

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31 December 2025

Incumbent:
Revd Hannah Cooper

Bank:
CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill West Malling Kent ME19 4JQ

Registered Charity no:
1159205

Independent Examiner:
Simone Hilliard
Auditor and Accountant Simone Hilliard FCCA 17 Totham Hill Green Great Totham Maldon CM9 8DX

stlukescolchester.org.uk **stmarkscolchester.org.uk**

Welcome to our 2025 Annual Report

Dear Church Member

I really enjoy the process of creating the yearly annual report (despite being an admin task!) It is a great opportunity to look backwards and review what happened in the previous year, although it is a little strange to be thinking about 2025 in the middle of 2026. Please note that the reports only refer to what happened during 2025 and not what has happened in the first part of 2026.

Following our PCC away day in 2024, the graphic below continues to be our parish vision. I'm really excited as we begin to see the fruit of this vision across the parish, with new people coming to both St. Luke's and St. Mark's. It's also a great joy for me to see regular members grow in their confidence and faith. Come Holy Spirit, continue to work within us, using the gifts and talents you have wonderfully blessed us with.



Please do keep reading this report.

Hannah

Parish Report

Food bank

In October 2022, we opened the Highwoods satellite Food bank. This is a parish opportunity, and it has been great to have volunteers from both St. Luke's and St. Mark's. The food bank runs every Monday morning, from 9.30 -1.30pm at the Ark Methodist church it is fully supported by the Main food bank located at Tollgate, Stanway. Throughout 2025 our satellite food bank has increased in the number of people using it. We are grateful for the support that has been offered by both St. Luke's and St. Mark's in terms of volunteers and donations. During our harvest months, we received many donations from both churches, several schools and a nursery too. During 2025 the foodbank team also accepted the invitation to be a recycling hub for Highwoods. This has meant we are much busier giving out the recycling things. Sometimes seeing up to 37 people for their plastic recycling bags. This works well when we have the correct provisions! Please continue to pray for our team and for those in need who live within Highwoods.

Children's and Families work – Karen Cakebread

2025 has been a busy, but enjoyable year working within both churches and within both local primary schools. Becoming more established within the schools has meant the number of RE workshops has also multiplied as both are keen to accept our offers of help. This has meant that through 2025, twice as many children are now hearing about the love of Jesus within their RE lessons as well as assemblies. Both schools look forward to their yearly prayer space which has become a regular event on their calendar. My involvement at Highwoods Primary has now increased from a weekly lunchtime club to mentoring children in the afternoon. Our local schools remain extremely open to our support and involvement and I give God the praise for that and all who have prayed into this ministry.

Further to my school's work, my role also seeks to support the weekly toddler group alongside an amazing team and 5 wonderful chaplains. I also continue to oversee the children's groups on a Sunday and Friday evenings and head up the monthly Forest Church with another lovely team.

Prayers-

1) A prayer of thanks for God's Hand that has been over our two schools and for the seeds that have been sown, for those that are being cultivated and those that are still yet to be scattered. May our involvement continue to deepen and grow.

2) That God might increase the number of families coming to both our toddler group and to St Lukes & St Marks. That we would continue to grow from the bottom up and have the team necessary to meet their needs.

Brinkley Primary Chaplaincy – Karen Cakebread

Through 2025 the Chaplaincy role at Brinkley Grove Primary has continued to grow and deepen within the school. The Chaplaincy Team (now made up of 5/6 people – from both churches) have become firmly impeded within the school. Our weekly presence within the school has opened up new adventures and opportunities that may not have arisen otherwise. Alongside the playground pastoring (in which we have a dedicated team for both KS1 and KS2 playground areas) we have a small gardening team working with the Reception children, we mentor 4 children a week and support many others through 1 to 1 reading and small group work. This relationship has helped us to support families in need both at Christmas and through-out the year. We invite every family to Forest Church each month and have seen a few accept our invitation. Most excitingly, we have had permission to start at Pop-Up Prayer Space at lunchtimes which has been amazing to witness. God is definitely moving through that school as a flurry of children come each lunchtime to experience it and 'soak' in God's presence. It's been a privilege and an honour to be 'Jesus' in this place and see what God has in store for the future.

1) That the Chaplaincy Team continues to be a positive contribution to the ethos of the school and that many lives are changed by our presence and dedication.

2) That God will continue to work through us and pour His love into the lives of all the staff and children who go there.

Youth Across the Parish

We began 2025 on an encouraging high point, with our Youth Alpha course drawing an average of 12 young people each week. A particular highlight was a fantastic Saturday at Birch Hall Adventures, where the group enjoyed archery, wall climbing, and time set aside to explore who the Holy Spirit is and how he continues to shape our lives today. The day also gave them the chance to build their own fires and cook lunch—always a favourite—supported throughout by experienced instructors.

Sundays at St Luke's have continued steadily this year, with an average of seven young people joining us each week. Our mornings typically begin with an icebreaker game before moving into teaching and discussion. This term, part of our focus has been a series exploring the parables of Jesus, giving the group space to reflect, question, and engage with these stories in a meaningful way.

St Mark's cherished the opportunity to walk alongside a small group of sixth formers on their faith journey. It was bittersweet to say goodbye before the summer as they set out on their next chapter at university.

We continued our united youth socials at the Essex Youth Centre in Highwoods, enjoying a mix of games and time together. When the weather allowed, we took the fun outdoors and moved the gathering into Highwoods Country Park.

A small group of St Luke's older young people also joined with the youth from St Mark's for a Bible study on alternate Thursday evenings, giving them a chance to go deeper in their faith alongside peers from another church.

We also received some very sad news this year. Susie shared that, due to changing personal circumstances and after much prayerful consideration, she would be stepping down from her role as leader of the St Luke's youth team.

The autumn term began with the group welcoming a small number of new members. We also moved our United Youth Social from the Essex Youth Centre to the Oak Tree Coffeehouse, which has proved to be a great new setting.

After reviewing the rhythm of our programme, we decided to run just one youth social and one Bible study each month. Holding two of each every month was placing a strain on the team, and more importantly, it meant our older young people were out almost every week — something that was becoming difficult for them to sustain.

Steve

Youth mentoring

As a parish we are committed to offering secondary age young people in our congregations the opportunity to meet one to one on a regular basis with an adult Christian member of the church. Meetings normally happen at the Oak Tree and this year seven pairs have continued to meet regularly. Mentoring pairs set the agenda for their individual meetings which aim to encourage and support young people in their faith walk and everyday life.

The Diocesan Mustard Seed team ran a training day for our mentors last June and we are looking forward to attending another training event this autumn looking at how we support children and young people with

additional needs. Our mentors also meet informally every few months for mutual support, prayer and encouragement.

