ST LUKE'S PARISH CHURCH

SHEPHERD'S BUSH

London W12

Registered Charity 1193722

Annual Report

and

Financial Statements

of the Trustees

for the Year Ended

31st December 2025

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

ANNUAL REPORT
FOR THE YEAR ENDED 31st DECEMBER 2025

REFERENCE AND ADMINISTRATIVE INFORMATION

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

Governance and Management - Parochial Church Council (PCC)

The Parochial Church Council is a corporate body established by the Church of England under the PCC (Powers) Measure, 1956. This measure, together with the Church Representation Rules of the Church of England (2025 edition), define the constitution of the PCC. The PCC is registered with the Charity Commission for England and Wales with Charity Number 1193722.

Members of the PCC are either ex officio, or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. The PCC members who have served from the 1st January 2025 until the date of approval of this report were:

Ex-Officio Members:

Incumbent:	Revd Richard Bastable
Assistant Curates:	Revd Stephen Miller[#3]; Revd Joseph Barnes[#4]
Churchwardens:	Jane Peters; Philip Morgan
Deanery Synod:	Jodie Dore (Electoral Roll Officer)

Elected Members:	Louise Alexis-Barrett
	Dr Sonia Dore (Lay vice-chair; Treasurer)
	Grace Ismael
	Cynthia Harewood[#1]
	Anthony Konadu-Boateng
	William Peters
	Phillippa Rose
	Hugo Williams (PCC Secretary)
Co-opted Members:	Lydia Kyle (Children's Champion)
	Benjamin Sturgeon[#5]

[#1] Until 2025 APCM on 20/05/25 [#2] From 2025 APCM on 20/05/25 [#3] Until 30/06/25

[#4] From 01/05/25 [#5] From 01/07/25

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

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

The PCC has a Standing Committee which meets as required, in the intervals between PCC meetings, with the power to transact PCC business in the interim. The standing committee is composed of the Vicar, Treasurer, PCC Secretary and the Churchwardens.

Bankers

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

Independent Examiner

Stephen Purcell, 78 Grove Avenue, Hanwell, London W7 3ES

Aims and purposes

St Luke's is part of the Diocese of London within the Church of England. It maintains a traditional Anglo-Catholic ethos and the PCC has chosen to opt for the pastoral and sacramental oversight of the Bishop of Fulham, as allowed in the Diocese of London. St Luke's is committed to enabling as many people as possible to worship at our church and become part of the parish community. It has a diverse, vibrant and growing congregation, and this is reflected in the many activities undertaken within the parish and the surrounding area. The parish population is estimated at 13,023.

Following a full revision in 2025, there were 67 parishioners on the church electoral roll. Previous to the revision there were 85 parishioners.

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

Public Benefit

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

THE ACHIEVEMENTS AND PERFORMANCE FOR 2025

In 2025 Sunday attendance and our financial situation continued to show growth and improvement. We are grateful for this progress and are working hard to ensure its continuance.

From immediately after the Epiphany (6 January) until Palm Sunday (12 April) the Vicar, Fr Richard Bastable, was on three-months sabbatical study leave. The parish was very well looked-after in this period by Fr Stephen Miller, the assistant curate. The PCC are grateful to him, on behalf of the whole parish, for his hard work and care.

In February we made a weekend parish pilgrimage to the Shrine of Our Lady of Walsingham.

On the evening of Palm Sunday (13 April) a fire was discovered in church. Although relatively contained – it did not spread beyond the sanctuary – significant damage was done: the altar, its furnishings, cloths, frontals, sanctuary carpet and several other items were severely damaged or completely destroyed. There was also significant damage and staining from soot and smoke throughout the building. All services were suspended for Holy Week which was a painful decision, but allowed a team of hard-working volunteers to ensure the church could be reopened safely for worship on Easter Day.

On 1 May Fr Joseph Barnes joined our parish as assistant curate; on 8 June we said farewell to Fr Stephen Miller having completed his three-year curacy here. We were pleased to attend his induction as vicar of Ss Peter & Paul, Enfield Lock on 25 June.

On Sunday 1 June the Bishop of Fulham celebrated Mass and conferred the Sacrament of Confirmation on two of our children.

On Sunday 17 August we celebrated the Assumption of Our Lady. Fr Philip Kennedy CMP was the preacher. After Mass a celebratory barbecue was held in the west garden.

Significant works after the fire were undertaken in September and October which included a professional clean of all walls and ceilings to remove soot and smoke damage, a thorough clean of the floor to remove staining, and a highly expertised clean of the stained glass of the East Window. The central chandelier was also cleaned, the organ speaker unit renewed and various other items and areas cleaned. This was all covered by the insurance.

