PAROCHIAL CHURCH COUNCIL OF ST. LUKE & ST. JOHN, CHELTENHAM

England & Wales · Charity number 1184357

Details

Other names	ST. LUKE'S PCC, CHELTENHAM
Status	Registered
Legal form	Other
Registered	2019-07-10
Register	View on the Charity Commission register

Contact

Address	St. Lukes Church St. Lukes Road Cheltenham GL53 7JJ
Phone	01242241910
Email	OFFICE@STLUKESCHELTENHAM.ORG.UK

Activities

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

Activities: The PCC is primarily focused on the advancement of religion, which is recognised as acharitable purpose having public benefit. All regular public worship is provided free of chargeand open to all.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Gloucestershire

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Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£119,300	£119,286	-	-
2023-12-31	£160,175	£148,078	-	-
2022-12-31	£126,400	£135,000	-	-
2021-12-31	£127,873	£127,842	-	-
2020-12-31	£114,914	£158,458	-	-

Trustees

Name	Role	Appointed
REV PATRICK EDWARD WHEATON	Chair	2016-02-28
Carla Thraves		2021-05-17
Glynn Powell		2025-04-06
Jonathan Chestney		2025-04-06
Linda Pitchford		2024-04-21
Matthew Andrews		2024-04-21
Peter David Ralphs		2019-04-30
Peter John Burke		2019-04-30
RACHEL SMITH		2023-04-30
RICHARD CARTLIDGE		2025-04-06
Rod Woodward-Court		2023-04-30
Sarah Wingfield		2023-04-30
Terry Howard		2025-04-06
Victoria Beevers		2019-04-28

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PAROCHIAL CHURCH COUNCIL OF ST. LUKE & ST. JOHN, CHELTENHAM

England & Wales - Charity number 1184357

Accounts

St Luke's Church

Annual Parochial Church Meeting 2025

April 2025

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Annual Meetings

Minutes of the Meeting of Parishioners

Held at St. Luke's Church on Sunday 21st April 2024 at 11.15 am

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting with a short reading from Romans 11 and in prayer. The format was explained.

Apologies for absence

Al B, Heather B, Patsy F, Andrew H, Barbara H, Sarah H, Terry H, Vibeke N, Linda R, Peter R, Carla T, Rachel W, Louise W and Anthony W.

Approval of the Minutes of the meeting held on 30th April 2023

Upon a proposal by Victoria B (seconded by Sarah W), the minutes were approved on a show of hands without opposition.

Matters arising

None

Election of Officers

Robert B had last year agreed to stand for just one year and so did not wish to be nominated. Ben H was prepared to continue and was nominated to do so (by Cassie M, seconded by Sarah W). Linda P was also nominated (by Guy W, seconded by Robert B). There being no other nominations and no objections, Ben and Linda were unanimously and enthusiastically elected as churchwardens upon a show of hands.

Report of Trustees – St Luke and St John Ecclesiastical Charity (St Luke's Church Hall)

A written report had been submitted by Simon B on behalf of the Trustees with its customary care and thoroughness upon which PW invited questions. There being none, the report was approved without objection upon a proposal by Robert B (seconded by Christine L) by a show of hands. Simon was thanked by PW.

Any Other Business

None

Annual Meetings

Minutes of the Annual Parochial Church Meeting

Held at St. Luke's Church on Sunday 21st April 2024 following the Meeting of Parishioners

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting in prayer.

Apologies for absence

Al B, Heather B, Patsy F, Andrew H, Barbara H, Sarah H, Terry H, Vibeke N, Linda R, Peter R, Carla T, Rachel W, Louise W and Anthony W.

Approval of the Minutes of the meeting held on 30th April 2023

Upon a proposal by Victoria B (seconded by Chris S), the minutes were approved on a show of hands without opposition.

Matters arising

None

Elections

Deanery Synod
N/A this year.

PCC
The 3-year elected terms of Victoria B and Christine L had come to an end, although by local convention Victoria B was eligible to stand again. Emma P-W had resigned part way through the year. There were therefore 3 vacancies for elected members.

There were 3 nominations, namely Matthew A (proposed by Robert B, seconded by Simon C), Victoria B (proposed by Ann F-J, seconded by Rachel W) and Kyle H (proposed by Robert B, seconded by Terry H. With no other nominations, all were elected unanimously.

Independent Examiner
Upon a proposal from Giles W (seconded by Stephen S), Sally Colbourne is to continue as the independent examiner, to the unanimous approval of the meeting. (The secretary reminded the meeting of the historical reason (namely a previous potential conflict of interest) why this was to be done at the APCM, even though it was not a legal requirement.)

Reports

The bundle of various reports were received and accepted unanimously by the meeting upon a proposal from the chair.

Giles W (treasurer) then summarised the church accounts which were included in the bundle. He outlined the overall financial position of the church from the information provided.

In summary, there was a small surplus and break even was expected for this current year. From the figures given, 93% of income was from congregational giving. The rest (7%) was from use of the building, parking and interest. Most qualifies for gift aid and is tax-efficient. Giles thanked Linda R for looking after this part of the finances and to Robert B managing the parking rents. There was steady growth in giving. A graph showing all legacies since 2019 was referred to for illustration.

Expenditure was increasing, especially utilities although a change of arrangement/supplier (to use the CofE scheme enabled us to benefit from better value and savings for bulk supply. Parish Share was significant but we aim to pay the full share of ministry costs. Graphs showed recent trends in utility and repair costs and in the last 5 years income matched expenditure. Giles mentioned some ideas to cut costs, reclaim tax, rent out our premises, and apply for grants.

Resources will be needed to redevelop and improve the interior of the church – toilets and staging.

In answer to questions, he explained the role of the Examiner and where the flower bunch may be accommodated with access to a water supply. Summarising the mood of the meeting, PW thanked Giles for his hard work on the finances along with those who had assisted him.

In his report, PW noted from his gardening experience that trellis was needed but did not guarantee growth. In his book *The Trellis and The Vine*, Tim Challies had noted that 'vine work' was more important than 'trellis work' yet the church often emphasised the latter (structures to support growth). Trellis cannot make things grow but it can make growth possible. For us, vine work included introducing people to Jesus or serving them in his name. Church life is not about getting a bigger trellis! Some vine work is often one-to-one conversations and the like.

Forthcoming trellis work will include work on the building, notably the dais/front staging area. The recent discovery of dry rot in the side chapel will delay these plans! While the project involving the Fire Truck has not worked as hoped, leading to some frustration, the vine work it supported continues through the relationships made and engagement with the hospital. The office in the South Gallery has been set up to deal with administrative matters.

The process appointment of a Ministry Assistant was outlined, including the initial slow response. The two applicants eventually interviewed were of high quality. Indeed, the appointment of Alice P (for vine work) had been made possible by trellis work. In all this thanks was given to those who have supported this, including Catherine M (safeguarding). Financially, the generosity of people had enabled vine work to take place as had the various form-filling and other work, some of which is repetitive. Thanks were given for all who helped. This work was long term – we were still working on and talking about some ideas from 2013!

Future vine work included the Ministry Assistant's work at the school (having a strong Christian ethos, where the Christian story is told even if this is not always visible here in church). Our parish demographics show the age spread and number of people living alone – both reflected in our congregation. How can we invest resources there? As the church nearest the hospital, the building can be available for wider use and prayer for healing and wholeness developed. To ensure a healthy vine, we invest in time spent together, e.g. on 23rd November 2024, when we will take some part in the Cotswold Bible Festival by way of an extended church weekend together.

Final thanks from PW to his family who willingly support him. Likewise to the Second Saturday group for teenagers and friends and to Marion B (pastoral coordinator) and Peter B (stepping down from being PCC secretary and taking a break from attending PCC).

Any Other Business

None.

The meeting closed at 12.25pm.

Parochial Church Council

Annual Report 2024

Legal and Administrative Information

Name: Parochial Church Council of St. Luke and St. John, Cheltenham

Location: St. Luke's Road, Cheltenham

(Address for correspondence)
St. Luke's Church
St. Luke's Road
Cheltenham
GL53 7HX

Members: Members who served during the year were as follows:

Revd. Patrick Wheaton	(ex officio)
Mr. Ben Harris	(Churchwarden, ex officio)
Mrs. Linda Pitchford	(Churchwarden, ex officio)
Mr. Matthew Andrews	(elected, April 2024 for 3 years)
Ms. Victoria Beevers	(elected, April 2024 for 3 years)
Mr. Peter Burke	(Deanery Synod rep, ex officio)
Mr. Richard Fenton-Jones	(elected, April 2023 for 3 years)
Mr. Kyle Hobbis	(elected, April 2024 for 3 years)
Mr. Peter Ralphs	(elected, April 2023 for 3 years)
Mrs. Rachel Smith	(elected, April 2023 for 3 years)
Ms. Carla Thraves	(Deanery Synod rep, ex officio)
Mr. Giles Wadsworth	(elected, April 2022 for 3 years – elected Treasurer)
Mrs. Sarah Wingfield	(elected, April, 2023 for 3 years)
Mr. Rod Woodward-Court	(Deanery Synod rep, ex officio)

Secretary: Mrs. Colleen Powell

Related Charity:
St. Luke and St. John Ecclesiastical Charity (St. Luke's Church Hall)
The trustees are the Vicar, Churchwardens and 3 nominees appointed by the PCC.

Independent examiner:
Sally Colbourne
Chartered Accountant
125, Meadow Road
Malvern

Bankers: National Westminster Bank plc, 31, Promenade, Cheltenham, GL50 1LH

Colleen Powell
PCC Secretary (March 2025)

VICAR'S REPORT **PATRICK W**

Since the office has been completed, I have spent time, spread over a number of months, sorting historic church paperwork. Easily distracted, I have found myself browsing through the occasional old report, meeting notes, magazine or other documents. Here are some observations.

Reading back to 2011-13, I discovered some 'ideas' for development at St Luke's. These were a combination of congregational suggestions and PCC discussions. Without being an exhaustive list, they included; more regular opportunities to eat together as a church; healing service on the 5th Sunday of a month to engage the hospital community; redeveloping the Saint John's Chapel as a separate room, heated independently; opening the church for visitors; and reviewing Sunday worship patterns. There was also conversation around a collaborative Holiday Club with Highbury that had not quite attracted the numbers hoped for.

A mere half-century before this, in 1959 Norman Haddock arrived as Vicar with the intention to 'double our prayers and devotion, and to increase church attendance.' This was on account of the congregation being at a low ebb, with many living outside of the parish, and the church had appealed to the Bishop for a younger and more vigorous man. Reverend Haddock's solutions were to visit the people of the parish, and elevate the dignity of public worship.

Jump back a bit to the parish magazine of 1926 and the Vicar of St Luke's comments on the near emptiness of the parish in Summer as people go on holiday. He also advocates the need for earnest prayer that the congregation would be loyal to the faith of their fathers, and loyally uphold the national church. Plus, there is reference to a specific Sunday afternoon service to engage children.

One last historical journey to 1880 where the St Luke's Parish Magazine commented over a number of months in its 'parish jottings' about the rise of Coffee Taverns in the town. They were commended for having all the outward appeal of the public house or Gin Palace, such as coloured glasses, mirrors and cheerful attendants, but without the intoxicating drink. They were promoted as places for meeting and talking, not limited to men. St Luke's Church Council ran a coffee house for the people of Bath Road.

I wonder how you respond to such historical anecdotes? On the one hand there is encouragement I think in seeing long-term continuity of intentions and some measures of progress. On the other, it would be easy to feel disheartened at the slow pace of development, and even the circularity of issues. Where our vision statement declares the intent and desire to be 'rooted and flourishing' is that not about moving forward and increasing, rather than being in the same position as our predecessors?

Back in early summer 2024 we studied the fruit of the Spirit in Galatians 5. These are love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control. As said at the time, nobody would argue against these attributes, but few celebrate characteristics like patience and self-control with particular vigour. And yet, if we consider the life of the early church, a period during the first couple of centuries of its existence, these are the characteristics that stood out, in a period of significant growth. Anointed individuals like Paul, and the honing of communication and debating techniques certainly played a part. So too power, demonstrated in miracles and zeal. However, overwhelmingly, the Christian communities attracted enquirers and new believers through their patience, godly habits and patterns of behaviour, and faithful training in faith and worship. By consequence, there was a brewing of potential, a ferment, that could only be released by God, although the temptation was for human action to try and force it. The majority experience of Christians is the call to patient fruitfulness. Steady, patient discipleship. A bubbling longing for God's outpouring, but resisting the temptation to try and direct His hand.

Looking back over the last 12 months, I am encouraged by the evidence of patient and godly habits. Connect Prayer has been most heart-warming. Seeing numbers grow as people regularly commit to offer a Saturday morning in prayer is uplifting. Knowing that God alone brings true growth, we must pursue Him, being bold to 'ask, seek and knock.'

In faith and worship, Alice has done excellent work bringing clarity and continuity to the teaching for children and young people. Such structured teaching is foundational to passing on the inherited faith in Father, Son and Holy Spirit. In our corporate worship we have a broad team of those who lead and preach, both ordained and lay. That last distinction can be unhelpful at times, and yet it was a great comfort over the summer when I had an extended break to know through Peter, Andy, John and Ernie the worship life of St Luke's was well tended and appropriately ordered. The return of Personal Prayer after 10am Communion services is another real encouragement. Many thanks to Andy Hall for getting this going, and providing a structure for people to step into and minister through prayer to others.

St Luke's unashamedly also seeks to root the Christian faith in the surrounding parish. Our church school at Saint John's is central to this. The presentation of faith through Faithfuel, Collective Worship, RE days and festival services is wonderful. In this, it has been superb to see a growing volunteer team step in alongside the framework Alice has provided. Likewise, the links to care homes through both Ernie's ministry and the support of Anna Chaplaincy led by Marion is a faithful and consistent expression of pastoring and teaching.

Then what about the ferment? The brewing and bubbling desire for an outpouring of God. Let us be honest, we would love to see it in many ways; the church full for worship; growing numbers of children, young people and families; church visitors and doorstep conversations leading to faith enquiry; dramatic answers to prayer and testimony of healing. It could be easy to think that at times we are going round in circles, mirroring the efforts of previous years, and generations, without driving forward in progress. Consider these two phrases from Paul's letters.
'Therefore, brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour is not in vain' (1 Corinthians 15.58)
'Be joyful always; pray continually; give thanks in all circumstances, for this is God's will for you in Christ Jesus' (1 Thessalonians 5.16-18)

I want us to take heart. As a church we have so much to give thanks for. We have resources, our building that continues to be maintained and developed for worship and mission and our finances where we can meet our costs and there are also funds available to draw upon beyond that. Many thanks to Giles and Peter for the work they do in overseeing these areas, and also to those that volunteer in support. Greater than buildings and money, we also have resources in people who know Jesus as Lord and desire to serve His kingdom. Above all, we have resources in all the riches of the gospel of Jesus Christ.

Further, we have desire and vision. In conversation, I hear the voices of many, truly wanting to see growth and flourishing. In deepening spiritual fellowship together, and in God calling people to himself. Many churches can descend to apathy and entropy, the absence of care and the decline to disorder. I do not sense or see this amongst us. We also have a shared sense of where God is calling us to. Making disciples of Jesus, overflowing in love, and missionally engaged in our parish. There is, I think, a particular calling to be a place of rescue and refuge. A haven for the lost and hurting, where people find support and healing. In human effort and planning we cannot simply connect and mix resources, desire and vision to determine an outcome. Much as we would love to do so. We are mere creatures and labourers, not the potter who controls the shape. We can and must continue to apply ourselves faithfully and patiently. In prayer, habits and worship. Ferment can too easily slip over into frustration. Dear St Luke's, let us stand firm and labour, full of joy and thanks. Let us see what God has done and given, praying He would do more, in His timing.

MINISTRY ASSISTANT'S REPORT **ALICE P**

Church Children, Youth & Families

It has been a great privilege to oversee the discipleship of the children and young people connected to St Luke's. The vision at St Luke's is to be 'rooted and flourishing' and this applies to our whole church family, including children and young people who we want to see having a faith rooted in Jesus and living lives that flourish under God's love. Do continue to pray for the children, youth and students that we encounter at St Luke's.

Roots – Sunday morning provision for teenagers Over this academic year, these have sometimes run in parallel with the church whole family teaching. We also completed a series, 'Identity in Christ', and are finishing an overview of the Bible, using *The Bible Course*. We want to develop our vision for Sunday morning youth teaching in partnership with the direction of the whole church, aiming to see our teenagers growing in faith and actively serving within the church family. A huge thank you to the Roots team: Linda P, Rachel S, Rachel W and Kyle H for their faithful service.

Acorns – Sunday morning provision for children Acorns have used a variety of material and children's Bibles to cover an overview of the Old Testament, and look at some of the parables of Jesus. We've seen an encouraging growth in consistency and engagement, with children learning creatively and interacting well with the Bible. A particular highlight has been seeing the children occasionally share with the congregation what they have been leaning together. We are grateful to Ruth H and Hazel B, as well as those who have stepped in to support.

Second Saturday This evening event has continued to meet monthly, providing a space for discipleship and fellowship that supplements the Sunday morning teaching. We have also hosted a few socials, which have been a great opportunity for the teenagers to build friendships and grow in their faith. Thank you to Stephen S and Kyle H for their dedication in leading this ministry.

1-2-1 discipleship This has taken place with some of the young people at St Luke's, studying the Bible and applying it to school, family and friendships.

Student ministry Over the summer, we had the opportunity to engage with students through discipleship activities, as well as social and fellowship events. This has been a valuable time of encouragement, and we are keen to explore ways to develop this ministry further in the coming year.

Seedlings (Baby & Toddler group) Seedlings has moved to a Thursday and continues to see a core group of families attending regularly. There have been great discussions, and it has been encouraging to see many families engaging with wider church events such as the Light Party and Community Carols. A big thank you to Rachel W, Hazel B, Louise W, Lindsay S and Catherine M for their commitment to this ministry.

Please continue to pray that our young people would grow in knowledge and love of Jesus.

Saint John's School

It's a great privilege to have such a strong relationship with Saint John's School in our parish. We don't overlook what a tremendous opportunity it is to share the gospel with every child in that school, and give thanks to Victoria B for her ongoing support in this.

Collective worship Patrick W does an excellent job leading collective worship each Wednesday, creatively engaging with the pupils and demonstrating the Bible's relevance to the school's values. 'Reverend Wheaton' is enthusiastically received each week, making the teaching meaningful and memorable.

Faithfuel This weekly lunchtime session has seen an increase in consistency, focusing on gospel essentials and reinforcing the key lessons over time. We are thankful to Youth for Christ for their ongoing support each week. Over the year we have looked at the Fruit of the Spirit, the parables that Jesus taught us, and stories of his miracles, as well as the difficult questions we can ask about God and the Bible.

Year 6 Bible project We paired each child leaving St John's with a member of St Luke's so that they could have a Bible in their home, helping them to continue engaging with God's Word, beyond their time at primary school.

RE day Summer 2024 In the summer term, we hosted Years 4–6 for an RE curriculum enrichment day, supported by a wonderful team of volunteers from St Luke's. We held a combination of front-led teaching and small group work to think through reasons for believing in God, significant events, and the role of faith in difficult times. This was a great day to teach important truths of the Christian faith in creative ways.

Holiday club The idea of running a holiday club was met with enthusiasm, though it ultimately did not take place. This highlighted the challenge of engaging with parents as well as children at the school. However, it was incredibly encouraging to see the number of volunteers from St Luke's who were passionate about connecting children at St John's more deeply with the Christian faith.

We remain committed to strengthening our relationship with St John's and pray that God will continue to open doors for ministry within the school community.

Media and Communications
Updated website A major summer project was to update the church website to ensure that it reflects the life of St Luke's. The website continues to be maintained and updated with current information. I have been greatly encouraged by stories of people who have come to St Luke's having visited the website and understood something of the life of St Luke's that has drawn them to visit.

Branding There has been greater increase in the consistency of branding across all media in the life of St Luke's, from our digital projection for services to the posters and flyers supporting our mission to the wider parish. Our Christmas banners were particularly well received, and demonstrated further our presence to the community.

Social media Our social media on Instagram and Facebook now has a consistent posting schedule and targeted campaigns accompanying the life of the church. Community engagement has been the story, with positive stories of people reflecting on the sermons through our sermon summaries. I am very grateful for all those who have participated in video campaigns throughout the year.

I look forward to continuing to develop these areas to continue to grow the presence of St Luke's in the Parish.

You can find us at:
www.stlukescheltenham.org.uk
Instagram: @stlukescheltenham
Facebook: St Luke's Cheltenham

CHURCHWARDENS' REPORT **BEN H & LINDA P**

Regular attendance at all three weekly services (one on Wednesday morning and two on Sunday morning) has remained steady through the year and, despite saying goodbye to some, it has again been encouraging to see new faces making St Luke's their church home.

Making the most of the church site, outdoor services have continued to be a highlight of the liturgical calendar. These events are consistently very well attended, and our thanks go to those who put in a lot of work to make them a success, including Terry H, Giles W, Jonathan C, and Colleen and Glyn P.

In November, many members of St Luke's drew enormous encouragement from attending the Cotswold Bible Festival. Our thanks to John M for organizing such an excellent inter-church day. We look forward to making the most of future opportunities for collaboration with other local churches in Christian ministry.

This year has also seen the successful opening of a new commercial coffee van operation on site, managed by proprietor Tanya and her daughter Hollie.

The health of the church building itself has continued to be masterfully overseen by Peter R, with support from other skilled volunteers including Gary C and Stephen E. We are very grateful for all the time and effort they and others have put in, resulting in the provision of significant new office space, additional toilet facilities, the impressive new dais at the front of church, as well as vital ongoing maintenance work both inside and outside the building.

Life at St Luke's would not be what it is without the generous commitment of volunteers. These include our licensed lay reader Peter B, other lay and ordained members who lead services and preach, our sacristan Howard M, as well as those who lead and participate in the music group; read the lesson; lead prayers; oversee children's and youth groups; manage the AV; serve tea and coffee; wind the clock; ring the bell; welcome on the door; arrange gorgeous flower displays; mow the grass; organize the rotas; and make sure the interior of the church always looks immaculate.

We continue to hold up Patrick and Louise W in our prayers as they negotiate the demands of parish life alongside a busy home. As a family, they managed an extended summer break during July and August, while continuing to demonstrate their commitment to the St Luke's church family in so many ways.

Last but not least, churchwardens are most effective when they can represent the views of the congregation and offer advice to the vicar. Please (continue to) make use of us!

PASTORAL CARE **MARION B - PASTORAL COORDINATOR**

Pastoral Care is part of our vision for St Luke's under the heading of Loving One Another. As pastoral needs vary across the generations, we continue to develop this through a mixture of regular and seasonal opportunities for fellowship, teaching, praying for one another, and getting to know each other better. Reintroduction of Personal Prayer after the monthly communion services at 10am, coordinated by Rev. Andy Hall, has been a welcome development in showing our care for one another prayerfully. Refreshments after the midweek service on the first Wednesday of the month provide a regular opportunity for a chat over hot drinks and delicious home-made cakes.

Care Homes

Care is extended to our local residential homes through monthly communion services at Thirlestaine Park and Oakhaven (see further Ernie H's separate report) and through home communions for those not able to worship with us either temporarily or permanently. We have again contributed to the craft projects for Anna Chaplaincy, producing knitted or crocheted Easter crosses and Christmas trees for delivery to all the residents and staff in local care homes.

Seasonal Events

I have continued with several of the activities from previous years, such as organising socials before Christmas and in the summer, and arranging delivery of small bags of treats at Christmas and Easter to those members of our church who are now housebound. A group of about 20 church members enjoyed a lovely trip out in August to Fairford where we had a tour of the church and tea with a former church member who moved there.

A series of blogs on God's Purposes in Older Age was included in the weekly newsletter during October and generated some conversations.

We had two funerals for much missed church members who died last year – Antony Knight in December and Kathleen Young this January.

Keeping in Contact

We have kept up the Pastoral meetings every couple of months, attended by Patrick W, Peter B, Ernie H, Alice P, Andy H and me. This provides a good opportunity to raise awareness of needs across all ages of the church family, upcoming events, and prayer for those on our contact list. I am in regular contact with Catherine M for any safeguarding concerns and with Sarah H for updates to the weekly prayer requests.

Pastoral Break

I much enjoyed and benefited from my 3-month break last year, especially the 3-day retreat at the Harnhill Centre for Christian Healing. Since then I have tried to manage my time more efficiently, planning ahead, and trying to concentrate on my pastoral role 2-3 days a week, with varying degrees of success. I have also identified some aspects in which others could be involved in practical ways.

Thanks

I remain very grateful to those who visit and keep in touch with others, as well as those who support me, especially Peter B, Patrick W and my prayer group, and to many others for their prayers, practical help and gifts of hospitality. While my role is mainly focused on the longer-standing members of St Luke's, I would also like to thank Alice and others who offer support and care for those in younger age groups.

I now have a St Luke's email address marion@stlukescheltenham.org.uk which can be used to contact me for pastoral concerns.

CARE HOMES **ERNIE H**

Monthly communions continue to have been taken to both Oakhaven and Thirlestaine Park during the year. And I have conducted or been involved with a number of funerals from both homes during the year.

Significantly the residents of Cedar Court have been invited back into the Thirlestaine Park communion which is the first time since the outbreak of the pandemic in 2020.

It was also helpful that Annie F-J offered to visit a resident with few relatives at Oakhaven until the lady passed away late last year.

MISSION PARTNERS **RACHEL S MISSIONS COORDINATOR**

This year we have continued to support seven mission partners: A Rocha; WorldShare; Liz Williams at Wycliffe Bible Translators; Mike and Barbara Workman at Operation Mobilisation; Gloucestershire Youth for Christ; Cheltenham YMCA; and The Rock.

Liz Williams retired from Wycliffe Bible Translators in December 2024. Everyone at St Luke's wishes her well for the future.

Prayers for mission partners are included in the Prayer Newsletter most weeks, focusing on one specific organisation each month. Those leading intercessions in church services are encouraged to include these prayers.

Several of our mission partners publish newsletters throughout the year. The latest ones can be found on the table at the back of church.

Thanks to those who support the Parish Giving Scheme, our mission partners received an equal share of £16,100 from 2024 giving.

ELECTORAL ROLL **CATHERINE M - ELECTORAL ROLL OFFICER**

A full review of the Electoral Roll, which is carried out every 6 years, was required this year in accordance with the Church of England Representation Rules, the last full review having been conducted in 2019.

The preparation of a new roll is an opportunity to encourage those new to St Luke's or who have reached sufficient age to join the roll, as a practical symbol of commitment to the church. It allows us to take part in decisions which affect the church and parish, to take part in the Annual Parochial Church Meeting (APCM), and to stand for the Parochial Church Council (PCC). The APCM held after the new roll has been formed gives us the opportunity to welcome newcomers formally.

A total of 112 applications have been received which now comprise the new roll, 92 of these being names which were on the previous roll. A total of 30 names from the previous roll were not renewed for a number of reasons, but there were 20 applications from new names to become members, so there is only a small reduction of 10 compared with the previous roll as it stood (at 122). This is not unexpected; indeed

often at a full review there can be a considerable drop in numbers, as names will stay on the preceding roll unless there is a request to be removed, or in the case of death.

The new roll was approved by the PCC at their 17th March 2025 meeting, and a copy is displayed on the notice board as is required by the Church Representation Rules.

There will be an annual review of the roll next year, but only those who wish to join it need to submit an application, and those who appear on this year's new roll will remain on it, as appropriate.

SAFEGUARDING **CATHERINE M - PARISH SAFEGUARDING OFFICER**

Everyone will be aware that safeguarding in the Church of England has been under intense scrutiny and criticism in the light of grave mistakes made at many levels in the recent past, which have ultimately led to the resignation of the Archbishop of Canterbury. None of us in local parishes can be complacent about our responsibilities to ensure the safety of everyone in our congregation and beyond, most especially of course the young, the elderly and the vulnerable of any age.

The Parish Safeguarding Dashboard which we adopted two years ago allows us to keep track of all the safeguarding requirements we need to fulfil, ranging from how we recruit safely to roles, and have clear descriptions of those roles and their attached responsibilities, to DBS (Disclosure and Barring Service) certification and safeguarding training requirements for all the roles that members of the church serve in.

In the course of the year, a number of new and renewed DBS applications were made, and safeguarding training requirements kept up to date by those who need them. While this can seem a time-consuming task, the fulfilment of these demonstrates our commitment to keeping everyone safe, and thanks go to all those who have duly completed them for their roles. This includes those who volunteered to support the Holiday Bible Club which sadly had to be cancelled; but all certificates are valid for 3 years, and enables those involved to help again when required during this time.

Thanks go to Miriam L, who has volunteered to be an additional DBS checker. Those she administers will also be able to take required documents for verification to her when she is present in the office on Wednesdays for admin help, or on mutually convenient Sundays.

Thanks to Alice P, the safeguarding board at the back of church has been refreshed, and everyone should check its contents to know who to consult in the case of a safeguarding concern, and what our safeguarding policy says. There is now a QR code which can make this available on your smartphone, and it is also available from the link on the front page of the church website. The first points of contact are Rev Patrick W and me as Parish Safeguarding Officer (PSO), and there are also other useful contact details including for the Diocese Safeguarding Team.

In the words of Bishop Rachel, 'Safeguarding is integral to our mission and ministry – it's not an add-on issue.' May we always keep it as a central part of our Christian life at St Luke's.

FLOWER BUNCH **CATHERINE B**

We are a team of 11 doing the flower arrangements for the church.
We work in pairs and one group of 3.
The team work very hard throughout the year making beautiful flower arrangements.

REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS

GILES W - PCC TREASURER

The PCC Treasurer is responsible for the management and reporting of PCC finances through the year, drafting the year-end accounts, and arranging for their independent examination. This review summarises the income and expenditure during 2024, noting any significant items and trends.

Income

- Regular giving and donations: Our upward trend in giving continued in 2024 and we ended the year ahead of budget and up by +15% on 2023. This was a huge achievement and we give glory to God.
- Tax reclaimed under Gift Aid: 90% of our giving is now tax-efficient, leading to a tax reclaim of £28,387 through the year. This is an excellent achievement.
- Income from assets: We make a small amount of income each year from use of our premises including parking, room/building hire, and occasional services. This increased by 34% to £15,161 in 2024. This reflects an increase in the use of our church rooms and a regular pitch fee for a coffee van on site. Given higher interest rates, we have also benefited from extra dividend income.
- Legacies: These are unbudgeted but very welcome and we received legacies totalling £23,587 in 2024.
- Appeals: In the past we have made appeals against specific projects or for targeted support (such as Ukraine in 2022). In 2023 we appealed to the congregation to support the hire of a Ministry Assistant. Pledges were made for a 3-year commitment and this is reflected in the increased giving mentioned above.

Expenditure

- Parish Share: the PCC paid a Parish Share to the Diocese of £72,036 in 2024, level with 2023, and an increase of 63.7% compared with 2019. This is by far our largest expense.
- Running costs: Church running expenses increased by 70% to £12,837, largely due to costs associated with the outfit of the new church office in the South Gallery and the purchase of a Christmas tree. This was partly offset by a reduction of 24% in our utility bills. Remedial work to counter an outbreak of dry rot and the conversion of our South Gallery to act as our new Church Office meant that our major repairs and building costs expenditure increased by 17% to £25,539. Our quinquennial inspection has highlighted further masonry work which needs to be addressed and we started this in December 2024.
- Mission giving and charitable contributions: £14,000 was donated to our mission partners in 2024 and we have set aside a further £16,200 in a reserved fund to be donated in 2025, reflecting our increased income.

Summary

Having set a break-even budget for 2024, we were pleased to record a decent surplus in operating profit by the year end, primarily driven by the receipt of a large legacy in December together with gifts reserved to pay for the full-year staffing costs of our part-time Ministry Assistant appointed in May 2024.

We are now holding a larger reserve than we have held for many years but we are conscious that a major section of the church roof will need replacing in the medium term and that we need to be reserving funds to be put towards an expenditure that is likely to be in the region of £500K. We are unlikely to be able to cover the costs for this without significant extra help from grant-making organisations.

While our quinquennial review did not highlight any major deficiencies, we are aware that we also need to complete a programme of masonry repair which we will spread over the next 3 years.

I end my 3-year tenure as treasurer confident that God has clearly been blessing the work at St Luke's and impressed by the level of commitment and enterprise shown by the congregation and ministry team. I am excited by future opportunities for ministry and growth and am confident that we are on a sound platform financially from which to launch these. I am indebted to Linda R for helping with Gift Aid, to Robert B for managing the parking, to Mary C for help with billing, and to Jonathan C for his support and guidance.

Historical Finance Data for reference

	2019	**2020**	**2021**	**2022**	**2023**	**2024B**
Giving Income GA	60578	59200	72556	73371	87576	85500
Tax recovered	15169	11960	16935	18626	23058	20000
Giving Non GA	504	300	650	4275	3830	2600
Sundry gifts	5135	5000	8195	5222	5166	3000
Legacies	10000	0	4000	5000	1000	0
Appeals / Grants	0	0	3830	4365	6003	0
Misc	1366	1250	406	544	0	0
Income from assets	3894	3850	6540	5370	11311	8200
Total Income	**96647**	**90560**	**114611**	**116773**	**137944**	**119300**
Clergy costs	36537	56000	66420	70074	72618	73036
Cost of services / premises	13138	16600	14237	18550	20746	20100
Major repairs & redecoration	2228	3500	2315	4549	17882	9500
Admin	4708	3950	2818	3746	3883	3900
Misc	1216	1400	2182	2311	741	850
Mission giving (or held for)	8650	9050	8100	14804	13800	11900
Total Expenditure	**66477**	**90500**	**96073**	**114034**	**129669**	**119286**
Surplus / deficit	30169	60	18538	2739	8274	14
Balances held on deposit						
Unrestricted funds			*92746*	*91584*	*99858*	
Restricted funds			27791	28662	33605	
Held for mission giving			8100	14866	14056	
Total			**128637**	**135112**	**147519**	

DEANERY SYNOD

PETER B - DEANERY SYNOD REP

There were four meetings of the Deanery Synod (DS) in 2024. Any personal opinion is set out in italics.

The position of a deanery is unusual. In the Church of England, it finds itself somewhere in the middle, between 'the centre' (the diocese) and the parishes. *It is widely recognised that currently, in our denomination in general, there is a large element of distrust between the parishes and the central structures of the church and its leaders. The deanery is where the centre and parishes meet and so its work is bound to be affected by that background of mistrust.*

Most of the discussions were about Parish Share, strategic planning, along with presentations about a number of different subjects, which included items about Christian Aid and youth ministry.

The functions of DS were divided into five sections, with one person assigned to lead each: Civic work; Finance; Chaplaincy; Mission (pioneer); and Mission (parish).

The proposed new formula for Parish Share was the subject of much discussion. The existing formula is *insanely* complex but largely fair. The new formula was to apply from 2025 ('spread over 5 years to settle down'). It hasn't been.

The new system is one of banding. Like the Council Tax for your home, each parish is placed in a band with a floor and a ceiling figure. It is apparently based on the cost of mission *(although it is really about the costs of funding a vicar – not quite the same thing)* for each parish. Civic statistics were relied upon to analyse the demographics of each parish. Simple size of parish is not a good guide, nor is age profile or economic structure. The new model was presented by Ben Preece-Smith. In it, there were inconsistencies, especially the burden of the central structure upon the parishes. The assertion that the new model places no such burden was strongly challenged. Much is still to be resolved.

In very rough figures, for every full-time minister, currently a payment of £66,000 is sought of which £18,000 goes to the diocese or 'the centre'. The new model, apart from raising the starting figures, is little different. Our diocese is running a massive deficit. It is not always clear where the money is going. Everyone agrees that things can't go on as they are.

Parochial Church Council

Annual Report 2024

Legal and Administrative

Legal and administrative information, including details of the Parochial Church Council (PCC) members who served during the year, is shown on a separate page.

Aims and Organisation

The main purpose of the PCC is defined in the Parochial Church Councils (Powers) Measure 1956 (as amended) as "to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical". Inter alia, it is also to consider and discuss matters concerning the Church of England.

The PCC met five times during the year. There were no extraordinary meetings (EGM). The standing committee met informally. The PCC operated as part of the united benefice with St. Mary/The Minster with St. Matthew.

Review of Progress, Decisions and Achievements

In this year and in addition to the usual financial, structural (to the building), ministerial, safeguarding updates and development issues, there were a number of items for discussion including:

- The Safeguarding dashboard continues to be updated according to recent developments which includes agreements to install church management software to support data protection. The Dashboard has been reviewed and updated by Catherine M (PSO). Safe recruitment is included in its remit and the action plan it generated was approved. DBS and Safeguarding training requirements are in place.
- Church building improvements have gone to plan thanks to Peter R.
- Mission giving/Mission partners were discussed and updated.
- Alice P's developing role and training were awarded gold star in review. A ministry trainee scheme is being tentatively explored.
- The metaphor of Vine and Trellis, introduced by Patrick W, has been used to great effect, as a guiding principle for PCC and Church progress.
- Tan's Coffee Box, a financially independent coffee hut, is now situated outside St Luke's and is run to a satisfactory standard.
- Reports from the Pastoral Coordinator were received.

Other topics for discussion are covered in more detail in other reports.

Thanks is given to all who provided reports and information.

Colleen Powell
PCC Secretary (March 2025)

ST LUKE'S CHURCH HALL

SIMON B - HALL TREASURER

The Church Hall is managed separately from the church (as the St Luke & St John Ecclesiastical Charity, registered charity no. 1078441) and its report and accounts are formally presented to the Meeting of Parishioners that is held before the APCM. Please refer to those for more detail.

