



# St Mark's Church

LEAMINGTON SPA

St Mark's Church  
New Milverton  
Leamington Spa

*Report and Financial Statements*

*for the year ended 31 December 2019*

# 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)

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## **ANNUAL REPORT of the PAROCHIAL CHURCH COUNCIL 2019**

### **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 2018 until the date of approval of this report were:

<i>Vicar &amp; Chair</i>	Revd. Joanna Parker
<i>Churchwardens</i>	David Calvert, Marcella King
<i>Deanery Synod</i>	David Calvert, Jeremy Clack, Ruth Smith
<i>PCC Lay Chair</i>	Jeremy Clack
<i>Treasurer</i>	Claire Evans
<i>Reader representative</i>	Marie Calvert
Elected Members	
Caroline Broadway ( <i>to April 2019</i> )	Julie Brown ( <i>from April 2019</i> )
Tom di Giovanni	Nikki Hill ( <i>to April 2019</i> )
Matty McArthur	Liz McEvoy ( <i>from April 2019</i> )
Patrick Gordon ( <i>to April 2019</i> )	Andrew Lee ( <i>from April 2019</i> )
Sarah Lee ( <i>to April 2019</i> )	Hannah Reese
David Robinson	Laura-Jayne Ward
Alastair Watt ( <i>co-opted, from April 2019</i> )	

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 eight times during the year to deal with ongoing matters for which the PCC has responsibility.

<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.

## **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', 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. At the time of writing of this report, we do not have the architect's written report. It is likely that there are a number of significant items that will need attention over the next few years.

Essential preventative maintenance is carried out as required.

In early 2019, the stone flooring in the nave and aisles was repaired or replaced following varied amounts of deterioration.

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.

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.

## Electoral roll and church attendance

At the 2019 Annual Parochial Church Meeting the electoral roll was 145, after a full review of the roll (2018: 181).

The following attendance figures include all those attending regular Sunday services within the buildings of St Mark's during the year. When a joint morning service was held, figures are included as the 9.30 service. Average attendances were:

		2019			2018		
		Adults	U 16s	Total	Adults	U 16s	Total
Morning services	9.30	81	19	100	81	21	102
	11.15	25	0	25	28	1	29
Evening service	6.30	24	1	25	27	1	28

Note: Not all weeks of the year had three services. Easter Sunday, the Carol service and all baptisms held on a Sunday are included.

The average Sunday attendance, adjusted for multiple attendance, was:

		2019			2018		
		Adults	U 16s	Total	Adults	U 16s	Total
<b>Average:</b>		113	20	133	117	23	140

Where not known, the assumption used for adjustment for multiple attendances is that 3 adults at 11.15 service, and 40% of 6.30pm service attendees had attended an earlier service.

Total attendances at Christmas services (Carol service, Christingle, Christmas Eve and Christmas day) were 871 adults and 391 under16s (2018: 1038 and 490) (though it should be noted that the Christingle total may be very inaccurate, and it is now considered that the 2018 figure was a significant overestimate).

## Review of the Year - 2019

2019 was the second full year of the new Vicar, Revd. Joanna Parker, who was installed on 6<sup>th</sup> September 2017.

### Sunday Worship

St Mark's is well resourced and we continue to offer two or three principal services of worship on Sundays, with some joint services for major festivals.

Each of the weekly services has its own distinctive style:

- the 9.30 am service continues to be relatively informal in character, within a framework of appropriate liturgy. A significant feature is the involvement of children for part of the services, with groups also meeting separately during most services. A family service (parade in term time) is usually held on the second Sunday in the month involving the uniformed groups which are linked to St Mark's.

- At the monthly communion service on the first Sunday, the children and any youth return to be present at Communion after their own Kids Praise or group sessions.
- 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.
- During August, we held morning services at 10.30am, along with the evening services.

### **Non-Sunday services**

We also hold services for all the major festival days, most notably throughout holy week and Easter, and those related to Christmas.

### **Small Groups**

There are nine adult Small Groups; they generally meet weekly. The groups are at the heart of church life and a great strength of St Mark's with about 80 church members regularly attending them (as at December 2019). 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 aim to offer Prayer ministry after every service.

