

ADMINISTRATIVE INFORMATION

St Luke's Church, 71 Liverpool Road, Crosby, Liverpool L23 5SE

Telephone Number: 0151 931 3119

Office correspondence to Parish Administrator (Gaynor Robertson), Parish Centre, at the above address.

Bankers:	The Co-operative Bank, PO Box 250, Skelmersdale, Lancashire WN8 6WT
Independent Examiner:	Simone Meme, Community Accountant Sefton CVS, 3rd Floor, North Wing, Burlington House Crosby Road North, Waterloo, L22 0LG
Legal Advisers:	Black Norman, 67-71 Coronation Road, Crosby, Liverpool, L23 5RE
Quinquennial Architect:	Bill Schafer, 56 Belvidere Road, Ashton in Makerfield, WN14 8RU

PCC

For the period 1 January 2025 until the date of approval for this report, the following people served as PCC members:

Vicar:	Rev Amanda Bruce (Chair)
Assistant Minister:	Rev Chris Parsons
Church Wardens:	John Turner (1 year term 2024) Debbie Burke (1 year term 2024)
Vice Chair:	Lesley Deninson (from APCM 2025)
Treasurer:	Caroline Ramsey (from Dec 2017)
Secretary:	Keith Cawdron (from APCM 2023)
Deanery Synod Representatives:	Zorina Jones (from APCM 2023) Caroline Ramsey (from APCM 2023) Keith Cawdron (from APCM 2023) Lucy Wilton (from APCM 2023) Rosemary Turner (From APCM 2023)
General Synod & Lay Reader rep:	Keith Cawdron
Elected Members:	Colin Gill (GDPR officer) (from APCM 2024) Barry Fell (Health & Safety Officer) from APCM 2024)

Irene Curwen (from APCM 2024)
Emma Turner-Bone (from APCM 2024)
Lyn Newsham (from APCM 2024)
Lesley Deninson (from APCM 2022)
Michelle Heaps (from APCM 2023)
Steve Matthews (from APCM 2023)
Kirsten Sothmann (from APCM 2023)
Jan Holmes (From APCM 2024)
Cath Howard (From 2025)
Gilian Beardwood (From APCM 2025)
Rosemary Turner (PSO) (from APCM 2023)

Ex-officio Clergy

Rev. Margaret Quayle
Rev. Mark Waters

Day to day management control of the Church is exercised by the Vicar and Church Wardens.

** "The PCC was deeply saddened by the death during the year of Emma Turner Bone (one of its members) and expressed heartfelt sympathy to her family and all who mourn her tragic loss."

STRUCTURE, MANAGEMENT AND GOVERNANCE

St Luke's Church PCC is a body corporate and operates under the Parochial Church Council Powers Measure 1956 and the Church Representation Rules. The PCC is a charity registered with the Charity Commission, number 1128698. The method of appointment of PCC members is set out in the Church Representation Rules.

All church members are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC operates three sub committees: The Standing Committee, World Mission Group, and the Eco-church Group.

The Standing Committee prepares the agenda for the Parochial Church Council meetings and transacts any business that it has been empowered to do so. It also acts as a finance committee. Membership comprises: Vicar, Vice-chair, Churchwardens, PCC Secretary, PCC Treasurer and can include one person elected by the PCC.

The World Mission Group, on behalf of the PCC, encourages support for annually agreed people and projects. The Eco-group continue to promote Eco-church and sustainable activities within the church and wider community.

PCC members have all been made aware of their responsibilities as trustees and understand basic health and safety, risk assessment and management, safeguarding of vulnerable adults and child protection procedures.

RISK ASSESSMENTS:

The PCC are mindful of their responsibilities in making their decisions.

FINANCIAL RISK:

The treasurer reports to each PCC meeting on the income and expenditure. The standing committee acts as a finance committee to support and advise. Investments are only made in approved low risk funds for charity use or where funds might support the Archbishop of Canterbury's initiative to create a fairer financial system for the whole community.

HEALTH AND SAFETY

Barry Fell, appointed as the Church Health and Safety Officer in 2024, continues to ensure that we stay compliant with procedures, and we are made aware of changes. The Health and Safety policy is reviewed annually.