The trustees were:

- the Vicar and Wardens ex-officio, Revd Patrick W, Ben H and Linda P, and nominees of the PCC: Lisa C (Chairman), Simon B (Treasurer) and Robert B.

Margaret B was thanked for her 20 years' service as trustee and chairman.

The trustees are very grateful to our dedicated part-time staff, Sylvia L, Bookings Manager, and Lesley T, Facilities Manager.

Income was £77,301. Income from room lettings (£59K) and parking charges (£15K) were both up from 2023. Total expenditure was £56,185.

The trustees made grants totalling £9.5. These included £4.5K to Alice P to allow her to continue her theology studies which mean she is only available to work part time, and £4.5K to St John's School to fund their use of The Rock facility, to make improvements to the staff room, and to support music in the school in various ways. The PCC did not submit any applications for grants in 2024.

The trustees continued to explore options for reducing the carbon footprint of the hall building. Thanks to a significant donation from Margaret B in 2023, 10 kWh batteries and a new inverter were installed in January to complement the solar panels.

The Church Hall is well maintained and is a major asset to the community and to furthering the work of the church in the parish. The hall website has a page (http://www.stlukes-hall.org.uk/hall-users/) that lists the many activities that go on there.

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2024

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
INCOMING RESOURCES					
Donations and other similar incoming resources	2a, 2b	170,216	23,400	193,616	149,175
Incoming resources from operating activities					
Income from events and activities	2c	3,007	-	3,007	1,112
Investment income	2d	12,154	-	12,154	10,199
Transfer between Funds				-	-
TOTAL INCOMING RESOURCES		**185,376**	**23,400**	**208,776**	160,486
RESOURCES EXPENDED					
Charitable expenditure					
Costs in furtherance of charitable objects	3a, 3b	141,227	18,847	160,075	148,078
Management and administration	3c	-	-	-	-
Transfer between Funds				-	-
TOTAL RESOURCES EXPENDED		**141,227**	**18,847**	**160,075**	148,078
NET INCOMING/OUTGOING RESOURCES		**44,149**	**4,553**	**48,702**	12,408
Total funds brought forward		113,914	33,605	147,519	135,111
Total funds carried forward		**158,063**	**38,158**	**196,221**	147,519

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

BALANCE SHEET AT 31 DECEMBER 2024

	Note	£	2024 £	2023 £
Current Assets				
Debtors	4	-		-
Cash in hand and at NatWest Bank		**107,650**		58,312
Short-term deposits (Central Board of Finance)		**89,508**		89,508
		197,157		147,819
Creditors	5			
Amounts falling due within one year		**936**		300
Net Current Assets			**196,221**	147,519
Total assets less current liabilities			**196,221**	147,519
FUNDS				
Unrestricted (General Fund)	6		**158,063**	113,914
Restricted Funds	7		**38,158**	33,605
			196,221	147,519

Approved by the PCC at its meeting on 17th March 2025 and signed on its behalf by

Revd Patrick Wheaton (Chairman)

Mr Giles Wadsworth (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2024

1 ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention, as modified by the revaluation on investments and in accordance with applicable accounting standards in the United Kingdom and with the Statement of Recommended Practice (issued October 2000) relating to accounting by charities together with the Charities Act 2011 and the Church Accounting Regulations. A summary of the more important policies, which have been consistently applied is set out below.

Incoming Resources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor. Income tax recoverable on covenanted or gift aid donations is recognised when claimable. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by fund raising and other similar events are accounted for gross. Sale of books and magazines from the church bookstall are accounted for gross. Dividends and interest are accounted for when due.

Outgoing resources

Outgoing resources are recognised in the period in which they are incurred. Outgoing resources are allocated to the type of activity to which they relate.

Investments

No investments are held by the PCC as at 31 December.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts on the basis that property is inalienable and historic, and that reliable cost information is not available.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the church council for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2024

2	INCOMING RESOURCES	2024		2023	
		£	£	£	£
		Unrestricted	**Restricted**	Unrestricted	Restricted
2a, 2b	**Voluntary receipts**				
	Planned Giving	96,998	-	79,571	-
	Collections at Services	9,592	-	11,835	-
	Donations	6,576	18,400	5,166	8,600
	Special Appeals	-	-	1,990	-
	Gift Aid	28,387	-	23,058	-
	Legacies	23,587	-	1,000	-
	Grants	5,075	5,000	6,003	11,952
2c	**Activities for Generating Funds**				
	Fundraising	-	-	-	-
2d	**Investment income**				
	Dividends & Interest	6,293	-	3,322	-
	Rent from Land & Buildings	5,861	-	6,877	-
2c	**Church Activities**				
	Fees retained by PCC	3,007	-	1,112	-
	Trading	-	-	-	-
	SUB-TOTAL of all receipts above:	185,376	23,400	139,934	20,552
	Other Receipts not already listed	-	-	-	-
	TOTAL INCOMING RESOURCES	**185,376**	**23,400**	139,934	20,552

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2024

3	COSTS IN FURTHERANCE OF CHARITABLE (	2024 £		2023 £	
		Unrestricted	**Restricted**	Unrestricted	Restricted
	Costs of generating funds				
	Costs of fundraising activities	-	-	-	-
	Church Activities				
	Mission giving and donations	14,000	-	16,600	-
	Diocesan parish share contribution	72,036	-	72,036	-
	Salaries, wages and honararia	-	15,748	-	11,230
	Clergy and staff expenses	1,130	426	582	221
	Church expenses				
	Mission and evangelism costs	3,542	1,989	1,174	236
	Church running expenses	12,837	90	7,579	34
	Church utility bills	12,312	-	16,176	-
	Costs of trading	426	-	440	-
	Major capital expenditure				
	Major repairs to the church building	20,873	-	17,882	-
	Major repairs/redecoration (other property	-	-	-	-
	New building work	4,072	594	-	3,888
3a 3b	**SUB-TOTAL of all expenditure payments items**	141,227	18,847	132,469	15,609
3c	Other payments not already listed	-	-	-	-
	TOTAL RESOURCES EXPENDED	**141,227**	**18,847**	132,469	15,609

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2024

		2024	2023
		£	£
4	**Debtors**		
	Income tax recoverable	-	-
	Prepayments and accrued income	-	-
		-	-
5	**Creditors: Amounts falling due within one year**		
	Accruals	936	300
6	**Unrestricted Funds**		
	General Fund	141,807	99,858
	Designated Funds - Mission giving	16,256	14,056
		158,063	113,914
7	**Restricted Funds**		
	Balance at 1 January	33,605	28,662
	Incoming	23,400	20,552
	Outgoing	- 18,847	- 15,609
	Balance at 31 December	**38,158**	33,605
	See analysis for further information about the restricted fund.		
	Youth and children's work	691	1,474
	Special projects	20,555	21,149
	Toddlers	749	2,382
	Staff	16,162	8,600
		38,158	33,605

8 Toddlers

St Luke's Toddlers funds have been included in the church accounts since 2018. The Toddlers fund is restricted, its use being limited to childrens work, or other purposes with the approval of the Toddlers team. In 2024, the PCC in conjunction with members of the original toddlers team, agreed that the remaining funds can be used for more general childrens and youth work, as well as our new toddlers group, and we expect this fund to be used up in 2025 and wound up.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2024

10 Movement in funds

Net movement in funds are as follows

	Incoming Resources £	Resources expended £	Transfer between funds £	Movement in funds £
Unrestricted funds				
General fund	185,376	141,227	-16,200	27,949
	185376	141227	-16200	27949
Designated funds				
Held for Charities	-	-	-	-
Mission giving	-	14,000	16,200	2,200
	-	14,000	16,200	2,200
Restricted funds				
Youth and children's work	-	782	-	-782
Special projects	-	594	-	-594
Toddlers	-	1,633	-	-1,633
Staff	23,400	15,838	-	-
	23,400	18,847	-	-3,010
	208,776	**174,075**	-	**27,139**

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

Independent Examiner's Report on the Accounts

Report to the trustees/ members of	Parochial Church Council of Saint Luke and Saint John Cheltenham		
On accounts for the year ended	31/12/2024	**Charity no (if any)**	1184357
Set out on pages	1 to 7		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

Responsibilities and basis of 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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

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.

Signed: SE Colbourne **Date:** 08 March 2025

Name: Sally Colbourne

Address: 125 Meadow Road
Malvern
Worcs
WR14 2SA

St Luke & St John Ecclesiastical Charity (St Luke's Church Hall)

Annual Report by the Trustees for 2024

Legal and Administrative Information

This report is produced in accordance with the Charity Commission guidelines on the Charities Act 2011.

Name of Charity: The St Luke & St John Ecclesiastical Charity

Registered No: 1078441

Registration Date: 2 December 1999

Governing Document: Charity Commission Scheme CD(T1)101,673 sealed 29 March 1994 – as amended on 10 Dec 2021 as amended on 1 Dec 2023.

HMRC ref (Gift Aid): ZD10194 charitable company
HMRC ref (UTR): 88777 27575

Charitable Trading Subsidiary: PLC 12897513, registered address: St Luke's Church Hall St. Lukes Place Cheltenham GL53 7HP, was purchased in December 2022

Charitable Objects: The Managing Trustees shall apply the income of the Charity to further the religious and other charitable work of the Church of England in the Ecclesiastical Parish, including the provision and maintenance of a Parish Hall.

Classification of Charity on the Register of Charities:

Topic (What does your charity set out to do?)
- General Charitable Purposes
- Religious Activities

Beneficiaries (Who does your charity help?)
- Children/Young people
- Elderly/Old people
- Other charities/voluntary bodies

Method of operation (How does your charity operate?)
- Makes grants to organisations (schools, charities, etc)
- Provides buildings/facilities/open space

Property: The property of the Charity is vested in the Gloucester Diocesan Trust Ltd, being the Custodian Trustee of the Charity.

Managing Trustees:	Ex-officio	The Revd Patrick Wheaton
	Ex-officio	Ben Harris, Robert Bolton (until May 2024) and Linda Pitchford (from May 2024) Churchwardens
	Nominated	Simon Barton (2021), Lisa Campbell (2022) and Robert Bolton (2024) - appointed by the St Luke & St John Parochial Church Council (PCC) for a 4 year term.

Hall Coordinators: Sylvia Lauder, Bookings Manager, 07792 567189
Lesley Thomas, Facilities Manager, 07942 965981

e-mail: info@stlukes-hall.org.uk
Website: www.stlukes-hall.org.uk

Trustees' Report

The Managing Trustees main policies to achieve the charity's aims are:

To maintain St Luke's Church Hall and take action to improve its facilities
To make the Hall available for the purpose of furthering the religious and charitable work of the Church of England in the Parish
To apply a proportion of the income towards the religious and charitable work of the Church of England in the Parish
To let the Hall for other secular and social purposes
To let parking spaces in the car park during the working day to produce additional income

Trustee Business:

The Trustees met four times in the year; Lisa Campbell continued as chairman. Linda Pitchford became an ex-officio trustee in May, replacing Robert Bolton, who was appointed by the PCC as a nominated trustee.

Margaret Bristol was thanked for her 20 years service as trustee and chairman of the charity.

Grants of £4,500 were made to the Ministry Assistant at St Luke's to allow her to continue her theology studies which mean she is only available to work part time,

Grants of £4,500 were made to Saint John's School to fund their use of The Rock facility, to make improvements to the staff room and to support music in the school in various ways.

Charges for the hire of hall were increased by about 6 per cent from September to take account of recent inflation.

New Gopak tables were purchased for use by hirers. The audio system in the main hall was upgraded to use higher quality microphones.

The trustees agreed to seek quotations to replace the curtain dividing the small hall with a new and more manageable soundproof partition.

The trustees continued to explore options for reducing the carbon footprint of the hall building. Thanks to a significant donation from Margaret Bristol in 2023, 10 kWh batteries and a new inverter were installed in January to complement the solar panels. Some problems with the inverter settings were experienced and the expected reduction in electricity consumption was not achieved in this year. Margaret Bristol proposed that trustees should investigate the use of air to air heat pumps in place of gas central heating.

The FireTruck Espresso which had operated as a Charitable Trading Subsidiary until September 2023, remained in suspension throughout the year. Following the resignation of a director in March 2024, Revd Patrick Wheaton remained as sole director and pursued various options for the disposal of its assets which he hopes to achieve in 2025.

Financial Report and Notes to the Accounts

A formal statement of accounts prepared by Mr James Harper FCA of Harper Sheldon Limited is attached.

Income from lettings includes: Morea Performing Arts: £25,769; AA Groups: £3,282; Royal Scottish Country Dance Society: £2,362; Oficina da Capoeira, England: £1,744; Get Together, £1,706; Parkinson's Table Tennis: £1,594; Cheltenham Senior Citizens Welfare Committee: £1,442; Performance Workshop: £1,352; Busy Bees, £1,354; AT Soccercamps: £1,315; Trish Tenn Fitness: £1,224.

Reserves Policy: Unrestricted reserves at end 2024 were **£56,701.** The level of reserves is monitored and reviewed by the trustees annually in line with the guidance issued by the Charity Commission. The Trustees have reviewed the charity's needs for reserves and consider that they are needed:

1. to provide funds which can be designated to specific projects to enable them to be undertaken at short notice;
2. to cover 6 months maintenance and running costs and administration and support costs without which the charity could not function – approximately **£19,000**;
3. in respect of certain administration and support functions which are currently performed by volunteers, to allow these to be transferred to paid staff or contractors – approximately **£16,000**;
4. to build funds to allow the replacement of the gas fired central heating system that has been in operation for nearly 30 years with a sustainable alternative - approximately **£15,000.**

St Luke & St John Ecclesiastical Charity

Accounts for the Year Ended 31st December 2024

Registered Charity Number 1078441

St Luke & St John Ecclesiastical Charity

Statement of Financial Activities

For the Year Ended 31st December 2024

	General Fund	Property Fund	Endowment Fund	Total 2024	Total 2023
Income and Expenditure	£	£	£	£	£
Incoming Resources					
Regular Lettings	59,581	0	0	59,581	55,248
Parking Rents	15,353	0	0	15,353	14,525
CBF Interest & Dividend	2,198	0	0	2,198	1,135
Miscellaneous	0	0	0	0	10
Solar Export	69	0	0	69	1,007
Donations	100	0	0	100	16,603
Total Incoming Resources	77,301	0	0	77,301	88,528
Resources Expended					
Charitable grants	9,514	0	0	9,514	17,644
Water, Heating & Lighting	3,473	0	0	3,473	11,310
Telephone & Internet	473	0	0	473	446
Insurance	1,770	0	0	1,770	1,715
Cleaner	8,166	0	0	8,166	7,606
Projects & Improvements	6,336	0	0	6,336	10,058
Furniture & Equipment	2,472	0	0	2,472	0
Maintenance	5,794	0	0	5,794	5,278
Coordinator Pay	14,755	0	0	14,755	13,498
Administration	1,801	0	0	1,801	2,326
Provision for Doubtful Debt	0	0	0	0	0
Total Resources Expended	54,554	0	0	54,554	69,881
Net Incoming Resources	22,747	0	0	22,747	18,647
Gains on Investment Assets					
Realised	0	0	0	0	0
Unrealised	0	0	359	359	1,347
Net Movement in Funds	22,747	0	359	23,106	19,994
Fund Balances Brought Forward at the Start of the Year	120,536	155,050	15,668	291,254	271,260
Fund Balances Carried Forward at the End of the Year	143,283	155,050	16,027	314,360	291,254

The notes on page 3 form part of these accounts.

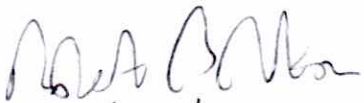
St Luke & St John Ecclesiastical Charity

Balance Sheet as at 31st December 2024

	General Fund £	Property Fund £	Endowment Fund £	Total 2024 £	Total 2023 £
Fixed Assets					
Freehold Property (note 2)	54,950	155,050	0	210,000	210,000
Current Assets					
CBF Deposit Fund	53,730	0	0	53,730	27,532
CBF Investment Fund		0	16,027	16,027	15,668
Cash at Bank	3,104	0	0	3,104	8,072
Cash & Stamps in Hand	91	0	0	91	91
Debtors and Prepayments	1,632	0	0	1,632	1
Investment in Trading Subsidiary	30,000			30,000	30,000
	88,557	0	16,027	104,584	81,364
Liabilities Due Within One Year					
Creditors & Accruals	224	0	0	224	110
Security Deposits	0	0		0	0
Promissory Note re Trading	0	0		0	
Subsidiary	0	0		0	0
	224	0	0	224	110
Net Current Assets	88,333	0	16,027	104,360	81,254
Total Assets Less Current Liabilities	143,283	155,050	16,027	314,360	291,254
Net Assets	143,283	155,050	16,027	314,360	291,254
Funds					
General Fund	143,283			143,283	120,536
Property Fund (note 2)		155,050		155,050	155,050
Endowment Fund			16,027	16,027	15,668
	143,283	155,050	16,027	314,360	291,254

The notes on page 3 form part of these accounts.

Approved by the Board of Trustees and signed on its behalf by: -

Trustee: 

Date: 28/03/2025

Trustee: 

Date: 28/3/2025.

St Luke & St John Ecclesiastical Charity

Notes to the Accounts.

1. Accounting Policies

These accounts have been prepared under the historical cost convention as modified by the inclusion of the freehold property at valuation and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

The Trustees consider all expenses constitute direct charitable expenditure.

2. Freehold Property

The property, St Luke's Church Hall, was substantially refurbished during 2000 at a cost of £54,950. As the property is owned by the charity, the trustees decided to introduce it into the accounts at a valuation to reflect the refurbishment. It has been included in the accounts at a site value of £210,000 as provided by Kirkham Pryer, Chartered Surveyors, Estate Agents & Valuers on 11th January 2001.

The valuation has been used for an impairment review under the transitional provisions of FRS11 "Impairment of Fixed Assets and Goodwill" and a Property Fund established to reflect the difference between the valuation and the refurbishment costs of £155,050.

As the site value is essentially the value of the land no depreciation will be provided.

St Luke & St John Ecclesiastical Charity

Independent Examiner's Report to the Trustees of St Luke & St John Ecclesiastical Charity

I report on the accounts of St Luke & St John Ecclesiastical Charity for the year ended 31st December 2024, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes as set out on pages 1 to 4, respectively.

Respective Responsibilities of the Trustees and Independent 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 Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- 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
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
    - to keep accounting record in accordance with section 130 of the Charities Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

    have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

James Harper FCA
Director of Harper Sheldon Limited
Chartered Accountants
Midway House
Staverton Technology Park
Herrick Way
Cheltenham
GL50 1UA

Date: 28 March 2025

PAROCHIAL CHURCH COUNCIL OF ST. LUKE & ST. JOHN, CHELTENHAM

England & Wales - Charity number 1184357

Accounts

St Luke's Church

Annual Parochial Church Meeting 2024

April 2024

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Annual Meetings

Minutes of the Meeting of Parishioners

Held at St. Luke's Church on Sunday 30th April 2023 at 11.40am

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting in prayer.

Apologies for absence

Hazel B, Robert B, Mary C, Jonathan C, Brian F, Pauline F, Andrew H, Catherine M, Linda R, Peter R, Chris S and Kathleen Y.

Approval of the Minutes of the meeting held on 8th May 2022

Upon a proposal by Victoria B (seconded by Stephen S), the minutes were approved on a show of hands without opposition.

Matters arising

None

Election of Officers

Terry H had come to the end of his 3-year term as churchwarden, plus an additional year to aid with continuity and his tenure had included a year as sole warden and had covered a period when Covid-19 restrictions had been in force. He had therefore decided to stand down and was warmly thanked for his faithful and diligent service. Ben H was prepared to continue and was nominated to do so (by Giles W, seconded by Marion B). Robert B was also nominated (by Terry H, seconded by Ben H) but had indicated his intention to serve for just one year in this capacity. There being no other nominations and no objections, Ben and Robert were unanimously and enthusiastically elected as churchwardens upon a show of hands.

Report of Trustees – St Luke and St John Ecclesiastical Charity (St Luke's Church Hall)

A written report dated 23/04/23 had been submitted by Simon B on behalf of the Trustees with its customary care and thoroughness upon which PW invited questions. There being none, the report was approved without objection upon a proposal by Howard M (seconded by Guy W) by a show of hands. Simon was thanked in his absence by PW.

Any Other Business

None

Annual Meetings

Minutes of the Annual Parochial Church Meeting

Held at St. Luke's Church on Sunday 30th April 2023 following the Meeting of Parishioners

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting in prayer.

Apologies for absence

Hazel B, Robert B, Mary C, Jonathan C, Brian F, Pauline F, Andrew H, Catherine M, Linda R, Peter R, Chris Sand Kathleen Y.

Approval of the Minutes of the meeting held on 8th May 2022

Upon a proposal by Terry H (seconded by Sarah W), the minutes were approved on a show of hands without opposition.

Matters arising

None

Elections

Deanery Synod
These representatives are elected for a 3-year term. This is the year in which they need to be elected. There were 3 lay vacancies. There were 3 nominations, being Peter B (nominated by Ben H, seconded by Mary C), Carla T (nominated by Jenny S, seconded by Sarah W) and Rod W-C (nominated by Ben H, seconded by Kit S). There being no other nominations, they were elected.

PCC
The 3-year terms of Emma P-W and Kit S had come to an end, although by local convention Emma could stand again this year. Peter R had been co-opted for a year and Felicity C had moved away during the year and resigned. There was one unfilled vacancy from last year making 5 in all.

There were 5 nominations, namely Richard F-J (proposed by Ben H, seconded by Giles W), Emma P-W (proposed by Ruth H, seconded by Guy W), Peter R (proposed by Peter B, seconded by Rachel W), Rachel Smith (proposed by Anthony W, seconded by Sarah H) and Sarah W (proposed by Guy W, seconded by Robert B). With no other nominations, all were elected unanimously.

Independent Examiner
Upon a proposal from the chair, Sally Colbourne is to continue as the independent examiner, to the unanimous approval of the meeting. (The secretary to the meeting explained the historical reason – namely a previous potential conflict of interest – why this was to be done, even though it was not a legal requirement for this meeting.)

Reports

Giles W (treasurer) then presented the church accounts and spoke about the church finances. He again thanked Jonathan, his predecessor for all his help and support over the year. He was also grateful to Mary C and Linda R for their help. In simple terms our regular income was around £100K pa of which 97% came from regular giving and the rest from parking, rents and interest from small investments. 90% of income qualifies for gift aid.

In his slide presentation giving had increased in 2021 but levelled off last year. On the expenditure side, our Parish Share had doubled since 2019. Expense on Utilities had also greatly increased – gas heating is expensive. Tribute was paid to Peter R who had managed a remarkably small share of our budget (4%) on maintaining the fabric of the building. In summary, there had been a small but unexpected surplus last year due in part to a legacy.

For 2023 we had budgeted for an £11K deficit. We did have some reserves and great efforts were being made to cut costs. Giles was reluctant to dip into reserves and imaginative solutions were needed along with prayer to manage finances over the long term.

(Ed NB the minutes for last year had noted that last year's surplus was a bit misleading and would affect this year's figures.)

PW thanked Giles for his hard work on the finances along with Peter R and his team in relation to looking after the building.

The reports, including that on finance, were unanimously approved on bloc upon a proposal by Emma P-W, seconded by Richard F-J.

In his wider report (full text reproduced for service on 07/05/23), PW looked at an incident in the life of the early church described in Acts Ch6. It was growing rapidly but a problem had arisen over the distribution of resources, which gave rise to grumbling.

Over the past seven years, St. Luke's had seen numerical growth. PW gave examples comparing 2016 to the present:

- Electoral Roll — Now 119, was 90
- Regular Worshippers — Now c.115, was c.65
- Contacts list — Now 177, was 83
- Giving – received — Now £82K, was £52K
- Parish Share — Now £72K. was £35K

Other growth had taken place which cannot be easily recorded statistically. There are various signs of flourishing.

Yet, like the church in Acts, some grumbling had arisen. Like in Acts, where the complaint was neither malicious nor unjustified, it caused concern to the leadership, as resources became stretched. PW gave examples of some of the "niggles" that have been voiced. In some senses, these niggles are a side effect of numerical growth and are by no means to be dismissed. For instance communication is important and difficult to get right as is a sense of "belonging" for all. The real danger is that they could start to impede the overriding ministry of the church. Standing still is not an option and we still wish to grow. As we do so, expectations rise. In a small church (up to 40), niggles can be dealt with relationally – as everyone knows each other. As we become more like medium sized church (150–250), this is no longer possible.

(At this point, PW acknowledged the huge amount of work that Terry had done within the church during his time here. He has led children's groups, read at the school (St. Johns), served on PCC, been churchwarden, organised and run the Connect prayer meeting, organised the rotas and led a Home group and short courses. A vote of thanks to him was expressed and a gift was presented to Terry and Sarah.)

As a result of the growth grumbles, changes are needed for the coming year. These are to:

1. Clarify roles
2. Develop 'deliberate' fellowship
3. Increase giving

Our structures are to be ordered to encourage growth. In a smaller community, everyone knows everything and tasks are picked up informally. This is no longer possible and we need to define roles and responsibilities, just as the church in Acts 6 had to do when Stephen became deacon.

Secondly, we need to make time to spend together in fellowship and friendship. PW gave examples of where this was already happening and could be developed. When we give time to this, the quality of relationships can deepen and develop.

The pressure on finance is inevitable and PW will be exploring bible teaching on and talking about giving in the coming weeks.

There will also be the chance to participate in the Thy Kingdom Come 24 hour prayer initiative.

PW invited questions. A practical question about flaky paint on the radiators went to the issue of creating a good first impression as people arrived at church. There was some discussion about wider issues facing the Church of England and the autonomy of local parishes. A question about operation of the Fire Truck coffee bar was raised and PW confirmed that it was run as a separate business and did not pose a financial burden upon the church. We must support Angele and make use of opportunities it provokes to engage with our local communities.

There was a short question about gardening duties.

Ben H took the opportunity at conclusion to thank Patrick and Louise for their leadership, work and devotion over the previous year.

Any Other Business

None.

The meeting closed at 12.35pm.

Parochial Church Council

Annual Report 2023

Legal and Administrative Information

Name: Parochial Church Council of St. Luke and St. John, Cheltenham

Location: St. Luke's Road, Cheltenham

(Address for correspondence)
St. Luke's Church
St. Luke's Road
Cheltenham
GL53 7HX

Members: Members who served during the year were as follows:

Revd. Patrick Wheaton	(ex officio)
Mr. Robert Bolton	(Churchwarden, ex officio)
Mr. Ben Harris	(Churchwarden, ex officio)
Ms. Victoria Beevers	(elected, April 2021 for 3 years)
Mr. Peter Burke	(Reader and Deanery Synod rep, ex officio)
Mr. Rod Woodward-Court	(Deanery Synod rep, ex officio)
Mrs. Rachel Smith	(elected, April 2023 for 3 years)
Ms. Christine Lodge	(elected, April 2021 for 3 years)
Ms. Emma Perona-Wright	(elected, April 2023 for 3 years – resigned mid term)
Mr. Peter Ralphs	(elected, April 2023 for 3 years)
Mrs. Sarah Wingfield	(elected, April, 2023 for 3 years)
Ms. Carla Thraves	(Deanery Synod rep, ex officio)
Mr. Giles Wadsworth	(elected, April 2022 for 3 years – elected Treasurer

Secretary: Mr. Peter Burke

Related Charity:

St. Luke and St. John Ecclesiastical Charity (St. Luke's Church Hall)
The trustees are made up from the Chair of the PCC (clergy), Churchwardens and two representatives elected by the PCC.

Independent examiner:

Sally Colbourne
Chartered Accountant
125, Meadow Road
Malvern

Bankers: National Westminster Bank plc, 31, Promenade, Cheltenham, GL50 1LH

Peter Burke
For and on behalf of PCC Secretary (April 2024)

VICAR'S REPORT

I begin by reminding us of our vision and values at St Luke's. Our vision is to be 'rooted and flourishing' – rooted in Jesus Christ and flourishing under God's love. Our values are; growing and making disciples of Jesus; loving one another; local in mission; structured to grow.

To be 'rooted in Jesus Christ' means our worship and life together seeks to give glory to God through His Son Jesus Christ, whilst also building us up as followers of Jesus, to equip us to live for Him in the contexts we are placed day by day and week by week. Also, knowing the wonderful treasure that we have in Jesus, will stir in us a desire to see others come to know Jesus, and we want to take advantage of every opportunity our parish affords in this. Here our value to 'grow and make disciples of Jesus' is reflected. Living as disciples of Jesus means a deep commitment to our church community. This is part of 'loving one another' and means being present at church services and other gatherings, plus giving our time, gifts and money.

'Flourishing under God's love' reflects the desire for all those who come into contact with St Luke's – the people, building and site – will feel some sense of the love of God. To this end, we seek to draw people to us that they might experience flourishing, and prayerfully from this seek to issue an invitation to discover Jesus. This has been referenced as making St Luke's a 'hub' for our community, and displays one element of being 'local in mission.' In this, there is a particular desire for drawing those who are lonely, sick, anxious or in need. After all, St Luke was the evangelist and physician, and our church is located opposite the hospital. It might be said we want St Luke's to be a 'haven' for those who need healing.

The final value of 'structured to grow' reflects the intention to organise and plan to facilitate growth. Structures must only ever serve and support what we see God doing and believe He is calling us to.

One significant outworking of our vision over the last year has been the FireTruck Project on the church site. It was something I was passionate about for raising income to support ministry across the parish, and also be an actual outworking of bringing flourishing to our church site. The obvious reality is that it did not achieve the first element, and so had to be paused. The Hall Trustees, as owners of the business, have made the decision to sell the assets and wind the business down. I believe this is absolutely the right decision, especially given the duties and scope of the Hall Charity. At the same time, I also want to hold out a reminder of how the FireTruck itself did actively support our vision, in a way that was new and bold, beyond other things we do as a church. It brought people onto the site, it opened up conversations with the community, it drew people into the building to pray and also to attend services, it raised our profile across the parish. My personal hope is that whilst acknowledging how one aspect did not succeed, we do not fail to see God's grace at work, and remain encouraged and confident to pursue adventurous projects in the future.

One element of God's grace over the last year has been the emergence of 2nd Saturday. Each month our teenagers have met for fellowship, teaching and worship. Stephen Skett and Kyle Hobbis have wonderfully supported me in this, and we have seen up to 12 come along. The core are our regular church teenagers, but we have also seen others begin to attend. Many appreciated the ministry of our teenagers at the Maundy Thursday service.

God's grace can be seen too in Alice Pinney's arrival as our Ministry Assistant. In the space of a couple of weeks, I personally went from fretting over the future of support for our ongoing ministry, particular to younger ages, to rejoicing over the appointment of someone with gifts and experience beyond those I thought the post would attract. It is really exciting to have Alice joining us here at St Luke's.

God's grace is evident in the development of our Growth Groups. 3 meet fortnightly, in addition to the weekly term time Women's Bible Study. I estimate we have around 50 people now choosing to meet midweek to study the Bible and pray for each other – to actively seek to grow as disciples.

God's grace is apparent in financial provision. Giles' Treasurer's report gives more detail here, however, the turnaround over the year is remarkable. Within this is the grace of external financial support from grant funding. At the time or writing, I'm not yet able to see how God will graciously use the appearance of dry rot and obstacles to the development of the dais – but I am sure He will.

God's grace sustains the love, support and service across our community. For me, I see this at our midweek Communion service, and knowing the huge work Marion puts in with Pastoral Care, and the network of visiting that takes place. It is also there in the growing relationships at out Toddlers group. This is slowly increasing in number, feels like a real support network, and we have begun to see presence from our Toddlers at services. This grace also underpins the ad hoc prayer networks and practical unseen service. Note should be made of Jonathan Chestney, Peter Ralphs, Stephen End and Howard Marshall in that respect. All regularly to be found beavering away in the church building covering AV and technical support, carpentry or repairs, and preparation for services.

God's irresistible grace also continually calls people to himself, summoning them to hear and receive the good news of Jesus, and worship together in the community of the church. Our culture offers so many enticements and entertainment – it makes it remarkable to think why people would choose to seek out a church event, or commit to one another in the way many do at St Luke's. Louise will testify that sometimes I pose the question whether many people will come to a particular event or service. Yet, as particular highlights over the year, God drew many to our Community Carols, Crib service, Lent Prayers, Holy Week services and Easter Day celebration.

Points over the last year have been hard. Yet God's grace sustains and also gives us hope. When things do not go according to plan, it is our roots in Jesus Christ that draw us back upon the grace of God. These roots also give cause to press on, because we know the grace of God will deliver His plans in the future. We also then see the flourishing God brings, not by human intentions or will, but by His grace.

As at the time of writing we are about to enter a series in Ephesians 6 on the armour of God, let me end with Paul's prayer from earlier in the letter.

14 *For this reason I kneel before the Father,* ***15*** *from whom his whole family in heaven and on earth derives its name.* ***16*** *I pray that out of his glorious riches he may strengthen you with power through his Spirit in your inner being,* ***17*** *so that Christ may dwell in your hearts through faith. And I pray that you, being rooted and established in love,* ***18*** *may have power, together with all the saints, to grasp how wide and long and high and deep is the love of Christ,* ***19*** *and to know this love that surpasses knowledge—that you may be filled to the measure of all the fullness of God.*
20 *Now to him who is able to do immeasurably more than all we ask or imagine, according to his power that is at work within us,* ***21*** *to him be glory in the church and in Christ Jesus throughout all generations, for ever and ever! Amen.*
(Ephesians 3.14-21)

God bless,

Patrick

ST LUKE'S CHURCHWARDENS' REPORT

BEN H & ROBERT B
CHURCHWARDENS

It is very encouraging that St Luke's Church continues to grow numerically and spiritually as we buck the trend of national decline. We are now by size of weekly attendance in the top 20% of CofE parishes. Our 8am and midweek communion services continue to flourish. The 10am provides for all ages and stages marking the key aspects of the church calendar and national life. We have continued to evolve the outdoor elements of selected services, such as Remembrance Sunday and Easter, as we seek to witness and draw in our local community. We are not complacent but motivated and heartened to continue to spread the good news of the Bible.

We embarked on two firsts over the Christmas build-up. Following Footsteps and local deliveries of invitations there was a most joyous Community Carol service, with a choir from St John's Primary School as the centrepiece. There was a good turnout from the local community and parents, with the opportunity for their children to see the donkey parade down the aisle as well as get a ride outside on the grass. Secondly the crib service on Christmas Eve was reinstated. Under the shadow of a gigantic star, the crib decked with glowing, contemporary lights, this highly participative service, attracted over 40 adults as well as a wide range of children. Thanks to everyone, especially St John's for their participation at this busy period.

Our church building has been ably looked after by Peter R and a series of restorations and improvements undertaken, within the financial constraints. Frustratingly our plan to increase the size of the dais has been hampered by approval issues and most recently the discovery of dry rot by the St John's Chapel. The intention is to start work in the autumn of 2024, to give the music group the performance space they deserve. Our Quinquennial has recently been conducted and is being assessed. Thank you, Peter.

The funeral service of Felicity Rhodes, a long-standing and dear member of our Church, brought together current and former members of the congregation in a most memorable service. The talk referenced key moments where Felicity felt 'the special warmth of the Lord during the St Luke's sermon', which was truly inspirational for us all to hear. She will be greatly missed.

The variety and scale of services and activities that take place in St Luke's is only possible thanks to the enormous generosity of time and commitment by so many of you who volunteer. We want to mention retired clergy, Peter B our licensed Reader, lay preachers (from the congregation), readers and those leading prayers, musicians, AV, coffee rota, clock winders, welcomers, flower bunch, mowers, volunteer cleaners and the PCC. There is a constant requirement for more volunteers! We said farewell and thanks to Hannah from YFC whose focus has been to start Tinies & Toddlers on Tuesday mornings and lead our youth group, as well as St John's lunchtime Christian session for pupils. We have welcomed back Kyle H to the role of coordinating youth.

All of our efforts must be grounded in prayer. Our monthly Connect prayer meeting has continued to grow. Our thanks to Terry & Sarah H, who have now handed over the leadership to John M. We encourage everyone to try to support our prayer life together.

We thank Patrick for all his leadership, hard work and selflessness in serving St Luke's. In addition our special appreciation for everything Louise and Evie, Noah and Lettie do in supporting and helping out. We end the year feeling blessed in so many ways and with a sense of Christian optimism as we strive to discern and do God's will in our parish.

PASTORAL CARE

MARION B
PASTORAL COORDINATOR

My role continues to be quite busy, coordinating support for those in particular need and their families, supporting those who visit others, and keeping in touch with those no longer able to worship with us in church.
This year we have started having a Pastoral meeting every couple of months attended by Patrick and the wardens, myself, Ernie Hall and Pete Burke, and more recently Andy Hall, to raise awareness of individual situations, upcoming events and to pray through our contact list.

Training

In the autumn I completed the Anna Chaplaincy training course with Gill Ford, Anna Chaplaincy Coordinator for Cheltenham and Bishops Cleeve, to learn more about spiritual care for older people.
I have also attended a Count Everyone In workshop, which was about promoting inclusion in church life for those with learning disabilities.

Other Activities

St Luke's again contributed to the Christmas and Easter craft projects for Anna Chaplaincy. We produced Christmas stockings and knitted crosses for delivery to local care homes for both residents and staff. We also delivered some (along with cards and chocolate treats!) to our older members who are no longer able to worship with us.
I also arranged a Christmas social and have continued with the monthly refreshments after the midweek service.