Looking forward to next year we are currently looking at our processes for supporting mentoring pairs as young people grow into adulthood to ensure that these meet their needs and are effective and safe. We are also looking at how we can ensure that some of our young people who struggle with a cafe style environment are still able to be supported and mentored in more creative ways.

I am deeply grateful to the young people and their families for engaging in mentoring and for the team of highly committed mentors who support this ministry.

Anne Mayne

Deaf Church Report to PCC about 2025

Colchester Deaf Church continues to meet monthly at the Oak Tree Coffee House on a Sunday afternoon. It is important for people to be able to worship God in sign language. Our topics during 2025 included the Ten Commandments and how to live as Christians in today's world.

We had two visits to the Pleshey retreat house, for a day during Lent and a weekend in October. Several of us went to the national weekend event run by Deaf Anglicans Together, at High Leigh, a good opportunity to spend time with other Deaf Christians from across the country. We continue to seek ways to be a blessing to our local Deaf community, especially those feeling isolated.

Diana Benge Abbott

Mission and Mercy 2025

Our Parish PCC and Finance Team oversee our finances. As a parish we give away 10% of everything that is given to the parish. There is a subcommittee commissioned by the PCC to choose who and how we give our money away. They bring their recommendations to the PCC, and the PCC gives authorisation for the money to spent. I am really grateful to the giving group for faithfully meeting, praying and deciding how to give away our money.

St Luke's Mission & Mercy giving 2025

<u>International</u>	
Vision for China	£400.00
Tear Fund (General)	£400.00
<u>Local/Colchester</u>	
CAP Colchester	£560.04
Beacon House	£1,040.04
CYO	£2,080.08
TOTAL	£4,480.16

Safeguarding Report

A major development of parish safeguarding work within 2025 that remains ongoing is the Parish Safeguarding Dashboard. This is a tool that is being used nationally to ensure that every parish in the country is compliant with safeguarding expectations. The parish safeguarding team (Karen Cakebread, Hannah Cooper, Lynne Gettings, Janet Jones, Stef Jones, Hugh Thomas) and the PCC have been working through the various tasks. There are 3 levels that we have to work through and we are currently working on level 2. It is very much a work in progress. Examples of the areas that we have to work through are:

- safeguarding and PCC meetings
- safeguarding information that is displayed and on our website
- code of conduct
- safer recruitment of volunteers
- DBS process
- insurance
- risk assessments of activities involving children, young people and vulnerable adults
- safeguarding training for all those involved with children, young people and vulnerable adults
- Induction, support and oversight for all those involved in working with children and young people

When we prayed for all those involved in working with children and young people at our joint parish service on Safeguarding Sunday, it was a reminder of the number of volunteers in our 2 churches who are serving in this way - either in our churches or in the community.

We take advice from the diocese safeguarding team on a regular basis.

Many thanks to the safeguarding team, our volunteers and to those who have supported the dashboard work in any way.

If you have a concern about a child, young person or adult - however small it may seem, please speak to one of our Parish Safeguarding Officers: Janet Jones (St Mark's) or Lynne Gettings (St Luke's) or email: safeguarding@stlukescolchester.org.uk

Lynne Gettings

Parish Safeguarding Officer

Looking back into 2025, it's sometimes hard to remember what happened, and what was significant. So if I've forgotten something special to you, I'm sorry! Starting a new year is often quite a significant time for St. Luke's and in Jan 2025 we focused on worship. Reaching out into our community has continued to be an important part of who St. Luke's is and what it values. We have done this in many different ways, such as our toddler group, the foodbank, through the Oak Tree, and our local primary Schools. This has continued throughout 2025. We added, an extra prize of a little plastic Jesus to our Easter Egg Hunt, which was really significant to talk about Jesus and give away 200 little Jesus'. One of my favourite conversations I overheard was in the Oak Tree, where 2 of our Saturday volunteers had popped in and were heard to say 'I think Jesus has left the building' I had to interrupt and assure them that he had not left, but they needed to look a little harder. They were of course talking about the small plastic Jesus who was moved every now and again, 'hide and seek Jesus'. I was speaking a little more deeply, but either way it was fun.

In June 2025 we said a temporary goodbye to Revd. Charley, as she began her maternity leave, and wonderfully, she and Sam welcomed baby Lucas in July 2025. One of my highlights of the year is our Parish Weekend away, a chance to come together as two churches one parish, to worship and learn more about God. 2025 was a significant year, with great teaching from Revd. Mones Farrah.
During 2025 we had a number of encouraging stories about children wanting to hear more about faith, and choosing to explore this in different ways. I'm aware of one girl who, because of what she has heard about Jesus in School has started attending church with her friend. We had another beautiful story of the young man who loved his bible stories that he was reading at school so much, that his mum reached out to us at St. Luke's (because we had donated the book and remembered to write in it!) to discover where she could get this book, we were able to bless this family with a copy of this book and wonderfully this family have now joined St. Luke's church. Please keep praying, I think this is something God is continuing to do, bring families to faith through their children. I'd love to see more of it.

St. Luke's began offering a slot in the service called ' God in the Ordinary'. It has fast become one of my favourite parts of the service, where one person chooses to share something of a testimony of how God has been working in their lives. It has been great to have so many different people share, children, youth, adults, from so many different backgrounds and cultures. God is really working so much more than we might ever know.
At Christmas, we supported Sanctuary Housing with bags of joy for all the 25 residents that live in the supported accommodation. This was really appreciated. Singing Christmas carols within Treetops was also another fabulous highlight, along with our parish carol singing outside the Oak Tree.

For many years we have supported the work of Nsambya School, Orphanage and Clinic in Kampala. There are many in the congregation who sponsor individual children and more recently, following our visit in 2019, we have developed additional Hardship Funding which provides general support to any child within the school and a Teacher Fund, providing training and resources for the staff. We would love to provide additional support to the school. Please speak to Hannah, Jennifer Greenley, Jo Rassell or Stef Jones if you would like more information.

Our vision at St. Luke's is summarised by the phrase:
Rooted in the Father's love
Growing in the power of the Spirit
Reaching out with the love of Jesus

St. Mark's continued into 2025 following our vision from 2022 of 'not just for Sundays' and for 'Every member to be a shining light in mission, fuelled by ministry and discipleship.' Many of the things that started in 2022 continued into 2025, which for a young and fragile church plant is really great news. Hitting the grand old age of 5 is very significant in church planting ages. According to research church plants are very vulnerable particularly between the ages of 3 -5, with the majority of church plants failing in year 4. So I'm very pleased that St. Mark's moving from strength to strength and has firmly made it out of the most vulnerable years as a church plant.