### **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 2019, five marriage services were held, along with three baptisms, and one thanksgiving. Four funerals were held in the church with an additional two full funeral services conducted at the crematorium.

### **Weekend away**

We held a weekend away in September, when about 60 adults and 15 young people met for the weekend at Cleobury Mortimer, for a mix of teaching and socialising.

Steve Tilley led the adults on four sessions on the theme of hunger: physical, emotional, spiritual and intellectual. The young people had their own sessions, some being active. Much time was available for getting to know each other more, with a walk, or cafe time, and an evening quiz.

### **Church Development Plan**

Early in the year, 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. There were many responses, some of which were

minor detail issues that have been dealt with; others being major projects which will need time and resources. All the issues have been listed under 5 themes: Worship, premises, governance, community outreach and community inreach. It is hoped that many of the congregation will be involved in moving these plans forward.

## **Young people**

Ros Davies is our Children and Families worker. She has continued to coordinate any school related activities, and the running of Sunday and weekday children's activities.

## **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, visiting Milverton weekly, and Brookhurst at least once each term.

Both schools held their Harvest and Christmas assemblies in church.

We open the church for the schools, and uniformed groups, to attend 'Experience events', at Easter, Harvest and Christmas

Nursery schools, Little Angels and Emscote House have used the church for events, bringing in their parents and others to watch.

Children and staff from Caterpillar nursery visited the church to watch Milverton's assemblies and nativity at Christmas.

## **Children**

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

Sunday morning groups are available for children and young people up to School Year 9, with typically 15 to 20 children attending weekly; 40+ for all age/ parade services.

Toddlers, held weekly, attracts about 25 families. "Play and Praise Noah's Ark" session for preschool children their parents and carers also has 25+ families typically attending.

We hold occasional extra children's activities, such as the Christmas tree decoration.

We also held an Easter fun day and a number of Summer fun days in the school holidays, primarily aimed at those who do not normally attend St Mark's.

## **Youth**

We currently have few people that fit the youth age group, but we restarted Pathfinders, which runs for children from year 6, 3 weeks out of 4.

## **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 meet on the church's premises and are encouraged to attend the monthly family services (parade services in term time).

## **Outreach and Community support**

During the year the church has continued to engage in outreach in the community. St Mark's works with other churches in the town, particularly in respect of Nightlight (a project based at All Saints offering refreshments and a listening ear to late night clubbers), Street Pastors, Cyrenians halfway house, and the Financial Freedom project run by Christians Against Poverty.

We hold a number of weekly activities for young families. The Toddler Club provides a weekly opportunity for parents, carers and toddlers to meet. The Praise and Play group is held for preschool children and their parents and carers.

The church is open every Wednesday morning for light refreshment and chat/prayer/quiet space for local people

We hold a monthly lunch for retired people, FIRS (Friends in Retirement).

A team of volunteers support the chaplaincy at Royal Leamington Spa College, being present for a few hours every week.

The church is used for occasional events, most particularly school events, for the schools and their parents.

A number of our special services also act as outreach, most particularly our Christmas Carol service and the Christingle service held on the afternoon of Christmas Eve. Christingle is the single biggest service in the year

We open the church for the annual September Heritage weekend; an opportunity for the public to visit.

Starting January 2019, a Christianity Explored course was run.

## **Other events**

### **Concerts**

The church is hired out occasionally for public musical concerts. In June, Divermento held a concert. During December 2019, Carice singers held one, arranged by Leamington Music.

### **Social events**

We hold a small number of social events to which church members invite others. Any proceeds may be for external charities.

## **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 2019, the organisations that received financial support are listed later in note 5.

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

## **Pastoral Care**

### **Strategy**

Pastoral care is always a priority for the church. The PCC continues to support pastoral care. We expect that everyone in the congregation will potentially be involved in pastoral care, especially through the Small Groups which are a key part of our pastoral care.

Pastoral Care is coordinated through the office, supporting a team of volunteers.



