

St. Martin-within-Ludgate, London, EC4.

Annual Report of Guild Church Council for year ended 31st December 2010.

Administrative information and history

The Church of St. Martin-within-Ludgate is situated on Ludgate Hill, in the City of London. The present church was completed in 1684, rebuilt to a design by Sir Christopher Wren, the original medieval church having been destroyed in the Great Fire of 1666. The present layout of pews and changes to the South Gallery were carried out by Ewan Christian in the late 19th Century. The Church is now a Guild Church, part of the Diocese of London, within the Church of England.

The correspondence address is:

The Vestry, St. Martin-within-Ludgate, 40 Ludgate Hill, London, EC4M 7DE.

The Guild Church Council (GCC) is a charity excepted from registration with the Charity Commission.

GCC members who have served from 1st January 2010 until date this report was approved are:

Priest-in-charge:	Rev'd. Sue Gent	Chairman
Assistant Priest:	Rev'd. Aidan Smith	
Wardens:	Diane Grieves	Vice Chairman, Treasurer
	Nigel Bamping	
Elected:	Alison Du Cane	
	John Edwards	(Withdrew as not eligible to stand)
	Matthew Franklin	Resigned May 2010
	David Hall	Electoral Roll Officer
	Helen Powers / Reichstein	
	David Wilson	
Ex Officio:	Nigel Grieve	Deanery Synod Representative
Co-opted:	Robert Francis	Acting Secretary
	Hendrick Voortman	(with effect from 8 th June 2010)

Structure, governance and management

Members of the GCC are either ex-officio or elected by the Annual Guild Church Meeting in accordance with the Church Representation Rules. All regular attendees at Church services are encouraged to register on the Electoral Roll and stand for election to the GCC.

The GCC also operates through the Standing Committee, which meets as and when the need arises. This is the only committee required by law and has powers to transact the business of the GCC between its full meetings, subject to any directions given by the GCC.

Objectives and activities

The Church is usually open for prayer and visitors on weekdays throughout the year, except for a short period from Christmas until after the New Year holiday. It is also open on selected Saturdays coinciding with City Church Open Weekends and other special events including Lord Mayor's Show Day and Friends of City Churches Walks Day with help of volunteers. Holy Communion, according to the Book of Common Prayer 1662 or Common Worship Order 2, is celebrated on Thursdays. Morning Prayer (Common Worship) continues to be said on Mondays and has also been said on other weekdays. A Prayer Breakfast has been held on the

second Friday of each month as from September 2010. Music Recitals are given on most Wednesdays at lunchtime. Services and events are advertised in "City Events", on church notice boards, the church web-site, and leaflets. On Sundays the church is used by a Chinese Mandarin congregation to hold their own services with permission from the Bishop under a licence permitted by Faculty.

The GCC has the responsibility of co-operating with priest-in-charge, Revd. Sue Gent, and Assistant Priest Revd Aidan Smith in promoting the whole mission of the Church, including preparation and pursuit of a Mission Action Plan.

Other than when on holiday or committed to events connected with her chaplaincy work, the Rev'd. Susan Gent has regularly shared celebration of the Holy Eucharist with Rev'd. Aidan Smith. Readers John Morley and Jenny Brailsford and Ordinand Jonathan MacNeaney have occasionally preached at the weekly Eucharist for which we are very grateful.

Achievements and Performance

Church Attendance

There were 34 members on the Electoral Roll, which was completely revised in 2007 and is updated annually. Average attendance during 2010 at the weekly Eucharist was 17 (2010 – 21) and at Monday Morning Prayer, the average was 3 (2010-3).

Review of the Year

The full GCC met 6 times during the calendar year. There were no formal standing committee meetings. Regular meetings of the Gateway Project Steering Committee were held.

The Church has no official Organist but hymns at the weekly Eucharist were regularly and skilfully accompanied on the piano principally by Yshani Perinpanayagam, formerly from the Guildhall School of Music, and also by John Morley. We are indebted to them. There is no resident choir attached to the Church. Those hiring the Church for private services are invited to employ guest choirs and organists.

Exciting and visionary plans to develop the balcony to provide much needed meeting room and other facilities, including disabled access and facilities, first reported in 2009 are still on course and the necessary fund raising proceeding with encouraging progress. Revised plans have been prepared by MRDA, our consulting architects. These plans have been submitted to the DAC, City Churches Grants Committee and City Corporation and negotiations with them and other Historical Conservation bodies are at an advanced stage. It is anticipated that works will commence in the first half of 2011. We are most grateful to Nigel Bamping for his professional advice and for heading up the planning for this project with the assistance of Jonathan MacNeaney and Aodhán Wells.

