

# **The Lutheran Church in Great Britain**

(Limited by guarantee)

## **ANNUAL REPORT AND ACCOUNTS**

**Year ended 31 December 2013**

Company registration number 7034897  
Charity registration number 1137050

**THE LUTHERAN CHURCH IN GREAT BRITAIN  
ANNUAL REPORT AND ACCOUNTS**

**YEAR ENDED 31 DECEMBER 2013**

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## **THE LUTHERAN CHURCH IN GREAT BRITAIN**

### **THE COUNCIL'S ANNUAL REPORT**

The Council (who are the Trustees of the charity and Directors of the company) have pleasure in presenting the report and examined financial statements of the Church for the year ended 31 December 2013.

#### **REFERENCE & ADMINISTRATIVE DETAILS**

The Lutheran Church in Great Britain (LCiGB) is a charity established as a company limited by guarantee. The charity registration number is 1137050. The company registration number is 7034897. The LCiGB's principal address and registered office is 30 Thanet Street, London WC1H 9QH, England.

#### **The nature and work of the Church**

Established in 1961, the LCiGB is culturally diverse, worshipping in several different languages: English, Cantonese, Finnish, Mandarin, Norwegian, Polish, Swahili and Swedish. Through the LCiGB, Christians from all parts of the world are drawn together by their shared faith and common Lutheran heritage. Twelve congregations are affiliated to the LCiGB, located in various parts of England.

The LCiGB provides various forms of support to its congregations and clergy:

- Salary subsidies for pastors are available to congregations that do not have adequate financial resources;
- Opportunities for collegiality amongst clergy, as well as episcopal oversight;
- Retreats, seminars and meetings for lay groups, clergy and lay ministers;
- Training programmes for persons preparing for ordination or lay ministry;
- Advice and practical assistance for congregations on administrative and governance matters, including charity registration;
- Financial support for congregational projects;
- A regular news letter for members and other contacts;
- A web site and Facebook page that provide information about the LCiGB and the location and times of services, as well as opportunities for interaction;
- Worship and spirituality resources;
- Publications about the history of the Lutheran community in Britain;
- Links with other Lutherans in Britain and throughout the world, as well as the ecumenical world, through the Church's membership in the Council of Lutheran Churches (CLC, working name of the Lutheran Council of Great Britain) and the Lutheran World Federation.

Further information about the LCiGB's work and achievements in 2013 are presented in the following sections of this report.

## **Members**

The membership of the LCiGB as a charitable company includes its congregations, which consist of baptised people who gather in their locality around Word and Sacrament. Congregations are received into membership provided that they accept and uphold the LCiGB's Statement of Faith, governing documents and Rules; accept and uphold a congregational constitution that is approved by the LCiGB; and support the life and work of the LCiGB by giving time, talents and resources. Member congregations appoint a representative to vote at Synods and general meetings of the LCiGB. The LCiGB's active licensed clergy and the elected Trustees are also members of the charitable company.

The member congregations of the LCiGB are:

St Anne's Lutheran Church, London (English and Swahili ministry)  
Christ the King, London (Polish ministry)  
Gustaf Adolf Nordic Congregation, Liverpool (English, and Nordic languages ministry)  
Imani, Reading (Swahili ministry)  
St John's, High Wycombe (Polish ministry)  
St Luke's Lutheran Church, Leeds (English ministry)  
London Chinese Lutheran Church (Cantonese and Mandarin ministry)  
St Mark's Lutheran Church, Birmingham (English ministry)  
St Martin's, Manchester (Polish ministry)  
St Matthew's, Bradford (Polish ministry)  
St Paul's Lutheran Church, Corby (English ministry)  
Trinity Lutheran, Nottingham (English ministry)

Worship centres and student chaplaincies exist in several locations, under the supervision of affiliated congregations.

## **Governing Documents**

The LCiGB operates as a registered charity and limited company governed by its Memorandum and Articles of Association. In accordance with its governing documents, the LCiGB Council has adopted a number of Rules and Regulations to guide and regulate the work of the Council, Officers, Pastors and Congregations. The Rules and Regulations are available on the LCiGB's web site. The Trustees remain committed to implementing effective policies and procedures to safeguard the interests of the Church's members and other beneficiaries, as well as to enable smooth and transparent administration to support the core mission of the Church.

## **Council: Trustees and Directors**

The Synod's Annual General Meeting, held in 2013 on 27 April, elects the Council, who are the Trustees of the charity and the Directors of the company. From among its members, the Council elects a Chair, Deputy Chair, Secretary and Treasurer. The Bishop of the Church and the Dean of the Church are elected by the Synod to those pastoral offices and they are members of the Council *ex officio*. Together the Council are responsible for the governance of the Church. The Council during 2013 were:

The Rt Revd Dr Martin Lind, Bishop, elected by Synod at a special general meeting on 5 October 2013

Mr David Lin - Chair  
Mrs Annette Higgins - ViceChair  
Very Rev'd Lagle Heinla - Secretary  
Mrs Linda Bruch - Treasurer  
The Very Revd Thomas Bruch, Dean  
Mrs Sarah Farrow, appointed by the Directors on 5 January 2013 and elected by Synod on 27 April 2013  
Mr Rakesh Patel, elected by Synod on 27 April 2013

In October 2013 the LCiGB was pleased to elect the Rt Revd Dr Martin Lind as Bishop. Bishop Lind, who served for 16 years as Bishop of Linköping in Sweden, and who brings a wealth of expertise and knowledge to the LCiGB. In addition to his being a long-standing bishop in a sister Lutheran Church, he is an academic theologian who has taught in university in Sweden and served as dean of a theological seminary in India. He has wide international experience and is well-known in the Lutheran and wider ecumenical communities. He will continue to reside in Sweden, travelling to the UK regularly to fulfil his duties in the LCiGB, as well as maintaining close contact through email and other means when he is outside the country.