Also in October significant works were undertaken on the roof of the church to improve the problem of water ingress in periods of heavy rain. These works have considerably improved the situation, and further works are due to be undertaken in 2026.

On Sunday 19 October we celebrated the feast of our patron, St Luke. We welcomed the Rt Revd Dom Cuthbert Brogan OSB (Abbot, Farnborough Abbey) as our preacher, and we were delighted that he kindly brought a relic of St Luke with him. The customary generous buffet supper party followed.

The parish carol service was held on Sunday 14 December. Christmas services and celebrations were kept in full.

Toddler Group on Friday mornings continues to flourish. Several baptisms and other missional links with the church have developed from this. Silvia Diaz-Freedman worked on a sessional basis to supervise and be responsible for Toddler Group throughout the relevant period.

Sunday Club has operated under the leadership of Moji Ogunkanmi on two Sundays per month in school term-time for children aged 5 to 10 years. In 2025 a once-per-month Mass at 8.30am on Sunday was initiated with the intention of attracting children and their families; this venture has seen steady growth.

Hugo Williams continued as our Director of Music throughout most of the year, but indicated his intention to resign to pursue a legal career in December; we said farewell to him at the carol service. The parish has four choral scholars who sing for services on three Sundays per month. An interim arrangement for music has been adopted since Hugo departed and will be reviewed in 2026.

Gift Aid claim payments for 2024 were received in 2025, and the 2022 Gift Aid claim was finally made and received after a delay. Newpark Nursery continued as tenants of the Church Hall. The Church Hall Flat continued to be tenanted by Hugo Williams throughout the relevant period. The church continues to be hired by the London Borough of Hammersmith and Fulham for use as a polling station, although no elections were held in the relevant period. LBHF also use the church building twice a month for local councilor surgery sessions. Our tenants Newpark Nursery requested improved security arrangements for the car park and environs; this has enabled a more satisfactory arrangement for rental of the car park which should yield a significant additional income.

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

During 2025 there were 2 baptisms held at St Luke's; 2 candidates received the Sacrament of Confirmation; 1 funeral was conducted in church (Fr Richard, Fr Stephen and Fr Joseph also conducted numerous funerals at various crematoria and cemeteries); 3 sets of banns of marriage were read; there were no marriages conducted in church in the relevant period.

Reserves Policy

It is current PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately three months unrestricted payments, to cover fluctuations in cashflow and emergency situations that may arise from time to time. Unrestricted cash reserves at 31/12/25 were £24,514. This figure should be compared with an average, typical £23,428 three-monthly unrestricted spend (excluding one-off spend during 2025 on major building works). The PCC therefore regards the situation as satisfactory.

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

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

Signed:  Dated: 28 April 2026

The Revd Richard Bastable, Chairman

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST LUKE'S PARISH CHURCH, SHEPHERD'S BUSH
Year ended 31st December 2025

I report to the charity trustees on my examination of the accounts of the Parish of St Luke, Shepherd's Bush, for the year ended 31st December 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed: S. J. Purcell Dated: 11th May 2026

Stephen Purcell
78 Grove Avenue
Hanwell
London W7 3ES

RECEIPTS AND PAYMENTS ACCOUNT
for the year ended 31st December 2025

	Note	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total 2025	Total 2024
		£	£	£	£	£	£
RECEIPTS							
Donations & Gifts received		19,172	—	—	—	19,172	19,032
Grants received	2(a)	—	—	17,171	—	17,171	2,000
Tax refunds under Gift Aid	2(b)	6,954	—	—	—	6,954	7,675
Legacies	2(c)	2,500	—	—	—	2,500	500
Rental income	2(d)	67,154	—	—	—	67,154	63,259
Other church activities		635	—	—	—	635	3,086
Investments	2(e)	—	—	2,178	—	2,178	1,916
Other receipts		—	—	—	—	—	100
Total receipts		**96,415**	**—**	**19,349**	**—**	**115,765**	**97,568**
PAYMENTS							
Raising funds		1,446	—	—	—	1,446	1,423
Diocesan parish contribution	2(f)	49,375	—	—	—	49,375	47,000
Clergy & Staffing costs	2(g)	18,390	—	137	—	18,526	20,056
Cost of services		1,855	—	—	—	1,855	3,839
Mission & Outreach	2(h)	2,544	—	—	—	2,544	2,788
Church running costs		7,096	—	—	—	7,096	5,814
Church utility costs		5,116	—	—	—	5,116	3,491
Church Hall running costs		1,923	—	—	—	1,923	1,633
Church Hall utility costs	2(i)	—	—	—	—	—	1,730
Hall Flat costs		597	—	—	—	597	1,395
Office costs		5,081	—	—	—	5,081	4,745
Mission giving & Donations		287	—	—	—	287	1,190
Major building works	2(j)	9,184	—	15,171	—	24,355	—
Total payments		**102,894**	**—**	**15,308**	**—**	**118,201**	**95,105**
Excess of receipts over payments		**(6,478)**	**—**	**4,042**	**—**	**(2,437)**	**2,465**
TRANSFERS							
Gross tr'fers between funds – in	3(a)	—	—	—	—	—	194
Gross tr'fers between funds – out	3(a)	—	—	—	—	—	(194)
Net receipts / (payments) before other gains		**(6,478)**	**—**	**4,042**	**—**	**(2,437)**	**2,465**
Net movement in funds		**(6,478)**	**—**	**3,378**	**—**	**(3,100)**	**2,908**
RECONCILIATION OF FUNDS							
All assets at 1st January		**30,993**	**—**	**72,503**	**—**	**103,495**	**100,589**
All assets at 31st December		**24,514**	**—**	**75,881**	**—**	**100,395**	**103,495**

