

**ST LUKE'S PARISH CHURCH
SHEPHERD'S BUSH
London W12**

Registered Charity 1193722

**Annual Report
and
Financial Statements
of the Trustees**

**for the Year Ended
31st December 2022**



**The Parochial Church Council of
St Luke's Parish Church, Shepherd's Bush**

**ANNUAL REPORT
FOR THE YEAR ENDED 31st DECEMBER 2022**

REFERENCE AND ADMINISTRATIVE INFORMATION

St Luke's Parish Church is located on Uxbridge Road in Shepherd's Bush, in the London Borough of Hammersmith & Fulham. It is part of the Kensington Episcopal Area in the Church of England Diocese of London. The address of the church is: St Luke's Vicarage, 450 Uxbridge Road, Shepherd's Bush, London W12 0NS.

Governance and Management - Parochial Church Council (PCC)

The Parochial Church Council is a corporate body established by the Church of England under the PCC (Powers) Measure, 1956. This measure, together with the Church Representation Rules of the Church of England (2022 edition), define the constitution of the PCC. The PCC is registered with the Charity Commission for England and Wales with Charity Number 1193722.

Members of the PCC are either ex officio, or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. The PCC members who have served from the 1st January 2022 until the date of approval of this report were:

Ex-Officio Members:

Incumbent:	Revd Richard Bastable
Assistant Curate:	Revd William Hamilton-Box ³ ; Revd Stephen Miller ⁴
Churchwardens:	Jane Peters ² ; Joyce Wade
Deanery Synod:	Cynthia Harewood

Elected Members:

Louise Alexis-Barrett
Dr Sonia Dore (Lay Vice-chair)
Jodie Dore (Electoral Roll Officer)
Dylan Redding (Treasurer) ⁵

Co-opted Members:

Philip Morgan (PCC Secretary) ⁶
William Peters ⁶

¹ Until 2022 APCM on 22/05/22

² From 2022 APCM on 22/05/22

³ Until 19/06/22

⁴ From 02/07/22

⁵ Resigned 04/09/22

⁶ From 11/10/22



The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC, normally on an annual basis.

The PCC is responsible for formulating, approving, and implementing policies and strategies that meet the organisational objectives, and accord with the aims and purposes of the charity, as set out in this document. The PCC met six times during the year to receive financial and operational reports, and to transact business.

The PCC has a Standing Committee which meets as required, in the intervals between PCC meetings, with the power to transact PCC business in the interim. The standing committee is composed of the Vicar, Treasurer, PCC Secretary and the Churchwardens. There was one meeting of the PCC Standing Committee in the relevant period: a planning meeting for some parish events.

Bankers

Lloyds Bank plc
Chiswick Branch
308-312 Chiswick High Road
London W4 1NS

Independent Examiner

Stephen Purcell
78 Grove Avenue
Hanwell
London W7 3ES

Aims and purposes

St Luke's is part of the Diocese of London within the Church of England. It maintains a traditional Anglo-Catholic ethos and the PCC has chosen to opt for the pastoral and sacramental oversight of the Bishop of Fulham, as allowed in the Diocese of London. St Luke's is committed to enabling as many people as possible to worship at our church and become part of the parish community. It has a diverse, vibrant and growing congregation, and this is reflected in the many activities undertaken within the parish and the surrounding area. The parish population is estimated at 12,637.

For the period that this report covers, there were 79 parishioners on the church electoral roll.

The PCC of St Luke's has the responsibility of assisting the Vicar, and also has the task of carrying out a mixture of spiritual, legal, financial, pastoral, and missionary functions. These may include making decisions with the Vicar, and co-operating with the priest in the whole mission of the church and assisting the churchwardens in the decision-making processes, especially in the absence of an incumbent. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance relating to charities for the advancement of religion.

Public Benefit

The Parish Church of St Luke's benefits the public by way of regular worship that is open to all; the provision of the sacred space for personal prayer and contemplation. We provide a range of pastoral work (including the visiting of the sick and the bereaved, many of whom are not church members); teaching Christianity through sermons, courses, and small groups; taking school assemblies; promoting the whole mission of the church through its assistance to older people, parents and children.