The LCiGB is most grateful to the Rt Revd Walter Jagucki, who served as interim bishop during the vacancy, after the retirement of Bishop Jeruma-Grinberga in October 2012. Bishop Jagucki attended Council meetings in 2013 as an observer.

The Council, which normally meets for full days in London, held four meetings in 2013: in January, March, June and October. In addition, the Council held a special meeting in July to consider its strategic plan.

### **Induction and training of Trustees**

The Lutheran Church in Great Britain acknowledges the importance of providing effective induction and training for Trustees. The induction of Trustees includes a meeting with the Chair, the Senior Administrative Manager and the Bishop, normally at the Church's offices, when the new Trustee is shown the facilities and is made familiar with the operations of the Church generally. They receive copies of the Memorandum and Articles of Association, the most recent annual report, the current budget, the most recent management accounts and the Rules and policies of the LCiGB, as well as recent minutes of meetings. They also receive a copy of *'The essential Trustee: What you need to know'*, produced by the Charity Commission, and *'Understanding the role of a member of the LCiGB Council (Trustee)'*, which they are expected to read and sign, along with the *'Declaration of eligibility for newly appointed trustees'*.

All Trustees are sent email reminders to access the most recent updates of the Charity Commission, which helps them to keep abreast of relevant issues and concerns. Other relevant publications or articles are given to Trustees as appropriate. Trustees are made aware of training opportunities and Trustees are encouraged to attend seminars related to the responsibilities of Trustees.

### **Administrative and professional staff**

Senior Administrative Manager  
Temporary administrator

Mrs Rosanna Horridge (resigned 20 May 2013)  
Ms Tereze Bogdanova (appointed 1 June 2013)

**Principal advisers****Bankers**

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

**Examination of accounts**

C N Maundrell FCA  
Paul & Maundrell  
Chartered Accountants  
The Athenaeum  
Kimberley Place  
Falmouth TR11 3QL

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### **Governing documents**

The Church is governed by its Memorandum and Articles of Association.

### **Committees**

The Church has the following committees:

*The Ministerium*, which consists of the clergy of the LCiGB, discusses issues that relate to the life and witness of the Church, including theological matters, and makes recommendations to the Council. It also provides opportunities for mutual counseling, continuing education and fellowship amongst clergy and lay ministers. During the year, the Ministerium met three times, including a special study day on same-sex relationships, which led to an agreed statement.

*The Finance Committee* is responsible for making recommendations to the Council on long term financial strategies for the church, proposing financial policies and procedures and monitoring the financial position of the LCiGB and its congregations. It keeps abreast of new developments in charity finance and communicates these to the Council. It also assesses the needs of congregational treasurers for staff development and proposes specific training events. The Finance Committee terms of reference were reviewed and revised during 2013, and the membership of the committee reconstituted. The newly formed committee will meet for the first time in 2014.

*The Vocations Committee* is responsible for ensuring that candidates for ordination follow an appropriate educational and pastoral formation track; supervising spiritual, educational and pastoral support of candidates; examining candidates who have completed an approved course of education and formation; and recommending to the Council of LCiGB whether candidates are prepared and suitable for ordination in the LCiGB. The committee also guides previously ordained candidates from other Christian churches through an appropriate path leading to recognition of their ministry within the LCiGB and facilitates the reception of ordained clergy from other Lutheran churches for ministry in the LCiGB. In addition, the Council has delegated to the Vocations Committee the responsibility of training and examining persons who wish to be recognised lay ministers, as well as recommending to the Council whether candidates should be approved, ensuring their annual appraisals and conducting three yearly reviews of each serving recognised lay minister.

### **Relationships with other bodies**

The Lutheran Church in Great Britain is a member church of the Lutheran World Federation (LWF), which is a global communion of Christian churches in the Lutheran tradition. Founded in 1947 in Lund, Sweden, the LWF now has 142 member churches in 79 countries all over the world representing over 70 million Christians in Africa, Asia, the Pacific, Europe, Latin America and North America. The LWF represents around 95% of all Lutherans, and acts on behalf of its member churches in ecumenical and inter-faith relations, theology, aid and development and mission. Its secretariat is in Geneva, Switzerland.

In 2013, LCiGB continued to play a role in LWF life within the constraints of limited resources of time and finance. In January 2013, the LCiGB Chair attended a workshop in Odessa, Ukraine,

which was part of the 'Seeking Conviviality' programme on diakonia of the Department for Mission and Development of the LWF. The aim was to develop action plans for the promotion of advocacy for community diakonia (service) in national or local contexts. In September 2013, the Dean represented the LCiGB at the European regional meeting of the LWF in Helsinki. The agenda included plans for the commemoration of the 500th anniversary of the Reformation in 2017. Members of the LCiGB contributed a tree to the Luther Garden in Wittenberg, which will include hundreds of trees donated by Lutheran churches and others from all regions of the world. In February, the General Secretary of the LWF, the Revd Martin Junge, and the Revd Dr Kaisamari Hintikka, Assistant General Secretary for Ecumenical Affairs, visited the offices of the LCiGB and had useful discussions with the Interim Bishop and the Dean.