SAFEGUARDING

The PCC has complied with the duty to have due regard to House of Bishops Safeguarding Policy and Practice Guidance, and the PCC have an appointed Parish Safeguarding Officer. The Archdeacon Safeguarding checklist completed in Sept 2022 and the Archdeacons Parish review in 2025 demonstrated that the Parish is compliant with good Safeguarding practice and policy. Our policies are in line with those of the Diocese of Liverpool. Over the year Rosemary Turner, our Parish Safeguarding Officer and our deputy PSO Debbie Burke, has continued to ensure our safeguarding practices are up-to-date and effectively monitored. DBS checks were carried out on new volunteers across all ministry roles.

GDPR

Colin Gill continued to serve as the PCC's GDPR officer. The PCC offers thanks for all he has done in ensuring our systems and practices are GDPR compliant.

OPERATIONAL RISK

If the church building could not be used for any reason, the church hall would be used.

FUNCTIONS AND ACTIVITIES

The PCC (Powers) Measure 1956 states the PCC functions are:

(a) co-operation with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

(b) the consideration and discussions of matters concerning the Church of England or any other matters of religious or public interest, but not the declaration of the doctrine of the Church on any question.

(c) making known and putting into effect any provision made by the diocesan synod or the deanery synod, but without prejudice to the powers of the council on any matter.

(d) giving advice to the diocesan synod and the deanery synod on any matter referred to the council.

(e) raising such matters as the council consider appropriate with the diocesan synod or deanery synod.

(f) appointing sidesmen (who are also known as assistants to the churchwardens).

When planning activities for the year, the PCC considered the Charity Commission's guidance on public benefit, and particularly the specific guidance to charities concerned with the advancement of religion.

PCC ACTIVITIES

The PCC met 4 times in 2025/26. The PCC regularly discuss a number of issues, such as Finance, Health and Safety, Eco-church, and our Carbon Net Zero aims, World Mission, the Church School, Safeguarding and Worship.

Many church members were involved in both the online services and in church services, with rotas managed by the ministers team, office, and the IT team.

Our IT database system, 'ChurchSuite,' has proved its value in resourcing online events and ensuring that church members received information as required. All information is treated as per GDPR requirements and monitored by our GDPR officer.

In September 2025 the PCC, following a series of consultation meetings with the wider congregation, voted to join the Fit for Mission Larger Single Parish process. This process of change will start in January 2026. IN late 2025, the clergy from 9 parishes, 3 from Sefton North deanery and 6 from Sefton South deanery started to meet informally as a preparation for January.

The work in the grounds continues well, due to Dave Law and the Groundforce team, a monthly volunteer group. Thanks go to Dave and all who work hard to ensure the grounds are kept to a high standard for visitors.

The membership of any Anglican church is often signified by the Electoral Roll: In 2025 there were 140 members. (149 in 2026)

WORSHIP

As we continued to embed the new forms and times of worship, our worship provision has continued to develop:

- The 10am Communion service continues to serve up to 80 people a week. We are seeing a mix of styles of music and liturgy across a whole month. Although it is still apparent that attendance has changed, with some members only coming fortnightly or monthly now. This

service is also livestreamed to about 35 homes now, which is another change in attendance, but allows people who are housebound or bound to dependents to join in the service and worship with their church. On a 1st Sunday in a month we have a 9am said Communion service prior to an interactive Family Service, and on a 4th Sunday in a month we started a small group for young children entailing a craft-based activity on a bible story. We also endeavour to include the children more fully in the 10am Communion service that morning. If we have a 5th Sunday it is a 10am All-Age/Family Holy Communion service.

- A 12.00pm service occurs twice a month. On the 2nd Sunday of a month this is “Big Picnic Worship”, a service for families with young children, which originated during the summer of 2021, initially outside. This has been rightly described as “holy chaos”, although it seems to be getting calmer slowly. We have interactive songs, courtesy of YouTube, which the children dance to, a bible story leading to a game and craft to bring out the message of the passage, and some interactive prayers which are often put in our big Prayer box for Jesus. This sees anything between 30-50 people attending, with 3/5ths being adults and 2/5ths children. Many of these are families with whom we had no engagement with prior to the pandemic. We are exploring ways to disciple the parents of these families beyond the content of the service itself: we encouraged adults to think about joining the Alpha or Living Life Well courses, we invite them to 10am family services and ask for their involvement in specific aspects of BPW and we have set up a Whatsapp group to keep people linked together. We also ensure there is a takeaway message for families to continue to explore during the week. On the 4th Sunday of a month, we have a 12.00 Baptism service for the families of those people, mainly infants or small children, being baptised. This uses the Common Worship liturgy, with a short message and a lively song to make it more child friendly. This seems to be enjoyed and has brought some families in more permanently as they join Big Picnic Worship. We leave out the Welcome element of the baptism service and ask families to come to the next Big Picnic Worship for that.

