

# St Mark's Church

LEAMINGTON SPA

St Mark's Church  
New Milverton  
Leamington Spa

*Report and Financial Statements*

*for the year ended 31 December 2020*

## ST MARK'S CHURCH NEW MILVERTON

Registered as a charity: THE PAROCHIAL CHURCH COUNCIL OF  
THE ECCLESIASTICAL PARISH OF ST MARK, NEW MILVERTON

Charity Registration No: 1128485

The principal office of the charity is:

St. Mark's Church, St Marks Road, Leamington Spa, Warwickshire, CV32 6DL

01926 421004

[office@st-marks.net](mailto:office@st-marks.net)

[www.st-marks.net](http://www.st-marks.net)

### Contents

	page
Annual Report of the Parochial Church Council	2
Financial Review	10
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Accounts	14-21

## **ANNUAL REPORT of the PAROCHIAL CHURCH COUNCIL 2020**

### **Structure, Governance and Management**

St Mark's Church is part of the Deanery of Warwick and Leamington and the Diocese of Coventry within the Church of England.

The PCC is registered with the Charities Commission - Registered Charity Number 1128485. PCC members are trustees of the charity. The PCC members who served from 1 January 2020 until the date of approval of this report were:

<i>Vicar &amp; Chair</i>	Revd. Joanna Parker
<i>Curates</i>	Heather Elson, Ruth Smith ( <i>both from July 2020</i> )
<i>Churchwardens</i>	David Calvert, Marcella King
<i>Deanery Synod</i>	David Calvert, Jeremy Clack, Ruth Smith ( <i>to October 2020</i> ), Sarah Lee ( <i>from October 2020</i> )
<i>PCC Lay Chair</i>	Jeremy Clack
<i>Treasurer</i>	Claire Evans ( <i>to June 2020</i> )
<i>Reader representative</i>	Marie Calvert
Elected Members	
Tracy Bevan ( <i>from October 2020</i> )	Julie Brown ( <i>to August 2020</i> )
Tom di Giovanni	Pam Griffin-Booth ( <i>from October 2020</i> )
Matty McArthur	Liz McEvoy
Dan Munday ( <i>from October 2020</i> )	Andrew Lee
Rob Lockyer ( <i>from October 2020</i> )	Hannah Reese
David Robinson ( <i>to October 2020</i> )	Laura-Jayne Ward ( <i>to December 2020</i> )
Alistair Watt	
Secretary to the PCC:	Sue Turner

Trustees are PCC members appointed at the APCM or co-opted under "Parochial Church Council Powers Measure (1956) as Amended and Church Representation Rules", which is the governing document of the charity.

The trustees are aware of and have complied with the guidance on public benefit published by the Commission in exercising their powers and duties.

The PCC met six times during the year to deal with ongoing matters for which the PCC has responsibility. This year, the Annual Parochial Church Meeting was allowed to be delayed until October, due to the restrictions on meetings during the Covid period.

<i>Bankers:</i>	HSBC PO Box 88 Leamington Spa CV32 4BU
<i>Independent Examiner:</i>	Ian Salvin, BSc (Econ) GMCA, Leamington Spa
<i>Architect:</i>	Steven Matthews

### **Connected Charities**

The parish has two connected charities: The Church Society (The Christchurch Fund) and St. Mark's Gilbert Scott Trust. Details are contained in Notes 13 & 14 to the accounts.

## **2020 – THE YEAR OF COVID**

2020 was a very different year due to the Covid-19 virus and the restrictions that started in March and continued at some level throughout the year and up to the time of writing this report. The church's aim was to maintain or modify relevant activities in order to meet our objectives.

## **OBJECTIVES and ACTIVITIES**

The PCC of St Mark's has the responsibility of cooperating with the Vicar in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC also has maintenance responsibilities for the church building and hall complex, along with oversight of the finances.

The parish seeks to play a full part in the life of the Diocese, and supports its work through the parish share. The Diocese supports St Mark's through the provision of the vicar and their housing. The parish is also committed to supporting the activities of the Warwick and Leamington Deanery.

## **Mission Statement and Values**

The church's mission statement is founded upon Jesus' great commandment and His great commission – John 13:34, Matthew 28:18-20:

**Our mission is to be a community of believers in Jesus Christ who are devoted to loving God, loving others, making disciples.**

The mission statement expresses the heart of the church and is lived out through Sunday worship and through the Small Groups, to which all church members are encouraged to belong.