We started a Chaplaincy Team and offer Playground Pastoring once a week at Brinkley Grove Primary School with members from St. Mark's Church in 2024 and this has grown and continued into 2025. The team go in every Tuesday and this has enabled us to run a faith-based lunch club, mentor several children, invite and welcome families to Forest Church and be a weekly 'presence' in the school. It will be exciting and a real joy to see what God has in store over the coming years if this is just the beginning of something new!!

2025 was a significant year, as we welcomed Stef as a new curate, both into the Parish but with particular focus for St. Marks. Stef has been part of St. Mark's since the beginning and joined the St. Mark's MLT in 2023, her growing call led her to explore ordination and after a year of training, Revd Stef Jones was ordained in September 2025. It has been wonderful to watch Stef's ministry grow and develop within St. Mark's. At the very end of 2025 Stef became a governor at Brinkley Grove Primary School, developing and strengthening our connection with the school.

First Mark's, our Children's group have continued to meet during 2025 during the service. The usual number is 7 children, who all love to take part in the church sung worship, joyfully dancing, drumming and waving streamers.

In November, we celebrated St. Mark's 5th birthday with Cake Sunday and a St. Mark's lunch at the Oak Tree. This was a great time of fellowship and celebration.

Christmas, was another great success for St. Mark's. Our nativity service which is just 2 years old was attended by some wonderful additional families, and our resident artist Freddie in year 4 who wonderfully created the art work for St. Mark's Christmas publicity.



St. Mark's Christmas meal was again a great success and really lovely to meet for a shared meal in the Oak Tree Coffee House.

We are a joyful and friendly church where everybody is welcome 'just as you are'
to be part of the St Mark's family; a family where everybody is valued.
We aim to love without judgment, to serve without status,
and to see everyone transformed by God's love and truth.

United Church – where we're at.

1. Faith in Action

- Regular engagement with:
    - Councillors over community issues and community centre development
    - Residents and school parents over community building activities, listening to, and hearing about and supporting them in their lives
    - Police and PCSO's about anti-social behaviour and drug related issues.
- Hedge cutting – serving school and parents by gaining agreement from local councillors to cut back hedge adjacent to school footpath entrance. This hedge had encroached over 50% of the path making it dangerous for children and parents on the school run. It was a tough job but this was well received by parents and the school.
- Dog faeces clearance – there is a new path linking the estate to the new leisure development adjacent to Colchester United FC – this path is used as a shortcut for leisure facilities but is also a school run path. The path had been increasingly covered in dog excrement – we cleared this for the community which was very well received.
- Easter colour run with the gospel video in 2 minutes, Easter eggs and family fun. This was difficult to arrange due to insurance and risk assessment, however, it was very popular and well received and most importantly shared the Christian message.
- Christmas cards for the estate – advertising the carol service and fundraising for Foodbank
- Christmas carols on the estate in aid of foodbank including refreshments and children's activity. Risk assessment to follow.
- One off events:
    - a funeral for someone in the Camulos school community
    - blessing the five new born puppies
    - a school assembly
- Chaplaincy at the local hospital
- Working in local Gregg's

Church development

- There is no doubt that a change of role for Sarah with consequent less hours available for relationship investment and development has had a detrimental effect on church numbers with people less engaged and coming to less. Having said the following still occurs:
- Weekly prayer – Wednesday mornings – the foundation of all we achieve is based on prayer and this occurs weekly with 3-6 people
- Kaleidoscope – once a month at St John's SEND church for children and their families. Very well received with scope for growth.
- Monthly church – Friday evenings around our table. Includes food, bible study, prayer, worship and reflection. Between 8-10 people.
- Monthly Friday prayer group – with 3-5 members.
- Engagement and involvement with St John's church on a regular basis.

Next steps – challenges

- Complete CIO with trustees (who are now in place).
- Apply for BMO and set up own governance structure in line with CofE requirements.

- Finances are a challenge – we have outstanding money to claim for the Easter Colour run and will also incur costs to claim for the carol service.
- Awaiting approval from St Luke's to enable chaplaincy at Trinity School.
- Dwindling numbers/commitment – with the amount of time we can dedicate to this and the lack of funds available this will be an ongoing challenge. Hopefully this can be partially mitigated by partnering with St John's church and we are still looking forward to the community centre being built.

Tim Hayward

The Oak Tree
Coffee House

It has been an honour and a privilege to be Chair of the Board of Directors for the Oak Tree Coffee House in 2025. It is a role that is made so much easier with the support of my fellow Directors. My thanks go to each one of them. Last year saw a few changes in the management team, with Sita going on maternity leave at the end of 2025. This led to the appointment of Sara as maternity leave cover in the Assistant Manager role. I am very grateful to Karen our amazing manager, in particular for her hard work and dedication to her role. It has also been great to welcome Sara to the team who has learnt fast and added much to the team. My thanks also to the other members of staff and the incredible volunteers who continue to make the Oak Tree a viable business. We are truly blessed to have such a wonderful facility as the Oak Tree and it is a place of refuge and refreshment for many of our community as well as serving as a hub for our church community during the week. Outside of opening hours, the Oak Tree is used as a meeting place for a wide range of groups, including our Youth, the PCC, Deaf Church, Holy Communion services, an Alpha course and many more uses. Our Chaplaincy team continue to serve on a Wednesday morning; offering a listening ear and pastoral care to our customers who seek this, and this is very much appreciated. The hospitality industry continues to be a challenging place with ever increasing costs. We are not immune to this, so we do give thanks to God that after 15 years we are still trading. Please pray as we seek to renew our rental agreement with Tesco's this coming Autumn. For more information, please join us for our Oak Tree AGM on Tuesday 16th June from 7.30pm for refreshments ready for an 8.00pm start.

Lorraine Mann Chair of Oak Tree Coffee House Board

Parish of St Luke's Colchester – PCC Report for 2025

Introduction

St Luke's PCC has the responsibility of co-operating with the Incumbent in promoting within the parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. It oversees and directs the mission and work of the church of St Luke's, Colchester, meeting at St John's & Highwoods Community Centre on Highwoods and St. Mark's meeting at Brinkley Grove Primary School. The report of the PCC which follows, along with the two church reports, illustrate how the PCC fulfils its obligations to benefit the public ~ mainly to the worshipping congregation and to the local community, but also beyond.