Break

I will be taking a couple of months' break from my pastoral role in May and June this year. This will be about halfway through my term. My letter of authorisation from the Diocese as a pastoral assistant is valid for five years.
Ernie Hall, Andy Hall and Patrick will be available for any pastoral concerns as usual during that time.
I remain very grateful to those who visit and keep in touch with others, as well as those who support me, especially Sarah Howard for keeping the prayer requests up to date, Patrick for his support and advice, and many others for their prayers and practical help.

MISSION PARTNERS

RACHEL S
MISSIONS COORDINATOR

This year we continued to support seven mission partners: A Rocha, WorldShare, Liz Williams at Wycliffe Bible Translators, Mike and Barbara Workman at Operation Mobilisation, Gloucestershire Youth for Christ, Cheltenham YMCA, and The Rock.

We have tried to raise awareness of our mission partners and the work that each of them do locally, nationally and internationally within the church community.

- During summer 2023 we gave two presentations during the 10am service, giving information about each partner.
- Prayers for mission partners are included in the Prayer Newsletter most weeks, focusing on one specific organisation each month. Those leading intercessions in services are encouraged to include these prayers.
- In February 2024 we enjoyed talks at both Sunday services from Andy Macauley at The Rock, Mike and Barbara Workman, and Dave Kinghorn at Cheltenham YMCA.

Thanks to those who support the Parish Giving Scheme our mission partners received an equal share of £9,300 from 2022 giving and £14,000 from 2023.

ELECTORAL ROLL

CATHERINE MARTIN
ELECTORAL ROLL OFFICER

The annual review of the Electoral Roll has been conducted and the current roll, which has been approved by the PCC, reflects the church membership as closely as possible. The revised list is on display in the church. A total of five names were removed for reasons of death or notice of leaving St Luke's, but applications for membership have been received from an additional eight regular attenders, so there is a net increase of three on the roll. The number on the roll is therefore now 122 compared with 119 in 2023.

A full review of the Electoral Roll, which is carried out every six years, is due next year, 2025, the last full review having been conducted in 2019.

SAFEGUARDING

CATHERINE M
PARISH SAFEGUARDING OFFICER

While the Church of England as a whole remains a focus of scrutiny for its Safeguarding practices, and changes to the way it operates these more independently may be made in future to ensure they are fully effective and appropriate, at St Luke's we continue to follow the Gloucester Diocese guidance in these matters, and have confidence that the measures we have in place protect the children and vulnerable adults of our congregation as best we can.
This means that all those who are in roles with a responsibility for children and vulnerable adults require a DBS (Disclosure and Barring Service) certificate, and undertake CofE Safeguarding training, most of which is done online. As things stand, all in these roles at St Luke's are fully compliant, but there will be more to be done in the coming year, as we appoint new members to the PCC, and with the requirement for renewal of DBS certificates and Safeguarding training every three years, there will be some in existing roles to whom that will apply.
Last year we adopted the Parish Safeguarding Dashboard as recommended by the Diocese Safeguarding team, and by working through the actions we have to record on this, we have moved up to a score of 91% compliance, with only a small number of actions, mostly associated with role descriptions for those involved in children's and young people's groups, still to be completed. The status and outstanding actions are reported to the PCC for each of their meetings. The PCC also conducts an annual review of the church's Safeguarding Policy, which is accessible on the noticeboard at the back of church and via a link on the home page of St Luke's website.
A list of names and contact details of those to contact in case of any concerns over Safeguarding in the church is posted on the noticeboard at the back of the church, but the first points of contact in such cases are Revd. Patrick Wheaton, or Catherine Martin as the Parish Safeguarding Officer.
As ever, Safeguarding should and does remain at the centre of our faith, in our practice, in our worship, in our praying, and in our believing.

FLOWER BUNCH

CATHERINE B

We now have twelve members of the Flower Bunch who have worked very hard throughout the last year to make the church look beautiful with flower arrangements. We have just welcomed a new member, Gwynne Tucker-Brown. Sylvia Lauder's help with the major festivals of Easter, Harvest and Christmas is much appreciated. Catherine Martin organizes the dates of donations for flowers in memory of loved ones which makes a very good contribution towards the cost of flowers.

REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS

GILES W
PCC TREASURER

The PCC Treasurer is responsible for the management and reporting of PCC finances through the year, drafting the year-end accounts, and arranging for their independent examination. This review summarises the income and expenditure during 2023, noting any significant items and trends.

Income

- Regular giving and donations: Our upward trend in giving from 2022 continued in 2023 and we ended the year ahead of budget and up by +19% on 2022. This was a huge achievement and we give glory to God.
- Tax reclaimed under Gift Aid: 90% of our giving is now tax-efficient, leading to a tax reclaim of £23,000 through the year. This is an excellent achievement.
- Income from assets: We make a small amount of income each year from use of our premises including: parking, room/building hire and occasional services. This increased by 111% to £11,300 in 2023. This increase reflects the collection of unpaid parking debt from 2022 and the pitch fee for the coffee van. Given the rise in interest rates, we have also benefited from extra dividend income.
- Legacies: These are unbudgeted but very welcome and we received legacies totalling £1,000 in 2023.
- Appeals: In the past we have made appeals against specific projects or for targeted support (such as Ukraine in 2022). This year we appealed for an increase in regular planned giving by the congregation to meet our budget deficit and the cost of repairing the south window. We also appealed for donations towards the salary for a Ministry Assistant in 2024. Both appeals were supported positively by our congregations.

Expenditure

- Parish Share: The PCC paid a Parish Share to the Diocese of £72,036 in 2023, an increase of 3.5% on 2022. This now meets the full cost for our one member of staff. This is by far our largest expense.
- Running costs: Cost of services/premises increased by 12% in 2023 to £20,700 and our significant window repair meant that our major repairs bill was £17,882. We are anticipating further major repairs in 2024.
- Mission giving and charitable contributions: £13,800 was set aside for our mission partners from 2023 funds, an increase on budget to reflect our increased giving income. This is currently held in a restricted fund awaiting allocation.

Summary

In the budget for 2023 we anticipated a deficit of -£24,000 for the year. In the end, largely due to the response of our congregations to the appeal in May, we made an operating surplus of £8,274. We very much recognise God's gracious provision to us in helping us to reverse our deficit this year given all the pressures that are being faced by the congregation and by the increased cost of living. Praise God! Funds are in hand to pay for our Ministry Assistant, who starts in April 2024, and we are still able to maintain a healthy reserve.

We are now contributing a full and fair amount to the diocese for the costs associated with a full-time minister and we can be absolutely confident that we are paying our way. Few other churches in the diocese will have increased their % contributions in the way that we have over the last few years.

Next year (2024) we are running a break-even budget but we have recently been made aware of some significant extra repair work that needs urgent attention. We are also hoping to convert the south gallery into an office.

This has been a rollercoaster of a year. We anticipated huge heating bills but we wrapped up warmly and switched provider to the diocese scheme and those bills never materialised. Our congregations responded positively to our appeal and we were able to pay all of our costs with some to spare. We are stepping out in faith to provide for a second member of staff. All this points to God's blessing on the ministry at St Luke's. I am indebted to Linda for helping with Gift Aid, to Robert for managing the parking and to Jonathan for his continued support and guidance.
Giles Wadsworth
PCC Treasurer

Historical Finance Data for reference

	2019	2020	2021	2022	2023	2024B
Giving Income GA	60578	59200	72556	73371	87576	85500
Tax recovered	15169	11960	16935	18626	23058	20000
Giving Non GA	504	300	650	4275	3830	2600
Sundry gifts	5135	5000	8195	5222	5166	3000
Legacies	10000	0	4000	5000	1000	0
Appeals / Grants	0	0	3830	4365	6003	0
Misc	1366	1250	406	544	0	0
Income from assets	3894	3850	6540	5370	11311	8200
Total Income	**96647**	**90560**	**114611**	**116773**	**137944**	**119300**
Clergy costs	36537	56000	66420	70074	72618	73036
Cost of services / premises	13138	16600	14237	18550	20746	20100
Major repairs & redecoration	2228	3500	2315	4549	17882	9500
Admin	4708	3950	2818	3746	3883	3900
Misc	1216	1400	2182	2311	741	850
Mission giving (or held for)	8650	9050	8100	14804	13800	11900
Total Expenditure	**66477**	**90500**	**96073**	**114034**	**129669**	**119286**
Surplus / deficit	30169	60	18538	2739	8274	14
Balances held on deposit						
Unrestricted funds			*92746*	*91584*	*99858*	
Restricted funds			27791	28662	33605	
Held for mission giving			8100	14866	14056	
Total			**128637**	**135112**	**147519**	

DEANERY SYNOD

PETER B
DEANERY SYNOD REP

There were three meetings of the Deanery Synod in 2023.

In addition to regular updates from Diocesan Synod and continuing discussions about Parish Share, there were presentations about a number of different subjects. These included items about:

- Living in Love and Faith and the encouragement for parishes to discuss this sensitive topic. Feedback from the General Synod meeting this year on this and other subjects (including Safeguarding) was not uplifting.
- The Deanery Strategic Plan – an ongoing subject developing the work from 2022. It might be fair to say that efforts are being made to develop strategic thinking. The small-group approach avoids some of the more eccentric thinking that is sometimes to be found in Deanery Synod! The 2022 action plan has been developed and fleshed out as anticipated. Andy McCauley is now the Youth Coordinator and adds expertise from across the town and traditions within it. The hope is for churches to flourish and innovate and develop some principles against which future recruitment may be measured.
- Poverty in Cheltenham.
- The new formula for Parish Share is being developed and the Diocese will be seeking an overall increase of 7% for 2024.

The composition and leadership of the synod did change this year after the 3-yearly election of new members. Revd. Gary Grady stood down as Area Dean to be replaced by Revd. Andrew Blyth.

Despite its usual existential ruminations (exactly what is a Deanery for?) the quality of discussion was good and the leadership change bodes well in a disparate Deanery. Across the Deanery, there is now a general acceptance that mission is our priority.

st luke&st johnparishcheltenham

Parochial Church Council

Annual Report 2023

Legal and Administrative

Legal and administrative information, including details of the Parochial Church Council (PCC) members who served during the year is shown on a separate page.

Aims and Organisation

The main purpose of the PCC is defined in the Parochial Church Councils (Powers) Measure 1956 (as amended) as "to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical". Inter alia, it is also to consider and discuss matters concerning the Church of England

The PCC met seven times during the year including an extraordinary meeting in June 2023. There were no extraordinary meetings (EGM). The standing committee met informally. The PCC operated as part of the united benefice with St. Mary/The Minster with St. Matthew.

Review of Progress, Decisions and Achievements

In this year and in addition to the usual financial, structural (to the building), ministerial, safeguarding updates and development issues, there were a number of items for discussion including:

- The Safeguarding dashboard was introduced and updated. Safe recruitment is included in its remit and the action plan it generated was approved.
- Work to move the war memorial and continue internal development around the front of church and dais was approved. Some of the approved work was thwarted by the DAC. The pulpit cannot be permanently moved.
- A working document entitled St. Luke's Vision 2023–2025 following the 2022 away day was prepared and regularly updated.
- Mission giving/Mission partners were discussed and updated despite departure of Felicity C.
- Hannah's developing role and training. The provision for teaching young people and other matters after expiry of her contract were discussed.
- Living in Love and Faith – updates on national picture, discussions of issues in church meetings and stance to be taken by minister and PCC.
- Despite being under the financial control of the Hall Trust, the Fire Truck coffee business was discussed in relation to mission opportunities it provided. Its financial difficulties were considered and various possible operating structures outlined.
- Report from the Pastoral Coordinator were received.
- The establishment, function and financing of a Ministry Assistant was discussed. The post was advertised and candidates sought.

Other topics for discussion are covered in more detail in other reports.

I have received excellent support from Robert and Ben (churchwardens) and Patrick (minister) where my own records and recollections have been inadequate. With thanks too for all those who have provided reports and information.

Peter Burke
PCC Secretary (March 2024)

ST LUKE'S CHURCH HALL

SIMON B
HALL TREASURER

The Church Hall is managed separately from the church (as the St Luke & St John Ecclesiastical Charity, registered charity no. 1078441) and its report and accounts are formally presented to the Meeting of Parishioners that is held before the APCM. Please refer to these for more detail.

The trustees were:

- the Vicar and Wardens ex-officio; Revd. Patrick W, Ben H and Robert B (who succeeded Terry H in May) and nominees of the PCC: Lisa C (Chair) and Simon B (Treasurer) and Margaret B.
- Mary C provided secretarial support to the trustees until the September meeting.

The trustees are very grateful to our dedicated part-time staff, Sylvia L the Bookings Manager and Lesley T the Facilities Manager.

Income was £88,258 – up from £71,409 in 2022. Income from room lettings (£55K) and parking charges (£14K) was similar to 2022. Exceptional income was (a) a grant of £10K from the Gloucester Diocese LIFE Development Fund to complete the purchase of the Fire Truck Espresso company, and (b) a generous donation of £6.6K from Margaret B to fund the installation of batteries to complement the solar panels which were installed in 2021.

Total expenditure was £69,881 – up from £58,172 in 2022.

- The trustees made grants totalling £17.6K. These included £12K to the PCC to fund an arrangement with Youth for Christ Gloucestershire for a youth worker and £4.7K to Saint John's Primary School to fund developmental projects, including support for music in the school.
- The Hall's energy cost £9.1K – up from £5.1K in 2022 but a reduction is expected in 2024. An exceptional outlay in 2023 was £7k for work on the drains that had been a problem for several months in 2022.

The Church Hall is well maintained and is a major asset to the community and to furthering the work of the church in the parish. The Hall website has a page (http://www.stlukes-hall.org.uk/hall-users/) that lists the many activities that go on there.

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2023

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
INCOMING RESOURCES					
Donations and other similar incoming resources	2a, 2b	128,623	20,552	149,175	120,927
Incoming resources from operating activities					
Income from events and activities	2c	1,112	-	1,112	2,835
Investment income	2d	10,199	-	10,199	4,111
Transfer between Unrestricted and Restricted Funds				-	-
TOTAL INCOMING RESOURCES		**139,934**	**20,552**	**160,486**	127,873
RESOURCES EXPENDED					
Charitable expenditure					
Costs in furtherance of charitable objects	3a, 3b	132,469	15,609	148,078	127,842
Management and administration	3c	-	-	-	-
Transfer between Unrestricted and Restricted Funds				-	-
TOTAL RESOURCES EXPENDED		**132,469**	**15,609**	**148,078**	127,842
NET INCOMING/OUTGOING RESOURCES		**7,464**	**4,943**	**12,408**	31
Total funds brought forward		106,450	28,662	135,112	135,081
Total funds carried forward		**113,914**	**33,605**	**147,519**	135,112

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

BALANCE SHEET AT 31 DECEMBER 2023

	Note	£	2023 £	2022 £
Current Assets				
Stock of Traidcraft Goods		-		-
Debtors	4	-		800
Cash in hand and at NatWest Bank		**58,312**		85,202
Short-term deposits (Central Board of Finance)		**89,508**		49,508
		147,819		135,510
Creditors	5			
Amounts falling due within one year		**300**		398
Net Current Assets			**147,519**	135,112
Total assets less current liabilities			**147,519**	135,112
FUNDS				
Unrestricted (General Fund)	6		**113,914**	106,450
Restricted Funds	7		**33,605**	28,662
			147,519	135,112

Approved by the PCC at its meeting on 18th March 2024 and signed on its behalf by

Revd Patrick Wheaton (Chairman)

Mr Giles Wadsworth (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2023

1 ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention, as modified by the revaluation on investments and in accordance with applicable accounting standards in the United Kingdom and with the Statement of Recommended Practice (issued October 2000) relating to accounting by charities together with the Charities Act 2011 and the Church Accounting Regulations. A summary of the more important policies, which have been consistently applied is set out below.

Incoming Resources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor. Income tax recoverable on covenanted or gift aid donations is recognised when claimable. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by fund raising and other similar events are accounted for gross. Sale of books and magazines from the church bookstall are accounted for gross. Dividends and interest are accounted for when due.

Outgoing resources

Outgoing resources are recognised in the period in which they are incurred. Outgoing resources are allocated to the type of activity to which they relate.

Investments

No investments are held by the PCC as at 31 December.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts on the basis that property is inalienable and historic, and that reliable cost information is not available.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the church council for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2023

2	INCOMING RESOURCES	2023		2022	
		£	£	£	£
		Unrestricted	**Restricted**	Unrestricted	Restricted
2a, 2b	**Voluntary receipts**				
	Planned Giving	79,571	-	71,181	
	Collections at Services	11,835	-	3,524	
	Donations	5,166	8,600	8,216	2,500
	Special Appeals	1,990	-	3,830	
	Gift Aid	23,058	-	16,935	
	Legacies	1,000	-	4,000	
	Grants	6,003	11,952		10,740
2c	**Activities for Generating Funds**				
	Fundraising	-	-		
2d	**Investment income**				
	Dividends & Interest	3,322	-	86	
	Rent from Land & Buildings	6,877	-	4,026	
2c	**Church Activities**				
	Fees retained by PCC	1,112	-	2,429	
	Trading	-	-	406	
	SUB-TOTAL of all receipts above:	139,934	20,552	114,633	13,240
	Other Receipts not already listed	-	-	-	-
	TOTAL INCOMING RESOURCES	**139,934**	**20,552**	114,633	13,240

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2023

3 COSTS IN FURTHERANCE OF CHARITABLE (

	2023 £		2022 £	
	Unrestricted	**Restricted**	Unrestricted	Restricted
Costs of generating funds				
Costs of fundraising activities	-	-	-	
Church Activities				
Mission giving and donations	16,600	-	22	
Diocesan parish share contribution	72,036	-	65,000	
Salaries, wages and honararia	-	11,230	300	
Clergy and staff expenses	582	221	1,420	
Church expenses				
Mission and evangelism costs	1,174	236	1,302	
Church running expenses	7,579	34	7,206	
Church utility bills	16,176	-	10,436	
Costs of trading	441	-	-	
Major capital expenditure				
Major repairs to the church building	17,882	-	2,315	
Major repairs/redecoration (other property	-	-	-	
New building work	-	3,888		39,841
SUB-TOTAL of all expenditure payments items	132,469	15,609	88,001	39,841
Other payments not already listed	-	-	-	-
TOTAL RESOURCES EXPENDED	**132,469**	**15,609**	88,001	39,841

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2023

		2023	2022
		£	£
4	**Debtors**		
	Income tax recoverable	-	800
	Prepayments and accrued income	-	-
		-	800
5	**Creditors: Amounts falling due within one year**		
	Accruals	300	398
6	**Unrestricted Funds**		
	General Fund	99,858	48,662
	Designated Funds	14,056	57,788
		113,914	106,450
	See analysis for further information about designated funds.		
	Thank you	-	42,922
	Held for Charities		5,466
	Mission giving	14,056	9,400
	Balance at 31 December	14,056	57,788
7	**Restricted Funds**		
	Balance at 1 January	28,662	27,791
	Incoming	20,552	4,160
	Outgoing	- 15,609	- 3,289
	Balance at 31 December	**33,605**	28,662
	See analysis for further information about the restricted fund.		
	Youth and children's work	1,474	1,111
	Special projects	21,149	25,037
	Toddlers	2,382	2,514
		25,005	28,662

8 Thank You Designated Fund

The PCC has approved the incorporation of the Thank You fund into the General Fund in 2023.

9 Toddlers

St Luke's Toddlers funds have been included in the church accounts since 2018. The Toddlers fund is restricted, its use being limited to childrens work, or other purposes with the approval of the Toddlers team. Toddlers was suspended throughout 2021 due to COVID. The PCC has proposed the winding up of the Toddlers fund and its transfer to the Youth and Childrens Work fund, and awaits a response from the Toddlers team.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2023

10 Movement in funds

Net movement in funds are as follows

	Incoming Resources £	Resources expended £	Transfer between funds £	Movement in funds £
Unrestricted funds				
General fund	137944	115869	29122	51196
	137944	115869	29122	51196
Designated funds				
Thank you			-42922	-42922
Held for Charities	1990	7456		-5466
Mission giving		9144	13800	4656
	1990	16600	-29122	-43732
Restricted funds				
Youth and children's work	11952	11589		363
Special projects	8600	3888		4712
Toddlers		132		-132
	20552	15609	0	4943
	160486	**148078**	**0**	**12408**

Independent Examiner's Report on the Accounts

Report to the trustees/ members of	Parochial Church Council of Saint Luke and Saint John Cheltenham
On accounts for the year ended	31/12/2023 **Charity no (if any)** 1184357
Set out on pages	1 to 8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

Responsibilities and basis of 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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

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.

Signed: SE Colbourne **Date:** 12/3/2024

Name: Sally Colbourne

St Luke & St John Ecclesiastical Charity
(St Luke's Church Hall)
Annual Report by the Trustees for 2023

Legal and Administrative Information

This report is produced in accordance with the Charity Commission guidelines on the Charities Act 2011.

Name of Charity: The St Luke & St John Ecclesiastical Charity

Registered No: 1078441

Registration Date: 2 December 1999

Governing Document: Charity Commission Scheme CD(T1)101,673 sealed 29 March 1994 – as amended on 10 Dec 2021 as amended on 1 Dec 2023.

HMRC ref (Gift Aid): ZD10194 charitable company
HMRC ref (UTR): 88777 27575

Charitable Trading Subsidiary: PLC 12897513, registered address: St Luke's Church Hall St. Lukes Place Cheltenham GL53 7HP, was purchased in December 2022

Charitable Objects: The Managing Trustees shall apply the income of the Charity to further the religious and other charitable work of the Church of England in the Ecclesiastical Parish, including the provision and maintenance of a Parish Hall.

Classification of Charity on the Register of Charities:

Topic (What does your charity set out to do?)
- General Charitable Purposes
- Religious Activities

Beneficiaries (Who does your charity help?)
- Children/Young people
- Elderly/Old people
- Other charities/voluntary bodies

Method of operation (How does your charity operate?)
- Makes grants to organisations (schools, charities, etc)
- Provides buildings/facilities/open space

Property: The property of the Charity is vested in the Gloucester Diocesan Trust Ltd, being the Custodian Trustee of the Charity.

Managing Trustees:	Ex-officio	The Revd Patrick Wheaton
	Ex-officio	Ben Harris, Terry Howard (until May 2023) and Robert Bolton (from May 2023) Churchwardens
	Nominated	Margaret Bristol (2019), Simon Barton (2021) and Lisa Campbell (2022) - appointed by the St Luke & St John Parochial Church Council (PCC) for a 4 year term.
Secretary:		Mary Chatterley (until September 2023)
Hall Coordinators:		Sylvia Lauder, Bookings Manager, 07792 567189 Lesley Thomas, Facilities Manager, 07942 965981
e-mail:		info@stlukes-hall.org.uk
Website:		www.stlukes-hall.org.uk

Trustees' Report

The Managing Trustees main policies to achieve the charity's aims are:

To maintain St Luke's Church Hall and take action to improve its facilities

To make the Hall available for the purpose of furthering the religious and charitable work of the Church of England in the Parish

To apply a proportion of the income towards the religious and charitable work of the Church of England in the Parish

To let the Hall for other secular and social purposes

To let parking spaces in the car park during the working day to produce additional income

Trustee Business:

The Trustees met four times in the year; Lisa Campbell continued as chairman. Robert Bolton returned as an ex-officio trustee, replacing Terry Howard.

On 1 December 2023 the Charity Commissioners formalised an amendment to the governing document made in December 2021 to increase the number of nominated trustees to three.

Grants were made to St Luke's PCC to continue an arrangement with Youth for Christ Gloucestershire for a youth worker to develop ministry amongst children, youth and families. Grants were made to Saint John's School to fund their use of The Rock facility, their participation in the Archbishops' Young Leader Award and to support music in the school in various ways.

A grant was received from the Diocese LIFE Development Fund to complete the purchase of the FireTruck Espresso which was operated as a Charitable Trading Subsidiary until September, when its operations were suspended. The suspension will be reviewed in 2024. Mr Simon Costa resigned as a director in November. The subsidiary reported a loss of £4K on the year.

The persistent problems with the drains that had cost £3,451 in 2022 were eventually put right in January 2023 at a cost of a further £7,010. The contractor gave a discount in respect of the earlier payments.

The trustees continued to explore options for reducing the carbon footprint of the hall building. Thanks to a significant donation from Margaret Bristol, a project was launched for January 2024 to install 10 kWh batteries to complement the solar panels.

In response to a request from the Cheltenham Local History Society, the trustees committed to install a defibrillator accessible to Hall users and the local community. This project was adopted by the Public Hearts Cheltenham Defibrillator Campaign who installed one in November at minimal cost to the trustees.

Parking charges were increased in May. Hire charges were increased from September. The increase reflected to some extent the rise in inflation over the period 2021-2022.

Financial Report and Notes to the Accounts

A formal statement of accounts prepared by Mr Simon Sheldon FCA of Harper Sheldon Limited is attached.

Income from lettings includes: Morea Performing Arts: £24,105; AA Groups: £3,080; Royal Scottish Country Dance Society: £2,286; Oficina da Capoeira, England: £1,749; Parkinson's Table Tennis: £1,492; Diabetic Courses: £1,456; Performance Workshop: £1,361; AT Soccercamps: £1,272; Cheltenham Senior Citizens Welfare Committee: £1,232; Trish Tenn Fitness: £1,146.

Reserves Policy: Unrestricted funds are needed: (a) to provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and (b) to cover the maintenance and running costs of the Church Hall, and other administration and support costs without which the charity could not function. The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and consider it prudent that unrestricted reserves should be sufficient to cover 6 months maintenance and running costs and administration and support costs. Unrestricted reserves at end 2023 were **£35,586**. This approximates to **10** months running costs. The level of reserves is monitored and reviewed by the trustees annually.

St Luke & St John Ecclesiastical Charity

Accounts for the Year Ended 31st December 2023

Registered Charity Number 1078441

St Luke & St John Ecclesiastical Charity

Statement of Financial Activities

For the Year Ended 31st December 2023

	General Fund	Property Fund	Endowment Fund	Total 2023	Total 2022
Income and Expenditure	£	£	£	£	£
Incoming Resources					
Regular Lettings	55,248	0	0	55,248	55,380
Parking Rents	14,525	0	0	14,525	14,096
CBF Interest & Dividend	1135	0	0	1,135	894
Miscellaneous	10		0	10	0
Solar Export	1007			1,007	0
Donations	16603	0	0	16,603	1,039
Total Incoming Resources	88,528	0	0	88,528	71,409
Resources Expended					
Charitable grants	17,644	0	0	17,644	11,360
Water, Heating & Lighting	11,310	0	0	11,310	5,806
Telephone & Internet	446	0	0	446	447
Insurance	1,715	0	0	1,715	1,643
Cleaner	7,606	0	0	7,606	8,429
Projects & Improvements	10,058	0	0	10,058	10,937
Furniture & Equipment	0	0	0	0	0
Maintenance	5,278	0	0	5,278	5,193
Coordinator Pay	13,498			13,498	12,686
Administration	2,326	0	0	2,326	1,671
Provision for Doubtful Debt	0	0	0	0	0
Total Resources Expended	69,881	0	0	69,881	58,172
Net Incoming Resources	18,647	0	0	18,647	13,237
Gains on Investment Assets					
Realised	0	0	0	0	0
Unrealised	0	0	1,347	1,347	-1,911
Net Movement in Funds	18,647	0	1,347	19,994	11,326
Fund Balances Brought Forward at the Start of the Year	101,889	155,050	14,321	271,260	259,934
Fund Balances Carried Forward at the End of the Year	120,536	155,050	15,668	291,254	271,260

The notes on page 3 form part of these accounts.

St Luke & St John Ecclesiastical Charity

Balance Sheet as at 31st December 2023

	General Fund £	Property Fund £	Endowment Fund £	Total 2023 £	Total 2022 £
Fixed Assets					
Freehold Property (note 2)	54,950	155,050	0	210,000	210,000
Current Assets					
CBF Deposit Fund	27,532	0	0	27,532	21,397
CBF Investment Fund		0	15,668	15,668	14,321
Cash at Bank	8,072	0	0	8,072	4,363
Cash & Stamps in Hand	91	0	0	91	94
Debtors and Prepayments	1	0	0	1	1,458
Investment in Trading Subsidiary	30,000			30,000	30,000
	65,696	0	15,668	81,364	71,633
Liabilities Due Within One Year					
Creditors & Accruals	110	0	0	110	373
Security Deposits	0			0	0
Promissory Note re Trading Subsidiary	0			0	10,000
	110	0	0	110	10,373
Net Current Assets	65,586	0	15,668	81,254	61,260
Total Assets Less Current Liabilities	120,536	155,050	15,668	291,254	271,260
Net Assets	120,536	155,050	15,668	291,254	271,260
Funds					
General Fund	120,536			120,536	101,889
Property Fund (note 2)		155,050		155,050	155,050
Endowment Fund			15,668	15,668	14,321
	120,536	155,050	15,668	291,254	271,260

The notes on page 3 form part of these accounts.

Approved by the Board of Trustees and signed on its behalf by: -

Trustee: [signature]

Date: 07/04/24.

Trustee: [signature]

Date: 7/4/2024

St Luke & St John Ecclesiastical Charity

Notes to the Accounts.

1. Accounting Policies

These accounts have been prepared under the historical cost convention as modified by the inclusion of the freehold property at valuation and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

The Trustees consider all expenses constitute direct charitable expenditure.

2. Freehold Property

The property, St Luke's Church Hall, was substantially refurbished during 2000 at a cost of £54,950. As the property is owned by the charity, the trustees decided to introduce it into the accounts at a valuation to reflect the refurbishment. It has been included in the accounts at a site value of £210,000 as provided by Kirkham Pryer, Chartered Surveyors, Estate Agents & Valuers on 11th January 2001.

The valuation has been used for an impairment review under the transitional provisions of FRS11 "Impairment of Fixed Assets and Goodwill" and a Property Fund established to reflect the difference between the valuation and the refurbishment costs of £155,050.

As the site value is essentially the value of the land no depreciation will be provided.

St Luke & St John Ecclesiastical Charity

Independent Examiner's Report to the Trustees of St Luke & St John Ecclesiastical Charity

I report on the accounts of St Luke & St John Ecclesiastical Charity for the year ended 31st December 2023, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes as set out on pages 1 to 4, respectively.

Respective Responsibilities of the Trustees and Independent 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 Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- 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
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
    - to keep accounting record in accordance with section 130 of the Charities Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

    have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Simon Sheldon FCA
Director of Harper Sheldon Limited
Chartered Accountants
Midway House
Staverton Technology Park
Herrick Way
Cheltenham
GL50 1UA

Date: 9 April 2024

PAROCHIAL CHURCH COUNCIL OF ST. LUKE & ST. JOHN, CHELTENHAM

England & Wales - Charity number 1184357

Accounts

St Luke's Church

Annual Parochial Church Meeting 2023

April 2023

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GENERAL INFORMATION
ANNUAL MEETINGS

Minutes of the MEETING OF THE PARISHIONERS
held at St. Luke's Church on Sunday 8th May 2022 at 11am

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting in prayer.

Apologies for absence

Sheila L, Simon B, Heather B, Christine L, Chris K, Sue B, Giles W, Meg R and Vibeke N.

Approval of the Minutes of the meeting held on 18th April 202

Upon a proposal by Robert B (seconded by Catherin M), the minutes were approved on a show of hands without opposition.

Matters arising

None

Election of Officers

Terry H had served last year as sole warden – an onerous duty, which he had discharged faithfully. He had agreed to continue for another year. In addition to his nomination (proposed by Peter B and seconded by Carla T) Ben H was also nominated (by Terry H, seconded by Robert B). There being no other nominations and no objections, Terry and Ben were unanimously and enthusiastically elected as churchwardens upon a show of hands.

Report of Trustees – St Luke and St John Ecclesiastical Charity (St Luke's Church Hall)

A written report dated 20/03/22 had been submitted by Simon B on behalf of the Trustees with its customary care and thoroughness upon which PW invited questions. There being none, the report was approved without objection upon a proposal by Brian F (seconded by Guy W) by a show of hands. Simon was thanked in his absence by PW.

Any Other Business

None

ANNUAL MEETINGS

Minutes of the ANNUAL PAROCHIAL CHURCH MEETING
held at St. Luke's Church on Sunday 8th May 2022 (following the Meeting of the Parishioners)

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting in prayer.

Apologies for absence

Sheila L, Simon B, Heather B, Christine L, Chris K, Sue B, Giles W, Meg R and Vibeke N.

Approval of the Minutes of the meeting held on 18th April 2021

Upon a proposal by Victoria B (seconded by Hazel B), the minutes were approved on a show of hands without opposition.

Matters arising

None

Elections

Deanery Synod

These representatives are elected for a 3 year term. Juliette M and Peter B were elected in 2020 and had one more year to serve. Juliette wished to stand down and therefore there was a vacancy for the remainder of the term (1 year). Upon a proposal by Howard M (seconded by Sarah H), Robert B was elected as replacement for Juliette for the remainder of the term.

PCC

Stephen S was stepping down from PCC and was thanked by PW for his faithful and thoughtful service, as was Jenny S (who was not present at meeting). Jenny was also PCC secretary. The meeting happily thanked her for all her work. Peter R's 3 year term had now ended.

There were 3 vacancies and 2 nominations, namely Felicity C (proposed by Sarah H, seconded by Guy W) and Giles W (proposed by Peter B, seconded by Simon B). With no other nominations, both were elected unanimously.

Stewards and Children's workers

List to be approved after post Covid update has been completed (see **Young People** below).

Independent Examiner

Sally Colbourne is to continue as the independent examiner, to the approval of the meeting.

Reports

The printed reports were approved on bloc upon a proposal by Peter R (seconded by Victoria B) by a show of hands.

Jonathan C then presented the church accounts and spoke about the church finances. He referred to a song (All our Hope on God is founded) and Psalm 52 from the earlier service to make the point that sound finances and pride are not the source of hope. Conversely, he thought that God's power at work might sometimes be seen for instance in patterns of giving. Regular giving had increased and for which there was real gratitude because it enabled further work to be done.

He illustrated the accounts by use of some simple slides to show our financial state and show a bigger picture. Expenditure had also increased, especially our contribution to the parish share for the benefice. This had grown significantly over recent years (now £65,000). Mission giving was shown at £0 and, in response to a question about this, Jonathan said that 2021's mission giving had actually been paid in 2022 (so next year's figures would also be distorted somewhat - ed). This was around £12,000 and the delay was in part due to giving having been higher than expected, necessitating an adjustment to giving over the budgeted figure. So, a "surplus" this year of £27,000 was a bit misleading.

Restricted funds are for specific projects. The balance sheet is much unchanged. In effect, we are "holding our own" and Jonathan explained where the assets were distributed in the accounts.

Financial assets should serve as nutrients to any sense of "flourishing" within the church, working as a sign of God's greatest gift – His Son, Jesus – for who we give God praise. They should work to help fulfil our mission in practical ways.

Upon a proposal by Jonathan C (and seconded by Guy W), the finances were approved by the meeting on a show of hands without objection.

PW thanked Jonathan (who had continued as Treasurer long after he had hope to hand over this responsibility) and spoke for the whole church in expressing our thanks for his work. Jonathan responded by thanking those who had supported him, especially Linda R and Jenny S and added that he had been humbled by our giving.

PW then thanked Terry H (and Sarah, of course) for his work as Churchwarden and particularly for his lead to show hospitality and welcome to newcomers and visitors.

PW thanked Peter and Linda R especially for Peter's practical service and expertise in helping to look after the building.

Thanks were also given to Howard M as sacristan and all that was comprised as part of this and Ernie H for his wisdom and support in leading services (especially the 8am service) and in serving those in care homes.

Marion B was thanked for her role as Pastoral Coordinator and Peter B in his role as Reader.

In his wider report, PW explained the thinking behind the new logo as a framework to understand the next stage in our mission. Looking back, he had previously referred to being rooted and built up in Christ (Col 2 vv6-7) in previous reports.

In 2020, the theme of "Hope" after lockdown had emerged as public worship continued, whenever possible. There was reason for hope as some had wished to explore the Christian Faith – some for the first time. We tried to try to engage with our community, to worship outdoors on occasion and visit our neighbours as part of the Footsteps initiative – the latter for the first time in recent memory. Although we had some anxiety, these had been a source of hope, such that c160 had been at the outdoor easter service that year. We had been clear about what we were doing and why. Others have been happy to join in and this too is a source of hope.

In 2021, the theme of "Love" emerged as we tried to rebuild relationships – internally and with the community. We have shared our stories and prayed together in short courses. This had been powerful and encouraging. We give and receive love and as a practical example, PW looked forward to Marion B's work as Pastoral Coordinator.

Now, looking forward to "flourishing" (per Psalm 52 v8, from today's reading), the words "trust" and "faith" stand out, in response to God's love. As we emerge from a national emergency, we praise God for how He has led us but what now? As we continue to build disciples and to grow the Kingdom, we should avoid the temptation to look backwards. Our values are unchanged but we hope to see St. Luke's as a place where there is "flourishing" in mission and community engagement – a theme picked up pictorially in the new logo (PW explained various elements in it such as a flourishing tree/plant, a (blue) door open ajar and the flourishing extending outside). The hope is that when people come into contact with God at St. Luke's through its members, they will experience flourishing and a growth of the gift of Faith.