THE ACHIEVEMENTS AND PERFORMANCE FOR 2022

Worship and Services

The year 2022 saw a return to what might be considered normal after the disruptions of the COVID-19 pandemic in 2020 and 2021. We were delighted that all services and activities could resume, although we noted the lasting effects of the pandemic in terms of a reduction in Sunday congregation and a downturn in financial income. In the former case there are several reasons: some people moved away from the area in the pandemic period, some people didn't resume attendance after the ending of restrictions, some people have resumed attendance but less frequently, and finally the pandemic disrupted the mission of the parish and so fewer new people were able to join our parish life in 2020 and 2021. In 2022 we have begun to recover from these issues, with a steady increase in Sunday (and weekday) attendance throughout the year, though we hope to continue to build back further throughout 2023 and beyond.

The year began joyfully with the celebration on Sunday 23 January 2022 of the 150th anniversary of the Dedication of the original church on the site in 1872. The Bishop of Fulham joined us as

celebrant and preacher, along with concelebrants including several priests with long-term associations with the parish (Fr Robin Jones, Vicar 2008-2012; Fr Tim Handley, Assistant Priest 2015-2017; Fr Ben Weitzmann, Placement student 2014; Fr Lee Clark, placement student 2015), also present in the congregation were many other old friends with longstanding associations with the parish. Three choirs performed during the liturgy, including a massed choir to sing Mozart's *Te Deum* at the conclusion of the liturgy. A generous drinks party and parish supper followed. The celebration was subsequently written up and the sermon published in *New Directions* (the monthly magazine of *Forward in Faith*). A parish history has been written by Fr William Davage which awaits publication at the time of writing. Other key events in the year continued to celebrate this significant anniversary.

At the end of January we said farewell to Miles Lallemand who had been our Director of Music since 2017. Miles had done much to develop our musical life at St Luke's and especially enhanced our understanding of plainchant and liturgical music. He and his flatmate, Laura Lamph, moved to Copenhagen to pursue their music careers. The parish then entered a long period of vacancy in the role of Director of Music whilst we refined the expectations of the post before an appointment could be made in September. We were very grateful to visiting organists in this period, especially to Chris Totney and Jim Cooper. Over the course of the vacancy we were supported by Chris Hamilton (Assistant Director of Music, St Stephen's Gloucester Road) in creating a new brief for the Director of Music and we were then delighted to appoint Hugo Williams to the role in September. Hugo came to us having previously been Organ Scholar at Peterhouse Cambridge and, as part of the newly developed role, launched our choral scholarship scheme in October. The scheme enables us to appoint four choral scholars (soprano, alto, tenor, bass) who sing for the Sunday Mass three times a month and thus enhance the musical offer within the liturgy. We are grateful for the support of external funding bodies to make this scheme possible.

Bishop Peter Wheatley visited St Matthew's W14 for the feast of the Annunciation on Friday 25 March during which Philip Morgan from St Luke's received the Sacrament of Confirmation. Fr Richard's mother, well-known to members of St Luke's, was also confirmed, alongside several candidates from St Matthew's.

Lent, Holy Week and Easter were kept in full.

On the feast of Pentecost we also celebrated the Platinum Jubilee of HM Queen Elizabeth II. A new set of Royal Arms was unveiled and blessed above the west door of the church and the Sunday Mass was followed by a parish lunch.

Later in June we said farewell to Fr William Hamilton-Box as his three-year curacy period with us came to an end. We wish him and Victoria well in their move to Gloucestershire where he takes up a post as a school chaplain.

On Saturday 2 July the Bishop of Fulham ordained Stephen Miller to the diaconate, to serve his title post and curacy in the parishes of St Luke and St Matthew Hammersmith. Fr Stephen was welcome to the parishes the following day with a parish lunch at St Luke's. Fr Stephen

subsequently moved into St Luke's Vicarage following some in-going works, meanwhile Fr Richard has moved into the Vicarage of St Matthew's W14. This arrangement enables the deployment of two clergy across the parishes.