PCC Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church meeting in accordance with the Church Representation Rules.
During the year the following served as members of the PCC:

Priest in Charge: The Revd. Hannah Cooper
Curate: Revd Charley Day
Curate: Revd. Stef Jones (from Sept 2025)
Pioneer Priest : Revd. Sarah Hayward
Associate Priest: Revd. Paul Mann

Church Wardens
Adrian Jones
Steve Cowell

PCC Treasurer
Colin Smith

Licensed Lay Ministers
Diana Benge-Abbott
Hugh Thomas (PTO)

Diocesan Synod Representatives
Julia Thomas

Deanery Synod Representatives
Adrian Jones
Hugh Thomas
Lynne Gettings

Standing Committee

Hannah Cooper
Lynne Gettings
Mark Haris
Adrian Jones
Steve Cowell
Colin Smith

PCC Elected Members

Ian Duthie
Sarah Adcock
Anne Mayne
Moji Edun
Mark Harris
Gavin Duthie
Tracey Cowell
Olufunke Baruwa
Evelyn Nyarko

PCC Committees

The PCC operates through a number of groups, which meet between the full meetings of the PCC:

Standing Committee
This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to the directions given by the Council.

Finance Group
The general financial dimension of the work of St Luke's is accomplished by monitoring income and expenditure, setting budgets, maintaining financial controls and co-ordinating the annual accounts. This work is overseen on the PCC's behalf by the Finance Group, led by the PCC Treasurer.

Mission and Mercy Giving Away
The Mission and Mercy budget is apportioned to support mission and charities at home and abroad including regular reviews of the 'agencies' to which St Luke's PCC gives.

Ministry Leadership Team's
Both St. Luke's and St. Mark's have a Ministry Leadership Team, that meet regularly to work out the operational, pastoral and missional objectives of both churches.

Church Attendance
After the revised Electoral Roll in 2025 there were 106 people on the Roll.

The average weekly attendance for our main morning service across the two churches, during October 2025 was 67 adults and 18 children . During the whole of 2025 there were no weddings, 2 baptisms and no Thanksgivings. There was 1 Funeral.

Church Property Report 2025

During 2025 there were no major property purchases.

PCC Review of the Year 2025

The PCC met 6 times during 2025.

The PCC Finance Group met as necessary and reported back to the PCC, via the Treasurer.

The PCC Standing Committee did not meet formally during 2025, but Standing Committee members made urgent decisions on behalf of the PCC by e- mail on number of occasions.

In 2025, St Luke's PCC sought to advance the Christian faith and benefit the community in the following ways:

- A daily presence in the centre of our community - The Oak Tree Coffee House is renowned for great coffee, local and fairtrade produce and most importantly a safe place for local people to congregate where they know they will always find a friendly face to speak with. (The Oak Tree Coffee House is established under a separate legal entity, Highwoods Community Interest Company, in which St Luke's PCC is the majority shareholder.)

- Weekly Sunday public worship in two locations, including activities for children and young people.

- Weekly/fortnightly midweek groups to connect people in friendship while also giving them the opportunity to grow in faith and support one another.

- Weekly parent and toddler group.

- Monthly 'Forest, Families, Faith and Fun' service for families with primary aged children.

- Providing an e-mail-based prayer service for church members and others to share needs and concerns with church members, who then pray for the situations shared.

- Supporting our local schools by offering assemblies, lessons, church visits and financial support.

- Supporting Colchester Foodbank, by starting Highwoods Satellite Foodbank - which provides emergency food parcels to families and individuals in crisis.

- Engaging in wider structures of the church, especially our Deanery and its Synod.

- Giving away 10% of our parish annual income to local, national and international charities and ministries.

- Running a child sponsorship scheme for children attending Nsambya School in Kampala, Uganda.

Annual Deanery Synod Report 2025

Lay representatives plus clergy from all the Anglican churches in the Colchester Deanery usually meet three times per year, to hear what's going on in the Diocese and nationally, and to discuss and share ideas about how we can work together more effectively across Colchester.
During 2025, however, it was decided that the Synod meeting in October would not take place, as we held our first Deanery Day instead. Please find below a short report on the Deanery Synod Meetings held during 2025.

12th March 2025 – At St. Michael's Church, Myland, Colchester Our speaker for this Synod was Wendy Lidgate, Programme Manager for Colchester Episcopal Area. Wendy introduced herself and explained her role. She also explained the background behind the Strategic Mission and Ministry Investment Board (SMIBB) and how her role fits into it. Wendy's role is to help us all plan how each and every parish can tap into this fund.

18th June 2025 – At St. Peter's Church, Boxted Our speaker for this Synod was Sam Fowler, From Christian Youth Outreach (CYO). Sam started off by introducing himself and a little bit about what CYO do. CYO's vision and aim is for every school in the Colchester area to be regularly prayed for by at least one Colchester Church, and that every Colchester Church will be regularly praying for at least one local Colchester school - at least once every term. Sam stated that at the moment an amazing 45% of schools across Colchester are prayed for by churches. They would like to get this to 100%.

Parish of St. Luke's Highwoods

ANNUAL PAROCHIAL CHURCH MEETING 2026

Dear Church member,
We give a very warm invitation to share in our APCM and look forward to seeing you.

AGENDA
Opening prayer & Worship

MEETING OF PARISHIONERS

1. **Welcome**
2. **Choosing of Churchwardens** (2 for 1 year)

ANNUAL PAROCHIAL CHURCH MEETING

1. **<u>Elections</u>**
   Elections for Parochial Church Council
   Elections for Deanery Synod

   <u>Reports</u>
2. **Apologies for absence**
3. **Approval of minutes of 2025 APCM**
4. **Matters arising**
5. **Administrative Reports**

   a. **Presentation of Electoral Roll**
   b. **Financial Report**
   c. **Church Property Report**
   d. **Safeguarding Report**
   e. **PCC report**
   f. **Deanery Synod Report**

6. **St Luke's report**
7. **St Mark's Report**
8. **Appointment**

   a. **Independent Examiner for 2026**

9. **Vision: Revd. Hannah Cooper**
10. **Any other business – please email 24 hours in advance**

Blessing and Prayer

Minutes of St Luke's Church

ANNUAL PAROCHIAL CHURCH MEETING 2025

Sunday 18th May 2025 7pm

St John's and Highwoods Community Centre

Opening Prayer & Worship

MEETING OF PARISHIONERS

1. **Welcome** by Rev Hannah Cooper.

2. Election of Churchwardens (2 for 1 year)

Appointed:

Adrian Jones – nominated by Carlton Badger-Watts and Janet Jones
Stephen Cowell, proposed Lynne Gettings and seconded by Alan Wright

Thanks were given to Lynne Gettings for her service.
Deputy wardens will be decided at next PCC. Prayers were given for this and those elected.

