

ST MARK'S CHURCH WOODCOTE



St. Mark's Church, Woodcote

ANNUAL REPORT

2020—2021

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OFFICERS, COMMITTEES AND STAFF

OFFICERS OF THE CHURCH

Revd. Fiona Weaver
Julian Pearcey
Tom Jamieson-Craig
Brenda Knight
Tony Tucker
Susan Carter

Vicar
Licensed Reader
Churchwarden
Churchwarden
Treasurer
PCC Secretary

PAROCHIAL CHURCH COUNCIL

Revd. Fiona Weaver
Brenda Knight
Tom Jamieson-Craig
Julian Pearcey
Tony Tucker
Steve Dawson

Sarah Chartres
Ian Robinson
Edwin Singaratnam
Martin French
Sue Carter

FINANCE COMMITTEE OF THE PCC

Revd Fiona Weaver
Terry Cairns
Sarah Chartres
Tony Tucker
Ian Robinson

STAFF

Martin French
Guy Norris
Sue Young

Director of Music
Organist
Parish Secretary

APCM 9th MAY 2021 -VICAR'S REPORT

This year I would like to begin with congratulating everyone for ensuring that our church has been kept alive and kicking during these difficult times. There have been steep and fast learning curves particularly in the technology department, for many of us, we should all be proud and thankful for what we have achieved. To say this year has had its challenges would be an understatement, I want to acknowledge the huge loss many have borne in this past year and the personal struggles I know many are continuing to go through. Each year we say goodbye to dear friends and family members, grief and bereavement has been intensified as we have said goodbyes in ways that we would not have chosen. I also know some have experienced lasting damage to their health, and many have faced isolation. As hard as all this has been these situations have highlighted to me what a caring community, I am blessed to be the vicar of and serve.

I give thanks for Baptisms and Weddings that have taken place during lockdown, moments of joy in an otherwise difficult time. I also acknowledge the privilege of presiding at the funerals of much-loved and pivotal members of this congregation. Their presence will be missed greatly. We will find an appropriate way to pay tribute to and celebrate their legacy when the time is right.

On a personal level I have felt supported throughout the year, the knocks on the door ,the telephone calls and notes have raised my spirits on a number of occasions. I have appreciated and valued the wise advice of our wardens Brenda and Tom along with the standing committee who on a number of occasions have responded when I have been 'thinking things through'. Particularly in ensuring that all relevant local, national and Church of England ever changing policies, procedures and guidelines needed implementation. Without Sue Young in the office, I would not be able to function, (nor would the parish). Her calmness, sense of humour and willingness to say yes when asked to do a huge variety of tasks and keep up to date with the changing legalities and protocols that go with Baptisms, Weddings and Funerals is invaluable to the parish. You may not be aware but there are major changes regarding the legalities around weddings becoming law in May,

The PCC continued to meet on Zoom, thanks to Sue Carter, for managing taking Minutes when we had dodgy wifi. Please read the reports provided by the Church Wardens and Sue Carter the PCC Secretary for greater details. Sue has done an amazing job keeping in touch with our regular hirers and finding us new ones!

I am grateful in so many ways for the talents of our Treasurer ,Tony Tucker , his fiscal understanding and acumen has steered us through a lean period, and we remain reasonably healthy at this point I would like to share that this is Tony's last year as our Treasurer - proper thanks will follow next year but it does mean that we will need a new Treasurer.

Thanks also to 'The Thursday Group' who met when possible and kept an eye on the fabric of our beautiful church - more from Tom on this. Terry and Adrian have continued to produce the 'Uplander', keeping us informed and entertained. If you have not subscribed, I urge you to do so! You are missing out!

There was a time when not even I was allowed to enter any of our buildings. Seeing the doors shut and unwelcoming was not easy for any of us which is why I used my time initially to build the Easter Garden in the doorway and put up posters. This resulted in some meaningful conversations with passers-by. This has continued at different times throughout the year. As soon as we were given permission it was a priority to open for private prayer, thank you to all who made that possible and for the next stage for public worship over Christmas and Easter.

We have regularly had good numbers participating in worship on Zoom locally and from different parts of the UK and Europe. In addition, some who have not been able to join us for worship for some years have been able to join us via technology. On the other hand, there have been a significant number unable to join for worship at all. My thanks to all who have ensured we have kept them 'in the loop' as much as possible. Obviously not everything has been possible, yet it is amazing what has been possible!

Our Sunday worship moved from 3 services in 2 churches each week, to one Agape service on Zoom initially from the Vicarage and then to services live from either St. Mark's or St. Swithuns, and now to 2 services, one continuing to be available on Zoom. My thanks to Julian our Reader for his technical advice and support. His sense of humour and wise counsel are much appreciated. Thanks to Julian and Richard agreeing to preach via Zoom and thankfully now from church and for agreeing to get sermons finished in time for my weekly emails (something that is not easy for any of us). It has been encouraging to know how many people have found having our sermons to read at home as has helped them consider / understand them in a deeper way.

A ban on singing has meant finding new ways to use music, thankfully the choir are now allowed to sing again. My thanks to Martin French, our MD, for getting to grips with choosing music and Denise Squires for finding some decent recordings and when she could not she then chose good alternatives. Having Guy, our valued organist, back with us and gently coaxing the organ into life again was a wonderful Christmas present for our Worship. We continue to hold his family in our hearts and prayers.

Being in church also meant our flower arrangers had to get creative again over Christmas and Easter and as ever produced beautiful arrangements that lifted the spirits. I know it has not always worked having people read / or lead intercessions from home, thank you for your patience. It has been important to me to ensure as many as possible were able to contribute to our worship.

Diana van Dromme began work in September as our Lay Pastoral Assistant-some of you are getting to know her. I appreciate the enthusiasm she has for the many tasks on her list! I recommend you read her report and talk to her to find out more about what this role is about.

During Lockdown I have tried to keep in contact with as many people as possible hence bombarding you with emails and musings! I apologise if anyone felt missed or left out, I did as much as I could with the information, I had re telephone numbers etc. It became evident early on in lockdown that our data base needed updating, I have asked Diana working with Sue Young to bring up to date along with the photo board.

I continue to serve on the Deanery Leadership team, and as much as possible take an active part in the Churches Together Ministers Group. I continue as a Governor at The Minster Primary and Nursery school. During Lockdown I took on delivering for the Food Hub and became a Trustee. All of these activities enable me to network locally and have a wider perspective of our area. I am looking forward to developing new ways we can connect with and serve our community. As many of you know for a number of years, I have been a trustee for the TOC H and All Hallows Trust, in March I was honoured when asked to take on the role of chair.

Many have said, and it is true to a certain extent, that nothing will be the same again. Once we emerge from this time of transition that Covid 19 has brought upon us, our world, our benefice, our community and each one of us will inevitably be different. The pandemic has reminded us that church is more than a buildings and worship more than services. Parish life and ministry beyond Covid will be different. It will be more about meeting people where they are and sharing the Gospel in the world outside. Much more like the early church and in some ways in every era when it was at its best.