The LCiGB is represented on the Council of Lutheran Churches (CLC), established as the Lutheran Council of Great Britain in 1948. It represents ecumenically and co-ordinates the common work of ten different Lutheran churches that have congregations or chaplaincies in Great Britain, including the LCiGB. Together the ten churches serve some 200,000 persons in Britain, who come from a wide range of national and language backgrounds. The CLC is a communion of autonomous churches that work together to express their shared Lutheran heritage and identity through common work in Britain, enriched by their cultural and linguistic diversity. Each church has its own administrative structure, which may be closely linked to the church in its country of origin, or to one of its synods or dioceses. They all offer particular ministries and programmes in Britain for the language groups that they serve. In 2013 the CLC organised a joint service at the Swedish Church in London to commemorate the Reformation, in which clergy and members of the LCiGB participated.

### **Risk management**

The Trustees have reviewed the major risks, financial and non-financial, to which the LCiGB is exposed in the course of its current activities. They have assessed these risks and have ensured that appropriate systems and controls exist to minimise internal risks and that effective response mechanisms exist to respond to and minimise the impact of external risks.

## OBJECTIVES AND ACTIVITIES

The LCiGB's main charitable objective is stated in its Memorandum of Association:

to promote and advance religion in accordance with the Statement of Faith in such ways to  
such people, without regard to their age, condition or religion, in the United Kingdom  
or the world...

to relieve suffering and hardship and to promote and preserve spiritual and physical good  
health and well-being by the provision of funds, goods or services of any kind including,  
but without limitation, the provision of counseling and support to such people and  
communities, without regard to their age, condition or religion, in the United Kingdom  
or the world ....

The LCiGB carried out these activities in 2013 as resources permitted. A summary of its achievements in the year and measures to assess performance are given in the following pages. The Church continually reviews its programme and priorities to ensure that its work remains relevant to the needs and interests of the members of the LCiGB and other beneficiaries

## ACHIEVEMENTS AND PERFORMANCE

Despite its relatively small size, the LCiGB makes a significant and beneficial impact to a wide range of people, both in this country and beyond these shores. These are the main areas of activity that the LCiGB has been involved in during 2013:

### **Support for congregations**

The LCiGB provides material and practical support to its congregations and clergy. In 2013 grants totalling £14,424 were made: £12,500 was given to congregations to subsidise the salaries of their pastors; £382 to support student chaplaincies; and £1,542 for member assistance with training and education at specific events. In addition, the LCiGB managed restricted grants in which further expenditure totalled £27,426.

In 2013, the LCiGB continued to advise and encourage congregations in the good administration and governance required of church charities. In addition, the LCiGB acted as employer for congregations for appointed pastors-in-charge to cover vacancies for an interim period. Advice and support were given to congregations about:

- employment issues, including recruitment of pastors, contracts, registering with HMRC and running payroll;
- financial management;
- charity and company registration, as well as appropriate congregational constitutions;
- the role and responsibilities of church council members, who are the trustees charged with managing the administration of their congregations.

In 2013, more congregations accepted new constitutions and registered as companies, and some others are at varying stages in the process of charity registration.

Congregational trustees are made aware of relevant training. Staff and officers of the LCiGB continue to meet with the trustees of congregations as appropriate, offering advice and assistance to enable them to develop understanding, knowledge and skills in administration and governance.

As a Lutheran church, the LCiGB understands that the church exists and lives where it is gathered around the preaching of the Word and the administration of the Sacraments. In 2013, the LCiGB provided:

- regular meetings for its pastors, giving them opportunities to discuss matters of mutual interest and concern, and to experience spiritual refreshment; three such meetings were held in 2013;
- a residential retreat for pastors, held in October, providing rest and refreshment, and an opportunity to pray and worship together, as well as deepening knowledge of other forms of spirituality;
- provision of pastoral services for congregations without a pastor living locally, and for those with a pastoral vacancy;
- joint services of worship on special occasions

*Summary of indicators or measures to assess achievement: support for congregations and their ministry:*

- grants totalling £14,424 were distributed to support the pastoral, diaconal and educational programmes of congregations;
- the LCiGB played a key role in resolving several issues related to employment of pastors, congregational administration, and governance;
- awareness of responsibilities of congregational councils has continued to improve;
- feedback from meetings, seminars and retreats has been excellent;
- services of worship organised by LCiGB were well attended and appreciated.

### **Mission and outreach**

The LCiGB Statement of Faith declares that 'this Church affirms the special ministry of proclamation of the Gospel in the Apostolic tradition and administration of the Sacraments. Through the ministry of Word and Sacraments, exercised together with diaconal service, the Church fulfils its divine mission and purpose.' The Council has considered carefully, and will continue to do so, how this divine mission should best be fulfilled in our current context.

#### *Pastoral Ministry, Student Chaplaincy and Lay Ministry*

The congregational pastors, student chaplains and lay ministers are key to this fulfilment of the Church's mission.

The ministry of Word and Sacrament is carried out by ordained priests. This calling requires not only extensive and continuing education, but also experience and expertise in areas such as worship leadership, pastoral counselling, preaching and teaching and parish administration. LCiGB

clergy bring a wide range of cultural, educational and church backgrounds, which enriches and deepens our common experience and shared life. In 2013 the clergy of the LCiGB included persons originally from Hong Kong, Poland, Sweden, Tanzania and the United States, as well as from Britain.

During 2013 the LCiGB supported chaplains in universities in Leeds, Birmingham and Leicester, giving them financial assistance, advice and spiritual support. Opportunities to cooperate with the chaplain at the International Lutheran Student Centre in London, which is a ministry of the Council of Lutheran Churches, remain.

