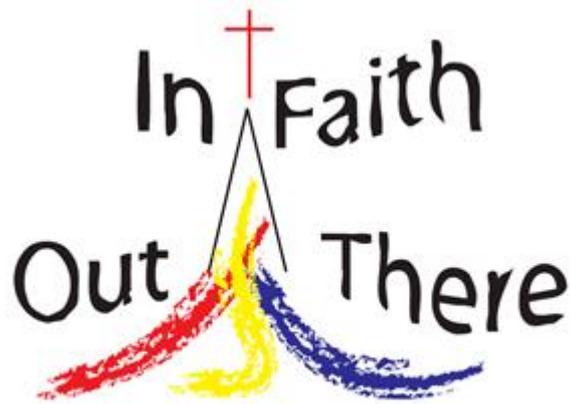


St. Luke's Church, Maidenhead



ANNUAL REPORT AND FINANCIAL STATEMENTS AND PARISH BULLETIN 2019



St Luke's Church, Maidenhead

ANNUAL REPORT & FINANCIAL STATEMENTS

OF

THE PAROCHIAL CHURCH COUNCIL

for the year ended 31st December 2018

Registered with the Charity Commission, No. 1129951

Vicar:

The Reverend Sally Lynch

Church Wardens:

Johanna Raffan & David Sopp

Honorary Treasurer:

Richard Burdett

Secretary to the PCC:

Ralph Hinchliffe

Bankers:

**Royal Bank of Scotland PLC
40-42 High Street, Maidenhead, SL6 1QE
and**

**Lloyds Bank PLC
45 High Street, Maidenhead, SL6 1JS**

Independent Examiner:

Robin M. Clutterham FCMA

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Annual Report for 2018

Aims and Purposes

St Luke's Parochial Church Council (PCC) has the responsibility for co-operating with the incumbent, the Reverend Sally Lynch, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of all the church buildings, these all being situated in Norfolk Road, Maidenhead.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St. Luke's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve as many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, we have considered the Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work

To facilitate this work, it is important that we maintain the fabric of the Church of St. Luke.

This last year in addition to normal duties the PCC has had to deal with implementation of the new Data Protection Regulations (GDPR). To facilitate this the secretary has attended diocesan training days as well as completing an on-line course. A new privacy notice has been approved and is displayed, all members of the church community have also been asked to update their permissions for the church to hold personal details. Following a review at the end of the year the PCC is agreed that the church is GDPR compliant.

Safeguarding has been another major issue during the year and all members of the PCC were encouraged to complete two on-line training modules in relation to this. All members of the PCC will be encouraged to attend a training evening early in 2019.

Achievements and Performance

Worship and Prayer

The PCC is keen that the church offers a wide variety of services throughout the year which the community will find both beneficial and spiritually fulfilling. Our main service continues to be a Parish Eucharist at 10:00am on Sunday but we also offer quieter and more contemplative Eucharist service at 8:00am Sundays, 7:15pm Tuesdays and 10:00am Wednesdays. We also, in partnership with All Saints and Church of the Good Shepherd, Cox Green, offer a variety of evening services through the Sundays at Six programme.

We continue to have an All Age Eucharist on the first Sunday of the month. Baptisms usually take place monthly during the main parish Eucharist. We have also held baptisms at twelve o'clock on Sundays when it is pastorally necessary.

All are welcome to attend our regular services. At present there are 128 parishioners on the electoral roll of which 60 reside outside the parish, this was six less than in 2017. The average weekly attendance counted during October was 94, over the whole year this falls to 89. We have held 16 Baptism services, 1 Wedding, 15 Funerals and 3 Thanksgiving services in church over the year.

Diocesan/Deanery Synod

Three lay members of the PCC sit on Deanery Synod. This provides the PCC with an important link between the parish and the wider structure of the church.

We also have two members of the PCC who are currently members of the Diocesan Synod.

Church Buildings

The PCC is keen to allow the church to be open as often as possible for prayer and community use.

The new external doors were fitted in February which concluded the main work of the re-ordering process. We have now received a faculty amendment which allows us to install new flooring over the existing floor in designated areas at the rear of church. This will be processed early 2019. The type of flooring approved is called 'Kardean' and will have a similar finish to the cabinets.

Bishop Andrew formally dedicated the re-ordered church at a service on 8th March 2018.

The motor on the clock striking mechanism failed in May 2018 and due to the cost of replacement the Treasurer recommended that due to our current financial position this matter be put on hold. This was agreed. The clock still chimes by using the calling bell electromagnetic hammer but not as loudly.

Other general church maintenance continued throughout the year with the boiler being serviced and light bulbs replaced.

Pastoral Care

Some members of our parish are unable to attend church due to sickness or age. The Reverend Sally Lynch and members of the Ministry Team have visited all members who have requested it, to offer them Holy Communion either in their homes or in hospital. Sue Hinchliffe, as our Pastoral Co-Ordinator, continues to monitor our contactors who visit those unable to attend church to keep them in touch with church life.

Mission and Evangelism

Helping those in need is a demonstration of our faith. This year our Outward giving was £4,500.00 which was distributed to the nineteen charities nominated by our Missions and Charities Group and one nominated by our Stars and Sparks. In addition, we raised £3,598 for other charitable giving, including £2,525.00 for Myeloma UK from the Christmas Tree Festival, £516.25 for the Alexander Devine Hospice and £533.75 for the Children's Society.

We also each week continue to provide items for Foodshare.

Our Parish Magazine 'Inspire' is published quarterly and is available to purchase in church and is free online. This contains various articles that help and develop our trust in Jesus. We produce a weekly Pew Sheet which is given to all who attend church and is circulated via email.

Together with the other churches in our Sundays at Six group on 11th February 2018 we were commissioned by Bishop Andrew to hold a 'Year of Mission' which he funded from a legacy. This commenced in March with ten-day visit from the Riding Lights Theatre Company culminating in a shared worship on Palm Sunday morning in the Town Hall. Various other events were held during the year including two full days. One with the London Institute for Contemporary Spirituality, and the other with Reverend Dr. John Bell of the Iona community.

Ecumenical Relationships

We are a member of Churches Together in Maidenhead and we also belong to the Inter Faith Forum. We are part of the Sundays at Six group together with All Saints, Maidenhead and Church of the Good Shepherd, Cox Green.

We are classified as a Presence and Engagement parish and have very good links with Maidenhead Mosque, offering a regular meal to the whole community (and especially those who are homeless) together.

Financial Review

In 2018 we were able to report a surplus on the General Fund of £1,961 (2017: deficit of £450) due to a very generous anonymous donation of £10,000 promised in December and paid in January 2019.

We also benefited because:

- The Tree Festival raised £2,000 more than in 2017, allowing overall Fund Raising to rise from £6,800 to £9,500
- Lettings income was £1,670 over budget
- Fee income from Weddings & Funerals was £2,376 over budget

The Parish Share increased again to £60,898 (2017: £59,413) and the cost of our church music increased to historic levels as we again had a permanent Director of Music and Organist for the whole year. The cost of the curate's housing also increased since Nicola and Ben had to move to what is a more expensive property and the contributions we receive to subsidise the cost also fell.

On the income side, open plate collections fell by £328 compared to 2017, while fee income was unchanged. Sundry donations of £10,791 include the anonymous donation mentioned above.

Fund Raising contributed over £9,700 which included income from the Summer Fair, the Parish Holiday, the Christmas Tree Festival, other events, and profit from catering.

Planned Giving and Gift Aid Tax refund were essentially unchanged, with some large one-off donations at the time of the November renewal replacing weekly or monthly giving earlier in the year. It is disappointing that there were no new givers as a result of stewardship renewal.

Interest rates remained at very low levels and so generated only £1 of interest allocated to the General Fund.

We transferred £2,000 from the Benefactors' Fund to the General Fund as the fourth of five annual contributions to office costs. We also transferred a further £9,802 to cover the cost of the curacy housing and expenses.

After these transfers, the resulting surplus of £1,961 leaves General Fund Accumulated Reserves of £6,934 at the year end.

Designated Funds

We spent £9,997 from the Fabric Fund on general maintenance including £8,657 on the boiler refurbishment and the new module, vs. a dividend income of £6,980 from the Fabric Reserve fund, so again the latter is not generating enough income to fully fund general fabric expenditure and we are slowly running down our reserves.

As mentioned above, we spent a total of £11,802 of the Benefactors' Fund supporting the church office and the curacy.

We again did not purchase any further CBF Investment Fund shares using half the income of Fabric Reserve Fund and instead retained the money on deposit.

We made the fourteenth transfer of £700 from the General Fund to the Fabric Reserve Fund. This is a continuation of the policy that we will over the next six years repay the £18,000 of capital we withdrew from the Fabric Reserve fund in 2004 to pay for the West Window repairs.

Restricted Funds

As in the past we also raised and gave away a substantial amount (£4,589; 2017: £4,507 through a number of Special Collections and the Christmas Tree Festival, in addition to our normal outward charitable giving (£4,529; 2017:£4,687).

The Development Fund received grants totalling £8,238, one donation and associated tax refund totalling £312, and £200 from the sale of pews, giving a total of £8,751 towards the reordering project. It also received £18,643 as a refund of VAT paid on the project from the Listed Places of Worship Grant Scheme.

The receipt of these funds allowed partial a repayment to the Benefactors' Fund of £6,896 out of the £123,500 taken from that fund in 2017.

The fund will receive a further £1,000 grant towards the project in 2019, but will have to pay the project retention charge and final architect's fees, which have yet to be calculated.

Balance Sheet

The slight rise of £7,868 in the balance sheet value, from £341,554 to £349,422 is mainly caused by receipt of the LPWGS VAT refund and the £10,000 anonymous donation. The CBF Investment fund share price fell by 1.5% over the year, reducing the value of the funds we hold in this form.

Reserves Policy

The PCC's policy on holding reserves is as follows:

Restricted Funds

The PCC is advised on an annual basis of significant unspent balances in these funds where it is apparent that plans are not in hand to spend the money within a reasonable time.

Unrestricted & Designated Funds

Benefactors' Fund: (i.e. accumulated legacies for the general purposes of the PCC). The policy is that the money should normally only be spent on the capital cost of items, or on repairs/restoration work that would not normally be required more than once every ten years. Alternatively it can be used to fund support for church personnel development. Hence the reserve level will vary and there is no target level. In 2010 the PCC decided that the dividend income from the part of this fund held as CBF Investment Fund shares should be treated as General Fund income, which continued in 2018 with a contribution of £1,213 (2017: £2,905). The significant fall is because we had to sell further shares in January 2018 to help pay for the reordering project.

Fabric Reserve Fund: The policy is to hold reserves of between £140,000 and £200,000, so that:

- The income from the investment is sufficient to cover the cost of day to day maintenance of the building's fabric, and
- To allow us if necessary to fund major building repair projects without needing to immediately raise funds to do so.

In 2018 there was a 1.5% fall in the CBF Investment Fund share price with the result that the Fabric Reserve Fund total valuation at year end was £ 252,426 which is above the target range. However this is offset by the Fabric Fund becoming even more overdrawn at £28,185 (2017: £22,302) mainly due to the cost of the boiler refurbishment.