Once we have come though I suspect that some of our activities will have gone for ever, others will return in a new form, all sorts of new things, some of which we have not even yet considered, will become important features of what we do together. As I said in last year's report, we need to be strategic and thoughtful about 'what next'- I still intend as a benefice for us to shape our Mission action Plan around the 4C'S for effective church growth as the structure for how we move forward. I expect each of us to do our bit to contribute to the growth and sustainability of our parish and benefice.

The 4 c's of Effect Church Growth

1- Congregational Renewal: Facilitate the growth of the Church in numbers and depth of discipleship through reinvigorating our worship, ensuring we have inclusive liturgy, nurture each other and keep connected.

2-Commerce: generating finance via enterprise, creatively extending mission.

3-Culture: understanding and promoting our heritage as being part of a worldwide Anglican church through art, music etc, re-imagining the Christian narrative for the present and sharing it.

4-Compassion: our values-empowering congregations, to be involved with compassion for our world, our community, ourselves, and each other.

Please do not wait to be asked! I you feel you can help or have any ideas for the above - the wardens and myself would love to hear from you. We prefer to hear 'this is how we can' or I can 'help with' rather than 'you should do'. The essentials of our life together in worship, fellowship and service will remain similar – just experienced in different ways for the new world that lies beyond. Plans have already begun for a new 'activity café' that will be accessible for those with dementia which we hope will run in the hall for a couple of hours on a Friday afternoon starting in the autumn. I have been working with Diana, the Lay Pastoral assistant, on a Music/cultural festival probably for 2023 but possibly something small in late 2022. We will be picking up again with the occasional craft afternoons. In so many ways we are in good shape! However, we are in need as ever for people to be committed to help in ALL areas of parish life. From conversations I have had with a number of people I pray that we will be open to face whatever awaits us! I know right now that some of you are struggling, some are anxious, some have been damaged by Covid 19, directly or indirectly. I know we will continue to support and encourage one another, particularly the most vulnerable amongst us. We must continue to be kind, to be patient, to exercise self-discipline for the sake of others, to forgive one another when the pressures make us act out of character, to cling on to the hope that is within us for the sake of the world, to make sacrifices where necessary for the common good.

In other words, we must be 'Christlike'! There have been many wonderful examples of this from all of you during these difficult days, and I give thanks and praise to God for every single one of you and for all that he has done in and through you during this 'wilderness year'.

It was through their travels in the wilderness that the people of Israel found God and learned to be his people. It was during his time in the wilderness that Jesus learned to be the Son of God. We too will emerge from the wilderness of 2020/21 to a better, stronger, more focussed, more faithful people ready to serve God, one another, and our community in the promised land that lies beyond.

Thank you to all of you for your support and encouragement.

Your priest and friend

Rev'd Fiona

CHURCHWARDENS' REPORT

This time last year we had just entered upon our first lockdown. No one was allowed into church and what on earth was Zoom! We are not a "please mute yourselves" kind of congregation and everything felt very new-fangled and restricted. Well! What a difference a year makes. What would we have felt if we had known that a year later we would still be struggling with the effects of the pandemic?

This has all meant of course that our activities have been kept to a minimum. However, once the church could be open we had to arrange ways of using it that met with the Government and Diocesan rulings on Covid. A safe system was devised whereby people could come in for private prayer during the day. This comprised of ensuring that visitors sanitised their hands, wore face masks, and followed arrows directing them where to go. They were also required to use the markers provided to indicate where they had sat. Hand sanitation dispensers were provided along with disposable face masks. Then after many, many years, the Brides door came into regular use as an exit. Laminated explanatory notices, arrows, entry and exit notices all had to be put up and a Track & Trace QR Code was received. Each day the pews and seats where people indicated they had sat, were sprayed with sanitiser before closing.

This arrangement remained the same once we were allowed to hold a service but records had to be kept, for track and trace purposes, of who was in church.

Everyone there had to be socially distanced and there was no singing allowed. To ensure proper social distancing every other pew was roped off and this was changed at the end of every service. Only two people were allowed per pew or one plus a bubble of two. After the service socialising was forbidden. A baptism of fire took place as we started to use Zoom for our services and there were many trial and error situations. However, it was very gratifying to see so many people taking part from both churches especially exchanging the peace with lots of waves and silly grins!

With the gradual opening-up of the church we were able to welcome a few visitors from the locality who merely wished to be somewhere quiet for their own personal reasons. We have also had quiet reflective recorded music playing in the church appropriate to the season (Christmas, Lent, Easter). It was comforting to know that opening in this difficult time was greatly welcomed.

In a similar way we were able to provide another service of outreach to the Croydon Night Shelter by providing food for them every Friday night through Lent. Volunteers from both churches provided sandwiches, hot meals, cakes while other took it in turns to deliver all this to the venues in Croydon. We were then asked if we would continue providing the just the meals until the end of May. This we are gladly doing with our rota of volunteers. During Lent, Psalms and reflections were put up outside in the Memorial Garden in stations for people to read and contemplate. Our thanks go to Diana for arranging this and to Adrian for setting it up. This along with the Easter Garden, arranged by Rev. Fiona, is providing interest for people to come and look for themselves.

As might be expected from the age of our buildings, there is a steady demand for maintenance and repair. The winter weather resulted in some damage to the stonework of the church mainly over the entrance. We have consulted the architects who assisted with our earlier stonework refurbishment and are awaiting a formal quote for repairs and replacement. We are also awaiting the results of our major 5-year electrical inspection and have had to call on roofing maintenance for leaks in the church and hall. The men of the Thursday Group continue to tackle minor jobs in the church, hall and grounds and of course to meet for coffee, biscuits and banter. We continue to be very grateful indeed to the contribution they make to our church

Sadly, we lost two long serving members of our congregation this year - David Pope and Penny Norris. David was a longstanding and faithful member of the Thursday Group and a regular 8 o'clock worshipper and Penny who dedicated her time to running Junior Church and whose family connections with St. Mark's go back such a long way. We shall miss them both so much.

Finally, there is one thing we should say regarding this last year. As a congregation we owe a great deal of debt to Rev. Fiona. Through her very hard work and determination the church was opened as soon as was humanly possible and has remained open, through very difficult circumstances, when a lot of other churches have remained firmly shut. All of the planning and implementing of the work described here has been done by her, even the Sacristan duties which rules dictated that only she could do to halt the spread of the virus. By introducing the Agape service she has managed to continue to keep everyone together until we could start having a Eucharistic service again. She has worked out ways to bring music into the service and how to administer the sacrament safely. She has battled with wires, connections of various sizes, microphones, ipods, mobile phones, volume controls without being a qualified sound engineer...yet! In addition to all this, she has managed to engage so well with our neighbours and others who are on the fringes of our church life. Your hard work to keep us all going is very much appreciated, Fiona. Thank you!