- We don’t have a regular Sunday evening service but occasionally hold Mission partner evenings. We also invited ‘Tongues of Fire,’ a local worship band to lead a service and this was well attended at Pentecost and Advent, and on Ash Wednesday.

- We then have our Wednesday morning Communion service which now has a regular congregation of up to 20 people. Some of these are Wednesday only church members, others also attend the 10am Sunday service.

- Easter saw our usual services of Good Friday Vigil, and Easter morning Family Communion for 152 people and our usual Christmas services, our traditional Carol Service, which included the School Choir, for about 137 people, a Café Carol service which drew in 10 people, as well as a Christingle service for 201 people. We hosted 15 funerals in church, 2 at the crematorium and 2 wedding services, baptised 11 small children and 2 adults.

- St Luke’s Halsall CofE primary school, has been in church for their school services at the start of the school year in September, St Luke’s Day, Christmas and Easter.

- Our ministers team of Preachers, Priests and Lay Readers consisted of Canon Amanda Bruce, Rev Mark Waters, Rev Chris Parsons, L23 Curate, Rev Kate Greaves, Keith Cawdron

(Reader), Graham Wood (Reader) and Caroline Ramsey. We thank them for all they bring to our worship. We also extend our thanks to a number of local clergy for all they did to sustain our services as they were called upon.

PASTORAL CARE AND SERVICE TO OUR COMMUNITY

The Pastoral Care team, led by Michelle Heaps continued to provide care for those in our church and community.

A report from those organising our cell groups, pastoral visiting team, home communion visiting, Living with Loss, Keystone (for carers of people with dementia) and prayer ministry can be found in our organisations' report.

YOUTH AND CHILDREN'S WORK

A report from those organising our work with those aged 0-18, uniformed organisations, toddler group (Stepping Stones/Pram Club), and The Way can be found in our organisations' report.

CHURCH SCHOOL

We are proud and privileged to have St Lukes Halsall C of E primary school in our church family. Links with St Luke's Halsall Church of England primary school have been maintained through church visits, collective worship being led by a church member weekly, church governors being linked to a class or subject-lead, and support for the staff in general. We started to formalise our partnership in terms of the Growing Faith Adventure, a national initiative for Church-School partnerships, and successfully continued meeting in worship before the start of the school day, once every half term as Big Breakfast Family Worship.

We enjoy ever strengthening links with our school. A number of dedicated church members serve on the Governing Body, supporting Richard and his staff in leading the school. Others volunteer in a wide variety of ways, not least in supporting and taking a small lead in the Experience harvest we ran for school in church in Autumn 2025.

OTHER CHURCHES

We are full members of Churches Together in Great Crosby and play an active part in North Sefton Deanery (Church of England) of which we are a member.

CHURCH BUILDINGS

John Turner continued overseeing the maintenance of church buildings. Pam Cain as the church site cleaner continues to keep our buildings clean and tidy along with grounds work. The Parish Centre is the office of the Church Administrator, Gaynor Robertson, and her team of volunteers.

CHURCH GROUNDS

John Turner worked in the graveyard as part of a dedicated team of volunteers, to maintain it. As part of our mission in the local community, we continue to make our church grounds look very attractive and have developed many garden areas open to all. Volunteers have attended throughout the year on an individual basis to work in the grounds.

FACTORS RELEVANT TO THE ACHIEVEMENT OF OUR OBJECTIVES

We were very fortunate to have many members of the church who were able to volunteer their services where and when required during the year. We have recognised over 70 members of our church with an active ministry role.

