

ANNUAL REPORT

of

ST LUKE'S PROPRIETARY CHAPEL

For the Period 1ST January 2023 to 31ST December 2023

Registered Charity No: 1174165

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

Telephone No: 01363 773945 (Ruth Vigers – Committee Treasurer)
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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: H W Martin & Co LLP

Introduction

The Trustees submit their annual report & financial statements for the period 1st January 2023 to 31st December 2023.

The Trustees are satisfied with the performance of the charity during the period & the position at the 31st December 2023. 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

When planning our activities for the year the Trustees have considered the Commission's guidance on public benefit and in particular, the specific guidance for charities on the advancement of religion.

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.

All regular services have been held this year as well as celebrations for Easter, Harvest, Christmas Day, and a candlelit Carol Service, allowing participation from the children who attended.

We also held a special Commemorative Service for the Coronation of King Charles III, followed by a celebration afternoon tea.

The church is licensed for Christenings, Marriages & Burials. The number varies but one marriage took place this year, as well as one funeral.

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 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 Devon Air Ambulance, who provide emergency support and transport to hospital for those living, working, or visiting rural areas.

Church Fabric

Over the last few years, the Chapel has undergone substantial internal & external refurbishment. This year only minor repairs were required, and a small amount of internal redecorating undertaken. Having completed all major planned work, we will now focus on rebuilding our Restoration Fund, ready for any future works, that may be required.

Fundraising Activities

Once again, we ran the popular Festival of Devon Gins which consists of afternoon tea, in the grounds of a local Country House, with the added attraction of a wide variety of local gins to sample.

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

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

Unfortunately, our usual sponsored Litter Pick did not happen this year due to a combination of bad weather & ill health but will hopefully be back on the timetable next year.

Safeguarding, Privacy & Risk Assessment

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.

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

Volunteers

The flowers, cleanliness & general appearance of the church make a significant impact on those attending the services & visitors alike. Thanks to Fiona Mortimer & Jenny Wreford for their hard work & artistry, throughout the year & to all who made contributions towards the flowers. Thanks also go to all those who have help raise funds, attend services & events or in any way enabled us to continue the life of this church.

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 £8159.03 was down significantly and expenditure increased to £9326.78, giving an excess of expenditure over income of £1167.75. This was due to significant increases in energy, insurance, and Common Fund costs.

Common Fund of £3466.00 was paid in full.

Restoration Funds (Restricted) received £3996.26 through donations, fund-raising, gift aid & interest however a small amount of internal redecoration was required at a cost of £1089.91.

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 if the Committee is no longer able to do so. The value of these investments can fluctuate but increased in value this year & £1040.02 was received in dividends & interest, paid to the two Funds.

Trustee.....Fiona Mortimer

Trustee.....Ruth Vigers

Dated: 06.05.2024

**ST LUKE'S PROPRIETARY CHAPEL
POSBURY**

REPORT AND FINANCIAL STATEMENTS

Year ended 31 December 2023

April 2024

ST LUKE'S PROPRIETARY CHAPEL, POSBURY

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GENERAL FUND INCOME & EXPENDITURE ACCOUNT
for the year ended 31 December 2023

	2023		2022	
	£	£	£	£
<u>INCOME:</u>				
Church collections		1,715.24		1,749.63
Gift Aid Donations		2,435.00		2,506.60
Non Gift Aid donations		69.02		40.82
Funerals and Wedding fees		1,074.00		842.00
Churchyard upkeep grant (CHPC)		-		175.00
Ginfest		1,614.76		2,644.60
Clay Shoot BBQ		-		-
Cook Book Sale		5.00		-
Harvest Auction		202.00		281.49
Litter picking		-		62.50
St Nicholas Fair		-		-
Wayleave		9.47		9.47
Miscellaneous income		20.00		20.00
Amazon Smiles		33.23		11.78
Diocese Heating Grant		-		350.00
Inland Revenue - Gift Aid		608.75		615.78
Inland Revenue - GASDS		372.56		355.89
		<u>8,159.03</u>		<u>9,665.56</u>
<u>EXPENDITURE:</u>				
		-		-
Heating and lighting	1,410.39		573.39	
Organist	150.00		150.00	
Insurance	894.24		792.54	
Deanery expense	40.00		32.00	
Common Fund contribution	3,466.00		3,303.00	
Fund raising expenses	1,983.78		2,927.19	
Graveyard upkeep	590.00		275.00	
Fire extinguishers	73.54		121.44	
Website annual fee	164.10		141.30	
Altar candles & wafers	59.02		65.00	
Hospiscare donation	-		281.49	
Air Ambulance donation	202.00		-	
Flowers	200.00			
Sumup charges	-		31.56	
Devon Historic Churches Trust	-		62.50	
Sundries	93.71		15.00	
	<u>9,326.78</u>		<u>8,771.41</u>	
EXCESS OF INCOME OVER EXPENDITURE		<u><u>(1,167.75)</u></u>		<u><u>894.15</u></u>

RESTRICTED FUNDS INCOME & EXPENDITURE ACCOUNT
for the year ended 31 December 2023

		2023	2022
RESTORATION FUND			
Balance brought forward		39,754.69	36,839.00
COIF Charities Investment Fund	924240001T	1518.92 income units	-
COIF Charities Investment Fund	924240001C	Deposit Fund	-
		<u>39,754.69</u>	<u>36,839.00</u>
INCOME			
Charities Investment Fund interest & dividends		1,040.02	927.38
Gift Aid donations		704.16	7,134.47
Non - gift aid donations		-	1,495.24
Fund raising		3,000.00	2,632.76
DHCT - Grant		-	1,500.00
DHCT - 50% of funds raised		-	31.25
Crediton Church Corp - interest		101.35	291.34
VAT refund		-	3,108.90
Bank interest		14.71	-
Inland Revenue - Gift Aid		176.04	1,586.50
Inland Revenue - Gift Aid - GASDS		-	200.75
Charities Investment Fund units value increase/(decrease)		<u>2,785.09</u>	<u>(3,626.43)</u>
		<u>47,576.06</u>	<u>52,121.16</u>
EXPENDITURE			
Repairs and Refurbishments	1,089.91	12,198.00	
Fund raising expenses	-	88.47	
Bookcase	-	80.00	(12,366.47)
		<u>(1,089.91)</u>	
Balance carried forward		<u><u>46,486.15</u></u>	<u><u>39,754.69</u></u>

BALANCE SHEET as at 31 December 2023

		2023		2022	
		£	£	£	£
CURRENT ASSETS					
Lloyds TSB:	General Fund - current account	1,769.01		3,044.92	
	Restoration Fund - current account	4,165.17		4,563.80	
	Restoration Fund - 30 day notice	5,023.04		8.33	
			10,957.22		7,617.05
COIF Charities Investment Fund:					
		30,352.42		27,567.33	
	Deposit Fund - balance	6,769.47	37,121.89	5,729.45	33,296.78
Add: Sundry debtors - HMRC					
			1,157.35		2,758.92
			49,236.46		43,672.75
CURRENT LIABILITIES					
Sundry creditors					
			-		
			49,236.46		43,672.75
Represented by:					
General Fund					
	Balance brought forward	3,918.06		3,023.91	
	Add: Excess of income over expenditure	(1,167.75)		894.15	
			2,750.31		3,918.06
Restricted Funds					
	Restoration Fund -	46,486.15		39,754.69	
			46,486.15		39,754.69
			49,236.46		43,672.75

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 2023, 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.