

ST JOHN & ST LUKE

CLAY HILL

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
SAINT JOHN THE BAPTIST AND SAINT LUKE THE EVANGELIST,
CLAY HILL, ENFIELD**

Registered Charity number 1151418

**FINANCIAL STATEMENTS AND ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

CONTENTS

	page
A. Independent Examiner's Report	2
B. Receipts and Payments Accounts	3
C. Statement of Assets and Liabilities	4
D. Notes to the Financial Statements	5
E. PCC Annual Report for 2022	10

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

A. INDEPENDENT EXAMINER'S REPORT

**To the Members of the Parochial Church Council (PCC) of the Parish of St John and St Luke,
Clay Hill, Enfield**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022, which are set out on pages 3 to 9.

Responsibilities of the PCC and the Independent Examiner and basis of the 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 charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2) the accounts do not accord with those records

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.



Roger J Seaton FCA
23 Greenhill Park
Barnet, Herts
EN5 1HQ

Dated 27 February 2023

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

B. RECEIPTS AND PAYMENTS ACCOUNTS

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Prior year total funds £
Receipts					
Voluntary Income					
Planned giving	31,327	—	—	31,327	34,678
Collections at services	4,038	—	—	4,038	3,597
All other giving/voluntary	12,528	270	1,676	14,474	24,192
Gift Aid recovered	8,102	—	99	8,201	8,635
Activities for generating funds	8,149	—	—	8,149	6,150
Investment Income	874	—	—	874	36
Church Activities	31,260	—	—	31,260	34,436
Other incoming resources	93	—	—	93	19
Total receipts	96,371	270	1,775	98,415	111,743
Payments					
Church Activities					
Common Fund	57,000	—	—	57,000	57,000
Clergy & Staffing Costs	3,005	—	—	3,005	3,612
Church Running Expenses	40,799	1,997	—	42,796	28,713
Hall Running Costs	977	—	—	977	(763)
Church Major Repairs & Improv	—	—	—	—	4,513
Mission Giving and Donations	600	—	1,748	2,348	3,180
Cost of Generating Funds	1,542	—	—	1,542	1,022
Other Resources Expended	210	—	—	210	172
Total payments	104,133	1,997	1,748	107,878	97,449
Excess of receipts over payments	(7,762)	(1,727)	27	(9,463)	14,294
Reconciliation of funds					
All assets at 01 January 2022	78,020	50,348	1,378	129,746	115,452
All assets at 31 December 2022	70,258	48,621	1,404	120,283	129,746

Detailed analyses of both receipts and payments are contained on pages 8 and 9 of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
 FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

C. STATEMENT OF ASSETS AND LIABILITIES

Class and nominal code	General £	Designated £	Restricted £	Total £	Last year £
Current assets - Cash at bank and in hand					
CA002 : PCC Metro CurrentAccount	52,702	—	—	52,702	63,131
CA004 : COIF Deposit Account	17,556	48,621	1,111	67,288	66,414
Total	70,258	48,621	1,111	119,990	129,546
Liabilities - Agency accounts					
6699 : Agency collections	—	—	(293)	(293)	(201)
Total	—	—	(293)	(293)	(201)
Net total assets	70,258	48,621	1,404	120,283	129,746

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



Mr. Paul Bates
 (Lay Vice Chairman)



Mrs Marion Berry
 (Churchwarden & lay member of the PCC)

Dated: 2 February 2023

The notes on the following pages form part of these accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

D. NOTES TO THE FINANCIAL STATEMENTS

1. Basis of Financial Statements

The financial statements have been prepared on a receipts and payments basis under with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005). The financial statements have been prepared under the historical cost convention. 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 or those that are informal gatherings of church members.

2. Funds

Unrestricted or General Fund are funds available to be spent on the PCC's general purposes.

Designated Funds are general funds set aside by the PCC for particular use in the future for administrative purposes only. However, they remain unrestricted and the PCC may re-designate part of all of these funds for other purposes. During 2022, three Designated Funds were operated - for Improvements to St Luke's Church, for Improvements to St John's Church and Hall and for Legacies.

Restricted Funds comprise revenue, donations or grants for a specific PCC activity intended by the donor. During 2022, two Restricted Funds were operated, for Collections and Gifts with Restricted Purposes and for St Luke's Night Shelter.

Fund	Fund Balances	Incoming	Outgoing	Fund balances
	Brought forward £	Resources £	Resources £	Carried forward £
General - General fund	78,020	96,371	104,133	70,258
StJohnsDes - Designated St Johns Church & Hall	45	—	—	45
StLukesDes - Designated St Lukes Church & Hall	45,840	270	1,997	44,113
SpecColl - Restricted Special Collections	975	1,775	1,748	1,001
NightShelt - Restricted Night Shelter	403	—	—	403
StJohnsRes - Restricted St Johns Church projects	—	—	—	—
Legacies - Legacies	4,463	—	—	4,463
Totals	129,746	98,415	107,878	120,283

In addition, all fees received from third parties for, and then paid to, organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance were accounted as Agency. These transactions were not included in the parish accounts as the PCC merely acted as a conduit of the fees. This Agency account had a zero balance at the end of 2022.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

3. Sequestration Agency Account

The vacancy in the parish commenced on 12th July 2021 when the former vicar, Rev Peter Godden, was instituted to a new living. The accounting policy adopted for Sequestration accounting is based on the advice received from Theresa Moses, Diocesan Financial Advisor.

During the vacancy, the following financial transactions are collected in a Sequestration Agency Account:

- Diocesan Fees received for occasional services (Weddings, Funerals and Interments of Ashes)
- Fees paid to retired clergy for Sunday, weekday and occasional services and all expenses claimed by any visiting clergy
- Vicarage Expenses - costs incurred in maintaining the vacant vicarage including gas, electricity, telephone and minor repairs, excepting during any period when the vicarage is occupied by a tenant installed by the Diocese on a short-term tenancy when all costs apart from the telephone line will be paid by the Diocese.