## **Safeguarding**

The PCC of St Mark's is wholly committed to the safeguarding of children and vulnerable adults. The Parish Safeguarding Officer, Laura-Jayne Ward (previously Ann Parsons), 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.

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.

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

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

The PCC continued to employ Ros Davies as our Children and Families Work Coordinator.

### **Office Administrator**

The PCC seeks to maintain an office open for at least 4 hours every day, staffed appropriately. Amanda di Giovanni and Sheila Robinson hold the role as a job share.

### **Cleaner**

A part time cleaner continues to clean for the hall areas.

### **Readers**

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

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

Rev. Joanna Parker remains as Vicar, having previously been Vicar of St George's, Hyde, Greater Manchester. Rev. Jo was installed as Vicar of St Mark's on 6<sup>th</sup> September 2017.

## **The challenges of 2020**

At the time of publication, the global issue of the corona-virus is significantly disrupting normal life across the UK and world, including our local church life. In common with the Church of England, our aim is to provide help with community support, and also to think creatively about how to continue with our mission. In particular, we are doing Sunday services by live streaming. Ros Davies, children's worker is currently on furlough and not working for the church.

We are also aware that most of us, at some time, will also need to focus on personal or family needs at least for a time, distracting us from the church mission. We pray that God will guide us, as a church and as a nation, through this time.

## **Financial Review**

The detailed accounts appear on pages 11-21

### **Unrestricted Funds**

In 2019 unrestricted fund income of £162.9k covered unrestricted expenditure of £161.9k, resulting in a surplus for the year of £1.0k (2018: £5.1k deficit). Total planned giving to unrestricted funds was £131.2k (2018: £110.9k), thanks to our very generous congregation.

Legacies totalling £1.9k (2018: £11.1k) were received

Income from trading activities (which includes premises letting and concerts) stood at £26.6k (2018: £28.4k)

Expenditure on unrestricted general funds amounted to £146.9k for 2019 (2018: £144.6k). Our Diocesan parish share was £68.0k (2018: £68.0k). Staff costs were £38.0k (2018: £37.8k). Premises and maintenance expenditure in 2019 was £6.6k compared with £7.0k in 2018. £5.8k was paid out of the designated fund mainly for repairs to the church floor.

During the year the church was committed to pay £15.0k (2018: £13.0k) 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 £15.6k due mainly to repairs to the stone floor. This was paid out of monies received in previous years from generous donations.

### **Balance Sheet**

At 31 December 2019, total cash and short-term deposit balances stood at a £119.7k (2018: £134.5k). The church has total net assets of £298.2k (2018: £318.7k). A reduction due mainly to payments from the restricted and designated funds.

### **Reserves**

During 2019 it cost around £12.2k per month to keep the church going, not allowing for any major repair work. The reserves in the unrestricted fund stand at £50.7k (2018: £49.7k), representing approximately 4 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 2019, which are set out on pages 11-21

### **Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....

20<sup>th</sup> April 2020

Ian Salvin BSc (Econ) CGMA  
17 Onslow Croft  
Leamington Spa  
CV32 6SN

**Statement of Financial Activities**

		2019			2018
	Unrestricted funds	Designated Fund	Restricted funds	Total funds	Total funds
	note	£	£	£	£
<b>Income from:</b>					
Donations and legacies		136,259	-	6,355	142,614
Other trading activities		26,558	-	450	27,008
Income from investments		49	-	-	49
<b>Total income</b>	<b>2</b>	<b>162,866</b>	<b>-</b>	<b>6,805</b>	<b>169,671</b>
<b>Expenditure on:</b>					
Charitable activities	3	146,915	5,806	22,381	175,102
Missionary and charitable giving	5	14,966	-	-	14,966
<b>Total expenditure</b>		<b>161,881</b>	<b>5,806</b>	<b>22,381</b>	<b>190,068</b>
<b>Net movement in funds</b>		<b>985</b>	<b>(5,806)</b>	<b>(15,576)</b>	<b>(20,397)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		49,693	78,057	190,905	318,655
<b>Total funds carried forward</b>	<b>9</b>	<b>50,678</b>	<b>72,251</b>	<b>175,329</b>	<b>298,258</b>