Brenda Knight & Tom Jamieson-Craig

LAY PASTORAL ASSISTANT REPORT

Lockdown and Covid brought many changes in our way of working. Although I was working from home, I have been very busy with planning and creating, using different approaches to reach out to our community.

I started work on November 1st. Just before the Advent Season there were so many things to discuss as we had to be creative in our approach to Covid restrictions. Much research, planning and devising was done for suitable Christmas activities. My first project was setting up an online Advent Calendar, including members of our parish talking about their favorite carol and why this carol means so much to them. Videos were made for each day of Advent. Obviously, we needed twenty four carols to fill the calendar. Devising this calendar took many hours, as I had to learn about creating videos on iMovie.

I recorded piano playing as background for the videos and searched for images that represented every carol. Videos were taken outside church and this project gave me the opportunity to meet many members of our congregation. A wonderful and inspiring start to my job as Lay Pastoral Assistant. Making the videos and putting them in the calendar required me to set up a You Tube channel for church. I believe this is a useful social media tool which we can use in future. From the responses I heard the calendar was received very positively by members of our congregation and beyond.

I made Stations of Carols, which we hung up in church, each with a reflection and prayer. In the Memorial Garden I created Stations of the Nativity, including text, a piece of art, reflection and prayer to make them engaging. Adrian Frost assisted me with constructing the wooden framework for which I am very grateful. Not only during lockdown but also without pandemic restrictions I believe Outside Stations can bring people closer to our church and encourage them to reflect about our faith and the Gospel's story.

I assisted with the Crib Service, created and updated lists of attendees for the Christmas services, planned singing rehearsals with children and their parents. Sadly, in the end, there was only one rehearsal just before the Crib Service but I feel all went well in these difficult circumstances. As Guy Norris wasn't able to play the organ during the midnight service I replaced him on the piano, practicing the hymns and attending the rehearsal with the choir.

After Christmas I did research and planning for Confirmation Classes and Marriage Courses. I also did research for Lent activities and courses. I assisted with the York Lent course, created an online Lent Calendar and Outside Lent Stations from Ash Wednesday to Palm Sunday. For the calendar and outside stations, the decision was made to work around the Psalms. The calendar included a Psalm a day, each with a reflection and prayer and images depicting the Psalms. I am very grateful for Fiona's help in writing part of the reflections and prayers. I designed and made the Outside Lent Stations with Fiona's reflections and prayers. I received very positive feedback about the images I chose to accompany them. Creating 40 days of Psalms for Lent was a challenging project. It took many hours to create and I'm not sure this would be possible once life is back to normal.

An example of the fact that this dreadful pandemic has forced us to find innovative new ways to engage with our congregation and wider community. A booklet with the Lent Stations and Lent calendar Psalms with reflection and prayer has been made. These booklets will be available and can be used in future.

I was asked to update the congregation list. As I'm fairly new in the parish, my thanks go to all the people I've contacted, helping me with information about people on the list I didn't know. An important part was making sure that people agreed to updating their personal details. Keeping the congregation list up to date is a never ending and very important job. This task gave me the opportunity to build on my relationships with members of the congregation.

Lockdown has restricted some of the objectives I should be doing. One of them is of course pastoral visits. Although I've contacted some people of our parish by phone, it is not the same as face to face and I am hoping that this pastoral aspect of the job description can soon take place.

At the beginning of the pandemic the Prayer group didn't take place. Zoom calls and services were very daunting to begin with but I felt the prayer group should continue online. Therefore, we set up our online weekly meetings on Thursday afternoons at 3pm. We are reaching out for more members to join our prayer group and login details can be obtained from me or Rev'd Fiona.

Recently I suggested writing for the Uplander, which was happily received by Terry. Although I will need to improve my writing skills, I hope to give my contribution, informing you about new projects and more in our parish.

In our weekly meeting, Fiona and I have started planning and creating future activities for members of the congregation and beyond. Plans include afternoon teas during the summer season for members of our congregation and we're planning a Retreat next spring. Another project that will demand a lot of preparation is the planning of an arts and music festival in the summer of 2022. We're in the early stages of researching and creating ideas and thoughts. The date and set up needs to be established as soon as possible. With God's guidance this project is another way of reaching out to our community and beyond.

How we can build a new future church? Change can be daunting but I believe that holding on to what is, gives us a false feeling of security. There are moments in life that we have to take risks into the unknown and therefore we can only jump. Jumping goes further than letting go of what was. Jumping can be scary but will open new enlightening pathways, it will enrich our faith and growth in God and our community. This pandemic has changed such a lot for us. It has a profound effect on our way of life and our faith. I believe a great task is reaching out, exploring and creating activities that encourage growth in our congregation and growth in the Church in general. This asks for change; change in our thinking, change in our approach and change in our actions. I believe that with God's help and guidance we can bring those changes in our parish and let our community grow.

When I arrived at St. Marks' Church, coming from Belgium and not knowing anybody, I felt the warmth of a loving welcoming community. Something I truly never experienced before and for which I'm so very grateful. In the words of Mother Teresa: "Every time you smile at someone, it is an action of love, a gift to that person, a beautiful thing." "The person who gives with a smile is the best giver because God loves a cheerful giver."

In what I have experienced arriving and working at St. Mark's Church I believe our community has been given this smile, a precious God-given gift. I believe we have to cherish this gift in our outreach as I'm convinced it will bring people closer to our community.

In particular I want to thank Fiona Weaver, Julian Pearcey and Sarah Chartres for their continuous and valued support. The job as Lay Pastoral Assistant is new to St. Mark's and also to me. Due to the newness of the job and the continuous changes in Covid guidelines it is a job that demands flexibility and change of plans. I am proud to be part of this ministry and I pray and hope that I can contribute to our community and fulfill what God has planned for me in St Mark's Church and community.

Diana Van Dromme

PCC SECRETARY'S REPORT

I would never have thought, when writing last year's report, that so much that we took for granted was about to change so dramatically. I had not heard of Zoom yet all of our meeting this year have been using this platform. We have continued to have 6 meetings; they seem to be much shorter as the screen preface appears more intensifying. Much of what we covered during our meetings has been about all the sterling efforts that Fiona and other dedicated Officers have made in order that our congregation has had as much freedom and *choice*, as possible, in the way they choose to worship.

This year was the first time since the Parish Quota system was introduced (some 6 years ago?) that we were unable to increase our giving but nevertheless, as Tony Tucker will have explained in his report, we agreed to sell reserves so that we might make a significant contribution reflecting the value of our investments.

Introducing wifi to the church has helped with services and thanks to Terry Cairns for making this happen. The APCM was delayed until October 2020, so in effect it has only been some 6 months since the PCC has been ratified.

We continued with our Charitable Giving, which during times of increased hardship, was well received from the recipients. Advent preparations for the clergy were difficult as there was much uncertainty as to how things were going to look at any one time, and as lockdown status changed at short notice.