The Sequestration Agency Account had a non-zero balance at both the beginning and end of 2022. At the end of the vacancy, a claim will be prepared and submitted to the Diocese for the whole of the vacancy period and the settlement will be used to clear the balance of the Sequestration Agency Account.

4. Staff Costs and Payments to PCC Members

PCC members are considered the key management personnel of the church. Some members of the choir and one organist were also members of the PCC. They withdrew from all discussions by the PCC about the services they provided and did not participate in any vote by the PCC related to those matters.

No remuneration was paid directly to key management personnel other than detailed below, although the church contributes to the Diocesan Common Fund. The Vicar, who has overall responsibility for promoting the whole mission of the church, is remunerated directly by the Diocese.

The financial interests of the Vicar and other PCC members were limited to reimbursement for minor operational expenditure including materials for minor repairs or improvements, postage, stationery, communion wine and candles. Reimbursements were made after receipt of signed claim forms detailing the expenses with original receipts. All identifiable expenditure including stationery, postage and phone calls were coded to the appropriate heading.

All fees received from third parties for and then paid to organists and choristers for attendance at weddings, funerals and interments of ashes and for scripting entries in St Luke's Book of Remembrance have been accounted as Agency. None of these people received £5,000 per annum or more. The organists at St Luke's church and St John's church provided services to the PCC as self-employed contractors and invoiced the PCC monthly in arrears for the services provided.

Income from donations includes £8,346 received from PCC members.

5. Receipts

All receipts are recognised when they are received. VAT reclaimed under the Listed Places of Worship Scheme and refunds from the Diocese for water and local authority garden waste bins used by the tenant of the vicarage were offset against corresponding payments. All other receipts are accounted for gross.

6. Parish Halls

The parish operates two halls - St Luke's Hall, located in Morley Hill, Enfield, Middlesex, EN2 0BL and St John's (Jean Price Memorial) Hall, in Strayfield Road, Enfield, Middlesex, EN2 9JF. Both buildings are held by the London Diocesan Fund as Diocesan Authority (formerly known as Custodian Trustee) with the PCC having the role of Managing Trustee, with day to day responsibility for the properties. Commencing on 1st March 2021, St Luke's Hall was leased to Nursery on the Hill (Enfield) Ltd on a 20-year Lease.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

The sums insured for these buildings for buildings and contents by the Ecclesiastical Insurance Office in insurance policy schedules dated 25 December 2022 are shown in the following table:

St Luke's Church	£16,620,000
St Luke's Parish Hall	£4,661,475
St John's Church	£6,650,000
St John's (Jean Price Memorial) Hall	£3,330,000

7. Rounding

Any minor summation errors in the tables in this report are due to all numbers having been rounded to the nearest pound with zero decimal places.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

DETAILED ANALYSIS OF RECEIPTS

	Unrestricted £	Designated £	Restricted £	Total	
				This year £	Last year £
Receipts					
Voluntary Income					
Stewardship Scheme Gift Aided	24,729	—	—	24,729	27,914
Stewardship Scheme not gift aided	6,598	—	—	6,598	6,764
Collection Plate Cash	3,130	—	—	3,130	1,558
Collection Plate Gift Aid Envelopes	698	—	—	698	1,017
Wedding Collections	—	—	—	—	93
Funeral Collections	209	—	—	209	557
Baptism Collections	—	—	—	—	372
Donations to General Fund	616	—	—	616	2,433
Donations & Appeals St Johns	—	—	—	—	2,250
Donations & Appeals St Lukes	—	270	—	270	1,758
Restricted Purpose Collections Donations	—	—	1,676	1,676	3,011
Wedding Donations to PCC	255	—	—	255	254
Funeral Donations to PCC	275	—	—	275	1,876
Baptism Donations to PCC	64	—	—	64	—
Interment of Ashes Donations to PCC	282	—	—	282	350
Parish Community groups donations	8,395	—	—	8,395	2,260
Grants (Restricted Funds)	—	—	—	—	10,000
Grants	2,641	—	—	2,641	—
Stewardship Scheme Income Tax Refund	6,671	—	—	6,671	6,829
Donations to General Fund Tax Refund	139	—	—	139	375
Gift Aid Envelopes Tax Refund	211	—	—	211	214
Collection Plate Cash Tax Refund GASDS	799	—	—	799	315
Donations & Appeals Tax Refund St Johns	—	—	—	—	96
Donations & Appeals Tax Refund St Lukes	—	—	—	—	402
Restricted Purpose Collections Tax Refnd	—	—	99	99	404
Community Groups Donations Tax Refund	283	—	—	283	—
Voluntary Income Totals	55,995	270	1,775	58,040	71,102
Activities for generating funds					
Fetes Bazaars & general fund raising	8,149	—	—	8,149	6,150
Activities for generating funds Totals	8,149	—	—	8,149	6,150
Investment Income					
Interest Received	874	—	—	874	36
Investment Income Totals	874	—	—	874	36
Church Activities					
Baptisms PCC Fees	144	—	—	144	74
Weddings PCC Fees	294	—	—	294	763
Funerals PCC Fees	282	—	—	282	1,491
Interments of Ashes PCC Fees	624	—	—	624	1,192
Church Hall Lettings	28,624	—	—	28,624	29,196
Church Lettings	1,292	—	—	1,292	1,720
Church Activities Totals	31,260	—	—	31,260	34,436
Other incoming resources					
Miscellaneous Receipts	93	—	—	93	19
Other incoming resources Totals	93	—	—	93	19
Receipts Grand totals	96,371	270	1,775	98,415	111,743

