

St. Luke's Church, Ramsgate.

Annual Report

for the year ended
31st December 2017



2017 has been a good year for St. Luke's and we have much to give thanks to God for! We were very blessed to be able to meet our very challenging financial target and were also pleased to welcome a number of new people to the church. We made a number of advances in our policies and strategy, including setting up a new policy and system for recruiting volunteers, a new database of members, two new Explore groups and a new leaflet about our activities as a church, which we are distributing around the parish. A particular highlight of the year was the local confirmation service, at which we had 7 candidates.

Please do read through this report to discover more of what God has been doing amongst us.

Join us on **Sunday 8th April at 1:30pm** in church for our Annual Parochial Church Meeting to find out more and hear about our plans going forward.

The Vision 2018 document is also an important document to show some of the new developments of 2017 and plans for 2018.

Paul Worledge (Vicar)

Contents

Page 2	Reference and Administrative Information
Page 4	Structures and Organisation
Page 6	Achievements and performance
Page 12	Reports (Electoral Roll, Buildings, Hall etc.)
Page 15	Minutes of last year's APCM
Page 17	Financial Review and 2016 Accounts etc.

Church Address:

St Luke's Church
Corner of Hollicondane Road,
Ramsgate
Kent

Independent

Examiner:

Mr. Peter Cottington
81 Dane Crescent
Ramsgate CT11 7JS

Church Office: (part time)

St Luke's Church Hall
St Luke's Avenue
Ramsgate
Kent
CT11 7JX

Bankers:

CAF Bank Ltd.

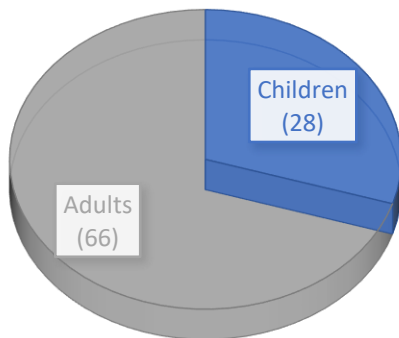
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

CCLA Investment Management Ltd.

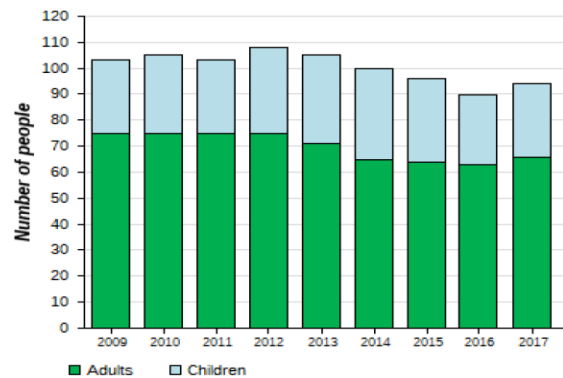
The CBF Church of England Funds
80 Cheapside
LONDON
EC2V 6DZ

Key Data

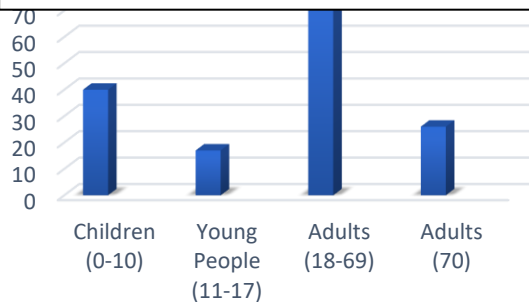
Usual Sunday Attendance in 2017



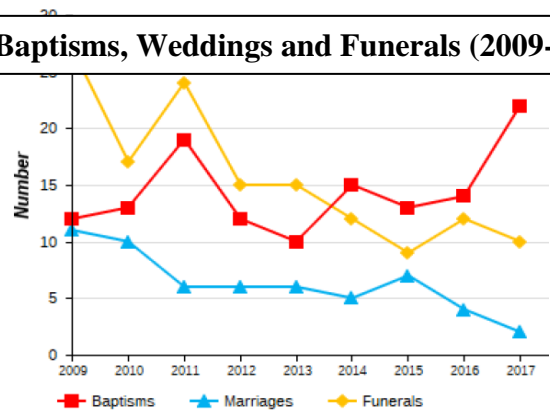
Usual Sunday Attendance (2009-2017)



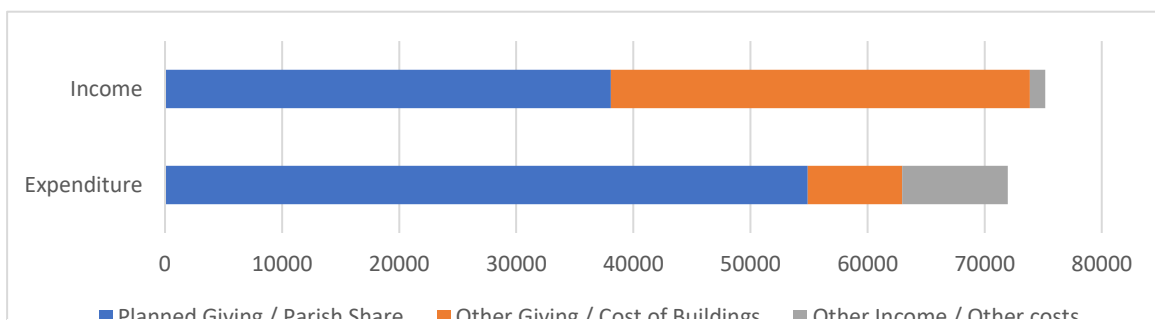
Worshipping Community at the end of 2017



Baptisms, Weddings and Funerals (2009-2017)



Finances in 2017



Income: Planned Giving (£38,000); Other Giving (£35,700); Other Income (£1,321)
Expenditure: Parish Share (£55,000); Cost of buildings (£8,000); Other Costs (£9,000)

Note: 'Other giving' included a one-off gift of £16,000. Income exceeded expenditure by about £3,000. £1,300 was used to pay back reserves spent in 2016 and the other half kept for 2018.

Reference and administrative information

St Luke's Church is situated on the corner of Hollicondane Road and St Luke's Avenue, Ramsgate. It is part of the Deanery of Thanet, in the Diocese of Canterbury, within the Church of England.

The Parochial Church Council was registered with the Charity Commission on 25th October, 2010. Registration No: 1138535.

PCC members who have served from 1st January 2017 until the date this report was approved are:

<i>Incumbent:</i>	Rev. Paul Worledge	Chairman
<i>Wardens</i>	Mr. Andrew McMillan	
	Mr. John Galer (Elected at 2017 APCM)	

Representatives on the Deanery Synod:

Mr. John Neden
Mr. Peter Shakeshaft

Elected members:

Miss Joy Brenchley (resigned October 2017) Secretary
Mrs Pauline Emptage
Mrs Anne Marsh (resigned October 2017)
Mr David Perkins
Mrs Audrey Tucker
Mr John Galer
Mrs Pauline Mackinney
Mr Christopher Waldie
Ms. Kate Page (Elected at 2017 APCM)
Mr. Mike Denton (Elected at 2017 APCM)

Co-Opted Members:

Capt. Peter Bone	
Mrs Hazel Kenney	Treasurer

Aims and Purposes

St Luke's Church PCC has the responsibility of co-operating with the incumbent, the Revd Paul Worledge, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has responsibilities for the maintenance of the St. Luke's church building and church hall. The hall is situated next to the church building in St. Luke's Avenue, Ramsgate.

Objectives and activities

The PCC has overall responsibility for maintaining the worship at St Luke's. The PCC continually assess the services available and make suggestions for ways to involve people within the parish. The PCC has considered the Charity Commission's guidance on Public Benefit with regard to the advancement of religion. In this respect, the PCC maintains both the Church building and the Hall. Awareness of religious belief is encouraged through regular services which include teaching, reading scripture, prayer and music. Teaching is provided for children both within the church, and through local schools. The PCC seeks to provide information of its services on a regular basis to those within the parish. Church members are encouraged to live out their faith within the community through: worship and prayer, visiting the sick, providing pastoral care, and missionary and outreach work.

Structures and Organisation of St. Luke's

PCC of St. Luke's

The PCC is the Parochial Church Council of St. Luke's church. Members include the vicar and those elected at the Annual Parochial Church Meeting by those who are on the church electoral roll. It has responsibility to oversee the running of church life and the churches mission in collaboration with the vicar and has a legal responsibility to oversee the upkeep of the church buildings and the running of the church finances.