The values of the church are centred on the eight essential qualities of healthy churches identified by Natural Church Development and promoted by the diocese: loving relationships, holistic small groups, inspiring worship, gift-based ministry, needs-based outreach, functional structures, passionate spirituality and empowering leadership.

The church became an 'inclusive church' during 2019, a member of a network of churches which have a vision that celebrates and affirms every person and does not discriminate. ([www.inclusive-church.org](http://www.inclusive-church.org))

## **Premises**

The church is a Grade II\* listed building. A quinquennial inspection was carried out in March 2020. There are a number of items that need attention in the short term, and over the next few years.

Essential preventative maintenance is carried out as required, which in 2020 included some roof repairs over the nave, and the upper room.

Some of the hall rooms are not part of the listing. As well as use by the church groups, the rooms in the hall complex are available for hire by community groups on a fair commercial basis.

The church is also available for use or hire by others, and has been used by other organisations for a number of concerts.

However, over most of 2020, the rooms and church have not been used much, due to restrictions on communal activities.

Steven Matthews of Brown Matthews Architects was engaged in 2017 as church architect.

### **Legal**

We believe that we conform to all legal requirements such as those related to finance, health and safety, kitchen standards, employment, GDPR etc.

## **REVIEW of the YEAR - 2020**

### **Weekly Worship**

We started the year with our usual pattern of services, normally three principal services of worship on Sundays.

- the 9.30 am service is relatively informal in character, within a framework of appropriate liturgy. Children are part of the services, with groups also meeting separately during most services. This service includes a monthly Holy Communion.
- the 11.15 am service is a Common Worship service of Holy Communion or Morning Worship with hymns and some sung liturgy.
- the evening service, at 6.30pm, is more informal, with band led worship and opportunities for informal prayer and sharing.

However, Covid 19 affected our services in mid March when we were initially unable to meet together. The rules were relaxed in July and tightened in November. This allowed some services, as noted below. However, we chose to keep the main morning service online, rather than having to potentially severely limit numbers to ensure adequate social distancing.

The main morning service has been held online at 10.30 or 10.15. The majority have been pre-recorded, with a small number live by Zoom. The services have been immediately followed by a Zoom 'coffee meet', as similar as possible to our normal Sunday.

The Sunday 11.15 service was not able to be held. In July, to early November, the rules changed: we introduced a Wednesday morning service of Morning Worship or Holy Communion, intended for the same congregation. During the early 2021 lockdown, this is now by Zoom with a telephone option.

An evening service was restarted in September in the hall, with limitations on singing and band availability. Later this was changed to a Zoom service.

## **Special services**

The only 'special' service able to be held was for the priesting of Ruth Smith and several other curates from the diocese in September.

We were unable to hold our feast day or special services in church, i.e. Good Friday, Easter Sunday, Remembrance, Carol Service, Christingle 'Midnight' or Christmas day (other than an 8am). These were covered by appropriate online services.

Latterly, we have introduced a short pre recorded all age service specifically for our young children.

## **Electoral roll and church attendance**

At the 2020 Annual Parochial Church Meeting the electoral roll was 146 (2018: 145).

As already noted, the country went into 'lockdown' in late March, and church services were suspended or severely restricted for the remainder of the year. We are therefore unable to present attendance numbers in the usual format.

Numbers attending all services in the first weeks of the year, prior to lockdown, were similar to 2019. The following notes relate to the period from the March lockdown.

The morning service was mainly pre-recorded and put out through YouTube. Typically, there have been 60 'screens' viewing 'live', estimated as approximately 100 individuals. The number of views is recorded and shows that many people are watching later than the intended start time or repeating their watching. Numbers vary significantly but have averaged >180 views. Post service Zoom coffee has typically been attended by 25-35 households.

The Wednesday morning service, when held, was attended by an average of 14 individuals.

The evening service in the hall had an average of 22 people attending, with 15 involved in the later Zoom sessions.

The all age short, pre-recorded services have had varied response with 15-50 views recorded on YouTube.

## **Small Groups**

There are seven currently active adult Small Groups; they generally meet weekly. For most of the year, the groups have continued by the use of Zoom meetings, though we note that some do not have the technology or resources to use this. We believe that all church members not in a group, or not attending, have been contacted regularly by telephone during the lockdown periods.