## PCC of St Mark's New Milverton

### Balance Sheet

		2019			2018
	note	Unrestricted funds £	Designated fund £	Restricted funds £	Total funds £
<b>Fixed assets:</b>					
Tangible assets	6	8,177	-	170,335	178,512
<b>Current assets:</b>					
Debtors	7	3,693	-	-	3,693
Investments	8	19,752	72,251	4,994	96,997
Cash at bank and in hand		25,209	-	-	25,209
<b>Total current assets</b>		<b>48,654</b>	<b>72,251</b>	<b>4,994</b>	<b>125,899</b>
<b>Liabilities:</b>					
Creditors falling due within one year	9	6,153	-	-	6,153
<b>Net current assets</b>		<b>42,501</b>	<b>72,251</b>	<b>4,994</b>	<b>119,746</b>
<b>Total net assets</b>		<b>50,678</b>	<b>72,251</b>	<b>175,329</b>	<b>298,258</b>
<b>The funds of the charity:</b>					
Unrestricted funds	10	50,678	72,251	-	122,929
Restricted funds		-	-	175,329	175,329
<b>Total charity funds</b>		<b>50,678</b>	<b>72,251</b>	<b>175,329</b>	<b>298,258</b>

The notes on pages 13 to 21 form part of these financial statements.

Approved by the PCC and signed on its behalf:

20<sup>th</sup> April 2020

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**Joanna Parker**

Vicar 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

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

**Notes to the Financial Statements for the year ended 31 December 2019**

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

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.

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**

	<b>2019</b>				<b>2018</b>
	<b>Unrestricted funds £</b>	<b>Designated funds £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>	<b>Total funds £</b>
<b>Donations and legacies</b>					
<b>Planned giving:</b>					
Tax efficient donations	96,102	-	804	96,906	81,517
Tax recoverable	24,084	-	203	24,287	20,362
Other planned giving	10,978	-	1,437	12,415	12,161
<b>Total planned giving</b>	<b>131,164</b>	<b>-</b>	<b>2,444</b>	<b>133,608</b>	<b>114,040</b>
<b>Other donations</b>					
Grants	-	-	3,419	3,419	1,022
Legacies	1,859	-	-	1,859	11,120
Events and miscellaneous	3,236	-	492	3,728	12,193
<b>Total other donations</b>	<b>5,095</b>	<b>-</b>	<b>3,911</b>	<b>9,006</b>	<b>24,335</b>
<b>Total donations and legacies</b>	<b>136,259</b>	<b>-</b>	<b>6,355</b>	<b>142,614</b>	<b>138,375</b>
<b>Other trading activities</b>					
Weddings and funeral fees	1,865	-	450	2,315	1,209
Premises letting	24,693	-	-	24,693	27,567
<b>Total other trading activities</b>	<b>26,558</b>	<b>-</b>	<b>450</b>	<b>27,008</b>	<b>28,776</b>
Investments	49	-	-	49	70
<b>Total income</b>	<b>162,866</b>	<b>-</b>	<b>6,805</b>	<b>169,671</b>	<b>167,221</b>

## Expenditure

3 Charitable activities	2019				2018 Total funds
	Unrestricted funds	Designated fund	Restricted funds	Total funds	
	£	£			
<b>Ministry</b>					
Diocesan parish share	68,000	-	-	68,000	68,000
Clergy expenses	2,211	285	-	2,496	2,072
Outreach and mission	55	-	-	55	35
Teaching and pastoral	20	-	-	20	137
Worship and music	2,057	-	111	2,168	3,431
Youth work	1,597	-	-	1,597	1,408
<b>Total ministry</b>	<b>73,940</b>	<b>285</b>	<b>111</b>	<b>74,336</b>	<b>75,083</b>
<b>Support costs</b>					
Salaries and wages	38,033	-	-	38,033	37,781
Church running expenses	21,142	-	-	21,142	19,221
Church office	4,090	-	-	4,090	3,809
Premises maintenance and repairs	6,642	5,521	18,660	30,823	19,515
Equipment	51	-	1,026	1,077	292
Equipment depreciation	3,017	-	2,584	5,601	6,130
<b>Total support costs</b>	<b>72,975</b>	<b>5,521</b>	<b>22,270</b>	<b>100,766</b>	<b>86,748</b>
<b>Total charitable activities</b> (see also note 5)	<b>146,915</b>	<b>5,806</b>	<b>22,381</b>	<b>175,102</b>	<b>161,831</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 (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 2019 the PCC employed 1 full time and 3 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 PCC members were reimbursed for personal (travel/subsistence) expenses (2018 £0).