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

DETAILED ANALYSIS OF EXPENDITURE

	Unrestricted £	Designated £	Restricted £	Total	
				This year £	Last year £
Payments					
Church Activities					
Common Fund LDF	57,000	—	—	57,000	57,000
Organist, Choirmasters	3,000	—	—	3,000	2,910
Vicars Expenses	—	—	—	—	16
Visiting Clergy Fees & Expenses	—	—	—	—	199
Maintenance of Vicarage	(293)	—	—	(293)	262
Vicarage Telephone & Parish Phone Calls	298	—	—	298	225
Parish Community groups expenses	7,020	—	—	7,020	1,530
Church Insurances	8,414	—	—	8,414	502
Organ & Piano Tuning & repairs	2,884	—	—	2,884	1,469
Church Maintenance & Minor Repairs	6,962	1,997	—	8,959	10,097
Altar & Service Supplies	281	—	—	281	270
Church Equipment & Maintenance	162	—	—	162	326
Churchyards and Gardens	4,210	—	—	4,210	1,570
Printing Postage Stationery Books Soft/w	1,553	—	—	1,553	668
Licences & Service Charges	711	—	—	711	786
Professional fees - legal, architect	4,000	—	—	4,000	7,961
Church Lighting & Heating	4,433	—	—	4,433	3,208
Church Water Rates	169	—	—	169	327
Church Hall Lighting & Heating	—	—	—	—	(357)
Church Hall Insurance	461	—	—	461	38
Church Hall Other Running Costs	—	—	—	—	(612)
Church Hall Repairs & Maintenance	516	—	—	516	168
St John's Church Renovation/ Improvements	—	—	—	—	2,498
St Luke's Church Renovation/ Improvements	—	—	—	—	2,015
Donations Made	600	—	—	600	600
Donations from restricted collns & dons	—	—	1,748	1,748	2,580
Church Activities Totals	102,381	1,997	1,748	106,126	96,255
Cost of Generating Funds					
General fundraising costs incl. 100 Club	1,542	—	—	1,542	1,022
Cost of Generating Funds Totals	1,542	—	—	1,542	1,022
Other Resources Expended					
Miscellaneous Expenses	210	—	—	210	172
Other Resources Expended Totals	210	—	—	210	172
Payments Grand totals	104,133	1,997	1,748	107,878	97,449

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

E. PCC ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022

CONTENTS

	page
Report of Father Jeremy Foot	11
1. Aim and Purposes	12
2. Clergy Changes	12
3. Objectives and Activities	12
4. Achievements and Performance	13
5. Financial Review	17
6. Reserves Policy	18
7. Risk Management	19
8. Thank You!	19
9. Structure, Governance and Management	19
10. Administrative Information	20

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

Report of Fr Jeremy Foot to the Annual Meeting of St John's and St Luke's, Clay Hill

Dear Sisters and Brothers in Christ, this Annual meeting marks a full church year with you, and I would like to thank-you for the support and love you have shown me in that time. It has been a joy and a privilege to be with you, to laugh and weep together as the times have required. Most of all to share the joy of Christ's presence among us. It was a particular joy this year to take three candidates to St Paul's for the Baptism and Confirmation Service.

I arrived on a commitment to maintain and support regular Sunday worship and to celebrate the festivals, great and small. While attendance has been challenging as the country re-finds itself after Covid, I feel that we have continued to offer an engaging service each Sunday. I am very grateful to Fr David and the visiting clergy, especially Fr Martin for their support. The festivals have also worked well. I think we have been able to give them an appropriate distinctive character and the congregations have been encouraging. Leading a Christingle Service for over 300 people was certainly a new experience for me. I would also note particularly Evensong on the Evening of the Funeral of Elizabeth II, as both in our collective tradition and also an appropriate way for the community to mark such occasions. I believe that while we re-present the traditions of the Church in the setting of the current times, the Gospel can be seen as new and fresh as well as eternal.

I have been pleased this year that we have not simply stood still in our ways of worship. Re-establishing a rota of altar servers and drawing the Scouts into greater involvement in the Family Service have re-emphasised the bond between the congregation and what happens on the altar. We are also looking to work with the choir to establish a Sung Evensong into our worship, starting on Passion Sunday and as a way to mark the Coronation of King Charles.

Looking further forward, I think we have some challenges to engage with in the year ahead. We must continue to build a prophetic mission to North Enfield. Our position between town and green belt makes our stewardship of the Earth a ministry we all wish to develop. The challenge at the moment is to open this out so that it speaks to the whole community.

Naturally, we all wish to grow the congregation. In this area, that means reaching out to families, to make the church a regular and engaging part of each member's weekly life. While the Childrens' Service at St John's has been quietly successful, it is very noticeable that there is greater family presence at St Luke's. I feel that that the current pattern of worship does not entirely work for families trying to build regular attendance into their lives. In my view, we need to provide both some regular structured worship for children at St Luke's and to have a more frequent, probably weekly, Sunday service accessible to all ages.

In this coming year, we continue to pray for a new incumbent to lead us in these challenges. How the new vicar's arrival will affect my ministry is yet to be decided. Please be assured that I shall continue to serve and minister to you while it is God's will that I am here among you.

I pray for you all constantly.

Fr Jeremy Foot
Parish Priest

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

1. Aim and Purposes

The Parochial Church Council (PCC) of the Parish of Clay Hill has the responsibility of cooperating with the incumbent in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical within the ecclesiastical parish. The PCC is also responsible for the maintenance of St. John's church, St. Luke's church and St John's Hall.

2. Vacancy

Since July 2021 the parish has been in vacancy. Father Jeremy Foot, a non-stipendiary minister, has been providing stability for the parish since November 2021. Father David Nash, a retired priest has also been providing help leading on some of the services.