The groups are at the heart of church life and a great strength of St Mark's with 76 church members regularly attending them, which includes 9 new members. Each group is led by one or two leaders and the group structure includes a co-ordinator to support, encourage and equip the leaders and group members.

Small groups are an important place for building relationships, for pastoral care, and for encouraging and supporting each other in our Christian journey. They are also a channel to bring new people to faith. The vision is that each group will experience growth and multiply, i.e., growing both spiritually and numerically, recognizing that small groups are indispensable to healthy church life.

### **Prayer**

Prayer, both personal and corporate, continues to be essential to the life of the church. We offered Prayer ministry after every service until March. We have made a particular effort to encourage members to request prayer if needed through the office, the vicar, and by regular periods of the church being open.

### **Baptisms, Marriages and Funerals**

As a Church of England parish, the church is available for parish residents and church members for the main life events. During most of 2020, opportunities, and/or attendances were limited. Nevertheless, two marriage services were held, with no baptisms or thanksgivings. Two funerals were held in the church with an additional nine full funeral services conducted elsewhere, mainly at the crematorium.

### **Church Development Plan**

Early in 2019, we asked all members of the congregation for their ideas and hope for the future that could be put into a 5 year development plan. A priority plan was put together but has been largely on hold throughout 2020. The church leadership intend to revisit and reprioritise the action plan in the light of potential changes and expectations after the pandemic and lockdowns are over.

### **Young people**

Ros Davies is our Children and Families worker. She has continued to be available to coordinate any school related activities, and the running of children's activities. However, for most of the year, she has been wholly or partly 'on furlough', whilst meetings have not been allowed, and schools when open severely restricting non-essential access.

### **Schools**

The parish of New Milverton contains two (non church) primary schools, a Roman Catholic secondary school and Royal Leamington Spa College. The Children and Families Worker has worked with Milverton and Brookhurst School on a regular basis when possible. Support on wellbeing of children has been offered by appropriate means.

Unfortunately, schools and nurseries have been unable to visit the church this year, except for one visit in December.

### **Children**

The children's work is an integral part of the church's ministry.

Sunday morning groups were available before March for children and young people up to School Year 9, with typically 15 to 20 children attending weekly. Initially, the Sunday YouTube service started with a lot of particular interest to children. However, this was not being used as intended, and thus the setting up of a specific all age stream.

We have not held any sessions for preschool families since March 2020.

### **Youth**

Pathfinders is available for children from year 6, and monthly Zoom sessions have been held.

### **Uniformed Organisations**

A full range of uniformed organisations are attached to the church; Rainbows, Brownies, Guides, Beavers, Cubs and Scouts number over 100 children in total. The groups normally meet on the church's premises when the lockdown regulations have allowed this.

### **Outreach and Community support**

This has been a different year in terms of outreach and Community Support due to the Pandemic. Since March, we have tried to continue to be a visible presence in our community, especially through our local schools.

We immediately went online with our services on a Sunday which were mainly prerecorded and posted to YouTube and other social media platforms. When rules have allowed we have had in-person services on Wednesday mornings and Sunday evenings, but have kept our main service online. Through our online service, we have reached new people in new and unexpected ways. Whilst we have missed Sundays in church, we have grown as a worshipping community and are determined to continue our online presence, believing it is part of our vision as a church to be more inclusive of all people.

At various times during the year we have tried new initiatives: Fire Pit Gatherings, Messy Church, Remembering Wall, stones and tree messages. We have kept in close contact with our local schools and have developed a Wellbeing initiative for children who have struggled during the pandemic which works with small groups of children in school or one to one. We have continued with school assemblies and visits to church. We have also worked with the schools in giving hampers and food vouchers to families in need.

The church has been open every week for private prayer with a clergy person present and festivals have been celebrated with creative initiatives for everyone to join in with. (E.g. Painting a stone for remembrance, interactive stable scene, prayer stations, music etc.)

We have continued to support the local food banks with weekly food donations and have supported individual families in the parish at time of need.

### **Other events**



Although normally, the church and hall are available to be hired out for special events, this has been difficult this year. The hall, nevertheless, has been used for some occasional activities and meetings by others.

There have been no social events of note this year.

## **Mission Support**

St Mark's tithes 10% of general income and is committed to supporting the work of mission worldwide and locally through finance, information and prayer, as well as individual initiatives from within the Church – such as Operation Christmas Child, Scripture Union Bible reading notes, Night Light, Street Pastors and Foodbank.