The remaining reserves (i.e. all excluding the Benefactors' and Fabric Reserve funds) should be sufficient to fund three months of ordinary expenditure. In 2018 essential General Fund expenditure (Parish Share, salaries, building running costs, and insurance) totalled £93,149, so the target for our General Accumulated reserves is around £23,200. It is clear that our current reserves of £6,904 are substantially below this target.

Details of all the funds are given in Note 8 to the attached accounts.

Volunteers

The PCC would like to express its thanks to all the volunteers who contribute to the running of St. Luke's Church. Many of these people work quietly in the background, doing all the little and not so little jobs that go to the smooth running and upkeep of the church. Too many to mention by name, we thank everyone for their contribution no matter how small.

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Luke's the membership of the PCC consists of the Incumbent, Associate Priest, Curate in Training, Licensed Lay Minister, Churchwardens, Diocesan Synod representative, Deanery Synod members and members elected by those members of the congregation who are on the Electoral Roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are spent. New members receive initial training into the workings of the PCC.

The full PCC of St. Luke's Church consists of 19 members and met on six occasions during the year, with an average attendance of 80% plus a PCC away morning on Saturday 28th April 2018. Given its wide responsibilities PCC members also serve on various task groups: Christenings, Weddings, Bereavement, Sunday Midday Worship, Music, Children and Young People, Our Older Members, Social Gospel, Lettings, Social Media. These groups met twice during the year and reported back to the Ministry Team.

There are two committees to which some members of the PCC belong.

Standing Committee:

This is the only committee required by law and has limited powers to transact the business of the PCC between its meetings. It seeks to promote the effective working of the PCC and co-ordinate the activities of the various planning groups. Its membership has been restructured and it now consists of the Incumbent, two Churchwardens, Treasurer, PCC secretary and two lay members of the PCC elected annually. It also acts as the Finance Committee overseeing the financial situation and planning the stewardship renewal. The Standing Committee has met on four occasions during the year.

Fabric Committee

This continues to meet as an independent group and is responsible for all matters in relation to the fabric of the building and churchyard.

Administrative Information

St. Luke's Church is situated in Norfolk Road, Maidenhead. It is part of the Diocese of Oxford within the Church of England. The correspondence address is St. Luke's Church, The Vicarage, Norfolk Road, Maidenhead, SL6 7AX. Registered charity number 1129951

PCC members who have served at any time from 1st January 2018 to 31st December 2018 are:

Ex Officio Members

Incumbent	The Reverend Sally Lynch (Chair)
Associate Priest	The Reverend Terrie Robinson
Curate in Training	The Reverend Nicola Hulks
Licensed Lay Minister	Sonya Clarke
Churchwardens	Johanna Raffan (Vice Chair) Dave Sopp
Diocesan Synod Rep.	Ralph Hinchliffe (Secretary)
Deanery Synod	Richard Burdett (Treasurer) Ian Gilchrist Don Luff

Elected Members

Roger Bevitt, R.I.P. (until 01.04.18)	Jill Bevitt (from 15.04.18)
Nicola Buckland (until 15.04.18)	Matthew Burdett
Gill Curry	James Ellins (until 15.04.18)
Sue Hinchliffe (until 15.04.18)	Tony Lane
Michael Masango (until 15.04.18)	Emma Shenton
John Salter (from 15.04.18)	Christopher Smith
Dorothy Strack – Hankey (from 15.04.18)	Shula Tajima
Sue Turner (until 15.04.18)	

Approved by the PCC on 31st January 2019 and signed on its behalf by

Reverend Sally Lynch
Chair of PCC

Independent Examiner's Report

to the PCC of St. Luke's Parish Church, Maidenhead

I report on the accounts of the church for the year ended 31st December 2018 which are set out on pages 7 to 16.

Respective Responsibilities of Trustees and Examiner

The church's trustees (the PCC) are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiners' 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 s.130 of the 2011 Act; and
 - to prepare accounts which accord with these accounting records have not been met;
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Robin M. Clutterham FCMA
February 2019

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Statement of Financial Activities for the year ended 31st December 2018

	Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
		General	Designated			2018	2017
		£	£	£	£	£	£
Income and Endowments from:							
Donations and legacies	2(a)	92,462	500	48,062	-	141,024	109,616
Other trading activities	2(b)	-	21,991	823	-	22,814	16,900
Investments	2(c)	1	8,227	979	-	9,207	10,911
Church activities	2(d)	8,608	6,712	532	-	15,852	14,789
Total Income and Endowments		101,071	37,430	50,396	-	188,897	152,216
Expenditure on:							
Church activities	3(a)	120,759	16,248	21,789	-	158,796	286,843
Raising funds	3(b)	469	12,427	-	-	12,896	10,309
Other activities	3(c)	-	-	5,573	-	5,573	7,154
Total Expenditure		121,228	28,675	27,362	-	177,265	304,306
Net income/(expenditure) before investment gains/(losses)		(20,157)	8,755	23,034	-	11,632	(152,090)
Net gains/(losses) on investments		-	(3,369)	(328)	(67)	(3,764)	27,000
Net income/(expenditure) before transfers		(20,157)	5,386	22,706	(67)	7,868	(125,090)
Transfers between funds							
	4						
From 2018 Tree Festival Profit...		-	(4,984)	-	-	(4,984)	(2,896)
...to Events Fund		-	4,984	-	-	4,984	2,896
From 2018 Parish Holiday		-	(444)	-	-	(444)	-
...to Events Fund		-	444	-	-	444	-
From 2017 Music Festival Profit...		-	-	-	-	-	(1,140)
...to Events Fund		-	-	-	-	-	1,140
Closure of Friendship Project Fund		-	-	(269)	-	(269)	-
...to General Fund		269	-	-	-	269	-
Closure of Key Deposits Fund		-	-	-	-	-	(125)
...to General Fund		-	-	-	-	-	125
Events Committee to General Fund		9,500	(9,500)	-	-	-	-
Dev. Fund to Benefactors' Fund - Repay Reordering Loan		-	6,896	(6,896)	-	-	-
Benefactors' Fund Dividends to General Fund		1,213	(1,213)	-	-	-	-
Benefactors' Fund Contribution to Curacy Costs		9,802	(9,802)	-	-	-	-
Benefactor's Fund Contribution to Office Costs		2,000	(2,000)	-	-	-	-
General Fund to Fabric Reserve Fund		(700)	700	-	-	-	-
General Fund to Vicar's Discretionary Fund		(29)	29	-	-	-	-
Hick Flower Fund to General Fund		63	-	(63)	-	-	-
From Fabric Fund...		-	(3,490)	-	-	(3,490)	(3,435)
...to Fabric Reserve Fund		-	3,490	-	-	3,490	3,435
Net movement in funds		1,961	(9,504)	15,478	(67)	7,868	(125,090)
Total funds brought forward at 1st January 2018		4,973	281,667	50,260	4,654	341,554	466,644
Total funds carried forward at 31st December 2018		6,934	272,163	65,738	4,587	349,422	341,554

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Balance Sheet at 31st December 2018

	Note	2018 £	2017 £
Fixed Assets			
<i>Tangible fixed assets</i>			
No tangible fixed assets	7a)	-	-
<i>Investments</i>			
Parochial Church Council Property	7b)	261,377	295,130
Trust funds administered by the PCC	7c)	<u>1,034</u>	<u>1,048</u>
		262,411	296,178
Current Assets			
Stock		-	-
Investments		-	-
Debtors		19,171	9,608
CBF Deposit Accounts - held by the PCC		51,109	30,273
Lloyds Bank Deposit Account (Development Fund)		7,341	4,549
Lloyds Bank Current Account		10,068	3,467
RBS Current Account		<u>(678)</u>	<u>(2,521)</u>
		87,011	45,376
Liabilities: Amounts falling due within one year			
Creditors for goods and services		-	-
Advanced payments received		-	-
Net Current Assets (Liabilities)		<u>87,011</u>	<u>45,376</u>
Total Net Assets		<u>349,422</u>	<u>341,554</u>
represented by:-			
Parish Funds			
	8		
Unrestricted	8a)	279,097	286,640
Restricted	8b)	65,738	50,260
Endowment	8c)	<u>4,587</u>	<u>4,654</u>
		<u>349,422</u>	<u>341,554</u>

Approved by the Parochial Church Council on 24 January 2019 and signed on its behalf by:-

Revd. Sally Lynch (Vicar)

Mr Richard Burdett (Honorary Treasurer)

The notes on pages 8 to 15 form part of these accounts

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

1 Accounting Policies

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. It is also the first year that they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

Assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt.

Equipment owned by the PCC and used within the church is depreciated on a straight line basis over 4 years. All current items are now fully depreciated.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

Investments

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at PCC's best estimate of market value.

Short term deposits

These are the cash held on deposit either in the CBF Deposit Funds or at the bank.

Funds

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'general fund reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

Transfers between Funds

At the end of each year a transfer is made from the Events Fund to the General Fund to leave the source fund with free balances of between £10 and £100. Historically the aim was to leave the fund with sufficient money to pay the up-front costs of activities planned for the early part of the following year, but in practice this is no longer necessary so in 2018 the transfer left the events fund with a balance of £3

Each year, the income from the Hick Flower Fund Endowment (£63 in 2018) is transferred to the General Fund to be used towards the purchase of flowers.

Since October 2010 dividends from the Benefactors' Fund CBF Investment Fund Shares are treated as General Fund income.

Other transfers are made as required by resolution of the full PCC or Standing Committee.

Incoming Resources

Voluntary Income and Capital Sources

Planned Giving, collections and donations are recognised when received. Income tax recoverable on gift aid donations is recognised when the income is received. Grants and legacies are accounted for when the PCC has determined that it is irrevocably legally entitled to the amounts due. All incoming resources are accounted for gross.

Other income

All other income is recognised when it is receivable. No attempt is made to place a figure on the value of the work of volunteers.

Income from Investments

Dividends and interest are accounted for when receivable.

Investment gains and losses

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December 2018.

Resources Used

Grants

Grants and donations are accounted for when paid.

Activities directly related to the work of the Church

The Parish Share is accounted for when payable.

Costs and expenses payable by the PCC at the year-end are shown as Creditors for Goods and Services. There were no such creditors at 31st December 2018.

