

ANNUAL REPORT
of
ST LUKE'S PROPRIETARY CHAPEL

For the Period 1ST January 2021 to 31ST December 2021

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 2021 to 31st December 2021.

The Trustees are satisfied with the performance of the charity during the period & the position at the 31st December 2021.

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.

Fortunately we were able to celebrate Easter, Harvest & Christmas Day this year, despite the need to close the church in response to rising Covid case numbers in the Spring and to facilitate urgent repairs to the main stained glass window in the Autumn.

The church is once again fully open, providing a quiet place for contemplation for any members of the public who may wish to visit.

The church is licensed for Christenings, Marriages & Burials. The number varies but is usually 1 or 2 per year. No marriages or Christenings took place this year but there were two funerals & one interment of ashes.

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 exercising their dog.

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. This year the proceeds were donated to the Farming Community Network which is particularly important in supporting those living & working in rural areas.

Church Fabric

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

This year we have managed to complete some badly needed specialist repair work to the main stained-glass window as well as repairing and redecorating exterior woodwork & guttering.

Fundraising Activities

Having had to cancel this event due to the Covid pandemic, we plan to repeat the successful Festival of Devon Gins in 2022, involving local companies & including afternoon teas, in the grounds of a local Country House, with the added attraction of local musicians playing.

This has proved to be a really good way to involve other Community Groups & the wider community, whilst raising funds for the church.

Our sponsored Litter Pick with donations going to Devon Historic Churches Trust has now become a regular annual event & is fortunately not impacted by Covid restrictions. Volunteers start separately from various villages & hamlets and litter pick the approach roads to the church. Lots of rubbish is collected & it is really 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), Mrs Jennifer Wreford (Minute-taker) & Mr Christopher Bailey (Vice Chairman)

Financial Review (see accounts)

General Fund (unrestricted) – income was very similar to last year as the church was closed for several months due to Covid & window repairs.

The cancellation of fundraising events reduced income, but expenditure was lower too, giving an excess of income over expenditure of £714.51.

Common Fund of £3000.00 was paid which was almost the full amount requested (£3390) but the Committee felt that in order to have sufficient funds in hand to meet basic running costs, this was all they could afford.

Restoration Funds (Restricted) received £1313.81 in donations & gift aid returns but there were substantial repair costs to cover of £6738.78.

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: 02.05.2022

**ST LUKE'S PROPRIETARY CHAPEL
POSBURY**

REPORT AND FINANCIAL STATEMENTS

Year ended 31 December 2021

April 2022

ST LUKE'S PROPRIETARY CHAPEL, POSBURY

GENERAL FUND INCOME & EXPENDITURE ACCOUNT
for the year ended 31 December
2021

	2021		2020	
	£	£	£	£
INCOME:				
Church collections		1,113.00		1,096.6
Gift Aid Donations		2,203.67	7	
Funerals and Headstone fees		1,317.00		3,292.1
Churchyard upkeep grant (CHPC)		325.00	7	
Books		-		27.0
Hymnathon			0	
Harvest auction	230.00			-
Litter picking	160.00			10.
St Nicholas Fair	96.00			00
Wayleave	9.47			355.00
Amazon Smiles	11.21			123.0
Inland Revenue - Gift Aid	579.76		0	
Inland Revenue - GASDS	<u>278.25</u>			352.0
	6,323.36		0	

EXPENDITURE:				9.47
	-			
	777.03		432.97	
Heating and lighting	150.00		150.00	1,083.0
Organist	769.52		788.01	5
Insurance	18.00		-	<u>272.</u>
Deanery expense	3,000.00		2,150.	<u>92</u>
Common Fund contribution	-		00	6,621.28
Fund raising expenses	-		13.08	
Graveyard upkeep	307.13		150.00	
Electrical inspection	119.			
Website annual fee	70		107.17	
Altar candles	38.97			
Gift to Chiddenbrook League of friends	-		123.00	
The farming Community Network	230.00			
Devon Historic Churches Trust	160.00		351.10	
Legal fees			1,410.40	
Sundries	<u>38.50</u>	5,608.85	<u>16.01</u>	
		<u>714.51</u>		

				5,691.7
			4	
				<u>929.5</u>
EXCESS OF INCOME OVER EXPENDITURE			<u>4</u>	

POS00321

**RESTRICTED FUNDS INCOME & EXPENDITURE
ACCOUNT for the year ended 31 December 2021**

	2021	2020
RESTORATION FUND		
Balance brought forward	37,624.35	34,483.47
COIF Charities Investment Fund 1518.92 income units		-
COIF Charities Investment Fund Deposit Fund		-
	37,624.35	34,483.47
INCOME		
Charities Investment Fund interest	803.74	796.29
Gift Aid donations	986.31	400.00
Fund raising	-	400.00
DHCT - 50% of funds raised	80.00	175.55
Inland Revenue - Gift Aid	247.50	100.00
Charities Investment Fund units value increase	<u>3,835.88</u>	<u>1,644.54</u>
	43,577.78	37,999.85
EXPENDITURE		
Candles & stand repairs	-	358.42
Repairs and Refurbishments	6,738.78	17.09
Fund raising expenses	-	-
	(6,738.78)	(375.51)
Balance carried forward	<u>36,839.00</u>	<u>37,624.35</u>

BALANCE SHEET as at 31 December 2021

	2021		2020	
	£	£	£	£
CURRENT ASSETS				
Lloyds TSB:General Fund - current account	2,306.32		1,093.45	
Restoration Fund - current account	587.33		6,159.80	
Restoration Fund - 30 day notice	8.33		8.33	
		2,901.98		7,261.58
COIF Charities Investment Fund:				
	31,193.76		27,357.88	
Deposit Fund - balance	<u>4,802.07</u>	35,995.83	<u>3,998.33</u>	31,356.21
Add: Sundry debtors - HMRC		<u>1,105.10</u>		
		40,002.91		38,617.79
CURRENT LIABILITIES				
Sundry creditors		<u>140.00</u>		
		<u>39,862.91</u>		<u>38,617.79</u>
Represented by:				
General Fund				
Balance brought forward	2,309.40		1,379.86	
Less: Excess of expenditure				
over income	714.51		929.54	
		3,023.91		2,309.40
Restricted Funds				
Restoration Fund -	36,839.00		37,624.35	
		36,839.00		37,624.35
		<u>39,862.91</u>		<u>39,933.75</u>

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 2021, 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.