The notes on pages 8 to 13 form part of these accounts

STATEMENT OF ASSETS AND LIABILITIES
at year ended 31st December 2025

	Note	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total 2025	Total 2024
		£	£	£	£	£	£
Fixed assets – Tangible	1(c)	—	—	—	—	—	—
Fixed assets – Investments							
CBF CofE Short Duration Bond Fund Income Shares	1(d)	—	—	1,717	—	1,717	1,676
CBF CofE Investment Fund Income Shares	1(d)	—	—	16,915	—	16,915	17,620
		—	**—**	**18,632**	**—**	**18,632**	**19,296**
Current assets – Cash at bank							
Church Account		24,514	—	19,884	—	44,399	49,176
Fabric Account		—	—	29,337	—	29,337	28,067
Church Centre Deposit		—	—	8,316	—	8,316	7,956
		24,514	**—**	**57,538**	**—**	**82,052**	**85,200**
Liabilities							
Agency collections	5(a)	—	—	289	—	289	1,000
		—	**—**	**289**	**—**	**289**	**1,000**
Assets retained for church use		**24,514**	**—**	**75,881**	**—**	**100,395**	**103,495**

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

Signed: R. M. Bastable Dated: 23 April 2026

The Revd Richard Bastable, Chairman

The notes on pages 8 to 13 form part of these accounts

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

NOTES TO THE ACCOUNTS
for the year ended 31st December 2025

1 ACCOUNTING POLICIES

1(a) Basis of financial statements

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

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

1(b) Fund Accounting

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

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

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

1(c) Tangible Fixed Assets

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

1(d) Investments

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

1(e) Current Assets

Short term deposits

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

1(f) Liabilities

Monies collected on behalf of other organisations, and placed into the PCC's bank account pending disbursement are shown in the Statement of Assets and Liabilities as 'Agency collections'. Any other debts owed by the church or amounts that the church is committed to paying at some time after the end of the 2025 financial year are listed in Section 5 of these notes.

2 FURTHER DETAILS OF RECEIPTS AND PAYMENTS ITEMS

2(a) Grants received

Grants totalling £2,000 were received from the Additional Curates Society to support housing costs and working expenses of curates assigned to the Parish.

Grant funding of £6,171 was received from the London Diocesan Fund as a contribution towards the costs of installation of boundary railings and automated gates outside the church.

Grant funding of £9,000 was received from the London Diocesan Fund as a contribution towards the costs of renewal of the roof of the church building.

2(b) Tax refunds under Gift Aid

Tax refunds included Gift Aid and GASDS (Gift Aid small donations scheme) for congregational giving and gifts received during 2022 (£3,481.16) and 2024 (£1,838.42). Reclaimed Gift Aid for congregational giving through the Parish Giving Scheme during 2025 amounted to £1,634.69.

At the end of 2025 an indeterminate amount of Gift Aid and GASDS remained to be claimed for congregational giving during the year. GASDS claims for 2023 and 2024 totalling approximately £2,500 were also pending at the end of 2025.

2(c) Legacies

£2,500 was received from the estate of the late Denis Moriarty, a former worshipper at St Luke's.

2(d) Rental income

£46,295 was received from the use of the Church Hall by Newpark Nursery; £6,519 was received as income from car parking; £14,190 from letting of the Hall Flat.

2(e) Investments

Investment receipts comprised £551.53 in dividend payments from the invested capital of CCLA CBF equities-based funds; this income belongs to the Development Fund. A total of £1,626.75 CCLA deposit account interest was received, of which £1,266.69 belongs to the Development Fund and £360.06 to the Church Centre Fund. For further details refer to Notes 1(d) and 3(b).