On Sunday 14 August we celebrated the Assumption of Our Lady. This formed part of our 150th anniversary celebrations and we were joined by many friends and visitors. The Lord Bishop of Ely joined us as preacher and Chris Hamilton directed the music which included works by Palestrina, Dufay and Stanford. After Mass a celebratory barbecue was held in the west garden.

The parish mourned the death of Her Majesty Queen Elizabeth II in September, with a Solemn Requiem offered for her, and prayers for the new King.

On Sunday 16 October we celebrated the feast of our patron, St Luke. We welcome Fr James Wilkinson, chaplain to the Bishop of Fulham and Guild-Vicar of St Dunstan-in-the-West as our preacher. Bishop Glyn Webster (formerly bishop of Beverley) celebrated the Mass for us. This celebration formed the conclusion of our 150th anniversary year.

The parish carol service was held on Sunday 18 December and was well-attended. Noting a decline in numbers attending Midnight Mass over the last six years, we experimented with offering a Sung Vigil Mass of Christmas on Christmas Eve at 6pm instead of a later celebration nearer to midnight. This innovation proved popular with children, families and older members and saw our largest Christmas attendance for over six years.

We continued to employ Sally Newman as our Children's Worker throughout 2022 (though with the cessation of funding, this came to an end in January 2023). A major development under Sally's supervision was the establishing of a Toddler Group on Friday mornings in term-time which has seen over 100 registrations and an average weekly attendance of around 15 toddlers with parents/carers. Several baptisms and other missional links with the church have developed from this. We are grateful to several grant-making bodies for their support to enable the Children's Worker role in 2022.

Major projects in the year included the improvement to our storage facilities at the west end of the church and a major refurbishment of our west garden area including a new lawn and new fixed benches. We are grateful to Jane Peters and Sonia Dore for seeing through each of these projects respectively.

The Gift Aid claim for 2020 was received in 2022 (£3697). At the time of writing the claims for 2021 and 2022 are as yet outstanding, though the bulk of the work for the 2021 claim has been done. A new administration of the Gift Aid system has now been initiated which will see more efficient and timely claims. Newpark Nursery continued as tenants of the Church Hall. The tenancy of Michael Haran in the Church Hall Flat was terminated on the appointment of Hugo Williams as Director of Music. Hugo occupies the flat with his flatmate Lucy Roberts who is also the alto choral scholar. The church continued to be hired by the London Borough of Hammersmith and Fulham for use as a polling station. LBHF now also use the church building twice a month for local councilor surgery sessions. The PCC was very grateful to receive a

generous legacy (£20,000) from the estate of a former parishioner, John Stebbings, and a significant one-off gift (£5,000) from Philip Morgan.

The PCC is grateful to Silvia Diaz-Freedman, parish administrator and book-keeper, for her work to prepare these accounts, also to Shelia Burt for her generous assistance, and to Steve Purcell for his examination and support.

During 2022 there were 7 baptisms held at St Luke's; 8 funerals were conducted in church (Fr Richard, Fr William and Fr Stephen also conducted numerous funerals at various crematoria and cemeteries); 11 sets of banns of marriage were read; there were no marriages conducted in church in the relevant period.

Three significant members of the parish died in 2022: Charles Drakes, Denis Moriarty and Joan Munro. May they rest in peace.

Reserves Policy

It is current PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately three months unrestricted payments, to cover fluctuations in cashflow and emergency situations that may arise from time to time. Unrestricted cash reserves at 31/12/22 were £16,489 compared with about £25,250 three-monthly unrestricted spend. The PCC recognises that there has been a distinct improvement in the reserves position during 2022, but the situation will require very careful monitoring to ensure that there is adequate cashflow to resource normal parish expenditure.

It should be noted that the employment costs of the part-time Children's Worker and the associated Support Worker are fully supported by external grant funding; there is therefore no effect on the level of unrestricted reserves.