Some LCiGB congregations have lay ministers who are recognised by the LCiGB to assist in non-sacramental worship and provide various forms of support to the members of their congregations. Lay ministers provide a very valuable service to the Church, especially in situations where it is not possible to have a full-time pastor, and often work both skilfully and selflessly.

#### *Ministerial training*

The Vocations Committee is supervising several people at various stages of pre-ordination preparation, from their initial reflection about the vocation of public ministry to formal programmes of study. In 2013, one candidate, Moses Shonga, successfully completed his programme and was recommended for ordination, taking place early in 2014, conducted by the LCiGB Bishop. The LCiGB recognises the pressing need for new priests for our church, as some of our longest-serving clergy have recently retired or are approaching retirement, and many of our congregations are in need of additional pastoral leadership.

#### *Resources for Women*

The Women's Group of LCiGB, an informal association, continues to bring together in fellowship, worship and prayer women from many parts of the world. In 2013 the Women's Group organised the annual retreat for women, giving participants an opportunity to use their varied creative gifts as a means of connecting with and responding to God in different ways.

#### *Helping hands*

In the current world climate of financial austerity churches are challenged to extend support to others, while balancing the needs of their own members. In 2013 the LCiGB asked congregations to raise funds for the Lutheran World Federation Department for World Service, specifically for the emergency project in Jordan that supports the Za'atari Refugee Camp for Syrians fleeing conflict in their own country. The total raised was **£1,227**.

#### *Summary of indicators or measures to assess achievement in mission and outreach:*

- Development and effective support of pastors, chaplains and lay ministers;
- Organising courses of study for persons preparing for ordination and providing supervision;
- Educational opportunities for lay ministers;
- Organising and promoting women's events;
- Encouraging donations for the relief of hardship.

## **Communications**

Communications, whether traditional or innovative, are particularly important in maintaining contacts and developing relationships in the LCiGB, where congregations are relatively geographically distant from one another. In 2013 the LCiGB organised a training day on cross-cultural communication, led by professional trainers and attended by members from several cultural backgrounds, including Britain, Hong Kong, Poland, Tanzania and the USA. The LCiGB is most grateful to the United Evangelical Lutheran Church of Germany (VELKD), which provided funding to enable the training to take place. This valuable opportunity has helped to give shape to a communications policy, which the Council is developing. The policy will also consider the opportunities and risks afforded by electronic media and social networking.

Occasional E-bulletins are sent to many members, communicating items of interest from Council meetings. Information continues to be sent out electronically to Chairs, Trustees and Treasurers of congregations as appropriate, including updates about governance, events and items of interest. The Bishop continues to send pastoral letters for the main occasions in the church's year. The web site includes current news items and provides information about the church's history, beliefs, activities and places of worship, as well as congregational resources. It also provides an avenue of communication for the Council of LCiGB to congregations and others interested in the work of the church. The website is regularly updated and assessed to ensure that it is relevant and useful. The Council plans to improve the web site in 2014, to make it more easily accessible and user-friendly.

The LCiGB Facebook page continues to provide a more rapid and informal medium of communication, including images of congregational and church-wide events. Those engaging with the page include current and former members, as well as Lutherans from other countries and those with an interest in Christian faith.

A programme for congregational visitations has been discussed and developed for more than a year and the first congregational visitation will take place in 2014, led by the Bishop and involving other LCiGB officers, congregational leaders and members. Its intention is to improve contact and communication between the officers of the church and the congregations, and to identify and address issues and priorities.

### *Summary of indicators or measures to assess achievement: Communications*

- Positive feedback from congregations and pastors concerning the newsletter, web site, and information bulletins and pastoral letters;
- Web site received 48,900 hits in 2013;
- Facebook posts reached average of 253 persons a month in 44 countries.
- Structured programme of congregational visitations being implemented
- Training course on cross-cultural communications delivered

## **Relationships with other Lutherans**

The LCiGB continues to maintain friendly contacts with Lutherans in the UK, Europe and more widely. We are grateful for spiritual and financial support from the Council of Lutheran Churches (CLC), the Lutheran World Federation (LWF), the United Evangelical Lutheran Church of Germany (VELKD), the Martin-Luther-Bund in Germany and the Evangelical Lutheran Church in America (ELCA), as well as specific support from the Arkansas-Oklahoma Synod of the ELCA and the Kosciol

Evangelical Church of the Augsburg Confession in Warsaw, Poland. The LCiGB also has an annual meeting with the pastors of the Evangelical Lutheran Church in England (ELCE), with which it does not have a formal relationship, focussing on issues that unite and divide us. In 2013, our relationships with other Lutherans included the following contacts:

- The Chair of the LCiGB has continued to take part in the 'Seeking Conviviality' programme on diakonia of the Europe Region of the Department for Mission and Development of the LWF;
- The Dean attended a meeting of the LWF European region in Helsinki;
- The Interim Bishop and the Dean had a meeting with the General Secretary of LWF and the Assistant General Secretary for Ecumenical Affairs;
- The ELCA provided two interim pastors for placement in an LCiGB congregation, to provide experienced pastoral care during a vacancy period;
- Project funding from the VELKD enabled the LCiGB to organise a training day;
- Members of LCiGB donated a tree to the Luthergarten in Wittenberg, Germany, as part of the commemoration of the 500th anniversary of the Reformation in 2017;
- Leaders from VELKD, the ELCA and the ELCE and representatives of Nordic churches attended the service welcoming the new LCiGB Bishop, early in January 2014;
- the relationship with the ELCE has continued to develop, through joint meetings and more informal contacts.