At the PCC day in February, three themes came to the fore:

- **Community** Events and interactions (services and around coffee van). This was exciting and, whereas in the past, our building was seen as a bit of a liability, it was now seen more as an opportunity and so the desire to develop it further made more sense (it helps us engage). St John's School is also using it more and it can serve school too. Choirs also use it to practice in and some have come to services afterwards.
- **Fellowship** Midweek chances for this, including women's bible meeting on Fridays. Some of those who have joined within the last 2 years have appreciated this and there is a chance to grow as disciples. From September, 2or 3 groups will meet here fortnightly in term time (for 1 year) to aim to build relationships and encourage each other. Depending on the level of enthusiasm for this, we need to find or develop leaders for these. These may differ from former home groups and be aimed at growth.
- **Young people** Nationally, the epidemic has had a decimating effect upon the young with fewer chances for children to meet – 2 years inactivity is a long time for a child! Some have lost the habit of meeting up. A recent Holy Week presentation in school had demonstrated that many children had little idea of the events surrounding this week and now even residual or cultural Christianity was all but gone. We will need leaders for this work (and lists updated) and creative ideas. Possibly a re launch of Toddlers and Midweek groups? Rebuilding lost relationships for children is a challenge.

We will need faith to develop these areas. Small groups and prayer will, as ever, be key.

Terry H then reflected on the last year and, speaking for the whole church, thanked PW for his leadership in a time of great change. The central identity remained unchanged but new expressions of it were apparent. Faithfulness and proclamation will be important as will PW's leadership with the support of his family, for which the church remained grateful.

Any Other Business

None.

The meeting closed at 12.15pm.

st luke&st johnparishcheltenham

Parochial Church Council
Annual Report 2023

Legal and Administrative Information

Name: Parochial Church Council of St. Luke and St. John, Cheltenham

Location: St. Luke's Road, Cheltenham
(Address for correspondence)

St. Luke's Church
St. Luke's Road
Cheltenham
GL53 7HX

Members: Members who served during the year were as follows:

Revd. Patrick Wheaton	(ex officio)
Mr. Terry H	(Churchwarden, ex officio)
Mr. Ben H	(Churchwarden, ex officio)
Mrs. Victoria B	(elected, April 2021 for 3 years)
Mr. Peter B	(Reader and Deanery Synod rep, ex officio)
Mr. Robert B	(Deanery Synod rep, ex officio, from November 2021)
Mr. Jonathan C	(co-opted in 2021)
Mrs. Felicity C	(elected, April 2022 for 3 years)
Ms. Christine L	(elected, April 2021 for 3 years)
Mrs. Emma PW	(elected, April 2020 for 3 years)
Mr. Peter R	(co-opted in 2022)
Mr. Kit S	(elected, April, 2020 for 3 years, 2nd term)
Ms. Carla T	(Deanery Synod rep co-opted 2021, ex officio)
Mr. Giles W	(elected, April 2022 for 3 years – elected Treasurer)

Secretary: Mr. Peter B

Related Charity:

St. Luke and St. John Ecclesiastical Charity (St. Luke's Church Hall)
The trustees are made up from the Chair of the PCC (clergy), Churchwardens and two representatives elected by the PCC.

Independent examiner:

Sally Colbourne
Chartered Accountant
125, Meadow Road
Malvern

Bankers: National Westminster Bank plc, 31, Promenade, Cheltenham, GL50 1LH

Peter Burke

For and on behalf of PCC Secretary (April 2023)

VICAR'S REPORT **PATRICK WHEATON**

'rooted and built up in him (Jesus), strengthened in the faith as you were taught, and overflowing with thankfulness.'
'Devote yourselves to prayer, being watchful and thankful.'
(Colossians 2.7 & 4.2)

Looking back should always contain thanksgiving. First, thankfulness to God for all that he has been doing amongst his people at St Luke's. Second, thanking all those who serve God by serving our vision and one another at St Luke's. Let me use the priorities set by the PCC in February 2022 as a framework for looking back with thanksgiving. As outlined in the summary of last year's meeting, the PCC sought to prioritise community, fellowship and young people in 2022. I believe God has enabled notable strides forward in each of these areas.

Raising our profile in the **community**, and developing relationships is a core aspect of offering a flourishing vision of the Christian life. It is also an outworking of our value to be local in mission. Unknown in February 2022 was that by December, St Luke's would indirectly operate the FireTruck coffee van on the church site. Purchase of the business by the Church Hall charity gives us a wonderful opportunity to draw more people into contact with our church site, and to create opportunities for engagement and mission. It is very early days, but there are shoots of this beginning to emerge. Angele's hard work, sunny disposition and excellent food are a beautiful asset. We are bold to also pray that God would show us his generosity that the business will provide profit to be passed back into the Hall funds. All in all, this is an exciting venture where we pray God shows us how to use it well.

Building developments and improvements to our physical site are also about sending a positive and welcoming message to our community. Thanks must be heaped upon Peter Ralphs and his team of assistants in this regard. Notable visible developments have been the painting of external doors and revamped noticeboards. The hours of graft and love that have gone in to these projects should not be underestimated. Such things communicate that St Luke's is a place of life and welcome. They are just one aspect of the work that Peter has overseen this year. The building of St Luke's would probably be in the hands of English Heritage were it not for his time and effort. That might be a slight exaggeration, however the point should be clear. With the work of Hazel, and others who help to oversee the grounds and mow the lawns, St Luke's is an increasingly vibrant and positive feeling location. Therefore, when Sarah Howard and the Footsteps team speak to locals with an invitation to services and events or to deliver a Welcome Box to new residents, it is returned with appreciation and recognition.

The above are just 2 ways that make it increasingly possible for us to develop links with our local community. There are ongoing plans, projects and possibilities in respect of gaining a positive foundation to make Jesus known to the local area. For now, let us look back and give thanks for what has been done in 2022.

Central to the priority of developing **fellowship** amongst our church community were midweek discipleship groups. Growth Groups were launched in September 2022. This is a development that really supports our desire to be rooted as disciples of Jesus. Growth Groups were an addition to the recently re-established Women's Bible Study and long-standing Thursday Group Bible study. There are now multiple opportunities for people to gather informally, read and examine the Bible together, deepen relationships and pray for one another. Thank you to Terry and Sarah Howard, Louise Wheaton and Ernie Hall for the work put in to organising and preparing studies for these groups. Fellowship is not limited to Bible study, it is also about sharing life together. I love hearing stories of members of St Luke's enjoying meals together, attending football matches, or events at one of the festivals. Sometimes a little bit more organisation is needed – groups such as the Pilgrims walking group and Craft & Natter achieve this. Our Church Quiz in November was another great example of all ages enjoying one another's company. Christian fellowship is rooted in God giving us one another as brothers and sister. Church is a ready-made family where we can love and be loved, laugh, cry and live. Here I must offer notable thanks, praise and appreciation to Marion Burke. It is impossible to formalise pastoral care. It must be lived out. Yet Marion has brought a beautiful level of coordination, surpassed only by sacrificial giving of time and energy to her role as Pastoral Assistant. Her importance to ongoing relationships across our fellowship should not be underestimated.

The third priority of **young people** can also be seen to have been developing. The PCC engaged in a partnership with YFC Gloucestershire to provide St Luke's with a youth worker to lead in various areas of work with children, young people and schools. This was a change to where we have previously sought to support young people's work through volunteers and Ministry Trainees or interns. There is a solid core of teenagers who attend St Luke's regularly on a Sunday morning. That is something many churches long to see. There are also a few pre-schoolers who connect with us Sunday by Sunday. Outside of Sunday worship, and although straying into 2023, have also now seen the lunchtime club at Saint John's restart, as well as Toddlers. Engaging younger generations, and we extend that understanding to almost the whole under 30s generation, is more akin to mission work. Both parents as well as their children are likely to have grown out with a Christian frame of reference. So, it will take a number of years to build and grow this area of St Luke's. It is a delight to see some embers begin to flame after covid put a halt to so many things.

I am always so encouraged to look back and see how God has been at work at St Luke's. Roots are set and there seems to be ready ground around us for building up from foundations centred on the cornerstone of Jesus Christ. Moving from roots and foundations to building up and flourishing is a spiritual exercise. It will come only by God's plan and God's power. So, let us pray that he will continue to both provide and also to bless.

ST LUKE'S CHURCHWARDENS' REPORT

TERRY H & BEN H
CHURCHWARDENS

We wrote last year that in 2021/2 we had much to be grateful for at St Luke's and it is wonderful to report that we have continued to see God's mercy and grace given to us, in abundance, this past year.

Regular attendance at all 3 weekly services remains strong and once again it has been so encouraging to see many new people making St Luke's their home.

The outdoor services are evolving – We held a community event for the late Queen's Platinum Jubilee - and our Christmas Carol Service was very well attended, despite the cold weather.
We also had a Bucks Fizz celebration following the Easter Sunday outdoor community service. Almost 170 attended – including many visitors – it is great to be able to witness publicly, in this way. Thanks to the Footsteps team and all those who delivered invitations around the parish.

It has been most encouraging to see the return of the Coffee Truck, now managed by Angele. Please do pray for this venture in the year ahead, that it would be a blessing to our neighbours and its customers and that it would provide an opportunity to engage more deeply with those around us.

The newly decorated doors and notice boards look terrific – thanks to Peter R and the team for the work done here.

It's been so nice to see new faces at Prayer Connect - we have continued to offer a range of breakfast, brunch, morning and evening events, so that everybody can make at least some of the meetings.

The Growth Groups – established in September now have around 30 members – this in addition to those who attend Ladies Bible Focus and the Midweek Group. We intend to start a third Growth Group this year, to provide the opportunity for more people to join.

Please continue to pray for Patrick and his family, as they support Patrick in sharing the Good News of Jesus Christ with those around us, in the year ahead. Please also pray that we would continue to grow in fellowship and outreach over the year ahead.

PASTORAL CARE **MARION B.**
PASTORAL CARE COORDINATOR

I have continued to coordinate various aspects of pastoral care during this last year, with some developing in line with changing pastoral needs.
Activities have included:

- Serving refreshments after the midweek service on the first Wednesday of the month
- Holding a Christmas coffee morning which was a lovely relaxed time of fellowship with delicious traybakes from Angele
- Keeping in touch with those who are no longer able to worship regularly with us, either through ill health or because they have moved away. At Christmas and Easter we sent cards and delivered bags with seasonal gifts to let them know they are still part of our fellowship
- Linked in with Gill Ford, the local Anna Chaplaincy Co-ordinator, to support their projects to deliver small gifts to all those in the care homes in Cheltenham and Bishops Cleeve. The Craft and Natter group and other church members knitted or crocheted little angels and Easter baskets which Gill then delivered.
- Coordinating visitors for those in hospital
- We have also taken communion into our local care homes – Thirlestaine Park and Oakhaven – on a monthly basis whenever possible. Groups of about 8 to 12 usually attend.
- Sending out of the weekly prayer request emails by Sarah H. Between us and others we try to maintain contact with those concerned and provide updates on progress for thanks and praise. We have seen an encouraging growth in the number of prayer requests coming in, which can be viewed as a sign of deepening fellowship and our care for one another, family and friends. This prayer support is much appreciated by those being prayed for.

My particular thanks to those who pray, maintain contact and visit regularly and those who support myself and others in pastoral care. My hope is that everyone who comes to St Luke's finds it to be a place of warm welcome, generous hospitality, and deep care, where people are listened to and drawn in by the love of Jesus expressed throughout all our fellowship.
"Dear friends, since God so loved us, we also ought to love one another. No-one has ever seen God; but if we love one another, God lives in us and his love is made complete in us." 1 John 4 v 11-12

ELECTORAL ROLL **CATHERINE M**
ELECTORAL ROLL OFFICER

The annual review of the Electoral Roll has been conducted and the current roll, which has been approved by the PCC, reflects the church membership as closely as possible. The revised list is on display in the church. A total of 9 names were removed for reasons of death or notice of leaving St Luke's, but applications for membership have been received from an additional 14 regular attenders, so there is a net increase of 5 on the roll. The number on the roll is therefore now 119 compared with 114 in 2022.

SAFEGUARDING

CATHERINE M
PARISH SAFEGUARDING OFFICER

In response to the Independent Inquiry into Child Sexual Abuse report which was published in October 2022 and sadly cited the Church of England as one of the institutions which have failed children, Justin Welby, the Archbishop of Canterbury has emphasized that Safeguarding has to be one of the Church of England's highest priorities. While the emphasis of the report was on the safeguarding of children, we have an equal duty to safeguard vulnerable adults in our community too.

At St Luke's we use the Church of England's Safeguarding Handbook to underpin our Safeguarding Policy, which the PCC approves annually. It is accessible on the noticeboard at the back of church and via a link on the home page of St Luke's website. A list of names and contact details of those to contact in case of any concerns over safeguarding in the church is also posted on the noticeboard at the back of the church.

In putting this policy into action, all those who are in roles with a responsibility for children and vulnerable adults require a DBS (Disclosure and Barring Service) certificate, and to undertake CofE Safeguarding training, most of which can done online. There have been several renewals and new DBS certificates, and Safeguarding training has been undertaken by a number of those who are required to do this, although some remain outstanding.

In the course of the year we have adopted a Parish Safeguarding Dashboard for St Luke's, as proposed by the Diocese Safeguarding team. This is an online system that shows where we are complying with statutory requirements and Church of England policies, and what actions we may still need to take. It generates an action plan for PCC to approve at each meeting.

Catherine M, as Parish Safeguarding Officer (PSO) for St Luke's, also undertook the PSO Induction course which the Diocese Safeguarding team have introduced this year.

ST LUKE'S CHURCH HALL

SIMON B
HALL TREASURER

The Church Hall is managed separately from the church (as the St Luke & St John Ecclesiastical Charity, registered charity no. 1078441) and its report and accounts are formally presented to the Meeting of Parishioners that is held before the APCM. Please refer to these for more detail.
The trustees were:

- the Vicar and Wardens ex-officio; Revd Patrick W, Terry H and Ben H and nominees of the PCC: Margaret B (Chairman) and Simon B (Treasurer) and Lisa C, who succeeded Margaret B as Chairman following the May meeting.
- Robert B, a former warden and trustee, was invited to attend meetings as advisor.
- Mary C provides secretarial support to the trustees.

The trustees are very grateful to our dedicated part-time staff, Sylvia L the Bookings Manager and Lesley T the Facilities Manager.

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Income was £71,409 - up from £57,843 in 2021. This was mainly from room lettings (£55K) and parking charges (£14K). Other income came from the export of electricity from our solar panels and from a grant towards insulation of the loft.

Total expenditure was £58,172 - up from £46,105 in 2021.

- Grants: £3.2K support for ministers in training; £4.2K for a Youth Worker and £4K to Saint John's School to fund a new library and to support music in the school.
- £10K was spent on LED lighting, loft insulation and drain problems.

The Church Hall is well maintained and is a major asset to the community and to furthering the work of the church in the parish.
The trustees invested £30K of the charity's assets in the FireTruck Espresso company to be run as a Trading Subsidiary. £10K of this is held as a liability for FY 2023.

REVIEW OF FINANCIAL ACTIVITIES & AFFAIRS **GILES W**
TREASURER

The PCC Treasurer is responsible for the management and reporting of PCC finances through the year, drafting the year-end accounts, and arranging for their independent examination. This review summarises the income and expenditure during 2022, noting any significant items and trends.

Income

- Regular Giving & Donations: For the first time, our giving by the congregation (including reclaimed tax) topped £100K in 2022. Congregational giving (excluding appeals) increased by 1.6% over 2021.
- Tax reclaimed under Gift Aid: 90% of our giving is now tax-efficient, leading to a tax reclaim of £18,600 through the year. This is an excellent achievement.
- Income from assets: We make a small amount of income each year from use of our premises including: parking, room / building hire and occasional services. This decreased by 18% to £5300 in 2022.
- Legacies: These have been very important for our income in the past and we received legacies totalling £5000 in 2022. This unexpected (and un-budgeted) income meant that we avoided our budget deficit and made a small operating budget surplus for the year.
- Appeals: Our Ukraine appeal raised £4300 which we passed on to various organisations helping refugees. We supplemented this with the £3900 committed from the surplus in 2021. Our 'Energy Support' appeal had raised £5400 by the end of 2022 and has been given to 'Feed Cheltenham' in 2023 once all donations had been received. We raised £7000 in total.

Expenditure

- Parish Share: the PCC paid a Parish Share to the Diocese of £69,600 in 2022, an increase of 7% on 2021. In 2023 this will rise to £72,000 (exactly double our contribution in 2019). This is by far our largest expense.
- Running Costs: General running costs increased by 30% to £18,500 (largely due to increased utility costs) and major repairs / redecoration increased to £4,500. Other increases across the board meant that our total running costs (including parish share) increased by 14% on 2021.
- Mission Giving and Charitable Contributions: £9,500 was allocated for our mission partners from 2022 funds in line with the budget. This is currently held in a restricted fund awaiting allocation.

Summary

In the budget for 2022 we anticipated a deficit of -£7000 for the year. In the end, largely due to an unexpected legacy and some sundry donations, we made a small operating surplus of £2700. We very much recognise God's gracious provision to us in helping us to balance the books this year given all the pressures that are being faced by

the congregation and by the cost of living crisis. Praise God! After paying our extra commitment to the Ukraine appeal, our total funds held in the Church accounts decreased by £1200. We still have a healthy reserve in hand.

We are now contributing a full and fair amount to the diocese for the costs associated with a full-time minister and we can be absolutely confident that we are paying our way. Few other churches in the diocese will have increased their % contributions in the way that we have over the last few years. We have committed to an increase of 3.5% in 2023.

Next year looks challenging once again and we are budgeting a slightly higher deficit of -£11,000. However, given our experience this year, I am confident that God will provide for us as we seek to serve Him faithfully. We will need to steward our resources carefully and wrap up warm (!)

In my first year in the role of a treasurer, I can safely say that I would have been completely overwhelmed had it not been for the patient support and teaching I received from Jonathan. Together with administration support from Linda and Mary, moral support from Peter, the Wardens and Patrick, I formally offer them all my profound thanks!

DEANERY SYNOD **PETER B**

There were 3 meetings of the deanery Synod in 2023. The last of the 3 meetings took place in our Parish (13/10/22) In addition to regular updates from Diocesan (and General) Synod and continuing discussions about Parish Share (the Deanery is expected to pay over £1.42 million each year), there were presentations about a number of different subjects. These included items from:

- Janice Hamilton and James White about pioneer ministry in the Deanery at Cheltenham West/Wymans Brook and Whaddon/Lynworth, respectively.
- The Working group about the Deanery Strategic Plan and the need for strategic planning given forthcoming economic and housing developments within Cheltenham, coupled with the need to lose one full time clergy stipend (currently 19.5). An action plan has been developed and is under review. This will continue to be a live issue in 2023.
- Feed Cheltenham about warm spaces and the food pantry.

st luke&st johnparishcheltenham

St Lukes Cheltenham

Parochial Church Council
Annual Report 2022
Legal and Administrative

Legal and administrative information, including details of the Parochial Church Council (PCC) members who served during the year is shown on a separate page.

Aims and Organisation

The main purpose of the PCC is defined in the Parochial Church Councils (Powers) Measure 1956 as "to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical".

The PCC met five times during the year, plus a strategy/planning morning in February, 2022. There were no extraordinary meetings (EGM). The standing committee met informally, and its decisions notified to the full PCC and ratified. The PCC operated as part of the united benefice with St. Mary/The Minster with St. Matthew.

Review of Progress, Decisions and Achievements

In this year, PCC business was affected by the restrictions imposed by HM Government upon meetings in person, due to the Covid 19 pandemic but these were considerably eased since last year.

The business of the PCC and relevant significant decisions are regularly communicated in writing to church members on the weekly news bulletin.

In addition to the usual financial, ministerial, safeguarding (updates to our policies were agreed as part of our regular attention to this obligation) and development issues, there were a number of major items for discussion which included (in no particular order):

- Rachel W was approved a new Foundation Governor of St. John's School.
- There was debate as to how to sensitively handle issues arising from the Living in Love and Faith initiative from the Church of England.
- What should be our response the potential refugee crisis arising from the war in Ukraine and support for the Worldshare partner in Moldova.
- The collaboration with YFC concerning the funding of Hannah's work with young people, funded in partnership with the Hall charity.
- The church logo was revised (to that now showing above)
- Home groups to be re-established.
- Development of "in parish" Ministry training opportunities were discussed and several possibilities were considered.
- Mission giving/Mission partners were discussed and updated.
- Development of the role of the "Fire Truck" coffee business once Richard had decided to cease trading and return to flying.
- Approval of role of Pastoral Coordinator.

Other topics for discussion are covered in more detail in other reports.

In closing, I am grateful to my predecessor, Jenny S, especially with filing the necessary Charity Commissioners' documentation and to Emma P-W who stood in for me for the September meeting.

I have received excellent support from Terry, Ben (churchwardens) and Patrick (minister) where my own records and recollections have been inadequate.

Peter Burke

For and on behalf of the PCC Secretary (March 2023)

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2022

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
INCOMING RESOURCES					
Donations and other similar incoming resources	**2a, 2b**	116,325	4,160	120,485	120,927
Incoming resources from operating activities					
Income from events and activities	**2c**	1,975	-	1,975	2,835
Investment income	**2d**	3,939	-	3,939	4,111
Transfer from General to Restricted Fund				-	-
TOTAL INCOMING RESOURCES		**122,239**	**4,160**	**126,399**	127,873
RESOURCES EXPENDED					
Charitable expenditure					
Church activities	**3a, 3b**	87,478	3,049	90,527	66,742
Church expenses	**3c**	24,608	-	24,608	18,943
Major capital expenditure		4,549	240	4,789	42,157
TOTAL RESOURCES EXPENDED		**116,635**	**3,289**	**119,925**	127,842
NET INCOMING/OUTGOING RESOURCES		**5,604**	**871**	**6,474**	31
Total funds brought forward		100,846	27,791	128,637	128,606
Total funds carried forward		**106,450**	**28,662**	**135,112**	128,637

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

BALANCE SHEET AT 31 DECEMBER 2022

	Note	£	2022 £	2021 £
Current Assets				
Debtors	**4**	**800**		1,414
Cash in hand and at NatWest Bank		**85,202**		78,067
Short-term deposits (Central Board of Finance)		**49,508**		49,508
		135,510		128,988
Creditors	**5**			
Amounts falling due within one year		**398**		351
Net Current Assets			**135,112**	128,637
Total assets less current liabilities			**135,112**	128,637
FUNDS				
Unrestricted (General Fund)	**6**		**106,450**	100,846
Restricted Funds	**7**		**28,662**	27,791
			135,112	128,637

Approved by the PCC at its meeting on and signed on its behalf by

Revd Patrick Wheaton (Chairman) Mr Giles Wadsworth (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2022

1 ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention, as modified by the revaluation on investments and in accordance with applicable accounting standards in the United Kingdom and with the Statement of Recommended Practice (issued October 2000) relating to accounting by charities together with the Charities Act 2011 and the Church Accounting Regulations. A summary of the more important policies, which have been consistently applied is set out below.

Incoming Resources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor. Income tax recoverable on covenanted or gift aid donations is recognised when claimable. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by fund raising and other similar events are accounted for gross. Sale of books and magazines from the church bookstall are accounted for gross. Dividends and interest are accounted for when due.

Outgoing resources

Outgoing resources are recognised in the period in which they are incurred. Outgoing resources are allocated to the type of activity to which they relate.

Investments

No investments are held by the PCC as at 31 December.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts on the basis that property is inalienable and historic, and that reliable cost information is not available.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the church council for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2022

2	INCOMING RESOURCES	2022		2021	
		£	£	£	£
		Unrestricted	**Restricted**	Unrestricted	Restricted
2a, 2b	**Voluntary receipts**				
	Planned Giving	68,027		71,181	
	Collections at Services	9,619		3,524	
	Donations	5,222		8,216	2,500
	Special Appeals	9,831		3,830	
	Gift Aid	18,626		16,935	
	Legacies	5,000		4,000	
	Grants		4,160		10,740
	Total voluntary receipts	116,325	4,160	107,687	13,240
2c	**Activities for Generating Funds**				
	Fundraising				
2d	**Investment income**				
	Dividends & Interest	495		86	
	Rent from Land & Buildings	3,444		4,026	
	Total investment income	3,939	-	4,111	-
2c	**Church Activities**				
	Fees retained by PCC	1,431		2,429	
	Trading	544		406	
	Total investment income	1,975	-	2,835	-
	SUB-TOTAL of all receipts above:	122,239	4,160	114,633	13,240
	Other Receipts not already listed	-	-	-	-
	TOTAL INCOMING RESOURCES	**122,239**	**4,160**	114,633	13,240

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2022

3 COSTS IN FURTHERANCE OF CHARITABLE

	2022 £		2021 £	
	Unrestricted	**Restricted**	Unrestricted	Restricted
Costs of generating funds				
Costs of fundraising activities	-		-	
Church activities				
Mission giving and donations	17,404		22	
Diocesan parish share contribution	69,600		65,000	
Salaries, wages and honararia	-	3,049	300	
Clergy and staff expenses	474		1,420	
Total church activities	87,478	3,049	66,742	-
Church expenses				
Mission and evangelism costs	715		1,302	
Church running expenses	13,701		7,206	
Church utility bills	9,734		10,436	
Costs of trading	457		-	
Total church expenses	24,608	-	18,943	-
Major capital expenditure				
Major repairs to the church building	4,549	240	2,315	
Major repairs/redecoration (other property	-		-	
New building work	-	-		39,841
Total church expenses	4,549	240	2,315	39,841
SUB-TOTAL of all expenditure payments item	116,635	3,289	88,001	39,841
Other payments not already listed	-	-	-	-
TOTAL RESOURCES EXPENDED	**116,635**	**3,289**	88,001	39,841

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2022

		2022	2021
		£	£
4	**Debtors**		
	Income tax recoverable	800	1,200
	Prepayments and accrued income	-	214
		800	1,414
5	**Creditors: Amounts falling due within one year**		
	Accruals	398	351
6	**Unrestricted Funds**		
	General Fund	48,662	45,924
	Designated Funds	57,788	54,922
		106,450	100,846
	See analysis for further information about designated funds.		
	Thank you	42,922	46,822
	Mission giving	14,866	8,100
	Balance at 31 December	57,788	54,922
7	**Restricted Funds**		
	Balance at 1 January	27,791	54,393
	Incoming	4,160	13,240
	Outgoing	- 3,289	- 39,841
	Balance at 31 December	**28,662**	27,791
	See analysis for further information about the restricted fund.		
	Youth and children's work	1,111	-
	Special projects	25,037	25,277
	Toddlers	2,514	2,514
		28,662	27,791

8 Thank You Designated Fund

The PCC has approved the incorporation of the Thank You fund into the General Fund in 2023.

9 Toddlers

St Luke's Toddlers funds have been included in the church accounts since 2018. The Toddlers fund is restricted, its use being limited to childrens work, or other purposes with the approval of the Toddlers team. Toddlers was suspended throughout 2021 due to COVID. The PCC has proposed the winding up of the Toddlers fund and its transfer to the Youth and Childrens Work fund, and awaits a response from the Toddlers team.

St Luke & St John Ecclesiastical Charity

(St Luke's Church Hall)

Annual Report by the Trustees for 2022

Legal and Administrative Information

This report is produced in accordance with the Charity Commission guidelines on the Charities Act 2011.

Name of Charity: The St Luke & St John Ecclesiastical Charity

Registered No: 1078441

Registration Date: 2 December 1999

Governing Document: Charity Commission Scheme CD(T1)101,673 sealed 29 March 1994 – Amended on 10 Dec 2021

HMRC ref (Gift Aid): ZD10194 charitable company
HMRC ref (UTR): 88777 27575

Charitable Trading Subsidiary: PLC 12897513, registered address: St Luke's Church Hall St. Lukes Place Cheltenham GL53 7HP, was purchased in December 2022

Charitable Objects: The Managing Trustees shall apply the income of the Charity to further the religious and other charitable work of the Church of England in the Ecclesiastical Parish, including the provision and maintenance of a Parish Hall.

Classification of Charity on the Register of Charities:

Topic (What does your charity set out to do?)
- General Charitable Purposes
- Religious Activities

Beneficiaries (Who does your charity help?)
- Children/Young people
- Elderly/Old people
- Other charities/voluntary bodies

Method of operation (How does your charity operate?)
- Makes grants to organisations (schools, charities, etc)
- Provides buildings/facilities/open space

Property: The property of the Charity is vested in the Gloucester Diocesan Trust Ltd, being the Custodian Trustee of the Charity.

Managing Trustees:	Ex-officio	The Revd Patrick Wheaton
	Ex-officio	Terry Howard and (from May 2022) Ben Harris Churchwardens
	Nominated	Margaret Bristol (2019), Simon Barton (2021) and Lisa Campbell (2022) - appointed by the St Luke & St John Parochial Church Council (PCC) for a 4 year term.

Secretary: Mary Chatterley

Hall Coordinators: Sylvia Lauder, Bookings Manager, 07792 567189
Lesley Thomas, Facilities Manager, 07942 965981

e-mail: info@stlukes-hall.org.uk
Website: www.stlukes-hall.org.uk

St Luke & St John Ecclesiastical Charity

Trustees' Report

The Managing Trustees main policies to achieve the charity's aims are:

To maintain St Luke's Church Hall and take action to improve its facilities

To make the Hall available for the purpose of furthering the religious and charitable work of the Church of England in the Parish

To apply a proportion of the income towards the religious and charitable work of the Church of England in the Parish

To let the Hall for other secular and social purposes

To let parking spaces in the car park during the working day to produce additional income

Trustee Business: The Trustees met four times in the year, with a special meeting in November.

Lisa Campbell was appointed trustee and took over from Margaret Bristol as Chairman following the May meeting. Robert Bolton, a former trustee, was invited to attend and advise at meetings.

Grants were made to support ministers in training in the parish and to St Luke's Church to fund an arrangement with Youth for Christ Gloucestershire for a Youth Worker to develop ministry amongst children, youth and families. Grants were made to Saint John's School to fund a new library and to support music in the school.

The trustees continued to explore options for reducing the carbon footprint of the hall building. A grant was received from Target 2030 towards the cost of insulating the roof above the small hall. In their first year of operation, the solar panels donated by Margaret and the late John Bristol generated over 9,000 kWhs of electricity. Only about a third of this was consumed on site and the trustees are seeking to increase this ratio. To this end an electric heater was installed in the Committee Rom,

The trustees decided to purchase, as a "Charitable Trading Subsidiary", the company that had formerly operated the FireTruck Espresso at the church. Reverend Patrick Wheaton, Mr Simon Costa and Mrs Linda Pitchford were appointed directors.

There were extended difficulties with the drains. An initial repair in August proved unsuccessful and the replacement of a stretch of drain was required. This was not completed until 2023.

A revised scheme for hire charges was introduced in September. This reflected 5.3% inflation over the period 2018-2021. Parking charges were held at the old rate.

HMRC requested a Corporation Tax Return for 2021. This was submitted, but no response received.

Financial Report and Notes to the Accounts

A formal statement of accounts prepared by Mr Simon Sheldon FCA of Harper Sheldon Limited is attached.

Income from lettings includes: Morea Performing Arts: £21,327; Momentum Pole and Aerial: £6,437; AA Groups: £2,909; Royal Scottish Country Dance Society: £1,826; SCWC: £1,720; Oficina da Capoeira, England: £1,575; Performance Workshop: £1,355; AT Soccercamps: £1,336; Parkinson's Table Tennis: £1,272. Momentum aquired their own premises and terminated their letting arrangement at the end of the year. Cheltenham Senior Citizens Welfare Committee reduced their arrangement to one day a week. They also sold their bus which had been parked regularly at the Hall.

Reserves Policy: Unrestricted funds are needed: (a) to provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and (b) to cover the maintenance and running costs of the Church Hall, and other administration and support costs without which the charity could not function. The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and consider it prudent that unrestricted reserves should be sufficient to cover 6 months maintenance and running costs and administration and support costs. Unrestricted reserves at end 2022 were **£16,939**. This approximates to **6** months running costs. The level of reserves is monitored and reviewed by the trustees annually.

St Luke & St John Ecclesiastical Charity

Accounts for the Year Ended 31st December 2022

Registered Charity Number 1078441

St Luke & St John Ecclesiastical Charity

Statement of Financial Activities

For the Year Ended 31st December 2022

	General Fund	Property Fund	Endowment Fund	Total 2022	Total 2021
Income and Expenditure	£	£	£	£	£
Incoming Resources					
Regular Lettings	55,380	0	0	55,380	37,627
Casual Lettings	0	0	0	0	0
Parking Rents	14,096	0	0	14,096	11,674
Garage rents	0	0	0	0	0
CBF Interest & Dividend	894	0	0	894	422
Miscellaneous	0	0	0	0	0
Donations	1,039	0	0	1,039	8,120
Total Incoming Resources	71,409	0	0	71,409	57,843
Resources Expended					
Charitable grants	11,360	0	0	11,360	7,000
Water, Heating & Lighting	5,806	0	0	5,806	2,850
Telephone & Internet	447	0	0	447	407
Insurance	1,643	0	0	1,643	1,478
Cleaner	8,429	0	0	8,429	5,767
Projects & Improvements	10,937	0	0	10,937	11,652
Furniture & Equipment	0	0	0	0	934
Maintenance	5,193	0	0	5,193	2,741
Coordinator Pay	12,686			12,686	11,686
Administration	1,671	0	0	1,671	1,550
Provision for Doubtful Debt	0	0	0	0	40
Total Resources Expended	58,172	0	0	58,172	46,105
Net Incoming Resources	13,237	0	0	13,237	11,738
Gains on Investment Assets					
Realised	0	0	0	0	0
Unrealised	0	0	-1,911	-1,911	2,032
Net Movement in Funds	13,237	0	-1,911	11,326	13,770
Fund Balances Brought Forward at the Start of the Year	88,652	155,050	16,232	259,934	246,164
Fund Balances Carried Forward at the End of the Year	101,889	155,050	14,321	271,260	259,934

The notes on page 3 form part of these accounts.

St Luke & St John Ecclesiastical Charity

Balance Sheet as at 31st December 2022

	General Fund £	Property Fund £	Endowment Fund £	Total 2022 £	Total 2021 £
Fixed Assets					
Freehold Property (note 2)	54,950	155,050	0	210,000	210,000
Current Assets					
CBF Deposit Fund	21,397	0	0	21,397	29,003
CBF Investment Fund		0	14,321	14,321	16,232
Cash at Bank	4,363	0	0	4,363	5,697
Cash & Stamps in Hand	94	0	0	94	93
Debtors and Prepayments	1,458	0	0	1,458	198
Investment in Trading Subsidiary	30,000			30,000	0
	57,312	0	14,321	71,633	51,223
Liabilities Due Within One Year					
Creditors & Accruals	373	0	0	373	1,139
Security Deposits	0			0	150
Promissory Note re Trading Subsidiary	10,000			10,000	
	10,373	0	0	10,373	1,289
Net Current Assets	46,939	0	14,321	61,260	49,934
Total Assets Less Current Liabilities	101,889	155,050	14,321	271,260	259,934
Net Assets	101,889	155,050	14,321	271,260	259,934
Funds					
General Fund	101,889			101,889	88,652
Property Fund (note 2)		155,050		155,050	155,050
Endowment Fund			14,321	14,321	16,232
	101,889	155,050	14,321	271,260	259,934

The notes on page 3 form part of these accounts.

Approved by the Board of Trustees and signed on its behalf by: -

Trustee: Trustee:

Date: 23rd April 2023 Date: 23 April 2023

St Luke & St John Ecclesiastical Charity

Notes to the Accounts.

1. Accounting Policies

These accounts have been prepared under the historical cost convention as modified by the inclusion of the freehold property at valuation and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

The Trustees consider all expenses constitute direct charitable expenditure.

2. Freehold Property

The property, St Luke's Church Hall, was substantially refurbished during 2000 at a cost of £54,950. As the property is owned by the charity, the trustees decided to introduce it into the accounts at a valuation to reflect the refurbishment. It has been included in the accounts at a site value of £210,000 as provided by Kirkham Pryer, Chartered Surveyors, Estate Agents & Valuers on 11th January 2001.

The valuation has been used for an impairment review under the transitional provisions of FRS11 "Impairment of Fixed Assets and Goodwill" and a Property Fund established to reflect the difference between the valuation and the refurbishment costs of £155,050.

As the site value is essentially the value of the land no depreciation will be provided.

St Luke & St John Ecclesiastical Charity

Independent Examiner's Report to the Trustees of St Luke & St John Ecclesiastical Charity

I report on the accounts of St Luke & St John Ecclesiastical Charity for the year ended 31st December 2021, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes as set out on pages 1 to 3, respectively.

Respective Responsibilities of the Trustees and Independent 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 Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- 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
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
    - to keep accounting record in accordance with section 130 of the Charities Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

    have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Simon Sheldon FCA
Director of Harper Sheldon Limited
Chartered Accountants
Midway House
Staverton Technology Park
Herrick Way
Cheltenham
GL50 1UA

Date: 24/4/23

St Luke's Church

Annual Parochial Church Meeting 2023

April 2023

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GENERAL INFORMATION
ANNUAL MEETINGS

Minutes of the MEETING OF THE PARISHIONERS
held at St. Luke's Church on Sunday 8th May 2022 at 11am

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting in prayer.

Apologies for absence

Sheila L, Simon B, Heather B, Christine L, Chris K, Sue B, Giles W, Meg R and Vibeke N.

Approval of the Minutes of the meeting held on 18th April 202

Upon a proposal by Robert B (seconded by Catherin M), the minutes were approved on a show of hands without opposition.

Matters arising

None

Election of Officers

Terry H had served last year as sole warden – an onerous duty, which he had discharged faithfully. He had agreed to continue for another year. In addition to his nomination (proposed by Peter B and seconded by Carla T) Ben H was also nominated (by Terry H, seconded by Robert B). There being no other nominations and no objections, Terry and Ben were unanimously and enthusiastically elected as churchwardens upon a show of hands.

