



## ST LUKE WITH HOLY TRINITY, CHARLTON

### **Annual report of the Parochial Church Council, for the year ending December 31<sup>st</sup> 2020**

#### **Administrative information**

St Luke with Holy Trinity is situated in The Village, Charlton, London SE7 8UG. Together with St Thomas: Old Charlton it makes up the United Benefice of Charlton in the Deanery of Charlton, in the Diocese of Southwark, within the Church of England. The patrons of the United Benefice of Charlton are The Right Honourable Viscount Gough and The Right Reverend The Lord Bishop of Southwark.

The correspondence address for St Luke's is as above. The correspondence address for the Benefice is St Thomas House, Maryon Road, Charlton, London SE7 8DJ

St Luke's Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission. It is registered with HMRC.

It was not possible to convene the Annual Parochial Church Meeting in 2020 due to the COVID-19 pandemic and therefore those already elected, remained in office. PCC members who have served from 1<sup>st</sup> January 2020 until the date of this report was approved are:

<u>Incumbent</u>		The Revd Elizabeth Newman	
<u>Wardens</u>	(2)	John Chipperfield Richard Newman	to 24.3.20
<u>Acting warden</u>		Joseph Spooner	from 20.6.20
<u>Charlton Deanery Synod Lay Representatives</u>	(3)	Elizabeth Buck Michael Griffiths Vacancy	elected 2017
Also		Richard Newman	Lay Chair - Charlton Deanery Synod
<u>Elected members</u>	(9)	Judith Barlow Sonia Baidoo Roberta Bassah Jennifer Lodge Pat Orton Joseph Spooner Vacancy x3	
<u>Co-opted members</u>		Kathleen Skinner Oluremi Sodimu	to RIP From 2019 APCM

<u>Ex-officio members</u>	Revd Joe Lee Revd Bennett Spong Revd Adelaide Davies	Assistant Priest Bishop's Permission to Officiate Curate (from 27.6.20)
<u>PCC Secretary</u>	Vacant - [Rick Newman	Acting PCC Secretary]
<u>Treasurer</u>	Elizabeth Buck Laura Wingrove	to 20.6.20 from October 2020

## **Structure Governance and Management**

The Parochial Church Council is the governing body of a parish church. As the main decision maker of a parish, the PCC is responsible for the overall wellbeing, practical as well as spiritual, of their church, the church members, and the church buildings. Under the leadership of the incumbent, the PCC is a team made up of members of clergy and lay members elected by the Annual Parochial Church Meeting (APCM) / Meeting of Parishioners. Its powers and duties are defined by legislation and can principally be found in the Parochial Church Councils (Powers) Measure 1956. The PCC also has a duty to promote the mission of the church within the wider community. Some of the responsibilities are devolved to the Minister and Churchwardens but, to quote from the Parochial Church Council (Powers) Measure 1956 section 2, 'It shall be the duty of the minister and the PCC to consult together on matters of general concern and importance to the parish'. Members of the PCC have the right to be consulted, to know what is proposed, and to have the opportunity to express an opinion on it.

Legally, the PCC is responsible for the finances of the parish. It also has ultimate responsibility for the care and maintenance of all church buildings and their contents. Although these responsibilities are executed by the churchwardens, all PCC members must share in the oversight. It has a voice in the forms of service used by the church and may make representations to the bishop on matters that affect the welfare of the parish.

All PCCs are charities and must comply with the Charity Commission guidance and legislation in relation to charities. Every member of a PCC is also a charity trustee. Many PCCs, like St Luke's, presently do not need to register with the Charity Commission as it does not routinely have an annual income of more than £100,000. In the absence of being a registered charity, St Luke's has an HMRC charity reference number (XT27648).

It is practice at St Luke's that churchwardens usually stand down after serving in office for up to three years however, as with PCC members, they serve for 12 months at a time and stand for re-election to office at the Easter Vestry Meeting that precedes the APCM. It remains policy at St Luke's that those elected onto the PCC serve for a period of 12 months rather than three years, as is permitted under the Church Representation Rules, however, individuals may stand for re-election. The APCM should confirm its intention to maintain this policy. Elected members are required to confirm their eligibility to be a 'charity trustee'. St Luke's qualifies to elect three Charlton Deanery Synod lay representatives to serve for a term of three years. Due to the COVID-19 pandemic elections due for 2020 have been held over to this year for elections, with the triennium backdated to start last year. St Luke's lay representatives for Charlton Deanery Synod are automatically ex-officio members of St Luke's PCC.