	2019			2018 Total funds £
	Unrestricted funds £	Restricted funds £	Total funds £	
Salaries and wages	36,518	-	36,518	36,154
Employer's pension contributions	1,515	-	1,515	1,627
<b>Total staff costs</b>	<b>38,033</b>	<b>-</b>	<b>38,033</b>	<b>37,781</b>



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

**Notes to the Financial Statements for the year ended 31 December 2019**

<b>Average number of employees in the year</b>	<b>2019</b>	<b>2018</b>
Pastoral	1	1
Administration	3	3

**5 Missionary and charitable giving**

	<b>2019</b>		<b>2018</b>
	<b>Tithe</b>	<b>Mission</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Overseas</b>			
CORD	750	-	750
CMS (Mundays)	-	-	-
World Horizons (Clouds)	1,500	-	1,500
TEAR Fund	800	-	800
<b>Total overseas</b>	<b>3,050</b>	<b>-</b>	<b>3,050</b>
<b>Home</b>			
Bible Society	500	-	500
Children's Society (see Note)	-	-	-
Christian Aid	-	-	-
Christians against poverty	4,000	-	4,000
Church Pastoral Aid Society	750	-	750
Churches Together in			
Leamington	200	-	200
Crossteach	750	-	750
Falcon Camps	400	-	400
Godstuff	300	-	300
Helping hands	1,000	-	1,000
Leamington Street Pastors	250	-	250
Lincoln C U	-	-	-
Nightlight	250	-	250
Open doors	1,000	-	1,000
Royal British Legion	20	-	20
St Paul's PCC	-	-	-
TLG	-	-	-
Warwick District Foodbank	500	-	500
Warwick Young Carers	75	-	75
Owing at 1 January 2019	(1,316)	-	(1,316)
Owing at 31 December 2019	3,237	-	3,237
	<b>11,916</b>	<b>-</b>	<b>11,916</b>
<b>Total donations</b>	<b>14,966</b>	<b>-</b>	<b>14,966</b>
			<b>8,675</b>
			<b>12,975</b>

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

**Notes to the Financial Statements for the year ended 31 December 2019**

**Note**

In December 2019 a total of £1,517 (2019 £1,180) was raised at the Christingle Service for the Childrens' Society which was paid directly to the Charity. Other events such as the Macmillan Coffee Morning and Carol singing at a local pub also raised funds for specific charities.

<b>6 Tangible fixed assets</b>	<b>Freehold property</b>	<b>Equipment</b>	<b>Fixtures and fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 January 2019 and 31 December 2019	160,000	36,683	22,029	218,712
<b>Depreciation</b>				
At 1 January 2019	-	18,540	16,059	34,599
Charge for year	-	3,621	1,980	5,601
At 31 December 2019	-	22,161	18,039	40,200
<b>Net book value</b>				
At 1 January 2019	160,000	18,143	5,970	184,113
At 31 December 2019	160,000	14,522	3,990	178,512

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

<b>7 Debtors</b>	<b>Unrestricted funds</b>	<b>2019 Restricted funds</b>	<b>Total funds</b>	<b>2018 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income tax recoverable	1,669	-	1,669	1,846
Prepayments	345	-	345	1,380
Accrued income	263	-	263	544
Other debtors	1,416	-	1,416	2,169
<b>Total debtors</b>	<b>3,693</b>	<b>-</b>	<b>3,693</b>	<b>5,939</b>