On 11 October 2022 the PCC met with the Rt Revd Rob Wickham, Bishop of Edmonton and our Patron, Rev Dr Steve Griffiths, vicar of St. Andrew's Enfield, for a Section 12 Meeting, which is intended to allow the Bishop and the PCC to discuss the needs of the parish and to provide an opportunity to discuss any issues around the appointment of a new incumbent, as well as any particular requirements of the parish and how a new appointment will be conducted.

The Parish Profile, which was first published in November 2021, was updated and agreed by the PCC at the meeting on 17 November 2022. It was agreed that the position would be advertised in the Church Times early January 2023, with interviews taking place on 28 February 2023.

A new incumbent will probably need to give three months' notice to leave a previous post and would then require a month or so for the move, so it is likely that an institution will not take place until late June/July 2023, if the recruitment is successful.

3. Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community at Clay Hill. The parish's Mission Action Plan provides the following framework for current and planned activities to achieve this objective:

- In **Worship and Prayer**, we aim that all who participate in the Eucharist will feel that they have been drawn into closer contact with God and that their spiritual journey has been accompanied by a supportive church community.
- In **Teaching and Nurture**, we endeavour to provide members of our congregations and of the wider parish with opportunities to grow in their ability to understand, reflect on and articulate the Christian faith through the provision of teaching at a level that is appropriate.
- In **Care and Service**, we endeavour to offer pastoral care in particular to people living in the parish, enter into creative partnerships with the community and other groups and encourage and support individual members of the congregation in the roles of active service that they undertake.
- In **Mission and Outreach**, we endeavour to find creative ways to bring the gospel of Jesus Christ to our parish and to invite people into the life of the Church.

When planning activities, the PCC has considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. To facilitate this work, it is also important that we maintain the fabric of all our parish buildings.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 in relation to having due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The updated Parish Policy Statement was approved by the PCC and is displayed in both churches and available from the Safeguarding Officer and on our website. The Safeguarding Self Audit and Safeguarding Action Plan were also approved by the PCC. No Safeguarding Issues were raised in 2022 that required reporting to the Charity Commission. The PCC has submitted to the Diocesan Safeguarding Team its response for the Past Cases Review 2 into known historic cases of abuse involving clergy or lay church officers as requested by the Bishop of London.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

4. Achievements and Performance

4.1. Impact of the Vacancy

During the vacancy a single eucharist service has been held in the parish each Sunday in St Luke's church on the first, third and fifth Sundays and in St John's church on the second and fourth Sundays at the standardised start time of 10.00am. A service of Evening Prayer is presently held on Sunday evenings in St John's church hall and a service with the URC Lancaster Road once a month. Since August 2020 the Diocese has let the vicarage.

4.2. Deanery Synod Report

One member of the PCC sits on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery Synod met three times in 2022. The first meeting in March 2022 was held at St Pauls Church, Winchmore Hill where there was a presentation by Dr Paula Godder, Finding Nourishment in the Wilderness – Reflections on Lent in Dark Times. There was a summer BBQ get together in June at St Aldhelm's, Edmonton and in November 2022 there was a presentation by Fr Amatu on Racial Justice at St Stephen's Church.

4.3. Worship and Prayer

Festivals: The PCC is keen to offer a range of services that our community find both beneficial and spiritually fulfilling. For example, our evening prayer on a Sunday evening provides a quiet, intimate and reflective environment for worship, whilst opportunities are provided for people to engage in our sung Eucharist service. This year we have been able to hold all the yearly festivals, Easter, Patronal Festivals of St John the Baptist and St Luke the Evangelist as well as for Remembrance Sunday and Harvest Festival, Advent Lights, Nine Lessons and Carols, Christingle and Christmas Midnight services. Andrew Reid led Morning and Evening prayer online until April 2022, Valerie Budd took over and led Morning and Evening prayers in the Lady Chapel at St Luke's church until October 2022.

We were able to hold a few concerts in St Luke's church, in June we hosted the English Jazz Orchestra; in November the Enfield Chamber Orchestra's 80th anniversary concert in conjunction with the Enfield Choral Society, featuring Beethoven's 9th Symphony and in December the Enfield Film Orchestra and Chorus.

Attendance: The average attendance at Sunday services in St John's church has been approximately 32 adults and three children and in St Luke's church approximately 40 adults and five children. During the year there has been one wedding, one wedding blessing, three funerals, four interments of ashes and five Baptisms.

Junior/Childrens' Church: Children's Church services have been taking place once a month in St John's church, it is now the second Sunday of the month. The half hour service is a wonderful way of introducing our young members to the Christian faith through worship, songs, prayers and activities.

12th Enfield Scout Group: it has been a very good year for the 12th Enfield Scout Group, which is sponsored by the PCC and comprising Beavers, Cubs, Scouts and Explorers. We have renegotiated the Sponsorship Agreement, which has been signed and agreed by the church PCC and the Scouts. Monthly church parades have not been very well attended in the early part of the year, this picked up dramatically towards the end of the year with a fantastic show on Remembrance Sunday. The aim for scouts to attend the monthly All-Age services in St Luke's church on the first Sunday of the month first all year, with the exception of school holidays. The services are similar to the usual parish Eucharist and include Holy Communion, but are aimed at engaging everyone of all ages and Group members take an active part in the readings and other activities. This year there was over 100 Group members and leaders in attendance at the Remembrance Service in November.