Plans to install a mobile 'phone mast in the tower are also progressing subject to final permissions and this is expected to raise funds in rental to finance the development of the balcony, the expenses being borne by the installers.

The condition of our historic, listed, organ continues to be poor, though it remains serviceable with some limitations. Manders continue to maintain the organ though there are no prospects of carrying out the recommended complete overhaul, at an estimated cost in excess of the 2008 estimate of £100,000, in the foreseeable future.

On June 10th our Archdeacon's visitation took place and we were commended on the state of our books and records and on our mission and ministry.

The annual Installation & Dedication service for the Worshipful Company of Paviers took place in March and we hosted the Farringdon Ward Service on Monday 19th July 2010. In December the Honourable Society of Knights of the Round Table held their annual Rededication Service, combined with an Advent Carol Service. We again welcomed other regular visitors for Christmas Carol Services, the Friends of the Old_Bailey, including the Lord Mayor and Sheriffs; the Worshipful Company of Scriveners; the Worshipful Company of Chartered Accountants; solicitors Charles Russell LLP and The Guild of Freemen of the City of London. Donations and collections from these organisations continue to make significant contributions to our running costs and this year were allocated to our funds for the renovation of the gallery. St. Paul's Cathedral transferred morning services to St. Martin-within-Ludgate on occasions when the Cathedral was sealed for security reasons prior to major services. A service of Baptism was conducted on Tuesday 17th August by Canon Paul Thomas. Once again we held our own Christmas Carol Service, welcoming a choir recruited by our Administrator Aodhán Wells, and our Easter Carol Service for City workers, both boasting large congregations.

St. Paul's Cathedral Chorus continued to use the church for rehearsals prior to Passiontide and Advent concerts in the Cathedral. The acoustics and fine piano continue to make St. Martin's very suitable for smaller choirs and orchestral groups and the modest charges provide valuable income. We continue to explore the expansion of this area of activity though limited availability of volunteers to open the church limits opportunities.

Cards for Good Causes again contributed valuable income from their stall selling cards in the vestibule from October to Christmas, drawing in many visitors whilst helping us to remain open.

Friends of City Churches continue to provide Church Watchers on Mondays, enhancing the welcome and information available to visitors, for which we are most grateful. Under a scheme to enhance the relationship with the Friends, Pat Scutt, one of our most regular watchers continues as our "Befriender". We continue to be grateful to Robert Francis, a member of "the Friends" and our congregation, who fulfils this role informally on Thursdays.

Our Pastoral Assistant / Administrator, Jonathan MacNeaney completed his year with us in August and left to commence training for the Priesthood in Oxford. He was replaced as Administrator by Aodhán Wells, who opened the church on a regular basis for extended hours and who also works for the Archdeacon's office and another City church assisting with administration matters. He continues to handle day to day security, maintenance, and progress on the Gateway Project. We are grateful to these and also to David Hall for continued help on Fridays.

David Wilson investigated the early history of our church and the Ludgate area and has written up a fascinating sketch now on our web-site and wrote an article for the National Press in connection with the Gateway Centre project and fundraising for this. Robert Francis continues to oversee the maintenance and updating of the St. Martin's web site with professional assistance, as well as providing signage for notice boards and he has also refurbished the external notice board for which we are most grateful.

There were 43 Recitals, mostly of near professional, standard, in a programme compiled and coordinated by Nigel Grieve. It was unfortunately impossible to accommodate all of the many applicants, though for the first time in three years we were able run a full year's programme only pausing during August for the holidays. Average attendance was 31 (2009 -

33). These yielded gross donations of £2,245 or, after related PRS fees, a net contribution of £1,907 towards church running costs. Unfortunately the programme will be seriously curtailed in 2011 due to planned works on the Gateway Centre though requests from artists for dates continue to come in regularly. We are grateful to Nigel, and to Jean Sutcliffe, Eileen Aslett and others for refreshments.

We continue to be most grateful to Rev'd. Aidan Smith for generous giving of his time and his dedicated and expanding ministry among us, particularly in view of the ongoing difficult times in the City where he is employed.