*Summary of indicators or measures to assess achievement: Lutheran relationships:*

- Development of new links and opportunities;
- Successful use of existing links to provide educational opportunities;
- Contributions to international for a from our British Lutheran experience;
- Continuing support for congregations from partner churches.

### **Ecumenical relationships**

Although a minority church in this country, the LCiGB is a part of the UK ecumenical community at several levels. This is an important feature of our witness and ministry.

During 2013, the LCiGB's role as an Observer in the Porvoo Communion of Lutheran and Anglican churches continued to develop and has now led to a level of closer communion. In April the Dean attended a Porvoo consultation on the diaconate, held in Dublin. Such meetings provide opportunities for the members of the Porvoo Communion to discuss matters of mutual interest and to develop stronger relationships on the practical level. Most importantly, in October the Interim Bishop, the Rt Revd Walter Jagucki, and the LCiGB's representative on the Porvoo Contact Group, Bishop Emerita Jana Jeruma-Grinberga, attended the meeting of the Porvoo primates (presiding bishops) of the various Porvoo churches, which was held in Reykjavik, Iceland. The meeting included the Archbishop of Canterbury and other Anglican primates in Britain and Ireland, as well as Lutheran presiding bishops from the Nordic and Baltic churches. The bishops unanimously agreed to invite the LCiGB to sign the Porvoo Agreement and become a full member. It is anticipated that the signing will take place in 2014. This is a most welcome development, which will lead to closer cooperation in mission and ministry, including the possibility of appointing one another's ordained ministers. The LCiGB intends to be a strong partner in the Porvoo Communion, despite its relatively small size, and looks forward to the opportunities that this new relationship will offer.

Other ecumenical activities have been undertaken both nationally and locally, and the location of the LCiGB office in the building used by Churches Together in England (CTE), the main ecumenical instrument in England, has helped to facilitate this involvement. LCiGB Bishop Emerita Jana Jeruma-Grinberga is a President of Churches Together in England, representing a wide range of CTE member churches. This role has enabled her to attend many ecumenical events and meetings during the year, related to a wide range of churches and other faith communities. For example, she was asked to read a lesson at the enthronement of the Archbishop of Canterbury in March.

In March, the Dean presented a lecture on 'Mary in the Lutheran tradition' to a group of Roman Catholics and persons from other Christians at a pilgrimage and study day in Walsingham, Norfolk, organised by the Ecumenical Pilgrimage Trust.

In June, several LCiGB pastors joined other Lutheran clergy and lay people for a multi-lingual Lutheran service at Truro Cathedral, with the close cooperation and involvement of cathedral staff.

On a local level, a number of LCiGB congregations or ministries are involved with ecumenical bodies:

- a lay minister at Trinity Congregation attends the Church Leaders' body of Churches Together in Leicester;
- St Luke's Congregation in Leeds is active in Churches Together in Headingley and its pastor plays an active role with the West Yorkshire Church Leaders Group;
- St Anne's Congregation in London has good cooperation with the Church of England parish whose building it uses for worship and has links with the local ecumenical group;
- The university chaplaincies, which work ecumenically, have led to closer links with other denominations and faiths.

*Summary of indicators or measures to assess achievement: Ecumenical relations and activities:*

- Official observer status within the Porvoo Communion, attendance at related meetings and consultations and an invitation to become a full member of the Porvoo Communion
- active ecumenical links locally, nationally and internationally
- regular participation in ecumenical bodies and activities

### **Income generation**

The LCiGB receives income from its member congregations, which pay an annual contribution in relation to their resources available each year. Individuals also make financial contributions to the Church. During 2013 fundraising and donations raised funds for LCiGB and the total unrestricted amount raised was £12,948 for the work of the church. During 2013, the trustees considered how additional and necessary income might be raised to sustain the central operational costs of the LCiGB. While this is not a simple issue to address, it is necessary to ascertain a way to achieve the necessary level of income required.

### **Investments and banking**

The LCiGB does not hold investments. Funds are held in CAF Bank Limited.

*Summary of Indicators or measures to assess achievement: income generation*

- All member congregations were able to make contributions to the general funds of the Church;
- Budgets were largely achieved, but the income generated was insufficient to allow for all necessary expenditure during 2013 to take place.
- Trustees addressed the topic of increasing the income stream and the need for additional fundraising.

**PUBLIC BENEFIT**

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 and have taken due regard of the Charity Commission's guidance on public benefit and are satisfied that the various activities of the Council provide a public benefit. In particular:

- providing financial and practical support for the mission and outreach work of congregations;
- through student chaplaincies, offering support to persons of all Christian traditions and other faith communities, providing worship, discussions, workshops and social activities that aim at building community in the context of diversity;
- maintaining good relationships with other traditions through meetings and other events that promote greater understanding and unity within the Christian community;
- preparing information for the wider public about the Lutheran tradition, through publications, a newsletter and its web site and Facebook page;
- organising training events that enable congregational officers to understand their roles and the regulations that apply to their responsibilities;
- organising meetings, services and retreats to support individuals;
- providing ministerial training and in-service support;
- encouraging cross-cultural experience and understanding;
- encouraging congregational contributions for persons experiencing hardship or having other special needs.