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General	Designated			2018	2017
2 Income and Endowments from:						
2a) <i>Donations and Legacies</i>						
Planned Giving:						
Gift Aided	46,793	-	200	-	46,993	50,220
Tax recovered	12,697	-	50	-	12,747	13,191
Non-Gift Aided	5,778	-	-	-	5,778	4,657
Collections (open plate) at all services	4,700	-	-	-	4,700	5,028
Special Collections						
Gift Aided	580	-	690	-	1,270	1,591
Tax recovered	145	-	599	-	744	904
Non-Gift Aided	162	-	3,613	-	3,775	3,929
Sundry Donations	11,491	-	174	-	11,665	2,475
Sale of Pews	-	-	200	-	200	240
Grants						
Lady Pocock's Charities	-	-	350	-	350	300
ODBF & Other Curate's Rent Contributions	9,663	-	-	-	9,663	13,000
Awards for All	-	-	-	-	-	10,000
Baylis Trust	-	-	-	-	-	1,500
Allchurches Trust	-	-	-	-	-	2,000
Heathrow Community Fund	-	-	2,500	-	2,500	-
Co-op Community Fund	-	-	5,738	-	5,738	-
LPWGS - VAT Refund	-	-	18,643	-	18,643	-
Bishop Andrew - Mission to Maidenhead	-	-	15,305	-	15,305	-
Legacies	-	500	-	-	500	-
Floodlighting sponsorship	453	-	-	-	453	581
	<u>92,462</u>	<u>500</u>	<u>48,062</u>	<u>-</u>	<u>141,024</u>	<u>109,616</u>
2b) <i>Other Trading Activities</i>						
Fund Raising - General	-	6,019	-	-	6,019	4,434
Fund Raising - Music Festival	-	-	-	-	-	7,815
Fund Raising - Tree Festival	-	6,335	-	-	6,335	4,651
Fund Raising - Parish Holiday	-	9,637	-	-	9,637	-
Fund Raising - Year of Mission Events	-	-	823	-	823	-
	<u>-</u>	<u>21,991</u>	<u>823</u>	<u>-</u>	<u>22,814</u>	<u>16,900</u>
2c) <i>Investments</i>						
Dividends on CBF Investment Fund Shares	-	8,180	879	-	9,059	9,807
Bank and CBD Deposit Fund Interest	1	47	100	-	148	1,104
	<u>1</u>	<u>8,227</u>	<u>979</u>	<u>-</u>	<u>9,207</u>	<u>10,911</u>
2d) <i>Church activities</i>						
Fees - Weddings & Funerals	4,376	6,712	-	-	11,088	9,321
Magazine, Trading & Catering	1,062	-	-	-	1,062	1,061
Baby & Toddler Group Income	□	-	532	-	532	921
Church Lettings	3,170	-	-	-	3,170	3,486
	<u>8,608</u>	<u>6,712</u>	<u>532</u>	<u>-</u>	<u>15,852</u>	<u>14,789</u>
Total Income and Endowments	<u>101,071</u>	<u>37,430</u>	<u>50,396</u>	<u>-</u>	<u>188,897</u>	<u>152,216</u>

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General	Designated			2018	2017
3 Expenditure on:						
3a) <i>Church activities</i>						
<i>Grants</i>						
Missionary and Charitable Giving:						
Church Overseas:						
- missionary societies						
United Society (USPG)	-	-	-	-	-	223
Friends of Anglicans in Ethiopia	225	-	498	-	723	-
The Bible Society	225	-	-	-	225	-
	<u>450</u>	<u>-</u>	<u>498</u>	<u>-</u>	<u>948</u>	<u>223</u>
- relief and development agencies						
Christian Aid	-	-	-	-	-	769
ABCD' (Action around Bethlehem Children wit	225	-	-	-	225	223
Hand in Hand for Syria	225	-	-	-	225	223
White Helmets - The Voices Project	225	-	-	-	225	223
Hope for Justice	225	-	-	-	225	-
Safe Passage International	225	-	-	-	225	-
The Potters Village	-	-	-	-	-	223
TEAR Fund	-	-	-	-	-	284
Jeel Al-Amal	225	-	-	-	225	554
	<u>1,350</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,350</u>	<u>2,499</u>
Home missions and other Church Societies						
PLANETS Southampton	-	-	-	-	-	1,606
Children's Society	-	-	493	-	493	684
The Clewer Initiative	225	-	-	-	225	-
Church Urban Fund	225	-	-	-	225	223
Prison Fellowship	225	-	-	-	225	223
	<u>675</u>	<u>-</u>	<u>493</u>	<u>-</u>	<u>1,168</u>	<u>2,736</u>
Secular Charities						
Thames Hospice	-	-	546	-	546	-
People to Places	-	-	-	-	-	522
Stars & Sparks Choice	225	-	-	-	225	-
Alexander Devine Hospice	-	-	516	-	516	-
Padstones	-	-	-	-	-	223
Street Angels Maidenhead	225	-	-	-	225	-
The DASH Charity	225	-	-	-	225	223
Macmillan Cancer Support	-	-	70	-	70	-
Great Ormond Street Hospital	-	-	70	-	70	-
Cancer Research UK	-	-	171	-	171	-
Myeloma UK	-	-	2,225	-	2,225	-
Family Friends in Windsor & Maidenhead	225	-	-	-	225	223
Windsor & Maidenhead Youth Counselling	225	-	-	-	225	223
The Brett Foundation (Maidenhead Shelter)	225	-	-	-	225	223
MIND - Friends in Need	225	-	-	-	225	223
Prostate Cancer UK	-	-	-	-	-	223
The Connection at St Martins	-	-	-	-	-	223
Burrswood	-	-	-	-	-	223
Kori Development Project - Toilet Twinning	225	-	-	-	225	223
Ennaus UK	225	-	-	-	225	223
The UK Sepsis Trust	-	-	-	-	-	223
	<u>2,025</u>	<u>-</u>	<u>3,598</u>	<u>-</u>	<u>5,623</u>	<u>3,198</u>

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

Note	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	
	General	Designated			2018	2017
3 Expenditure on: (continued)						
3a) <i>Church activities</i>						
Gifts	-	-	-	-	-	537
	-	-	-	-	-	537
Total of Outward & Charitable Giving	4,500	-	4,589	-	9,089	9,193
3a) <i>Church activities</i>						
Ministry:						
Parish Share	60,898	-	-	-	60,898	59,413
Clergy Expenses	2,631	-	-	-	2,631	3,134
Curate's Housing Rent	19,464	-	-	-	19,464	15,492
Fees Assigned to Diocese	-	4,331	-	-	4,331	4,161
Fees for Organist, Vergers, Flower Arrangers	-	1,920	-	-	1,920	1,700
Junior & Messy Church Costs	-	-	355	-	355	392
Baby & Toddler Group Expenditure	-	-	621	-	621	693
Church running costs						
Light, water, heat	8,445	-	-	-	8,445	8,115
Insurance	7,402	-	-	-	7,402	6,739
Church requisites	819	-	-	-	819	1,191
Catering	609	-	-	-	609	365
Choir, Organ and Music	5,415	-	724	-	6,139	3,742
CCLI License	267	-	-	-	267	255
Hall Trustees - Fee for Use of Hall	200	-	-	-	200	200
Church Maintenance & Development						
Structure & Windows	-	-	9,780	-	9,780	126,226
Clock	-	-	-	-	-	247
Heating Installation	-	8,657	-	-	8,657	1,735
Electrical & Sound System Installation	-	244	-	-	244	2,097
Fire Extinguishers & Security	-	310	-	-	310	357
Professional Fees	-	-	-	-	-	7,493
Legal Fees	-	-	-	-	-	14,916
Furnishings	-	581	-	-	581	8,300
Churchyard Tarmac	-	-	5,720	-	5,720	-
Miscellaneous	-	205	-	-	205	1,152
Parish Administrator's Salary & Pension	5,363	-	-	-	5,363	4,600
Office Costs	4,496	-	-	-	4,496	4,705
Account Examination Fee/Expenses	50	-	-	-	50	30
St. Luke's Flower Group	200	-	-	-	200	200
	116,259	16,248	17,200	-	149,707	277,650
Total Expenditure on Church Activities	120,759	16,248	21,789	-	158,796	286,843
3b) <i>Raising funds</i>						
Fund raising costs	-	12,427	-	-	12,427	9,984
Subscriptions and Advertisements	469	-	-	-	469	325
	469	12,427	-	-	12,896	10,309
3c) <i>Other activities</i>						
Year of Mission Events	-	-	5,546	-	5,546	-
St. Luke's School - Grants	-	-	27	-	27	5,054
St. Luke's School - Professional Fees	-	-	-	-	-	2,100
	-	-	5,573	-	5,573	7,154
Total Expenditure	121,228	28,675	27,362	-	177,265	304,306

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

4 Analysis of Transfer Between Funds

The transfers show:

The 2018 Christmas Tree Festival generated £4,984 (2017: £2,896) for the Events Fund.

The Parish Holiday made a surplus of £444 for the Events Fund.

Overall the Events Fund Raising contributed £9,500 (2017: £6,800) to the General Fund.

The Friendship Group fund was closed and transferred to the General Fund.

Following receipt of the VAT refund on the reordering building costs, it was possible to repay £6,896 of the £123,500 of the Benefactors' Fund transferred to the Development Fund in 2017.

The Benefactor's Fund capital was used to support the curacy £9,802 (2017: £5,492) and the parish office (£2,000).

Benefactors' Fund dividends of £1,213 (2017: £2,905) were transferred to the General Fund.

The General Fund made a further transfer of £700 to the Fabric Reserve fund.

The balance of £29.00 after all Outward Giving payments were made was transferred to the Vicar's Discretionary Fund.

Dividend income from the Hick Flower Fund (£61.77) was transferred to the General Fund.

Half of the dividend income from the Fabric reserve Fund was retained for reinvestment.

5 Staff Costs

	2018	2017
Director of Music's Salary (2017: from 1 Sep)	3,066	1,000
Parish & Music Administrator's Salary & Pension Costs	5,363	5,212
Organist's Salary (to 31 March 2017)	-	310
	8,429	6,522

During the year the PCC employed a Director of Music/Organist and a Parish/Music Administrator

The PCC operates a PAYE scheme for all staff payments. It also offers the NEST defined contribution pension scheme which the Parish Administrator joined with effect from 1st June 2018

6 Related Parties

A small immaterial portion of the expenses paid to the Vicar may relate to her service as chair of the PCC

No other payments or expenses (other than reimbursement for items purchased on behalf of the PCC) were paid to any PCC member, persons closely connected with them, or related parties

Donations from related parties (PCC members) during the year including Planned Giving and other gifts totalled £13,168 (2017: £20,095) excluding the associated Gift Aid tax refund

7 Fixed Assets for use by the PCC

7a) *Tangible Fixed Assets*

There are currently no tangible fixed assets

	Valuation at 31/12/2018	Valuation at 31/12/2017
7b) <i>Investments - PCC Property</i>		
Fabric Reserve Fund		
12819.33 shares in the CBF Investment Fund	207,013	210,165
Organ Fund		
1333 shares in the CBF Investment Fund	21,524	21,854
Benefactors' Fund		
1813.69 shares in the CBF Investment Fund (2017: 3629.62 shares)	29,288	59,505
Hannaford Trust - held by Diocesan Trustees, Oxford Ltd, on behalf of the PCC		
104 shares in the CBF Investment Fund	1,679	1,705
Hick Flower Fund		
116 shares in the CBF Investment Fund	1,873	1,902
	261,377	295,131

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

	Valuation at 31/12/2018	Valuation at 31/12/2017
7 Fixed Assets for use by the PCC (Continued)		
7c) <i>Investments - Property of Vicar and Churchwardens, administered by the PCC</i>		
Fry Trust		
64 shares in the CBF Investment Fund	1,034	1,049
	<u>1,034</u>	<u>1,049</u>

8 Funds

Summary of Assets By Fund

	Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds 2018
	General	Designated			
Investment Fixed Assets	-	236,301	21,524	4,587	262,412
Current Assets	6,934	35,862	44,214	-	87,010
Current Liabilities	-	-	-	-	-
Fund Balance	<u>6,934</u>	<u>272,163</u>	<u>65,738</u>	<u>4,587</u>	<u>349,422</u>

Fund Details	Balance at 31/12/2018	Balance at 31/12/2017
---------------------	--------------------------	--------------------------