Mission Action Plan

With the help of our pastoral and administrative assistant and our new administrator it has been possible to make more progress in our mission plans in 2010. Much time and energy has been spent on the proposal to develop the south gallery of the church with a view to establishing a healing and counselling centre in the City. In addition, 2010 saw:

- Continuation of regular monthly healing services, which have been very well received
- Regular monthly "prayer breakfasts" have been introduced every second Friday
- A "Midnight Eucharist" was celebrated on Christmas Eve which saw a full church with hymns and organ accompaniment and we were very pleased to welcome a number from the Chinese Church to this service.
- A book of remembrance has been established so that those who have died connected with the church are remembered in services. It has been possible to open the church to visitors for longer hours from 8am to 4pm
- Interviews and recruitment of our new administrator
- The new service sheet for the healing services continued to be used
- The clergy and church wardens met one Saturday with others to focus on the vision for the church in January 2010
- We ran an Alpha course in January and February 2010 which was well attended culminating in an 'Alpha Day' held deanery wide on Saturday 6 March
- The start of Lent was marked with a service with imposition of ashes
- Arrangements continued for the provision of music at our services with students and post graduates from the Guildhall School of Music
- We held an evening fundraising event in October to mark the start of our fund raising campaign for the gallery. This was a great success thanks to the Norman Moy Trio who provided jazz music and a history of the church composed by David Wilson and narrated by Alison and Leslie Du Cane. We made significant progress in raising funds for this purpose by the end of the year working on many grant applications and advertising our appeal.
- The Christmas and Easter services continued to attract City Workers and others
- On Sundays the church continues to be fully utilised by SCC a Mandarin Chinese congregation and this arrangement is ongoing for the foreseeable future.
- Morning Prayer continued to be a regular feature on Mondays and when possible on other days.
- We were able to welcome many into the church on Lord Mayor's Day providing refreshments and music as well as a further narration of the history of the church.
- The church was open for the Saturday of Open House Weekend.
- With Rev'd. Sue Gent as Priest-in-Charge, assisted by Rev'd. Aidan Smith, we look forward to the ongoing development of St. Martin's Ministry and the continued expansion of our congregation.

Financial Review

Total receipts on ordinary unrestricted fund amounted to £37,765.37 and on restricted funds (grants for specific works and to cover work done by our Administrator for the Archdeacon and St Bart's the Less) £43,864.98. This sum includes the 2009 grant of £1500 from the City Churches Burial Fund which also forms part of the Administrator/Verger's salary; and the collections from our usual carol services which were given towards the Gallery Appeal. The 2010 grant from the Burial Fund of £1,000 was not given for any specific purpose and is therefore income in unrestricted funds.

The Common Fund for 2010 was £9,000.00, paid by monthly direct debit. After attending a presentation given by the Archdeacon at All Hallows, covering the 2011 Common Fund, it was agreed by the GCC that we could not offer more than the 4% suggested increase. We had to take into account our vision of reinstating the gallery, which in the long term could provide us with more income and therefore better able to meet our Common Fund commitments.

We still continue to pay £3,500 a year towards the Rev'd Susan Gent's Stipend, national insurance and pension contributions, most of which is covered by the law firms to whom she is Chaplain.

The overall net result for the year was an excess of payments over receipts in the general fund of £3,933.27 and an excess of receipts over payments in the restricted funds of £12,856.33. This was due mainly to the fundraising appeal in aid of the gallery reinstatement.

The expenditure on professional fees incurred in the preparatory work on the gallery reinstatement has been enormous. The fee element of these bills has been covered by a grant from the City Churches Grants Committee but unfortunately because the work is classed as new work we were unable to reclaim the VAT on the fees. The good news is that there will be no VAT on the actual building works for the same reason.

During the year we have recovered £1321.88 gift aid from the government on regular standing order donations and money taken in collections and donations given in the yellow gift aid envelopes. From April 5 2011 the amount recoverable will be reduced because the transitional relief, set up after the reduction in Tax to 20%, will expire.

Our investment income has also decreased because of the low interest rates now paid on the deposit funds with the Central Board of Finance. So we are more than grateful and appreciative of the rent received from the Chinese Church, Mandarin Congregation, who use our church every Sunday, and a large number attended our first Midnight Mass on Christmas Eve, when the church was absolutely full.

Reserves and Investment Policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately six months expenditure. This provides sufficient funds to cover management, administration and support costs. Unrestricted funds were maintained at this level throughout the year.

Risk Policy

Arrangements are in place for dealing with cash. All money to be banked is either placed in the safe or in securely locked collection boxes which are emptied at least weekly.

We have made extensive investigations into what adaptations might be made to the church building to comply with the Disability Discrimination Act. Without extensive alterations, it is not possible to provide such in a listed building the age of St. Martin's but we hope to provide disabled access and disabled facilities as part of the project to bring our gallery back into use.

The fire extinguishers are serviced annually by Chubb. Two fire buckets are in position when hand-held lighted candles are used in church services. A plan showing the position of fire extinguishers is posted in the church porch and in the vestry. This risk assessment is to be reviewed annually.

Approved by GCC on _____ 2011 and signed on their behalf by Rev'd. Sue Gent (Chairman)