to pay £2150 towards the Common Fund this year, in order to have sufficient Funds in hand to meet basic running costs.

Restoration Funds (Restricted) received £400 in donations, part proceeds of the Hymnathon & 50% of funds raised for DHCT were returned to us.

Reserves Policy

Funds held in COIF (Investment income units & Deposit Account) are administered by the Trustees & are to provide for the maintenance of the chapel, grounds & graveyard in the event that the Committee is no longer able to do so.

Trustee.....Fiona Mortimer

Trustee.....Ruth Vigers

Dated: 02.05.2021

**ST LUKE'S PROPRIETARY CHAPEL
POSBURY
REPORT AND FINANCIAL STATEMENTS**

Year ended 31 December 2020

April 2021

ST LUKE'S PROPRIETARY CHAPEL, POSBURY

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GENERAL FUND INCOME & EXPENDITURE ACCOUNT
for the year ended 31 December 2020

	2020		2019	
	£	£	£	£
<u>INCOME:</u>				
Church collections		1,096.67		1,519.92
Gift Aid Donations		3,292.17		2,599.35
Donations		-		
Weddings and funerals				
Headstone fee		27.00		
Churchyard upkeep grant (CHPC)		-		150.00
Fund raising		-		2,460.53
Books		10.00		
Hymnathon		355.00		
Harvest auction		123.00		218.20
Litter picking		352.00		
Wayleave		9.47		9.47
Inland Revenue - Gift Aid		1,083.05		611.54
Inland Revenue - GASDS		272.92		369.19
		<u>6,621.28</u>		<u>7,938.20</u>
<u>EXPENDITURE:</u>				
		-		
Heating and lighting	432.97		503.80	
Organist	150.00		150.00	
Insurance	788.01		777.40	
Deanery expense	-		7.50	
Common Fund contribution	2,150.00		3,354.00	
Fund raising expenses	13.08		1,999.95	
Graveyard upkeep	150.00		150.00	
Repairs and equipment maintenance	-		52.10	
Website annual fee	107.17		81.40	
Wafers and Altar Wine	-		164.95	
Altar candles				
Gift to Crediton Parkinsons Group	-		218.20	
Gift to Chiddenbrook League of friends	123.00			
Devon Historic Churches Trust	351.10			
Legal fees	1,410.40		1,649.33	
Sundries	16.01		26.00	
		<u>5,691.74</u>		<u>9,134.63</u>
EXCESS OF EXPENDITURE OVER INCOME		<u><u>929.54</u></u>		<u><u>(1,196.43)</u></u>

RESTRICTED FUNDS INCOME & EXPENDITURE ACCOUNT
for the year ended 31 December 2020

	2020	2019
SPECIAL FUND		
Balance brought forward		
Interest		
Transfer to Restoration fund		
Balance carried forward	<u> </u>	<u> </u>
RESTORATION FUND		
Balance brought forward	34,483.47	10,362.68
COIF Charities Investment Fund 1518.92 income units		21,812.91
COIF Charities Investment Fund Deposit Fund		2,414.61
	<u>34,483.47</u>	<u>34,590.20</u>
INCOME		
Charities Investment Fund interest	796.29	787.43
Other donations	-	1,000.00
Gift Aid donations	400.00	550.00
Endowment fund		5.48
Fund raising	400.00	547.23
DHCT - 50% of funds raised	175.55	
Inland Revenue - Gift Aid	100.00	137.50
Charities Investment Fund units value increase	<u>1,644.54</u>	<u>3,900.43</u>
	<u>37,999.85</u>	<u>41,518.27</u>
EXPENDITURE		
Candles & stand repairs	358.42	-
Repairs and Refurbishments	17.09	6,998.80
Fund raising expenses	-	36.00
	<u>(375.51)</u>	<u>(7,034.80)</u>
Balance carried forward	<u>37,624.35</u>	<u>34,483.47</u>

BALANCE SHEET as at 31 December 2020

	2020		2019	
	£	£	£	£
CURRENT ASSETS				
Lloyds TSB: General Fund - current account	1,093.45		399.13	
Restoration Fund - current account	6,159.80		5,422.26	
Restoration Fund - 30 day notice	8.33		8.33	
		7,261.58		5,829.72
COIF Charities Investment Fund:				
1,518.92 income units - cost	27,357.88		25,713.34	
Deposit Fund - balance	3,998.33	31,356.21	3,202.04	28,915.38
Add: Sundry debtors - HMRC		1,455.96		1,118.23
		40,073.75		35,863.33
CURRENT LIABILITIES				
Sundry creditors		140.00		
		39,933.75		35,863.33
Represented by:				
General Fund				
Balance brought forward	1,379.86		2,576.29	
Less: Excess of income				
over expenditure	929.54		(1,196.43)	
		2,309.40		1,379.86
Restricted Funds				
Restoration Fund -	37,624.35		34,483.47	
		37,624.35		34,483.47
		39,933.75		35,863.33

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST LUKE'S PROPRIETARY CHAPEL, POSBURY

We report on the accounts of the Trust for the year ended 31 December 2020, which are set out on pages 1 to 3.

Respective responsibilities of trustees and examiner

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

It is our responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

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

We 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

Signed **Date**

H W MARTIN & CO LLP
Lloyds Bank Chambers, Crediton, Devon.