8a) The Unrestricted Funds balances are as follows:-

General Fund:		
General Accumulated Reserves	6,934	4,972
Designated Funds:		
Events Committee Fund	3	64
Vicar's Discretionary Fund	237	208
Assigned Fees	561	100
Benefactors' Fund	17,832	(7,297)
Benefactors' Fund CBF Shares	29,288	59,505
Fabric Fund	(28,185)	(22,302)
Fabric Reserve Fund	45,413	41,223
Fabric Reserve Fund CBF Shares	207,013	210,165
	<u>279,097</u>	<u>286,638</u>

8b) The Restricted Funds Balances are as follows:-

Junior Education Fund	1,474	1,455
Baby & Toddler Group Fund	259	350
Year of Mission	10,582	-
Choir Music Fund	416	890
Lady Pocock's Non Ecclesiastical	1,669	1,519
Oakley Bequest	122	120
Langton Bequest	131	129
Development Fund	7,344	2,343
Organ Fund	3,619	2,878
Organ Fund CBF Shares	21,524	21,854
A Finch Fund for Organ Improvements	8,796	8,760
Fry Trust Accumulated Income	52	16
Hannaford Trust Accumulated Income	1,504	1,442
Friendship Project	-	269
St. Luke's School Fund	8,246	8,233
	<u>65,738</u>	<u>50,258</u>

8c) The Endowment Funds Balances are as follows:-

Fry Trust (Capital)	1,032	1,049
Hannaford Bequest (Capital)	1,680	1,705
Hick Flower Fund (Capital)	1,875	1,902
	<u>4,587</u>	<u>4,656</u>

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

Following receipt of the VAT refund for the reordering project, the fund received a partial repayment of £6,896 of

8 Fund Details (continued)

Sufficient resources are held in an appropriate form to enable each of the funds be applied in accordance with any restrictions. The specific purpose of each fund is as follows:

Unrestricted Funds

GENERAL ACCUMULATED RESERVES

These represent the general "savings" of the PCC which are not earmarked for any particular purpose. They allow large bills, such as the insurance premium, to be paid early in the year before much income has been received, and the interest earned on them contributes to general fund income, although for the last seven years this has been negligible.

Designated Funds

EVENTS FUND

Fund raising events during the year again formed an important source of income, with the Christmas Tree Festival raising £9,984 and the Parish Holiday £444. Total fund raising for the General Fund amounted to £9,500.

VICAR'S DISCRETIONARY FUND

This is used to offer assistance to those in need who call at the Vicarage.

FRIENDSHIP GROUP FUND

This group has not met for several years so the corresponding fund was closed and the balance transferred to the General Fund.

FABRIC FUND

This funds repairs and maintenance to the church building and its contents, and the cost of cleaning materials. Income is from the Fabric Reserve Fund i.e. one half of the interest and dividends arising from the proceeds of the sale of 42 St. Luke's Road (the former curate's house). In addition the fund received £124 income from the 2018 sponsored Ride or Stride event.

The major expenditure during the year was the £8,657 spent on a major overhaul of the main boiler including a new module following its failure in January.

The further increased debit balance on this fund is because for the past several years the income that is received by it (investment income from the Fabric Reserve fund) has been insufficient to meet the day to day expenditure.

BENEFACTORS' FUND

In 2015 we started the policy of using £2000 of this fund to contribute to increased staffing costs for the church office, by transfer to the General Fund. The plan is that this should continue for one more year (so five years in total). The fund was also used to pay for £9,802 of costs incurred in connection with the curacy of The Revd. Nicola Hulks, and £500 towards the cost of the new set of china for the church. This money was received earlier in the year as a legacy from Chris & Dave Sawyers and held for this purpose.

transferred to the Fabric Fund, with the other half remaining in the Fabric Reserve Fund.

Restricted Funds

the £123,500 transferred to the Development Fund in 2017 to pay for that work.

BENEFACTORS' FUND CBF SHARES

These shares generated £1,123 (2017: £2,905) of income for the General Fund in 2018.

In January we sold £30,000 of these shares to help meet the costs of the reordering project. This has had the effect of reducing dividend income to the General Fund in 2018 and future years.

FABRIC RESERVE FUND

This represents part of the capital held on deposit that generates income for the Fabric Fund. In 2018 it also received £700 from the General Fund as the fourteenth of a series of 20 annual payments intended to restore the £18,000 capital withdrawn from the Fabric Reserve fund in 2004 to pay for the West Window restoration.

FABRIC RESERVE FUND CBF SHARES

This represents the bulk of the capital that generates the income for the Fabric Fund. The fund is represented by 12819.33 CBF Investment Fund shares. In 2018 it generated £6,980 of dividends and interest, of which half (£3,490) was

JUNIOR EDUCATION FUND

This funds the education of the children and young people of the church through the work of the Stars & Sparks Sunday Club and Messy Church expenditure. Income during the year was from contributions collected at Messy Church and a grant from Lady Pocock's Ecclesiastical Charity.

BABY & TODDLER GROUP FUND

This contains monies held on behalf of the Baby and Toddlers Group. The group holds a two-hour session on each Thursday during school term time.

YEAR OF MISSION FUND

We received a grant of £15,305 via the Bishop of Reading which represent a legacy left via the Diocese of Oxford to be used for mission work within Maidenhead. In 2018 it was used to help fund a visit by the Roughshod Theatre Company in the spring of 2018 as well as a number of other events, all arranged in conjunction with All Saints and the Church of the Good Shepherd, Cox Green.

CHOIR MUSIC FUND

This fund holds money given that is specified as being for this fund, and is used by the choir to purchase new music and pay fees for visiting organists.

Parochial Church Council of St. Luke's Parish Church, Maidenhead

Notes to the financial statements for the year ended 31st December 2018

8 Fund Details - Continued

LADY POCOCK'S NON ECCLESIASTICAL CHARITY

This fund contains unspent grant money from Lady Pocock's Non-Ecclesiastical Charity which has to be used to benefit the elderly poor of the parish.

OAKLEY BEQUEST

This fund is for upkeep of the Oakley grave.

LANGTON BEQUEST

This fund is for the upkeep of the Langton grave and churchyard.

DEVELOPMENT FUND

This fund is for long term improvements or alterations to the fabric of the church (as opposed to maintenance activities). The Development Fund received grants totalling £8,238 and one donation and associated tax refund totalling £312, and £200 from the sale of pews, giving a total of £8,751 towards the reordering project. It also received £18,643 as a refund of VAT paid on the project from the Listed Places of Worship Grant Scheme.

The receipt of these funds allowed partial a repayment to the Benefactors' Fund of £6,896 out of the £123,500 taken from that fund in 2017.

The fund will receive a further £1,000 grant towards the project in 2019, but will have to pay the project retention charge and final architect's fees, which have yet to be calculated.

£2540 of the money held in this fund can only be spent on works to the Memorial Chapel since the donors specified this when they made their gifts.

ORGAN FUND

This was established to fund long-term repairs and maintenance to the pipe organ that was last fully restored after the fire in 1991. Organ tuning costs and day-to-day maintenance are borne by the General Fund under the Choir and Organ expenditure item.

ORGAN FUND CBF SHARES

In view of the long-term nature of the Organ fund, part of it is held as 1333 CBF Investment Fund Shares.

ARTHUR FINCH FUND FOR ORGAN IMPROVEMENTS

This fund contains the legacy received from the estate of the late Arthur Finch to be used towards future improvements to the pipe organ at St. Luke's.

FRY TRUST, HANNAFORD TRUST AND HICK FLOWER FUND ACCUMULATED INCOME FUNDS

These three funds hold the income from the corresponding endowments until it is spent. There was no expenditure from the Fry Trust and Hannaford Trust in 2017.

ST LUKE'S SCHOOL FUND

There is a building on the school site which was erected by the local authority without the permission of the trustee of the land, which is St. Luke's Parochial Church Council. Rental from the operator who ran it as "Munchkins" was paid direct to the school until 2012. However as part of the registration of land being carried out by the Diocese of Oxford it became clear that since the trustees are the ultimate owners of the land the rental income should be paid to the PCC and used in accordance with the land conveyance dated 22nd June 1948 which requires it to be spent firstly "on matters relating to educating children or adults of the parish in the Christian faith, or failing this on any other ecclesiastical purpose." The St. Luke's School Fund was therefore set up within the PCC's accounts and contains rental payments received plus interest, less expenditure properly authorised by the PCC.

In July 2016 the Munchkins group left the building and the school is now using the premises for its own purposes. Rental payments to the PCC have therefore ceased.

In 2018 we spent £27 on grants to the school.

Endowment Funds

FRY TRUST

The income from this endowment is to be used firstly to maintain the grave of Canon Fry and secondly to maintain the chapel.

HANNAFORD BEQUEST

The income from this endowment is to be used firstly to maintain the grave and tombstone of Anne Dorothy Hannaford in good and proper order and secondly for the general purposes of the PCC.

HICK FLOWER FUND

The income from this endowment (£62 in 2017) is used to purchase flowers for the church, by transfer to the General Fund from whence it is paid to the flower arranging team as part of the PCC's contribution of £200 towards the cost of flowers.

ST. LUKE'S CHURCH MAIDENHEAD

**Annual Meeting of Parishioners
For the
Election of Churchwardens**

&

ANNUAL PAROCHIAL CHURCH MEETING

SUNDAY 03rd March 2019

At 11.30am in the Church, followed by a parish lunch

- 1 Welcome and Prayers
- 2 Apologies for Absence
- 3 Minutes of meeting held on 15.04.18 and Matters Arising
- 4 Electoral Roll Officer's Report
- 5 Secretary's Report
- 6 Treasurer's Report
- 7 Appointment of Assistant Churchwardens
- 8 Election of PCC Members
- 9 Election of Sidespersons
- 10 Appointment of Independent Examiner
- 12 Fabric Report
- 13 Parish Life Reports
- 14 Report of Incumbent
- 15 Any Other Business
- 16 Date of Next Meeting Sunday 15th March 2020

Annual Meeting of Parishioners held at 11.40am on

Sunday 15th April 2018

The Reverend Sally Lynch was in the chair and welcomed the 46 people present.

Election of Churchwardens

Johanna Raffan of 42, Ray Lea Road, Maidenhead

David Sopp of 17 Halifax Road, Maidenhead

had been proposed and seconded for the post of Churchwarden and were duly elected.

They were thanked for their work during the year.

This meeting was then closed at 11.45am

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Annual Parochial Church Meeting of St. Luke's Church, Maidenhead held in the church on Sunday 15th April 2018

The Reverend Sally Lynch was in the chair and opened the meeting with a short act of worship.

Apologies for Absence

Carol Stephens, Rhidian Jones, Neil MacLean, Joan Lynch, Matthew and Clare Burdett, Jean Tyrwhitt – Drake, Jan Gilchrist

Notification of Any Other Business

There were no items of any other business notified.

Minutes of Last Meeting

The minutes of the APCM held on Sunday 02nd April 2017 were signed as a true record. There were no matters arising from these minutes.

Electoral Roll Officers Report

Due to personal circumstances the Electoral Roll Officer Jill Bevitt had not been able to carry out a review of the Electoral Roll it had therefore be carried out by the PCC Secretary Ralph Hinchliffe. He informed the meeting that eight people had come off the roll during the past year, but no-one had joined it. The total on roll is therefore 126.

This is the final year of the current roll a new roll will have to be compiled for 2019.