In 2020 the organisations that received financial support are listed later in note 5. We made a donation to the Children's Society in lieu of the support normally given through the Christingle service.

The Group Report has more details. The mission notice board at the back of church is kept up to date with the latest news when we are open.

## **Pastoral Care**

### **Strategy**

Pastoral care is always a priority for the church but has been difficult in a time of isolation for many. We hope that everyone in the congregation will be involved in some way in pastoral care, especially through the Small Groups which are a key part of our pastoral care. Regular telephone calls have been made to those needing support by the clergy and other members

### **Safeguarding**

The PCC of St Mark's is wholly committed to the safeguarding of children and vulnerable adults. The Parish Safeguarding Officer oversees the DBS certification and safeguarding training of volunteers working with children and vulnerable adults, and ensures that the church complies with diocesan safeguarding procedures and policies. The PCC continues the process of approving job descriptions for volunteer children's and pastoral assistants. Laura-Jayne Ward was the parish safeguarding officer but resigned late in the year after moving away. The vicar temporarily took on the role, and a new person, Kelly White, has since been recruited

The PCC has adopted the Diocese of Coventry's Safeguarding Policy, which complies with the guidance issued by the House of Bishops. A copy can be found on the notice boards in the church, and on our web site.

## **Staff, Readers and Clergy Matters**

### **Children and Families Work Coordinator**

The PCC continued to employ Ros Davies as our Children and Families Work Coordinator. As noted above, she has been 'on furlough', for at least part of the week, for most of the year.

### **Office Administrator**

The PCC seeks to maintain an office open as needed, staffed appropriately. Amanda di Giovanni now holds the role of office administrator. At the start of the year, this was a job share with Sheila Robinson, who took voluntary redundancy at the start of the pandemic.

### **Cleaner**

A part time cleaner continues to clean for the hall areas. Again, she has been on furlough for most of the year as there has been little hall use.

### **Readers**

We currently have three Readers licensed to the parish: Marie Calvert, Amanda di Giovanni, and Dr Yvonne Warren.

### **Vicar - Rev. Joanna Parker**

Rev. Joanna Parker remains as Vicar. Rev. Jo was installed as Vicar of St Mark's on 6<sup>th</sup> September 2017.

### **Curates – Rev. Heather Elson and Rev. Ruth Smith**

Heather Elson joined as a curate in July 2020, although ordination was deferred until September.

Ruth Smith joined us in April 2020, transferred from another local church. Ruth was priested in September 2020.

## **The challenges of 2021**

At the time of writing, the country is starting the roadmap back to 'normal' life. It is our hope that services in church can restart soon, but we will remain on the side of caution. We are aware that the needs of the congregation and parish will be varied and potentially quite different and are planning to respond appropriately.

We pray that God will guide us, as a church and as a nation, through this time.

## **PCC of St Mark's New Milverton**

### **Financial Review**

The detailed accounts appear on pages 12-21

#### **Unrestricted Funds**

In 2020 unrestricted fund income of £146.2k covered unrestricted expenditure of £127.2k, resulting in a surplus, after tithing, for the year of £3.2k (2019: £1.0k). Total planned giving to unrestricted funds was £122.8k (2019: £131.2k); thanks to our very generous congregation.

Legacies totalling £7.0k (2019: £1.9k) were received. £1.0k was allocated to the Designated fund

Income from trading activities (which includes premises letting and concerts) stood at £15.4k (2019: £26.6k)

Expenditure on unrestricted general funds amounted to £127.2k for 2020 (2019: £146.9). Our Diocesan parish share was as £68.0k (2019: £68.0k). Staff costs were £21.6k (2019: £38.0k). Premises and maintenance expenditure in 2020 was £9.0k compared with £6.6k in 2019. £8.8k was paid out of the designated fund mainly for repairs to the church roof.

During the year the church was committed to pay £14.8k (2019: £15.0k) in tithes. The total tithe paid represented 10% of total income received in the year (measured on a cash rather than accruals basis)

#### **Restricted Funds**

In restricted funds expenditure exceeded income by £2.5k due mainly to repairs to the church hall. This was paid out of monies received in previous years from generous donations.

#### **Balance Sheet**

At 31 December 2020, total cash and short-term deposit balances stood at a £118.0k (2019: £119.7k). The church has total net assets of £291.1k (2019: £298.2k). A reduction due to payments from the restricted and designated funds.