As things now stand, we are facing a period of continuing optimism and I sincerely hope that this time next year there will be much less of our 'new' vocabulary dominating the Annual Report.

DEANERY SYNOD REPORT

In common with all other church activities, Croydon South Deanery Synod's meetings were badly affected by the coronavirus pandemic. The planned June 2020 meeting had to be cancelled, and the October 2020 and February 2021 meetings held by video conference. However, the two "Zoom" meetings were very well attended and – within the obvious constraints of the technology – they were felt to have gone well and to have been helpful to members.

The APCMs due to have been held in the spring of 2020 were to include the election of a new House of Laity to serve in the 2020-23 Synod triennium. This process was obviously disrupted by Covid-19 restrictions. Under the authorities issued by Bishop Christopher allowing the deferral of APCMs, members of the 2017-20 House of Laity continued to serve until their successors could be elected. Our theme for 2020 (in the event extended into 2021) was *Equipping God's People*.

At the last meeting possible before Lockdown 1, on 18th February 2020 at St Mary's, Fr Grant Cohen and members of the congregation gave a hugely interesting and stimulating presentation on *Getting the Most out of Scripture*. This meeting also continued Synod's consideration of our responsibility to care for the environment (the Fifth Mark of Mission), both in what we do and in seeking to influence the wider society. A number of churches reported on how they are tackling this issue, and members signed a letter to Croydon South MP Chris Philp, drafted by Bishop David Atkinson, reinforcing the need for radical action on climate change.

At our 14th October "Zoom" meeting, Rev Doug McHardie (Christ Church) gave a very inspiring presentation on the theme of *Talking about Jesus*, based on a course which had been developed, and very successfully run at St Peter's Woodmansterne, and now at Christ Church. It included breakout sessions during which we discussed particular issues in smaller groups.

Synod also formally adopted the new Rules & Constitution for Deanery Synods which had been approved by Diocesan Synod as part of the *Breathing New Life into Deaneries* initiative.

The 18th February "Zoom" meeting was the first for which all of the 2020-23 House of Laity had been elected. We were therefore able to conduct the formal business required at the beginning of each triennium, including the election of Mrs Indrani Balachandran (Christ Church) as Lay Chair and of the remaining officers of Synod and Deanery Leadership Team, of which Revd Fiona is a member.

Revd Dr Raewynne Whiteley (Deputy Director of Discipleship and Lay Ministry for the Diocese and Assistant Priest at St Mary's) gave a very enlightening presentation on the development of Lay Ministry in the diocese. The aim was to affirm, recognise and extend the various forms of Lay Ministry: nationally recognised (licensed) such as Readers; those recognised and commissioned at diocesan level, such as Southwark Pastoral Auxiliaries; and those locally blessed or affirmed, such as Street Pastors. Enhanced training was a key feature of the initiative. The session also included breakout sessions where we identified issues of particular importance in parishes.

We look forward to meeting and growing as a Deanery Synod in 2021.

Ian Robinson

DIRECTOR OF MUSIC'S REPORT

I am not usually known for quoting lyrics from "popular beat combos", however, the words of Big Yellow Taxi by Canadian singer songwriter, Joni Mitchell, do seem quite apt. (It got to 11 in the UK charts in 1970). Whilst we do not have to endure the pink hotels, boutiques, swinging hot spots or, for that matter, any parking lots, the chorus "Don't it always seem to go that you don't know what you've got 'til it's gone" does seem to ring some bells.

After Christmas 2019, with its miasma of carol services, charity carol singing and midnight service itself, we had rested and started gearing up for Easter 2020, then Covid struck and, amongst other things, singing came to a halt.

It wasn't until October that we started again but, by necessity, in a very restricted and limited way. We sang for All Souls but then the music was taken away again with more restrictions having been imposed. We returned for a very limited Midnight but went straight back into choral lockdown. Easter Day was wonderful as we were back again, but very different, but back. It seems very odd not having the congregation singing along. We really do miss you.

However, this new temporary music set up for services does have an upside. I choose anthems that require more forces than we can muster, so I hope that you are enjoying the selection. I would like to thank Denise who finds You Tube versions of the right quality. (Let's just say that some choirs put down recordings on You tube and really shouldn't have bothered!). She also makes a brilliant DJ.

The organ is not enjoying its enforced idleness, despite Guy (thank you Guy) and I occasionally giving it a blast. At the last tuning, whilst investigating some pedal pipes that weren't sounding, we discovered that the little bellows for the motors that let air into the pipe to make it sound, instead of being leather, are paper. No wonder we get problems! This will need to be addressed as the paper is rapidly deteriorating. As 2021 moves along and we put Covid behind us, we shall all be singing together again. Let's pray that day comes soon.

Martin French

LITURGY REPORT

The Liturgy Team is responsible for managing the services of the church, and is a sub-committee of the PCC, to which it is answerable.

In 2019-21 its members were:

Revd. Fiona Weaver (Chair)
Martin French (Director of Music)
Tom Jamieson-Craig
Julian Pearcey (Reader, Secretary & Rota Manager)
Pat Teasdale (Sacristan)
Tony Tucker (Treasurer)

Its duties are wide ranging:

Planning the liturgy over the year;
Reviewing services that have taken place;
Staffing services;
Producing orders of service;
Deciding on musical requirements;
Managing the Vestry;
Overview of the sidesmen, readers, intercessors, servers and chalice assistants.

The meeting agenda always covers a review of the previous months' services, and plans the next few months.

Other areas covered in the last year include:

Themes for Advent and Christmas;

Courses and special services during Lent and Advent;

Looking at ways of making services and events more attractive.

Lockdown curtailed the group's activities, and in the last twenty-four months the group has met formally three times. The bulk of planning work has been in the Vicar's hands, as the Covid regulations have meant a lot of planning has been futile. The Group hopes to meet round a table during the Spring.

Julian Pearcey

HALL LETTINGS REPORT

As you are no doubt aware, hall and church lettings have been minimal. We went into lock down 23 March 2020 and it was quite a challenging and depressing time having to cancel or move (and to when?) bookings for birthdays, pre-wedding ceremonies and the like. Our regular hirers also had to tell their many loyal clients that they were unable to continue though we had no idea as to how long this status quo would continue.

In September we started working on bringing back the regulars, according to Government Guidelines, with a view to things being fully opened up in November. Just as this date approached, it became apparent that we would have to shut down again. St Mark's kept in contact with our regulars assuring them of their 'slot' when possible and our regulars continued to keep in contact with their clients, in many cases offering them Zoom alternatives. Their efforts seem to have largely paid off as almost all of our weekly hirers are in the process (according to the road map) of coming back.