Jill Bevitt had stated that she was retiring as Electoral Roll Officer. The Reverend Sally Lynch thanked her for her work of the past years and made a presentation to her.

Secretary's Report

The secretary's report had been published in the Annual Bulletin prior to the meeting and a copy is attached to these minutes. He informed the meeting that the contents and layout of the report were now in line with the recommended format in the Charities Act 2011.

The secretary had nothing further to add to his report.

There were no questions for the secretary in relation to his report and he was thanked for his work throughout the year.

Treasurer's Report

The treasurer Richard Burdett informed the meeting that copies of the full Financial Statements for St. Luke's Church, Maidenhead were available, and a copy is attached to the minute file. He then spoke to the following written summary:

The PCC Accounts – What happened in 2017

General Fund Summary

- **Deficit of £451 compared to a surplus of £1,370 in 2016**
- Parish share increased by £728 to £59,413
- The Clergy Expense increase of £234 is due to an advance payment for the 2018 clergy conference
- The costs of renting the curate's house increased due to the reduced contribution from the Diocese
- Music costs were down by £1,161 as we operated without a Director of Music until September
- Office Costs fell £1,200 to £8,956
- Excluding Curacy Housing costs, total expenditure at £95,787 was £1,226 lower than in 2016
- Open plate collections rose by £824, mainly due to school carol service collections
- Wedding & Funerals Fee income rose by £913 to £4,347
- Gifts & Donations received one large donation of £1,000, giving an increased total of £2,222
- Lettings income fell by £1,577 as we lost income following the closure of the Parish Centre in August.
- Benefactors' Fund dividend income recovered after the change in payment dates in 2016 which reduced income that year
- Fund Raising generated £7,039 (2016: £7,512), including £2,895 from the Christmas Tree Festival and £1,139 from the Music Festival
- **Planned Giving and the associated Tax Refund fell £3,232 (4.5%) to £67,723**

Hence despite the lower expenditure figure in 2017, mainly the result of (temporarily) lower Music Costs and the reduced Office Costs, the fall in income from Lettings, and more importantly Planned Giving meant that we reported a deficit. This has reduced our General Fund Reserves to £4,972

Designated Funds

Benefactors' Fund

- £5,492 was spent on curacy costs
- £2,000 was transferred to the General Fund to support office running costs
- £438 was spent on new albs

- £3,027 (plus £4,025 from the Fabric Fund) was spent on the new red carpet and formalising the dais extensions
- £123,500 was spent on the reordering project by transfer to the Development Fund

Fabric Fund

- In addition to the costs of the carpet, we spent £7,306 of the Fabric Fund on legal and court fees in connection with the consistory court case, and a further £2,691 on boiler servicing, other fabric repairs, and maintenance.

Restricted Funds

Development Fund (Reordering Project)

- Received grants totalling £13,500, five personal donations and associated tax refunds totalling £1,732, and £190 from the sale of pews, a total of £15,422 towards the reordering project. Two further grants totalling £3,500 will be paid in 2018 on completion of the work, so overall the fund raising for this project raised £18,922 which is about 22% of the target of £85,000 set in August 2017.
- Costs of the work to 31 December 2017 charged to this fund total £145,472, including
- £7,609 on the consistory court fees (so including those mentioned above paid from the Fabric Fund the total cost for the legal and court fees in 2017 was £14,915), £7,493 on Architect's and other fees, and £130,370 on the actual work. Hence in order to pay for the project it was necessary to transfer £123,500 from the Benefactors' Fund into the Development Fund.
- There have been further costs in 2018 for the cost of the new doors and resurfacing the parking area. There will, however, be a refund via the Listed Places of Worship Grant Scheme of some of the VAT we have paid.

School Fund

- We spent £2,100 of the St. Luke's School fund on legal fees in connection with terminating the former lease to the "Munchkins" playgroup, and £5,054 on grants to the school for blinds, a new sound system, and Wi-Fi improvements.

CBF Investment Fund Share Price

The CBF Investment Fund share price rose by 9% over the year (2016: 11%).

Summary

We generated and gave away to charity £9,194 in 2017 (2016: 7,973).

The General Fund deficit of £451 is disappointing, and although better than the £4,500-£5,000 deficit I was expecting we might report at the time of the 2017 APCM, we cannot be complacent.

Having now spent much of the Benefactors' Fund on the reordering project we have to find a further £2,000 each year every year to replace the dividend income it was contributing to the General Fund. We also must plan to find another £2,000 a year from 2020 onwards that the fund has also been contributing to support the office, as well as try to replace the income that we used to obtain from non-church users of the Parish Centre. It is not clear where this money is going to come from other than from a significant increase in Planned Giving from church members and given this it is disappointing that over the first three months of 2018 our Planned Giving is down by 8.5%, (£1,074). Unless this situation changes, the PCC will have no other option than to reduce expenditure.

General Fund Budget for 2018

In 2018 our Parish Share has increased by £1,485 to £60,898. The costs of the church's music will return to traditional levels as we now are again employing a Director of Music. The costs of insuring the church have risen as the policy has been updated. Overall, excluding the cost of the curate's house, expenditure will rise by £3,915 to £99,702

On the income side, Fee income will fall as we currently have no church weddings booked, our lettings income is reduced as we no longer have any of the groups who used to use the Parish Centre, income from the Benefactors' Fund dividends will be much reduced since we have had to sell shares to pay for the reordering project, and Fund Raising income is likely to be down as there is no Music Festival this year.

Overall this gives a predicted deficit of £16,437

If this happens, we will reduce our General Fund reserves to zero, and have to pay the balance from the Benefactors' Fund. This will leave very little in that fund to cover our commitment to pay for the curate's housing in 2019 (which we are paying in full as the Diocese are not currently committed to pay anything towards it after May 2018), or the £2,000 pa to help pay for the office costs.

Parish Giving Scheme

We have joined the Parish Giving scheme which is recommended by the Diocese. Essentially this allows us to collect Planned Giving by Direct Debit, rather than by Standing Order. It allows the giver to choose that their giving be automatically increased by the rate of inflation (RPI) in January each year. For example, someone who was giving £60.00 per month in January 2007 would have seen that payment increase to about £80.00 per month by January 2017 had this been in effect.

The scheme also improves cash flow for Gift Aid donations as they do the tax reclaim monthly and we receive it more quickly. We already have one PCC member using the scheme so please see me if you would like more information.

Appointment of Assistant Churchwardens

Both current Assistant Church Wardens Ruth Sheppard and Don Luff are standing down. Both were thanked for their service and a presentation was made to both.

Sue Hinchliffe and John Salter were appointed.

Election of PCC Members

Under Canon Law we are entitled to 12 Lay Members of the PCC of which a third are elected annually. Those completing their terms of office this year are, James Ellins, Sue Hinchliffe, Michael Masango and Sue Turner. Two further vacancies have occurred due to Nicola Buckland resigning and the death of Roger Bevitt. We therefore have 4 three-year vacancies and 2 two-year vacancies.

Three nominations had been received from, Jill Bevitt, John Salter and Dorothy Strack – Hankey. They were elected.

It was decided to leave the other three vacancies on file for the PCC fill as per Church Representation Rules, and following a skills audit

Election of Sidespersons

The following were newly nominated for election as Sidespersons; Chris, Kristina, Scarlet and Isla Smith and Gareth, Dina, Rosa and Carla McCleod. It was agreed that they should be elected and that all other Sidespersons should be elected en bloc.

All Sidespersons/Welcomers were thanked for the valuable work they do in making St. Luke's a welcoming place for everyone.

Appointment of Independent Examiner

Mr. Kevin Harrison was our independent examiner this year and has indicated that he is not willing to continue in the role. No new independent examiner was appointed.

Richard Burdett proposed that Kevin Harrison be presented with a £50 Gift Voucher for his work this year. This was seconded by Nicola Buckland and carried unanimously.

Churchwardens Fabric Report

The Churchwardens Fabric report had been published in the Parish Bulletin. The wardens had nothing to add to it and there were no questions. The report was approved.

Parish Life Reports

These had all be published in the Annual Bulletin. There was, nothing to add and there were no questions.

Incumbent's Report

The Incumbents report from the Reverend Sally Lynch had been published in the Annual Parish Bulletin.

The Reverend Sally Lynch gave a supplementary report to the meeting in which she paid tribute to the late Roger Bevitt, along with other church members who had died in the past year, notably Jan Cheek, Chris and Dave Sawyers and Helen Poynter.

She suggested that the building work and a variety of other pressures had left us feeling tired and said that she was keen for us to return to the basics of church life (prayer, Bible, hospitality and generosity). Quoting Bishop Andrew's address at the dedication of the re-ordered church, she affirmed what we already do and encouraged us to take a careful look at what we 'do' so that we can better 'be'.

Reverend Sally reminded the meeting that she would be on sabbatical from 11th June until the start of September. She outlined the arrangements for cover in that time and also invited us all take this as time for refreshment, away from busyness.

Finally, she thanked the whole church for all that we do in building God's kingdom and paid especial tribute to the work of the whole ministry team.

Any Other Business

The Reverend Sally Lynch apologised to the meeting that she had failed to mention at the commencement of the meeting that she had two items to raise under AOB.

PCC Officers

The Reverend Sally Lynch informed the meeting that as a result concerns raised by the Diocese, the PCC had debated the lengths of service of all PCC Officers and as a result has passed the following resolution at its meeting on 02nd May 2017;

'This PCC commends to the APCM that the following officers of the PCC, secretary, treasurer and health and safety officer should serve for a period of no longer than seven years and be shadowed by a possible replacement in the final year. If a suitable replacement is not available, the term in

office may be extended on a yearly basis by the PCC. The electoral roll officer should serve for a period of six years in line with the electoral roll cycle which commences in 2019.'

This was now being brought to the APCM for ratification. She explained that this resolution was 'Good Practice'.

In answer to a question, the Reverend Sally Lynch explained that the resolution is not written in the Church Representation Rules as it could not be applied to all churches due to the variations in the sizes of congregations.

The matter was then opened for discussion. A long and heated discussion took place on this matter and the treasurer Richard Burdett read a prepared statement to the meeting, a copy of this statement was not made available for inclusion in the minutes.

Following the discussion, the resolution was put to the vote:

For – 26

Against – 19

No abstentions

One person at the meeting was not entitled to vote as not on the electoral roll.

The resolution was therefore approved.

Safety Group

The Reverend Sally Lynch informed the meeting that a group had been established to maintain an overview of all aspects of safety, including data protection, safeguarding (formerly called child protection), health and safety, and e-safety.

She explained that under new government legislation (GDPR) which comes into force on 28th May 2018, we will need to make a number of changes to our data storage and use and have a clear audit of who has what data and how it is used. She outlined the staged process by which this would happen, as already shared with the PCC. Ralph Hinchliffe has been trained and will take a lead on GDPR, and a data audit would be carried out imminently.

Concurrently, the Church of England had reviewed its safeguarding practices and was now introducing a raft of trainings, which would affect almost everyone in church. Dorothy Strack-Hankey was taking a lead on this, with the Reverend Sally Lynch herself. Training needs would be identified for the autumn. A crucial change was that training was no longer portable.

Vote of Thanks

Ruth Shepherd proposed that a vote of thanks be given to the Reverend Sally Lynch for her hard work and dedication during what has been a very difficult and trying year. This was agreed.