It is current PCC policy to invest restricted money destined to be ultimately spent on the Church fabric and contents, but not immediately required, within cash deposit and low-risk stock-market-based products provided by the Church of England Board of Finance (CBF).

Approved by the Parochial Church Council and signed on its behalf by:

Signed:

Dated:

The Revd Richard Bastable, Chairman

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ST LUKE'S PARISH CHURCH, SHEPHERD'S BUSH
Year ended 31st December 2022**

I report to the charity trustees on my examination of the accounts of the Parish of St Luke, Shepherd's Bush, for the year ended 31st December 2022.

Responsibilities and basis of report

As the trustees of the charity 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 your charity's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  Dated: 26th July 2023

Stephen Purcell
78 Grove Avenue
Hanwell
London W7 3ES

RECEIPTS AND PAYMENTS ACCOUNT

for the year ended 31st December 2022

		Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total 2022	Total 2021
Note		£	£	£	£	£	£
RECEIPTS							
		24,753	—	—	—	24,753	19,385
	2(a)	—	—	10,549	—	10,549	11,000
	2(b)	3,697	—	—	—	3,697	8,643
	2(c)	20,015	—	—	—	20,015	—
	2(d)	61,332	—	—	—	61,332	60,638
		1,437	—	—	—	1,437	807
	2(e)	—	—	943	—	943	520
	2(f)	504	—	—	—	504	5,214
	Total receipts	111,738	—	11,492	—	123,229	106,206
PAYMENTS							
		2,546	—	—	—	2,546	505
	2(g)	48,724	—	—	—	48,724	48,124
	2(h)	12,436	—	12,200	—	24,636	14,224
	2(i)	7,701	—	—	—	7,701	5,009
	2(j)	3,752	—	—	—	3,752	1,250
	2(k)	10,689	—	—	—	10,689	4,879
	2(l)	2,488	—	—	—	2,488	5,126
		1,628	—	—	—	1,628	1,549
	2(m)	811	—	—	—	811	1,916
		—	—	—	—	—	934
		3,680	—	—	—	3,680	4,060
	2(n)	721	—	—	—	721	270
	2(o)	5,859	—	—	—	5,859	26,932
	Total payments	101,033	—	12,200	—	113,233	114,777
	Excess of receipts over payments	10,704	—	(708)	—	9,996	(8,571)
TRANSFERS							
	3(a)	—	—	—	—	—	4,953
	3(a)	—	—	—	—	—	(4,953)
	Net receipts / (payments) before other gains	10,704	—	(708)	—	9,996	(8,571)
	Net movement in funds	10,704	—	(3,037)	—	7,667	(6,456)
RECONCILIATION OF FUNDS							
	All assets at 1st January	5,785	—	75,094	—	80,878	87,334
	All assets at 31st December	16,489	—	72,056	—	88,545	80,878

The notes on pages 10 to 17 form part of these accounts

STATEMENT OF ASSETS AND LIABILITIES
at year ended 31st December 2022

		Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total 2022	Total 2021
	Note	£	£	£	£	£	£
Fixed assets – Tangible	1(c)	—	—	—	—	—	—
Fixed assets – Investments							
CBF Fixed Interest Securities Fund	1(d)	—	—	1,536	—	1,536	1,776
CBF Investment Fund Income Shares	1(d)	—	—	15,732	—	15,732	17,821
		—	—	17,268	—	17,268	19,596
Current assets – Cash at bank							
Church Account		16,678	—	19,562	—	36,240	26,538
Treasurers Account		(189)	—	6,719	—	6,530	6,255
Fabric Account		—	—	25,825	—	25,825	25,490
Church Centre Deposit		—	—	7,321	—	7,321	7,225
		16,489	—	59,426	—	75,915	65,508
Liabilities							
Agency collections	5(a)	—	—	4,638	—	4,638	3,393
Kensington Area Loan	5(b)	—	—	—	—	—	833
		—	—	4,638	—	4,638	4,226
Assets retained for church use		16,489	—	72,056	—	88,545	80,878