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

PCC of St Mark's New Milverton

Notes to the Financial Statements for the year ended 31 December 2019

**9 Creditors**

	Unrestricted funds £	2019 Restricted funds £	Total funds £	2018 Total funds £
Accruals	1,777	-	1,777	2,932
Tithes	3,237	-	3,237	817
PAYE & NI	1,139	-	1,139	1,187
	6,153	-	6,153	4,936

**10 Funds**

	Balance 1 January 2019 £	Incoming resources £	Resources expended £	Balance 31 December 2019 £	Net movement in funds £
<b>Restricted</b>					
<b>Fabric funds</b>					
Anonymous donation	8,980	3,419	(12,399)	-	(8,980)
Christ Church Fund	3,951	-	(3,951)	-	(3,951)
Upper Room Refurbishment	4,227	-	-	4,227	-
Organ	(423)	2,825	(1,026)	1,376	1,799
	16,735	6,244	(17,376)	5,603	(11,132)
<b>Special fund raising funds</b>					
Flowers	61	50	(111)	-	(61)
East Window Protection	5,092	-	(2,310)	2,782	(2,310)
Dishwasher/Oven Fund	8,941	511	(2,584)	6,868	(2,073)
	14,094	561	(5,005)	9,650	(4,444)
<b>Mission Partnership</b>					
	76	-	-	76	-
	30,905	6,805	(22,381)	15,329	(15,576)
<b>House fund</b>					
	160,000	-	-	160,000	-
	190,905	6,805	(22,381)	175,329	(15,576)
<b>Unrestricted funds:</b>					
Designated fund:					
General fund	49,693	162,866	(161,881)	50,678	985
Building fund	70,000	-	(5,521)	64,479	(5,521)
Music fund	8,057	-	(285)	7,772	(285)
	127,750	162,866	(167,687)	122,929	(4,821)
<b>Total funds</b>	318,655	169,671	(190,068)	298,258	(20,397)

## PCC of St Mark's New Milverton

### Notes to the Financial Statements for the year ended 31 December 2019

Represented by	Fixed assets	Net Current Assets	Total
	£	£	£
<b>Restricted</b>			
Fabric	-	5,603	5,603
Special fund raising	10,335	(685)	9,650
House	160,000	-	160,000
Mission	-	76	76
	<hr/>	<hr/>	<hr/>
	170,335	4,994	175,329
<b>Unrestricted</b>			
General	8,177	42,501	50,678
Building fund	-	64,479	64,479
Music Fund	-	7,772	7,772
	<hr/>	<hr/>	<hr/>
	8,177	114,752	122,929
<b>Total funds</b>	<hr/>	<hr/>	<hr/>
	178,512	119,746	298,258

## 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:

**Anonymous donations** were given for the general improvement of the premises. The balance was spent this year on repairs to the stone floor

**The Christ Church** fund received money from the Church Society, who was holding unspent income on a fund for the benefit of St Mark's Church set up when the Christ Church in Leamington Spa was closed. The balance was spent this year on repairs to the stone floor.

**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

**The Flower fund** helps raise money to purchase flowers for the church

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

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

### **Notes to the Financial Statements for the year ended 31 December 2019**

**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 2018 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, less expenditure on the stone floor.

**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.

## **11 Capital commitments**

There were no capital commitments at 31 December 2019 (2018: £17.0 plus VAT, re stone floor repairs)

## **12 Related party transactions**

Sheila Robinson and Amanda di Giovanni were employed as part-time administrators throughout 2019 and their husbands David Robinson and Tom di Giovanni served as members of the PCC throughout 2019.

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 2018, show a holding on behalf of St Mark's as:

## PCC of St Mark's New Milverton

### Notes to the Financial Statements for the year ended 31 December 2019

	2018	2017
<b>Permanent Endowment Fund</b>		
At 1 January	62,545	61,943
Gains (Losses)	(3,748)	602
At 31 December	<u>58,797</u>	<u>62,545</u>
<b>Restricted Funds</b>		
At 1 January	1,089	1,074
Incoming funds	854	944
Transfers	(928)	(929)
At 31 December	<u>1,015</u>	<u>1,089</u>

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 2019 having transferred its remaining balances to St Mark's church restricted funds in 2015.