2(f) Diocesan parish contribution

The Parish's 2025 "Common Fund" pledge to the Diocese of London was £49,375. This was paid in full and on time.

2(g) Clergy & Staffing costs

Clergy & Staffing costs included fees paid to the Music Director, and the salary and payroll processing costs of the Parish Administrator. Payments were also made to choral scholars, visiting organists, and the Toddler Group supervisor. Other costs included reimbursement of the Curate's working expenses, and payment of vicarage water rates.

2(h) Mission & Outreach

Included in the total, £1,262 was spent on a Parish visit to the Shrine of our Lady of Walsingham, and £1,200 on the membership fee of West London Citizens.

2(i) Church Hall utility costs

The agreement with Newpark Montessori Nursery School, that effectively has exclusive use of the Church Hall, is that the Parish reimburses 50% of the costs of water supply. No requests for reimbursement were received during 2025.

2(j) Major building works

During the year £12,342 was spent on the installation of new railings and automated gates outside the church; £12,013 was spent on church roof repairs. Note 2(a) contains details of grant funding received in support of these works.

3 FUNDS

3(a) Fund Movements

The movements in funds during the year were:

	Brought Forward	Receipts	Payments	Transfers	Gains & Losses	Carried Forward
	£	£	£	£	£	£
Unrestricted						
General Fund	30,993	96,415	102,894	—	—	24,514
Total Unrestricted Funds	**30,993**	**96,415**	**102,894**	**—**	**—**	**24,514**
				—		
Restricted						
Development Fund	63,585	1,818	—	—	(663)	64,740
Church Centre Fund	7,981	360	—	—	—	8,341
Charities Fund [Note 5(c)]	248	—	—	—	—	248
Assistant Clergy Fund [Note 2(a)]	—	2,000	137	—	—	1,864
Support Worker Fund	669	—	—	—	—	669
Choral Scholarship Fund	20	—	—	—	—	20
Gates & Railings Fund [Note 2(a)]	—	6,171	6,171	—	—	—
Roof Works Fund [Note 2(a)]	—	9,000	9,000	—	—	—
Total Restricted Funds	**72,503**	**19,349**	**15,308**	**—**	**(663)**	**75,881**
Grand Total	**103,495**	**115,765**	**118,201**	**—**	**(663)**	**100,395**

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

3(b) Restricted Fund Details

The ***Development Fund*** is a restricted fund containing money allocated to the future development of the Church property. This fund includes the Fabric Account, as well as shareholdings in the 'CBF CofE Short Duration Bond Fund - Income Shares' and the '' 'CBF CofE Investment Fund - Income Shares' all of which are held with CCLA investment managers. A small working float is also kept in the Church Account.

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

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

The ***Assistant Clergy Fund*** is a restricted fund set up to receive grants and donations towards an Assistant Curate's housing costs and working expenses.

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

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

The ***Gates & Railings Fund*** is a restricted fund created during 2025 to receive grants and donations in support of renewal of the boundary fence and access gates around the perimeter of the church building. Works were completed and the fund fully expended during 2025.

The ***Roof Works Fund*** is a restricted fund created during 2025 to receive grants and donations in support of major repairs to the roof of the church building. Works were completed and the fund fully expended during 2025.

4 FIXED ASSETS USED BY THE CHURCH

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

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

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

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

The contents of the church include a large number of movable items. The significant items, which include historic silverware and a collection of vestments, are included on the Church's inventory.

The contents and furnishing of the Church Hall Flat include electrical 'white goods'.

5 LIABILITIES

5(a) Agency payments

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

Funeral fees totalling £1,000 owed to the Diocese for 2024 services were remitted during 2025. Funeral fees collected during 2025 and due to the Diocese amounted to £289.00; this sum will be remitted during early 2026.

5(b) Diocesan parish contribution

The Parish has offered to pay a total of £53,000 to the Diocese of London during 2026, as our "Common Fund" contribution. This payment represents a share of the total cost of clergy stipends, clergy housing, and Diocesan support.

5(c) Charities Fund

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

6 STAFF COSTS AND EMPLOYEE BENEFITS

Throughout 2025 the Parish Administrator was a direct employee of the Parish. Details of staff working on a self-employed basis are provided in Note 2(g). The total amount paid for clergy and staffing costs is shown in the Receipts and Payments Account (page 6).

7 RELATED PARTIES

Total expenses of £136.50, necessarily incurred during the performance of clergy duties, were paid to clergy members of the PCC. The PCC also paid for Vicarage water supply charges amounting to £606.31. No other payments, expenses, or other benefits were granted to any PCC member, persons closely connected to them, or related parties.