St Mark's policy of being ready to open for business as soon as guidelines allow, has helped our hiring diary too, as we have gained some new clients who had been let down by their previous venues. We welcome the Creative Thinker Hub: a group that supports home school children; an as yet unnamed group: offering activities for 7-12 year olds with special needs; Cocaine Anonymous; Slimming World. There are also some new clients that we are in negotiations and I hope we will be able to announce these new hirers in due course.

I would like to offer grateful thanks to the Thursday Group who have continued to maintain the halls; and also to the Standing Committee who approved the re-sanding of the main halls.

I hope that this time next year, halls revenue and our community footfall will be significantly improved and stronger than ever before.

Sue Carter

THE THURSDAY GROUP

Sadly we lost another of our long-standing members, David Pope—there are many projects that David has been involved in which has kept our church in good repair over the years.

Over the past months we have kept the grounds in good repair with grass and tree trimmings, etc. Inside, the Lady chapel has been spring cleaned, the floor of the main hall has been sanded and re-varnished and all the Church and hall gutters have been cleaned out.

Our current projects for the coming year hopefully will be to refresh the stage, re-paint the kitchen toilet and external windows and re-varnish the Church floors. Hopefully, when we get back to normal we may be able to do more.

Michael Sanders

CHURCH FLOWER GROUP

This year we did manage to put two flower pedestals back in church for Christmas celebrations, 50 tied posies for Mothering Sunday and a further two large pedestals for Easter. I have lost my supplier at Woodcote Nursery, which did offer me a small discount. However, I have found another Nursery I can order from who, I am afraid to say, are more expensive but more reliable. I am very grateful for the few remaining ladies who offer to help and give their expertise and dedication.

Maureen Eddy

PRAYER GROUP REPORT

At the beginning of the pandemic our prayer group didn't take place. Online calls and zoom services were very daunting to begin with but I felt the prayer group should continue online. Therefore, we set up our online meeting on Thursday afternoons, every week at 3pm. I feel blessed being part of this prayer group. Going through this difficult pandemic, prayer is so important as it is the closest way of communicating with our Lord. Knowing that people pray for one another brings light into our lives. As we enter God's Presence, it brings Him closer to us. We start our weekly meetings with prayer, followed by a Bible reading. We reflect in more depth on this reading. This is followed by intercessions. We pray for world issues, our church and church leaders, our community and benefice and we pray for members in our congregation who are in need of prayer as well as everyone who has requested prayer. After the intercessions we make time for individual reflection and listen to a moving piece of music which makes us silent and wonder about God's healing power.

Knowing God and the power of prayer brings blessings over our church and its activities. For now, we meet online. We are reaching out for more members to join our prayer group and login details can be obtained from me or Rev'd Fiona.

Diana Van Dromme

THE LINK

Unfortunately, due to Covid, we were unable to print and distribute either the Christmas 2020 or the Easter 2021 Link. However, Rev'd Fiona included a personal message from St. Mark's in both the Christmas and Easter cards sent out to members of the Parish.

Sue Young

HAPPY FAMILIES HOUSE GROUP

Before the pandemic hit us, the Happy Families house group met monthly at Mary Taylor's apartment opposite Wallington Library, generally on the second or fourth Thursday in the month from 11 am to 1 pm (ish). We began experimenting with the occasional different venue, including the Carter Room at St Swithun's and the Lady Chapel at St Mark's.

A typical meeting would include a brief news catch-up over biscuits and a glass of wine (but not in the Lady Chapel!) or a soft drink, always some music, and either a session from the Pilgrim Course, a Bible passage or topic, a lively discussion of a moral issue of the day, or of the church in action – or inaction as we feel is appropriate. The meeting always includes a time of prayer for people in or close to the group, and others we know who are in any kind of need. We sometimes have an impromptu collection for a charity which seems to us especially deserving at the time. Members of the group are drawn from both our churches and includes two people unaligned to any particular church. This diversity is one of the strengths of the group. However, during the past 18 months we have lost three members. John and Elaine Chilvers moved to Warlingham and travelling to our meetings became a problem. And then, very sadly, we lost Penny Norris earlier this year.

The loss of John, Elaine and Penny has been a body blow to Happy Families and the group would welcome some new members. We hope to re-start at some stage this year and anyone who would like further information please contact Richard Gunning on 020 8395 4782 email richardgunning@blueyonder.co.uk

Richard Gunning

WOMEN'S CIRCLE ANNUAL REPORT

Our membership now stands at 46 and our Leader Robina Holmes has been sending out monthly newsletters to everyone since we last met in February 2020 to keep in touch with the group. We hope to start meeting again with a Bring and Share lunch on 23 June 2021 in the Church Hall. Tickets will be sold at this meeting for a proposed Summer Lunch on 21st July. Visitors are welcome, although we do need to know of their attendance in advance to help with the catering. We plan to start our usual meetings again in September 2021. These meetings are most enjoyable, with good company, excellent lunches and interesting talks. We are delighted to welcome Revd Fiona to our meetings and also invite guests to our Summer and Christmas Lunches. Some of our speakers who were booked in 2020 have agreed to come this season 2021/22 and the programme will be available at our first meeting on Wednesday 15 September 2021.

These include Richard Griffin to give us a talk on his life as the personal bodyguard to Her Majesty the Queen and the Duke of Edinburgh and David Warburton to talk on "Biodiversity in Sutton". Our regular speakers will also visit us: Sue Henning, Ian Bevan and Colin Jones.

A warm welcome is extended to anyone who would like to join the group and to any visitors. For more details see the St Mark's website and the Uplander.

Deirdre Lea Secretary

FIRST WOODCOTE RAINBOWS/17TH BROWNIES

1st Woodcote Rainbows -Due to the Covid-19 pandemic the Rainbows have not been able to meet during the past year. It is expected that the unit will be able to start meeting again towards the end of April 2021 provided the appropriate safety protocols can be put in place.

17th Purley Brownies -Like the Rainbows, the Brownie unit has not met this year. However it is hoped that the leaders will be available to begin face to face meetings at the church in late April. Numbers will be limited but it is hoped that we can rebuild the unit and offer a positive experience for the children after a difficult year for the whole community.

Lindsey Ithell

2ND PURLEY GUIDES & RANGERS

2nd Purley Guides and Rangers have continued to meet weekly throughout the last year. We have been able to support girls and young women through this difficult year when so much has been unpredictable. Being able to meet weekly with each other has kept everyone going.

We produced our own weekly bulletin called COGS (carry on guiding solo) containing loads of challenges and activities. We have met for 2 hours weekly on Zoom to complete the Guiding programme and some fun challenges and badges. We participated in the county camp, an event with other Croydon Guides. We held our own week long Camp@Home event over the summer including an outdoor cooking day. We kept our promise and supported our community by thinking of others and giving cards and heart decorations to members of St. Mark's congregation. We have also held a few face to face meetings when lockdown restrictions have been lifted, enabling some girls to make their promises and enabling girls to be awarded their badges and other awards.