There being no further business the meeting closed with a prayer and the Grace at 1.40pm

Churchwardens' fabric report 2018

Most Faculty paperwork for 2018 was related to continuation of the Reordering project – Faculty 10280. This was amended in February to accommodate the resurfacing of the tarmac parking area at the front of church; again in March following a period of consultation for the relocating of the rearmost pew in the south aisle to the east wall (where it had already been temporarily positioned); and then finally in November for the introduction of hard-wearing flooring towards the rear of the nave.

Meanwhile, previously approved work to re-carpet the dais and chancel, with a new service box installation under the dais was completed in January. February saw the installation of the stunning glass doors which have received much praise from those within our church community and beyond. At the end of February, the resurfacing of the hardstanding at the front of church was also completed prior to Bishop Andrew's visit to bless our Reordering works on March 8th.

The builders and carpenters have also made several return visits to cover various snagging items throughout the year, including but not limited to: longer keys for the cupboards at the rear of church; additional fittings to the glass doors; and a new covering for the boiler serving the east end of the church.

The start of the year also saw significant efforts from Richard Burdett to coax increased longevity from our main boiler and heating system following a significant failure to one of the three modules during January. Richard spent many days in attendance, firstly to diagnose the failure before working with Industrial Air to determine the most cost-effective solution and implement it. Thank you, Richard.

The ongoing programme of tile repairs and light replacements also continued throughout the year. As ever our gratitude for those who attend our Church Care days, serve on our cleaning rotas, or form part of the Fabric Group can never be overstated. Please can we repeat our annual request that you consider joining one or more of these to spread the workload and help us to care for our church today and for future generations to come.

Our agreed Vision and Mission statements, and Values (MAP)

Our Vision:

Our vision is to be an inclusive church which is 'In Faith, Out There', bringing Jesus' healing and wholeness to people around us. With the whole Diocese of Oxford, we seek to become more Christ-like as we live out his teaching and example.

Our Mission:

At St Luke's we aim to grow in faith and encourage each other along the way. As Christian people, strengthened and enthused by our faith in God: Father, Son and Holy Spirit, we are committed to spreading the light of the Gospel into our community, our nation and our world. We are responding to the vision of the Diocese of Oxford to live out the Beatitudes (Matthew 5. 1-10) by trying to be more compassionate, contemplative and courageous disciples of Jesus.

Our Values:

Inclusivity:

to be a church that welcomes all people and cares for the good of all.

Creativity:

to use our God given gifts in creating stimulating and varied worship and learning activities and to celebrate creativity in all its forms.

Generosity:

to use our building, time, talents and money for the growth of God's Kingdom and the benefit of other people.

Spirituality:

to seek to deepen our own faith through worship, study, prayer and silence, and to encourage others to explore faith in God.

Hospitality:

to share fellowship and food as widely as we can.

Our plans for development 2018–21

Nurturing disciples

What are we aiming to achieve?

- Growth in faith and love for God
- Bringing new disciples to faith

How might we do this?

- Develop further our ministry with baptisms, weddings and funerals
- A variety of good quality teaching and nurture programmes
- Offering training to C&YP leaders, Pastoral team and others

Worship for all

What are we aiming to achieve?

- Improved worship experience and accessibility for newcomers
- Enabling people to meet with God
- Encouraging regular attendance at 'church' activities and worship
- Offering something for different preferred styles

How might we do this?

- Establish a broader pattern of offered worship
- Explore and develop further the use of music in worship

Fellowship and Outreach

What are we aiming to achieve?

- A family atmosphere where all are welcome and valued
- A community where new people feel they belong

How might we do this?

- Offering a varied 'events' programme each year, including social and fundraising as well as spiritual, musical and cultural activities
- Ensuring that all ages are supported
- Developing further our baptism preparation and follow up

Buildings and Grounds

What are we aiming to achieve?

- A peaceful and beautiful space for reflection, to meet with God
- A well-used building, which is financially secure

How might we do this?

- Intensive work on the churchyard
- Promote our facility for lettings

Our Parish and Wider Community

What are we aiming to achieve?

- More participation in wider activities
- The church is more widely known in the parish and draws people in in a variety of ways

How might we do this?

- Re-examine our Street Prayer letters
- Encourage the Social Gospel group to input to worship / make presentations more regularly

- Develop further our links with our primary school and with other faiths, especially Maidenhead Mosque.

A Year of Mission

Throughout 2018/19 we will work with All Saints' Boyne Hill and the Church of the Good Shepherd, Cox Green, to provide special events helping us to deepen and share our faith.

These developments build on our existing ministry and seek to further what we already offer – with a re-focus on 'being' good news and growing faith, going back to the basics of prayer and Bible reading.

Reports on church life 2018

Incumbent's report

This year's incumbent's report will be rather briefer than in previous years (phew!) as much of what is to be said is highlighted in the reports that follow.

In many ways 2018 was a good year – the reordering work was finally more-or-less completed with the installation of the lovely glass doors in February, dedicated by Bishop Andrew in March (though of course there will always be things that need doing to maintain and develop our beautiful building). They have made a big difference as people can see in – and especially see the lit cross and candle stand ahead of them. Visitors feel even more welcome now. Relationships that had been strained by that work are healing and we are a church family once more.

We had a tremendously successful Christmas Tree Festival, with more visitors than ever, leading to good numbers for other Christmas services. The warm atmosphere was heartening and the trees had been decorated beautifully and thoughtfully. It was fitting that the tree voted 'best dressed' by visitors was that which Nikola Sorrell had dressed for the Prime Minister. Her theme picked up on the 100th anniversary of the ending of World War I, which we had commemorated in November at a service attended by the High Sheriff of Berkshire and which focused on our WWI Memorial chapel.

We introduced our first 'autumn series' of talks with speakers Revd. Jonathan Evens, Mike Wooldridge and Neil MacGregor. Although we might have liked larger audiences, the talks were all very stimulating.

Our ministry to children and young people has grown with record attendances at both Messy Church

and Baby and Toddler Group. Our older members are enjoying coffee (or a swim) after the Wednesday morning service. We have enjoyed fun together – such as at our summer fair, on the Royal Wedding Day – and we have eaten (a lot) at various times.

Strong links with our parish schools continue and with my appointment as a governor at St Piran's that link strengthens too. Our shared dialogues with friends of other faiths were well attended and we have re-launched our community meal as a weekly interfaith meal on Tuesday evenings.

We have had our challenges of course throughout the year, all families do, but it was humbling to receive an anonymous donation of £10,000 at the end of the year which meant that the predicted General Fund deficit was wiped out. We are most grateful to that anonymous person.

Sadness was also never far away in 2018 as we lost more much-loved church members. Roger Clarke has written tributes later in this Bulletin, but I would like to personally note the massive contributions made by Roger Bevitt, May Reeve and Margaret Burrows to the whole life of this church. We miss them, and others, painfully, yet are comforted by our faith in the resurrection of all.

Our Deanery and Diocese continue to be very important in our lives. As Associate Area Dean I am very aware of the support they each offer. The Diocese is now working firmly towards a new vision, that we may each grow in our discipleship and become more Christ-like: courageous, contemplative and compassionate. Amen to that! Our own revised Mission Action Plan has picked up this theme, and focused on the areas identified for mission by the Bishop of Oxford.

For myself, 2018 was a year of growth and refreshment. You can read about my sabbatical later on in this Bulletin. I started the year by making a pilgrimage to Ethiopia as part of Bishop Andrew's group. Our pilgrim tour of the ancient northern Orthodox churches was fabulous and uplifting but what I treasure most was the opportunity, as one of a much smaller group, to visit the Anglican church in the Gambella region and participate just a little in the life of the Anglican training college there. I have since become a trustee of FACE (Friends of the Anglican Church in Ethiopia). My work as Associate Area Dean has particularly involved supporting New Windsor Team following Revd. Ainsley Swift's move to Bray. I continue to serve as Chaplain to the Association of Anglican Directors of Education; as Berkshire Interfaith Advisor; and a trustee of WAMCF. All of those things feed me, and in turn our whole parish life.

All I want to say now is a huge thank you to all of you and to many particular individuals, without whom not only would our church family life be impoverished, it simply would not function!

So, thanks to everyone who assists with our worship – Adam and the choir, Nicola and her team of Acolytes and Crucifers, to all who administer the chalice, read the lessons and lead intercessions, all who welcome people and who make coffee (and cake and doughnuts!) after the service, organised superbly by Dorothy. To those who support behind the scenes – to Sue and those who care for and launder our church linen, to Rita and her team – all amazing flower arrangers.

Thank you too to Dave and Johanna, our churchwardens, ably assisted by John and Sue, who oversee the care of the church, ensure that rotas are filled, and that everything runs smoothly. To Richard and others who cut the grass and care for our garden – and change light bulbs (we need some people to go up the ladders!). To Sally and the whole team who clean and polish – to Jilly and her team who ensure our brass is sparkling. To everyone who provides food – cakes, meals, all sorts of delicious fare, that we all enjoy at various times – I think probably just about everyone does that!

Thank you to Louisa who edits our lovely colour magazine and to all who contribute to it. Also, to Ruth who works tirelessly as both Office and Music Administrator and is on the sharp end of the phone and emails but responds with great grace. Thanks too to all who lead and support our ministry with children and young people – to Emma and to Nicola and all who work with them at Stars and Sparks, Messy Church and the Baby and Toddler Group. At the other end of the age scale, thank you to Phyllis and Enid and to all who lay on the monthly Thursday teas and lunches which are so well appreciated by our older members. And thanks to all who serve as contactors, keeping people ‘on the fringes’ in touch with God.

Those who support our school have a crucial role to play – thank you to Sally and Ruth and Nicola – the Open the Book team, and also to Rhidian Jones – now Chair of Governors, and to Ben Hulks and Peter Child, Foundation Governors with myself. Our Deanery reps – Don, Richard and Ian, and our CTiM reps – Dorothy, Peter and Enid – all help to link us to the wider church. Our thanks go to them too.

With so many links and a wide variety of ministry, safeguarding has become a crucial issue for all churches. Thanks to Dorothy Strack-Hankey for her work as Safeguarding Officer, ensuring that everyone has a valid DBS check and regular training. Thank you to all of you who have undertaken the new C of E training – please keep at it!

With so much going on and so many people involved, my apologies, as ever, if I have omitted you.

Finally, I want to thank our ministry team. Most particularly, this year, for enabling me to enjoy both my sabbatical and the Ethiopian pilgrimage. We meet as a team regularly and we all benefit from the huge wisdom and experience that each brings – Ruth, Johanna and Dave administratively, Adam musically and Sue, Sonya, Terrie and Nicola spiritually and pastorally. Thank you each for your contribution to the whole life of this church.

I am grateful to each member of our team, and our whole church for all that you offer to our shared life. I also give thanks for those on the fringes of the church, and with whom we come into contact, who see this very much as their church (which it is!) and contribute in their own ways. And I thank God, that s/he has called us all to be a part of the family here. May God richly bless you all as we seek to be his people in this place.

Revd. Sally Lynch

The heart of our life

Our liturgy and worship

Worship is the very heart of our being; church exists to worship God.