**FINANCIAL REVIEW**

During the year unrestricted funds were inadequate to meet necessary operational costs. Features of the year's results include:

- The Council of Lutheran Churches (CLC) awarded the LCiGB a grant of £10,000 for administrative purposes, i.e. rent, salary for an administrator and recruitment of Bishop expenses;
- The Council of Lutheran Churches (CLC) allowed the LCiGB to retain the balance of a grant for mission and development to assist with the costs of implementing a congregational visitations programme in 2013 (£1,502);
- The Evangelical Church of the Augsburg Confession in Poland donated £1,574 towards the Polish ministry work in the UK;
- The United Evangelical Lutheran Church of Germany (VELKD) agreed that the LCiGB could retain unspent funding for chaplaincy work for use in 2013 to run a cross-cultural

communications seminar;

- All LCiGB congregations paid contributions in 2013 and the level of these donations increased by £1,862 compared with the previous year;
- The ELCA supported the LCiGB with funding for the placement of two successive interim pastors in the member congregation of St Anne's.

### **Reserves policy**

The LCiGB Reserves Policy specifies an amount totaling £6000 as unrestricted funds to be retained to ensure that office rent and salaries can be paid for contractual notice periods.

### **Investment and Transfer between Funds policy**

Although the LCiGB currently does not hold any investment funds, it manages a significant level of restricted donations and grants. In anticipation of increasing the church's income stream, and in line with recommendations from the LCiGB's accountant, in May 2013, the Council adopted an Investment and Transfer between Funds Policy.

### **Statement of Trustees' responsibilities**

The Trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations. Company law requires the trustees to prepare financial statements for the charity for each financial year. Charity law requires the trustees to prepare group financial statements for the charity and its subsidiary undertakings. The financial statements must be prepared in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) and are required to give a true and fair view of the state of affairs of the charity and the group and of the incoming resources and application of resources of the group for the year. In preparing the financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and the group and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 1993 and regulations made there under. They are also responsible for safeguarding the assets of the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Examination**

The LCiGB's annual accounts have been subject to an independent examination and the report is appended on page 19.

## PLANS FOR THE FUTURE

A strategic plan was agreed in 2013 that aimed mainly at providing experienced clergy to serve LCiGB congregations and lead them into the future. By God's grace, an experienced pastor took up responsibilities at one congregation, the London Chinese Lutheran Church, in late 2013 and several other possibilities for pastoral provision in the LCiGB are being actively explored. The new Bishop and the Council are continuing to review the plan and its implications in light of changing circumstances.

## CONCLUSION

Carrying out the LCiGB's programme requires the commitment and effort of many people. The Council is enormously thankful for the work of many members who contribute their time and talents to ensure that the most important practical tasks are managed responsibly. Without their involvement as committee members or volunteers for particular areas of work, the mission of the LCiGB would be seriously impeded.

We are thankful to our fellow trustees, who have given much time, thought and energy in the last year, to ensure that the LCiGB is well run and ready for the years ahead. We have been blessed by the efforts of the Interim Bishop and the Dean, who have provided effective leadership to the LCiGB. The Council expresses its gratitude to Mrs Rosanna Horridge, who served faithfully as the LCiGB's senior administrator until May and whose unstinting work was very much appreciated by all. The Council is also grateful to Ms Tereze Bognaova, who has been providing valuable clerical and administrative support since Rosanna left.

Above all, we thank God for his gracious help in all that we do, and we pray that he will always give us what we need to contribute to the best of our abilities to the mission of his Church.

SIGNED BY ORDER OF THE BOARD

Mr David Lin (Chair)  
\_\_\_\_\_ April 2014

Linda Bruch (Treasurer)  
\_\_\_\_\_ April 2014

## Legal and administrative information

<b>Charity number</b>	1137050	
<b>Company registration number</b>	7034897	
<b>Business address</b>	30 Thanet St Kings Cross London WC1H 9QH	
<b>Registered office</b>	30 Thanet St Kings Cross London WC1H 9QH	
<b>Trustees</b>	David Lin Annette Higgins Linda Bruch Thomas Bruch Sarah Farrow Rakesh Patel Lagle Heinla Martin Claes Lind	Chair Deputy Chair Treasurer Dean Appointed 15/01/13 Appointed 30/04/13 Trustee and Secretary Appointed 01/11/13
<b>Accountants</b>	Paul & Maundrell The Athenaeum Kimberley Place Falmouth Cornwall TR11 3QL	
<b>Bankers</b>	CAF Bank Limited Kings Hill Avenue West Malling Kent ME19 4JQ	

## **Independent examiner's report to the trustees on the unaudited financial statements of Lutheran Church in Great Britain Limited.**

I report on the accounts of Lutheran Church in Great Britain Limited for the year ended 31 December 2013 set out on pages 18 to 28.

### **Respective responsibilities of trustees and independent examiner**

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the 2011 Act and follow procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep proper accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.have not been met; or
  
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
**Paul & Maundrell**  
Chartered Accountants  
**Independent examiner**  
The Athenaeum  
Kimberley Place  
Falmouth  
Cornwall  
TR11 3QL

.....  
**Date**

**Lutheran Church in Great Britain Limited**  
(A company limited by guarantee)

**Statement of financial activities (incorporating the income and expenditure account)**

**For the year ended 31 December 2013**

	Notes	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
<b>Incoming resources</b>					
Incoming resources from generating funds:					
Voluntary income	2	12,948	48,996	61,944	71,081
Investment income	3	20	-	20	30
<b>Total incoming resources</b>		12,968	48,996	<u>61,964</u>	<u>71,111</u>
<b>Resources expended</b>					
Charitable activities	4	21,990	41,847	63,837	58,574
Governance costs	5	3,097	-	3,097	1,625
<b>Total resources expended</b>		25,087	41,847	<u>66,934</u>	<u>60,199</u>
<b>Net incoming/(outgoing) resources before transfers</b>		(12,119)	7,149	(4,970)	10,912
Transfer between funds		8,189	(8,189)	-	-
<b>Net movement in funds/Net income/(expenditure) for the year</b>		(3,930)	(1,040)	(4,970)	10,912
Total funds brought forward		18,801	5,659	24,460	13,548
<b>Total funds carried forward</b>		14,871	<u>4,619</u>	<u>19,490</u>	<u>24,460</u>

The notes on pages 23 to 28 form an integral part of these financial statements.