ANNUAL PAROCHIAL CHURCH MEETING Elections for Parochial Church Council

1. Elections for PCC

Thanks were given to: Anne Mayne for 3 yrs service; Stuart Angier for 6 yrs service; Ordelia Sansford for 1 yr service.

3 new appointments:
Anne Mayne – nominated by Lynne Gettings and Sarah Adcock;
Olufunke Baruwa– nominated by Simon Cooper and Karen Cakebread;
Evelyn Nyarko – nominated Carlton-Badger-Watts and Gavin Duthie.

Hannah led prays for the appointees.

Reports

2. Apologies for absence

Apologies received from:
Ian Duthie
Dashka Grandtnerova
Tim Abbott
Dee and Howard Gardner
Jamie and Jenny Macalister
Sarah Hayward
Jo Rassell
Nicholas Mayne

3. Approval of minutes of 2024 APCM

Formally approved. Proposed by Diana Benge- Abbott seconded by Tony Cakebread

4. Matters arising from last APCM

None

5. Administrative Reports

a. Presentation of Electoral Roll – 106 joined this year, Hannah thanked those who had signed up
b. Financial Report – sent by email**.** Hannah answered one question on clarification by a young member of the congregation.
c. Church Property Report – no questions
d. Safeguarding report – no questions
e. PCC Report - no questions
f. Deanery Synod Report- No questions

6. St Luke's report
No questions

7. St Mark's Report
No questions.

Hannah encouraged reading of the good things reported in these 2 reports.

8. Appointment
a. Independent Examiner for 2025
Last year Hannah asked APCM for permission for the PCC to appoint an Independent Examiner as yet unnamed. Hannah asked APCM to please defer this to the PCC for a decision as was done last year.
Proposed by Hannah, Adrian Jones seconded, vote was unanimously approved.

9. Vision: Revd. Hannah Cooper
Hannah shared a slide of the Vision shared last year: 2 churches one family Transformed by the Holy spirit.



Hannah referred to and described the diagram of what we think God is saying right now: Hannah expressed this vision has not changed and to continue with this into the next year.

Word for us from Hannah: We each have permission to find ways to fulfil this vison. That one person can't do it all. Hannah wants to encourage, give permission and champion others. She asked that we say "I'm in. I want to be part of this".
We placed stones by the cross, saying I'm in and wrote we had been given on post it notes.

10. Any other business

Church wardens prayed and thanked our ordained ministers and all the volunteers and workers in the 2 churches who enable the churches to flourish.

Notices – 1 week to book parish for the weekend away.

Blessing & Prayer – A closing Blessing was given.

Meeting closed at 8.15pm

Colchester St Luke's PCC — Statement of Financial Activities for the Year ended 31 Dec 2025

RECEIPTS		Unrestricted Funds	Designated Funds	Restricted Funds	YTD TOTAL 2025	TOTAL 2024
Voluntary Receipts:						
Planned giving		£76 319 58			£76 319 58	£70 736 19
Stewardship		£840 00			£840 00	£990 00
Collections and other giving		£866 00			£866 00	£939 82
One off Gift		£150 00			£150 00	£1 600 00
Legacy		£0 00	£45 000 00		£45 000 00	£10 000 00
GiftAid Income Tax recovered		£17 409 48			£17 409 48	£16 031 29
Sub Total		**£95 585 06**	**£45 000 00**	**£0 00**	**£140 585 06**	**£100 297 30**
Other voluntary receipts						
Special collections	Note 7.1			£10 226 45	£10 226 45	£10 759 71
Donations & Grants (Restricted)	Note 7.2			£6 613 01	£6 613 01	£37 796 20
Receipts from activities for generating funds						
Fund raising events	Note 5	£2 787 78		£0 00	£2 787 78	£3 350 65
First Steps				£1 282 99	£1 282 99	£2 059 77
Highwoods Foodbank				£461 10	£461 10	
Receipts from Church activities						
Wedding fees		£112 00			£112 00	£216 00
Funeral fees		£234 00			£234 00	£1 426 00
Other Fees/income	Note 5	£737 50	£0 00	£0 00	£737 50	£439 83
Receipts from investments						
Bank and deposit interest		£1 384 95			£1 384 95	£1 735 38
TOTAL RECEIPTS		**£100 841 29**	**£45 000 00**	**£18 583 55**	**£164 424 84**	**£158 080 84**

PAYMENTS		Unrestricted	Designated	Restricted (Note 7.1 & 7.2)	YTD TOTAL	2024 TOTAL
Church activities inside the parish						
Ministers Expenses		£2 083 21			£2 083 21	£1 985 88
Christmas Boxes		£0 00		£285 30	£285 30	£383 66
Easter Egg Hunt		£0 00		£495 80	£495 80	£185 00
Vicarage Office Redecoration		£0 00			£0 00	£600 00
Insurance		£713 14			£713 14	£643 79
Church Services inc licence		£1 508 95		£0 00	£1 508 95	£1 927 79
St Mark's expenses		£209 48		£209 48	£418 96	£682 14
St Mark's Breakfasts		£0 00		£169 00	£169 00	£828 05
PCC Away Day		£102 00			£102 00	£959 58
Forest Church expenses		£0 00		£108 00	£108 00	£127 97
Families Faith & Fun		£0 00			£0 00	£69 43
Diocese Church Plant Expenses		£0 00			£0 00	£1 114 32
Diocese Plant Dev Costs		£0 00			£0 00	£2 934 00
Hire of Buildings - Community Ctr		£3 709 50			£3 709 50	£6 207 50
Hire of Buildings - Oak Tree		£0 00			£0 00	£222 66
Hire of Buildings-Bluebell/Other		£70 00			£70 00	£80 00
Hire of Buildings-Brinkley Grove		£2 115 00		£2 115 00	£4 230 00	£0 00
Training - Ministry & General		£129 00			£129 00	£142 00
Training - C & F		£0 00			£0 00	£95 00
Training - Admin		£0 00			£0 00	£0 00
Office costs inc. Bank Charges		£1 696 74			£1 696 74	£1 472 29
Uganda Bank charges		£100 00			£100 00	£75 00
Software - Churchsuite		£546 00			£546 00	£645 00
Staff & Pension		£31 599 03			£31 599 03	£11 999 84
Children & Families SDF		£0 00			£0 00	£17 650 70
Youthworker Fund		£0 00			£0 00	£1 337 38
Expenses - C & F		£341 43			£341 43	£206 50
Expenses - Admin		£250 00			£250 00	£304 99
Miscellaneous		£99 79			£99 79	£66 31
PA Restricted Fund		£0 00			£0 00	£250 00
PA	Note 6	£600 00	£53 67		£653 67	£1 599 00
Equipment	Note 6	£0 00	£0 00		£0 00	£426 54
Keep Cups		£0 00			£0 00	£152 90
Funeral Fees		£199 00			£199 00	£1 552 00
Wedding Fees		£0 00			£0 00	£0 00
First Steps		£0 00		£1 531 88	£1 531 88	£1 817 84
2025 MOF grant expenses		£0 00		£1 084 10	£1 084 10	
C&F Ministry Midweek		£15 50			£15 50	£83 13
C&F Gforce+		£0 00		£4 67	£4 67	£67 96
C&F First Roots		£0 00			£0 00	£9 23
C&F GForce		£2 47			£2 47	£151 66
C&F Schools		£13 91			£13 91	£171 16
Break Out/Youthwork Expenses		£0 00		£735 99	£735 99	£297 63
Gilberd Chaplaincy		£0 00			£0 00	£0 00
Brinkley Grove Chaplaincy		£0 00			£0 00	£45 08
People in Need	Note 6	£0 00			£0 00	£933 87
People in Need Restricted Fund		£0 00		£1 538 65	£1 538 65	£1 530 08
Parish Mission		£916 12			£916 12	£870 81
Highwoods Foodbank		£0 00		£1 438 06	£1 438 06	£1 297 94
Community Coffee House		£0 00		£1 500 00	£1 500 00	£700 00
Church activities outside the parish						
Diocesan Parish Share		£51 688 32	£5 208 96		£56 897 28	£55 814 28