Approved by the Parochial Church Council and signed on its behalf by:

Signed:

Dated:

The Revd Richard Bastable, Chairman

The notes on pages 10 to 17 form part of these accounts

The Parochial Church Council of
St Luke's Parish Church, Shepherd's Bush

NOTES TO THE ACCOUNTS
for the year ended 31st December 2022

1 ACCOUNTING POLICIES

1(a) Basis of financial statements

The financial statements have been prepared in accordance with the *Church Accounting Regulations 2006*, and the *Charities Act 2011*. Within the scope of these requirements, the financial statements of the PCC have been prepared using the Receipts and Payments basis.

St Luke's constitutes a public benefit entity within the meaning of the Charities Act 2011. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor to those that are informal gatherings of church members.

1(b) Fund Accounting

Unrestricted Funds are funds that are available to be spent on the PCC's general purposes in furtherance of the objectives of the charity.

Designated Funds are general funds set aside by the trustees for use in the future. Designated funds remain unrestricted, and the trustees may move any surplus to other unrestricted funds.

Restricted Funds comprise revenue donations or grants for a specific activity intended by the donor. Any balance within a restricted fund remaining at year-end is carried forward within that fund. The aim and use of each individually material restricted fund is set out in Section 3(b) of these notes.

1(c) Tangible Fixed Assets

For accounts prepared on the 'receipts and payments' basis, no valuations are required for any non-monetary assets. All major fixed assets used by the Church are listed in Section 4 of the Notes.

1(d) Investments

Investments comprise 1124 CBF Church of England Fixed Interest Securities Fund, Income Shares, and 762 CBF Church of England Investment Fund Income Shares. Both shareholdings and the dividend payments received from these, belong to the Development Fund.

1(e) Current Assets

Short term deposits

Funds that can be made available for immediate use are held in the PCC's two current accounts at Lloyds Bank plc. Two no-notice Deposit Accounts provided by CCLA charity fund managers, are used for restricted monies that are unlikely to be required for immediate use.

1(f) Liabilities

Monies collected on behalf of other organisations, and placed into the PCC's bank account pending disbursement are shown in the Statement of Assets and Liabilities as 'Agency collections'. Any other debts owed by the church or amounts that the church is committed to paying at some time after the end of the 2022 financial year are listed in Section 5 of these notes.

2 FURTHER DETAILS OF RECEIPTS AND PAYMENTS ITEMS

2(a) Grants received

During 2022 we were again delighted and grateful to receive grants in support of parish ministry and mission from several funding agencies, as follows:

Grantor	Purpose	2022 £	2021 £
Additional Curates Society	Curate's costs	1,000	1,000
Ascot Priory	Children's Worker		4,000
	Choral Scholarship	1,500	
Incorporated Trustees of the Number One Trust Fund	Children's Worker		2,500
	Choral Scholarship	2,000	
John Booth Charitable Foundation	Children's Worker	—	1,000
London Diocese, Kensington Area	Path maintenance	—	2,500
London Diocese	Energy Costs	2,641	—
Totals		7,141	11,000

In addition to those shown in the table, payments totalling £3,407.75 were received from the Department of Work and Pensions under the DWP Access to Work Scheme. These payments were provided as funding for a support worker to work alongside the Children's Worker.

2(b) Tax refunds under Gift Aid

During 2022, the amount of £3697.00 was received. This payment related to Gift Aid and GASDS on congregational giving and gifts received during 2020.

As at 31/12/22, there were outstanding claims for Gift Aid and GASDS for congregational giving and gifts as follows: £4,000 for 2021, and £5,500 for 2022 (estimated amounts).

2(c) Legacies

£20,015.07 was received from the estate of the late John Stebbings.

2(d) Rental income

Rental income included £47,727 from the use of the Church Hall by Newpark Nursery. £12,355 was received from letting of the Hall Flat, and £1,250 use of the Church.