FINANCE, GIVING AND FUNDRAISING

This continues to be a witness as to how God is providing for his work in this place even with our forever increasing commitments. Our main source of income was again the direct giving by our members and reclaimed Gift Aid tax. The financial outlook for the future continues to pose questions for the PCC. It is the PCC's wish to maintain a balance on unrestricted funds that equates to three months expenditure, to cover emergency situations that may arise from time to time. The projected costs of the repairs will challenge this.

WORLD MISSION SUPPORT

We have a wide range of mission partners whom we support in a variety of different ways. Reports from them are included in our booklet of organisational reports which is presented to the APCM.

MISSION PLAN

We continued with the mission plan amended appropriately from 2024 for this year. In late 2024, the PCC supported a decision for a series of Saturday morning meetings to draw leaders from across the church into reviewing the Mission plan in 2025, with the aim of updating our Mission Plan for 2026 now that the church has moved on from the impact of Covid and we are learning to live with the consequences of that period. This left us with much hope and a decision to create a sub-committee to put together a draft plan for PCC to review. The PCC agreed to frame the new Mission Plan using the Marks of Mission that are used by the Anglican Communion, to Tell, Teach, Tend, Transform and Treasure. A group of 6 of us met on a number of evenings over the spring/summer of 2025, and the mission plan below was agreed by a majority vote in PCC in October 2025, for implementation in 2026:

ST LUKE'S CHURCH MISSION PLAN 2025

Share the good news of The Kingdom

- Activity groups
- Big breakfast family worship at St Luke's School
- Occasional 'offices' – weddings, funerals, baptisms
- BPW parents
- Sharing stories during worship

Nurture believers in their walk with Jesus

Helping members to take next steps 'Stepping Stones'

- Help people to recognise they are disciples wherever they are
 - Research 'Vital Signs' LICC resource ¹
- Small Groups
 - Find a small group coordinator to raise the profile of groups
- Big breakfast family worship at St Luke's School
- Life events – weddings, funerals, baptisms
 - Encourage church members to come and support families at baptism services
- Big Picnic Worship parents & children
 - Develop book lending library

- Offering Alpha, Start & Moving On courses
 - Develop lines of communication – WhatsApp group
 - Offer opportunity to divide into groups to allow age-appropriate activities.
- Confirmation
- Worship Services
 - Introduce monthly 'Service of the Word' worship
 - Introduce leading questions at start of services e.g. 'how have you seen God at work this week?' / 'how have you encouraged someone in their journey of faith?' / 'how have you lived out the Gospel?'
 - Telling stories of Christian conversion and faith

Serve the needs of others through the love of Jesus

- Activity Groups
 - Training for group leaders to enable them to share God's love in their context
- Rebrand 'Listening to God' evenings to the Marks of Mission

Transform society by challenging injustice and pursuing peace

- Citizens UK
 - Develop links with 19 partners within Sefton
 - Join Liverpool chapter of Citizens UK
- St Luke's School
- Mission Partners
- Pastoral Care

Tend God's creation with love and responsibility

- EcoChurch – 5 modules include Worship & Teaching, Buildings & Energy, Lifestyle, Community & Global Engagement, Land & Nature
 - 6 themed Creation Care Sundays a year

e.g. May Christian Aid; July - Arocha resources, Sept – harvest/Fairtrade fortnight; Nov - plastic free/buy nothing etc; Jan- theme of noticing new life & our environment; March - lament. ²
 - A commitment to 3 to 6 congregational activities, ideally linked to the themed Sunday, joining in local, national or global campaigns, to include Big Picnic Worship congregation and to try and include an element of fun. ²
 - A yearly celebration where we can notice and enjoy creation, maybe a picnic in the grounds after the service or a joining in with the Big Picnic worship congregation outside. ²
- Groundforce
- Diocesan NZC2030 project
 - Take practical steps to reduce St Luke's carbon footprint

¹ LICC resource called 'Vital Signs' which is designed to help church leadership teams assess how well whole-life discipleship is embedded in all aspects of church life. It includes a self-assessment tool, a series of twenty 90 second videos with an overview of each area of church life, and a book which offers ideas, support and guidance. Here's the trailer (1min 20sec) – [Vital Signs | Trailer | Put whole-life discipleship at the heart of your church](#)

² These action points were the outcome of the Eco Group meeting held on 8th April 2