#### **Reserves**

During 2020 it cost around £10.6k per month to keep the church going, not allowing for any major repair work. The reserves in the unrestricted fund stand at £53.9k (2019: £50.7k), representing approximately 5 month's expenditure. The PCC believes that this is an acceptable level of reserves which will act as a buffer for any unforeseen events. It is also in line with good accounting practice.

#### **Further information**

A separate informal report detailing additional information on activities within the church is presented at the Annual Parochial Church Meeting.

## Independent Examiner's Report to the Trustees of St Mark's Church

I report on the accounts of the church for the year ended 31 December 2020, which are set out on pages 11-20.

### Respective responsibilities of trustees and examiner

The church's trustees are responsible for the preparation of the accounts. The church's 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;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (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 report

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.

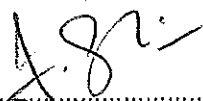
### Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



30<sup>th</sup> April 2021

Ian Salvin BSc(Econ) ,CGMA

**PCC of St Mark's New Milverton**  
**Balance Sheet as at 31 December 2020**

**Statement of Financial Activities**

		2020			2019
	note	Unrestricted funds £	Designated fund £	Restricted funds £	Total funds £
<b>Income from:</b>					
Donations and legacies		129,731	1,000	1,443	132,174
Other trading activities		15,353	-	-	15,353
Income from investments		146	-	-	146
<b>Total income</b>	<b>2</b>	<b>146,230</b>	<b>1,000</b>	<b>1,443</b>	<b>147,673</b>
<b>Expenditure on:</b>					
Charitable activities	3	127,246	8,839	3,900	139,985
Missionary and charitable giving	5	14,767	-	-	14,767
<b>Total expenditure</b>		<b>142,013</b>	<b>8,839</b>	<b>3,900</b>	<b>154,752</b>
<b>Net movement in funds</b>		<b>3,217</b>	<b>(7,839)</b>	<b>(2,457)</b>	<b>(7,079)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	10	50,678	72,251	175,329	298,258
<b>Total funds carried forward</b>	<b>10</b>	<b>53,895</b>	<b>64,412</b>	<b>172,872</b>	<b>291,179</b>

**PCC of St Mark's New Milverton**  
**Balance Sheet as at 31 December 2020**

		Unrestricted funds	2020 Designated fund	Restricted funds	Total Funds	2019 funds
	note	£	£	£	£	£
<b>Fixed assets:</b>						
Tangible assets	6	5,396	-	167,751	173,147	178,512
<b>Current assets:</b>						
Debtors	7	4,853	943	-	5,796	3,693
Investments	8	28,553	63,469	5,121	97,143	96,997
Cash at bank and in hand		20,114	-	-	20,114	25,209
Total current assets		53,520	64,412	5,121	123,053	125,899
<b>Liabilities:</b>						
Creditors falling due within one year	9	5,021	-	-	5,021	6,153
<b>Net current assets</b>		48,499	64,412	5,121	118,032	119,746
<b>Total net assets</b>		53,895	64,412	172,872	291,179	298,258
<b>The funds of the charity:</b>						
Unrestricted funds	10	53,895	64,412	-	118,307	122,929
Restricted funds	10	-	-	172,872	172,872	175,329
<b>Total charity funds</b>		53,895	64,412	172,872	291,179	298,258

The notes on pages 14 to 21 form part of these financial statements.

Approved by the PCC and signed on its behalf:

19 April 2021

**Joanna Parker**

Vicar of St Mark's New Milverton

## **PCC of St Mark's New Milverton**

### **1 Accounting Policies**

#### **a) Basis of Preparation**

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 SORP. In preparing the financial statements, the PCC of St Mark's follows best practice as set out in the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2015).

#### **b) Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the PCC of St Mark's and which have not been designated for other purposes.

Designated funds have been set aside by the trustees for particular purposes. The aim and use of each fund is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the PCC of St Mark's for particular purposes. The cost of raising and administering such funds are charged to the specific fund.

#### **c) Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the PCC of St Mark's is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income from letting of the premises is included in the period in which the PCC is entitled to the receipt.

Gifts in kind donated for distribution are included at valuation and are recognised when received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Interest is included when receivable by the charity.

#### **d) Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Grants and donations are accounted for when paid, or when awarded if the award creates a binding or constructive obligation on the PCC.