Mission & Mercy			£4 480 16		£4 480 16	£7 205 16
Uganda Fund			£0 00	£8 615 62	£8 615 62	£9 043 00
Members' Mission			£0 00		£0 00	£0 00
Pioneer Ministry Expenses Grant			£0 00		£0 00	£4 964 23
Church Weekend -Birch Hall	Note 5		£2 787 78		£2 787 78	£2 083 90
Church Weekend Restricted Fund				£211 60	£211 60	£391 16
Youth Events	Note 5		£0 00		£0 00	£1 266 75
TOTAL PAYMENTS		**£0 00**	**£105 976 53**	**£5 262 63**	**£20 043 15**	**£131 282 31**	**£145 672 09**
Revenue Surplus/(Deficit) for the period			-£5 135 24	£39 737 37	-£1 459 60	£33 142 53	£12 408 75
Transfer between funds			£5 580 16	-£5 580 16	£0 00	£0 00	£0 00
Adjusted Surplus/(Deficit) for the period			**£444 92**	**£34 157 21**	**-£1 459 60**	**£33 142 53**	**£12 408 75**

		Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL
Cash at bank and in hand at	01-Jan-25	£23 515 29	£29 074 72	£24 750 04	£77 340 05
Adjusted Surplus/(Deficit) for the period		£444 92	£34 157 21	-£1 459 60	£33 142 53
Cash at bank and in hand at	31-Dec-25	**£23 960 21**	**£63 231 93**	**£23 290 44**	**£110 482 58**

Statement of Assets and Liabilities as at 31 December 2025

	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL
Assets				
Cash Funds (First Steps)	£0 00		£10 00	£10 00
Cash Funds (St Mark's Family Breakfasts)	£0 00		£83 59	£83 59
Bank Current Account	£2 704 92			£2 704 92
Bank Giving Account	£9 802 05			£9 802 05
Bank Reserve Account	£11 453 24	£63 231 93	£25 260 71	£99 945 88
Other monetary assets	£0 00	£0 00	£0 00	£0 00
Total Assets	£23 960 21	£63 231 93	£25 354 30	£112 546 44
Liabilities				
Colchester Deanery			£942 19	£942 19
United Church			£1 121 67	£1 121 67
Total Liabilities	£0 00	£0 00	£2 063 86	£2 063 86
Net Total Assets	**£23 960 21**	**£63 231 93**	**£23 290 44**	**£110 482 58**

Notes

1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis overall. As an exception, the costs for PAYE, Employee NI, Employer NI and NEST Pension payments are accounted for on an accrued basis, in order to account for these liabilities in the period incurred (and to reconcile with our SAGE Payroll and SAGE accounting records). Similarly any Statutory Maternity Pay to be reclaimed from HMRC is also accounted for on an accrued basis, in order to ensure the overall Parish financial reserves are not materially mis-represented.

2 The following assets are recognised but not necessarily included in the Statement of Assets and Liabilities: moveable church furnishings held by the churchwardens on trust for the PCC which would require a faculty for disposal.

3 The expenses paid to clergy may include a small immaterial proportion which relates to their function as PCC members. No other payments were made to PCC members.

4 St Lukes PCC is the majority shareholder in Highwoods Community Interest Company, holding 91.38% of the share capital as at 31 December 2025. It is considered that there is no current market value for the shares.

5 Activities to generate funds	**Receipts**	**Payments**	**Profit/Loss**
Church Weekend (Ticket Sales)	£2 787 78	£2 787 78	£0 00
Total	**£2 787 78**	**£2 787 78**	**£0 00**

6 SUMMARY OF FUNDS HELD	**B/Fwd Jan 25**	**Receipts**	**Payments**	**Transfers**	**C/Fwd Dec 25**
Unrestricted Funds					
General Fund	£23 515 29	£100 841 29	£105 976 53	£0 00	
General Fund to PIN				£0 00	
General Fund to Equipment				-£100 00	
General Fund to PA				£0 00	
General Fund to Mission & Mercy Fund				-£519 84	
Legacy Designated Fund to General				£5 000 00	
Oak Tree Designated Fund to General				£1 200 00	
Total Unrestricted Funds	**£23 515 29**	**£100 841 29**	**£105 976 53**	**£5 580 16**	**£23 960 21**
Designated Funds					
People in Need	£5 000 00		£0 00	£0 00	£5 000 00
Equipment (capped at £1,000)	£900 00		£0 00	£100 00	£1 000 00
PA (capped at £5,000)	£1 556 72		£53 67	£0 00	£1 503 05
Parish Share	£10 418 00		£5 208 96	£0 00	£5 209 04
Mission & Mercy	£0 00			£519 84	£519 84
Legacy	£10 000 00	£45 000 00		-£5 000 00	£50 000 00
Oak Tree	£1 200 00			-£1 200 00	£0 00
Total Designated Funds	**£29 074 72**	**£45 000 00**	**£5 262 63**	**-£5 580 16**	**£63 231 93**