We are now planning to return to face to face meetings on Fridays so we can continue with our theme awards and our plans for summer camp at the end of July. We will be holding a bring a friend/open evening on 21st May where we hope to welcome some new members.

Claire Wallis

25TH PURLEY (ST MARK'S) SCOUT GROUP

What a 12 months it has been!

In February 2020 we organised a record breaking Jumble Sale and just 2 weeks later, ran a very happy and successful Winter Camp. In March, the virus arrived and the world changed. Since last April, we've delivered Beavers, Cubs and Scouts virtually every week using Zoom and have received some wonderful feedback from our parents and young people. To know that we have made such a difference and that our young people have had fun each week is great to hear. Kerr and I wish to record our thanks to the small Virtual Leader Team that has been Alex and Kritin supported by Fiona, Jo, and Adele and Young Leaders Chloe, Anant and Robbie, who have been brainstorming ideas, searching the internet and social media and then preparing, hosting and running the weekly zoom meetings. It has taken many hours each week to do this and without their support, we would have been unable to meet and the 25th Purley would have lost much of its membership and its future would be precarious. Many thanks also to parents Rakesh and Catherine for their guest appearances on Zoom with the Beavers and Cubs, demonstrating fun science activities and keeping everyone fit!

Trying to navigate the challenges of virtual meetings has not been easy and managing the tech and software issues has kept us on our toes! The fact that we have been able to continue to recruit using solely our new web site at www.25thpurley.org.uk and word of mouth speaks volumes. Alex and Kritin deserve special praise for managing all of this. They are a shining example to us all and we cannot thank them enough. A big thank you also to the brilliant face to face Leader Team who made the three amazing meetings happen at our favourite local camp site, Park Farm, Banstead, in September, December and again at the end of March 2021 for our Easter themed meetings. Our young people had such fun and our Leader Team couldn't believe how much they had all shot up in size!

The past 12 months has shown us why Scouting is so important. As Bear Gryll's, our Chief Scout, said recently in The Daily Telegraph, "Scouting is one of the world's most remarkable character factories". Young people who take part in Scouting have stronger leadership skills; are much more likely to try new things and are more independent. We need to look forward and be there to support a generation of young people who need our help more than ever and the 25th Purley is well placed to do this.

We have been part of St. Mark's since we were founded on the 1st December 1951 and carry your name. We celebrate 70 years of Scouting at St. Mark's this year - something to be very proud of – and we look forward to continuing to work with you to serve the parish and our local community in the future. Our local area is changing, especially in terms of its mix of housing and flats. This impacts not only St. Mark's, but also Scouting and many other local organisations. As a movement, Scouting needs to continue to adapt to remain relevant and strong. We are grateful to have the support of St. Mark's in providing us with somewhere to meet; we have loyal families who appreciate what we do and we have an experienced and talented volunteer Leader Team who despite challenges in their own lives, continue to give their time with love to deliver outstanding programmes week in and week out.

We are now able to meet face to face again outdoors (albeit socially distanced at 2 metres) and are looking forward to our Summer Term meetings at Park Farm; to growing our numbers in all three Sections and to expanding our range of meetings, activities and camps as and when we are able to. Kandersteg, Switzerland 2024 has been booked for 10 days as have our camps for 2022. Kerr has given so much of his time over the past 12 months to ensuring that the 25th Purley has remained strong and is my absolute rock. Mum always has a kind word, loads of encouragement, words of wisdom and as someone who has been shielding for the past year, has thoroughly enjoyed seeing the Leader Team on zoom and saying hello to them. Thank you Kerr and thank you Mum.

TREASURER'S REPORT YEAR ENDED 31 DEC 2020

The 2020 financial results for the Parish (excluding income from restricted funds) showed a deficit of £20,396 compared with a surplus last year of £10,811. This was not surprising given the severe restriction on activities, especially the letting of our halls and Church, due to the Covid 19 pandemic. Although total church income was down by about £7,300, church expenses were also down by about £6,600. Consequently, church operating loss at £18,585 was virtually the same as the previous year.

The small profit of £2,559 from the halls and Lodge plus £1,384 from church lettings in 2020 compares with the substantial amount of £21,580 from halls and £5,599 from church in 2019. This negative swing of £23,236 largely accounted for the negative change in our Financial results. In addition, a net loss on sale of investments of £6,516 added further to the difficulties resulting from the pandemic in 2020. On a more positive note, pledges from Parishioners increased by £5,429 (12.6%) this year which showed the generosity and commitment of our congregation during these difficult times. For further discussion and explanation of the financial risks faced by the Parish, please see Note 10 in the Notes to the Accounts.

Major capital expenditures incurred this year have been charged to our Reserve Funds rather than shown in the Income and Expenditure account and a more detailed explanation of the movement in Reserve Funds is shown in Note 11. The Balance Sheet shows the individual balances of these various funds.

Parishioners will note that I have shown our contribution to the Parish Support Fund split into its component parts of Diocesan Ministry costs, Parish Support and contribution to other Parishes. The total we paid in 2020 was £62,300 and our voluntary pledge to this scheme for 2021 is £58,000.

On a personal note, I would like to thank Terry Cairns for his invaluable support in doing the banking as well as his timely attention to tax recoveries from Gift Aid. Sue Carter's contribution as Facilities Manager in dealing with the challenges of locking down the halls, opening them again only to close again, while remaining in touch with our regular hirers is also worthy of a special mention. I would also like to record our thanks to Andrew Harker for his examination of our accounts

Tony Tucker, Hon. Treasurer

10th February 2021

ST. MARK'S CHURCH WOODCOTE
BALANCE SHEET AS AT 31ST DECEMBER 2020

	2020		2019	
	£	£	£	£
Tangible Fixed assets (Note 2)		986		3,209
Investments				
Restricted Investments (Note 3)	73,825		65,836	
Unrestricted investments (Note 4)	<u>258,246</u>	<u>332,071</u>	<u>278,644</u>	<u>344,480</u>
		<u>333,057</u>		<u>347,689</u>
Current Assets				
Sundry Debtors and Prepayments (Note 5)		5,327		7,829
Central Board of Finance Deposit (Note 4)		29		29
Lloyds Bank Current Account		11,730		16,993
National Westminster Current Account		<u>11,888</u>		<u>13,756</u>
		28,974		38,607
Missions and Charities accrued (Note 7)	3,660		3,050	
Sundry Creditors and Accruals (Note 5)	<u>7,658</u>	<u>11,318</u>	<u>11,778</u>	<u>14,828</u>
Net Current Assets		<u>17,656</u>		<u>23,779</u>
Total Net Assets	£	<u>350,713</u>	£	<u>371,468</u>
<i>Represented by:-</i>				
FUNDS				
Unrestricted				
General Purposes		51,529		69,800
Restricted				
Southwark Diocesan Board of Finance	72,954		64,965	
Restricted Gifts & Special appeals	<u>781</u>		<u>1,487</u>	
		73,735		66,452
Designated Funds				
Mission	80,345		82,393	
Stonework & Roof repair	27,298		45,928	
Church Maintenance	23,312		27,089	
Hall Maintenance	27,214		14,493	
Halls Caretaking	34,376		33,380	
Organ	31,537		30,499	
Choir	<u>1,367</u>		<u>1,434</u>	
		<u>225,449</u>		<u>235,216</u>
	£	<u>350,713</u>		<u>£371,468</u>