Prayer Group: The Prayer Group meets every three to four weeks in St Luke's Lady Chapel with a core of eight to ten people. Each meeting starts with a short reflection, followed by a time of prayer with fellowship, coffee and pastries afterwards. Very often people respond to the messages from the Parish social media status and request prayers to be said for themselves or their loved ones.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

House Groups: House groups are an excellent way to help parishioners grow and deepen their faith. Groups meet in people's houses in a relaxed and friendly atmosphere, giving opportunities to develop friendships, worship with other Christians, learn more about the Bible and strengthen their relationship with God. It involves study and discussion of the Bible, worship and prayer. The aim is to inform and encourage one another and share diverse opinions as we discuss what God is saying to us. The Clay Hill House Group started in May 2016, initially with a monthly evening meeting and developed to both a morning and evening session on a Tuesday each month. Like other church activities, the House Group had to stop when the first lockdown started on 23 March 2020, but it was restarted in June 2022, after the Lent course, meeting in the Lady Chapel in St Luke's church, and meets on the second Tuesday of the month with a morning and evening session. A Lent course, 'Reflecting on the Collects', was held for the first time since the pandemic and consisted of five weekly sessions. Each session was led by a different person.

The House Groups started with Corpus Christi and then there were a few sessions looking at the influence of women in the Bible, including Phoebe, Esther and, arguably the most influential, Mary Magdalene. There was also a session looking at the Old Testament prompted by an issue often raised that "there are books of the Old Testament that seem to offer problems in relation to a Christian life today" or "why is the God in the Old Testament so different from the God in the New Testament?". We also looked at one of the greatest of the Hebrew Prophets, Isaiah who proclaimed the coming of the promised Messiah in great detail and in some of the most beautiful prose in the entire Old Testament.

Choir: It has been a more stable year for the choir. With regular practices and the opportunity to be able to all sing at Sunday services in both churches, which leads and encourages the congregation in worship. The choir has learnt new hymns and anthems to sing during the distribution of communion and a new setting of the sung Eucharist service, which was quite challenging at first. The choir works hard in preparation for all the major festivals, including Easter, Harvest, Advent and Christmas. The service of Nine Lessons and Carols at St John's ended up being a mixture of a hand-pumped organ (due to an electrical fault) and the grand piano. Fortunately, the three choir pieces were written as unaccompanied. Thanks to Laura Marlow for joining the choir that evening and her husband Chris, along with John Wright for helping to pump the organ for some of the carols. The choir thanks our organist, Nathan Hulse, not only for coping with such unforeseen circumstances, but for his hard work throughout the year as organist and choirmaster and his enthusiasm, encouragement and patience. The choir always need new members and welcomes anyone to come to St Luke's church on Wednesday evenings at 7.30pm.

4.4. Pastoral Care

St Luke's Mothers' Union: The aim of the Mothers' Union is to demonstrate the Christian faith in action by the transformation of communities worldwide through the nurture of the family in its many forms. Our branch presently has nine members. Two Branch Meetings were held during 2022, unfortunately we were unable to go ahead with our Looking Forward to Christmas Service owing to bad weather at that time. However, we did have two Open Meetings. In August Roger Moore gave a very informative talk about the National Trust and in November David Nash came and spoke to us about Women Hymn Writers. Both Meetings were very well attended.

Night Shelter: All People All Places, the charity running the night shelters in Enfield and Haringey, were planning to have a church-based night shelter in Enfield during the 2021/22 winter which we would have hosted on Friday nights, but it had to be cancelled with the onset of the Omicron variant of Covid, and the associated restrictions introduced by the government at that time. The focus for winter provision switched to hotel accommodation based in Haringey.

During the middle of 2022 APAP were again planning to run the roving night shelter circuits in both Enfield and Haringey in the winter of 2022/23, and their new Chief Executive met all the venue coordinators and got a good response. We started to prepare hosting the shelter on Friday nights again. It was intended to run the Haringey circuit from October to the end of December and the Enfield circuit from January to March. In July, however, the government announced their Night Shelter Transformation Fund, which is aiming to move shelter provision away from the model of roving circuits to static and single occupancy services. As a result of the government's new fund and operating guidelines for night shelters, APAP made the difficult decision that it would not be possible to run the church-based night shelter circuits and the coordinators were informed on 25 August.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

APAP are seeking to set up a static shelter and there will be scope for churches to be involved. APAP has also been running a year-round day centre in Edmonton since July 2021 offering housing advice for rough sleepers and those at risk of homelessness in Enfield.

The day centre is proving to be very popular with increasing demand, and there is scope for faith-based communities, including our parish, to get involved and support APAP's work. For example, Palmers Green URC are trialling the provision of hot lunches, initially for one day a week, which will be extended and other churches can provide hot lunches. There is also scope to help organise, gather and distribute various provisions for people who are homeless.

Warm Welcome Hub: At the PCC meeting in September, it was proposed that Clay Hill should set up a warm hub in St Luke's to help our local community during the cost-of-living crisis. Ideally, it should be a joined-up approach with other churches, so a network of warm places could be provided for the local community to come to. There is a national Warm Welcome Campaign, which started on 26 August and aims to support thousands of community organisations across the country to open their doors to people in need this winter. Clay Hill has registered with the campaign and there are over 4000 registered organisations that have opened free, warm, welcoming spaces for the public over this winter across the UK. In November, the PCC agreed a proposal to be involved with the Warm Welcome Spaces programme and opened the café in St Luke's on Mondays, initially from 10.00 to 12.00, from 21 November. There are hot drinks and cakes and activities such as boardgames, and everyone in the local community is welcome.

It is important to work in partnership with others, so there is a network of provision and services available locally. Other churches were approached, and St Mary Magdalene has since opened a warm welcome space on Wednesday afternoons.

Enfield Churches Debt Centre: Enfield Churches Debt Centre (ECDC) is an initiative set up by a diverse group of churches to see every church working together in unity to bring freedom from debt and poverty to the people of Enfield. They partner with Christians Against Poverty to train and equip their Debt Coaches. Clay Hill Parish support the project in a number of ways. The parish continues to give £50 per month to support ECDC, we promote their work to those who could benefit from their services, and also when they request support with, for example, befrienders and trustees. Two members of Clay Hill's congregation are ECDC champions, Bob Bell and Peter Livermore, and Bob is also a Trustee for ECDC. The role of champion includes publicity, helping potential clients, updating the church with news and prayers, encouraging people to be involved, promote events such as CAP Money Course, and communicating ECDC's work to other local referral agencies and other churches.