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Balance sheet**  
**as at 31 December 2013**

	Notes	£	2013 £	£	2012 £
<b>Fixed assets</b>					
Tangible assets	9		390		527
<b>Current assets</b>					
Debtors	10	480		2,849	
Cash at bank and in hand		19,505		21,881	
		<u>19,985</u>		<u>24,730</u>	
<b>Creditors: amounts falling due within one year</b>	11	(885)		(797)	
<b>Net current assets</b>			<u>19,100</u>		<u>23,933</u>
<b>Net assets</b>			<u>19,490</u>		<u>24,460</u>
<b>Funds</b>	12				
Restricted income funds			4,619		5,659
Unrestricted income funds			14,871		18,801
<b>Total funds</b>			<u>19,490</u>		<u>24,460</u>

The Balance Sheet continues on the following page.

**The notes on pages 23 to 28 form an integral part of these financial statements.**

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Balance sheet (continued)**

**Trustees statements required by the Companies Act 2006  
for the year ended 31 December 2013**

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 December 2013.

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the board on and signed on its behalf by

**David Lin**  
**Director**

**Linda Bruch**  
**Director**

**Company number: 7034897**

**The notes on pages 23 to 28 form an integral part of these financial statements.**



**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31 December 2013**

**2. Voluntary income**

	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Lutheran Council of Great Britain (salary subsidy)	-	12,500	12,500	12,500
Lutheran Council of Great Britain (Capacity bldg)	-	10,000	10,000	5,000
SALC Time for God volunteer Peterson	-	6,624	6,624	-
LCLC SLA for Sam Lo - Accom & salary	-	1,139	1,139	-
Arkansas Oklahoma Synod	-	1,781	1,781	1,797
ELCA Dontion Volunteer accom costs	-	11,816	11,816	-
Legal drafting/ advice honorarium	-	-	-	50
Donations PORVOO meeting 2013	-	500	500	-
Mission offering LWF DWS	-	1,722	1,722	1,288
Evang Ch of the Augsburg Confession in Poland	-	1,574	1,574	1,565
Mirfield Conf and/or Education/Training	-	-	-	700
Bs Jana on-going project: Porvoo contact mtgs	-	-	-	1,670
Staff gifts	-	235	235	110
VELKD cross cultural seminar	-	180	180	-
S Farrow theological education fund	-	500	500	-
Pastor Retreat donation presenters & attenders bur	-	-	-	1,000
LWF reformation Jubilee garden	-	425	425	-
Membership fees	7,360	-	7,360	5,398
Fundraising and donations	5,588	-	5,588	8,099
Donation to cover legal fees in 2011	-	-	-	31,904
	12,948	48,996	61,944	71,081

**3. Investment income**

	Unrestricted funds £	2013 Total £	2012 Total £
Bank interest	20	20	30
	20	20	30

**4. Costs of charitable activities - by fund type**

	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Charitable activities	21,990	41,847	63,837	58,574
	21,990	41,847	63,837	58,574

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31 December 2013**

**5. Governance costs**

	<b>Unrestricted funds £</b>	<b>2013 Total £</b>	<b>2012 Total £</b>
Governance costs	3,097	3,097	1,625
	3,097	3,097	1,625
	3,097	3,097	1,625

**6. Net (outgoing)/incoming resources for the year**

	<b>2013 £</b>	<b>2012 £</b>
Net (outgoing)/incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	237	215
Auditors' remuneration	810	882
	847	1,097
	847	1,097

**7. Employees**

<b>Employment costs</b>	<b>2013 £</b>	<b>2012 £</b>
Wages and salaries	8,011	12,589
	8,011	12,589

No employee received emoluments of more than £60,000 (31 December 2012 : None).

**Number of employees**

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

<b>2013 Number</b>	<b>2012 Number</b>
1	1
1	1
1	1

**8. Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31 December 2013**

<b>9. Tangible fixed assets</b>	<b>Office equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
<b>Cost</b>		
At 1 January 2013	857	857
Additions	100	100
At 31 December 2013	957	<u>957</u>
<b>Depreciation</b>		
At 1 January 2013	330	330
Charge for the year	237	237
At 31 December 2013	567	<u>567</u>
<b>Net book values</b>		
At 31 December 2013	390	<u>390</u>
At 31 December 2012	527	<u>527</u>
<b>10. Debtors</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Trade debtors	100	-
Other debtors	380	2,849
	<u>480</u>	<u>2,849</u>
<b>11. Creditors: amounts falling due within one year</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	885	797
	<u>885</u>	<u>797</u>

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31 December 2013**

**12. Analysis of net assets between funds**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>
Fund balances at 31 December 2013 as represented by:			
Tangible fixed assets	390	-	390
Current assets	15,366	4,619	19,985
Current liabilities	(885)	-	(885)
	<u>14,871</u>	<u>4,619</u>	<u>19,490</u>