ST. MARK'S CHURCH WOODCOTE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020

	Note	TYPE OF FUND		2020 Total Funds	2019 Total Funds
		General Purposes	Special Appeals & Collections		
		£	£	£	£
INCOME					
Restricted & Designated funds income	11			2,125	625
Planned Giving - Tax Efficient		46,766			
- non Tax Efficient		1,606			
Tax Repayments		13,125			
Cash Collections		1,696			
Dividends and Interest		9,749			
Fees for Weddings & Funerals		1,005			
Fund raising events		0			
Church lettings and concerts		1,384			
Donations	6 and 7	666	1,606		
Uplander Net Profit/(Loss)		98			
TOTAL INCOME		76,095	1,606	2,125	625
EXPENDITURE					
Restricted & Designated funds expenditure	11			17,051	
Giving to Missions & Charities	7	3,160	2,312		
Church Expenses	8	21,978			
Diocesan Ministry costs	10(iv)	32,250			
Parish support	10(iv)	8,350			
Contribution to other parishes	10(iv)	21,700			
Clergy Expenses		697			
		88,135	2,312	17,051	
Other expenditure					
Secretarial costs		5,334			
Printing, Postage & Stationery		758			
Office costs incl. phones & computer		453			
		6,545			
TOTAL EXPENDITURE		94,680	2,312	0	17,051
CHURCH OPERATING INCOME/ (LOSS)		-18,585	-706	2,125	-16,426
PARISH HALLS & LODGE	9				
Letting Income		19,063			
Costs		16,504			
HALLS PROFIT		2,559			
NET CHURCH AND HALLS INCOME		-16,026			
Realised profit(loss) on sale of investments		-6,516			
Unrealised profit(loss) on revaluation of invest.	11	2,146		7,989	6,659
NET INCOME/(EXPENDITURE)		-20,396	-706	10,114	-9,767
Transfer between Funds	11	2,125		-2,125	0
NET MOVEMENT IN FUNDS FOR THE YEAR		-18,271	-706	7,989	-9,767
BALANCES BROUGHT FORWARD AT 1ST JANUARY 2020		69,800	1,487	64,965	235,216
BALANCES CARRIED FORWARD AT 31ST DECEMBER 2020	11	51,529	781	72,954	225,449

**Independent Examiner's Report to the PCC
of St. Mark's Church, Woodcote**

I report on the accounts for the year ended 31st December 2020, which are set out on the statement of financial activities, balance sheet and associated notes.

**Respective responsibilities of the members of the Parochial Church Council (PCC)
and the Independent Examiner**

As the members of the PCC you are responsible for the preparation of the accounts; you 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners Section 145(5)(b) of the 2011 Act;
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the PCC 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 a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have 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; or
 - to prepare accounts which accord with these accounting records 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.



Andrew Harker, F.C.C.A.
57, The Fieldings, Southwater,
Horsham, W. Sussex RH13 9LZ

17/3/21

Dated.

ST. MARK'S CHURCH, WOODCOTE
NOTES TO THE ACCOUNTS - AT 31ST DECEMBER 2020

1. Basis of Accounting

The accounts have been prepared using the accruals method of accounting. Their presentation incorporates the 2016 Statement of Recommended Practice ("SORP") for Charities and the Financial Reporting Standard 102(2016). 2019 comparative figures conform to these new standards. Attention is particularly drawn to the expanded presentation of the Reserves Policy and Movement in Reserves shown in the Treasurer's Report and Notes 10 and 11.

2. Tangible Fixed Assets

	<u>2020</u>	<u>2019</u>
	£	£
<u>Cost</u>		
Balance on 1 st January	23,300	23,277
Additions (incl. Hall tables)	<u>0</u>	<u>23</u>
Balance on 31 st December	<u>23,300</u>	<u>23,300</u>
<u>Depreciation</u>		
Balance on 1 st January	20,091	17,119
Charge for the year	<u>2,223</u>	<u>2,972</u>
Balance on 31 st December	<u>22,314</u>	<u>20,091</u>
<u>Net Book Value</u>		
At 1 st January	3,209	6,158
At 31 st December	986	3,209

Depreciation is charged using the straight line method according to the useful lives of the assets of between 3 and 7 years.

3 Investments and Investment Income

Certain investments are held by the Southwark Diocesan Board of Finance, most of which may only be used for capital expenditure of an ecclesiastical nature and not for meeting day-to-day expenses. Income from these investments realised £2,125 this year compared with £2,256 last year. £9,749 (2019: £11,723) investment income was also achieved from the various Investments and Deposit accounts held on behalf of the Parish by CCLA, Ecclesiastical Investment Management, M&G Investments and the Central Board of Finance of the Church of England.

Details of the holdings, valued at market value, at 31st December 2020, are as follows:

<u>Investments of Restricted Funds</u>	<u>2020</u>	<u>2019</u>
	£	£
<u>Southwark Diocesan Board of Finance</u>		
Will of R.A. Richards, Trust A/C 572		
502.63 Investment Fund shares	10,297	9,635
<u>60, Green Lane (balance) Trust A/C 804</u>		
15,554.52 Global Equity Fund	41,013	
13,273.98 Fixed Interest fund	<u>22,515</u>	<u>56,201</u>
	<u>63,528</u>	<u>57,345</u>
	<u>73,825</u>	<u>57,345</u>

4. Investments of Designated Funds

		2020	2019
	£	£	£
<u>CCLA</u>			
40,611.02 Global Equity fund	107,079		89,953
13,372.55 UK Equity Fund	25,279		25,976
16,837.53 Fixed Interest Fund	28,560		27,587
8,925.38 Property Fund	<u>11,550</u>	172,468	12,154
<u>Ecclesiastical</u>			
51,456.09 Eden Tree Amity Balanced fund		54,801	58,454
<u>Rathbone</u>			
9,430.41 Ethical Bond Fund		10,053	0
<u>M&G Investments</u>			
1,524.46 Charifund	20,924		56,904
0 Charibond (2019: 6,139)	<u>0</u>	<u>20,924</u>	<u>7,616</u>
		258,246	278,644
CBF Deposit Accounts		<u>29</u>	<u>29</u>
<u>Total Investments</u>		<u>£ 258,275</u>	<u>£ 278,673</u>