North Enfield Food Bank: Gifts of non-perishable goods presented at the Harvest Festival on 2 October 2022 were given to the North Enfield Food Bank.

The Eco Church: A Rocha UK's award Scheme: All PCC members completed the survey, Paul Bates included the uniformed groups, with the combined answers the application was made, resulting in the following achievements, Worship - Gold Standard, Land - Silver Standard, Community & Global engagement - Bronze standard. Buildings and Lifestyle had insufficient information to be awarded a standard, those sections were then worked on by some of the PCC, allowing us to make some plans for work that needed carried out; thus enabling a presentation to the parish to set up a Creation Care Team inviting anyone who was interested in any/all parts to contact us. The parishioners could then work with the PCC to set fresh targets to help the church move forward and outward.

Restorative Chair Yoga Group: The Restorative Yoga Group is very popular and are welcoming new members. The sessions take place in St Luke's church, with a professional coach, Eliza. She always asks what health problems people have and adapts certain movements for them. The gentle exercises are beneficial for joint and other physical problems. The Parish is very fortunate to have Eliza as the leader.

Clay Hill Singers: After the abrupt closure of the Clay Hill Singers in March 2020 under Covid restrictions, many members of this community choir were eager to return. Singing started again in April 2022, with an attendance of about 50. A separate social distancing area was set apart, but hardly used. Numbers reached about 60 mostly older people, with publicity through leaflet distribution, other churches and the local press.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

A very welcome but unexpected growth in numbers arrived in the form of up to fifteen younger people each week from a Day Centre. They enjoy singing very much. This suddenly became an intergenerational activity. Once the weather is warmer, further publicity will include posters and leaflets in places such as doctors' surgeries and hairdressers. It is a feature of this project that no one should be excluded by financial hardship. Attendance is free; although most members donate £5 per week towards the costs.

Social Activities: With Covid restrictions lifted we were able to have the following events: An Easter Egg Raffle, the May Fayre, Queens Jubilee Garden Party, Flower Show, November Quiz and Christmas raffle; together with the 100 club, Friday sales, sales of vegetables, eggs, books, plants and 'cashback' the net total for 2022 was £6,607.22. During the year we were kindly supported with donations from the Co-op, Tesco's, Morrisons, Holtwhites Bakery, Smiths butchers and a cluster of garden nurseries and the local charity shop with children's' toys for Christmas (the toys were shared with the URC). We were also sponsored by Atkinsons Residential with advertising boards and posters for our big events.

4.5. Mission and Evangelism

Soup Lunches: Monthly soup lunches were held regularly throughout the year and a total of £857 was raised for the following beneficiaries: BOHCM, Enfield Debt Centre, Mothers' Union, Noah's Ark Children's Hospice and the Church Urban Fund.

Bridge of Hope Childrens' Mission (BOHCM): BOHCM is a Christian charity supporting orphaned and abandoned children in the district of Rukungiri, West Uganda. The parish has continued to support BOHCM with £50 monthly donations, funded by contributions from parishioners. BOHCM was founded by two members of our congregation and two other members of the church are now trustees; members of the congregation have been to visit the children that they sponsor and seen for themselves the work that the Charity does. The Parish has been very supportive of BOHCM and in the summer the Church hosted the very successful BOHCM annual Afternoon Tea event. Our Church school also supports BOHCM and the founders recently visited the school to talk to the children about the Charity.

Children's Society: This year we were able to hold our annual Christingle Service in St Luke's church on Christmas Eve, which was attended by about 300 people, at which donations of £460 were collected in aid of the Children's Society.

Church Urban Fund: The parish regularly supports the Church Urban Fund with money raised at Soup Lunches as well as donations for a Parish Christmas Card which, this year, raised a total of £180.

4.6. Links with Local Schools

St John's Church of England Primary School: St. John's Primary School is the smallest school in Enfield with 102 pupils from a wide range of socio-economic backgrounds arranged in four vertically grouped classes. All staff work hard to ensure that the children are kept safe so that they have the best possible learning environment. The breakfast and after-school clubs have been successful with a very high uptake and the Breakfast Club has been very well attended. In the second half of the year, the school was able to hold Harvest, Remembrance, Carol and End of Term services in St John's church, they attended the Millfield Theatre to see Snow White. The school has had a very successful Ofsted inspection achieving a GOOD standard, which is fantastic for such a small school and a credit to the head and teaching staff and reflects their hard work. It seems that there has been an increase in applications for this year's intake, which is excellent. Paul Bates is now a representative of the PCC to be part of the admissions team.

Wren Academy Enfield: The Wren Academy Enfield secondary school opened in 2020, they now have students in Years 7-9 located on the Chase Farm Hospital site, which is within the boundaries of Clay Hill parish. It is planned that a new year group will be added each year until full capacity is reached in 2027 with over 1200 students. The school is sponsored by the London Diocesan Board for Schools. The school chaplain is keen to build closer links with our Parish.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

4.7. Ecumenical Relationships

We join with the congregation of Lancaster Road URC for services of Evening Prayer, normally on the third Sunday of each month.

4.8. Building Projects

During the year, work continued to ensure that both churches and St John's Hall continued to be maintained in good condition. All gas heaters were serviced and repaired and annual electrical testing including PAT, fire extinguisher testing and Health and Safety inspections undertaken. Later in the year our heating contractor, Vulcana, replaced a faulty combustion fan on a St Luke's church heater, which could not be repaired. A full structural survey in St John's church should have taken place, however confirmation of the second part of a grant to cover the costs was delayed.

