

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 Hobbs	(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)

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.

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 learning 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

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 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.

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						
<i>Unrestricted funds</i>			<i>92746</i>	<i>91584</i>	<i>99858</i>	
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
		<u>197,157</u>		<u>147,819</u>
Creditors	5			
<i>Amounts falling due within one year</i>		936		300
Net Current Assets			<u>196,221</u>	<u>147,519</u>
Total assets less current liabilities			<u>196,221</u>	<u>147,519</u>

FUNDS

Unrestricted (General Fund)	6	158,063	113,914
Restricted Funds	7	38,158	33,605
		<u>196,221</u>	<u>147,519</u>

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

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 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.

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

Registered Charity Number: 1184357

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

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 2024

3 COSTS IN FURTHERANCE OF CHARITABLE C		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

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 2024**

	2024	2023
	£	£
4 Debtors		
Income tax recoverable	-	-
Prepayments and accrued income	-	-
	<u>-</u>	<u>-</u>
5 Creditors: Amounts falling due within one year		
Accruals	<u>936</u>	<u>300</u>
6 Unrestricted Funds		
General Fund	141,807	99,858
Designated Funds - Mission giving	<u>16,256</u>	<u>14,056</u>
	<u>158,063</u>	<u>113,914</u>
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	<u>38,158</u>	<u>33,605</u>
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	<u>16,162</u>	<u>8,600</u>
	<u>38,158</u>	<u>33,605</u>

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.

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

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
	<u>185,376</u>	<u>141,227</u>	<u>-16,200</u>	<u>27,949</u>
Designated funds				
Held for Charities	-	-	-	-
Mission giving	-	14,000	16,200	2,200
	<u>-</u>	<u>14,000</u>	<u>16,200</u>	<u>2,200</u>
Restricted funds				
Youth and children's work	-	782	-	-782
Special projects	-	594	-	-594
Toddlers	-	1,633	-	-1,633
Staff	23,400	15,838	-	-
	<u>23,400</u>	<u>18,847</u>	<u>-</u>	<u>-3,010</u>
	<u>208,776</u>	<u>174,075</u>	<u>-</u>	<u>27,139</u>

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:**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 Soccer camps: £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
<i>Gains on Investment Assets</i>					
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.

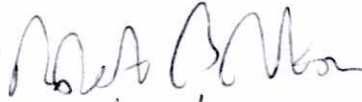
St Luke & St John Ecclesiastical Charity


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 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: 
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