PCC Policies

As well as setting a budget each year, the PCC annually reviews a number of policies to ensure that we are meeting our legal responsibilities to care for the people who we work with. These include:

- Parish Safeguarding Policy
- Health and Safety Policy
- Data Protection Policy
- Financial Risk Assessment Policy (New in June 2016)
- Volunteer Recruitment Policy (New in October 2017)
- Recruitment of Ex-Offenders (New in October 2017)

Also in 2017 we have accepted:

- a review of our World Mission
- a new strategy for discipleship through small groups.

All of the above can be accessed at: <http://www.stlukesramsgate.org/policies.html>

The Network of Groups at St. Luke's

At St. Luke's we aim to encourage people to work together in teams to support our work. There are basically four types of teams. **Outreach Teams** work to help share God's love and word with the world around in a variety of different ways. **Sunday Teams** work to help make sure our Sunday services run smoothly and well. **Growth Teams and Explore Groups** these are groups that meet together, usually weekly, to support one another in our Christian growth through Bible Study, prayer and deepening friendships. They are also supplemented by a number of courses. All of this is supported by a few **Administration and Development Teams**.

Outreach Teams

Here is a list of our Outreach Teams:

Play and Praise: We run a group on Friday mornings for parents / carers and their babies or toddlers.

Fusion: We run a group on Friday evenings for those in school years 6-11.

Tuesday Friendship Club: This is on Tuesday afternoons in the hall. All are welcome.

Film 'n' Chippy: This is an Outreach Team to reach men. Roughly once a month the men gather in church to eat fish and chips, watch a film and have a discussion about it.

Buildings: We long to use our buildings as places for the local community. This team works to ensure our buildings can continue to provide that resource in a safe way.

Sunday Youth and Children: As part of our Sunday morning service we offer groups for children aged from 0-14. This requires a dedicated team of leaders and helpers who work to provide fun and engaging teaching about the Christian faith for our youngster.

Please see pages 7 and 8 for more information on Outreach Teams.

Growth Teams, Explore Groups and Courses

As a church we want people to grow in their faith so that they are better equipped to live for God and grow into a deeper relationship with God. Obviously we try to do this on Sunday mornings, but we also have groups that meet together during the week to encourage, support and pray for each other. As part of their time together the teams do some deeper study on the topic for the previous Sunday. During 2017 there were three Growth Teams running in the daytime.

In September we launched two new Explore Groups on Monday and Thursday evenings. These are aimed at new Christians or those exploring the Christian faith. We set them up with a leader and two co-leaders and they initially ran the *Life Explored* course. The hope is that in 2018 they will run the *Christianity Explored* course and the *Discipleship Explored* course before turning into Growth Teams. We then hope to have one or more new Explore Groups in September.

As well as this in the summer 10 people completed the *Growing Leaders* course. This is a course that runs with monthly meetings and with each member having a mentor. As a result of this course a number of people have taken up new leadership roles in the church. We are considering running the course again starting in September 2018, possibly along with one or two other local churches.

We also had a series of talks in May on World Mission with three guest speakers and in September Robin Plant gave three mid-week talks on the Biblical book of Revelation. We also welcomed people from other churches to these courses.

Sunday Teams (Previously Service Teams), Service Leaders Team and Singing Group

The church is very reliant on the willing help of Christians who want to serve one another. For our Sunday morning services to run effectively we need a team of people to carry out a number of different tasks.

There are three Sunday Teams that operate and work to serve the church on a three-weekly rota, covering a number of different tasks including: welcoming, refreshments, the sound desk, the projector, counting the money and hoovering. Each team aims to support one another in this important task and provide a warm welcome for everyone who joins us on a Sunday morning. We are pleased that Anne Marsh and Michael Alden took on leadership of a team each in the autumn and are thankful that Vanessa Shingles continues as a team leader and to Ced Hann who stepped down as a team leader at this point.

We are also grateful to our singing group for leading our music each week.

We are also grateful to the team of people who help to lead our services each week.

Achievements and Performance

Sunday Services

Services are provided on a Sunday at 10.30 a.m. and 6.30 p.m. There is also a 9.00 a.m. Holy Communion service following the Book of Common Prayer, on the first Sunday of each month. On the third Sunday of each month the 10.30am service is a family communion service, and there are also evening communion services twice a month. During 2017 we averaged 66 adults and 28 under 16s on a Usual Sunday. This was an increase on 2016.

Pastoral Services (Baptisms, Funerals and Weddings)

In 2017 there were 10 funerals taken by the vicar. Five of these were held in church. For the third year running we held a Service of Remembrance on the day before Christmas Eve and invited all those for whom funerals had been taken during the year. This was once again well attended. There were also two wedding services held at St. Luke's.

In May seven members of St. Luke's were confirmed at a Deanery service held at St. Laurence-in-Thamet church. All the candidates had been through a Christianity Explored course and a confirmation preparation course.

We had 22 baptisms in total at St. Luke's in 2017, which is the most we've had over the last 10 years. When a child is baptised the parents and sometimes the godparents receive baptism preparation during a couple of home visits.

Links with Schools:

As in previous years, St. Luke's has invited Year 6 pupils from local schools to two special events: Christmas Unwrapped and Easter Cracked. We were pleased to welcome four schools to the Christmas unwrapped event: St. Lawrence College, St. Ethelbert's, Newlands School and Holy Trinity Ramsgate. The first two of these also came to Easter Cracked.

As well as this Newlands School visited the church for their Christmas, Easter and Harvest celebrations and the church gave each Year 6 pupil at Newlands an *It's Your Move* book to help them with their transition to Secondary School.

Sunday Club (Paul Worledge)

Our main aim is to help the children understand God's word, that they might understand and believe the good news of what God has done for us in Jesus and grow to be true disciples of him, both as children and into their adult lives.

We have approximately 50 minutes during the weekly service for Sunday Club. To start with we meet in the Vestry for a short sharing of news and of what we are thankful to God for during that week. The children are encouraged to pray out loud at an early age so this becomes natural to them. We split into our different groups and spend 30 minutes on Bible teaching, discussion and linked craft activities. For the younger children, we use story sacks and story boards to help them be engaged in their Bible learning.

In 2017 the themes we studied were: Some parables from Matthew*, the first half of Acts, the Last Supper and the Crucifixion, Judges* and Ruth*, the first part of Mark's gospel*, Jonah and the story of the Wise Men. Some of these were the same as the teaching in church (as indicated by a *). We use Mustard Seed resources for our teaching.

Sunday club sponsor a child called John through the charity Compassion. We pray regularly during our prayer time for him to grow in God's love, and the children are encouraged to bring in donations to put towards his sponsorship, but unfortunately the church has had to underwrite this as the children haven't brought in enough to cover the sponsorship.

St Luke's Sunday Club had 31 children enrolled at the end of 2017. (This does not include another 25 children enrolled for Sparklers (3 years old and under) and Pathfinders (Year 6 upwards)). The Sunday Club was divided into three groups: Scramblers (Reception and the year before), Climbers (years 1 and 2), and Explorers (years 3, 4, 5). However, at the end of the year we decided to alter the age bands slightly, so as to balance the numbers of the groups. Scramblers became, the year before Reception up to Year 1, Climbers became Years 2 and 3 and Explorers Years 4 and 5.

At the end of 2017, we have a full complement of leaders, who teach the group on a term on, term off basis. We also now have 4 helpers but would like to recruit another 2 to bring us up to full capacity. Most importantly, we still need an overall leader for Sunday Club and preferably someone willing to offer administrative assistance to the work. Some of the leaders attended a Saturday training session run by Rory Bell from TnT ministries at Christ Church in Ramsgate, which was a great encouragement.

Sparklers (Fiona Worledge)

Children aged 0-3 currently meet in the church hall. We follow the same structure every week which enables small children to pick up on a routine and feel that they know what will happen next. Every week we have a Bible story, craft, songs and prayers. It is a privilege to introduce young children to Jesus, but we see ourselves as supporting the work that parents are already doing in the home.

Play & Praise (Fiona Worledge)

Play and Praise is a parent and toddler group which meets on Fridays 10.00-11.30 during term time. The children have time and space to play with other children. There is always some kind of craft, a Bible story/theme and a prayer that we all say together.