Report of Trustees – St Luke and St John Ecclesiastical Charity (St Luke's Church Hall)

A written report dated 20/03/22 had been submitted by Simon B on behalf of the Trustees with its customary care and thoroughness upon which PW invited questions. There being none, the report was approved without objection upon a proposal by Brian F (seconded by Guy W) by a show of hands. Simon was thanked in his absence by PW.

Any Other Business

None

ANNUAL MEETINGS

Minutes of the ANNUAL PAROCHIAL CHURCH MEETING
held at St. Luke's Church on Sunday 8th May 2022 (following the Meeting of the Parishioners)

Chaired by Revd. Patrick Wheaton (PW) who opened the meeting in prayer.

Apologies for absence

Sheila L, Simon B, Heather B, Christine L, Chris K, Sue B, Giles W, Meg R and Vibeke N.

Approval of the Minutes of the meeting held on 18th April 2021

Upon a proposal by Victoria B (seconded by Hazel B), the minutes were approved on a show of hands without opposition.

Matters arising

None

Elections

Deanery Synod

These representatives are elected for a 3 year term. Juliette M and Peter B were elected in 2020 and had one more year to serve. Juliette wished to stand down and therefore there was a vacancy for the remainder of the term (1 year). Upon a proposal by Howard M (seconded by Sarah H), Robert B was elected as replacement for Juliette for the remainder of the term.

PCC

Stephen S was stepping down from PCC and was thanked by PW for his faithful and thoughtful service, as was Jenny S (who was not present at meeting). Jenny was also PCC secretary. The meeting happily thanked her for all her work. Peter R's 3 year term had now ended.

There were 3 vacancies and 2 nominations, namely Felicity C (proposed by Sarah H, seconded by Guy W) and Giles W (proposed by Peter B, seconded by Simon B). With no other nominations, both were elected unanimously.

Stewards and Children's workers

List to be approved after post Covid update has been completed (see **Young People** below).

Independent Examiner

Sally Colbourne is to continue as the independent examiner, to the approval of the meeting.

Reports

The printed reports were approved on bloc upon a proposal by Peter R (seconded by Victoria B) by a show of hands.

Jonathan C then presented the church accounts and spoke about the church finances. He referred to a song (All our Hope on God is founded) and Psalm 52 from the earlier service to make the point that sound finances and pride are not the source of hope. Conversely, he thought that God's power at work might sometimes be seen for instance in patterns of giving. Regular giving had increased and for which there was real gratitude because it enabled further work to be done.

He illustrated the accounts by use of some simple slides to show our financial state and show a bigger picture. Expenditure had also increased, especially our contribution to the parish share for the benefice. This had grown significantly over recent years (now £65,000). Mission giving was shown at £0 and, in response to a question about this, Jonathan said that 2021's mission giving had actually been paid in 2022 (so next year's figures would also be distorted somewhat - ed). This was around £12,000 and the delay was in part due to giving having been higher than expected, necessitating an adjustment to giving over the budgeted figure. So, a "surplus" this year of £27,000 was a bit misleading.

Restricted funds are for specific projects. The balance sheet is much unchanged. In effect, we are "holding our own" and Jonathan explained where the assets were distributed in the accounts.

Financial assets should serve as nutrients to any sense of "flourishing" within the church, working as a sign of God's greatest gift – His Son, Jesus – for who we give God praise. They should work to help fulfil our mission in practical ways.

Upon a proposal by Jonathan C (and seconded by Guy W), the finances were approved by the meeting on a show of hands without objection.

PW thanked Jonathan (who had continued as Treasurer long after he had hope to hand over this responsibility) and spoke for the whole church in expressing our thanks for his work. Jonathan responded by thanking those who had supported him, especially Linda R and Jenny S and added that he had been humbled by our giving.

PW then thanked Terry H (and Sarah, of course) for his work as Churchwarden and particularly for his lead to show hospitality and welcome to newcomers and visitors.

PW thanked Peter and Linda R especially for Peter's practical service and expertise in helping to look after the building.

Thanks were also given to Howard M as sacristan and all that was comprised as part of this and Ernie H for his wisdom and support in leading services (especially the 8am service) and in serving those in care homes.

Marion B was thanked for her role as Pastoral Coordinator and Peter B in his role as Reader.

In his wider report, PW explained the thinking behind the new logo as a framework to understand the next stage in our mission. Looking back, he had previously referred to being rooted and built up in Christ (Col 2 vv6-7) in previous reports.

In 2020, the theme of "Hope" after lockdown had emerged as public worship continued, whenever possible. There was reason for hope as some had wished to explore the Christian Faith – some for the first time. We tried to try to engage with our community, to worship outdoors on occasion and visit our neighbours as part of the Footsteps initiative – the latter for the first time in recent memory. Although we had some anxiety, these had been a source of hope, such that c160 had been at the outdoor easter service that year. We had been clear about what we were doing and why. Others have been happy to join in and this too is a source of hope.

In 2021, the theme of "Love" emerged as we tried to rebuild relationships – internally and with the community. We have shared our stories and prayed together in short courses. This had been powerful and encouraging. We give and receive love and as a practical example, PW looked forward to Marion B's work as Pastoral Coordinator.

Now, looking forward to "flourishing" (per Psalm 52 v8, from today's reading), the words "trust" and "faith" stand out, in response to God's love. As we emerge from a national emergency, we praise God for how He has led us but what now? As we continue to build disciples and to grow the Kingdom, we should avoid the temptation to look backwards. Our values are unchanged but we hope to see St. Luke's as a place where there is "flourishing" in mission and community engagement – a theme picked up pictorially in the new logo (PW explained various elements in it such as a flourishing tree/plant, a (blue) door open ajar and the flourishing extending outside). The hope is that when people come into contact with God at St. Luke's through its members, they will experience flourishing and a growth of the gift of Faith.

At the PCC day in February, three themes came to the fore:

- **Community** Events and interactions (services and around coffee van). This was exciting and, whereas in the past, our building was seen as a bit of a liability, it was now seen more as an opportunity and so the desire to develop it further made more sense (it helps us engage). St John's School is also using it more and it can serve school too. Choirs also use it to practice in and some have come to services afterwards.
- **Fellowship** Midweek chances for this, including women's bible meeting on Fridays. Some of those who have joined within the last 2 years have appreciated this and there is a chance to grow as disciples. From September, 2or 3 groups will meet here fortnightly in term time (for 1 year) to aim to build relationships and encourage each other. Depending on the level of enthusiasm for this, we need to find or develop leaders for these. These may differ from former home groups and be aimed at growth.
- **Young people** Nationally, the epidemic has had a decimating effect upon the young with fewer chances for children to meet – 2 years inactivity is a long time for a child! Some have lost the habit of meeting up. A recent Holy Week presentation in school had demonstrated that many children had little idea of the events surrounding this week and now even residual or cultural Christianity was all but gone. We will need leaders for this work (and lists updated) and creative ideas. Possibly a re launch of Toddlers and Midweek groups? Rebuilding lost relationships for children is a challenge.

We will need faith to develop these areas. Small groups and prayer will, as ever, be key.

Terry H then reflected on the last year and, speaking for the whole church, thanked PW for his leadership in a time of great change. The central identity remained unchanged but new expressions of it were apparent. Faithfulness and proclamation will be important as will PW's leadership with the support of his family, for which the church remained grateful.

Any Other Business

None.

The meeting closed at 12.15pm.

st luke&st johnparishcheltenham

Parochial Church Council
Annual Report 2023

Legal and Administrative Information

Name: Parochial Church Council of St. Luke and St. John, Cheltenham

Location: St. Luke's Road, Cheltenham
(Address for correspondence)

St. Luke's Church
St. Luke's Road
Cheltenham
GL53 7HX

Members: Members who served during the year were as follows:

Revd. Patrick Wheaton	(ex officio)
Mr. Terry H	(Churchwarden, ex officio)
Mr. Ben H	(Churchwarden, ex officio)
Mrs. Victoria B	(elected, April 2021 for 3 years)
Mr. Peter B	(Reader and Deanery Synod rep, ex officio)
Mr. Robert B	(Deanery Synod rep, ex officio, from November 2021)
Mr. Jonathan C	(co-opted in 2021)
Mrs. Felicity C	(elected, April 2022 for 3 years)
Ms. Christine L	(elected, April 2021 for 3 years)
Mrs. Emma PW	(elected, April 2020 for 3 years)
Mr. Peter R	(co-opted in 2022)
Mr. Kit S	(elected, April, 2020 for 3 years, 2nd term)
Ms. Carla T	(Deanery Synod rep co-opted 2021, ex officio)
Mr. Giles W	(elected, April 2022 for 3 years – elected Treasurer)

Secretary: Mr. Peter B

Related Charity:

St. Luke and St. John Ecclesiastical Charity (St. Luke's Church Hall)
The trustees are made up from the Chair of the PCC (clergy), Churchwardens and two representatives elected by the PCC.

Independent examiner:

Sally Colbourne
Chartered Accountant
125, Meadow Road
Malvern

Bankers: National Westminster Bank plc, 31, Promenade, Cheltenham, GL50 1LH

Peter Burke

For and on behalf of PCC Secretary (April 2023)

VICAR'S REPORT **PATRICK WHEATON**

'rooted and built up in him (Jesus), strengthened in the faith as you were taught, and overflowing with thankfulness.'
'Devote yourselves to prayer, being watchful and thankful.'
(Colossians 2.7 & 4.2)

Looking back should always contain thanksgiving. First, thankfulness to God for all that he has been doing amongst his people at St Luke's. Second, thanking all those who serve God by serving our vision and one another at St Luke's. Let me use the priorities set by the PCC in February 2022 as a framework for looking back with thanksgiving. As outlined in the summary of last year's meeting, the PCC sought to prioritise community, fellowship and young people in 2022. I believe God has enabled notable strides forward in each of these areas.

Raising our profile in the **community**, and developing relationships is a core aspect of offering a flourishing vision of the Christian life. It is also an outworking of our value to be local in mission. Unknown in February 2022 was that by December, St Luke's would indirectly operate the FireTruck coffee van on the church site. Purchase of the business by the Church Hall charity gives us a wonderful opportunity to draw more people into contact with our church site, and to create opportunities for engagement and mission. It is very early days, but there are shoots of this beginning to emerge. Angele's hard work, sunny disposition and excellent food are a beautiful asset. We are bold to also pray that God would show us his generosity that the business will provide profit to be passed back into the Hall funds. All in all, this is an exciting venture where we pray God shows us how to use it well.

Building developments and improvements to our physical site are also about sending a positive and welcoming message to our community. Thanks must be heaped upon Peter Ralphs and his team of assistants in this regard. Notable visible developments have been the painting of external doors and revamped noticeboards. The hours of graft and love that have gone in to these projects should not be underestimated. Such things communicate that St Luke's is a place of life and welcome. They are just one aspect of the work that Peter has overseen this year. The building of St Luke's would probably be in the hands of English Heritage were it not for his time and effort. That might be a slight exaggeration, however the point should be clear. With the work of Hazel, and others who help to oversee the grounds and mow the lawns, St Luke's is an increasingly vibrant and positive feeling location. Therefore, when Sarah Howard and the Footsteps team speak to locals with an invitation to services and events or to deliver a Welcome Box to new residents, it is returned with appreciation and recognition.

The above are just 2 ways that make it increasingly possible for us to develop links with our local community. There are ongoing plans, projects and possibilities in respect of gaining a positive foundation to make Jesus known to the local area. For now, let us look back and give thanks for what has been done in 2022.

Central to the priority of developing **fellowship** amongst our church community were midweek discipleship groups. Growth Groups were launched in September 2022. This is a development that really supports our desire to be rooted as disciples of Jesus. Growth Groups were an addition to the recently re-established Women's Bible Study and long-standing Thursday Group Bible study. There are now multiple opportunities for people to gather informally, read and examine the Bible together, deepen relationships and pray for one another. Thank you to Terry and Sarah Howard, Louise Wheaton and Ernie Hall for the work put in to organising and preparing studies for these groups. Fellowship is not limited to Bible study, it is also about sharing life together. I love hearing stories of members of St Luke's enjoying meals together, attending football matches, or events at one of the festivals. Sometimes a little bit more organisation is needed – groups such as the Pilgrims walking group and Craft & Natter achieve this. Our Church Quiz in November was another great example of all ages enjoying one another's company. Christian fellowship is rooted in God giving us one another as brothers and sister. Church is a ready-made family where we can love and be loved, laugh, cry and live. Here I must offer notable thanks, praise and appreciation to Marion Burke. It is impossible to formalise pastoral care. It must be lived out. Yet Marion has brought a beautiful level of coordination, surpassed only by sacrificial giving of time and energy to her role as Pastoral Assistant. Her importance to ongoing relationships across our fellowship should not be underestimated.

The third priority of **young people** can also be seen to have been developing. The PCC engaged in a partnership with YFC Gloucestershire to provide St Luke's with a youth worker to lead in various areas of work with children, young people and schools. This was a change to where we have previously sought to support young people's work through volunteers and Ministry Trainees or interns. There is a solid core of teenagers who attend St Luke's regularly on a Sunday morning. That is something many churches long to see. There are also a few pre-schoolers who connect with us Sunday by Sunday. Outside of Sunday worship, and although straying into 2023, have also now seen the lunchtime club at Saint John's restart, as well as Toddlers. Engaging younger generations, and we extend that understanding to almost the whole under 30s generation, is more akin to mission work. Both parents as well as their children are likely to have grown out with a Christian frame of reference. So, it will take a number of years to build and grow this area of St Luke's. It is a delight to see some embers begin to flame after covid put a halt to so many things.

I am always so encouraged to look back and see how God has been at work at St Luke's. Roots are set and there seems to be ready ground around us for building up from foundations centred on the cornerstone of Jesus Christ. Moving from roots and foundations to building up and flourishing is a spiritual exercise. It will come only by God's plan and God's power. So, let us pray that he will continue to both provide and also to bless.

ST LUKE'S CHURCHWARDENS' REPORT

TERRY H & BEN H
CHURCHWARDENS

We wrote last year that in 2021/2 we had much to be grateful for at St Luke's and it is wonderful to report that we have continued to see God's mercy and grace given to us, in abundance, this past year.

Regular attendance at all 3 weekly services remains strong and once again it has been so encouraging to see many new people making St Luke's their home.

The outdoor services are evolving – We held a community event for the late Queen's Platinum Jubilee - and our Christmas Carol Service was very well attended, despite the cold weather.
We also had a Bucks Fizz celebration following the Easter Sunday outdoor community service. Almost 170 attended – including many visitors – it is great to be able to witness publicly, in this way. Thanks to the Footsteps team and all those who delivered invitations around the parish.

It has been most encouraging to see the return of the Coffee Truck, now managed by Angele. Please do pray for this venture in the year ahead, that it would be a blessing to our neighbours and its customers and that it would provide an opportunity to engage more deeply with those around us.

The newly decorated doors and notice boards look terrific – thanks to Peter R and the team for the work done here.

It's been so nice to see new faces at Prayer Connect - we have continued to offer a range of breakfast, brunch, morning and evening events, so that everybody can make at least some of the meetings.

The Growth Groups – established in September now have around 30 members – this in addition to those who attend Ladies Bible Focus and the Midweek Group. We intend to start a third Growth Group this year, to provide the opportunity for more people to join.

Please continue to pray for Patrick and his family, as they support Patrick in sharing the Good News of Jesus Christ with those around us, in the year ahead. Please also pray that we would continue to grow in fellowship and outreach over the year ahead.

PASTORAL CARE **MARION B.**
PASTORAL CARE COORDINATOR

I have continued to coordinate various aspects of pastoral care during this last year, with some developing in line with changing pastoral needs.
Activities have included:

- Serving refreshments after the midweek service on the first Wednesday of the month
- Holding a Christmas coffee morning which was a lovely relaxed time of fellowship with delicious traybakes from Angele
- Keeping in touch with those who are no longer able to worship regularly with us, either through ill health or because they have moved away. At Christmas and Easter we sent cards and delivered bags with seasonal gifts to let them know they are still part of our fellowship
- Linked in with Gill Ford, the local Anna Chaplaincy Co-ordinator, to support their projects to deliver small gifts to all those in the care homes in Cheltenham and Bishops Cleeve. The Craft and Natter group and other church members knitted or crocheted little angels and Easter baskets which Gill then delivered.
- Coordinating visitors for those in hospital
- We have also taken communion into our local care homes – Thirlestaine Park and Oakhaven – on a monthly basis whenever possible. Groups of about 8 to 12 usually attend.
- Sending out of the weekly prayer request emails by Sarah H. Between us and others we try to maintain contact with those concerned and provide updates on progress for thanks and praise. We have seen an encouraging growth in the number of prayer requests coming in, which can be viewed as a sign of deepening fellowship and our care for one another, family and friends. This prayer support is much appreciated by those being prayed for.

My particular thanks to those who pray, maintain contact and visit regularly and those who support myself and others in pastoral care. My hope is that everyone who comes to St Luke's finds it to be a place of warm welcome, generous hospitality, and deep care, where people are listened to and drawn in by the love of Jesus expressed throughout all our fellowship.
"Dear friends, since God so loved us, we also ought to love one another. No-one has ever seen God; but if we love one another, God lives in us and his love is made complete in us." 1 John 4 v 11-12

ELECTORAL ROLL **CATHERINE M**
ELECTORAL ROLL OFFICER

The annual review of the Electoral Roll has been conducted and the current roll, which has been approved by the PCC, reflects the church membership as closely as possible. The revised list is on display in the church. A total of 9 names were removed for reasons of death or notice of leaving St Luke's, but applications for membership have been received from an additional 14 regular attenders, so there is a net increase of 5 on the roll. The number on the roll is therefore now 119 compared with 114 in 2022.

SAFEGUARDING

CATHERINE M
PARISH SAFEGUARDING OFFICER

In response to the Independent Inquiry into Child Sexual Abuse report which was published in October 2022 and sadly cited the Church of England as one of the institutions which have failed children, Justin Welby, the Archbishop of Canterbury has emphasized that Safeguarding has to be one of the Church of England's highest priorities. While the emphasis of the report was on the safeguarding of children, we have an equal duty to safeguard vulnerable adults in our community too.

At St Luke's we use the Church of England's Safeguarding Handbook to underpin our Safeguarding Policy, which the PCC approves annually. It is accessible on the noticeboard at the back of church and via a link on the home page of St Luke's website. A list of names and contact details of those to contact in case of any concerns over safeguarding in the church is also posted on the noticeboard at the back of the church.

In putting this policy into action, all those who are in roles with a responsibility for children and vulnerable adults require a DBS (Disclosure and Barring Service) certificate, and to undertake CofE Safeguarding training, most of which can done online. There have been several renewals and new DBS certificates, and Safeguarding training has been undertaken by a number of those who are required to do this, although some remain outstanding.

In the course of the year we have adopted a Parish Safeguarding Dashboard for St Luke's, as proposed by the Diocese Safeguarding team. This is an online system that shows where we are complying with statutory requirements and Church of England policies, and what actions we may still need to take. It generates an action plan for PCC to approve at each meeting.

Catherine M, as Parish Safeguarding Officer (PSO) for St Luke's, also undertook the PSO Induction course which the Diocese Safeguarding team have introduced this year.

ST LUKE'S CHURCH HALL

SIMON B
HALL TREASURER

The Church Hall is managed separately from the church (as the St Luke & St John Ecclesiastical Charity, registered charity no. 1078441) and its report and accounts are formally presented to the Meeting of Parishioners that is held before the APCM. Please refer to these for more detail.
The trustees were:

- the Vicar and Wardens ex-officio; Revd Patrick W, Terry H and Ben H and nominees of the PCC: Margaret B (Chairman) and Simon B (Treasurer) and Lisa C, who succeeded Margaret B as Chairman following the May meeting.
- Robert B, a former warden and trustee, was invited to attend meetings as advisor.
- Mary C provides secretarial support to the trustees.

The trustees are very grateful to our dedicated part-time staff, Sylvia L the Bookings Manager and Lesley T the Facilities Manager.

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Income was £71,409 - up from £57,843 in 2021. This was mainly from room lettings (£55K) and parking charges (£14K). Other income came from the export of electricity from our solar panels and from a grant towards insulation of the loft.

Total expenditure was £58,172 - up from £46,105 in 2021.

- Grants: £3.2K support for ministers in training; £4.2K for a Youth Worker and £4K to Saint John's School to fund a new library and to support music in the school.
- £10K was spent on LED lighting, loft insulation and drain problems.

The Church Hall is well maintained and is a major asset to the community and to furthering the work of the church in the parish.
The trustees invested £30K of the charity's assets in the FireTruck Espresso company to be run as a Trading Subsidiary. £10K of this is held as a liability for FY 2023.

REVIEW OF FINANCIAL ACTIVITIES & AFFAIRS **GILES W**
TREASURER

The PCC Treasurer is responsible for the management and reporting of PCC finances through the year, drafting the year-end accounts, and arranging for their independent examination. This review summarises the income and expenditure during 2022, noting any significant items and trends.

Income

- Regular Giving & Donations: For the first time, our giving by the congregation (including reclaimed tax) topped £100K in 2022. Congregational giving (excluding appeals) increased by 1.6% over 2021.
- Tax reclaimed under Gift Aid: 90% of our giving is now tax-efficient, leading to a tax reclaim of £18,600 through the year. This is an excellent achievement.
- Income from assets: We make a small amount of income each year from use of our premises including: parking, room / building hire and occasional services. This decreased by 18% to £5300 in 2022.
- Legacies: These have been very important for our income in the past and we received legacies totalling £5000 in 2022. This unexpected (and un-budgeted) income meant that we avoided our budget deficit and made a small operating budget surplus for the year.
- Appeals: Our Ukraine appeal raised £4300 which we passed on to various organisations helping refugees. We supplemented this with the £3900 committed from the surplus in 2021. Our 'Energy Support' appeal had raised £5400 by the end of 2022 and has been given to 'Feed Cheltenham' in 2023 once all donations had been received. We raised £7000 in total.

Expenditure

- Parish Share: the PCC paid a Parish Share to the Diocese of £69,600 in 2022, an increase of 7% on 2021. In 2023 this will rise to £72,000 (exactly double our contribution in 2019). This is by far our largest expense.
- Running Costs: General running costs increased by 30% to £18,500 (largely due to increased utility costs) and major repairs / redecoration increased to £4,500. Other increases across the board meant that our total running costs (including parish share) increased by 14% on 2021.
- Mission Giving and Charitable Contributions: £9,500 was allocated for our mission partners from 2022 funds in line with the budget. This is currently held in a restricted fund awaiting allocation.

Summary

In the budget for 2022 we anticipated a deficit of -£7000 for the year. In the end, largely due to an unexpected legacy and some sundry donations, we made a small operating surplus of £2700. We very much recognise God's gracious provision to us in helping us to balance the books this year given all the pressures that are being faced by

the congregation and by the cost of living crisis. Praise God! After paying our extra commitment to the Ukraine appeal, our total funds held in the Church accounts decreased by £1200. We still have a healthy reserve in hand.

We are now contributing a full and fair amount to the diocese for the costs associated with a full-time minister and we can be absolutely confident that we are paying our way. Few other churches in the diocese will have increased their % contributions in the way that we have over the last few years. We have committed to an increase of 3.5% in 2023.

Next year looks challenging once again and we are budgeting a slightly higher deficit of -£11,000. However, given our experience this year, I am confident that God will provide for us as we seek to serve Him faithfully. We will need to steward our resources carefully and wrap up warm (!)

In my first year in the role of a treasurer, I can safely say that I would have been completely overwhelmed had it not been for the patient support and teaching I received from Jonathan. Together with administration support from Linda and Mary, moral support from Peter, the Wardens and Patrick, I formally offer them all my profound thanks!

DEANERY SYNOD **PETER B**

There were 3 meetings of the deanery Synod in 2023. The last of the 3 meetings took place in our Parish (13/10/22) In addition to regular updates from Diocesan (and General) Synod and continuing discussions about Parish Share (the Deanery is expected to pay over £1.42 million each year), there were presentations about a number of different subjects. These included items from:

- Janice Hamilton and James White about pioneer ministry in the Deanery at Cheltenham West/Wymans Brook and Whaddon/Lynworth, respectively.
- The Working group about the Deanery Strategic Plan and the need for strategic planning given forthcoming economic and housing developments within Cheltenham, coupled with the need to lose one full time clergy stipend (currently 19.5). An action plan has been developed and is under review. This will continue to be a live issue in 2023.
- Feed Cheltenham about warm spaces and the food pantry.

st luke&st johnparishcheltenham

St Lukes Cheltenham

Parochial Church Council
Annual Report 2022
Legal and Administrative

Legal and administrative information, including details of the Parochial Church Council (PCC) members who served during the year is shown on a separate page.

Aims and Organisation

The main purpose of the PCC is defined in the Parochial Church Councils (Powers) Measure 1956 as "to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical".

The PCC met five times during the year, plus a strategy/planning morning in February, 2022. There were no extraordinary meetings (EGM). The standing committee met informally, and its decisions notified to the full PCC and ratified. The PCC operated as part of the united benefice with St. Mary/The Minster with St. Matthew.

Review of Progress, Decisions and Achievements

In this year, PCC business was affected by the restrictions imposed by HM Government upon meetings in person, due to the Covid 19 pandemic but these were considerably eased since last year.

The business of the PCC and relevant significant decisions are regularly communicated in writing to church members on the weekly news bulletin.

In addition to the usual financial, ministerial, safeguarding (updates to our policies were agreed as part of our regular attention to this obligation) and development issues, there were a number of major items for discussion which included (in no particular order):

- Rachel W was approved a new Foundation Governor of St. John's School.
- There was debate as to how to sensitively handle issues arising from the Living in Love and Faith initiative from the Church of England.
- What should be our response the potential refugee crisis arising from the war in Ukraine and support for the Worldshare partner in Moldova.
- The collaboration with YFC concerning the funding of Hannah's work with young people, funded in partnership with the Hall charity.
- The church logo was revised (to that now showing above)
- Home groups to be re-established.
- Development of "in parish" Ministry training opportunities were discussed and several possibilities were considered.
- Mission giving/Mission partners were discussed and updated.
- Development of the role of the "Fire Truck" coffee business once Richard had decided to cease trading and return to flying.
- Approval of role of Pastoral Coordinator.

Other topics for discussion are covered in more detail in other reports.

In closing, I am grateful to my predecessor, Jenny S, especially with filing the necessary Charity Commissioners' documentation and to Emma P-W who stood in for me for the September meeting.

I have received excellent support from Terry, Ben (churchwardens) and Patrick (minister) where my own records and recollections have been inadequate.

Peter Burke

For and on behalf of the PCC Secretary (March 2023)

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2022

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
INCOMING RESOURCES					
Donations and other similar incoming resources	**2a, 2b**	116,325	4,160	120,485	120,927
Incoming resources from operating activities					
Income from events and activities	**2c**	1,975	-	1,975	2,835
Investment income	**2d**	3,939	-	3,939	4,111
Transfer from General to Restricted Fund				-	-
TOTAL INCOMING RESOURCES		**122,239**	**4,160**	**126,399**	127,873
RESOURCES EXPENDED					
Charitable expenditure					
Church activities	**3a, 3b**	87,478	3,049	90,527	66,742
Church expenses	**3c**	24,608	-	24,608	18,943
Major capital expenditure		4,549	240	4,789	42,157
TOTAL RESOURCES EXPENDED		**116,635**	**3,289**	**119,925**	127,842
NET INCOMING/OUTGOING RESOURCES		**5,604**	**871**	**6,474**	31
Total funds brought forward		100,846	27,791	128,637	128,606
Total funds carried forward		**106,450**	**28,662**	**135,112**	128,637

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

BALANCE SHEET AT 31 DECEMBER 2022

	Note	£	2022 £	2021 £
Current Assets				
Debtors	**4**	**800**		1,414
Cash in hand and at NatWest Bank		**85,202**		78,067
Short-term deposits (Central Board of Finance)		**49,508**		49,508
		135,510		128,988
Creditors	**5**			
Amounts falling due within one year		**398**		351
Net Current Assets			**135,112**	128,637
Total assets less current liabilities			**135,112**	128,637
FUNDS				
Unrestricted (General Fund)	**6**		**106,450**	100,846
Restricted Funds	**7**		**28,662**	27,791
			135,112	128,637

Approved by the PCC at its meeting on and signed on its behalf by

Revd Patrick Wheaton (Chairman) Mr Giles Wadsworth (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2022

1 ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention, as modified by the revaluation on investments and in accordance with applicable accounting standards in the United Kingdom and with the Statement of Recommended Practice (issued October 2000) relating to accounting by charities together with the Charities Act 2011 and the Church Accounting Regulations. A summary of the more important policies, which have been consistently applied is set out below.

Incoming Resources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor. Income tax recoverable on covenanted or gift aid donations is recognised when claimable. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by fund raising and other similar events are accounted for gross. Sale of books and magazines from the church bookstall are accounted for gross. Dividends and interest are accounted for when due.

Outgoing resources

Outgoing resources are recognised in the period in which they are incurred. Outgoing resources are allocated to the type of activity to which they relate.

Investments

No investments are held by the PCC as at 31 December.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts on the basis that property is inalienable and historic, and that reliable cost information is not available.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the church council for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2022

2	INCOMING RESOURCES	2022		2021	
		£	£	£	£
		Unrestricted	**Restricted**	Unrestricted	Restricted
2a, 2b	**Voluntary receipts**				
	Planned Giving	68,027		71,181	
	Collections at Services	9,619		3,524	
	Donations	5,222		8,216	2,500
	Special Appeals	9,831		3,830	
	Gift Aid	18,626		16,935	
	Legacies	5,000		4,000	
	Grants		4,160		10,740
	Total voluntary receipts	116,325	4,160	107,687	13,240
2c	**Activities for Generating Funds**				
	Fundraising				
2d	**Investment income**				
	Dividends & Interest	495		86	
	Rent from Land & Buildings	3,444		4,026	
	Total investment income	3,939	-	4,111	-
2c	**Church Activities**				
	Fees retained by PCC	1,431		2,429	
	Trading	544		406	
	Total investment income	1,975	-	2,835	-
	SUB-TOTAL of all receipts above:	122,239	4,160	114,633	13,240
	Other Receipts not already listed	-	-	-	-
	TOTAL INCOMING RESOURCES	**122,239**	**4,160**	114,633	13,240

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2022

3 COSTS IN FURTHERANCE OF CHARITABLE

	2022 £		2021 £	
	Unrestricted	**Restricted**	Unrestricted	Restricted
Costs of generating funds				
Costs of fundraising activities	-		-	
Church activities				
Mission giving and donations	17,404		22	
Diocesan parish share contribution	69,600		65,000	
Salaries, wages and honararia	-	3,049	300	
Clergy and staff expenses	474		1,420	
Total church activities	87,478	3,049	66,742	-
Church expenses				
Mission and evangelism costs	715		1,302	
Church running expenses	13,701		7,206	
Church utility bills	9,734		10,436	
Costs of trading	457		-	
Total church expenses	24,608	-	18,943	-
Major capital expenditure				
Major repairs to the church building	4,549	240	2,315	
Major repairs/redecoration (other property	-		-	
New building work	-	-		39,841
Total church expenses	4,549	240	2,315	39,841
SUB-TOTAL of all expenditure payments item	116,635	3,289	88,001	39,841
Other payments not already listed	-	-	-	-
TOTAL RESOURCES EXPENDED	**116,635**	**3,289**	88,001	39,841

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2022

		2022	2021
		£	£
4	**Debtors**		
	Income tax recoverable	800	1,200
	Prepayments and accrued income	-	214
		800	1,414
5	**Creditors: Amounts falling due within one year**		
	Accruals	398	351
6	**Unrestricted Funds**		
	General Fund	48,662	45,924
	Designated Funds	57,788	54,922
		106,450	100,846
	See analysis for further information about designated funds.		
	Thank you	42,922	46,822
	Mission giving	14,866	8,100
	Balance at 31 December	57,788	54,922
7	**Restricted Funds**		
	Balance at 1 January	27,791	54,393
	Incoming	4,160	13,240
	Outgoing	- 3,289	- 39,841
	Balance at 31 December	**28,662**	27,791
	See analysis for further information about the restricted fund.		
	Youth and children's work	1,111	-
	Special projects	25,037	25,277
	Toddlers	2,514	2,514
		28,662	27,791

8 Thank You Designated Fund

The PCC has approved the incorporation of the Thank You fund into the General Fund in 2023.

9 Toddlers

St Luke's Toddlers funds have been included in the church accounts since 2018. The Toddlers fund is restricted, its use being limited to childrens work, or other purposes with the approval of the Toddlers team. Toddlers was suspended throughout 2021 due to COVID. The PCC has proposed the winding up of the Toddlers fund and its transfer to the Youth and Childrens Work fund, and awaits a response from the Toddlers team.

St Luke & St John Ecclesiastical Charity

(St Luke's Church Hall)

Annual Report by the Trustees for 2022

Legal and Administrative Information

This report is produced in accordance with the Charity Commission guidelines on the Charities Act 2011.

Name of Charity: The St Luke & St John Ecclesiastical Charity

Registered No: 1078441

Registration Date: 2 December 1999

Governing Document: Charity Commission Scheme CD(T1)101,673 sealed 29 March 1994 – Amended on 10 Dec 2021

HMRC ref (Gift Aid): ZD10194 charitable company
HMRC ref (UTR): 88777 27575

Charitable Trading Subsidiary: PLC 12897513, registered address: St Luke's Church Hall St. Lukes Place Cheltenham GL53 7HP, was purchased in December 2022

Charitable Objects: The Managing Trustees shall apply the income of the Charity to further the religious and other charitable work of the Church of England in the Ecclesiastical Parish, including the provision and maintenance of a Parish Hall.

Classification of Charity on the Register of Charities:

Topic (What does your charity set out to do?)
- General Charitable Purposes
- Religious Activities

Beneficiaries (Who does your charity help?)
- Children/Young people
- Elderly/Old people
- Other charities/voluntary bodies

Method of operation (How does your charity operate?)
- Makes grants to organisations (schools, charities, etc)
- Provides buildings/facilities/open space

Property: The property of the Charity is vested in the Gloucester Diocesan Trust Ltd, being the Custodian Trustee of the Charity.

Managing Trustees:	Ex-officio	The Revd Patrick Wheaton
	Ex-officio	Terry Howard and (from May 2022) Ben Harris Churchwardens
	Nominated	Margaret Bristol (2019), Simon Barton (2021) and Lisa Campbell (2022) - appointed by the St Luke & St John Parochial Church Council (PCC) for a 4 year term.

Secretary: Mary Chatterley

Hall Coordinators: Sylvia Lauder, Bookings Manager, 07792 567189
Lesley Thomas, Facilities Manager, 07942 965981

e-mail: info@stlukes-hall.org.uk
Website: www.stlukes-hall.org.uk

St Luke & St John Ecclesiastical Charity

Trustees' Report

The Managing Trustees main policies to achieve the charity's aims are:

To maintain St Luke's Church Hall and take action to improve its facilities

To make the Hall available for the purpose of furthering the religious and charitable work of the Church of England in the Parish

To apply a proportion of the income towards the religious and charitable work of the Church of England in the Parish

To let the Hall for other secular and social purposes

To let parking spaces in the car park during the working day to produce additional income

Trustee Business: The Trustees met four times in the year, with a special meeting in November.

Lisa Campbell was appointed trustee and took over from Margaret Bristol as Chairman following the May meeting. Robert Bolton, a former trustee, was invited to attend and advise at meetings.

Grants were made to support ministers in training in the parish and to St Luke's Church to fund an arrangement with Youth for Christ Gloucestershire for a Youth Worker to develop ministry amongst children, youth and families. Grants were made to Saint John's School to fund a new library and to support music in the school.

The trustees continued to explore options for reducing the carbon footprint of the hall building. A grant was received from Target 2030 towards the cost of insulating the roof above the small hall. In their first year of operation, the solar panels donated by Margaret and the late John Bristol generated over 9,000 kWhs of electricity. Only about a third of this was consumed on site and the trustees are seeking to increase this ratio. To this end an electric heater was installed in the Committee Rom,

The trustees decided to purchase, as a "Charitable Trading Subsidiary", the company that had formerly operated the FireTruck Espresso at the church. Reverend Patrick Wheaton, Mr Simon Costa and Mrs Linda Pitchford were appointed directors.

There were extended difficulties with the drains. An initial repair in August proved unsuccessful and the replacement of a stretch of drain was required. This was not completed until 2023.

A revised scheme for hire charges was introduced in September. This reflected 5.3% inflation over the period 2018-2021. Parking charges were held at the old rate.

HMRC requested a Corporation Tax Return for 2021. This was submitted, but no response received.

Financial Report and Notes to the Accounts

A formal statement of accounts prepared by Mr Simon Sheldon FCA of Harper Sheldon Limited is attached.

Income from lettings includes: Morea Performing Arts: £21,327; Momentum Pole and Aerial: £6,437; AA Groups: £2,909; Royal Scottish Country Dance Society: £1,826; SCWC: £1,720; Oficina da Capoeira, England: £1,575; Performance Workshop: £1,355; AT Soccercamps: £1,336; Parkinson's Table Tennis: £1,272. Momentum aquired their own premises and terminated their letting arrangement at the end of the year. Cheltenham Senior Citizens Welfare Committee reduced their arrangement to one day a week. They also sold their bus which had been parked regularly at the Hall.

Reserves Policy: Unrestricted funds are needed: (a) to provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and (b) to cover the maintenance and running costs of the Church Hall, and other administration and support costs without which the charity could not function. The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and consider it prudent that unrestricted reserves should be sufficient to cover 6 months maintenance and running costs and administration and support costs. Unrestricted reserves at end 2022 were **£16,939**. This approximates to **6** months running costs. The level of reserves is monitored and reviewed by the trustees annually.