We have been keen to continue to offer a rich variety of worship experiences to inspire, and to suit all tastes and life circumstances. The 10.00 am service of Holy Communion each Sunday is the main act of family worship as a church. It has been good to continue to have both Revd. Nicola and Revd. Terrie to share in presiding and preaching at that service. We have also been enriched by the preaching of our LLM Sonya, and our ordinand Phyl. Most Sundays have three services with a quiet 8.00 am Holy Communion (BCP every third Sunday) and Sundays at Six, which we continue to share with All Saints’ Boyne Hill and ChOGS, Cox Green. We were delighted to welcome Bishop Andrew to preside and

preach on 11th February, and then to spend the day with us as we reflected together on our part in God's mission in this place.

Music enriches our worship hugely (see below) and enables us to offer a wider variety. It was great to have our choir leading all aspects of the Advent Ring service this year. Our organ scholars also enhance all that we can do.

In February we introduced Christingle to our 10.00 am All Age service for Candlemas so that everyone could receive a Christingle. We had a larger choir, with young people too for Harvest. During the year several special services and reflective opportunities were again offered. We officiated at a good number of baptisms and funerals, although with far fewer weddings. Our bereavement support continues through the monthly Seeking Solace meeting which Sonya and I lead between us and we are keen to see that group grown in the coming year.

Midweek services (Holy Communion Tuesday evening and Wednesday morning) are well attended with faithful congregations and it is a joy that reading and leading intercessions are shared among all on Wednesdays, with often thought-provoking prayers. The monthly prayer meeting continues faithfully and quiet days / evenings are well used.

In February 2019 we started a monthly 4pm Café Church, appropriate for all ages, to offer a more informal worship opportunity for those who do not want a formal morning service.

Revd. Sally Lynch

Music

Our musical life at St Luke's continues to be a large and very important part of our worship. Over the last year, we enjoyed a mini teaching series called 'Inspiring Music in Worship' which gave us the opportunity to explore and consider how music enriches our worship, both as a church and individually. This series was really popular and the discussions thought provoking. Some further reflections will be used to frame our discussions in our forthcoming Music task group meetings through this coming year.

We are always delighted to hear feedback from members of the congregation, and it has been lovely to receive beautiful comments about the music from Holy Week (2018), Choral Evensong and our annual carol service, not forgetting our Winter Wonderland concert as part of our Christmas Tree Festival.

After a tricky start with Organ Scholars, we were blessed to have the support of Hector Coley and David Bryson. This year we are pleased to welcome Ben Cole and we enjoy both his playing and his cheeky personality! With ever increasing administration leaving me restricted time to actually focus on the music, we have strengthened the music team with new roles of a Choir Secretary (Sue Maclean) and Social Secretary (Barbara Essam). I would also like to thank Ruth (Humphreys) for her continued support, and for remaining part of the music team.

Our Music Festival will be held from 21st – 30th June 2019, with a variety of different recitals and concerts. We will be finishing the festival with Music Sunday on 30th June – a time to thank God for music and for the part it plays in our lives.

I would like to take this opportunity to thank the choir for their dedication and hard work. As always, we are looking for new members to join us – so please spread the word!

Adam Went, Director of Music

Fellowship and social life

The fellowship area at the back of church has been a warm and encompassing space for a number of events that have been well attended and well received. It has enhanced our community life this year by providing opportunities for a variety of gatherings, including family funerals and community meals as well as the evening of the Bishop's visit and the hugely well attended Christmas Tree Festival. It has also helped to make it easier to stay and have coffee and chat after the Wednesday communion service, as well as providing space for the gentle therapy of Stretch and Breathe on Friday mornings.

The servery provides a friendly place from which to offer refreshments and the majority of the congregation stay for a convivial half hour after the 10.00 am service on Sundays.

In June we are planning another Music Festival and through the year there will be the usual programme of concerts, our Summer Fair and other festival gatherings.

All the events are made more enjoyable by the giving of time and food by our generous and hardworking congregation. Thank you.

Sally Somerville and Johanna Raffan

Special items

A Year of Mission

In February 2018 Bishop Andrew commissioned us, along with our brothers and sisters at All Saints' Boyne Hill and the Church of the Good Shepherd, Cox Green (ChOGS), for a Year of Mission. Our three parishes work collaboratively on Sundays at Six, Marriage preparation and other activities and had been awarded a generous sum of money funded by a legacy for mission in Maidenhead.

A number of specific activities were planned both as evangelistic opportunities and to encourage deepening of faith among our congregations.

In late Lent, Roughshod (part of Riding Lights Theatre Company) spent ten days with us and led some very thought-provoking presentations across the churches, workshops in our schools, input to activities for older people and special services. They also led *The People's Passion*, a moving act of worship focusing on the last week of Jesus' life and which we all shared on the morning of Palm Sunday at the Desborough Suite in Maidenhead Town Hall.

Three days were planned across the year to inspire and support discipleship. In June ChOGS hosted the London Institute for Contemporary Christianity as Steve Rouse led a day on 'Being a Christian

24/7'. Participants were given free resources. In December 2018 John Bell, of the Iona Community, led a stimulating and well attended day on the Psalms in worship at All Saints' church. The year will close with a day on Prayer with Bishop Andrew at St. Luke's in March 2019.

With some funding still left, we hope to extend the year and further our mission.

Revd. Sally Lynch

Sabbatical time

Every ten years clergy are invited to apply for a three-month period of sabbatical leave in order to undertake study, retreat and refreshment. In 2018 I was privileged to be granted that leave. I took 10th June – 3rd September 2018 as sabbatical, and I also undertook a two-week study course in Jerusalem in January 2019.

The summer sabbatical proved a valuable time of rest, creativity and refreshment, with some specific aspects. I took a silent retreat at the society of Martha and Mary, Sheldon, called 'Re-Imagining Ministry' led by the Revd. Andrew Mayes. This was very helpful in reflecting on the shape of ordained ministry. I also took Lily, my aged dog, to stay in a cottage in Amble, North East England where I was able to read, study and walk. In August I travelled to Australia to stay with family and friends, via three fascinating days in Vietnam, each way.

The January study course was at Tantur, an ecumenical study institute south east of Jerusalem, overlooking Bethlehem. It was a new two-week programme called *Hakimah* – a study of Biblical texts and story through the eyes of Jewish, Christian and Muslim women. Led by three Jewish, Christian and Muslim women scholars, the programme was stimulating, challenging and inspiring. It has certainly encouraged me to re-think our shared scriptures, attitudes to 'sacred space' and to 'The other' and the whole mess that is 'The Holy Land'.

Revd. Sally Lynch

Curacy at St. Luke's

In the last three and a half years we have loved calling St Luke's our home. I arrived nervous about many things, unsure of what this new ordained life would be like or what kind of minister I would be. The experiences I've had here, and all the opportunities Sally has provided for me, have given me a thorough training that I know will serve me, and those who I minister to, for years to come.

There are many highlights I will remember. I've loved working with our children and local families and building relationships in our community through funerals, weddings and baptisms. I've loved learning to preside at the Eucharist and those peaceful Tuesday evening and Wednesday morning services. I've loved working in school, seeing the children grow and hearing their insights. And I have loved being part of the community here with the privilege of preaching and presiding on Sundays. I know I have grown in my faith in the time I have been here and I have treasured all the times I have shared your journeys with you.

But most of all I will remember all the love, support and encouragement we have received from you all. Our greatest first during our time at St Luke's was, of course, baby Luke! You gave us a safe space to become a family and for that we will be always so grateful. It is not goodbye yet and there is so

much more to say but for now thank you, for all your support and encouragement. We will never forget St Luke's!

Revd. Nicola Hulks

In Memoriam

Revd. Sally has asked if I might write a few words about dear friends who have left us in the past year. This I am both honoured and happy to do although of course my thoughts are tinged with sadness. When my Mum died in February I did not realise that 2018 would be such a sad time for so many at St. Luke's. Mum loved St. Luke's and valued all the friendships that she made over time.

In her final years, nothing gave her greater pleasure than to sit in the fellowship area at the back of church, especially during the Christmas Tree Festival, when she could enjoy a chat, a cake, a cup of coffee and marvel at the lights. In February we also lost Monica Macaulay-Brown and then in September her husband Mac joined her. I have to admit to never meeting either of them but I have gleaned some information from older members of the congregation. Mac and Monica lived in Norfolk Road for many years before moving to Crescent Drive and finally to residential care. I am told that as a couple they were inseparable, always being seen together around the town. Mac, who survived serious injury in WWII was apparently a great Scouter and a wonderful raconteur. Monica was very family orientated and a real Mum. They suffered tragedy in their lives when their daughter Janet died very suddenly at an early age. Our hymn boards are dedicated to her memory.

In April we were all stunned by the death of Roger Bevitt. What can't be said about Roger? He was almost the longest surviving member of the church and throughout his life was a true and loyal servant, singing in the choir, being for many years PCC Secretary and also serving for some years as a Churchwarden. Roger loved St. Luke's and always wanted the best for it in every way; he was a man of principle and would stick steadfastly to what he believed. He was a loving Father and a special friend to so many, and an inspiration to all who would open their eyes and really look at the natural world around them.

In August May Reeve, Phyllis' sister made her final journey. May was such a gentle soul, quiet, discreet, but with a wicked sense of humour. She also was very family orientated, a true homemaker and Mum. She had moved to Norfolk Road in 1946 and immediately became a worshipping member of St. Luke's. I am told by Phyllis that in the early years she used to attend the 6.00 am service in order to be home in time to prepare the family breakfast. What dedication! Also in August the Revd. John Copping died. John had served as Perpetual Curate at Langley Mill (1965-71) and then until retirement as Vicar of St. John the Baptist, Cookham Dean. He also served as Rural Dean of Maidenhead (1987-94). John was a much-loved Vicar, School Governor and member of the community. He always seemed to have such a positive attitude to life and a smile for everybody.

In September, Margaret Burrows lost her battle with illness but to the end did not lose her zest for life. Margaret loved life and lived it to its fullness; she loved people and was a friend to so many. Following Dickie's death she determinedly carried on with her life, sharing it with her constant companion Freddie, a gentle and very friendly Yorkshire Terrier. Margaret was a lady who knew her own mind and was never afraid to speak out when the occasion arose. Equally, there are many who received her gentle counsel and treasured her advice.

As autumn approached there was more sadness as pets who were almost members of the congregation were lost to us. Although not human, our cold-nosed, furry companions still play an extremely important role in our lives. They become, to many of us, like children and so, it was with great sadness that we had to say goodbye to George, Shula's faithful Dachshund who loved nothing more than to cuddle up with Shula to watch *Match of the Day*. Also, Sonya and I lost our beloved Siamese cat Aoife who was taken from us so very suddenly. 2018 has produced so much sorrow and many tears, but also so much love and support from Sally and her team and the wider family of St. Luke's which all who have been affected are so grateful for.

Those we have lost from our congregation during 2018 will be so sadly missed. However, one thing links all these folk together. Rooted in their very being, is their lifelong faith in Jesus and their wish to live lives true to his teaching and example. I am confident that all whose earthly lives have been completed now rest in the perpetual glory of our Father's heavenly presence. My prayer is that all who mourn will be sustained and comforted by this and in the knowledge that death should hold no fears for us, as we in turn pass from this existence to eternity with God.