We ask for £2.00 a week per family, and this pays for the food needed for snack time, coffee, tea, craft materials and gifts for the children at Christmas and Easter. This Easter the children will receive a "Real Easter Egg" from Traidcraft which tells of the Easter story. Last year Play and Praise donated a total of £215 to the church hall fund.

The group continues to be well attended and we aim to share the love of Jesus with everyone who comes. Play and Praise provides an important link between community and church with many of the families also coming to church. We thank God for all the encouragements we have had and look forward to another year serving Him.

St. Luke's Fusion Youth Group

It has been another busy and successful year for the youth group. Attendance has been between 18 – 35 children. The limit that we did have has now been removed. Whilst there is a good core of regular attendees, there is a few that attend on an irregularly. Whilst the format has been modified slightly throughout the year, it has been consistent over the last few terms. This involves various games that can be played, from 19:45 hrs. These range from football, snooker, board games and computer games to name a few. (A new table tennis table being a major purchase.) After 45 minutes, we have group bible teaching for 10 minutes, 3 different bases which the children alternate between over the next 20 minutes, summing up of the teaching for a further 10 minutes and finishing with a "Big game", where everyone can join in. and occasionally battle against the leaders. At 21:30 they are released back out to their parents. We have recently introduced another section to the night that when the main talk and activities take place we have a second option for those in year 9 and above to be able to go to the battle room with Kate and another helper to have a more in depth discussion about God and the Bible. Throughout the year there have been several field trips, including a climbing wall, two different laser quest venues. There is less of a struggle to get enough leaders for a Friday night although it would be preferable to gain one or two more. we have also introduced other fun activities throughout the year such as "Task Fusion" (where different exciting tasks are undertaken each week (this took part in the last term of 2017)) and we have also provided a cooking activity as a one off in which they made and cooked pizza's.

It is still a key group for outreach, with probably over 75% with no regular connection to the church at St. Luke's, and possibly over 50% with no church connection at all. Ideas are always being sought as to ways of interacting with the families of children who attend.

It has been very encouraging that we have had a boost to our leaders meeting that we hold for an hour and a half before the youth group, where we study the passages for the evening. The older members (16 years old) have been invited to join in, and all have benefited from the experience.

St Luke's Men's Group (Film 'n' Chippy Night) (James Patterson)

Since starting in November 2016, the Film & Chippy Night has come on well. The format has remained the same since its inception (Food, Film, Discussion) and it works very well. The discussion at the end of the film is very clearly improving relationships between men in the church. We had 2 visits to the cinema in 2017 which were both well attended. We are planning other visits to the cinema for 2018.

In 2017, we managed to increase numbers of attendees from approximately 12, to over 20 on our mailing list. There are also a couple of people who do not attend church that come along to the group, which is fantastic news for outreach.

We are currently looking for a third member of the leadership team to allow for continuity should either Trevor or James be unable to attend.

Another Film & Chippy group has started up in Margate and we are planning to set up an online community so that we can share a list of films shown. This will help us to have a central place of communication & resources for other groups as they form.

Tuesday Friendship Club (Fay Hatton)

The T. F. C. takes place on Tuesdays in term-time from 2pm-3.30pm in the Church Hall. We are open to all who wish to make new friends, pursuing new interests and activities in an atmosphere of support and friendship.

We enjoy refreshments usually before the week's activity, and sometimes we hold an afternoon tea with a social chat-time instead of an activity. We were given a lot of wool and craft-board so we can make greeting cards, which we sell in church to help with the church expenses. We have also knitted or croqueted some small blankets which were donated to Cats in Crisis, and Pauline made articles such as aprons, etc. which were sold to boost our funds.

We have a speaker on the last week of every month with interests such as the Fire brigade and Ambulance service. We also enjoy games and quizzes and occasionally an activity such as card making and writing of time past. We also have a carol service and Easter service.

We close for half terms and the summer holiday.

We have 3 non church goers coming regularly. We acknowledge birthdays with a card and vocal wishes.

We would be pleased to welcome more people, even if they can only stay for a short time. Although a relaxed atmosphere we still endeavour to show God's love to all.

Growth Teams

Throughout 2016 Growth Teams have met to pray, encourage one another and discuss the sermons on the preceding Sunday, some teams meeting weekly, some fortnightly. Four groups have met through 2016 (Tuesday evenings, Wednesday mornings, Wednesday afternoons and Thursday mornings). Here are some comments from one of our Growth Teams:

Wednesday Morning Growth Team

Our Growth Team has eight regular members and room to welcome more to our group. We meet weekly throughout the year (except during August). We praise and thank God for His wonderful love and for His many blessings to us, as a group, during this past year. All members of the group have family or friends with

various needs, some have suffered bereavements and many have personal health problems but all have felt Jesus' love and peace surrounding them. We have been able to help and sustain each other through studying God's Word, sharing the needs and joys of our families and friends, through much prayer and loving support. We rejoice in Jesus' wonderful example of love and are honoured to be able to support 'Tearfund' as they work amongst suffering people throughout the world. We praise God for His wonderful love and pray His Holy Spirit will continue to guide us and help us grow closer to Him and to one another. We pray God will enable us to be bold and use the opportunities He gives us to share our faith with others.

We feel more and more the desire to praise and thank God for everything throughout each day and to ask Him to help us pray according to His will. During the coming year we shall spend time reading and studying the book of Ephesians when there are no official Growth Team studies.

"Praise be to the God and Father of our Lord Jesus Christ, who has blessed us in the heavenly realms with every spiritual blessing in Christ." Ephesians 1:3

Prayer Groups

Prayer is seen as being of utmost importance in the life of St Luke's Church. As well as the prayers said during our church services and Growth Team meetings, there is also an extra weekly prayer meeting and a prayer time before the beginning of the church service on a Sunday morning. The weekly prayer meeting is at 3:30pm on Thursday afternoon. All are invited to join us at any of these prayer meetings.

World Missions Supported

Over the summer a group met to review the World Missions we supported and how we go about it. As a result, it came up with recommendations that the PCC accepted in September. We changed from a termly pattern of support to a monthly pattern of support with a collection for the mission we were focussing on during the Communion Service that month. We decided to stop supporting Vernon Wilkins who had returned from Jordan, and Bible Society and Fegans, but to start supporting the Thanet Centre of Mission (Church Army) and other Local Mission projects run by churches, which would be decided on a year by year basis (in November we decided to focus on Thanet Winter Shelter).

The new pattern is:

January	Dick and Caroline Seed
February	Thanet Centre of Mission
March	Greg and Sylvia Venables
April	Local Mission, e.g. C.P.
May	CPAS (Pentecost Gift Day)
June	Dick and Caroline Seed
July	Thanet Centre of Mission
August	CPAS (Focus on Ventures)
September	Greg and Sylvia Venables
October	Harvest Appeal
November	Local Mission, e.g. TWS
December	Tearfund

Harvest Appeal 2017

Every year we support a different project with our Harvest Appeal. This year we chose *Tearfund*. We raised £2,300.

Website

We use *Weebly* as our website platform. The website provides information about all our activities along with contact details, the ability to access our weekly newssheet and recorded sermons. It also links to a church Facebook page and Twitter account.

Schools Work

We continue to have good links with Newlands School. Key Stage 2 usually come to the church building for their festival assemblies: Harvest, Christmas and Easter, whilst the vicar goes to the school to take festival assemblies for Key Stage 1. In the summer we present the Year 6 pupils with Scripture Union *It's Your Move* books, which give advice as the youngsters prepare to leave Primary School and start Secondary School.

We also in co-operation with a number of other local churches to run *Christmas Unwrapped* and *Easter Cracked* for Year 6 pupils across Thanet. At St. Luke's we host three schools for these events: Newlands School, St. Lawrence College and St. Ethelbert's. These events are 90 minute interactive programmes that help to explain the true meaning of these festivals.

One idea for the future is to set up a **Schools Work Team** to look at how we might be able to expand on our work with schools.

Parochial Church Council Report. John Galer (Church Warden)

PCC meetings have been held bi-monthly throughout 2017/18. Average attendances have been 8 members per meeting. Many subjects have been reviewed and discussed during the meetings which have always started with Bible study and prayer helping PCC to focus on God and Christian fellowship whilst dealing with the more business type matters at St Luke's. During all the meetings, Buildings, Health & Safety and Finances were always discussed, more detail on these areas are covered separately in APCM Report for St Luke's. The following are some of the matters discussed at the meetings over the past 12 months. April 2017: Following the APCM we welcomed new members to the PCC. The Election of Officers was concluded with various members taking up additional areas of responsibility. For which we thank God and them for their commitment and enthusiasm for the roles. PCC agreed that all members should be photographed for ease of identity by the congregation. Growth Teams were discussed and it was agreed we should aim to have 3 leader figures in each team, to share the workload and provide cover for absence. This could also help the overall development of leaders in St Luke's.