2(e) Investments

Investment receipts comprised £512.52 in dividend payments from the invested capital of CCLA CBF equities-based funds; this income belongs to the Development Fund. A total of £430.29 CCLA deposit account interest was received, of which £335.26 belongs to the Development Fund and the remaining £95.03 to the Church Centre Fund. For further details refer to Notes 1(d) and 3(b).

2(f) Other receipts

Other receipts comprised £504 for the use of the Parish photocopier.

2(g) Diocesan parish contribution

The Parish's 2022 "Common Fund" pledge to the Diocese of London was £48,724. This was paid in full and on time.

2(h) Clergy & Staffing costs

The Children's Officer served throughout 2022 as an employee of the Parish, with payroll processing being handled by an external agency. During 2022, net salary and payroll processing costs were £8,136.90.

Both the Music Director and Parish Administrator worked for the Parish on a self-employed basis. The Music Director's fees amounted to £3,225. The Parish Administrator's fees amounted to £6,183, of which £1,824 related to accountancy

bookkeeping, and £294 related to supervision of the Toddler Group. Various individuals, acting on a self-employed basis, were paid for work in support of the Children's Officer.

2(i) Cost of Services

Cost of Services included the purchase costs of new storage cupboards (£2,177.90).

2(j) Mission & Outreach

£1,200 was paid in affiliation contributions to West London Citizens, to support community organising and empowerment initiatives. £1,645 was spent on a Parish visit to the Shrine of our Lady of Walsingham.

2(k) Church running costs

Church running costs included £1,440 for tree surgery charges.

2(l) Church utility costs

On account of the Parish's account with British Gas being considerably in credit due to historic overpayment, no payment for electricity was made during the year, and no payment for gas during the last 5 months of 2022.

2(m) Church Hall utility costs

The agreement with Newpark Montessori Nursery School, that effectively has exclusive use of the Church Hall, is that the Parish reimburses 50% of the costs of water supply. £811 was reimbursed during 2022.

2(n) Mission giving & Donations

Mission giving and Donations included a £400 gift to Fr Hamilton-Box upon his leaving the parish at the end of his curacy.

2(o) Major building works

The costs of Major Building Works included interior decorating work in the Church, and Parish Room kitchen (£5,402.52).

3 FUNDS

3(a) Fund Movements

The movements in funds during the year were:

	Brought Forward	Receipts	Payments	Transfers	Gains & Losses	Carried Forward
	£	£	£	£	£	£
Unrestricted						
General Fund	5,785	111,738	101,033	—	—	16,489
Total Unrestricted Funds	5,785	111,738	101,033	—	—	16,489
				—		
Restricted						
Development Fund	59,770	848	—	—	(2,329)	58,289
Church Centre Fund	7,250	95	—	—	—	7,345
Charities Fund [Note 5(d)]	248	—	—	—	—	248
Heating Fund	—	—	—	—	—	—
Energy Fund	—	2,641	—	—	—	2,641
Assistant Clergy Fund	—	1,000	934	—	—	66
Children's Worker Fund	7,826	—	7,847	—	—	(21)
Support Worker Fund	—	3,408	2,783	—	—	625
Choral Scholarship Fund	—	3,500	635	—	—	2,865
Total Restricted Funds	75,094	11,492	12,200	—	(2,329)	72,056
Grand Total	80,878	123,229	113,233	—	(2,329)	88,545

The **General Fund** represents the funds of the PCC that are not subject to any special restrictions regarding use and are available for application to the general purposes of the PCC. The General Fund excludes funds designated for a particular purpose by the PCC.

3(b) Restricted Fund Details

The ***Development Fund*** is a restricted fund containing money allocated to the future development of the Church property. This fund includes the Fabric Account, as well as shareholdings in the “CBF Fixed Interest Securities Fund” and the “CBF Investment Fund - Income Shares” all of which are held with the CCLA. Small working floats are also kept in the Church Account and Treasurers Account.