#### **e) Tangible fixed assets and depreciation**

Consecrated and benefice property are not included in the accounts in accordance with the SORP, as it is not possible to obtain an appropriate valuation for the church building. All expenditure incurred during the year on such property, whether maintenance or improvement, is written off on purchase or acquisition.

No value is placed on the church hall complex as this is regarded as an integral part of the church.

Moveable church fittings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal, are inalienable property, and are listed in the church's inventory which can be inspected during office hours. For such furnishing acquired prior to 1 January 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

**Tangible fixed assets and depreciation (Cont'd)**

Other fixtures, fittings and office equipment uses within the church premises are depreciated on a straight line basis over their useful life ranging from 3 to 10 years. Individual items of equipment with a purchase price of £750 or less are written off in the year of expenditure. Assets donated to the PCC are not included with fixtures and fittings.

**2 Income**

	2020			Total funds £	2019 Total funds £
	Unrestricted funds £	Designated fund £	Restricted funds £		
<b>Donations and legacies</b>					
<b>Planned giving:</b>					
Tax efficient donations	93,122	-	500	93,622	96,906
Tax recoverable	23,399	-	98	23,497	24,287
Other planned giving	6,246	-	700	6,946	12,415
<b>Total planned giving</b>	<b>122,767</b>	<b>-</b>	<b>1,298</b>	<b>124,065</b>	<b>133,608</b>
<b>Other donations</b>					
Grants	-	-	-	-	3,419
Legacies	6,000	1,000	-	7,000	1,859
Events and miscellaneous	964	-	145	1,109	3,728
<b>Total other donations</b>	<b>6,964</b>	<b>1,000</b>	<b>145</b>	<b>8,109</b>	<b>9,006</b>
<b>Total donations and legacies</b>	<b>129,731</b>	<b>1,000</b>	<b>1,443</b>	<b>132,174</b>	<b>142,614</b>
<b>Other trading activities</b>					
Weddings and funeral fees	1,559	-	-	1,559	2,315
Premises letting	13,794	-	-	13,794	24,693
<b>Total other trading activities</b>	<b>15,353</b>	<b>-</b>	<b>-</b>	<b>15,393</b>	<b>27,008</b>
Investments	146	-	-	146	49
<b>Total income</b>	<b>145,230</b>	<b>1,000</b>	<b>1,443</b>	<b>147,673</b>	<b>169,671</b>



## PCC of St Mark's New Milverton

### 3 Expenditure

#### Charitable activities

	2020				2019 Total funds £
	Unrestricted funds	Designated fund	Restricted funds	Total funds	
	£	£	£	£	
<b>Ministry</b>					
Diocesan parish share	68,000	-	-	68,000	68,000
Clergy expenses	1,229	-	-	1,229	2,496
Outreach and mission	600	-	941	1,541	55
Teaching and pastoral	112	-	-	112	20
Worship and music	819	-	375	1,194	2,168
Youth work	1,059	-	-	1,059	1,597
<b>Total ministry</b>	<b>71,819</b>	<b>-</b>	<b>1,316</b>	<b>73,135</b>	<b>74,336</b>
<b>Support costs</b>					
Salaries and wages	4 21,579	-	-	21,579	38,033
Church running expenses	18,077	-	-	18,077	21,142
Church office	3,578	-	-	3,578	4,090
Premises maintenance and repairs	8,974	8,839	-	17,813	30,823
Equipment	84	-	-	84	1,077
Equipment depreciation	3,135	-	2,584	5,719	5,601
<b>Total support costs</b>	<b>55,427</b>	<b>8,839</b>	<b>2,584</b>	<b>66,850</b>	<b>100,766</b>
<b>Total charitable activities (see also note 5)</b>	<b>127,246</b>	<b>8,839</b>	<b>3,900</b>	<b>139,985</b>	<b>175,102</b>

### 4 Staff costs and reimbursed expenses

During the year there were no employment or housing costs, other than those specified below. The employment costs for the vicar and curates (when in post) were paid by the Diocese. Since 1 September 2015 staff have had the option to join the Church of England Church Workers Pension Fund.

On average during 2020 the PCC employed 1 full time and 1 part time people, who each earned less than £60,000 per annum. No members of the PCC received a salary whilst a member of the PCC.

No lay PCC members were reimbursed for personal (travel/subsistence) expenses (2019 £0).

