

ANNUAL REPORT
of
ST LUKE'S PROPRIETARY CHAPEL

For the Period 1ST January 2022 to 31ST December 2022

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

Independent Examiner of Accounts:
LLP

H W Martin & Co

Introduction

The Trustees submit their annual report & financial statements for the period 1st January 2022 to 31st December 2022.

The Trustees are satisfied with the performance of the charity during the period & the position at the 31st December 2022. They consider that the charity is 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.

We have been able to hold all regular services this year as well as celebrations for Easter, Harvest & Christmas Day. In addition, we held a Carol Service allowing participation from the many children who attended.

The church is open all year round, providing a quiet space 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. One marriage

& one Christening took place this year as well as one funeral and an 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 Hospiscare who provide support for those living with a terminal diagnosis, both in their own homes or in the local Hospice.

Church Fabric

Over the last few years, the Chapel has undergone substantial internal & external refurbishment. This year minor repairs were undertaken on several windows, but significant work was done to repair & restore our main stained-glass window.

Having completed all the major planned work we will now be focusing on rebuilding our Restoration Fund ready for future works that may be required.

Fundraising Activities

Once again, we ran the popular Festival of Devon Gins, supporting local businesses & inviting some rural crafts and trades to participate.

This includes afternoon tea, in the grounds of a local Country House, with the added attraction of local musicians playing.

We have found this is a really good way to involving the wider community & other community groups, whilst raising funds for the church.

We provided refreshments at a charity Clay Pigeon Shoot held by the local Gun Club as well as receiving the proceeds for the day.

Our sponsored Litter Pick with donations going to Devon Historic Churches Trust has now become a regular annual event. Volunteers start separately from various villages & hamlets and litter pick the approach roads to the church. Lots of rubbish is collected, which benefits the environment & 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.

A risk assessment of the church building and associated grounds has been completed.

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 usually meet 6 or 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)

Financial Review (see accounts)

General Fund (unrestricted) – income of £9665.56 was up significantly on last year as the church was fully open & able to run fund raising events but expenditure increased similarly to £8771.41, giving an excess of income over expenditure of £894.15.

Common Fund of £3303.00 was paid in full.

Restoration Funds (Restricted) received £17981.21 through donations, grants, fund-raising, gift aid & VAT returns but there were substantial costs of £12,366.47 relating in the main to the restoration of the stained-glass window.

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: 02.05.2023

**ST LUKE'S PROPRIETARY CHAPEL
POSBURY**

REPORT AND FINANCIAL STATEMENTS

Year ended 31 December 2022

April 2022

ST LUKE'S PROPRIETARY CHAPEL, POSBURY

1

GENERAL FUND INCOME & EXPENDITURE ACCOUNT
for the year ended 31 December 2022

	2022		2021	
	£	£	£	£
<u>INCOME:</u>				
Church collections		1,749.63		1,113.00
Gift Aid Donations		2,506.60		2,203.67
Non Gift Aid donations		40.82		
Funerals and Wedding fees		842.00		1,317.00
Churchyard upkeep grant (CHPC)		175.00		325.00
Ginfest		2,644.60		-
Harvest Auction		281.49		230.00
Litter picking		62.50		160.00
St Nicholas Fair		-		96.00
Wayleave		9.47		9.47
Miscellaneous income		20.00		
Amazon Smiles		11.78		11.21
Diocese Heating Grant		350.00		
Inland Revenue - Gift Aid		615.78		579.76
Inland Revenue - GASDS		355.89		278.25
		<u>9,665.56</u>		<u>6,323.36</u>
<u>EXPENDITURE:</u>				
		-		
Heating and lighting	573.39		777.03	
Organist	150.00		150.00	
Insurance	792.54		769.52	
Deanery expense	32.00		18.00	
Common Fund contribution	3,303.00		3,000.00	
Fund raising expenses	2,927.19		-	
Graveyard upkeep	275.00		-	
Fire extinguishers	121.44		307.13	
Website annual fee	141.30		119.70	
Altar candles & wafers	65.00		38.97	
Hospiscare donation	281.49		230.00	
Sumup charges	31.56			
Devon Historic Churches Trust	62.50		160.00	
Sundries	15.00		38.50	
		<u>8,771.41</u>		<u>5,608.85</u>
EXCESS OF INCOME OVER EXPENDITURE		<u><u>894.15</u></u>		<u><u>714.51</u></u>

RESTRICTED FUNDS INCOME & EXPENDITURE ACCOUNT
for the year ended 31 December 2022

	2022	2021
RESTORATION FUND		
Balance brought forward	36,839.00	37,624.35
COIF Charities Investment Fund 1518.92 income units		-
COIF Charities Investment Fund Deposit Fund		-
	<u>36,839.00</u>	<u>37,624.35</u>
INCOME		
Charities Investment Fund interest & dividends	927.38	803.74
Gift Aid donations	7,134.47	986.31
Non - gift aid donations	1,495.24	
Fund raising	2,632.76	-
DHCT - Grant	1,500.00	
DHCT - 50% of funds raised	31.25	80.00
Crediton Church Corp - interest	291.34	
VAT refund	3,108.90	
Inland Revenue - Gift Aid	1,586.50	247.50
Inland Revenue - Gift Aid - GASDS	200.75	
Charities Investment Fund units value increase/(decrease)	<u>(3,626.43)</u>	<u>3,835.88</u>
	52,121.16	43,577.78
EXPENDITURE		
	-	
Repairs and Refurbishments	12,198.00	6,738.78
Fund raising expenses	88.47	-
Bookcase	<u>80.00</u>	<u>(6,738.78)</u>
	(12,366.47)	
Balance carried forward	<u><u>39,754.69</u></u>	<u><u>36,839.00</u></u>

BALANCE SHEET as at 31 December 2022

		2022		2021	
		£	£	£	£
CURRENT ASSETS					
Lloyds TSB:	General Fund - current account	3,044.92		2,306.32	
	Restoration Fund - current account	4,563.80		587.33	
	Restoration Fund - 30 day notice	8.33		8.33	
			7,617.05		2,901.98
COIF Charities Investment Fund:					
		27,567.33		31,193.76	
	Deposit Fund - balance	5,729.45	33,296.78	4,802.07	35,995.83
Add:					
	Sundry debtors - HMRC		2,758.92		1,105.10
			43,672.75		40,002.91
CURRENT LIABILITIES					
Sundry creditors			-		140.00
			43,672.75		39,862.91
Represented by:					
General Fund					
	Balance brought forward	3,023.91		2,309.40	
	Add: Excess of income over expenditure	894.15		714.51	
			3,918.06		3,023.91
Restricted Funds					
	Restoration Fund -	39,754.69		36,839.00	
			39,754.69		36,839.00
			43,672.75		39,862.91

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 2022, 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.

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 2022, 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 1 m m m

Date

13 April 2023

H W MARTIN & CO LLP

Lloyds Bank Chambers, Crediton, Devon.