The ***Church Centre Fund*** is a restricted fund containing money allocated for major gifts for the Church by the consent of the congregation. This money is mainly held in the Church Centre Deposit Account with the CCLA.

The ***Charities Fund*** is a restricted fund for monies received by the Church as donations for specified charities.

The ***Heating Fund*** is a restricted fund created during 2018 to receive grants and donations intended as a contribution towards the cost of renewal of the church heating system.

The ***Energy Fund*** is a restricted fund created during 2022 to receive grants awarded by the Diocese of London to alleviate the costs of church energy during winter 2022/23.

The ***Assistant Clergy Fund*** is a restricted fund created during 2021 to receive grants and donations intended as contributions towards the Assistant Curate’s housing costs.

The ***Children’s Worker Fund*** is a restricted fund created during 2021 to receive grants and donations intended as contributions towards the costs of a Children’s Worker in the Parish.

The ***Support Worker Fund*** is a restricted fund created during 2022 to receive DWP payments to the Parish under the Government’s Access to Work Scheme. The payments are provided to finance the costs of a support worker to work alongside the Children’s Worker.

The ***Choral Scholarship Fund*** is a restricted fund created during 2022 to receive grants and donations in support of fee payments to young singers (choral scholars) who augment the musical provision at the Parish Mass on Sunday mornings and at other occasional celebrations.

4 FIXED ASSETS USED BY THE CHURCH

The main fixed assets used by the Church are as follows:

The main church building at St Luke's (450 Uxbridge Road, Shepherd's Bush, W12 0NS) was erected in 1976-8. It comprises a large worship area with a contiguous sacristy/meeting room (with some basic kitchen facilities), lavatory, parish office, and vicarage. The vicarage has four bedrooms and is also provided with adjoining Vicar's study. The vicarage and study are classified as benefice property for which the expenses of upkeep are the responsibility of the Diocese.

Within the church grounds there is a separate Church Hall. Built into the shell of the Church Hall, there is a Church Hall Flat. This has two bedrooms, and is physically positioned over the entrance front of the building.

There is a significant amount of office equipment including computing equipment and office furnishings.

Contents of the church, the significant movable items being included on the Church's inventory, which include historic silverware and a collection of vestments.

Contents and furnishing of the Church Hall Flat including electrical "white goods".

5 LIABILITIES

5(a) Agency payments

Agency payments are monies held within Parish bank accounts that have been collected or aggregated on behalf of other organisations pending remittance. Such monies, which typically include charitable collections and fees payable to the Diocese, are not part of Church funds.

As at 31/12/22 funeral fees collected on behalf of the Diocese pending submission amounted to £1,549.00 relating to 2020 activities, £1,622.00 for 2021, and £1,245.00 for 2022. Also awaiting disbursement at 31/12/22 was £75.40 collected for a Leprosy charity during 2019 and a residual balance of £146.27 collected for Christian Aid during 2020.

5(b) Kensington Area Loan

The Kensington Area of the London Diocese agreed to make an interest-free loan of £2,500 to the Parish, repayable over a 3-year period in annual instalments, to support renewal of the church heating plant. The loan was drawn down from the Diocese on 13/12/19. The remaining balance of £833.34 was repaid during December 2022.

5(c) Diocesan parish contribution

The Parish offered to pay a total of £44,000 to the Diocese of London during 2023, As its “Common Fund” contribution. This payment represents a share of the total cost of clergy stipends, clergy housing, and Diocesan support.

5(d) Charities Fund

The year-end balance in the Charities Fund of £247.57 includes a residual amount of £226.42 raised for “Crisis” at Christmas 2019.

6 STAFF COSTS AND EMPLOYEE BENEFITS

During 2022 the Parish had one direct employee: a Children’s Officer. Further details are provided in Note 2(h), along with details of clergy and staffing costs.

7 RELATED PARTIES

Total expenses, necessarily incurred during the performance of clergy duties, of £1,135.63 were paid to clergy members of the PCC. No other payments, expenses, or other benefits were granted to any PCC member, persons closely connected to them, or related parties.