	2020			2019 Total funds £
	Unrestricted funds	Restricted funds	Total funds	
	£	£	£	
Salaries and wages	32,990	-	32,990	36,518
Less Furlough	(12,834)	-	(12,834)	-
Employers pension contributions	713	-	713	1,515
Redundancy payment	710	-	710	-
<b>Total staff costs</b>	<b>21,579</b>	<b>-</b>	<b>21,579</b>	<b>38,033</b>
<b>Average number of employees in the year</b>			<b>2020</b>	<b>2019</b>
Pastoral			1	1
Administration			1	2

PCC of St Mark's New Milverton

5 Missionary and charitable giving	Tithe £	2020 Mission £	Total funds £	2019 Total funds £
<b>Overseas</b>				
CORD	1,125	-	1,125	750
World Horizons (Clouds)	1,500	-	1,500	1,500
TEAR Fund	1,175	-	1,175	800
<b>Total overseas</b>	<b>3,800</b>	<b>-</b>	<b>3,800</b>	<b>3,050</b>
<b>Home</b>				
Bible Society	500	-	500	500
Christians against poverty	4,200	-	4,200	4,000
Church Pastoral Aid Society	2,000	-	2,000	750
Churches Together in Leamington	-	-	-	200
Crossteach	750	-	750	750
Falcon Camps	-	-	-	400
Godstuff	-	-	-	300
Helping hands	500	-	500	1,000
Leamington Street Pastors	250	-	250	250
Nightlight	-	-	-	250
Open doors	1,600	-	1,600	1,000
A Rocha UK	100	-	100	-
Royal British Legion	20	-	20	20
Thrive Youth	750	-	750	-
Warwick District Foodbank	500	-	500	500
Warwick Young Carers	-	-	-	75
Owing at 1 January 2020	(3,237)	-	(3,237)	(1,316)
Owing at 31 December 2020	3,034	-	3,034	3,237
	<b>10,967</b>	<b>-</b>	<b>10,967</b>	<b>11,916</b>
<b>Total donations</b>	<b>14,767</b>	<b>-</b>	<b>14,767</b>	<b>14,966</b>

## PCC of St Mark's New Milverton

6 Tangible fixed assets	Freehold property £	Equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
At 1 January 2020	160,000	36,683	22,029	218,712
Additions in the year	-	354	-	354
At 31 December 2020	160,000	37,037	22,029	219,066
<b>Depreciation</b>				
At 1 January 2020	-	22,161	18,039	40,200
Charge for year	-	3,739	1,980	5,719
At 31 December 2020	-	25,900	20,019	45,919
<b>Net book value</b>				
At 1 January 2020	160,000	14,522	3,990	178,512
At 31 December 2020	160,000	11,137	2,010	173,147

A flat in Brookhurst Court was donated to the PCC in 2012 and is shown at valuation when donated

7 Debtors	Unrestricted funds £	2020 Restricted funds £	Total funds £	2019 Total funds £
	Income tax recoverable	4,155	-	4,155
Prepayments	594	-	594	345
Accrued income	104	-	104	263
Other debtors	-	943	943	1,416
<b>Total debtors</b>	<b>4,853</b>	<b>943</b>	<b>5,796</b>	<b>3,693</b>

8 Current asset investments consist of cash held in a no notice Scottish Widows charities account

9 Creditors	Unrestricted funds £	2020 Restricted funds £	Total funds £	2019 Total funds £
	Accruals	946	-	946
Tithes	3,034	-	3,034	3,237
PAYE & NI	1,041	-	1,041	1,139
	5,021	-	5,021	6,153