St Luke & St John Ecclesiastical Charity

Accounts for the Year Ended 31st December 2022

Registered Charity Number 1078441

St Luke & St John Ecclesiastical Charity

Statement of Financial Activities

For the Year Ended 31st December 2022

	General Fund	Property Fund	Endowment Fund	Total 2022	Total 2021
Income and Expenditure	£	£	£	£	£
Incoming Resources					
Regular Lettings	55,380	0	0	55,380	37,627
Casual Lettings	0	0	0	0	0
Parking Rents	14,096	0	0	14,096	11,674
Garage rents	0	0	0	0	0
CBF Interest & Dividend	894	0	0	894	422
Miscellaneous	0	0	0	0	0
Donations	1,039	0	0	1,039	8,120
Total Incoming Resources	71,409	0	0	71,409	57,843
Resources Expended					
Charitable grants	11,360	0	0	11,360	7,000
Water, Heating & Lighting	5,806	0	0	5,806	2,850
Telephone & Internet	447	0	0	447	407
Insurance	1,643	0	0	1,643	1,478
Cleaner	8,429	0	0	8,429	5,767
Projects & Improvements	10,937	0	0	10,937	11,652
Furniture & Equipment	0	0	0	0	934
Maintenance	5,193	0	0	5,193	2,741
Coordinator Pay	12,686			12,686	11,686
Administration	1,671	0	0	1,671	1,550
Provision for Doubtful Debt	0	0	0	0	40
Total Resources Expended	58,172	0	0	58,172	46,105
Net Incoming Resources	13,237	0	0	13,237	11,738
Gains on Investment Assets					
Realised	0	0	0	0	0
Unrealised	0	0	-1,911	-1,911	2,032
Net Movement in Funds	13,237	0	-1,911	11,326	13,770
Fund Balances Brought Forward at the Start of the Year	88,652	155,050	16,232	259,934	246,164
Fund Balances Carried Forward at the End of the Year	101,889	155,050	14,321	271,260	259,934

The notes on page 3 form part of these accounts.

St Luke & St John Ecclesiastical Charity

Balance Sheet as at 31st December 2022

	General Fund £	Property Fund £	Endowment Fund £	Total 2022 £	Total 2021 £
Fixed Assets					
Freehold Property (note 2)	54,950	155,050	0	210,000	210,000
Current Assets					
CBF Deposit Fund	21,397	0	0	21,397	29,003
CBF Investment Fund		0	14,321	14,321	16,232
Cash at Bank	4,363	0	0	4,363	5,697
Cash & Stamps in Hand	94	0	0	94	93
Debtors and Prepayments	1,458	0	0	1,458	198
Investment in Trading Subsidiary	30,000			30,000	0
	57,312	0	14,321	71,633	51,223
Liabilities Due Within One Year					
Creditors & Accruals	373	0	0	373	1,139
Security Deposits	0			0	150
Promissory Note re Trading Subsidiary	10,000			10,000	
	10,373	0	0	10,373	1,289
Net Current Assets	46,939	0	14,321	61,260	49,934
Total Assets Less Current Liabilities	101,889	155,050	14,321	271,260	259,934
Net Assets	101,889	155,050	14,321	271,260	259,934
Funds					
General Fund	101,889			101,889	88,652
Property Fund (note 2)		155,050		155,050	155,050
Endowment Fund			14,321	14,321	16,232
	101,889	155,050	14,321	271,260	259,934

The notes on page 3 form part of these accounts.

Approved by the Board of Trustees and signed on its behalf by: -

Trustee: Trustee:

Date: 23rd April 2023 Date: 23 April 2023

St Luke & St John Ecclesiastical Charity

Notes to the Accounts.

1. Accounting Policies

These accounts have been prepared under the historical cost convention as modified by the inclusion of the freehold property at valuation and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

The Trustees consider all expenses constitute direct charitable expenditure.

2. Freehold Property

The property, St Luke's Church Hall, was substantially refurbished during 2000 at a cost of £54,950. As the property is owned by the charity, the trustees decided to introduce it into the accounts at a valuation to reflect the refurbishment. It has been included in the accounts at a site value of £210,000 as provided by Kirkham Pryer, Chartered Surveyors, Estate Agents & Valuers on 11th January 2001.

The valuation has been used for an impairment review under the transitional provisions of FRS11 "Impairment of Fixed Assets and Goodwill" and a Property Fund established to reflect the difference between the valuation and the refurbishment costs of £155,050.

As the site value is essentially the value of the land no depreciation will be provided.

St Luke & St John Ecclesiastical Charity

Independent Examiner's Report to the Trustees of St Luke & St John Ecclesiastical Charity

I report on the accounts of St Luke & St John Ecclesiastical Charity for the year ended 31st December 2021, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes as set out on pages 1 to 3, respectively.

Respective Responsibilities of the Trustees and Independent 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 Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- 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
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
    - to keep accounting record in accordance with section 130 of the Charities Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

    have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Simon Sheldon FCA
Director of Harper Sheldon Limited
Chartered Accountants
Midway House
Staverton Technology Park
Herrick Way
Cheltenham
GL50 1UA

Date: 24/4/23

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

Independent Examiner's Report on the Accounts

Report to the trustees/ members of	Parochial Church Council of Saint Luke and Saint John Cheltenham		
On accounts for the year ended	31/12/2022	**Charity no (if any)**	1184357
Set out on pages	1 to 7		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

Responsibilities and basis of 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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

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.

Signed: S E Colbourne **Date:** 13/3/2023

Name: Sally Colbourne

Address: 125 Meadow Road
Malvern
Worcs
WR14 2SA

PAROCHIAL CHURCH COUNCIL OF ST. LUKE & ST. JOHN, CHELTENHAM

England & Wales - Charity number 1184357

Accounts

St Lukes

Rooted and Flourishing

St Luke's Church

Annual Parochial Church Meeting 2022

May 2022

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GENERAL INFORMATION
ANNUAL MEETINGS

Minutes of the MEETING OF THE PARISHIONERS
held at St. Luke's Church on Sunday 18th April 2021 at 11am

Chaired by Revd Patrick Wheaton (PW)
PW opened the meeting in prayer after reading a short section from 1 Peter.

Apologies for Absence received:

Brian F, Vaughan K, Sheila L, Peter and Linda R, Meg R, Stephen and Rachel S.

Approval of minutes of meeting held on 18th October 2020:

Approval of the minutes was proposed by Robert B, seconded by Kit S, and accepted by all via a show of hands as a true record.

Matters Arising:
None

Election of Officers:

PW expressed huge thanks for the support of both Terry and Victoria as churchwardens over the past year. They have both helped and guided him enormously.
Terry is happy to continue in his role for another year. Victoria, however, has very understandably decided to step down as she begins her new position as head teacher at Saint John's School. PW thanked Victoria for her wonderful service to all of us at St. Luke's during her time as warden, as well as for her support of him personally as our minister. Some tokens of our appreciation were given both to Victoria and her family and to Terry.
Victoria said how much she had enjoyed the opportunity of getting to know the church family better as warden, as well as enjoying her weekly meetings with Patrick and Terry. (She also wished to note her apology to Simon Barton for the error regarding the church hall report in the APCM booklet.)
PW explained that St. Luke's would run with a single churchwarden for a one-year period until our 2022 APCM and that we would plan to appoint two churchwardens again at that point.
There was therefore one written nomination for churchwarden to serve St Luke's in the year ahead.
Terry H, being proposed by Jenny Sykes and seconded by Linda P, was duly and unanimously elected as churchwarden.

Report of Trustees – St Luke and St John Ecclesiastical Charity (St Luke's Church Hall)
Simon B, on behalf of the Hall Trustees (namely PW, the churchwardens, Margaret B, and Simon himself) had prepared a written report, which was accepted by the meeting – proposed by Jonathan Chestney, seconded by Chris S.
PW thanked Simon B (Treasurer) and Margaret B (Chairman) for their continued efforts in managing the Church Hall as a charity. Sylvia L (Bookings Manager) and Lesley T (Facilities Manager) were also thanked for their work in bringing business back in again following recent lockdowns.

Any Other Business

Terry thanked PW for his leadership and creativity in navigating St. Luke's through changing Covid regulations, new services, and online and technological challenges, whilst jugging all the demands of family life. Terry also thanked Louise (with some flowers) for the important part she has played in the life of St. Luke's by supporting PW in his role.

ANNUAL MEETINGS

Minutes of the ANNUAL PAROCHIAL CHURCH MEETING
held at St. Luke's Church on Sunday 18th April 2021 (following the Meeting of the Parishioners)

Chaired by Revd Patrick Wheaton (PW).

1. Apologies for absence received:
Brian F, Vaughan K, Sheila L, Peter and Linda R, Meg R, Stephen and Rachel S.

2. Approval of minutes of meeting held on Sunday 18th October 2020:
Upon proposal by Peter B, seconded by Simon B, the minutes were accepted by all as a true record.

3. Matters arising:

None

4. Elections:

- **PCC:** Hazel B and Linda P stood down after their second terms (total of 6 years' service) and PW thanked them for their contribution to PCC over all these years. Both are already involved in other areas of church life and will continue to serve St. Luke's in different ways in the year ahead.

- Two written nominations were received for new PCC members to replace Hazel and Linda. **Christine L** was proposed by Sarah H and seconded by Robert B for 3 years (first term). **Victoria B** was proposed by Jenny S and seconded by Linda P for 3 years (first term). *Victoria was elected as a new PCC member despite having served on PCC over the past two years as churchwarden because wardens join PCC as ex-officio members so are not elected as PCC members in the usual way. Victoria therefore now begins her first three years as a PCC member.*

- In addition, one written nomination was received for an existing PCC member to serve a second term of office. **Jenny S** was proposed by Terry H and seconded by Catherine M for 3 years (second term).

  Christine, Victoria, and Jenny were all duly approved and elected.

- **Deanery Synod**: Following their election last year, Peter B and Juliette M will continue their three-year terms as our Deanery Synod representatives. Subject to PCC approval, we also intend to co-opt Carla T as our third Deanery Synod representative (for the remaining two years) at our next PCC meeting. This appointment will also make Carla a PCC member.

- **Independent Examiner**: Sally C was unanimously appointed and confirmed as Independent Examiner for another year upon proposal by Peter B, seconded by Robert B.

5. Reports:

These were proposed en bloc by Kit S, seconded by Carla T, and were approved by all.

Financial statements of the PCC, including adoption of accounts

See the written report, which contains all details of our income and expenditure. Victoria B proposed, and Jonathan C seconded, the adoption of this year's accounts. All were in favour.

Jonathan summarised our financial position as follows:

Regular giving has increased significantly, which is great news. This also leads to increased gift aid. Loose collection giving has decreased because of the pandemic. However, our running costs have decreased for the same reason. The majority of our expenditure has been for the South Gallery work.

Thanks to Robert B, who has done a fantastic job in managing paid car parking – bringing financial benefit to the church as well as providing a benefit to those in the community.

Linda R continues to support Jonathan in making gift aid claims, and Peter R helps to keep the resources finances running smoothly. Simon N has over many years done the banking of our funds. Jonathan expressed his thanks to all three.

Thanks were also given to Simon and Heather B for their work in supporting Traidcraft over many years. Our separate Traidcraft account has now been closed, but St. Luke's will continue to source fairly traded supplies.

After a difficult year, Jonathan gave thanks for the financial gifts of all the church family. Our generous contributions will be used for God's work in the parish as well as being shared across the world via our mission giving.

PW thanked Jonathan for being a wonderful servant of our church community due to 1) his financial acumen – keeping on top of our finances and explaining them clearly both to PCC and, on occasion, to the whole church, and 2) his consistent focus on Christ-centred stewardship – always keeping good stewardship of our resources at the forefront of decisions.

Minister's report

PW described the change from where we were when launching our Foundations appeal in 2019 (lots of activity happening, and excitement about our future with a full-time minister) to everything stopping early in 2020. However, despite the enforced ending of many of our weekly activities, our foundations in Christ have remained. Our roots have been immovable and, from those, our church life has continued, and new things have emerged.

We have prioritised in-person worship and introduced a permanent midweek communion service, as well as a service for families in the church hall. Worship under Covid restrictions has been a combination of delight and duty.

Many are engaging with our Daily Bible Reading on YouTube, with around 40-45 individual accounts regularly viewing these videos. They have been shared locally and even internationally, and different church members have participated in making them. This is certainly a positive initiative which has emerged from the pandemic.

Our phone tree system has led to deeper connections being made amongst church members, and our Wednesday communion service has been a beautiful and powerful example of Christian commitment from some of the oldest in our church family.

Allan and Carla have been a great blessing to us as ministry trainees, and the Footsteps initiative has brought an engagement with local people within our parish which we would never have planned back in 2019.

Very few churches would have launched a giving campaign in the midst of a pandemic and received a positive response, but St. Luke's members responded with huge generosity.

PW has been our minister for five years now and looks ahead to the next five years with excitement. He issued an open invitation to all to consider and feed back to him what we think God's priorities are for us in the coming years.

PW suggested five priorities for the year ahead:

1) Continuing that which is already well rooted – our inclusivity, commitment to Bible teaching, and our local vision.
2) Reconnecting our church family within the context of government guidelines after this long period of restrictions to our in-person fellowship.
3) Focusing on the younger generation, who have particularly suffered the effects of lockdowns, and working particularly to inspire growth and life in faith amongst our younger church members. PW suggested a possible younger person's advocate for PCC. He also gave thanks that young people's groups were now allowed to resume, and that Allan and Jo B would be leading these until the summer. Our next short course will focus on growing the faith of younger people. We also want to retain our strong involvement with children at Saint John's School.
4) Being local in mission, both through invitations to the local community to our services and events, and through collaboration/partnership with the community. PW explained two such possible partnerships, one concerning children with special needs, the other involving a coffee van business. We also want to continue our commitment to social action through the YMCA, and to environmental action through the eco church initiative.
5) Completing our St. John's chapel building work so that these rooms can be used both by the church family and by other community groups.

In the coming year, Catherine M will take on the role of parish safeguarding officer and Marion B will take on oversight of our pastoral care, undertaking training with the Diocese and building on our phone tree connections in person. Catherine takes over her role from Sarah H and Valerie N. PW thanked Sarah for her service as children's safeguarding officer over the past couple of years, then gave a particular vote of thanks to Valerie (a gift was to be delivered to her after the meeting) for her very many years of Christian love, care, support, and nurture of our church family members – as well as for her excellent grasp of relevant guidelines.

PW invited questions. Catherine M requested a vote of thanks to Stephen L and the rest of the 'tech team' for their dedication and commitment in filming and live streaming services over the past year.

Kathleen Y asked about when 'Toddlers' might be able to restart and stressed the need for this service from parents of young children within the local community. Howard M suggested a celebration of 21 years of our toddler group when the group restarts. PW responded that there was certainly enthusiasm for restarting this activity but that it would need to be done differently under our continued Covid restrictions and would take careful planning.

6. Any other business

None.

7. Closing prayer

PW ended the meeting in prayer, reminding us that our faith rests in our new birth through Christ.

Parochial Church Council
Annual Report 2021

Legal and Administrative Information

Name: Parochial Church Council of St. Luke and St. John, Cheltenham

Location: St. Luke's Road, Cheltenham
(Address for correspondence)
St. Luke's Church, St. Luke's Road, Cheltenham, GL53 7HX

Members: Members who served during the year were as follows:

Revd. Patrick Wheaton	(ex officio)
Mr. Terry H	(Churchwarden, ex officio)
Mrs. Victoria B	(elected, April 2021 for 3 years)
Mr. Peter B	(Reader and Deanery Synod rep, ex officio)
Mr. Jonathan C	(co opted in 2021) (Treasurer)
Mrs. Juliette M	(Deanery Synod rep, ex officio, until November 2021)
Ms. Christine L	(elected, April 2021 for 3 years)
Ms. Emma PW	(elected, April 2020 for 3 years)
Mr. Peter R	(elected, April 2019 for 3 years)
Mr. Stephen S	(elected, April, 2020 for 3 years, 2nd term)
Mr. Kit S	(elected, April, 2020 for 3 years, 2nd term)
Mrs. Jenny S	(elected, April 2021 for 3 years, 2nd term)
Ms. Carla T	(Deanery Synod rep co-opted 2021, ex officio)

Secretary: Mrs. Jenny S

Related Charity:

St. Luke and St. John Ecclesiastical Charity (St. Luke's Church Hall)
The trustees are made up from the Chair of the PCC (clergy), Churchwardens and two representatives elected by the PCC.

Independent examiner:

Sally Colbourne
Chartered Accountant
125, Meadow Road
Malvern

Bankers: National Westminster Bank plc, 31, Promenade, Cheltenham, GL50 1LH

Peter Burke
Interim PCC Secretary (April 2022)

VICAR'S REPORT **PATRICK WHEATON**

'Remain in me and I will remain in you. No branch can bear fruit by itself; it must remain in the vine. Neither can you bear fruit unless you remain in me…. As the Father has love me, so have I loved you. Now remain in my love. If you obey my commands, you will remain in my love. If you obey my commands, you will remain in my love, just as I have obeyed my Father's commands and remain in his love. I have told you this so that my joy may be in you and that your joy may be complete. My command is this: love each other as I have loved you.'

(John 15 verses 4 & 9-12)

It was the theme of hope which ran through my words last year. For this year, it is love. As Jesus outlined to his disciples amidst his last evening with them, love is a characteristic of the fruitful Christian life. Receiving the love of Jesus is the essence of being alive in him. From this, flows loving one another. I'd like to mark out 5 ways I have seen love as a cornerstone of our church community over the last year.

Love of worship. Meeting together to worship has been a marker of our life together throughout the pandemic, and this has continued over the last year. There has been a willingness to adapt to new service times. It has been a delight to see the positive reception of our new midweek Communion service. The 8am continues to draw a committed congregation. Our 10am service has seen new leaders and an exciting breadth of musical participants. All through this is, I believe, the valuing of integrity of heart over perfection of delivery.

Love of relationships. As above, meeting together is highly valued at St Luke's. Coming out of restricted gatherings has made this more obvious. Getting to know each other again, and perhaps for the first time in some instances, has been important. Fellowship after services has been obvious, but also through attendance at Connect and then markedly so at our recent Lent course. Furthermore, whilst it might lack a little certainty of direction for the future, Thursday Community Coffee has been another place where we can meet with each other and the community.

Love for each other. This might sound similar to relationships, however, what I refer to here is the manner in which people at St Luke's seek to look after one another. Marion Burke's new role as our Pastoral assistant has been vital in this over the last 9 months. She has brought wonderful coordination and deep care to how we look after each other. I know people are hugely appreciative and touched by the efforts she goes to. Whilst Marion has a team of helpers, there is beyond this the general level of day-to-day support for those who are 'in need' that runs throughout St Luke's.

Love for the Bible. Through our teaching at services, midweek daily Bible readings, and also expressed at the Lent Course and Women's Bible Focus, there is a desire to know more of the Bible, and a willingness to sit under the authority of God's word. Obedience, love, and remaining in Jesus are intertwined throughout our reading above. Whether we have been Christians for decades, steeped in Bible teaching, recently feeling our hearts awakened, or exploring for the first time, eagerness for knowing the Bible is a great sign of spiritual health.

Love for Jesus Christ. The right place to both start, and finish, I believe. Christian communities are often passionate about the Bible, worship, relationships and care. Sometimes these things can even become a distraction from Jesus. I rejoice because when I look at St Luke's I believe I see a love for Jesus as the focal point from which other attributes flow. So, rooted in the love of Jesus Christ, we are built up in him together as that love flows over, swirling around our church and into the community. Looking ahead, I pray we see both church and community flourish under the love of our Father in heaven.

This report endeavours simply to give a snapshot of life at St Luke's. Please do not read it as exhaustive. Rather, I believe it grants an overview of how God has loved and watched over us. Keeping us healthily embedded within Jesus Christ, and setting foundations for where He will bring growth.

ST LUKE'S CHURCHWARDENS' REPORT **TERRY H**

The past year has seen many reasons for us to be thankful to the Lord for His kindness. We have managed to come through the restrictions to worship imposed as a result of covid, with increased numbers at all three of our services, a growing outreach to our community, a sound financial position and further progress with our buildings programme.

We now regularly see around 120 people attending St Luke's services every week. Numbers at the 10.00am service exceed 100 on occasion and it is so encouraging to see many new faces and so many people putting themselves forward in willingness to serve.
The outdoor services continue to be a valuable opportunity for public worship, witness and proclamation of the gospel. Increasing numbers from the local area are joining these. The Christmas Carol Service was attended by 200 people – over double the number of the previous year. We also saw 160 attend our Easter Sunday service – an increase over 2021.

It has been wonderful to see community engagement grow further over the past year. Great, also to see the Footsteps team growing in number – offering friendship and personal invitations to church service and events.
Likewise, the introduction of community coffee - every Thursday – has supported our Outreach.

Please continue to pray for Patrick and his family, in their ministry at St Luke's, that Patrick will continue to proclaim the gospel faithfully and to lead us in serving God, each other and those around us.

We have much to be grateful for at St Luke's – let us approach the next year in that spirit of gratitude to God, for His mercy and generosity to us.

DISCIPLES OF JESUS

SUNDAY & MIDWEEK SERVICES **PATRICK WHEATON**

The commitment to meeting together in worship is one of the hallmarks of St Luke's. We now have established pattern of 3 services each week. These are 8am and 10am Sunday then 11am on Wednesday. It seems that each now has its own congregation, with only minor overlap. The same teaching is followed across the services, and there is a sense of genuine fellowship amongst each congregation. Usual attendance is 12-15 at 8am, 60-70 adults and 10 children at 10am and 15-20 at the 11am. So, our broad weekly attendance is 100 adults and 10 children. On the one hand this is generally where we were before the pandemic. On the other, we have a much wider fringe of less regular worshippers, so our overall church community is larger. Each of our services provide an atmosphere where regulars worship, but also the visitor can engage, explore and find welcome. We are grateful to all those who ensure our weekly pattern of worship runs smoothly; stewards and coffee servers; musicians, readers & prayers; children's volunteers; sacristan & AV team; as well as preachers and leaders.

WEEKLY BIBLE READINGS **PATRICK WHEATON**

For much of the year we continued with our daily Bible readings, video recorded and uploaded to YouTube. In regard to content these principally covered Exodus and John's gospel. As John came to a conclusion, we ere led into Advent and looked at the book of Ruth together in the daily reading booklet 'Finding hope under Bethlehem skies.' It was always encouraging to know that people engaged regularly with the daily reading videos. They were an excellent method to encourage Bible reading, and keep us connected during periods of lockdown and isolation. The decision was made at Christmas 2021 to end the daily videos. In truth, there is only a certain amount of time in a week, and as society has reopened, furthering the return of other demands, these have had to be prioritised. That said, it is important to hold the lessons of our daily Bible readings. These are; the general importance of regular Bible reading; the encouragement of engaging together with the same Bible passages; and the need for support and structure to attain this. Together, these lessons need to be implemented in the life of St Luke's elsewhere.

SHORT COURSES **PATRICK WHEATON**

We have run a variety of Short Courses during the year. These have been, Christianity Explored, Galatians, The Marriage Preparation Course and our Lent Course. These have varied in size, from just two couples for Marriage Preparation to some 25 who have attended the Lent Course. Formats have ranged across formal Bible study, video resources and personal testimony. Together, these courses have shown a number of things. First, the power of the Bible to inform, guide and transform personal discipleship whatever stage of faith we are at. Second, the importance of meeting together in a less structured setting than worship services. Third, the impact of sharing personal stories and testimony of the ups and downs of faith. Together, the PCC, Vicar ad warden are discerning the right means to see these important elements flourish in the future at St Luke's.

CHILDREN & YOUNG PEOPLE GROUPS **PATRICK WHEATON**

Together Allan and Jo provided great continuity and foundation stones to growth in respect of children and youth ministry during 2021. The youth service in July 2021 was a notable highlight where our young people took a lead in planning and delivering the Sunday 10am service. Both older and younger groups have covered the same material as the adults. There are good relationships amongst the older children, and growing continuity of attendance with the younger ones. Up until Christmas 2021 there was an established core to our ministry that laid some wonderful gospel seeds for the future. With a mixture of delight and sadness the new year saw both the Baird and Griffiths families move on from St Luke's. Since then, it has been harder to develop that critical core from which to develop ministry to our younger disciples. Separately, but connected, it has been great to have Collective Worship restarted and in-person at Saint John's. We also see and larger number of children of creche age with us on Sunday mornings. At our PCC day in February 2022, it was acknowledged that ministry to children must be a focus for St Luke's in the coming months and years. I ask you to pray for young people and their families as they continue to adapt to life after lockdowns. Also, please pray for us as a church to discern how we can appropriately resource and encourage discipleship and evangelism to children and young people in the parish.

MINSTERS IN TRAINING **PATRICK WHEATON**

Allan & Carla have been a wonderful gift to St Luke's over the last year.

Allan was with us until December 2021, at which point the whole family moved to Western Australia here Allan has begun his ordained ministry. Earlier, he, along with his wife Jo, made the kind offer of overseeing our children and youth work when such groups were able to restart in summer term 2021. Furthermore, Allan contributed in both leading and preaching at the midweek 11am service. It was so exciting to see Allan ordained in autumn 2021 and then head off to Australia for his first post and an encouraging testimony to how God has used the trainee scheme here at St Luke's to prepare individuals for the next stage of ministry.

Cara has continued to explore various ministry opportunities beyond St Luke's over the last year. Principally, she is now approaching the final stages of the selection process for pioneer ministry in the Church of England. Pioneer ministers and ordained posts, but with a focus on bringing the gospel of Jesus to those outside of established patterns of church. I'm sure we can all agree this would suit Carla's instincts and giftings very well. In the meantime, she has continued to grow and contribute to St Luke's through both leading and preaching at Sunday services, and supporting the work of Community Coffee and Footsteps.

CARE HOME MINISTRY **ERNIE H.**

Because of Covid it's been another year of stop start regards taking communions to both Oakhaven and Thirlestaine Park care homes; And as I write both are still in lockdown with only essential visitors allowed.

However, we keep in regular contact and continue to pray for the time when we can once again take communion to residents of both homes once a month.

LOVING ONE ANOTHER

FLOWER BUNCH **CATHERINE B.**

We have 10 members in our team who work hard throughout the year (except during Lent) to make beautiful flower arrangements in teams of 2. For Harvest, Christmas and Easter flower arrangements, we meet in a group of 5 – 6. We are very fortunate to have Sylvia L. who joins us for these 3 festivals to help with extra arrangements, especially creating the lovely window sill arrangements.

CHURCH GROUNDS **HAZEL B.**

The church grounds continue to be well used and appreciated as well as providing diverse habitats and landscapes. Our pattern of leaving some areas of lawn unmown in the summer has once again enabled a variety of wild flowers to emerge, including the pyramidal orchids, and the spring bulbs provided delightful early colour. In June we held a wildlife spotting event for the congregation which gave an insight into how many different species can be found in this relatively small area. A new venture this winter was to install 7 nesting boxes in the trees around the church (many thanks to those who made and donated them), and we hope these will have been put to good use. In addition, a rowan tree in commemoration of The Queen's platinum jubilee has been planted. I would like to thank all those who have been part of the mowing rota this year and others who have helped with raking leaves and general maintenance. All these efforts are much appreciated.

PASTORAL CARE **MARION B.**

I was commissioned as Pastoral Care Co-ordinator for St Luke's last November after taking a training course run by the Diocese of Gloucester earlier in the year.
I'm very grateful for all the support I have had in taking on this role and for all the love and care shown to others in and beyond our church family as we all seek to "Love one another" as part of our Vision and Values at St Luke's.

Here's a few examples of what has been happening this year:
- Started having coffee and a time of fellowship after the Midweek communion service once a month (first Wednesday of the month).
- Delivered Christmas gift bags to those who have been physically unable to return to church. We also took plants and cards to some who have had a particularly difficult year.
- Visiting and keeping in touch with the housebound and those who are ill, in hospital or awaiting treatment and keeping the prayer requests up to date with varied content.
- Gave a handmade Advent Calendar for the Anna Chaplaincy coordinator to give to Oakhaven Care Home, filled with ideas for different activities and Christmas readings, poems and carols, which they loved. (Anna Chaplaincy is an organisation which encourages spiritual care for older people which has a local branch which we are linked in with).

LOCAL IN MISSION

FOOTSTEPS **CARLA T.**

I am delighted that Footsteps has become a firmly established part of St Luke's outreach. I'm very grateful to Sarah H for driving the initiative forward in the Autumn and the Christmas season when I was limited with my health. An already growing team continued building connections with people we had met before, and also introducing themselves to new faces. More recently, we have been out armed with invitations to Easter Services and 'Save the Date' flyers (great conversation starters) ahead of Platinum Jubilee celebrations on 5th June. We continue to largely receive a friendly welcome on the doorstep, but trust that whatever our reception, every encounter is breathed on by the Holy Spirit. It has been encouraging to see some of the local community attending services and Easter was no different, as the evident momentum builds.

It is also very appreciated that incrementally more of our St Luke's family have been willing to step out of their comfort zones to join us on the streets. This is not only beneficial for growing in one's own personal discipleship / evangelism, but enables our team to cover more ground. If anybody would like to join us, please talk to Sarah or myself!

SAINT JOHN'S SCHOOL **VICTORIA B**

Saint John's saw the arrival of a new Headteacher in April 2021 and, with schools opening up after another lockdown from January to March that year, it was both an exciting and challenging Summer Term. In those last twelve months, staff and pupils at the school have adapted to the changes as well as welcoming new initiatives as the school has responded to life after/with the pandemic. Victoria has loved getting to know the children, staff, parents and governors and has begun to build on the strong foundations in place already. Maintaining the desire to be a school "where we all flourish" has been fundamental and the family atmosphere has continued, alongside a drive to move things forward after the demands of the pandemic.

The support of Patrick Wheaton each week in collective worship and in regular meetings as a foundation governor has ensured that the Christian ethos has been at the forefront of any strategic thinking. Please do pray for the children who are coping amazingly well considering how disrupted their school experience has been, for parents who are still responding to the impact of Covid, for governors and leaders as they make decisions and for the teachers who have worked tirelessly to provide a wonderful school experience for each of our precious pupils at Saint John's. We want to continue to work alongside St Luke's to provide an education that not just focuses on the academic and personal but also on the moral and spiritual development of each of the school community.

STRUCTURED TO GROW

DEANERY SYNOD **PETER B**

The Deanery Synod met 3 times in 2021, twice on zoom and once in person.
The strategic reshaping of the deanery and distribution of clergy and other resources are in issue so as to reflect the changing population distributions in the town. The process is continuing after the return of the mapping questionnaires and a strategic planning group is now leading this process, which had been interrupted by Covid 19. In addition, there were presentations on the role of Foundation Fellows of the University of Gloucestershire and upon the 'Living in Love and Faith' course.

ELECTORAL ROLL **CATHERINE M**
ELECTORAL ROLL OFFICER

The annual review of the Electoral Roll has been conducted and the current roll, which has been approved by the PCC, reflects the church membership as closely as possible. The revised list is on display in the church. Two names required to be removed, but applications for membership have been received from an additional 14 regular attenders, so there is a net increase of 10 on the roll. The number on the roll is therefore now 114 compared with 102 in 2021.

SAFEGUARDING **CATHERINE M**

The Gloucester Diocese has been emphasizing the Church of England's ambition to make a paradigm shift in its relationship with safeguarding, in the shadow of a number of difficult and tragic cases in recent history. Their statement declares that this requires recognition that safeguarding needs to move away from something that is in some respects external / imposed upon the Church, to something that flows from within the soul of the Church. Safeguarding is at the centre of our faith, in our practice, in our worship, in our praying, and in our believing.

To make this a reality, all those who are in roles with a responsibility for children and vulnerable adults require a DBS (Disclosure and Barring Service) certificate, and to undertake CofE Safeguarding training, most of which is done online. For St Luke's, a number of new DBS certificates were required in the past year for PCC members, those leading the children's and young people's groups, and for those in pastoral roles.

Some others have recently had DBS certificates renewed, and the requirement for renewal has recently been reduced from 5 years to 3, meaning that there are more now requiring renewal imminently.

Those required to do two and in some cases three modules of Safeguarding training have begun to complete these, and a record of these is kept by the Parish Safeguarding Officer, as required by the Diocese Safeguarding team.

On taking up the role of Parish Safeguarding Officer this year, Catherine M has also undertaken the Leadership Safeguarding course.

The church's Safeguarding Policy was reviewed by the PCC as is required annually, and is accessible on the noticeboard at the back of church and via a link on the home page of St Luke's website. A list of names and contact details of those to contact in case of any concerns over safeguarding in the church is also posted on the noticeboard at the back of the church.

ST LUKE'S CHURCH HALL **SIMON B**

The Church Hall is managed separately from the church (as the St Luke & St John Ecclesiastical Charity, registered charity no. 1078441) and its report and accounts are formally presented to the Meeting of Parishioners that is held before the APCM. Please refer to these for more detail.

The trustees were:
the Vicar and Wardens ex-officio; Revd Patrick W and Terry H (Victoria B stood down as warden at the last annual meeting) and

nominees of the PCC: Margaret B (Chairman) and Simon B (Treasurer). In December 2021 the Charity Commission approved an application by the trustees to add a third nominated trustee. Lisa C attended meetings as observer and was formally nominated by the PCC in January 2022.

Robert B, a former warden and trustee, was invited to attend meetings as advisor.
Mary C provides secretarial support to the trustees.

The trustees are very grateful to our excellent part-time staff, Sylvia L the Bookings Manager and Lesley T the Facilities Manager, particularly for their efforts to keep the Hall functioning as far as possible throughout the pandemic.

Income was **£57,843** up from £**38,677** in 2020. This income includes an £8,000 donation from Margaret and the late John B towards the provision of solar panels.

Total expenditure was **£46,105** up from **£45,727** in 2020. This includes the installation of the solar panels (£10.2K), improvements by Jonathan C to AV and IT facilities at the Hall (£1.4K) and grants to Ministers in Training (£6.8K). Saint John's School held

The Church Hall is well maintained and is a major asset to the community and to furthering the work of the church in the parish.

BUILDING & RESOURCES **PETER R**

2021 was a busy year for the Resources committee with great assistance being provided by Hazel B, Chris K, Gary C & Terry H, Neil H - a huge thanks goes to them all for their support through the year.

In July a working party painted the St John's Chapel, a new carpet was fitted in September to make a very cosy creche for Sunday mornings. Thanks also to Jonathan C for installation of the speaker so that parents looking after little ones in the creche can hear the service. This room is now the warmest room in the church was used over the winter also as a meeting room and to hold short courses.

A new dishwasher was installed in the kitchen area greatly assisting with clearing up after coffee following the 10.00am service on a Sunday morning. An external socket was installed for the Fire Truck to save trailing leads being run from the porch. As part of an application to become an Eco church 6 nesting boxes supplied by Chris & Howard M have been installed in the trees in the grounds.

Plans for 2022 include improving the porch area to facilitate use by Fire Truck customers in inclement weather. Repairs to the windows in the South & East galleries. Repainting of external doors and refurbishment of notice boards.

REVIEW OF FINANCIAL ACTIVITIES & AFFAIRS **JONATHAN C**

The PCC Treasurer is responsible for the management and reporting of PCC finances through the year, drafting the year-end accounts, and arranging for their independent examination. This review summarises the income and expenditure during 2021, noting any significant items and trends.

Income

- Regular Giving: The Parish Giving Scheme now represents over 70% of income from giving, and is the easiest way to support the church. Regular giving increased nearly 15% over 2020.
- Legacies: two legacies were received in 2021, totalling £4,000. June contributed so much to the life of Saint Luke's and it is a privilege to have been recognised in this way; our thoughts and prayers remain with Geoffrey and the family. Sylvia might be less well-known to today's congregation but was a committed member of our congregation in prior years.
- 'Let Us' campaign: we received nearly £5,000 in additional contributions to our 2020 appeal.
- Donations: the church continues to receive generous gifts from members of the church family either instead of, or in addition to, regular giving.
- Grants: the PCC received a grant from Historic England for work to the vestry roof, and also recovered VAT for some of the south gallery work and the vestry roof repairs from the Listed Places of Worship scheme.
- Tax reclaimed under Gift Aid: much of our giving was tax-efficient, leading to a tax reclaim of £14,700 through the year. In addition, the church was able to claim back VAT on the gallery work of over £8,800 under the Listed Places of Worship scheme.
- Other: we continue to receive regular income from parking in the churchyard, and from use of the church building. We also have seen an increase in occasional services as lockdown restrictions ease.

Expenditure

- Running Costs: general costs increased by nearly 50% compared to 2020, this representing a return to near-normal activity, along with increases in utility costs.
- Parish Share: the PCC paid a Parish Share to the Diocese of £65,000 in 2020, an increase of 18% on 2019. This increase brings us close to paying the full cost allocation for a self-sufficient church of our size with a full-time minister.
- Mission Giving and Charitable Contributions: £8,100 was allocated for our mission partners from 2021 funds in line with the budget.

Summary

2021 was a relatively quiet year in financial terms. Income has continued to increase and this positions us well for commitment to full Parish Share. However, we recognise that this is thanks to God's provision and our trust remains in Him. Our worshipping life has recovered to pre-COVID levels, both in terms of regular worship and occasional services such as weddings and funerals.
Major maintenance activity in the year has been limited to roof repairs to the vestry, with other maintenance costs mainly supporting the opening of the south gallery. It is wonderful to have met our Parish Share, supporting our fellow parishes in the diocese; this continued commitment represents nearly 70% of our total costs.
We achieved a surplus of £18,500 in the year for which we thank God. The PCC has committed £3,900 of this as additional mission giving to support refugees of the Ukraine crisis, and is finalising allocation of the remainder of the mission reserve. The remaining surplus will in part be used to address a budgeted deficit for 2022.