Roger Clarke

Supporting our worship

Many people support our weekly and daily worship and make it possible, helping us to ensure that we offer high quality acts of worship, which are our offering to God and which draw people in. There are those who read the Bible and who lead intercessions (on Wednesdays as well as Sundays). Others help to care for the church linen and altar frontals, and order consumables. We have a dedicated team who serve at the altar as crucifers and acolytes, and a fabulous team of flower arrangers, and many people who make coffee and other refreshments. Teams of people serve as welcomers at the door – inside and out – in all weathers! All these are supported by people who arrange rotas for a wide variety of worship activities. In addition, several teams of hard-working people keep the church clean and the brass shiny for worship, while others ensure that the whole fabric is kept in good order.

Highlights of the year:

- A committed band of cleaners, who ensure that the church is well cared for
- Some new linen (purificators etc)
- Beautiful flower arrangements for weddings and funerals and other occasions – especially for Remembrance Day (the 100th anniversary of the end of World War I), collaborating with the Women's Institute knitted poppies. Daffodils and candles given out on Mothering Sunday, sponsored by E. Sargeant
- Families serving as welcomers.

In 2019 we hope to:

- Add a few more to the cleaning rota to reduce pressure on all
- Encourage more people to serve on the various teams on Sundays
- Build up the new Café Church service.

With thanks to:

Sue Hinchliffe	Sacristy
Nicola Buckland	Head Crucifer
Rita Salter	Flowers

Jill Bevitt	Brass
Sally Somerville	Cleaning
Roger Clarke	Reading and intercessor rota
Sue Maclean	Elements rota
Churchwardens	Welcomers rota
Dorothy Strack-Hankey	Coffee rota
Gerry Knight	Verger

Children and Young People

We have a thriving ministry for children and young people (C&YP), especially the very young. Our Baby and Toddler group meets weekly (Thursdays 9.30 – 11.15 am) in the community hall. Messy Church is held on the first Friday of every month from 3.30 – 5.30 pm, offering crafts and games on a religious theme, with a simple act of worship and two course meal for all ages. Stars and Sparks, our young people's group, meets during the main Sunday service, joining us for communion. The first Sunday of each month is an All Age Communion service which they help to lead.

Highlights of the year:

- We are thankful for significant growth in the number of people joining Messy Church and Baby and Toddler Group this year. We have made many new relationships with local families and built stronger relationships with our baptism families
- Seeing a developing culture of hospitality and warmth in our groups, where everyone is welcome
- Seeing our Stars and Sparks children delve deeper into their faith, often surprising and challenging us with their thoughts.

In 2019 we hope to:

- Develop a stronger offering for our teens
- Develop new leadership as we prepare for Revd. Nicola to move on.

With thanks to:

Revd. Nicola Baby and Toddler group, Messy Church
Emma Cameron Stars and Sparks leader
All who help at our C&YP activities

Discipleship and Christian nurture and pastoral support

We are keen to support everyone in their Christian discipleship and offer a variety of activities and opportunities. A monthly Bible Reading Fellowship (BRF) group meets to think further about the BRF notes and a monthly prayer meeting enables a small group to intercede on behalf of those in need. Our prayer 'area' offers the opportunity to light a candle in prayer or leave a prayer card (prayed at all services of Evening Prayer). We offer one or two mini teaching series each year. In 2018 we focused on Women of the Bible. The popular Lent groups draw many people in to think about their faith. We have quiet days and evenings throughout the year. Each week we deliver a prayer letter to houses on different streets in the parish, inviting prayer requests.

Highlights of the year:

- The teaching series on Biblical women
- Regular use of the prayer request cards.

In 2019 we hope to:

- Encourage more people to help deliver weekly prayer letters, thus ensuring that every residence and business within the Parish receives a letter regularly.
- Encourage more people to come along to share in the mini teaching courses.

With thanks to:

Sonya Clarke	BRF, Seeking Solace, Prayer meeting
Rebecca Bryant	Prayer letters
Ministry team	Teaching series

Outreach and community involvement

There are a variety of opportunities for local people to be drawn into the life of the church, and in which we serve our community. Our Social Gospel group usually conducts a service each year helping us to think about how our faith impacts on important social concerns. We have a monthly tea for local elderly people, as well as luncheons together at a pub/restaurant. In 2018 we also held a 'tea and tunes' concert for older people. A group meet to knit and make blankets for the Kori Project in Sierra Leone. Many of our church members are very involved in Maidenhead Care, either as duty officers, who work with clients to find people to help them, or as drivers and helpers who deliver the service.

We enjoy working with our brothers and sisters at Maidenhead Mosque to offer a monthly meal for the homeless and many of our members join in with the Interfaith dialogues and Women's group run by WAMCF. We seek to offer welcome packs to people moving to new homes in the parish. *Inspire*, our occasional parish magazine is a full colour publication which draws contributions from across the church.

Highlights of the year:

- A Sundays at Six service on Modern Day Slavery led by the Social Gospel group
- A very successful Summer Fair held on the Royal Wedding Day and fabulous Christmas Tree Festival
- The new 'Autumn series' of talks (Jonathan Evens, Mike Wooldridge and Neil MacGregor).

In 2019 we hope to:

- Reduce our annual charities to three so that each receives a more useful sum of money and we can focus our interest in them
- Run our fourth Music Festival with a wide variety of concerts to draw in many people.

Our general Outward Giving for 2018 amounted to £4500, consequently the 19 organisations below each received a donation of £225.00.

Windsor & Maidenhead Youth & Community Counselling Service
Maidenhead Street Angels

Sycamore Tree
Hope for Justice

<i>Safe Passage UK</i>	<i>Emmaus</i>
<i>DASH (Domestic Abuse Stops Here)</i>	<i>Toilet Twinning</i>
<i>Maidenhead Homeless Shelter</i>	<i>Family Friends</i>
<i>ABCD (Action around Bethlehem Children with Disability)</i>	<i>Church Urban Fund</i>
<i>Jeel al Amal (Generation of Hope) Bethany</i>	<i>Hand in Hand for Syria</i>
<i>Buckinghamshire Mind (Friends in Need Windsor/Ascot/Maidenhead)</i>	<i>Bible Society</i>
<i>FACE (Friends of the Anglican Church in Ethiopia)</i>	<i>White Helmets</i>
<i>Clewer Initiative</i>	

Due to an oversight the Stars and Sparks charitable choice was not finalised and so an amount of £225.00 awaits distribution subject to PCC agreement. In addition to the above, the following worthwhile organisations received these donations: FACE (Ladies breakfasts and Lent lunches) £497.75; Thames Valley Hospice (Swimathon) £545.63; Great Ormond Street Hospital (Stars and Sparks cake sale) £70.00; Macmillan Cancer Support (Stars and Sparks cake sale) £70.00; Cancer Research (collection at Margaret Burrows funeral) £171.25; Myeloma UK (Christmas Tree Festival) £2225.00, Alexander Devine Hospice (Carol Service) £516.25 and The Children’s Society (Crib Services) £493.00.

This gives an overall total of £9088.88 which represents a 5.9% increase on 2017: an amazing result in the light of continuing austerity and continued uncertainty over the Brexit issue. St Luke’s volunteers also collected £1440.95 from the Christian Aid ‘house to house’ collection and cake sales. We continue to give weekly to the Maidenhead Food Bank. For 2019 we are changing the way that we allocate charitable funds by choosing just three organisations to support. This will mean giving far more substantial sums to the chosen organisations but not necessarily on an annual basis. It is often good to review and change long-held ways of doing things and I commend this approach for our outward giving. This of course will not affect other charitable efforts which are supported from time to time. As always thank you so much to everybody who contributed in any way, both financially and with practical help whether locally or further afield. Most importantly, please continue to remember in your prayers all in any kind of need, the poor and lonely, the oppressed, the persecuted and all refugees, both in our own country and overseas. Thank you again.

With thanks to:

Phyl Sopp and Shula Tajima	Social Gospel Group
Phyllis Sigsworth	Thursday teas and lunches
Gill Curry	Stitch Up
Dorothy Strack-Hankey and Don Luff	Community meals
Gill Lucas and Richard Burdett	Maidenhead Care
Louisa Ellins	<i>Inspire</i> editor
Roger Clarke	Charities co-ordinator

St. Luke’s School

It is our great joy to be closely linked to St. Luke’s Church of England School, a Voluntary Controlled Academy in ODST (the Oxford Schools Diocesan Trust). In 2017 the school was judged as outstanding by both Ofsted and SIAMS. A small team leads Open the Book assemblies every Wednesday, working with children at OTB Club to prepare and jointly lead them. Revd. Nicola and Ruth Humphreys lead a Godly Play group after school on Mondays and members of the ministry team assist in RE lessons,

especially during the annual Theology Week. There are four Foundation Governors, including the Vicar.

Highlights of the year:

- Open the Book Club children have gained real confidence in leading thoughtful assemblies
- The opening of the new Nursery.
- The development of a curriculum integral with the work of the School.

In 2019 we hope to:

- Encourage even more children to take part in Open the Book Club, encouraging younger children as Year 6 move on
- Continue our two years' work with the New Brainstorm School in Uganda. We support them with learning materials, by sending and receiving pen pal letters, and by sending sports clothes and shoes.

With thanks to:

Ruth Humphreys, Sally Somerville, Revds. Nicola and Sally, OTB team

Amanda Hough Headteacher

Rhidian Jones Chair of Governors

Revd. Sally Lynch Vice Chair of Governors

Town, Deanery and Diocese

As just one part of the Body of Christ in Maidenhead, we enjoy our shared ministry and fellowship with other Christians, especially through Churches Together in Maidenhead and Windsor and Maidenhead Deanery. Representatives of the PCC attend CTiM and Synod meetings, reporting back regularly.

Churches Together in Maidenhead

CTiM works with other Christian churches in Maidenhead for joint sponsorship of activities including:

- Walk of Witness on Good Friday
- Christmas cards announcing Christmas worship services distributed to majority of homes in Maidenhead
- Christmas Day meal for lonely people at Sports Able on Braywick Road
- "Love in Action" Christians around Maidenhead serving the community, such as: Maidenhead Care, Street Angels, Re:Charge and Maidenhead Child Contact Centre
- Speakers this past year included: Debt Counselling, Gideons, Brett Foundation, Home for Good – a charity to find permanent homes for fostered children, and Salvation Army: Then and Now, and report from Clergy who visited Calais refugee camp
- Support for various activities around Maidenhead on Modern Day Slavery
- All Saints' hosted combined service for Week of Christian Unity on "That All May be Free", planned by Caribbean churches.

Deanery synod

There were three meetings held:

- The March synod met at St Agnes' Windsor and was addressed by two speakers on supporting the frail elderly and those with dementia in church and care home. Tina English of Embracing

Age spoke first on the importance of human contact and later Revd. David Joynes spoke on The Rendezvous project in Cookham which supports Dementia sufferers and their carers

- The June synod met at All Saints' Maidenhead and was addressed by Jonathan Farnhill, Diocesan Generous Giving advisor on the benefits of the Parish Giving Scheme. He gave a very detailed briefing and took series of questions from synod
- The October meeting was held at Stubbings and the Living Waters 2018 Clergy conference was the main feature.

With thanks to:

Dorothy Strack-Hankey, Peter Goford, Enid Barber
Richard Burdett, Ian Gilchrist, Don Luff

CTiM reps
Deanery synod reps

Thank you to all who have both contributed reports to this Annual Bulletin, and also participated in, helped with or led the various services and activities.

Full contact details can be found in the annual year book, updated and available after the APCM.

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