All qualified to do so are encouraged to register on the Parish Electoral Roll, membership of which is a requirement for eligibility to stand for election to the PCC. The Electoral Roll is fully revised every six years and is otherwise regularly updated. The Electoral Roll was fully revised ahead of the 2019 APCM.

Due to the COVID 19 pandemic it was not possible to hold the APCM scheduled for 2020, when there were 103 members on the Parish Electoral Roll, however, in light of the pandemic

the Church Representation Rules require use of the electoral roll number from 2019 (i.e. 97), and therefore the number of members that can be elected for St Luke's PCC at the 2021 APCM remains at nine. It rises to twelve in 2022. St Luke's continued to qualify to elect three lay representatives to Charlton Deanery Synod in 2020, elections for which have been held over to 2021.

## **Objectives and Activities**

The PCC co-operates with the Rector, the Clergy and Churchwardens in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is also responsible for St Richard's Church Centre in Swallowfield Road, Charlton SE7.

## **Achievement and Performance**

Due to the COVID-19 pandemic, the past year has been without precedent. Risk assessments and social distancing measures were already being implemented ahead of the national lockdown when it was introduced on 23<sup>rd</sup> March and as a result of which Canon Law was suspended and places of worship were closed with effect from 26<sup>th</sup> March. On 24<sup>th</sup> March we mourned the passing of churchwarden John Chipperfield, a very early victim of the coronavirus. Legislation remained in force until 4<sup>th</sup> July, when Canon Law was reinstated and churches were able to reopen for public worship and private prayer, subject to social distancing measures and yet more revision of risk assessments. Revised guidance issued on 4<sup>th</sup> July remains in force at the end of the year, however, with a resurgence in the pandemic, London was placed under Tier 4 status on 19<sup>th</sup> December and the expectation that the public stay at home wherever possible. Although there was no direction that places of worship be closed, the benefice churchwardens decided that closure was the best course of action. What seemed like a unilateral decision at the time was one that was subsequently made by the vast majority of churches in Diocese of Southwark and greatly appreciated by civic leaders. 2020 ended with St Luke's closed to public worship but very much alive with a Zoom service held online every Sunday and subsequently available to be viewed on YouTube.

It is yet again noted that while Rev Liz Newman is in full time ministry as the Rector of Charlton, her post is still only half funded as a result of diocese-wide cuts and a requirement on all deaneries to have shed one post several years ago. For Charlton Deanery this means there is only limited funding for the Rector of Charlton despite it unquestionably being a full-time position. The churchwardens continue to remind the Bishop of Southwark, the Bishop of Woolwich and the Archdeacon of Lewisham and Greenwich, who all assure that they are mindful of the situation and that the arrangement will not be permanent. The PCC notes the considerable workload on the Rector, who serves both parishes in the Benefice of Charlton. Ali Edney has been engaged to provide part time administrative support and the PCC welcomes Revd Adelaide Davies having come to Charlton in June to serve her title curacy under the Rector's supervision.

## **Fabric and furnishings**

St Luke's is a historic building and is Grade 2\* listed, noted as having "exceptional historical significance". The PCC observes the requirements of the Diocesan Advisory Committee and ensures relevant permissions are sought before any work is undertaken.

The building requires much by way of routine maintenance. The past year also saw St Luke's the target of wanton vandalism when a small quantity of lead was stolen from the roof and massive damage was inflicted. Not only was there considerable damage to the roof, there was extensive internal damage as a result of water ingress. Initial estimate of the cost to repair was in excess of £70k, for which our insurance policy was discovered as only covering to a maximum of £15k. Repairs will start in January 2021, which will further delay the start of the long awaited renewal of the internal lighting system. It is of small consolation that much of

work to the roof and internal redecoration will also address items identified in the 2019 Quinquennial Report as in need of attention.

The Royal Borough of Greenwich is responsible for maintenance of the churchyard up to the height of about four feet, however its improved appearance – especially in the transformation of the Memorial Garden – owes much to the dedication of the team of green-fingered volunteers.