The MICA (Making It Come About) Team role briefing on its primary objectives of delivering on ideas and policies, was agreed by the PCC.

We agreed that the 2017 Harvest Appeal was to support Tear Fund.

The Dream Team Started to promote The Just One Kent Mission in the Thanet Churches. This was the beginning of the publicity for the event taking place at the Priestfield Stadium, Gillingham on the 9th of June 2018.

June 2017: We discussed how we could 'make more disciples' at St Luke's, some of the ideas included encouraging more personal contact with people during/following Sunday Services, producing a leaflet which informed and illustrated all the different activities we have available.

The Parish Safeguarding Policy was reviewed and approved as well as the continuation of Pauline Emptage in the role, for which we give God and Pauline our thanks.

We confirmed that Robin Plant had agreed to run a course on the book of Revelation in September, following the success of the Old Testament study in 2016. The format for Explore Groups was agreed and we would look to recruit up to 3 leaders and 9 co-leaders in June/July. The MICA Team was formed by various members of the PCC, again we thank God and them for stepping forward into these challenging roles.

Web giving was reviewed with a few options considered. We agreed on BT's Mydonate System

Under the Buildings heading, we reviewed and agreed a new procurement policy for Fire Extinguishers and agreed we would appoint Philip Graham Architects for the forthcoming Quinquennial Survey and Report that was due in 2017.

September 2017:

MICA Team started work on Role Descriptions.

Sunday Teams had now got 2 new leaders in place.

Attendance statistics had been finalised overall attendances were up by approximately 10%.

We had previously enquired about a Curate joining St Luke's in 2018 but had been advised there were none available, perhaps there may be an opportunity in 2019.

The new leaflet outlining the various activities available at St Luke's had been produced and distributed with some interest and success.

A Universal Registration Form (URF) had been created for several reasons surrounding the accuracy of data for Church Family members etc. This would also form part of our work towards compliancy with the forthcoming GDPR legislation in May 2018.

We confirmed that 2 Explore Groups would be starting in October 2017 following the recruitment of the necessary leaders. We thank God and the leaders for the roles they have undertaken and look forward to the teaching and fellowship, members of the groups will enjoy.

MICA continued to review Role Descriptions and the Recruitment Policy.

Some members of the PCC agreed to attend a ROC Thanet meeting. This is a new group in Thanet which looks to bring together local community groups to discuss local issues with the hope that solutions and improvements could be found for some of these issues.

The Thanet Winter Shelter project was discussed and the PCC agreed that St Luke's would again participate.

October:

It was noted that as a direct result of the new flyers, some new people had started to come to St Luke's. Further print runs were agreed.

We purchased a new laser printer and lawnmower!

URF's were now in circulation and 75 had been completed, returned and entered on St Luke's database.

Explore Groups were underway with 15 people involved in them.

We had attended the ROC Thanet and discussed the aims and proposals. We agreed a representative from St Luke's could be involved in the proposed Action Group and would await progress.

A general discussion on what one initiative could significantly grow our Church took place. We had many examples of decent work done over the past year but it had mainly been about 'repairing the nets' instead

of moving forward to grow the Church. Many suggestions were made and PCC will continue to discuss over the next few meetings.

The Recruitment Policy had been finalised and following a review it was agreed to adopt it.

January:

A new cooker had been installed in the Hall Kitchen.

The Church of England annual statistics had been received and we noted that over the past decade, attendances had remained steady. It was noted that the Parish of St Luke's is listed as the 850th most deprived area out of 12,500 in the UK!

The Vision 2018 document had been worked on with key aims agreed.

Hall Hire rates were discussed and reviewed with changes made.

The Quinquennial Report had been received and a meeting of the Buildings Group was due to discuss the findings and report back to the PCC.

February 2018:

The Vision 2018 document had been completed, distributed to the Church Family and was now available online.

The 1st consultation session for music and drama had taken place following the Sunday service on the 4th. More sessions would follow, probably amounting to 3 per year.

A Hall Development Plan was now in place for the continuous maintenance and improvement of the facility.

The Quinquennial Report had highlighted several issues which are under review for appropriate action.

Sunday Teams were to be renamed Host Teams to reflect more closely with our 2018 vision.

Plans for Easter 2018 were discussed and agreed

Music and Drama was discussed following the consultation and several ideas may be considered further.

Participation in ROC Thanet would continue and St Luke's logo could be included in their publicity.

In summary, a great deal of work has been done by the PCC in 2017/18. To this end we give thanks to the Lord for the leadership of our Vicar Paul and the work by PCC Members as well as those that work tirelessly for St Luke's whilst not being members of the PCC.

Reports

Electoral Roll

This year 4 names were removed from the electoral roll and 11 names were added. The number on the electoral roll now stands at 86 of whom 35 are resident within the parish.

Deanery Synod Report

There were three Deanery Synod meetings in 2017. The first had the theme of 'Laying Down and Taking Up'. As well as hearing from the Dream Team there were also discussions on the two questions: 'How do we make the church relevant where we are?' and 'What do we need to lay down and what do we need to take up?'

The second had the new Archdeacon of Canterbury, Jo Kelly-Moore, as the speaker and she spoke about the Diocesan Strategy:

To be more connected in mission and prayer.

To engage the most disadvantaged in our communities.

To be more focussed on secondary-school aged young people in discipleship and evangelism.

The third Deanery Synod was held at St. Luke's. Unfortunately, the Area Dean had stood down over the summer and the Deanery Leadership was in flux at this stage. However, this Synod was devoted to praying for the Deanery.

The Dream Team, which is run by the Church Army's Thanet Centre of Mission, has also now set up a weekly prayer meeting to pray for the Deanery. They meet every Monday morning at 9:15am at St. Luke's.

Paul Worledge, Vicar

St Luke's Church Fabric Report for 2017 Andrew McMillan (Church Warden)

This report should be read in conjunction with the current Quinquennial report on the structure and fabric of the Church building, which as required was carried out by an Architect in November 2017. A new Quinquennial report will have to be completed in 2022. Also the 5 yearly electrical inspection report will be required during 2018.

During 2017 as in recent years we have faced various challenges with the care, repair and maintenance of St Luke's Church and the hall buildings. Whilst there is a continuing lack of financial resources we have become more organized with the use of Slack and Trelo software and Apps which allow us to file, track and easily access maintenance records and work reports.

This year St Lawrence College again used St Luke's Church for their Presentation and Speech Day in the summer.

The Church Hall was used again during the 12 weeks of the winter season the church hall has for one night each week as part of the Thanet Winter Shelter Programme, providing a place to sleep and multi agency support for the homeless.

The church hall building has been very well used throughout the year, however this has highlighted the need for future investment in upgrading the gas heaters, toilets and kitchen areas.

The following building and maintenance and health and safety works were carried out during 2017:

Gas heating and equipment – inspection, service and repairs

Hall cooker has been replaced with grant funding from Kent County Council.

The hall floor has been treated with a triple wax coating to help minimise wear.

Many small repairs to various taps, toilets and other plumbing which indicates a need to upgrade systems.

Unblocking and cleaning of guttering and drainpipes around the church building and removal of plant growth on the North side of the church.

Policy reviews were undertaken for St Luke's Health & Safety and Fire Risk Assessment and Emergency Evacuation procedure. Also Control of Substances Hazardous to Health Safety Data Sheets have been updated to reflect new cleaning materials being used.

Fire extinguishers which are maintenance free for 10 years purchased to replace existing which were rented and had to be maintained every year.

Tree survey report, pruning and crown raising of the trees in the church and church hall grounds.

A new lawnmower was purchased to replace the existing one which had a broken frame.

A photographic inventory completed for garden and grounds maintenance equipment.

Half of the church hall light bulbs and some areas in the church have been replaced with LED's although usually more expensive, they should last much longer and require less maintenance.

Woodworm treatment to localised area (North side of church).

A new urn was purchased, however the electric hot water boiler which had to be removed and wall kettle have not been replaced due to their unreliability and issues with being in a hard water area.