St John's Church and Hall

This year we ensured that both St. John's church and the Jean Price Hall continued to be maintained in good condition by our loyal team of volunteers, including replacing three sections of rear fence. Following a storm in February a local builder made a temporary repair to a part of the stained-glass west window. The slipped slate on the church fletcher was secured, the cracked stone over the front porch was sealed/secured with approved bonding agent and further high-level lime mortar pointing carried out. Failure of the organ blower was repaired prior to Christmas however, we will carry out a full organ survey to see if a grant could provide long term stability.

St Luke's Church and Hall

The defective heaters in the Lady Chapel were replaced by a single fan-assisted heater, and a faulty heater in the nave was repaired. Repairs were carried out to the lead work in the box gutter above the refectory, otherwise most of the work carried out in the church related to routine inspections and maintenance.

Regular maintenance to the grounds included grass cutting and hedge and shrub pruning.

Nursery on the Hill are now responsible for the maintenance of the hall building, and our annual inspection showed it to be in good order.

5. Financial Review

5.1. Finance

In 2022, the parish incurred a deficit in general operating income and expenditure of £9,759 compared to a surplus of £3,466 in 2021 and the budgeted deficit of approximately £14,000. The deficit would have been substantially higher had the parish not received a one-off Church energy cost support grant of £2,641 from the Diocese. Throughout the whole of 2022, the parish has been in a vacancy during which all Diocese fees for occasional services and ministry-related costs are recorded in a sequestration account which will be settled with the Diocese at the end of the vacancy.

However, despite forecasting a deficit, the PCC agreed to maintain its Common Fund contribution to the Diocese for 2022 at £57,000, equivalent to 100.8 % of the Parish Ministry Cost component of the Parish Standard Cost. The PCC has also agreed to slightly increase its Common Fund contribution for 2023 to £57,500 to maintain cover the Parish Ministry Cost component.

Operating income only marginally increased over 2021. Of most concern, the parish's main sources of income were all less than in 2021. Stewardship receipts were 8.5% lower, receipts from baptisms, weddings, funerals and interments of ashes were down by two thirds and general fundraising and donations were down 7.2%. On the plus side, Sunday collections nearly doubled those in 2021 and deposit account interest substantially increased with improved rates. The most significant increase was in donations from Community Groups – Clay Hill Singers and Yoga - which more than tripled over 2021 and included additional income from gift aided donations by some Singers. However, this was offset by a corresponding increase in the fees charged by the leaders of the groups, resulting in an overall surplus of £1,375. Fortunately, the parish is now seeing a benefit of the long-term lease for St Luke's Hall with Nursery on the Hill which has maintained the parish's other main source of income from hall and church lettings at a comparable level to 2021.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

At the same time, operating expenditure significantly increased by over 17% compared to 2021, the biggest element being church insurance which was up £8,000. However, it must be remembered that the 2021 cost was due to a one-off change in payment of premiums from annual to monthly which resulted in a technical “saving” of approximately £8,000. If insurance is excluded, the increase in operating expenditure would be a more realistic 8.6%. The parish gas and electricity fixed price contracts renewed on 1st October so only two months of billing at the new rates are included in the 2022 accounts, resulting in a comparatively small increase in cost for the year of approximately £1,200 (30%). However, in addition to increased usage charges, standing charges have quadrupled to over £5,000 for a full year which will have a significant impact on expenditure in 2023.

5.2. St Luke’s Hall lease

The project to establish a fully repairing 20-year lease for the whole of St Luke’s Hall with Nursery on the Hill (Enfield) Ltd (NOTH), a pre-school nursery, was completed on 1 March 2021 with the full approval of the Diocese. The agreed annual rent for the first five years has been discounted by just under 50% to reflect NOTH’s significant investment in refurbishing the building. At the end of that period, the rent will be reviewed to the full market value. In the meantime, the lease provides the parish with a dependable long-term regular income without the responsibility for maintaining the building or managing bookings.

5.3. Stewardship

Stewardship giving totalled £32,288 plus the recovered Gift Aid of £6,589.50 totalled £38,877.50 resulting in £905 less than pledged and £2,464 down on last year. Although some members increased their giving and a few new members joined we also lost some and a few reduced their monthly giving, the scheme membership is now 50, two less than last year.

The annual campaign to encourage new members and encouraging current members is due in February 2023. The parish has experienced two years of the pandemic and this year the cost of living increase impacts everyone, including the parish. We can only endeavour to encourage everyone to do our best.

5.4. Pattie Skeates Legacy

In 2019, the parish was advised by a firm of lawyers in South Africa that the late Pattie Skeates, a former member of St John’s congregation, had bequeathed to St John’s church her estate in South Africa including the proceeds of assets and fixed property after sale. Attempts to progress this by direct communications with various firms in South Africa proved difficult, in part due to a lack of knowledge about South African law. The PCC instructed the firm of Lewis Silkin LLP and through them the firm of Legacy Fiduciary Services and Estate Planners SA (LFSEP) to act as its agents to represent the PCC’s interest in South Africa and to authorise them to make enquiries about the estate and administration. With the approval of the PCC, LFSEP has appointed an independent executor to deal with the estate. Although LFSEP believes that there are a number of questions that need to be answered, in their opinion the matter should not be too complicated to resolve and the financial outcome would be worth the fees although settlement of the estate might take a year. During 2022 this case has progressed, albeit slowly, in the hands of the Executor.

6. Reserves Policy

It is the policy of this parish to try to maintain a balance of unrestricted funds which equates to at least three months of routine unrestricted payments. This is equivalent to approximately £25,000 and is held to smooth out fluctuations in cash flow and to meet emergencies.

Both churches had Quinquennial inspections in January 2020 and after completion of repairs to some of the most urgent items in both churches, a complete schedule of repair work is being updated. The parish has reserved £25,000 for this ongoing work, the sum to be reviewed as more detailed assessments of the areas identified for repair are obtained.