### Safeguarding

In accordance with Section 5 of the Safeguarding and Clergy Discipline Measure of 2016, St Luke's PCC remains ever mindful of its duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. St Luke's PCC is committed to reviewing its safeguarding policies and practice annually in accordance with the revised version of *A Safe Church*. All members of the PCC are required to have a DBS check and to sign the diocesan confidential declaration form.

### Mission Action Plan

The past year has seen much progress under the Mission Action Plan; which is refocused on discipleship, connection, justice and the environment. Progress of the Mission Action Plan is monitored by the PCC. In addition, St Luke's Masterplan Group is a sub-group responsible to the PCC charged with developing the vision for St Luke's building that is mindful of its heritage at the same time as developing the building as more fit for mission consistent with the goals of the Mission Action Plan. St Luke's PCC has remained committed to maintaining and developing St Richard's Church Centre.

### **Financial Review**

In 2020 St Luke's paid in full its agreed Parish Share (the annual contribution to the Diocese), which has again been increased for 2021 by a percentage above the rate of inflation. Were the Rector being paid a full stipend, St Luke's would receive more from the Diocese in financial terms than it is able to contribute. As it stands, Charlton Benefice is a net contributor to the Diocese of Southwark.

The annual accounts for the year ending 31<sup>st</sup> December 2020 are attached to this report. The accounts again indicate considerable variance from the previous year even without the impact of COVID-19. Income in 2019 included a substantial legacy as well as an unexpected gift. Expenditure on repairs in 2019 was delayed until 2020, during which we incurred considerable additional costs for repair to the vandalism perpetrated against the roof. Expenditure for 2020 also includes the projected expenditure on the renewal of the internal lighting. Although the accounts show a net expenditure of £105k, this has been fully documented and shared with the PCC at every stage. The costs of repairs have to an extent been ameliorated by a number of successful grant applications as well as settlement by Ecclesiastical Insurance, albeit that the vandalism revealed shortcomings in our policy due to a limit on claims that might be made in the event of metal theft. Grant applications in respect of the lighting system have been successful in raising well over 50% of the considerable cost.

Planned giving has remained stable and increased slightly however with the church closed, collections at services are well down on 2019. There is a marked decrease in income from church activities, particularly from lettings at St Richard's which were just beginning to take off when COVID-19 required the hall to be closed. As well as repairs at St Luke's, work has progressed with planned re-development at St Richard's to create more space for public / community use

The budget has been revised for 2021 and we are looking to develop 'management accounting', for which external support is being sought and which will need to be paid for. Stewardship is now an 'ongoing item' rather than a one off event. We continue to receive a

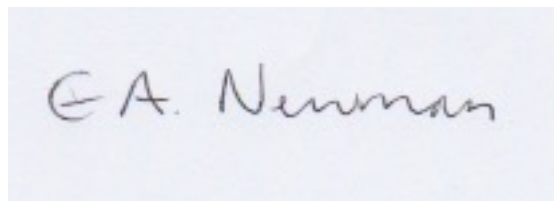
significant income from the telecommunications base station rental as well as from investments. In agreeing the budget for 2020 the PCC had agreed to draw on the investments held in reserves in order to progress repair and renovation at St Luke's as well as for the Mission Action Plan, however, it has not been necessary to do so over the past year.

That St Luke's accounts appear healthy is despite it not having been possible for the Treasury Team to meet over the past year. In addition, Liz Buck stepped down as Treasurer and Rick Newman stepped in as churchwarden to oversee finances in the interim. Laura Wingrove has recently come forward as new treasurer, with Oluremi Sodimu taking on responsibility for stewardship, however, neither has had the opportunity to develop their roles until the current restrictions on meetings can be relaxed. The PCC is aware that in the absence of our current banking being able to accommodate dual authorisation of payments, as recommended by the Charity Commission as best practice, Rick Newman is the sole authorised signatory with access to the online account. An arrangement is in place whereby all other authorised signatories are informed in advance of any online payments being made.

We remain ever grateful to Barbara Drew, St Luke's accountant, for her financial oversight and for producing the annual accounts

**Approved by the PCC on**

**19<sup>th</sup> April 2021**

A photograph of a handwritten signature in blue ink on a light blue background. The signature reads "E.A. Newman".

**and signed on their behalf by**

Revd Liz Newman  
Rector, The Benefice of Charlton