As per the latest Quinquennial report further repairs to the church roof similar to those completed last year have been identified and it should be noted that there is a risk that more extensive works may be required.

Chris Tull continues to be employed in the post of Gardener & Maintenance Worker.

At St Luke's we do thank God for the work of all volunteers and staff, Caroline and David Perkins, Chris Tull and the various contractors that have helped keep our buildings and grounds clean and tidy, maintained and improved as well as safe and welcoming.

We ask our Lord through our prayers: As we look to the work required in 2018 May we be blessed; According to Your will, with volunteers, finance, energy and enthusiasm to maintain the buildings and grounds that provide a venue for Church to meet together and praise You, our Provider.

Hall report 2018. Pauline Emptage (Hall bookings manager)

I am pleased to report that the Hall continues to be very busy during the week. Social services use it on 3 days a week. We were able to purchase a new industrial cooker with aid of a grant to help meet the needs of the young adults that work in the kitchen, this will also be an asset for the church family.

Slimming world groups use our hall on 3 evenings a week, 52 weeks of the year and they were able to fill Monday evening after losing the line dancing group last year.

Weight watchers still meet weekly.

We had a few issues with the heating over the winter months which we tried to overcome, given the age of the heaters and the lack of availability of spare parts, to the best of our ability, many thanks to all concerned for their hard work and apologies again to all hall users who were affected by this.

The bookings for parties has been picking up, and as they are profit for the Hall funds we must give thanks for this, and pray that it continues, as we are looking at a substantial bill to fix/ replace the heating in the near future.

We were pleased to support the winter shelter again this year, and given the very cold weather were able to go on for 1 extra week. Despite a few minor problems the whole program went well.

Thank you to all who help to keep the hall running smoothly, David for kindly doing all the cleaning whilst Caroline was off after her knee operation, and all the people who helped me by opening the hall for functions when I have had a prior appointment and have not been available.

Minutes of the APCM held on Monday 3rd April 2017

Present: The Vicar and 28 persons.

1. Paul opened the meeting with prayer and a reading from Ephesians 3:14-16 emphasising God's glorious riches and querying whether our lack of imagination limits what we accept that God can do in our lives? He can do new things beyond our expectations. During the last year we have witnessed this in the Church here, i.e the Thanet Night Shelter, Men's Fish & Chip Suppers, the growth in numbers of those attending the Family Services and that 10 people have joined the Growing Leaders Course. Verse 18 – we need to grasp God's love which is unconditional

Apologies for absence were received from Joy Smithers, Vanessa Shingles, Jean Hann and Gloria Tipler.

Minutes: The Minutes of the 2016 APCM were accepted. There were no matters arising.

Reports: The following reports were received without comment:

Electoral Roll

Deanery Synod Report

PCC Report

Fabric Report: It was noted that the Quinquennial Report was due later this year and that a new urn had been purchased for the Church kitchen.

Thanks were expressed to Chris Tull for his work in maintaining the hall and to Pauline Emptage for her work in hall lettings, etc.

Finance Report: Hazel Kenney was thanked for her report and her care of the Church finances over the year.

It was proposed by Fay Hatton, seconded by Pauline Emptage and agreed unanimously that the Reports be accepted.

Finance report 2015

The Church is struggling to meet its commitments and has had to "dip into" its reserves over the last two years. There has been no significant increase in giving and an increase of £20,000 is needed. The Vicar thanked Hazel, the Treasurer for the report.

The Examiner has given advice on the report and this advice is being addressed.

There should be at least 3 months' income in the Reserves Account. At the present time we are paying the Diocesan quota, but if our income falls or there are major expenses on the hall or church building this may not be met in the future.

It was proposed by Audrey Tucker, seconded by John Galer and agreed that the reports be accepted.

Reviewing Aims for 2015/16

- a. Better Sundays. Experimental Services were held during June and occasionally these

Services, i.e. Café Church, Messy Church have been held throughout the year.

- b. Music: Noted that more people had joined the Singing Group.

- c. Confirmation: 4 had been confirmed during 2016.

- d. Sunday Club: Some additional children have been coming.

- e. Service Teams -need to be rebuilt.

- f. Outreach: Friendship Club going well; Fusion needs female leadership; Sunday Club needs helpers.

- g. Prayer: Need more people to attend the regular weekly prayer meeting: the November prayer day went well. A meeting with other Churches is planned to take place on Ascension Day. Two prayer triplets have been formed.

Group Discussion

It was noted that the younger families do not relate and mix with the older members. This could, perhaps, be encouraged during the coffee break at the end of family services.

Encouragement could be given to people to join Growth Teams by asking a member of one or two teams to testify during a family service to explain what happens at the meetings and the venues for each team.

The meeting closed with the hymn "O Church of God arise" followed by prayer.

Financial Review 2017

General Fund:

This fund includes all transactions concerned with the day to day running of the church, church building, the cost of running services, outreach and both adult and child training. The largest commitment is the Parish Share, paid to Canterbury Diocese to cover the cost of our vicar and various other Diocesan expenses and initiatives.

The Parochial Church Council (PCC) always knew that 2017 would be a challenging financial year with a predicted budget shortfall of £26,000. This was the amount needed from cash collections and donations to make ends meet and ensure we could pay our Parish Share (£54,901). Due to the commitment of people at St Luke's this was achieved and the general fund ended the year with a surplus of £1979. This sum will carry forward to 2018. We give thanks to our gracious God, through whom all things are possible and to the faithful servants at St Luke's who responded to our cry.

The PCC continually discusses the financial situation and looks for ways to reduce expenditure and increase giving. In 2017 a new contract was negotiated with our insurance company which resulted in a reduction in premium with an increased level of cover. Additionally, instead of continuing a rental agreement of fire extinguishers, new appliances were purchased which will reduce the ongoing cost of servicing. Alternative suppliers are always being sought for cleaning materials and office items. Towards the end of the year high capacity ink cartridges were purchased, which although costing more initially, will reduce ongoing costs in the office.

In an effort to increase giving to St Luke's a commitment Sunday is held annually towards the end of the year. This is an opportunity for people to consider their support to the church in the coming year, both in action and financially. The response allows for an accurate budget to be prepared for the following year and is crucial for informing decisions made by the PCC. New initiatives are always being considered in our efforts to increase giving and some of these started producing results during 2017. This includes the new online MyDonate scheme which allows donations to be made electronically via the website. Funds have also been generated through the use of Give as You Live, a scheme which pays a % when items are purchased through their website/app. The PCC continues to consider ways of increasing income from the new avenues available. The prospect of 'contactless' giving may be one option for the future but at the present time it appears costly to obtain the technology and fees are taken from any donations.

Hall Fund:

The hall continues to be used extensively by church groups and the wider community. There were some changes to regular hirers during the year and some outstanding rental will be received in 2018. Rental income for the year was down about £3500. St. Luke's is pleased that the hall is being used once a week for three months during the winter by Thanet Winter Shelter. We provide this service free of charge to support the local multi church homeless project.

Donations: As detailed on the page 'Notes to Accounts 2017', a number of one-off donations were made by individuals towards the general running of the church in 2017. Additionally we received a number of 'restricted' gifts towards the purchase of particular items. This included £250 towards a lawn mower and laser printer and £94 towards a new urn. We were also able to purchase a new cooker for the church hall which was covered by a KCC grant of £1300.

Reserves Policy:

It is considered good practice to hold three months of general expenses as a reserve fund. Based on 2017 this would amount to around £18000. At the end of 2017 we had no reserve fund. There was however a balance of £1979 to carry forward on the General Fund. Additionally, the PCC endeavours to keep £5,000 in the hall fund to cover ongoing maintenance and agreed that £5,000 should be held in a Church Building

Fund for one off essential repairs to the church building. At the end of 2017 the Hall Fund stood at £2631.97 and the Church Building Fund at £5000.

Charity Commission:

The Parochial Church Council (PCC) of St Luke's Ramsgate is a registered charity with the Charity Commission. There is a requirement to upload financial information with the Annual Report to the Charity Commission website each year. Our charity number is 1138535.