My personal thanks go to Linda who has provided invaluable support to me as she oversees the financial activities and handles all the Gift Aid, to Peter who invariably gets involved in the financial aspects of the resources work, to Terry for approvals, and Patrick for his support and guidance. Thank you also to Sally, our independent examiner, who has confirmed her willingness to continue for another year and of course to you all for your prayerful support.

PCC **PETER B**

(Legal and administrative information, including details of the Parochial Church Council (PCC) members who served during the year is shown on a separate page.)

Aims and Organisation

The main purpose of the PCC is defined in the Parochial Church Councils (Powers) Measure 1956 as "to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical".

The PCC met six times during the year, twice on "Zoom". There were no extraordinary meetings (EGM). The standing committee met informally and its decisions notified to the full PCC and ratified. The PCC operated as part of the united benefice with St. Mary/The Minster with St. Matthew.

Review of Progress, Decisions and Achievements

For the second year running, PCC business was affected by the restrictions imposed by HM Government upon meetings in person, due to the Covid 19 pandemic.

In addition to the usual financial, ministerial, safeguarding (updates to our policies were agreed as part of our regular attention to this obligation) and development issues, there were a number of major items for discussion which included (in no particular order):

- ✞ Pastoral. Covid 19 has again provided challenges to the administration of PCC functions and the PCC focussed upon resolving the problems, safety issues and setbacks that resulted from it. During the year, it was decided to support and encourage the training of Marion B for the new role of Pastoral Co-ordinator. There were a number of changes to support for young people's work. Allan and Jo's move to Australia presented a challenge as to how this work might continue was considered. The Living in Love and Faith initiative was discussed and how the church might respond.
- ✞ Resources. Work on the development of the South Gallery continued and this room is now usable – details to be found in other APCM reports. The work put in by Peter R was gratefully acknowledged.
- ✞ Finance. The ongoing financial position was monitored and financial support provided to regular Mission Partners plus support for the UCCF Mission at the University of Gloucestershire.
- ✞ Ministry. The PCC discussed an approach from Richard/Red FireTruck Mobile Coffee to be based in the church car park and the PCC appreciated the mission opportunities that such a partnership might provoke.
- ✞ Safeguarding. New guidelines were accepted and this issue remained fundamental to decisions.
- ✞ Miscellaneous. The Traidcraft operation has now been wound up and thanks were given for the diligent work of Simon and Heather B over many years. Annie P. was approved as new Foundation Governor at St. John's School.

Significant PCC decisions were notified to the wider congregation, although communications were affected by the said Covid 19 restrictions.
In closing, I have prepared these notes on behalf of Jenny Sykes who has served faithfully as PCC secretary throughout 2021 but who is unable to prepare this report for the APCM scheduled for May 2022. In doing so, I have relied upon the excellent notes that she had prepared throughout the year.

I have received excellent support from Terry (churchwarden) and Patrick (minister) where my own records and recollections have been inadequate.

Peter Burke Interim PCC Secretary (April 2022)

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2021

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES					
Donations and other similar incoming resources	2a, 2b	107,687	13,240	120,927	111,001
Incoming resources from operating activities					
Income from events and activities	2c	3,875		3,875	1,064
Investment income	2d	3,071		3,071	2,849
Transfer from General to Restricted Fund				-	66,650
TOTAL INCOMING RESOURCES		**114,633**	**13,240**	**127,873**	181,564
RESOURCES EXPENDED					
Charitable expenditure					
Costs in furtherance of charitable objects	3a, 3b	84,296	39,841	124,138	155,722
Management and administration	3c	3,704		3,704	2,736
Transfer from General to Restricted Fund				-	66,650
TOTAL RESOURCES EXPENDED		**88,001**	**39,841**	**127,842**	225,108
NET INCOMING/OUTGOING RESOURCES		**26,632**	**26,601**	**31**	- 43,544
Total funds brought forward		74,214	54,393	128,606	172,151
Total funds carried forward		**100,846**	**27,791**	**128,637**	128,606

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

BALANCE SHEET AT 31 DECEMBER 2021

	Note	£	2021 £	2020 £
Current Assets				
Stock of Traidcraft Goods		-		-
Debtors	4	1,414		600
Cash in hand and at NatWest Bank		78,067		79,362
Short-term deposits (Central Board of Finance)		49,508		49,508
		128,988		129,470
Creditors	5			
Amounts falling due within one year		351		863
Net Current Assets			128,637	128,606
Total assets less current liabilities			128,637	128,606
FUNDS				
Unrestricted (General Fund)	6		100,846	74,214
Restricted Funds	7		27,791	54,393
			128,637	128,606

Approved by the PCC at a Standing Committee meeting on 14/03/2022 and signed on its behalf by

Revd Patrick Wheaton (Chairman)

Mr Jonathan Chestney (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

1 ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention, as modified by the revaluation on investments and in accordance with applicable accounting standards in the United Kingdom and with the Statement of Recommended Practice (issued October 2000) relating to accounting by charities together with the Charities Act 2011 and the Church Accounting Regulations. A summary of the more important policies, which have been consistently applied is set out below.

Incoming Resources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor. Income tax recoverable on covenanted or gift aid donations is recognised when claimable. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by fund raising and other similar events are accounted for gross. Sale of books and magazines from the church bookstall are accounted for gross. Dividends and interest are accounted for when due.

Outgoing resources

Outgoing resources are recognised in the period in which they are incurred. Outgoing resources are allocated to the type of activity to which they relate.

Investments

No investments are held by the PCC as at 31 December.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts on the basis that property is inalienable and historic, and that reliable cost information is not available.

All expenditure incurred during the year on consecrated or beneficed buildings is written off. Equipment used within the church premises has been written off and future acquisitions will be charged against revenue when purchased.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the church council for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

Registered Charity Number: 1184357

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2021

2 INCOMING RESOURCES

		2021		2020	
		£	£	£	£
		Unrestricted	**Restricted**	Unrestricted	Restricted
2a, 2b	**Voluntary receipts**				
	Planned Giving	71,181		61,978	
	Collections at Services	3,524		2,121	
	Donations	8,216	2,500	15,691	3,402
	Special Appeals	3,830		3,770	
	Gift Aid	16,935		14,686	
	Legacies	4,000		-	
	Grants		10,740		9,353
2c	**Activities for Generating Funds**				
	Fundraising				
2d	**Investment income**				
	Dividends & Interest	86		692	
	Rent from Land & Buildings	4,026		2,157	
2c	**Church Activities**				
	Fees retained by PCC	2,429		428	
	Trading	406		636	
	SUB-TOTAL of all receipts above:	114,633	13,240	102,158	12,755
	Other Receipts not already listed	-	-	-	-
	TOTAL INCOMING RESOURCES	**114,633**	**13,240**	102,158	12,755

Registered Charity Number: 1184357

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

3 COSTS IN FURTHERANCE OF CHARITABLE

	2021 £		2020 £	
	Unrestricted	**Restricted**	Unrestricted	Restricted
Costs of generating funds				
Costs of fundraising activities	-		-	
Church Activities				
Mission giving and donations	22		22,724	
Diocesan parish share contribution	65,000		55,000	
Salaries, wages and honararia	300		300	1,860
Clergy and staff expenses	1,420		731	
Church expenses				
Mission and evangelism costs	1,302		40	13
Church running expenses	7,206		6,728	
Church utility bills	10,436		7,991	
Costs of trading	-		429	
Major capital expenditure				
Major repairs to the church building	2,315		-	
Major repairs/redecoration (other property	-		-	
New building work		39,841		62,641
SUB-TOTAL of all expenditure payments item	88,001	39,841	93,944	64,514
Other payments not already listed	-	-	-	-
TOTAL RESOURCES EXPENDED	**88,001**	**39,841**	93,944	64,514

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

		2021	2020
		£	£
4	**Debtors**		
	Income tax recoverable	1,200	600
	Prepayments and accrued income	214	-
		1,414	600
5	**Creditors: Amounts falling due within one year**		
	Accruals	351	863
6	**Unrestricted Funds**		
	General Fund	45,924	45,891
	Designated Funds	54,922	28,322
		100,846	**74,214**
	See analysis for further information about designated funds.		
	Thank you	46,822	28,322
	Mission giving	8,100	-
	Balance at 31 December 2020	54,922	28,322
7	**Restricted Funds**		
	Balance at 1 January 2020	54,393	39,501
	Incoming	13,240	79,405
	Outgoing	- 39,841	- 64,514
	Balance at 31 December 2020	**27,791**	**54,393**
	See analysis for further information about the restricted fund.		
	Special projects	25,277	51,878
	Toddlers	2,514	2,514
		27,791	54,393

8 **Traidcraft**
The PCC agreed to wind up the Traidcraft activity at the end of 2020.

9 **Toddlers**
St Luke's Toddlers funds have been included in the church accounts since 2018. The Toddlers fund is restricted, its use being limited to childrens work, or other purposes with the approval of the Toddlers team. Toddlers was suspended throughout 2021 due to COVID.

Registered Charity Number: 1184357

Independent Examiner's Report on the Accounts

Report to the trustees/ members of	Parochial Church Council of Saint Luke and Saint John Cheltenham		
On accounts for the year ended	31/12/2021	**Charity no (if any)**	1184357
Set out on pages	1 to 7		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and basis of 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 Trust's accounts carried out under section 145 of the 2011 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting 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.

Signed: SE Colbourne **Date:** 11/03/2022

Name: SE Colbourne

Address: 125 Meadow Road
Malvern
Worcs
WR14 2SA

Church Hall @ ST LUKES

St Luke & St John Ecclesiastical Charity

(St Luke's Church Hall)

Annual Report by the Trustees for 2021

Legal and Administrative Information

This report is produced in accordance with the Charity Commission guidelines on the Charities Act 2011.

Name of Charity: The St Luke & St John Ecclesiastical Charity

Registered No: 1078441

Registration Date: 2 December 1999

Governing Document: Charity Commission Scheme CD(T1)101,673 sealed 29 March 1994 – Amended on 10 Dec 2021

HMRC ref (Gift Aid): ZD10194 charitable company
HMRC ref (UTR): 88777 27575

Charitable Objects: The Managing Trustees shall apply the income of the Charity to further the religious and other charitable work of the Church of England in the Ecclesiastical Parish, including the provision and maintenance of a Parish Hall.

Classification of Charity on the Register of Charities:

Topic (What does your charity set out to do?)
- General Charitable Purposes
- Religious Activities

Beneficiaries (Who does your charity help?)
- Children/Young people
- Elderly/Old people
- Other charities/voluntary bodies

Method of operation (How does your charity operate?)
- Makes grants to organisations (schools, charities, etc)
- Provides buildings/facilities/open space

Property: The property of the Charity is vested in the Gloucester Diocesan Trust Ltd

Managing Trustees:		
	Ex-officio	The Revd Patrick Wheaton – Priest in Charge
	Ex-officio	Victoria Beevers (until April 2021) and Terry Howard Churchwardens
	Nominated	Margaret Bristol (2019) (Chair) and Simon Barton (2021) - appointed by the St Luke & St John Parochial Church Council (PCC) for a 4 year term. 3rd nominated trustee (governing document amended 10 Dec 2021) vacant

Secretary: Mary Chatterley

Hall Coordinators: Sylvia Lauder, Bookings Manager, 07792 567189
Lesley Thomas, Facilities Manager, 07942 965981

e-mail: info@stlukes-hall.org.uk
Website: www.stlukes-hall.org.uk

St Luke & St John Ecclesiastical Charity

Trustees' Report

The Trustees main policies to achieve the charity's aims are:

- To maintain St Luke's Church Hall and take action to improve its facilities
- To make the Hall available for the purpose of furthering the religious and charitable work of the Church of England in the Parish
- To apply a proportion of the income towards the religious and charitable work of the Church of England in the Parish
- To let the Hall for other secular and social purposes
- To let parking spaces in the car park during the working day to produce additional income

The year started in the midst of a severe "Tier 4" Coronavirus lockdown, with one of our support groups being the only user for the first two months, In March we moved to "Step 1" when Morea Performing Arts, as an educational activity, was able to restart. Groups that were able to operate within strict social distancing rules followed in April. Further relaxation of the regulations ("Step 3") followed in May until they were lifted in July. The kitchen was brought back into use. Bookings began to return to normal in September, with the Senior Citizens Welfare Committee (SCWC) lunch clubs restarting, albeit in a smaller way than before. This situation continued until it was interupted by the Omicron precautions in December.

The Bookings Manager kept users informed of the changing regulations and modified arrangements to make maximum use of the space available. The Facilities Manager enured that the Hall was kept clean and safe and complied with COVID-19 security regulations.

There were no positive cases of COVID-19 reported so the Hall never had to close because of that regulation.

Cheltenham Open Door moved to new premises, bringing an end to their use of the Hall for their Christmas refuge after over 20 years.

Most people holding permits to park at the rear of the Hall continued to pay rent, even though they may have been working from home. This provided valuable income. Occasional rent for "casual parking" was received from local residents who needed parking for contractors working at their properties.

Trustee Business: Victoria Beevers resigned as churchwarden at the Meeting of Parishioners on 18th April and was not replaced. Her post as ex-officio trustee therefore fell vacant. Robert Bolton, a former trustee, was invited to attend and advise at meetings. As a separate issue, the trustees applied to the Charity Commission to amend the governing document to increase the number of nominated trustees to three. The amendment was ratified on 10 December. Lisa Campbell was invited to attend meetings as an observer.

Mrs Margaret Bristol continued as Chairman. The Trustees met in June, September and November.

The trustees were delighted to receive a gift of £8,000 from Margaret and the late John Bristoltowards the provision of solar panels. A 9.99kW system was installed in February which is expected to generate 8,681kWh annually. The trustees continued to explore options for insulating the hall building and other means of reducing its carbon footprint.

Grants were made to support ministers in training in the parish. A small grant was made for pastoral support to staff at Saint John's School, The trustees made arrangements with Saint John's School that grants made to the School in 2020 before the pandemic could be carried forward.

The Audio Visual system in the main hall was thoroughly upgraded to improve the installation and its user interface. A new AV system was installed in the small hall based on a 75" UHD smart TV.

A new "Mesh" WiFi system was installed. The internet connection was moved to fibre, which offers a minimum of 32Mb.

A new booking system was introduced in the autumn. Conversion to this system was managed successfully but required considerable additional effort from the Bookings Manager.

St Luke & St John Ecclesiastical Charity

Financial Report and Notes to the Accounts

A formal statement of accounts prepared by Mr Simon Sheldon FCA of Harper Sheldon Limited is attached.

Income from lettings includes: Morea Performing Arts: £17,184; Momentum Pole and Aerial: £3,422; AA Groups: £2,326; Performance Workshop: £1,783; Everyman Theatre: £1,571; Oficina da Capoeira, England: £870; SCWC: £792; AT Soccercamps: £835; Royal Scottish Country Dance Society: £803.

Reserves Policy: Unrestricted funds are needed: (a) to provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and (b) to cover the maintenance and running costs of the Church Hall, and other administration and support costs without which the charity could not function.

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and consider it prudent that unrestricted reserves should be sufficient to cover 6 months maintenance and running costs and administration and support costs. Unrestricted reserves at end 2021 were **£33,702**. This approximates to **15** months running costs. The level of reserves is monitored and reviewed by the trustees annually.

St Luke & St John Ecclesiastical Charity

Accounts for the Year Ended 31st December 2021

Registered Charity Number 1078441

St Luke & St John Ecclesiastical Charity

Statement of Financial Activities

For the Year Ended 31st December 2021

	General Fund	Property Fund	Endowment Fund	Total 2021	Total 2020
Income and Expenditure	£	£	£	£	£
Incoming Resources					
Regular Lettings	37,627	0	0	37,627	23,458
Casual Lettings	0	0	0	0	0
Parking Rents	11,674	0	0	11,674	13,478
Garage rents	0	0	0	0	0
CBF Interest & Dividend	422	0	0	422	484
Miscellaneous	0	0	0	0	0
Donations	8,120	0	0	8,120	1257
Total Incoming Resources	57,843	0	0	57,843	38,677
Resources Expended					
Charitable grants	7,000	0	0	7,000	16,867
Water, Heating & Lighting	2,850	0	0	2,850	2,653
Telephone & Internet	407	0	0	407	382
Insurance	1,478	0	0	1,478	1,329
Cleaner	5,767	0	0	5,767	3,377
Projects & Improvements	11,652	0	0	11,652	3,522
Furniture & Equipment	934	0	0	934	363
Maintenance	2,741	0	0	2,741	4,968
Coordinator Pay	11,686			11,686	11,368
Administration	1,550	0	0	1,550	898
Provision for Doubtful Debt	40	0	0	40	0
Total Resources Expended	46,105	0	0	46,105	45,727
Net Incoming Resources	11,738	0	0	11,738	(7,050)
Gains on Investment Assets					
Realised	0	0	0	0	0
Unrealised	0	0	2,032	2,032	914
Net Movement in Funds	11,738	0	2,032	13,770	(6,136)
Fund Balances Brought Forward at the Start of the Year	76,914	155,050	14,200	246,164	252,300
Fund Balances Carried Forward at the End of the Year	88,652	155,050	16,232	259,934	246,164

The notes on page 3 form part of these accounts.

St Luke & St John Ecclesiastical Charity

Balance Sheet as at 31st December 2021

	General Fund £	Property Fund £	Endowment Fund £	Total 2021 £	Total 2020 £
Fixed Assets					
Freehold Property (note 2)	54,950	155,050	0	210,000	210,000
Current Assets					
CBF Deposit Fund	29,003	0	0	29,003	17,581
CBF Investment Fund		0	16,232	16,232	14,200
Cash at Bank	5,697	0	0	5,697	5,085
Cash & Stamps in Hand	93	0	0	93	95
Debtors and Prepayments	198	0	0	198	-694
	34,991	0	16,232	51,223	36,267
Liabilities Due Within One Year					
Creditors & Accruals	1,139	0	0	1,139	103
Security Deposits	150			150	
	1,289	0	0	1,289	103
Net Current Assets	33,702	0	16,232	49,934	36,164
Total Assets Less Current Liabilities	88,652	155,050	16,232	259,934	246,164
Net Assets	88,652	155,050	16,232	259,934	246,164
Funds					
General Fund	88,652			88,652	76,914
Property Fund (note 2)		155,050		155,050	155,050
Endowment Fund			16,232	16,232	14,200
	88,652	155,050	16,232	259,934	246,164

The notes on page 3 form part of these accounts.

Approved by the Board of Trustees and signed on its behalf by: -

Trustee: Margaret Birch

Date: 20th March 2022

Trustee:

Date: 20th March 2022

St Luke & St John Ecclesiastical Charity

Notes to the Accounts.

1. Accounting Policies

These accounts have been prepared under the historical cost convention as modified by the inclusion of the freehold property at valuation and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

The Trustees consider all expenses constitute direct charitable expenditure.

2. Freehold Property

The property, St Luke's Church Hall, was substantially refurbished during 2000 at a cost of £54,950. As the property is owned by the charity, the trustees decided to introduce it into the accounts at a valuation to reflect the refurbishment. It has been included in the accounts at a site value of £210,000 as provided by Kirkham Pryer, Chartered Surveyors, Estate Agents & Valuers on 11th January 2001.

The valuation has been used for an impairment review under the transitional provisions of FRS11 "Impairment of Fixed Assets and Goodwill" and a Property Fund established to reflect the difference between the valuation and the refurbishment costs of £155,050.

As the site value is essentially the value of the land no depreciation will be provided.

St Luke & St John Ecclesiastical Charity

Independent Examiner's Report to the Trustees of St Luke & St John Ecclesiastical Charity

I report on the accounts of St Luke & St John Ecclesiastical Charity for the year ended 31st December 2021, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes as set out on pages 1 to 3, respectively.

Respective Responsibilities of the Trustees and Independent 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 Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- 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
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
    - to keep accounting record in accordance with section 130 of the Charities Act; and
    - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act.

    have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Simon Sheldon FCA
Director of Harper Sheldon Limited
Chartered Accountants
Midway House
Staverton Technology Park
Herrick Way
Cheltenham
GL50 1UA

Date: 24th March 2022

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2021

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES					
Donations and other similar incoming resources	2a, 2b	107,687	13,240	120,927	111,001
Incoming resources from operating activities					
Income from events and activities	2c	3,875		3,875	1,064
Investment income	2d	3,071		3,071	2,849
Transfer from General to Restricted Fund				-	66,650
TOTAL INCOMING RESOURCES		**114,633**	**13,240**	**127,873**	181,564
RESOURCES EXPENDED					
Charitable expenditure					
Costs in furtherance of charitable objects	3a, 3b	84,296	39,841	124,138	155,722
Management and administration	3c	3,704		3,704	2,736
Transfer from General to Restricted Fund				-	66,650
TOTAL RESOURCES EXPENDED		**88,001**	**39,841**	**127,842**	225,108
NET INCOMING/OUTGOING RESOURCES		**26,632**	- **26,601**	**31**	- 43,544
Total funds brought forward		74,214	54,393	128,606	172,151
Total funds carried forward		**100,846**	**27,791**	**128,637**	128,606

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

BALANCE SHEET AT 31 DECEMBER 2021

	Note	£	2021 £	2020 £
Current Assets				
Stock of Traidcraft Goods		-		-
Debtors	4	1,414		600
Cash in hand and at NatWest Bank		78,067		79,362
Short-term deposits (Central Board of Finance)		49,508		49,508
		128,988		129,470
Creditors	5			
Amounts falling due within one year		351		863
Net Current Assets			128,637	128,606
Total assets less current liabilities			128,637	128,606
FUNDS				
Unrestricted (General Fund)	6		100,846	74,214
Restricted Funds	7		27,791	54,393
			128,637	128,606

Approved by the PCC at a Standing Committee meeting on 14/03/2022 and signed on its behalf by

Revd Patrick Wheaton (Chairman)

Mr Jonathan Chestney (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

1 ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention, as modified by the revaluation on investments and in accordance with applicable accounting standards in the United Kingdom and with the Statement of Recommended Practice (issued October 2000) relating to accounting by charities together with the Charities Act 2011 and the Church Accounting Regulations. A summary of the more important policies, which have been consistently applied is set out below.

Incoming Resources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor. Income tax recoverable on covenanted or gift aid donations is recognised when claimable. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by fund raising and other similar events are accounted for gross. Sale of books and magazines from the church bookstall are accounted for gross. Dividends and interest are accounted for when due.

Outgoing resources

Outgoing resources are recognised in the period in which they are incurred. Outgoing resources are allocated to the type of activity to which they relate.

Investments

No investments are held by the PCC as at 31 December.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts on the basis that property is inalienable and historic, and that reliable cost information is not available.

All expenditure incurred during the year on consecrated or beneficed buildings is written off. Equipment used within the church premises has been written off and future acquisitions will be charged against revenue when purchased.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the church council for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

Registered Charity Number: 1184357

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2021

2 INCOMING RESOURCES

		2021		2020	
		£	£	£	£
		Unrestricted	**Restricted**	Unrestricted	Restricted
2a, 2b	**Voluntary receipts**				
	Planned Giving	71,181		61,978	
	Collections at Services	3,524		2,121	
	Donations	8,216	2,500	15,691	3,402
	Special Appeals	3,830		3,770	
	Gift Aid	16,935		14,686	
	Legacies	4,000		-	
	Grants		10,740		9,353
2c	**Activities for Generating Funds**				
	Fundraising				
2d	**Investment income**				
	Dividends & Interest	86		692	
	Rent from Land & Buildings	4,026		2,157	
2c	**Church Activities**				
	Fees retained by PCC	2,429		428	
	Trading	406		636	
	SUB-TOTAL of all receipts above:	114,633	13,240	102,158	12,755
	Other Receipts not already listed	-	-	-	-
	TOTAL INCOMING RESOURCES	**114,633**	**13,240**	102,158	12,755

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

3 COSTS IN FURTHERANCE OF CHARITABLE

	2021 £		2020 £	
	Unrestricted	**Restricted**	Unrestricted	Restricted
Costs of generating funds				
Costs of fundraising activities	-		-	
Church Activities				
Mission giving and donations	22		22,724	
Diocesan parish share contribution	65,000		55,000	
Salaries, wages and honararia	300		300	1,860
Clergy and staff expenses	1,420		731	
Church expenses				
Mission and evangelism costs	1,302		40	13
Church running expenses	7,206		6,728	
Church utility bills	10,436		7,991	
Costs of trading	-		429	
Major capital expenditure				
Major repairs to the church building	2,315		-	
Major repairs/redecoration (other property	-		-	
New building work		39,841		62,641
SUB-TOTAL of all expenditure payments item	88,001	39,841	93,944	64,514
Other payments not already listed	-	-	-	-
TOTAL RESOURCES EXPENDED	**88,001**	**39,841**	93,944	64,514

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

		2021 £	2020 £
4	**Debtors**		
	Income tax recoverable	1,200	600
	Prepayments and accrued income	214	-
		1,414	600
5	**Creditors: Amounts falling due within one year**		
	Accruals	351	863
6	**Unrestricted Funds**		
	General Fund	45,924	45,891
	Designated Funds	54,922	28,322
		100,846	**74,214**
	See analysis for further information about designated funds.		
	Thank you	46,822	28,322
	Mission giving	8,100	-
	Balance at 31 December 2020	54,922	28,322
7	**Restricted Funds**		
	Balance at 1 January 2020	54,393	39,501
	Incoming	13,240	79,405
	Outgoing	- 39,841	- 64,514
	Balance at 31 December 2020	**27,791**	**54,393**
	See analysis for further information about the restricted fund.		
	Special projects	25,277	51,878
	Toddlers	2,514	2,514
		27,791	54,393

8 **Traidcraft**
The PCC agreed to wind up the Traidcraft activity at the end of 2020.

9 **Toddlers**
St Luke's Toddlers funds have been included in the church accounts since 2018. The Toddlers fund is restricted, its use being limited to childrens work, or other purposes with the approval of the Toddlers team. Toddlers was suspended throughout 2021 due to COVID.

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2021

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES					
Donations and other similar incoming resources	2a, 2b	107,687	13,240	120,927	111,001
Incoming resources from operating activities					
Income from events and activities	2c	3,875		3,875	1,064
Investment income	2d	3,071		3,071	2,849
Transfer from General to Restricted Fund				-	66,650
TOTAL INCOMING RESOURCES		**114,633**	**13,240**	**127,873**	181,564
RESOURCES EXPENDED					
Charitable expenditure					
Costs in furtherance of charitable objects	3a, 3b	84,296	39,841	124,138	155,722
Management and administration	3c	3,704		3,704	2,736
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TOTAL RESOURCES EXPENDED		**88,001**	**39,841**	**127,842**	225,108
NET INCOMING/OUTGOING RESOURCES		**26,632**	- **26,601**	**31**	- 43,544
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		128,988		129,470
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Revd Patrick Wheaton (Chairman)

Mr Jonathan Chestney (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2021

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Registered Charity Number: 1184357

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2021

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		2021		2020	
		£	£	£	£
		Unrestricted	**Restricted**	Unrestricted	Restricted
2a, 2b	**Voluntary receipts**				
	Planned Giving	71,181		61,978	
	Collections at Services	3,524		2,121	
	Donations	8,216	2,500	15,691	3,402
	Special Appeals	3,830		3,770	
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	Legacies	4,000		-	
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For the year ended 31 December 2021

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PAROCHIAL CHURCH COUNCIL OF ST. LUKE & ST. JOHN, CHELTENHAM

England & Wales - Charity number 1184357

Accounts

St Luke's Church

Annual Parochial Church Meeting 2021

April 2021

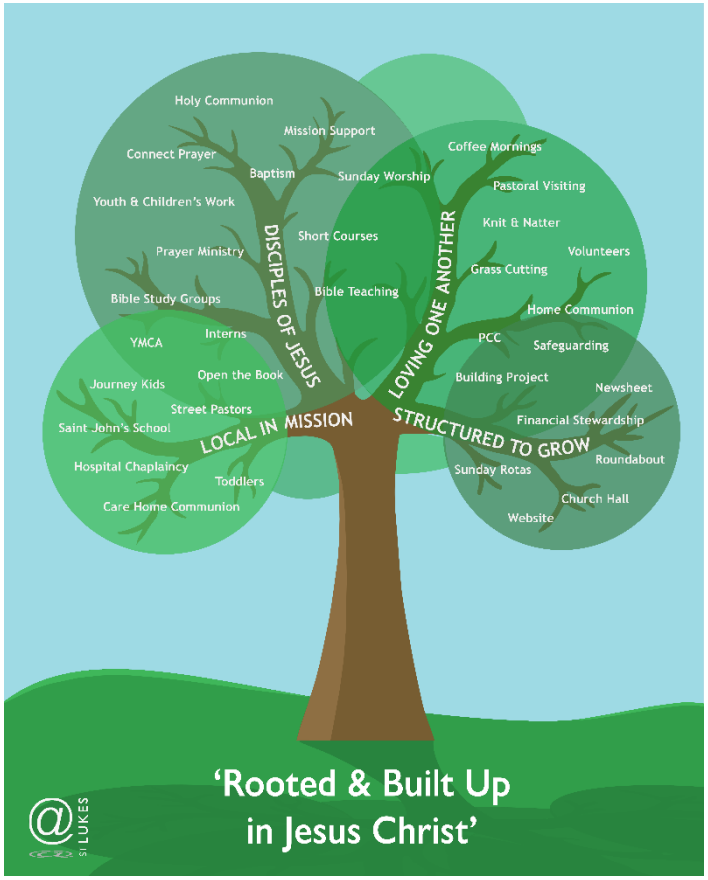


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GENERAL INFORMATION

ANNUAL MEETINGS

Minutes of the MEETING OF THE PARISHIONERS held at St. Luke's Church on Sunday 18th October 2020 at 9am

Chaired by Revd Patrick W (PW)
PW explained that our meetings today would be mainly focused on completing necessary formal business to comply with Church of England annual requirements. He then opened in prayer.

Apologies for Absence received:
Sarah C, Richard C, Carole D, Hellen H, Tony H, Sheila L, Howard M, Vibeke N

Approval of minutes of meeting held on 28th April 2019:
Approval of the minutes was proposed by Jonathan C, seconded by Victoria B, and accepted by all as a true record.

Matters Arising:
None

Election of Officers:

There were two written nominations for churchwardens to serve St Luke's in the year ahead.

Victoria B, being proposed by Jenny S and seconded by Robert B, and **Terry H**, being proposed by Jenny S and seconded by Hazel B, were duly and unanimously elected as churchwardens.

Report of Trustees – St Luke and St John Ecclesiastical Charity (St Luke's Church Hall)

Simon B, on behalf of the Hall Trustees (namely PW, the churchwardens, Margaret B and Simon himself) had prepared a written report, which was accepted by the meeting – proposed by Robert B, seconded by Victoria B.

PW thanked Simon B (Treasurer) and Margaret B (Chairman) for their continued hard work in managing the Church Hall as a charity. Sylvia L (Bookings Manager) and Lesley T (Facilities Manager) were also thanked for their efforts in making the hall Covid secure. This has allowed the building to be used as a community resource and a facility for people to meet in person, as well as providing long-term income, which benefits St Luke's.

Any Other Business

None

ANNUAL MEETINGS

Minutes of the ANNUAL PAROCHIAL CHURCH MEETING held at St. Luke's Church on Sunday 18th October 2020 (following the Meeting of the Parishioners)

Chaired by Revd Patrick W (PW).

1. **Apologies for absence received**:
Sarah C, Richard C, Carole D, Hellen H, Tony H, Sheila L, Howard M, Vibeke N

2. **Approval of minutes of meeting held on 28th April 2019**:
Upon proposal by Catherine M, seconded by Peter B, the minutes were accepted by all as a true record.

3. **Matters arising**:

None

4. **Elections:**

- **PCC:** Catherine M stood down after her second term (total of 6 years' service) and PW thanked her for her contribution to PCC over all these years. Jonathan C has also now completed his second term as a PCC member and is therefore standing down. However, we are enormously grateful that he has agreed to continue his work as Treasurer until next year's APCM. He will be co-opted onto the PCC as Treasurer at our November meeting.
  PW asked that we pray for the right person to take on the Treasurer role next year. St Luke's has depended greatly on Jonathan's expertise. He is currently supported by Simon N and Linda R undertaking specific finance tasks, but we may need to look at dividing up the role further, so that more assistance can be given to the new Treasurer.
  One written nomination was received for a new PCC member to replace Catherine M. **Emma P-W** was proposed by Jenny S and seconded by Victoria B for 3 years (first term).
  In addition, two written nominations were received for existing PCC members to serve a second term of office. **Kit S** and **Stephen S** were both proposed by Jenny S and seconded by Victoria B for 3 years (second term).
  Emma, Kit and Stephen were all duly approved and elected.

- **Deanery Synod**: There were two nominations to serve as Deanery Synod representatives for a new 3-year term. **Juliette M** was proposed by Jenny S, seconded by Robert B, and **Peter B** was proposed by Jenny S, seconded by Hazel B. They were both also elected by a show of hands.

- **Independent Examiner**: Sally C was appointed and confirmed as Independent Examiner for another year upon a proposal by Jonathan C, seconded by Robert B, which was accepted unanimously.

5. Reports:

Electoral roll

As explained in Catherine M's report, this could not be updated in the usual way this year, so the electoral roll has remained almost identical to last year with only the removal of a few names who have moved away or died. The electoral roll will be revisited before next year's APCM and names of new church members added then.

Financial statements of the PCC, including adoption of accounts

See the written report, which contains all details of our income and expenditure. Linda R proposed, and Ernie H seconded, the adoption of this year's financial report. All were in favour.

Churchwardens' report and other reports

PW asked whether there were questions about any of the written reports.

Robert B asked whether any differences had been noticed as a result of the PCC becoming a charity last year. The answer was essentially 'no', but it was nevertheless considered beneficial for us to have already registered as a charity as this will soon become a requirement, and it enables our annual accounts to receive extra checking by the charity commission.

Stephen S asked about Imran K's membership of the PCC as he was elected last year. PW explained that Imran had stepped down during the year for personal reasons. We could in theory have appointed another PCC member to replace him at today's meeting, but it was felt that our current PCC size was working well for St Luke's at present.

Minister's report

PW began by thanking various church family members for their contributions to church life:

- Jenny S for her efficient work as PCC Secretary
- Terry H and Victoria B, our churchwardens, for their practical and spiritual support – particularly for their participation in strategic planning and working out a vision for the church during this period of restrictions
- Jonathan C for his dedicated hard work as Treasurer (we thank God for His provision to us of Jonathan!)
- Peter R for his overseeing of absolutely everything concerning our church building, both that which still looks the same (being successfully upkept), and that which has changed (development projects)
- Howard M for his role as Sacristan, preparing what is needed for communion as well as many other small tasks behind the scenes
- Stephen L, who has taken the lead on technology issues in recent months, providing expertise and knowledge regarding how to put services online, as well as his time and effort to produce our weekly videos

- Mary C for her administrative and support work in the office

A particular vote of thanks was also given to Vaughan K, who has decided to step down as Reader after many years of serving St Luke's in this role. A gift from the PCC will be delivered to him next week.

So many others not named specifically contribute so much to the life of our church, and PW expressed his gratitude to everyone who serves the church family in any way.

PW talked about this period as a different time to last year or to where we would have been in April this year. This is a time for looking at where God is taking us in the future, rather than looking back to how things used to be.

PW read out Hebrews chapter 10, verses 19-25. The two words 'let us' are repeated several times, and these verses include the command 'let us not give up meeting together'. PW stressed that, despite online alternatives, meeting together in person was at the heart of being a church community and of us being St Luke's. Our aim is to remain one church family despite being in our separate service 'bubbles' (having four services allows everyone who wishes to attend a service to do so).

PW suggested that being deliberate in our intention to meet in person is theological (Hebrews 10), contextual (through human interaction people's spiritual needs can be met) and therefore beneficial (meeting with God brings human well-being). We will therefore continue to meet in smaller groups in more places during the week, ensuring that we are Covid secure and regulation compliant, but that we can be together in person. Remembrance Sunday and Christmas will both need to be celebrated differently this year. We should work together on this to give people opportunities for remembrance and for Christmas celebration in new ways – not involving large gatherings within our church building.

6. Any other business

Victoria B thanked PW on behalf of all of St Luke's for his dedication to our church family, particularly during the challenging months of lockdown – for his logistical and practical efforts to pursue all avenues of what could be done, combined with his spiritual leadership. We keep him and his whole family in our prayers.

7. Closing prayer

We said the words of the Peace together and ended the meeting in prayer.

st luke&st johnparishcheltenham

Parochial Church Council

Annual Report 2020

Legal and Administrative Information

Name: Parochial Church Council of St. Luke and St. John, Cheltenham

Location: St. Luke's Road, Cheltenham

(Address for correspondence)
St. Luke's Church
St. Luke's Road
Cheltenham
GL53 7HX

Members: Members who served during the year were as follows (in alphabetical order):

Mrs. Victoria B	(Churchwarden, ex officio)
Mrs. Hazel B	(re-elected, April 2018 for 3 years)
Mr. Peter B	(Reader, ex officio)
Mr. Jonathan C	(co-opted, November 2020 - Treasurer)
Mr. Terry H	(Churchwarden, ex officio)
Mrs. Juliette M	(Deanery Synod rep, ex officio)
Mrs. Emma P-W	(elected, October 2020 for 3 years)
Mrs. Linda P	(re-elected, April 2018 for 3 years)
Mr. Peter R	(elected, April 2019 for 3 years)
Mr. Stephen S	(re-elected, October 2020 for 3 years)
Mr. Kit S	(re-elected, October 2020 for 3 years)
Mrs. Jenny S	(elected, April 2018 for 3 years)
Revd. Patrick W	(ex officio from 28th February 2016)

Secretary: Mrs. Jenny S

Related Charity:

St. Luke and St. John Ecclesiastical Charity (St. Luke's Church Hall)
The trustees are made up of the chair of the PCC (clergy), the two churchwardens and two representatives elected by the PCC.