7 1 Restricted Funds - Special Collections					
Uganda Fund	£3 068 21	£8 107 00	£8 615 62		£2 559 59
Community Coffee House	£6 585 02	£1 466 70	£1 500 00		£6 551 72

	Church Weekend Donations	£416	16		£652	75		£211	60				£857	31
	Total Special Collections	**£10**	**069**	**39**	**£10**	**226**	**45**	**£10**	**327**	**22**	**£0**	**00**	**£9**	**968**	**62**
7	**2 Restricted Funds - Donations and Grants**														
	Munch Fund / Forest Church	£1	741	84		£0	00		£108	00			£1	633	84
	GForce Club Night/G Force+		£80	68		£0	00		£4	67				£76	01
	Brinkley Grove Garden Project		£0	00		£50	36		£0	00				£50	36
	2025 MOF grant		£0	00	£1	500	00	£1	084	10	-£300	00		£115	90
	Easter Egg Hunt		£3	04		£496	69		£495	80				£3	93
	Parish Churchtingle		£24	18		£0	00		£0	00				£24	18
	Christmas Boxes		-£54	03		£336	46		£285	30				-£2	87
	Church Birthday		£35	34		£0	00		£0	00				£35	34
	St Mark's Church Planting Fund	£6	738	53		£0	00	£2	324	48			£4	414	05
	St Mark's Church Family Breakfasts		£68	59		£184	00		£169	00				£83	59
	PA		£0	00		£130	00		£0	00				£130	00
	Men Behaving Boldly	£1	308	09		£0	00		£0	00			£1	308	09
	People in Need		£0	00	£1	688	70	£1	538	65				£150	05
	Solid/Youth Events Fund	£1	007	67		£0	00		£0	00			£1	007	67
	Youthwork Fund	£1	698	25	£2	226	80		£735	99			£3	189	06
	Sub-Total Donations and Grants	**£12**	**652**	**18**	**£6**	**613**	**01**	**£6**	**745**	**99**	**-£300**	**00**	**£12**	**219**	**20**
	First Steps		£364	30	£1	282	99	£1	531	88	£300	00		£415	41
	Highwoods Foodbank	£1	664	17		£461	10	£1	438	06				£687	21
	Total Donations and Grants	**£14**	**680**	**65**	**£8**	**357**	**10**	**£9**	**715**	**93**	**£0**	**00**	**£13**	**321**	**82**

8	**Funds Summary**	**B/Fwd Jan 25**			**Receipts**			**Payments**			**Transfers**		**C/Fwd Dec 25**		
	Total Special Collections	£10	069	39	£10	226	45	£10	327	22	£0	00	£9	968	62
	Total Donations and Grants	£14	680	65	£8	357	10	£9	715	93	£0	00	£13	321	82
	SubTotal Restricted Funds	**£24**	**750**	**04**	**£18**	**583**	**55**	**£20**	**043**	**15**	**£0**	**00**	**£23**	**290**	**44**
	Total Unrestricted Funds	£23	515	29	£100	841	29	£105	976	53	£5	580	16	£23	960	21
	Total Designated Funds	£29	074	72	£45	000	00	£5	262	63	-£5	580	16	£63	231	93
	Total Funds	**£77**	**340**	**05**	**£164**	**424**	**84**	**£131**	**282**	**31**	**£0**	**00**	**£110**	**482**	**58**

Approved by the PCC on .....and signed on their behalf by:

.....Position.....

.....Position.....

Church Weekend Donations	£418.39	£852.75	£211.60		£867.31
Total Special Collections	**£18,969.39**	**£10,226.45**	**£10,327.22**	**£0.00**	**£9,868.62**
7.2 Restricted Funds - Donations and Grants					
Huwyk Fund / Forest Church	£3,741.84	£0.00	£108.00		£3,633.84
(Force Club Night/O Force+	£80.68	£0.00	£4.67		£76.01
Brinkley Grove Garden Project	£0.00	£50.36	£0.00		£50.36
2025 MOF grant	£0.00	£1,500.00	£1,084.10	-£300.00	£315.90
Easter Egg Hunt	£3.04	£496.69	£495.60		£3.93
Parish Churchtrigle	£24.18	£0.00	£0.00		£24.18
Christmas Boxes	-£54.03	£336.48	£285.30		-£2.87
Church Birthday	£35.34	£0.00	£0.00		£35.34
St Mark's Church Planting Fund	£6,738.53	£0.00	£2,324.48		£4,414.05
St Mark's Church Family Breakfasts	£68.59	£184.00	£169.00		£83.59
PA	£0.00	£130.00	£0.00		£130.00
Hen Behaving Boldly	£1,308.09	£0.00	£0.00		£1,308.09
People in Need	£0.00	£1,688.70	£1,538.65		£150.05
Solid/Youth Events Fund	£1,007.67	£0.00	£0.00		£1,007.67
Youthwork Fund	£1,698.25	£1,226.80	£735.99		£3,189.06
Sub-Total Donations and Grants	**£12,852.18**	**£5,613.01**	**£6,745.99**	**-£300.00**	**£13,219.20**
First Steps	£964.30	£1,282.89	£1,531.88	£300.00	£415.41
Highwoods Foodbank	£1,664.17	£461.10	£1,438.06		£687.21
Total Donations and Grants	**£14,680.65**	**£8,357.10**	**£9,715.93**	**£0.00**	**£13,921.82**
8 Funds Summary	**B/Fwd Jan 25**	**Receipts**	**Payments**	**Transfers**	**C/Fwd Dec 25**
Total Special Collections	£10,969.39	£10,226.45	£10,327.22	£0.00	£9,868.62
Total Donations and Grants	£14,680.65	£8,357.10	£9,715.93	£0.00	£13,921.82
SubTotal Restricted Funds	**£24,750.04**	**£18,583.55**	**£20,043.15**	**£0.00**	**£23,290.44**
Total Unrestricted Funds	£23,515.29	£100,841.29	£106,976.53	£5,580.16	£23,960.21
Total Designated Funds	£29,074.72	£45,000.00	£5,262.63	-£5,580.16	£63,231.93
Total Funds	**£77,340.05**	**£164,424.84**	**£131,282.31**	**£0.00**	**£110,482.58**

Approved by the PCC on 12 may 2026 and signed on their behalf by:

A. JONES Position CHURCHWARDEN

H. COOPER H. COOPER Position Priest in charge

Independent Examiner's Report to the PCC of St Luke's Church Highwoods (charity number: 1159205)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

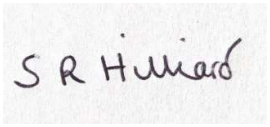
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



Simone Hilliard FCCA
17 Totham Hill Green
Great Totham
Maldon
CM9 8DX

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST LUKE, COLCHESTER

STATEMENT OF PCC RESPONSIBILITIES

The PCC are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

The law applicable to charities in England & Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the incoming resources and application of resources of the PCC for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST LUKE, COLCHESTER

Registered Charity Number 1159205

Additional notes to the Financial Statements for the period ending 31st December 2025

Accounting Policies

As stated, these financial statements have been prepared in accordance with the Church Accounting Regulations 2006, using the Receipts & Payments (i.e. Cash) basis, including any uncleared bank payments made.

These accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of any church groups or activities that owe their major affiliation to another body, nor those that are informal gatherings of Church members.

Funds – General & Designated

General Funds represent the funds of the St Luke's PCC that are not subject to any restrictions regarding their use, and are available for application on the general purposes of the PCC. Designated Funds represent the funds that have been designated for a particular purpose by the PCC, but these funds are also unrestricted regards their usage. St Luke's currently operates five designated funds as follows:

People In Need Fund, where the PCC allocated £100 per month from St Luke's general funds to this designated fund to provide a reserve for use by the PCC as and when individual situations of serious personal need arise –the fund is currently capped at £5000.

PA Fund, where the PCC allocated £50 per month from St Luke's general funds to this designated fund to provide a reserve for use by the PCC to invest in new or replacement PA equipment.

Equipment Fund, where the PCC allocated £50 per month from St Luke's general funds to this designated fund to provide a reserve for use by the PCC to invest in new or replacement general equipment – the fund is currently capped at £900.

Parish Share, where the PCC previously allocated £500.00 per month from St Luke's general funds to this designated fund to provide a reserve for use by the PCC to support expected future increases in our Parish Share.

Oak Tree, where the PCC allocated £300 per month from September 2022 until December 2022 to assist the working capital requirements of The Oak Tree Coffee House if needed.

Funds - Restricted

Restricted funds are those funds that must be spent on restricted purposes. St Luke's PCC currently operates restricted funds as follows:

Uganda Fund - whereby these funds have either been given or otherwise raised specifically for the purpose of supporting the activities of the Nsambya Full Gospel Mission Church and/or Children's School(s) and Orphanage(s) in Kampala, Uganda.

Community Coffee House - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the Oak Tree Community Coffee House.

Munch Fund/Forest Church - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the work of the Munch Initiative and Forest Church.

Brinkley Grove Garden Project - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the work of the Brinkley Grove Garden Project.

2025 MOF Grant (Mission Opportunities Fund) - whereby these funds have been given specifically for the purpose of the 2025 MOF Grant funding or as otherwise agreed.

Church Weekend Donations - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the Parish weekend away.

Gforce Club Night - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the GForce Children's Ministry.

Highwoods Foodbank - whereby these funds have been given or otherwise raised specifically for the purpose of establishing and supporting a foodbank on Highwoods.

Easter Egg Hunt - whereby these funds have been given or otherwise raised specifically for the Children's Ministry Easter Egg Hunt.

Parish Christingle - whereby these funds have been given or otherwise raised specifically for the Parish Christingle.

Christmas Boxes - whereby these funds have been given or otherwise raised specifically for the Christmas Boxes providing Christmas gifts.

Church Birthday - whereby these funds have been given or otherwise raised specifically for the St Luke's Church 30th birthday celebration.

St Mark's Church Planting Fund - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the new Church Plant – now known as St Mark's.

St Mark's Church Family Breakfasts - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the St Mark's Church Family Breakfasts.

Men Behaving Boldly - where these funds have been given or otherwise raised specifically for the purpose of supporting the Men Behaving Boldly Missional Community.

PA - where these funds have been given or otherwise raised specifically for the purpose of supporting the church PA requirements.

People in Need - whereby these funds have been given or otherwise raised specifically for the purpose of supporting people in need within our parish.

Solid/Youth Events Fund - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the Children and Youth Ministry trip to the Solid Event and/or other Youth Events.

Youthwork Fund - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the youthwork within the parish.

First Steps - whereby these funds have been given or otherwise raised specifically for the purpose of supporting the First Steps Group.

Receipts (Incoming Resources)

Planning Giving receipts and Collections & Other Giving receipts are both recognised when received by or on behalf of the PCC. Income tax recovered (under Gift Aid) is also recognised only when received.

Income that is raised by any special events is accounted for gross, with any associated expenses being separately identified and disclosed - these are included under Note 5.

All other Income is also recognised only when received.

Expenditures (Resources Used)

Diocesan Quota - The Diocesan Quota or Parish Share is accounted for only when paid, but with any amounts still unpaid as at the 31st December being provided for an an operational liability, and shown as a Creditor in the Statement of Assets and Liabilities.

There is no outstanding amount payable with relation to the 2024 St Luke's Parish Share as at 31st December 2025.

Employment Costs - Salaries and associated PAYE and National Insurance costs payable to HMRC are accounted for only when paid, but with any amounts still unpaid as at 31st December being provided for as an operational liability, and shown as a Creditor in the Statement of Assets and Liabilities.

There are no amounts outstanding as at 31st December 2025.

Grants/Donations - Grants and donations made by the PCC are accounted for when paid over, or when awarded if the award creates a binding obligation on the PCC.

There are no such outstanding binding awards as at 31st December 2025.

Other Expense Items - All other expenditures are accounted for only when paid, unless any particular expense item incurred but not paid represents a material operational liability as at 31st December, and thus shown as a Creditor in the Balance Sheet.

Fixed Assets

Church Furnishings - Moveable Church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property, and are listed in the Church's Inventory.

For inalienable property that was already in existence as at the 1st October 2012, there is insufficient cost information available (such assets having been originally acquired by St John's PCC, Colchester), and thus are not valued in these accounts.

There have been no such items acquired in the period 1 January 2025 – 31st December 2025.

PA Equipment, Office Equipment & other Sundry Assets - Individual items with a purchase price of less than £1,500 are expensed in full at the time of original purchase.

Investments

General Investments – General investments held are valued at Market value as at 31st December 2025.

There are no general investments held as at 31st December 2025.

Subsidiary Companies – Investments in Subsidiary Companies are stated at cost less any provision necessary for permanent diminution in value.

St Luke's PCC holds 91.38% of the ordinary share equity of the Highwoods Community Interest Company (HCIC)

The PCC considers that the investment in HCIC has no realisable value at present and thus, whilst noted, is not shown as an asset within the Statement of Assets and Liabilities.

Current Assets

No debtor amounts are shown in respect of any fees or other amounts due at 31st December, as all income is accounted for only when received and there are no material amounts outstanding as at 31st December 2025.

End