Finance Personnel:

The PCC appoints its Treasurer at the first meeting after the Annual Church Parochial Meeting (APCM). The PCC Treasurer is Mrs Hazel Kenney. The PCC has a Bank Mandate which confirms the signatories to the accounts and this stipulates that two signatures are required at all times. In addition other personnel have been appointed to assist the smooth running of the finances. These include a Hall Manager; responsible for bookings and collection of rents for the church hall. A Utilities Manager; who oversees the utility bills. A Banker; who collects all money and pays it to the bank. A Second Authoriser; chosen from the PCC to check and confirm all electronic payments. Additionally, nominated people have been chosen to maintain the petty cash accounts that are held within the various church groups.

Financial Risk Assessment Policy:

This policy was written in 2016 and accepted by the PCC.

2018

Whilst we rejoice in the good news that we were able to meet our commitments in 2017 we must continue in faithful prayer for future years. With increasing costs anticipated, and knowing that our Parish Share will rise by 6% to £58,195, 2018 will continue to challenge us. Whilst we can be fairly accurate in our estimate of the amount we receive from planned giving schemes, we cannot know or rely on one-off donations and cash collections as we plan our budget. Due to increasing costs and some known repair works that will be faced we are again looking at a sizeable deficit in 2018 of over £33,000. Please continue to pray about the financial needs of St Luke's and our individual response to this need.

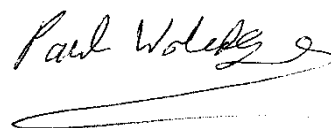
Whilst the PCC is keen to pay the Parish Share in full it acknowledges that it would not be good stewardship of money to deplete all funds which may be needed to keep the church building, working, safe and in good repair. For this reason the PCC resolved in Feb 2016 to hold back the following reserves, even if it means not paying the Parish Share; £5000 in the Hall Fund and £5000 in the Church Building Fund. Additionally, if the sum of the balance in the General Fund, the Reserve Fund and the Hall fund would fall below £5000 on payment of the Parish Share, then payment of the Parish Share should be suspended, the Diocese informed and the PCC to monitor future payments.

Hazel Kenney

Treasurer to the PCC

St Luke's Church Ramsgate

St Luke's Church Ramsgate Accounts were approved by the PCC
on Sunday 1st April and signed on its behalf
by Rev. P. Worledge (PCC Chairman).



Independent examiner's report to the PCC of St. Luke's Church Ramsgate

This report on the financial statements of the PCC for the year ended 31 December 2017.

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement under section 144 (2) of the Charities Act 2011 does not apply and that an independent examination is needed. It is my responsibility to:

- Examine the financial statements under section 145 of the 2011 Act
- Follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention

This report, including my statement, has been prepared for and only for the charity's trustee as a body. My work has been undertaken so that I might state to the charity's trustee those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustee as a body for my examination work, for this report, or for the statements I have made.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion as to whether the financial statements 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 records in accordance with section 130 of the 2011 Act; and to prepare financial statements, which accord with the accounting records and comply with the requirements of the 2011 Act have not been met; or

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



23rd March 2018

P.E. Cottington
81, Dane Crescent, Ramsgate, Kent. CT11 7JS

St Luke's Church Ramsgate
Receipts and payments
Selected period: 01 January 2017 to 31 December 2017

<i>Note</i>	From To	01 January 2017 31 December 2017	01 January 2016 31 December 2016
General fund (Unrestricted) Fund			
Receipts			
Planned giving			
Gift Aid - Planned Giving		25,050.83	24,705.00
Other planned giving		7,037.75	6,502.10
	<i>Total Planned giving</i>	<i>32,088.58</i>	<i>31,207.10</i>
Collections and other giving			
Loose plate collections		3,546.92	2,978.70
One Off Donations		29,037.50	5,311.00
Online Donations		19.85	—
	<i>Total Collections and other giving</i>	<i>32,604.27</i>	<i>8,289.70</i>
Other voluntary receipts			
Donations		1,378.51	975.57
Recurring grants		—	328.65
	<i>Total Other voluntary receipts</i>	<i>1,378.51</i>	<i>1,304.22</i>
Gift Aid recovered			
Tax recoverable on Gift Aid		6,736.76	6,360.00
Tax recoverable from GASDS		1,042.88	795.37
Bank and building society interest		7.82	23.16
	<i>Total Gift Aid recovered</i>	<i>7,787.46</i>	<i>7,178.53</i>
Other receipts			
Grant from Diocese		345.20	—
Other funds generated		5.46	—
	<i>Total Other receipts</i>	<i>350.66</i>	<i>—</i>
Receipts from church activities			
Fees for weddings and funerals		956.00	1,481.00
	<i>Total Receipts from church activities</i>	<i>956.00</i>	<i>1,481.00</i>
Total receipts		75,165.48	49,460.55
Payments			
Missionary and Charitable Giving			
Donations to Charity		—	50.00
Giving - relief and development agencies		50.00	—
	<i>Total Missionary and Charitable Giving</i>	<i>50.00</i>	<i>50.00</i>
Parish Share			
Ministry parish share etc		54,901.00	51,794.00
	<i>Total Parish Share</i>	<i>54,901.00</i>	<i>51,794.00</i>
Clergy and Staffing costs			
Salary of parish administrator		4,387.83	4,258.83
Working expenses of incumbent		662.81	1,277.84
Visiting Speakers		—	115.00
	<i>Total Clergy and Staffing costs</i>	<i>5,050.64</i>	<i>5,651.67</i>
Church Running Expenses			
Parish training and mission		690.94	980.31
Building Hire		50.00	—
Childrens Work on Sundays		223.76	130.41
Publicity		629.29	1,019.44

<i>Note</i>	From To	01 January 2017 31 December 2017	01 January 2016 31 December 2016
Church running - insurance		2,348.50	3,097.15
Church office		1,343.24	688.16
Church running - general		73.27	98.80
Organ / piano /sound system / music		11.99	14.98
Church maintenance		4,410.56	572.00
Fire Extinguishers		191.37	236.73
Subscription - Thanet Deanery Synod		125.00	125.00
Subscription - Copyright Licence		722.52	708.48
Subscription - Website		11.99	171.62
Bank Charges		65.00	10.00
Church running - electric		1,042.87	661.27
Church running - gas		(249.48)	1,189.32
Church running - water		168.36	165.86
<i>Total Church Running Expenses</i>		<u>11,859.18</u>	<u>9,869.53</u>
Total payments		71,860.82	67,365.20
Excess of Receipts over Payments		<u>3,304.66</u>	<u>(17,904.65)</u>
Brought forward balance		—	—
Transfers to/(from)		<u>(1,325.60)</u>	<u>17,904.65</u>
Total carried forward balance		1,979.06	—

St Luke's Church Ramsgate

Fund totals - Details

Selected period: 01 January 2017 to 31 December 2017

Fund	Opening balance	Closing balance
General fund		
Unrestricted	—	1,979.06
	—	1,979.06
Hall		
Designated	4,164.41	2,631.97
	4,164.41	2,631.97
Church Building Fund		
Designated	640.20	5,000.00
	640.20	5,000.00
Mission - General		
Restricted	306.30	933.74
	306.30	933.74
Mission - Bible Society		
Restricted	18.70	37.07
	18.70	37.07
Mission - Church Mission Society/SAMS		
Restricted	15.00	54.77
	15.00	54.77
Mission - Church Pastoral Aid Society		
Restricted	80.22	555.86
	80.22	555.86

Fund	Opening balance	Closing balance
Mission - Fegans		
Restricted	30.00	74.72
	30.00	74.72
Mission - Sponsor A Child		
Restricted	(96.74)	(196.72)
	(96.74)	(196.72)
Mission - Tearfund		
Restricted	569.64	804.02
	569.64	804.02
Mission - Greg & Sylvia Venables		
Restricted	63.75	470.43
	63.75	470.43
Mission - Vernon		
Restricted	81.80	—
	81.80	—
Mission - Thanet Winter Shelter		
Restricted	—	778.20
	—	778.20
Harvest 2017 - Tearfund		
Restricted	—	2,299.48
	—	2,299.48
Gift Day 2013 - Outreach work		
Restricted	607.12	607.12
	607.12	607.12

Fund	Opening balance	Closing balance
Gift Day 2014 - Tech. & general funds		
Restricted	804.50	804.50
	804.50	804.50
Youth		
Restricted	570.66	509.26
	570.66	509.26
Men's Work		
Restricted	28.11	71.87
	28.11	71.87
Women's Work		
Restricted	61.05	61.05
	61.05	61.05
Play & Praise		
Restricted	271.43	309.61
	271.43	309.61
Tuesday Friendship Club		
Restricted	506.08	257.50
	506.08	257.50
Cooker		
Restricted	—	5.80
	—	5.80
Christmas Unwrapped		
Restricted	119.01	—
	119.01	—