Independent examiner:

Sally Colbourne
Chartered Accountant
125 Meadow Road
Malvern

Bankers: National Westminster Bank plc, 31 Promenade, Cheltenham, GL50 1LH

Jenny S
PCC Secretary (April 2021)

VICAR'S REPORT **PATRICK W**

'Praise be to the God and Father of our Lord Jesus Christ! In his great mercy, he has given us new birth into a living hope through the resurrection of Jesus Christ from the dead.'

Peter begins his letter to dispersed Christians in the 1st century with these words. I think they fit well in this post-Easter season with some light ahead of us for the post-Covid world. The last year has seen much that has brought sentiments and experiences of darkness, anxiety and panic. Strictly speaking, this report covers only the period since the last APCM, which occurred in October, but the wider timeframe is appropriate for much of our thinking. In this period, I see a huge amount to give praise to God for and I see also the hope he has imbued within us at St Luke's. As mentioned on Easter morning, this hope is not rooted in warmer weather, decreasing infection rates and deaths or increasing vaccinations. We thank God for these trends; however, our hope is founded not in the circumstances of life but in the resurrection of Jesus Christ. The resurrection alone provides a living hope that will never perish, spoil or fade.

Even in the six months since our last APCM, there are so many ways that God has been at work, granting evidence of life through resurrection hope. Although dispersed, as not everyone has felt able or comfortable to join in-person for worship, online and virtual engagement has enabled us to stay connected as followers of Jesus. There has been a communal engagement with God's word through our daily Bible readings. Some of our church family passed the latter on to friends and relatives. At least one visitor to one of our Easter services came because he had stumbled across the daily Bible readings and found them helpful. There have been others too who have joined our worshipping community at St Luke's during the lockdown months. I have met others who have expressed the intention to join us once they have received their second vaccination. We have spiritual new birth ourselves through the resurrection and we see shoots of new life of God's work through us at St Luke's. This is the same resurrection power in action.

Our worship in-person has been itself an expression of hope. The determination to be the physically gathered people of God, doing so in a manner that abides by all safety guidelines, has been an encouragement to me each week. I hope it has to you all. Particular thanks should go to our small group of musicians, technical team, stewards and those involved with leading worship and prayers, that have made each service possible. I also want to draw particular attention to those children and young people who have attended. They have been a wonderful model of commitment to Christian fellowship at a time when we have not been able to offer anything which might be classed as 'for them.' At the other end of the age spectrum, each Wednesday morning, the congregation with an average age approaching 85 fill the building with the hope of the resurrection. A regular gathering of a dozen or so has shown that hope in Jesus need not retire in any circumstances.

I feel we have been blessed by Carla and Allan. Both are exploring the Lord's leading over their long-term place in Christian ministry. Personally, I have benefitted from their conversation and discussion on Wednesday mornings. As with all 'interns' over the years, they are a reminder to be proactively training up and giving opportunity to the next generation of Christ-centred church leaders who will sustain and expend the message of resurrection hope in Jesus.

I could continue to point out many other instances of resurrection hope at St Luke's, but finish with one more. In the midst of a national lockdown that prevented us meeting in worship we launched the 'let us look to the future together' financial appeal for the ministry at St Luke's and saw God stir hearts in gracious generosity. Very few churches indeed will have such a testimony to an understanding of eternal inheritance being far more valuable than earthly riches.

Two notes of personal thanks to finish. I am indebted to the support and collegiate leadership of Terry and Victoria over the entirety of the last twelve months. We should give thanks for their love and service to our church family. As Victoria steps down as warden and moves to Saint John's, we can look forward to continuing ministry amongst the school community. Second, I am thankful to Louise and the rest of my family for all the support they provide behind the scenes. Paper is folded, continuous recording is tolerated and church life conversation is listened to. A Vicarage family is a rarity these days so I am grateful they live it with me.

None of us know exactly what they next year will hold. I am certain though that the Lord will ensure it is filled with resurrection hope, on account of His mercy and to His praise.

ST LUKE'S CHURCHWARDENS' REPORT **TERRY H & VICTORIA B**

2020 - 21 has seen St Luke's rise to the challenge of the pandemic and the resulting constraints to worship. As we stated in last year's report, during lockdown we were able to respond with a range of offerings, to provide spiritual nourishment and to offer practical support. Some of these – for example, our on-line service – have continued through the current restrictions, offering teaching and hope to the congregation and to those who cannot be with us in person. As restrictions eased, we made the decision, prayerfully, to reopen St Luke's to conduct services in person as soon as we were able. A number of people worked extremely hard to ensure that we followed guidelines carefully and were able to provide a safe environment. Initially, we were able to offer four services each week and it has been wonderful to see a regular total of around 80 people attending these each week – with many others joining our live stream. It has also been particularly encouraging to see a number of new people joining us this year. We give thanks to all of those who helped ensure that these services could run and also to our congregation who have been most careful to show care to others by following the guidelines. Please do continue to give thanks to God that we have been spared a serious outbreak of Covid during this period and for His ongoing care over us.

Patrick has shown great energy and commitment throughout this period and we continue to pray for Patrick's leadership - and his family, in their service at St Luke's.

Work on St John's chapel is complete – with work on the far toilet underway. St John's chapel looks wonderful – many thanks to all who have been involved in this work – especially Peter R who has led this work with dedication and vision.

It has been great to see the appointment of two Ministry Assistants this year. Both Allan and Carla have led and preached at our services and have run several of our mid-week bible studies. In addition, Allan has provided children's teaching. Carla has also led the 'Footsteps' initiative – focused on community outreach.

With outreach in mind, we changed our Christmas services last year. We moved the Carol service outdoors – with invitations delivered to the local community. Over 70 attended this event with at least a dozen visitors. It was wonderful to be able to witness publicly to Jesus in this way, whilst inviting the community to participate. We hope to develop more services along these lines this year. In addition, we moved the Midnight service to an earlier evening spot, providing an opportunity to take communion over Christmas at a time that might encourage more to join us - over 50 attended this.

We have continued to strengthen our relationships with our Mission Partners – with several of these speaking at our morning services in January. It is so good to see the work they do and to know that our support is put to such good use.

With regret, Victoria has decided to step down from her role as Churchwarden, following her appointment as Head Teacher at St John's school. However, this presents a wonderful opportunity to build on Juliette's work, in strengthening the ties between the school and St Luke's.

Whilst the past year has tested us at times, it has been so encouraging to have continued to meet and worship in person. Furthermore, we can praise God and be grateful to Him, that we are able to worship freely, that He is building us as a people and that He is sovereign over all things.

DISCIPLES OF JESUS

SUNDAY & MIDWEEK SERVICES **PATRICK W**

Our worship together has offered a variety of experiences. On the one hand, there has been the joy and delight of being able to meet with each other - for many of us in-person but for others virtually. Communal worship has been a powerful expression of hope in Jesus Christ. I am also grateful for the manner in which everyone attending services has sought to keep to guidelines both inside and outside the church building. Especially during this last lockdown, I believe this has been a valuable witness of love and care to each other and our community. Alongside the joy, there have been threads of discomfort, in no order of priority: the frustration of not being able to sing in worship; the sadness of missing fellowship after the service; the sense of separation through both social distancing; knowing some of our family are not present in person. Some have commented that worship has felt dutiful rather than delightful at times. In such circumstances, I commend you all for your duty and pray the Spirit will bring delight. We should all be thankful for the freedom we have enjoyed to meet in worship and thankful for the hard work of all those who have served our church family in enabling services to take place. My personal thanks go to our musicians, stewards and technical team behind the scenes.

WEEKLY BIBLE READING **PATRICK W**

We have continued with Daily Bible readings, finishing our series working through the Psalms and then journeying through Matthew's gospel during Lent, following Jesus through his earthly ministry on his journey to the cross and joyful, victorious resurrection. Part of the wonder of technology is that YouTube gives analysis of how many are tuning in to these videos. Around 40 different accounts tune in to watch the videos. Some of those will be couples sharing a screen. I am enormously encouraged by this level of engagement and also by the unseen fellowship between us as we have learnt, reflected and prayed together. Thought will need to be given over whether and how we continue this ministry. For the moment, I am enormously grateful to all those who have contributed – Ernie, Peter, Carla and Allan. We should give thanks for the gifts of spiritual teaching the Lord has blessed us with at St Luke's.

SHORT COURSES **PATRICK W**

For three weeks before Christmas, we ran 3-2-1. This Short Course functions as an introduction or reminder to the Christian faith. As the title implies, it begins with God as 3, Father, Son and Spirit, living in a community of love together. From this eternal relationship of God stems our understanding of God and His call of love to us. There are then 2 individuals, Jesus and Adam. One represents human life as it was created to be, the other our family inheritance. Then, through Jesus' death and resurrection, we are offered the chance to be 1 with Him and so restored to the family of God, living within His love. Eight of us gathered over three evenings in the Church Hall with some video input and chance for discussion. Attendees were a mix of newcomers to St Luke's, and some who are exploring the Christian faith. It was a reminder of two things: First, the value of being able to participate in learning and exploring the Christian faith together. This is the very nature of being a disciple; Second, the power of God to communicate and engage with people through His word in the Bible. I look forward to a time when we can continue to grow as disciples of Jesus together in similar format. I also give thanks for the wonderful facility the Church Hall offers us as a means to our ministry as a church.

CHILDREN & YOUNG PEOPLE GROUPS **ALLAN B**

Between the first and second lockdowns, St Luke's began an informal café-style service for families in the church hall on Sunday afternoons. Over the Summer and Autumn months, this was well-attended and offered an opportunity for families to grow together in faith. Bible teaching was supported with video, practical activities and discussion. There was also time, when restrictions permitted, for fellowship as well as dancing, football and softball in the park!

One-off events, such as a light party for All Hallow's Eve, a Christmas pop quiz and a Christmas meal, were also appreciated by those who came, as well as enabling church members to reach out to their friends and bring them along.

Please pray for families as they manage education, work and other responsibilities; for wisdom for leaders about when and how to resume weekly activities for children and young people; for children and young people as they deal with the challenges of the Covid-19 restrictions and for those who have assessments in the Summer.

MINSTERS IN TRAINING **ALLAN B & CARLA T**

As ministers in training, Allan and Carla have met regularly with Patrick for informal discussion and teaching and they been given opportunities to serve both the St Luke's congregation and the wider community.

From Allan: As a family, we have been grateful for opportunities to serve, including preaching, leading, supporting services and an evangelistic course. During this time, I have completed my research project and theological studies and will formally graduate soon. We would value your prayers as we look forward for the next step in service as a family.

From Carla: I started as a Ministry Trainee at St Luke's last September, simultaneously starting a job as a Community Youth Worker with a youth charity in Winchcombe four days a week. Serving at St Luke's was quite a change from my international lifestyle and non-Anglican background - let alone in the midst of Covid-19! However, I found a warm and welcoming church family of which I have really enjoyed being a part. With a heart for evangelism and mission, I was grateful to Patrick for empowering me to start Footsteps (see later in this booklet), as well as providing opportunities for me to preach. Alongside the traineeship, I have been exploring Pioneer Ministry in the Church of England and, to this end, I hope to appear before a Pioneer Panel in the Summer and a Bishops' Advisory Panel in the Autumn. I thank St Luke's for being part of this unfolding journey.

CARE HOME MINISTRY **ERNIE H**

Obviously due to the lockdown, the ministry to both Oakhaven and Thirlestaine Care Homes had to stop. However, regular contact has been maintained and it has been encouraging to hear that, although some of the residents in both homes have caught the virus, there have been no deaths attributed to it.

Likewise, it is good to know that all the residents and staff have now been vaccinated and the activity staff in both homes have attempted to compensate spiritually for the lack of the monthly communion service by providing individual bible reading and prayers to residents who have requested them.

Please continue to pray for the welfare of residents/staff at both homes and especially that, now we have a potential road map set out to come out of lockdown, the church's ministry to both homes can restart sometime over the summer.

MISSION PARTNERS **MARION B**

During January 2021, we had opportunity to hear directly from four of our mission partners through:

- We had a personal visit from Andy McC, who is the leader of The Rock, a youth support charity based at the old St Peter's church on Tewkesbury Road.
- Representing environmental charity A Rocha, Petra challenged us to make some sustainable changes to our lifestyles.
- WorldShare, our newest mission partner, provided us with a video presentation about some of the projects they are supporting around the world. They partner with Christian leaders in poor communities to bring the Gospel, hope and transformation.
- We enjoyed a Zoom call with Mike and Barbara W, serving with Operation Mobilisation (OM). They are now living in London; Mike is building contacts with the local Bangladeshi community and mentoring a number of young men while Barbara continues to manage some of the financial aspects for OM.

We also supported financially and in prayer:

- Liz W - working with Wycliffe Bible Translators.

Liz continues to work from Cheltenham to support her teams in Francophone Africa working on Bible translation, literacy work and encouraging churches to make use of the Scriptures. She was already used to spending many hours on Zoom calls! She now has a full team but they face challenges in keeping projects going because of the pandemic. Many language teams have produce materials to help prevent the spread of the virus.

- Tearfund
- Cheltenham YMCA
- Gloucestershire Youth for Christ

KAKUNYU SCHOOL, UGANDA **RACHEL S**

Due to Covid precautions, the school closed on 20th March 2020 on orders from the Ugandan government and it was not until the 15th October that students were allowed back, starting with the P7 class, to allow them to prepare for the national exams. The exams were postponed from December until the end of March this year. We wish all our P7 candidates this year the best of luck after a challenging year of schooling. Throughout the school closure, the teachers at Kakunyu continued to be paid half of their salary. Extensive requirements had to be met so that the school could comply with Covid precautions and be allowed to reopen. Work has also continued toward making improvements at the school site. Bricks have been made that will be used for the construction of a dormitory on the Up site that the Management Committee plan to construct in the future. Additionally, a new kitchen has been completed and the new fuel saving stove is installed, with the in-built Chulli System that boils water while the stove is being used and stores it to form a drinking water supply.

Friends of Kakunyu School as a charity are working with Kakunyu school to become financially independent over a three year period and we are gradually reducing the monthly financial support that is sent.

OTHER CHARITABLE GIVING & SUPPORT **HEATHER B**

Although unable to maintain the monthly contributions from church to the Foodbank, many have supported this vital charity with volunteer deliveries from Elim, as well as regular financial assistance throughout the year. St. Luke's no longer supports Traidcraft but Heather has kept her account and continues to supply loyal customers with their tea, muesli, Easter cards etc. In addition, Prayer Pastors has continued to support the Street Pastors, although this ministry clearly has been curtailed during lockdown.

One development to record is ending the longstanding Children's Society box collection. Over many years, faithful volunteers pounded the Parish, house to house, then more latterly a dozen or so supporters filled boxes with small change (and notes and cheques). As few of us use cash nowadays and with the virus this year, it seemed a good time to end after nearly 30 years. The total for the last time £290.52.

LOVING ONE ANOTHER

FLOWER BUNCH **CATHERINE B**

We have ten members in our team. Our challenge this past year has been to keep doing the flower arrangements in church in a Covid safe way. However, everyone has been wonderfully flexible so we have been able to continue. Flower donations in memory of loved ones has been great in keeping our costs down. We have been encouraged by people's appreciation of the flower arrangements.

CHURCH GROUNDS **HAZEL B**

Several new things happened in the church grounds during 2020: firstly, we left some areas of grass to grow wild which allowed some interesting flowers to pop up, including pyramidal orchid and orange hawkweed. The longer grass was mown off in late August/September by which time the flowers had finished their annual growth cycle. We plan to repeat this practice in 2021 as part of our commitment to manage our grounds in an environmentally beneficial way. As always many thanks are due to the team of mowing volunteers, masterminded by Kit S, who keep the lawns so well maintained. This year we give particular thanks to John & Margaret B who were a key part of the mowing team for some 20 years. Another great improvement last year was the new paved pathway leading from the gate to the west door, and very many thanks to Chris K who organised this. In addition, he and Retha have re-laid and straightened nearly all the stones that border the grass next to the gravel. We are most grateful to all those who have contributed to keeping our church grounds in good shape.

CHURCH CLEANING **PETER R**

Church cleaning has been an extra challenge during these times of restriction and with the requirements for the church to "Covid-secure". However, there have been many involved in keeping the church clean, as well as having the opportunity for a Spring Clean most recently. Thank you to all those who have helped during the year.

LOCAL IN MISSION

FOOTSTEPS **CARLA T**

Footsteps was established in September 2020 with a team of four. Its purpose is to have a missional and pastoral presence outside of the church walls, while building genuine connection between St Luke's and the local residents. It has continued weekly for the most part throughout the various levels of Covid restrictions. Those we haven't physically talked to have received a flyer so they know we can provide a listening ear or prayer if needed, as well as providing details of our in-church and online services should they be interested. Most importantly, they know we are here and that we care.

Our interactions have been very encouraging so far. Many have appreciated the gesture and welcomed a conversation... although we have also had a couple of moments catching people on a zoom call or chilling in their pyjamas! During the latest lockdown and increased transmission risk due to new strains, we stopped knocking on doors but nonetheless continued to pray and walk the streets, trusting that God would still use us. He always put someone in our path to connect with in a meaningful way!

Please pray that we can build upon these relationships over the coming weeks and months and also that St Luke's can be instrumental in hosting community gatherings once again.

SAINT JOHN'S SCHOOL **JULIETTE M**

April 2020 to April 2021 has been an unprecedented year for Saint John's as it has been for all schools.

Covid-19 has put a stop to so many things. However, the school has open throughout this period. During the lock downs, the school remained open for key worker and vulnerable children and staff have worked incredibly hard to provide an education on-line and within the school. We contacted the charity 'family space' who were very supportive and provided supermarket vouchers to families in financial hardship. Sadly, pupils have not been able to go to St Luke's during this time nor has the school been allowed visitors, including Open the Book. However, Reverend W has provided weekly youtube assemblies for the children to watch in their classrooms; these have been well received.

April 2021 brings a new headteacher to Saint John's, Victoria B and, as the outgoing headteacher, I wish her all the very best. We have had a very positive transition and I know the St Luke's Community will support her to ensure that Saint John's is a school 'Where Children Flourish' and follow the Christian values of love, hope, perseverance, truthfulness, forgiveness and humility.

Editorial:
Huge thanks go to Juliette M for her commitment and dedication as headteacher at Saint John's for a good number of years. She has developed many aspects of the school's life, including the connection with St Luke's and achieving an outstanding SIAMS inspection result. There is no doubt she will be missed. We wish her God's blessing in this next step of her life and we are glad that she will continue to be involved at St Luke's, not least through retaining her position on the PCC.

COMMUNICATIONS **PATRICK W**

Communication has been so vital over the last 12 months. In the absence of extended face-to-face conversations and restrictions on mingling after services, keeping in touch in varied ways has been important to sustaining ourselves as disciples of Jesus and also in loving each other. We have had a phone tree operating at certain periods and we also know that many of the church family are proactive at communicating with each other informally. In respect of our formal communication, we are hugely indebted to the team who have enabled our livestreaming of services each week.

Footsteps, local parish deliveries and even our noticeboards form a essential part of how we communicate the presence of God and His people to our local community. Beyond this, our website is a vital link to the online community, as has been our YouTube channel.

Due to Covid restrictions we have not been using service sheets or notice sheets. Consequently, we have seen a dramatic reduction in our photocopying costs and a worthy reduction in our paper usage. Both should be acknowledged and lessons learnt. Paper communication is probably a thing of the past for St Luke's. This makes it ever more important that we continue to develop other forms of communications appropriately.

STRUCTURED TO GROW

DEANERY SYNOD **PETER B**

The Cheltenham Deanery Synod met just once in 2020 where three items were discussed:

1. Deanery Mapping exercise. Whilst this looks like the preamble to another pastoral reorganization (cutting clergy posts), at this stage it is an information-gathering exercise. Recognizing that structural and other changes have happened in town, such as new housing developments, it is hoped to draw up a plan of the town in order to see where the spiritual needs are and where the churches are that might meet them.
2. Resource Churches. Although a little vague, this idea recognizes that some churches are well resourced and may be able to meet the needs identified in Point 1, by a combination of training, equipping and church planting. Holy Trinity would head this up.
3. Anna Chaplaincy. Shortly (ie by the next census) it is believed that 24% of Cheltenham's population will be over 65. There are 57 care homes and Anna Chaplaincy attempts to meet the spiritual need to older Christians (although this is not a single homogeneous group - ed). A Coordinator of this chaplaincy is to be appointed to work across denominational boundaries.

ELECTORAL ROLL **CATHERINE M**

The Electoral Roll shows a small increase in numbers from 99 in 2020 to 102 in 2021. Five names needed to be removed and there were eight applications to join. The new Roll is as accurate a reflection of the church membership as is possible, given the limitations on attendance caused by the Covid-19 pandemic both last year and this.

SAFEGUARDING **SARAH H**

At St Luke's, we are committed to safeguarding children & vulnerable adults. We believe the care and protection of children, young people and adults involved in our church activities are the responsibility of everyone who participates in the life of our church. The Safeguarding Policy has been updated and integrated into one document which now covers Children, Young People and Vulnerable Adults. This can be found on our website. Mandatory Online and Zoom training has continued this year for Basic, Foundation and Leadership courses. The Basic Awareness Course is open to all in our congregation and details can be found on the Diocesan Website. We would encourage everybody to undertake this course, which takes about 1.5 hours to complete on-line. From 1st April 2021, the roles of Parish Safeguarding Officers for Children & Young People and Vulnerable Adults will be combined and will be led by Catherine Martin.

ST LUKE'S CHURCH HALL **SIMON B**

The Church Hall is managed separately from the church (as registered charity no. 1078441) and we would normally present its report and accounts to the Meeting of Parishioners before the APCM. (The full report can be downloaded from the Charity Commission website). The trustees are the Vicar and Wardens ex-officio (Revd Patrick W, Victoria B and Terry H) and two nominees of the PCC, Margaret B (Chairman) and Simon B (Treasurer). Mary C provides secretarial support to the trustees. The Hall employs two staff: Sylvia L is Bookings Manager; Lesley T became Facilities Manager in October, succeeding Daniel McS who left in July after six years' service. The trustees are very grateful to them for their hard work and dedication.

Income was £54,284 (mostly from car parking and letting rooms) slightly down on 2018 - but showing prospects for growth in 2020. The Hall was very heavily booked throughout the year and we had a wide range of users offering a wide variety of educational, social and charitable activities, including games, dance and physical exercise.

Total expenditure was £60.902.

The Hall is well-maintained and there is a continuous programme to look after it and improve its facilities to meet modern standards and expectations. We are planning further steps to reduce its carbon footprint. Last year we spent over £10K on major works and improvements. We made grants totalling nearly £20K to St Luke's Church to support the interns and to help with vital work to the fabric. We made grants of over £4K to Saint John's School.

The Church Hall is a major asset to the community and to furthering the work of the church in the parish.

BUILDING & RESOURCES **PETER R**

In so many ways 2020 did not turn the way we planned at the start of the year. Nevertheless, we have achieved some significant building projects. The first of these was completion of the work on the South Gallery and St John's chapel. We now have two new usable rooms. This represents completion of two phases of a 4-phase project for re-development of this area. Phase 3 is to establish these as comfortable rooms with furniture and carpeting; Phase 4 will see kitchen and toilet facilities added on the south side of the church to serve these rooms and enable them to be self-contained. We have rugs down in the St John's chapel and the reredos is back on the wall so, as soon as we are allowed, we can begin to use this room as a crèche and small self-contained prayer chapel, amongst other uses. The south gallery now has a flat floor and is being used as a store-room at present. We will need to do something with the window in this room before it can be used for much more.

The other major building project has been to address the damp issue in the north toilet. We have received a grant for the roof and this has now been replaced, with the source of the damp being resolved. The toilet has been stripped out including removal of the failed plaster from all the walls in the room. We will need to leave this to dry out before we can re-plaster the walls. The PCC have requested that the toilet is not replaced at this time to save on costs and until Phase 4 of the re-development of the south side of the church is better defined.

In addition to the above projects, other work that has been completed since May 2020 include: new heating controls introduced to enable us to control the heating over the internet and hand sanitisers fitted by the south door and in the porch. We are hoping that, with the lifting of Covid restrictions, 2021 will be a busier year. Key projects we are aiming to deliver include: work to address the windows, particularly the glazing in the West and South windows; development of phase 3 of the South Gallery and St John's chapel areas; repainting of external doors.

REVIEW OF FINANCIAL ACTIVITIES & AFFAIRS **JONATHAN C**

The PCC Treasurer is responsible for the management and reporting of PCC finances through the year, drafting the year-end accounts and arranging for their independent examination.

Income

- Regular Giving: there continues to be a trend towards regular giving through the Parish Giving Scheme, which is the easiest way to support the church, and this now covers nearly two-thirds of our giving. Consequently, we have seen a reduction in standing orders and weekly giving in white envelopes and this has been all the more significant in 2020 due to lockdown.
- Legacies: no legacies were received in 2020.
- 'Let Us' campaign: our church family has again been most generous in donating towards the cost of our activities with £7,900 in one-off gifts and an increase of nearly £7,000 in annual giving with Gift Aid.
- Donations: the church has again benefited from generous gifts from the business of a church member. In addition, we were able to re-surface the churchyard path thanks to a generous donation from a member of the congregation.
- Grants: the PCC received a grant of £9,000 from St Luke and St John Ecclesiastical Charity (the Church Hall) to support the running costs and particularly the Parish Share increase. The hall also covered the costs of our intern, Becca C. Our thanks go to the hall and all those who work hard to maintain this valuable resource.
- Fund-raising: lockdown has severely affected our normal activities and fund-raising has been one of the worst affected aspects. However, we did raise £158 for the Children's Society at our Christingle service early in the year before lockdown.
- Tax reclaimed under Gift Aid: much of our giving was tax-efficient, leading to a tax reclaim of £14,700 through the year. In addition, the church was able to claim back VAT on the gallery work of over £8,800 under the Listed Places of Worship scheme.
- Other: we are now once again receiving regular income from parking in the churchyard, over £2,000 in the year, helping to offset the loss of income from use of the building for other purposes.

Expenditure

- Running Costs: general costs were somewhat lower in the year due to lockdown, with energy costs two-thirds of 2019. Less maintenance was undertaken but a new lawnmower was purchased. Also, there were additional costs to support our hygiene and cleaning regime and the streaming of services.
- Parish Share: the PCC paid a Parish Share to the Diocese of £55,000 in 2020, an increase of 25% on 2019. This increase is part of a journey we are taking to pay the full cost allocation for a church of our size with a full-time minister.
- Mission Giving and Charitable Contributions: £9,050 was paid to our mission partners from 2020 funds, with payments to Tearfund, Worldshare, YMCA, Operation Mobilisation, Wycliffe, and A Rocha of £1,357.50, and £452.50 each to The Rock and Glos YFC. In addition, all outstanding payments from 2018 and 2019 mission giving were made, making our total giving in the year £22,475.

Summary

Compared to world events in 2020, the year could be considered a relatively quiet one in finance terms. However, to say this would be to wholly understate the incredible provision from God's love for us that has allowed us to continue our mission and worship despite all that has happened.

The impact of lockdowns on our worshipping life played its part in reduced income, particularly from unplanned giving in both regular services and occasional ones, such as weddings and funerals. Our strength has been in our committed and generous planned giving and the prayerful response from those who have been able to make special donations through the year to keep us solvent. At the same time, we recognise that the pandemic has affected some people financially and truly thank everyone for whatever they have been able to give.

Our largest item of discretionary expenditure in the year has been the work to the South Gallery, which has continued despite the lockdowns, and finished just a little late in January 2021. While this work was initiated to address repairs due to damage from damp, it is truly encouraging that the work has now transitioned into development work to enable our future vision of mission and service to our community.

We have also been able to meet our Parish Share commitment to the diocese, supporting not only the work in this church but also helping other parishes whose financial position has been affected much more severely by the pandemic. This increased from £44,000 in 2019 to £55,000 in 2020.

At the end of 2019, we recognised the need to increase giving to meet the growing Parish Share and the Foundations appeal was a major factor in achieving our income in 2020 while also supporting the cost of work to the South Gallery, supported by a generous £9,000 donation from St Luke's Church Hall. In late 2020, we launched the 'Let Us' initiative and this has further increased our regular giving, as well as generous one-time gifts. This will be particularly important if we are to be 'self-sufficient' in 2021 without expectations of further grants from the hall. It is this prayerful response to God's love for us that will allow His mission to continue and grow through the work of St Luke's and should allow us to meet the increased Parish Share of £65,000 in 2021.

Our mission giving through the year has also been maintained and has allowed us to support our regular mission partners: Tearfund, Worldshare, Operation Mobilisation, Wycliffe, YMCA, The Rock, Gloucestershire YFC and A Rocha, as well as activities specific to the pandemic: Long Table/Feed the 5,000, and Cheltenham Foodbank. Some of these payments came from 2018 and 2019 giving and £9,050 was donated from 2020 funds.

One other change at the end of 2020 has been the decision to cease the Traidcraft Fair Trade activity in the church. While we hope to continue using Fair Trade products in our church activities, the trading aspects for the congregation have stopped, reflecting not just the impact of lockdown but also the positive development around increased availability of Fair Trade products in shops and online. We are all extremely grateful to Heather and Simon B for their hard work to promote this important aspect of church life over the years.

Another asset we have is our churchyard and we have continued to benefit from income received for parking during the week. Our thanks go to Robert B, who has quietly been developing this asset, and to Peter R and the team for maintaining the parking area.

My personal thanks go: to Linda R who has provided invaluable support to me as she oversees the financial activities and handles all the Gift Aid; to Peter R who invariably gets involved in the financial aspects of the resources work; to Simon N for banking; to Victoria and Terry for all their approvals and to Patrick for his support and guidance. We continue to look at ways to share out the financial duties so do please contact Patrick or me if you believe you can help. Finally, thank you to Sally C, our independent examiner, who has confirmed her willingness to continue for another year.

Jonathan C
PCC Treasurer

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2020

	Note	Un-Restricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOMING RESOURCES					
Donations and other similar incoming resources	2a, 2b	98246	12755	111001	193733
Incoming resources from operating activities					
Income from events and activities	2c	1064		1064	4614
Investment income	2d	2849		2849	2964
Transfer from General to Restricted Fund			66650	66650	1000
TOTAL INCOMING RESOURCES		**102158**	**79405**	**181564**	202311
RESOURCES EXPENDED					
Charitable expenditure					
Costs in furtherance of charitable objects	3a, 3b	91208	64514	155722	108475
Management and administration	3c	2736		2736	5599
Transfer from General to Restricted Fund		66650		66650	1000
TOTAL RESOURCES EXPENDED		**160594**	**64514**	**225108**	115074
NET INCOMING/OUTGOING RESOURCES		**-58436**	**14891**	**-43544**	87238
Total funds brought forward		132649	39501	172151	84913
Total funds carried forward		**74214**	**54393**	**128606**	172151

Parochial Church Council of St. Luke & St. John, Cheltenham

Registered Charity Number: 1184357

BALANCE SHEET AT 31 DECEMBER 2020

	Note	£	2020 £	2019 £
Current Assets				
Stock of Traidcraft Goods		0		146
Debtors	4	600		9195
Cash in hand and at NatWest Bank		79362		123641
Short-term deposits (Central Board of Finance)		49508		40508
		129470		173489
Creditors	5			
Amounts falling due within one year		863		1338
Net Current Assets			128606	172151
Total assets less current liabilities			128606	172151

FUNDS

Unrestricted (General Fund)	6	74214	132649
Restricted Funds	7	54393	39501
		128606	172151

Approved by the PCC at its meeting on 15th March 2021 and signed on its behalf by

Revd Patrick Wheaton (Chairman)

Mr Jonathan Chestney (Member)

The notes on pages 3 to 7 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2020

1 ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention, as modified by the revaluation on investments and in accordance with applicable accounting standards in the United Kingdom and with the Statement of Recommended Practice (issued October 2000) relating to accounting by charities together with the Charities Act 2011 and the Church Accounting Regulations. A summary of the more important policies, which have been consistently applied is set out below.

Incoming Resources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor. Income tax recoverable on covenanted or gift aid donations is recognised when claimable. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by fund raising and other similar events are accounted for gross. Sale of books and magazines from the church bookstall are accounted for gross. Dividends and interest are accounted for when due.

Outgoing resources

Outgoing resources are recognised in the period in which they are incurred. Outgoing resources are allocated to the type of activity to which they relate.

Investments

No investments are held by the PCC as at 31 December.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts on the basis that property is inalienable and historic, and that reliable cost information is not available.

All expenditure incurred during the year on consecrated or beneficed buildings is written off. Equipment used within the church premises has been written off and future acquisitions will be charged against revenue when purchased.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the church council for particular purposes.

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020

2 DONATIONS AND SIMILAR INCOMING RESOURCES	2020 £	2019 £
2a Donations and other similar income		
Gift-aided planned giving (envelopes & banker's orders)	60498	51749
Income tax recovered under Gift Aid	14686	23174
Gift day for general funds	3770	0
Non gift-aided planned giving (envelopes, banker's orders, CAF)	1480	1650
Loose collections at services	2121	6724
Legacy	0	22649
Sundry donations & income (usually for specific purposes)	15691	21516
	98246	**127461**
2b Income on Restricted Funds		
Special projects		
Gift day	0	18762
Listed places of worship VAT grant	6045	17236
Hall Grant	477	12890
Grants	2832	0
Toddlers	181	557
Donations and fund raising	3221	16827
	12755	**66272**
2c Income from events and activites		
Trading - bookstall & bible notes	0	0
Trading - income from use of church buildings	0	521
Trading - income from Traidcraft stall	359	654
Trading - cake stall	0	275
Trading - PCC charges for occasional services	428	1990
Trading - misc income	140	435
Trading - coffee after services	130	680
Trading - income from photocopier	6	58
	1064	**4614**
2d Income from investments		
Dividends & interest	692	685
Rent from land & buildings		
Parking	2157	2279
	2849	**2964**
TOTAL INCOMING RESOURCES	**114914**	**201311.3**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2020

3 COSTS IN FURTHERANCE OF CHARITABLE OBJECTS	2020 £	2019 £
3a Provision of charitable services		
Church running expenses		
Cleaning	193	85
Electricity	1520	2041
Gas	2192	2485
Insurance	4187	3986
Water	91	99
Church maintenance	2263	5187
Major repairs & redecoration	0	0
Special projects	0	0
Purchase of Traidcraft goods	429	583
Overseas missionary societies	5365	4475
Christian relief & development agencies	7264	1262
Home missions & other church societies	10095	2650
Upkeep of services	1207	1237
Upkeep of churchyard	630	6264
Parish share	55000	44000
Working expenses of the incumbent (car & telephone)	731	597
Childrens work	0	643
	91168	75595
Support costs:		
Education - Events	0	453
Education - Teaching Materials & Books	40	260
	91208	**76307**
3b Restricted Funds		
Youth & Children's Worker Fund	1860	3824
Special projects	62641	28235
Toddlers	13	109
	64514	**32168**
3c Management and administration		
Office costs		
Church administration		
Advertising & special printing	503	983
Photocopying	100	688
Gifts, prizes & minor donations	0	374
Licences & subscriptions	686	871
Stationery & postage	30	154
Telephone (Church office)	521	508
Sundries (Catering, minor equipment, etc)	325	958
Flowers	272	650
Coffee	0	113
	2436	5299
Independent Examiner's Fees	300	300
	2736	**5599**
TOTAL RESOURCES EXPENDED	**158458**	**114074**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2020

		2020	2019
		£	£
4	**Debtors**		
	Income tax recoverable	600	9000
	Prepayments and accrued income	0	195
		600	9195
5	**Creditors: Amounts falling due within one year**		
	Accruals	863	1338
6	**Unrestricted Funds**		
	General Fund	45891	45958
	Designated Funds	28322	86691
		74214	**132649**
	See analysis for further information about designated funds.		
	Traidcraft	0	908
	Held for Marie Curie	0	249
	Thank you	28322	76984
	Mission giving	0	8550
	Balance at 31 December 2020	28322	86691
7	**Restricted Funds**		
	Balance at 1 January 2020	39501	4397
	Incoming	79405	67272
	Outgoing	-64514	-32168
	Balance at 31 December 2020	**54393**	**39501**
	See analysis for further information about the restricted fund.		
	Youth and children's worker	0	1383
	Special projects	51878	35771
	Toddlers	2514	2346
		54393	39501

8 Traidcraft

Trading on the Traidcraft stall has been included in the accounts for 2020,with purchase costs reflected in "Provision of Charitable Services" (note 3a), income in "Income from Events and Activities" (note 2b), and stock in "Current Assets". Any deficit or surplus is included in the General Fund. The PCC has agreed to wind up the Traidcraft activity at the end of 2020; all stock has been sold, and the balance of £988.72 transferred to the Thank You Fund.

9 Toddlers

It was agreed during 2018 that the management of St Luke's Toddlers funds would be transferred into the church accounts. The Toddlers fund is restricted, its use being limited to childrens work, or other purposes with the approval of the Toddlers team.

Independent examiner's report to the PCC of St,Luke & St John, Cheltenham
For the year ended 31 December 2020

I report on the unaudited accounts of the PCC for the year ended 31 December 2020, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My 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 you as 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SE Colbourne 8/3/2021

Sally Colbourne
Accountant
125 Meadow Road
Malvern