## PCC of St Mark's New Milverton

10 Funds	Balance 1 January 2020 £	Incoming resources £	Resources expended £	Balance 31 December 2020 £	Net movement in funds £
<b>Restricted</b>					
<b>Fabric funds</b>					
Upper Room Refurbishment	4,227	-	-	4,227	-
Organ	1,376	-	(375)	1,001	(375)
	5,603	-	(375)	5,228	(375)
<b>Special fund raising funds</b>					
East Window Protection	2,782	-	-	2,782	-
Food Hamper Fund	-	1,298	(941)	357	357
Dishwasher/Oven Fund	6,868	145	(2,584)	4,429	(2,439)
	9,650	1,443	(3,525)	7,568	(2,082)
<b>Mission Partnership</b>	76	-	-	76	-
	15,329	1,443	(3,900)	12,872	(2,457)
<b>House fund</b>	160,000	-	-	160,000	-
	175,329	1,443	(3,900)	172,872	(2,457)
<b>Unrestricted funds:</b>					
<b>Designated fund:</b>					
General fund	50,678	145,230	(142,013)	53,895	4,217
Building fund	64,479	-	(8,839)	55,640	(8,839)
Music fund	7,772	-	-	7,772	-
Rev. Jill Waters legacy	-	1,000	-	1,000	-
	122,929	146,230	(150,852)	118,307	(4,622)
<b>Total funds</b>	298,258	147,673	(154,752)	291,179	(7,079)
<b>Represented by</b>					
	<b>Fixed assets</b>	<b>Net Current</b>	<b>Total</b>		
	£	Assets	£		
		£			
<b>Restricted</b>					
Fabric	-	5,228	5,228		
Special fund raising	7,751	183	7,568		
House	160,000	-	160,000		
Mission	-	76	76		
	167,751	5,121	172,872		
<b>Unrestricted</b>					
General	5,396	48,499	53,895		
Building fund	-	55,640	55,640		
Music Fund	-	7,772	7,772		
Rev. Jill Waters legacy	-	1,000	1,000		
	5,396	112,911	118,307		
<b>Total funds</b>	173,147	118,032	291,179		

## 10 Funds (cont'd)

### Restricted funds: Fabric funds

These represent donations made for the improvement and major maintenance of the church building and hall complex and equipment and include:

*Upper room fund* was set up to finance the improvement of facilities for young people of the parish.

*Organ fund* represents donations made for improvement and major maintenance of the church organ.

### Restricted funds: Special fund-raising funds

*East Window Protection* fund was set up in 2015 to hold a donation received from the Gilbert Scott Trust for this specific purpose.

*Food Hamper Fund* represents monies collected to provide hampers for needy families as identified by Brookhurst and Milverton Schools

*Dishwasher/Oven* fund was set up in 2015 to hold donations received towards a new dishwasher and oven for the main church kitchen. The expenditure was capitalised in 2019 and is being written off over the following 7 years .

*The Mission Partnership fund* represents amounts specifically given for mission work (including specific collections during the year).

*The House fund* represents the flat at 20 Brookhurst Court, donated to the PCC. The PCC agreed that this would be placed in a restricted house fund until 1 February 2022.

### Unrestricted funds

*General fund:* available for use by the PCC and not subject to external restrictions or internally determined designations.

#### *Designated*

*Building fund:* the amount agreed by the PCC to be put aside to finance future building work.

*Music fund:* The PCC had received a donation of a Steinway grand piano in the 1950s. It required over £10k to restore it and the PCC decided to sell it in 2018. The money is being held in a designated fund to be spent on music.

*Rev. Jill Waters Legacy:* A legacy to be spent on such religious purposes, or on the church buildings, as the churchwardens think fit.

## PCC of St Mark's New Milverton

### 11 Capital commitments

There were no capital commitments at 31 December 2020 (2019: Nil)

### 12 Related party transactions

Sheila Robinson and Amanda di Giovanni were employed as part-time administrators during 2020. Sheila left the employ in April 2020. Sheila's husband, David Robinson served as a PCC member until the APCM. Amanda's husband, Tom di Giovanni served as a member of the PCC throughout 2020.

There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

### 13 Connected Charities

#### **Church Society** *Registered charity 249574*

The Church Society holds a trust for the benefit of St Mark's.

The last available accounts of the Church Society, dated 31 December 2019, show a holding on behalf of St Mark's as:

	2019	2018
<b>Permanent Endowment Fund</b>		
At 1 January	58,797	62,545
Gains (Losses)	1,935	(3,748)
At 31 December	60,732	58,797
<b>Restricted Funds</b>		
At 1 January	1,005	1,089
Incoming funds	949	854
Transfers	(684)	(938)
At 31 December	1,270	1,005

The endowment fund is specified as 'for the augmentation of the stipend on the incumbent of St Mark's Leamington Spa, so long as the doctrine and worship in the parish of St Mark's are 'evangelical in character'.

There is no reference to the restricted fund.

### 14 Connected Charities

#### **St Mark's Gilbert Scott Trust** *Registered charity 1032347*

The aim of the trust is to raise money for the restoration, maintenance and improvement of St Mark's church building.

The trust has been dormant throughout the year ended 31 December 2020 having transferred its remaining balances to St Mark's church restricted funds in 2015.