Fund	Opening balance	Closing balance
Youth - petty cash		
Restricted	22.16	10.16
	22.16	10.16
Play & Praise - petty cash		
Restricted	52.86	136.43
	52.86	136.43
Men's Group - Petty Cash		
Restricted	19.10	9.54
	19.10	9.54
Tuesday Friendship Club - petty cash		
Restricted	27.03	27.70
	27.03	27.70
Flowers - petty cash		
Restricted	13.00	95.28
	13.00	95.28
Fixed Assets - Hall		
Restricted	674,589.00	110,000.00
	674,589.00	110,000.00
Overall totals	683,564.39	128,328.42

St Luke's Church Ramsgate

Analysis of income and expenditure

Selected period: 01 January 2017 to 31 December 2017

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Receipts						
<i>Planned giving</i>						
Gift Aid - Planned Giving	25,050.83	—	1,701.67	—	26,752.50	25,938.00
Other planned giving	7,037.75	—	40.00	—	7,077.75	6,550.10
<i>Planned giving Totals</i>	32,088.58	—	1,741.67	—	33,830.25	32,488.10
<i>Collections and other giving</i>						
Loose plate collections	3,546.92	—	3,437.70	—	6,984.62	5,875.52
One Off Donations	29,037.50	—	5,309.50	—	34,347.00	7,683.06
Online Donations	19.85	—	—	—	19.85	—
<i>Collections and other giving Totals</i>	32,604.27	—	8,747.20	—	41,351.47	13,558.58
<i>Other voluntary receipts</i>						
Cash in Hand to Bank	—	—	831.00	—	831.00	1,009.00
Donations	1,378.51	216.00	171.42	—	1,765.93	3,666.82
Recurring grants	—	—	—	—	—	328.65
Non-recurring one-off grants	—	—	1,300.00	—	1,300.00	—
Church hall lettings - fund raising	—	16,029.00	—	—	16,029.00	19,395.90
<i>Other voluntary receipts Totals</i>	1,378.51	16,245.00	2,302.42	—	19,925.93	24,400.37
<i>Gift Aid recovered</i>						
Tax recoverable on Gift Aid	6,736.76	—	992.18	—	7,728.94	7,419.46
Tax recoverable from GASDS	1,042.88	—	—	—	1,042.88	795.37
Bank and building society interest	7.82	—	—	—	7.82	23.16
<i>Gift Aid recovered Totals</i>	7,787.46	—	992.18	—	8,779.64	8,237.99
<i>Other receipts</i>						
Grant from Diocese	345.20	—	—	—	345.20	—
Other funds generated	5.46	—	—	—	5.46	—
Administration	—	—	420.75	—	420.75	119.01
Other Income	—	—	50.00	—	50.00	—
Petty Cash	—	—	3,343.34	—	3,343.34	3,039.22
<i>Other receipts Totals</i>	350.66	—	3,814.09	—	4,164.75	3,158.23
<i>Receipts from church activities</i>						
Fees for weddings and funerals	956.00	—	—	—	956.00	1,481.00
<i>Receipts from church activities Totals</i>	956.00	—	—	—	956.00	1,481.00
Receipts Grand totals	75,165.48	16,245.00	17,597.56	—	109,008.04	83,324.27

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Payments						
<i>Missionary and Charitable Giving</i>						
Giving to missionary societies	—	—	2,680.44	—	2,680.44	6,483.33
Donations to Charity	—	—	470.00	—	470.00	50.00
Giving - relief and development agencies	50.00	—	554.88	—	604.88	—
<i>Missionary and Charitable Giving Totals</i>	50.00	—	3,705.32	—	3,755.32	6,533.33
<i>Parish Share</i>						
Ministry parish share etc	54,901.00	—	—	—	54,901.00	51,794.00
<i>Parish Share Totals</i>	54,901.00	—	—	—	54,901.00	51,794.00
<i>Clergy and Staffing costs</i>						
Salary of parish administrator	4,387.83	—	—	—	4,387.83	4,258.83
Working expenses of incumbent	662.81	—	—	—	662.81	1,277.84
Visiting Speakers	—	—	—	—	—	115.00
<i>Clergy and Staffing costs Totals</i>	5,050.64	—	—	—	5,050.64	5,651.67
<i>Church Running Expenses</i>						
Parish training and mission	690.94	—	926.75	—	1,617.69	1,109.91
Building Hire	50.00	—	—	—	50.00	—
Training and Mission - Youth	—	—	542.21	—	542.21	851.40
Children's Work on Sundays	223.76	—	—	—	223.76	130.41
Publicity	629.29	—	—	—	629.29	1,019.44
Petty Cash Payment	—	—	3,198.38	—	3,198.38	3,121.82
Church running - insurance	2,348.50	—	—	—	2,348.50	3,097.15
Church office	1,343.24	—	—	—	1,343.24	688.16
Church running - general	73.27	—	—	—	73.27	159.52
Organ / piano /sound system / music	11.99	—	—	—	11.99	14.98
Church maintenance	4,410.56	—	—	—	4,410.56	1,708.40
Fire Extinguishers	191.37	—	—	—	191.37	236.73
Equipment - church	—	—	150.00	—	150.00	—
Subscription - Thanet Deanery Synod	125.00	—	—	—	125.00	125.00
Subscription - Copyright Licence	722.52	—	—	—	722.52	708.48
Subscription - Website	11.99	—	—	—	11.99	171.62
Bank Charges	65.00	—	—	—	65.00	10.00
Gardening	—	3,421.08	199.89	—	3,620.97	3,951.45
Church running - electric	1,042.87	—	—	—	1,042.87	661.27
Church running - gas	(249.48)	—	—	—	(249.48)	1,189.32
Church running - water	168.36	—	—	—	168.36	165.86
<i>Church Running Expenses Totals</i>	11,859.18	3,421.08	5,017.23	—	20,297.49	19,120.92
<i>Hall Running Costs</i>						
Hall - Phone and Broadband	—	763.46	—	—	763.46	607.07
Hall running - electricity	—	938.39	—	—	938.39	778.21
Hall running - gas	—	3,649.33	—	—	3,649.33	2,980.69
Hall running - insurance	—	701.50	—	—	701.50	807.30
Hall - Running costs	—	981.53	—	—	981.53	1,115.36
Hall running - maintenance	—	760.43	85.20	—	845.63	1,944.80
Hall running - gardening	—	816.00	—	—	816.00	—

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Hall Cleaning	—	5,261.04	—	—	5,261.04	4,843.20
Hall running - water	—	163.32	—	—	163.32	165.86
Hall - Fire Extinguishers	—	191.37	—	—	191.37	236.73
Hall - Equipment	—	129.99	1,209.00	—	1,338.99	—
<i>Hall Running Costs Totals</i>	—	14,356.36	1,294.20	—	15,650.56	13,479.22
Payments Grand totals	71,860.82	17,777.44	10,016.75	—	99,655.01	96,579.14

St Luke's Church Ramsgate
Statement of Assets and Liabilities (by code)
As at: 31 December 2017

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Fixed assets - Tangible assets						
Church Hall	—	—	110,000.00	—	110,000.00	674,589.00
Total	—	—	110,000.00	—	110,000.00	674,589.00
Current assets - Cash at bank and in hand						
Bank current account CAFcash	—	—	6,941.06	—	6,941.06	6,691.21
Bank deposit account CAF GOLD	1,900.30	7,388.39	851.73	—	10,140.42	10,135.32
CCLA (CBF) deposit account	78.76	243.58	645.49	—	967.83	965.11
Cash in hand	—	—	279.11	—	279.11	134.15
Total	1,979.06	7,631.97	8,717.39	—	18,328.42	17,925.79
Liabilities - Agency accounts						
Agency collections	—	—	—	—	—	318.00
Total	—	—	—	—	—	318.00
Liabilities - Creditors: Amounts falling due in one year						
Accounts Payable	—	—	—	—	—	8,632.40
Total	—	—	—	—	—	8,632.40
Net total assets	1,979.06	7,631.97	118,717.39	—	128,328.42	683,564.39

Notes to Accounts 2017

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2.Fixed Asset:

Fixed Asset retained for church use is the Church Hall. Valuation for sale obtained during 2016, £110,000. Previously shown in the accounts as a valuation for insurance purposes and adjusted at end of 2017 to more accurately reflect the value for church finances.

