

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 28 th 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.

MINISTERS 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 have 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

		2020	2019
	Note	£	£
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
		<u>129470</u>	<u>173489</u>
Creditors	5		
<i>Amounts falling due within one year</i>		863	1338
Net Current Assets		<u>128606</u>	<u>172151</u>
Total assets less current liabilities		<u><u>128606</u></u>	<u><u>172151</u></u>

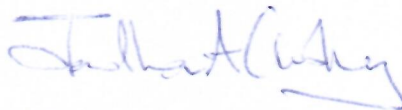
FUNDS

Unrestricted (General Fund)	6	74214	132649
Restricted Funds	7	54393	39501
		<u>128606</u>	<u>172151</u>

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.

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

Registered Charity Number: 1184357

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
	<u>98246</u>	<u>127461</u>
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
	<u>12755</u>	<u>66272</u>
2c Income from events and activities		
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
	<u>1064</u>	<u>4614</u>
2d Income from investments		
Dividends & interest	692	685
Rent from land & buildings		
Parking	2157	2279
	<u>2849</u>	<u>2964</u>
TOTAL INCOMING RESOURCES	<u><u>114914</u></u>	<u><u>201311.3</u></u>

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

Registered Charity Number: 1184357

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
	<u>91168</u>	<u>75595</u>
Support costs:		
Education - Events	0	453
Education - Teaching Materials & Books	40	260
	<u>91208</u>	<u>76307</u>
3b Restricted Funds		
Youth & Children's Worker Fund	1860	3824
Special projects	62641	28235
Toddlers	13	109
	<u>64514</u>	<u>32168</u>
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
	<u>2436</u>	<u>5299</u>
Independent Examiner's Fees	300	300
	<u>2736</u>	<u>5599</u>
TOTAL RESOURCES EXPENDED	<u>158458</u>	<u>114074</u>

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

Registered Charity Number: 1184357

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
	<u>600</u>	<u>9195</u>

5 Creditors: Amounts falling due within one year

Accruals	<u>863</u>	<u>1338</u>
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6 Unrestricted Funds

General Fund	45891	45958
Designated Funds	<u>28322</u>	<u>86691</u>
	<u>74214</u>	<u>132649</u>

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	<u>28322</u>	<u>86691</u>

7 Restricted Funds

Balance at 1 January 2020	39501	4397
Incoming	79405	67272
Outgoing	-64514	-32168
Balance at 31 December 2020	<u>54393</u>	<u>39501</u>

See analysis for further information about the restricted fund.

Youth and children's worker	0	1383
Special projects	51878	35771
Toddlers	<u>2514</u>	<u>2346</u>
	<u>54393</u>	<u>39501</u>

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 Acthave 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
Sally Colbourne
Accountant
125 Meadow Road
Malvern

8/3/2021