St Luke’s church half share of the proceeds of the sale of Hawthorn Grove Hall in 2008 was set aside in a designated fund for improvements to St Luke’s church and Hall, some of which has been used for refurbishment of St Luke’s church refectory and emergency repairs to St Luke’s church ceiling.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL
FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

It is our policy to invest as much as possible of the parish's funds with the CCLA CBF Church of England Deposit Fund where 56% of total funds were invested at the end of 2022.

7. Risk Management

The following is a summary of the risks faced by the parish and the PCC.

- **Vacancy:** There is a risk that we will lose members of the congregation during the vacancy due to the absence of a full-time vicar as well as alternating Sunday services between the churches.
- **Aging Congregation:** There is a risk that congregation numbers will gradually fall as we have an aging congregation and difficulty in engaging with younger people.
- **Difficulty in finding new Officers and Volunteers:** Most parish officers have historically been drawn from a core of committed but aging volunteers. As people have had to retire, it has been difficult to find replacements with suitable skills. There is a risk that a notable shortage of volunteers could restrict the capacity to undertake future fund raising and other activities.
- **No succession Planning:** There is no succession planning with the risk that as officers have to retire, their knowledge and experience will be lost.
- **Finances:** Tripled energy costs and falling stewardship contributions which resulted in a deficit of around £10,000 in 2022 and forecasted deficit of around £14,000 in 2023 risks limiting the scope of the PCC's to undertake Quinquennial survey or emergency repair work.

8. Thank You!

8.1. Lay Reader

In April 2022 Andrew Reid, decided to step down as a Lay Reader. He was licensed as a Reader for the first time on 2 December 2003 at the quinquennial service held in St Paul's Cathedral. Andrew provided great support to our Incumbents and congregation with his spirituality, knowledge and kindness. Thank you Andrew!

8.2. Ministers and Volunteers

A very big thank you to Father Jeremy who has been keeping us on an even path whilst we are in our vacancy, for his wisdom, teaching and patience, we feel very lucky to have his help. Thanks also to Father David for his constant support.

We would like to thank all the Volunteers who work so hard to make our parish the lively community that it is, particularly through this year of our vacancy. In particular we would like to thank our Church Wardens - Ian Buswell, Doreen Addy and Marion Berry who have worked so tirelessly on our behalf and John Wright, our Treasurer, who has helped us all to understand the parish accounts and its finances. Thank you to all the PCC members who have donated their time and energy.

9. Structure, Governance and Management

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and registered with the Charity Commission as charity number 1151418.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC comprises the Incumbent (our vicar), one or two churchwardens for each church, one or two representatives to the Deanery Synod, the Lay Reader and the Authorised Pastoral Assistant, all of whom are automatically *ex officio* members. The parish Electoral Roll was revised in February 2022 and at the end of 2022 had a membership of 117. This membership permits up to 12 members to be elected each year by the members of the congregation who are on the parish Electoral Roll. All those who attend our services or are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. Up to two members may be co-opted by the PCC during the year to fill vacancies.

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF SAINT JOHN AND SAINT LUKE CLAY HILL

FINANCIAL STATEMENTS AND ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

At the Annual Meeting on 6th April 2008, it was agreed that the Churchwardens' Measure that "a person may not serve longer than six years as a churchwarden" shall not apply to the Parish, and that the normal term of office of elected members of the PCC shall remain one year. This decision was reviewed in 2017 and retained and will be reviewed again by 2023.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish including deciding on how the funds of the PCC are to be spent. The Annual Meeting (APCM) was held on 6 March 2022 and the full PCC met on six occasions. The Standing Committee of the PCC did not meet during the year. The PCC has one sub-committee responsible for the management of the Parish buildings. There are also less formal groups responsible for the organisation of Social Events and Fund Raising.

10. Administrative Information

The Parish of St John and St Luke is situated in Clay Hill, Enfield, Middlesex and is part of the Diocese of London within the Church of England. The correspondence address is the vicarage at 92 Browning Road, Enfield, Middlesex EN2 0HG, telephone number 020 8363 6055. The registered charity number of the Parish is 1151418. The parish website is www.clayhillparish.org.uk, Facebook: @clayhillparish and Twitter: @ClayHillParish.

The parish has two churches - St John's Church located in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Church located in Phipps Hatch Lane, Enfield, Middlesex EN2 0HL. The parish has two halls: The Jean Price Memorial Hall (St John's Hall) in Strayfield Road, Enfield, Middlesex EN2 9JF and St Luke's Hall at 37 Morley Hill, Enfield, Middlesex EN2 0BL which is vested in the Trustees of the Bishop of London's Fund.

The people listed below served on the PCC during 2022, (S) indicating membership of the Standing Committee. These people are also considered to be the Trustees of the PCC as a charity.

Ex Officio members:

(S) Rev Jeremy Foot	Licenced Curate	
(S) Andrew Reid	Lay Reader	up to APCM 2022
Michael Mansfield	Authorised Pastoral Assistant	
(S) Marion Berry	Churchwarden at St. John's	
(S) Ian Buswell	Churchwarden at St. Luke's	
(S) Doreen Addy	Churchwarden at St. Luke's	
(S) Mary Englefield	Deanery Synod Representative and Parish Administrator	

Elected Members:

Paul Bates	Lay Vice-Chairman	
Katherine Gough		
Cheryl Graham	Church Safeguarding Officer	
Peter Livermore		
Heather Livermore	PCC Secretary and Electoral Roll Officer	from APCM 2022
Elaine Plumb		
John Rhatigan	Contracts/Leasing Officer	
Sarah Smith		
Jack Williams		
(S) John Wright	Treasurer	
Joan Young		Up to April 2022
Anita Wyatt		