3.Type of Funds:

Unrestricted/General Funds: Money given to the PCC with no restriction on its use. Designated Funds: The PCC can 'designate' unrestricted money for a particular purpose. This money can be re-designated as 'unrestricted' by the PCC if needed. Restricted Funds: Money given to the church for a specific purpose. The money and any tax claimed from it can only be used for this purpose. Endowment Funds: Money given to the church for investment, where only the income can be spent.

4. Bank Accounts:

The PCC holds a current and savings account with CAF Bank (Charities Aid Foundation). From November 2016 a monthly bank charge of £5 has been applied to the current account. A savings account is also held with Central Board of Finance (CBF). The PCC allow the treasurer to transfer funds between accounts as needed. The treasurer uses online banking. In accordance with the Bank Mandate two signatories sign all cheques. Payments are also made electronically by BACS, set up by the Treasurer and authorised by a second signatory.

5. Cash in Hand:

Petty cash accounts are maintained by individuals on behalf of their church group/activity and reported to the church treasurer at the end of the year. Play and Praise, Tuesday Friendship Club, Fusion Youth Group, Flowers, and the Men's Group.

6. Gift Aid:

Tax reclaimed from HMRC where individuals have signed a gift aid declaration in favour of St Luke's Church. St Luke's is also eligible to claim tax under the Gift Aid Small Donations Scheme (GASDS) on gifts under £20. Due to a problem at HMRC there was a delay in paying out Gift Aid at the end of the year resulting in a total outstanding amount of £2385.75 (£1620 for general fund and £765 for mission). This was received in January 2018.

7. Transfers between funds:

Money is transferred between the various church funds as agreed by the PCC.

In 2017,
£4359.80 was transferred from the General Fund to bring the Church Building Fund to £5000.
£99.89 was transferred from the General Fund to the Short Term Holding Fund to cover the shortfall in the purchase of a new laser printer and lawn mower. The remainder was covered by a donation.
£34.01 was transferred from the Urn fund to the General Fund. This represented the surplus from a donation after the purchase of a new urn, as per the donor's instructions.
£3100.08 was transferred from Gift Day 2017 to General Fund.
£344.45 was transferred from Gift Day 2017 to CPAS, as a tithe of donations.
£741.38 was transferred from the general Mission Fund and split between the seven missions supported at that time.

8. Mission money:

Donations are made throughout the year for the various missions supported by St. Luke's. Where gift aid declarations have been signed, tax is reclaimed. The donations and tax are forwarded to the mission societies once or twice a year. At the end of 2017 £6008.29 of mission money remained in our accounts and will be paid out in 2018. There has been a delay in receipt of Gift Aid payments from HMRC which has

contributed to this position. The total amount paid out during 2017 totalled £3235.32. This includes some funds given in 2016 and the Sunday Club collections.

Following recommendations from The Mission Committee, the PCC changed the missions supported by St. Luke's and as at the end of 2017 they are: Greg & Sylvia Venables, Dick & Caroline Seed (via Church Mission Society, CMS 1/3, Seeds 2/3) Church Pastoral Aid Society (CPAS), Local Mission (Including Thanet Winter Shelter), Thanet Centre of Mission (Church Army) and Tearfund. In times of specific need a collection may be made for a particular appeal. In 2017 a collection was taken for the crisis in East Africa totalling £554.88.

9. .Mission: Sponsor a Child.

This is the Sunday Club collection to support a child in The Philippines through Compassion UK. It costs £25 per month and at the end of 2017 the fund had a deficit of £196.72. The PCC is aware of this position and Sunday Club leaders remind the children about donations when they pray for the child. The PCC agreed during 2016 to cover any shortfall for this fund and look at ways to increase giving.

10. Harvest:

Once a year at Harvest, a collection is taken for a particular project chosen by the PCC. In 2017 £2299.48 was donated. Gift Aid is still outstanding and will bring the total to £2722.73. This sum will be forwarded to Tearfund in 2018.

11. Gift Day:

The PCC launches a collection once a year towards a specific project. In 2017 this collection was to improve the financial situation at St. Luke's. Including tax, £3444.53 was received. At St. Luke's a tithe (10%) of this sum is given to our Patrons the Church Pastoral Aid Society (CPAS). The remaining money was transferred to the General Fund.

12. General Fund.

This fund contains all income and expenditure related to the running of the church services and upkeep of the building. Surplus for the year £1979.06, carried forward to 2018.

Expenditure: Total expenditure for 2017, £71,860.82.

St. Luke's was able to meet its Parish Share to Canterbury Diocesan Board of Finance of £54,901. This pays for our Vicar and contributes towards various other Diocesan expenses and projects. The Gas account shows a credit of £249. Both the gas and electricity bills are usually estimated. This means from time to time (sometimes years apart) they are rectified. Gas is supplied by SSE and the Church and Hall properties had previously been amalgamated into one account. In 2017, at our request, the Church and Hall gas accounts were separated and this has also contributed to the credit on the account and the result of this will be seen in early 2018 when the next bill is received. The electricity contract was renewed in 2017 and is now supplied by EDF Energy. Insurance cover is provided by Ecclesiastical Insurance Office Plc (£2348) and a new contract was negotiated for a further three years in 2017. Other large expenses include the cost of employing the Parish Administrator (£4388) and Church Maintenance (£4411). Maintenance costs for the year included cleaning and repair of the gutters (£3175), gas appliance service and repair (£916) Emergency lock repairs and new keys (£264) and the removal of, and investigation of the old emersion heater and tank in the church (£55). Office expenses of £1343 include stationery items, stamps and cartridges for the printer. Fire Extinguishers: (£191) when our contract of hire came to an end in 2017 the decision was made to purchase new extinguishers rather than continue with a hire agreement. This will reduce the ongoing cost of servicing. Publicity costs of £629 include banners and printed literature for Christmas and Easter. Copyright Licence (£723). We hold five licences. We are legally allowed to project song lyrics, create service sheets, access and use instrumental and vocal arrangements and service recordings. We are permitted to photocopy, scan and file-share music and photocopy from non-music publications. A video licence allows video to be shown within the church and we are permitted to perform music in services and at social activities.

Income: Total income for 2017, £75,165.48.

£32,088 from planned giving. £33,982 from cash collections and donations.

£7787 tax reclaimed from both Gift Aid and Gift Aid Small Donation Scheme. £345 grant from the Diocese. £956 fees from weddings and funerals. A number of significant donations were received through the year from individual donors and are shown in the figures above. These include single donations of £16000, £7000, £2000, £1000, £1300 and £300. We also received £250 from St Lawrence College who used the church building for a service. Donations also include money received from refreshments, in memory of Audrey Regan and Jack Smithers, Ride and Stride, fundraising sale of items, summer tea, and Maundy Thursday meal. During the year a new online method of making donations commenced which is accessed through our website. This is administered by BT and called MyDonate. Where appropriate tax reclaims are made on our behalf. A small charge is taken from debit and credit card transactions. Shown under 'other funds generated' is our first amount (£5.46) received from Give as You Live. This is a fundraising scheme which pays a % of the cost of items purchased online when made through their website/app. There is no cost to people making the purchase.

13. Hall Fund.

This includes all income and expenses related to the running of the church hall and maintaining it. Total income £16245. This is from hall rental income and some small donations (£216). Expenditure for the year £17,777. Main expenditure items are the cost of employing the gardener (£3421). The gardener maintains both the church and hall grounds. The cleaner (£5272) who cleans both the hall and the church. £816 was spent on tree maintenance. Annual insurance cost £701. Hall maintenance includes £711 for gas servicing, repairs and plumbing.

14. Cooker Fund:

The hall cooker required replacement during 2017. A grant of £1300 was received from KCC to cover the purchase cost and installation. A balance of £5.80 remains in the fund towards any further cooker expenditure.

15. Urn Fund.

A donation of £94 was received to purchase a new urn. After purchase the remaining balance was transferred to the General Fund.

16. Short Term Holding Fund:

A donation of £250 was received towards the purchase of a new laser printer and a lawnmower. The shortfall of £99.89 was covered from the General Fund.

17. Easter Cracked & Christmas Unwrapped Funds:

These funds include the expenses for the joint churches initiative which invites year six primary children into the church to hear the real message of Easter and Christmas. Materials are purchased and the costs covered by all churches involved.