**13. Unrestricted funds**

	<b>At 1 Jan 2013 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>At 31 Dec 2013 £</b>
General fund	18,801	12,968	(25,087)	8,189	14,871

**14. Restricted funds**

	<b>At 1 Jan 2013 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>At 31 Dec 2013 £</b>
ELCA SLA Time for God	-	18,440	(17,660)	-	780
LCLC SLA supply of pastor salary etc	-	1,139	(814)	-	325
Lutheran Council of Great Britain (Admin funding)	-	10,000	(1,081)	(8,419)	500
Lutheran Council of Great Britain (Mission & Dev)	1,502	-	-	-	1,502
Youth work	313	-	-	-	313
LCiGB Education/training	936	-	(61)	(84)	791
Education fund for S Farrow	-	500	(91)	-	409
Other restricted funds	2,908	18,917	(22,140)	314	(1)
	<u>5,659</u>	<u>48,996</u>	<u>(41,847)</u>	<u>(8,189)</u>	<u>4,619</u>

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Notes to financial statements**  
**for the year ended 31 December 2013**

**15. Transactions with trustees**

During 2013, a total of £5,806 (2012 £2,645) was paid to trustees as directly reimbursable expenses against receipts for actual costs only. The total includes mainly travel to meetings, but also amounts for postage stamps and photocopying.

The increase in costs this year was partly a result of losing our Administrator, which meant that the trustees had to pay out personally for company expenses such as postage, stationery and photocopying. One of the trustees also fronted the costs of the Synod and all these had to be reimbursed in addition to the usual trustee expenses of travel costs to meetings etc. In addition Bishop Lind has been travelling to the UK for interviews and meetings and on at least two occasions these expenses were met by trustees who were then reimbursed for the out of pocket costs.

**16. Company limited by guarantee**

Lutheran Church in Great Britain Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

**Lutheran Church in Great Britain Limited  
(A company limited by guarantee)**

**The following pages do not form part of the statutory accounts.**

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Detailed statement of financial activities**

**For the year ended 31 December 2013**

	2013		2012	
	£	£	£	£
<b>Incoming resources</b>				
<b>Incoming resources from generating funds:</b>				
<i>Voluntary income</i>				
Lutheran Council of Great Britain (salary subsidy)		12,500		12,500
Lutheran Council of Great Britain (Capacity bldg)		10,000		5,000
SALC Time for God volunteer Peterson		6,624		-
LCLC SLA for Sam Lo - Accom & salary		1,139		-
Arkansas Oklahoma Synod		1,781		1,797
ELCA Dontion Volunteer accom costs		11,816		-
Legal drafting/ advice honorarium		-		50
Donations PORVOO meeting 2013		500		-
Mission offering LWF DWS		1,722		1,288
Evang Ch of the Augsburg Confession in Poland		1,574		1,565
Mirfield Conf and/or Education/Training		-		700
Bs Jana on-going project: Porvoo contact mtgs		-		1,670
Staff gifts		235		110
VELKD cross cultural seminar		180		-
S Farrow theological education fund		500		-
Pastor Retreat donation presenters & attenders bur		-		1,000
LWF reformation Jubilee garden		425		-
Membership fees		7,360		5,398
Fundraising and donations		5,588		8,099
Donation to cover legal fees in 2011		-		31,904
		61,944		71,081
<i>Investment income</i>				
Bank interest		20		30
		20		30
<b>Total incoming resources from generating funds</b>		<b>61,964</b>		<b>71,111</b>
<b>Total incoming resources</b>		<b>61,964</b>		<b>71,111</b>

**Lutheran Church in Great Britain Limited**  
**(A company limited by guarantee)**

**Detailed statement of financial activities**

**For the year ended 31 December 2013**

<b>Resources expended</b>	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Charitable activities</b>		
<b>Charitable activities</b>		
<i>Support costs</i>		
Salaries and Honoraria	8,011	12,589
Lutheran Council of Great Britain (salary subsid	12,500	16,627
Lutheran Council of Great Britain (edu, mission)	-	8,031
Mirfield Conf and/or Education/Training	-	455
CLC Admin & Bishop	1,081	-
ELCA/TFG/SALC	17,660	-
VELKD (chaplaincy)	1,390	135
Mission project	2,624	584
Specific legal advice honoraria	-	50
LCLC/SLA rent/salary pastor	814	-
Education & training	61	-
Farrow Education Fund	91	-
Evang Ch of the Augsburg Confession in Poland	1,500	1,500
Staff gift	436	110
LWF garden tree project	432	-
Arkansas Oklahoma Synod	1,713	-
Office expenses	8,035	7,906
Bishop's expenses	2,366	2,716
Administrative meetings	1,963	1,566
Ministerium meetings	440	730
Legal fees	1,231	3,764
Independent examiners fee	810	882
Fees and memberships	382	674
Bank charges	60	40
Office equipment depreciation	237	215
	<hr/>	
	63,837	58,574
	<hr/>	
<b>Charitable activities total expenditure</b>	<b>63,837</b>	<b>58,574</b>
	<hr/>	
<b>Governance costs</b>		
<i>Activities undertaken directly</i>		
Governance costs	3,097	1,625
	<hr/>	
	3,097	1,625
	<hr/>	
<b>Total governance costs</b>	<b>3,097</b>	<b>1,625</b>
	<hr/>	
<b>Net incoming/(outgoing) resources for the year</b>	<b>(4,970)</b>	<b>10,912</b>
	<hr/> <hr/>	<hr/> <hr/>