5. Creditors, Debtors and prepayments

Creditors include the following:	2020	2019
	£	£
Staff salaries (Dec) and tax for last quarter 2020	3,159	1,791
Due to Diocese re wedding and funeral fees	1,628	806
Hall, Church & Lodge rentals & deposits received in advance	1,042	4,153
Church, Hall & Lodge maintenance and running costs	267	1,149
Church, Lodge and Hall utilities	1,292	2,558
Roof repairs and other capital works	0	590
Clergy expenses, books & sundry church expenses	270	261
Magazine advertisements received in advance	<u>0</u>	<u>410</u>
	<u>£7,658</u>	<u>£11,778</u>
Debtors include the following:		
Gift Aid Tax reclaimable	1,983	2,027
Interest & Dividends due for 2020	809	935
Recoverable expenses	136	419
Hall, Church and Lodge lettings in 2020 owing	635	3,934
Furlough payments due from HMRC	555	0
Donations banked in following year	480	69
Prepayments on expense contracts	<u>729</u>	<u>445</u>
	<u>£ 5,327</u>	<u>£ 7,829</u>

6. Donations Received

Donations were received as gifts and as a result of appeals made throughout the year to the congregation and comprise the following:

	2020	2019
	£	£
<u>General Purposes</u> Donations	<u>666</u>	<u>3,024</u>

Special Appeals, Collections and Gifts Received

Donations to Special Appeals and Collections are in response to appeals made by special announcements and designated donations at weddings and funerals.

Plus annual charitable giving accrued

1,606	964
<u>3,160</u>	<u>3,050</u>
<u>4,766</u>	<u>4,014</u>

7. Giving to Missions and Charities,

5% of Giving Income and reclaimed Gift Aid tax only has been allocated to missions and charities in accordance with the policy adopted by the PCC in 2003. Total giving also includes donations received from Special Appeals and Collections. The following payments or allocations have been made for 2020:-

	2020	2019
	£	£
<u>Paid in 2020</u>		
Bishop's Lent Call	80	260
British Legion	0	31
Children's Society (incl. Christingle)	296	393
Downlands Trust	243	0
Alzheimers Society	725	0
Dementia U.K.	227	0
Embrace the Middle East	243	0
British Heart Foundation	498	0
Nightwatch Croydon	0	240
Reedham Trust	0	240
Children's workshops	0	99
	<u>£ 2,312</u>	<u>£1,263</u>

	2020	2019
<u>Accrued in 2020 for payment in 2021</u>		
Donation to Purley Youth Project in 2020 not cashed	500	0
5% of St. Mark's normal income	<u>3,160</u>	<u>3,050</u>
	<u>£ 3,660</u>	<u>£ 3,050</u>

(2020: 6 charities @ £510 each)

Purley Youth Project, South East Cancer Help Centre, United Society Partners in the Gospel, Reedham Children's Trust, Bishop's Lent Call, Daniel Spargo-Mabbs Foundation

<u>8. Church Expenses</u>	2020	2019
	£	£
Organ, Music Director and Organist	3,381	7,999
Fees	2,385	6,506
Organ maintenance	<u>996</u>	<u>1,493</u>
Sanctuary and Worship	109	471
Light, Heat and Water	5,813	5,861
Insurance	4,246	3,919
Depreciation of Tangible Fixed Assets	2,223	2,972
 Repairs and Maintenance	 3,082	 4,235
Security	1,182	586
Electrical works	300	350
Boiler costs	0	650
Church cleaning	1,167	1,591
Refurbishment	<u>433</u>	<u>1,058</u>
Books & Teaching material	170	270
Parish events	0	272
Churches Together in Purley & Kenley subscriptions	120	132
Flowers account	0	600
Ministry costs (incl. Youth)	1,160	206
Sundry expenses	1,674	1,648
Licences	39	71
Church expenses	138	79
Bank Charges	327	465
Votive candles less donations and coffee	(31)	(39)
Professional fees	646	550
Web site maintenance and update	<u>555</u>	<u>522</u>
 <u>Total</u>	 <u>21,978</u>	 <u>28,585</u>

<u>9. Parish Halls and Annex</u>	2020	2018
	£	£
Rental Income - Halls	16,721	
- Annex	<u>2,342</u>	<u>44,048</u>
Costs		
Cleaning and Refuse removal - Halls	2,321	
- Annex	<u>356</u>	4,776
Insurance - Halls	441	
- Annex	<u>44</u>	471
Light and Heat - Halls	3,981	
- Annex	<u>441</u>	6,826
Repairs and maintenance:-		
- electrical works - Halls	2,917	
- Annex	<u>303</u>	1,432
- refurbishment - Halls	851	
- Annex	<u>0</u>	<u>663</u>
	<u>851</u>	2,095

Water & Sewerage Charges			
S.E. Surrey		157	478
Security - Halls	380		
- Annex	<u>29</u>	409	234
Letting costs, including licences		<u>4,283</u>	<u>7,587</u>
	<u>Total</u>	<u>16,504</u>	<u>22,468</u>

10. Reserves Policy and Major Risks

This year's accounts have been presented incorporating the 2015 Statement of Recommended Practice and Financial Reporting Standard 102 for Charities. The 2019 comparative figures conform to these standards. A detailed schedule of the movement in Reserve Funds is shown in paragraph 11 below. This includes opening and closing balances in the various reserve funds as well as the income and amounts spent, transfers between funds and revaluation gains and losses of investments attributable to those funds. The notes to paragraph 11 give details of the individual amounts shown in total in the schedule.

The Unrestricted general reserves stood at £51,529 at 31st December 2020, representing 37% (2019: 56%) of our total expenses in a normal year, including the costs of running the Hall. The PCC regards a minimum of 33% as a prudent level of free reserves to hold against swings in income and unexpected expenditures in a given year.

Restricted Reserves of £72,954 held with the S.D.B.F. arising from the sale of our former curate's house and a bequest, have been held for capital expenditure of an ecclesiastical nature. The investments resulting from these reserves generated interest and dividend income of £2,125 (2018: £2,256) which can be used to meet Parish running costs. Other restricted or designated reserves represent specific gifts or funds set aside for the purposes designated by the donors or the PCC.

The major risks facing the Parish from a financial point of view are:

- (i) Church Income has been hit severely by the Covid lockdowns during the year as a result of which we had to sell some of our investments at a further loss of £6,500. Note 4 shows that the total value of our Designated investments at year end was valued at about £20,000 less than last year. However, unrealised profit on the remaining investments rose by about £16,794 which reduced the overall loss from what might have been £37,549. As we all know, the value of investments can go up or down and therefore continuing disruption from Covid remains a material risk. Parishioner's generosity increased Planned Giving by nearly £5,500 but this was offset to a large degree by a drop in cash collections of over £4,000 due to the lack of attendance at services. Continuing absence affects this source of income. Investment income also dropped by £2,000 and the continuing burden on economic activity may result in a further drop in dividend income. On the cost side, further leaks in the church roof and our ageing electrical system have been costly and there remains a risk that such expense may continue. ~As a consequence, major works such as an upgrade to the sound system and resurfacing of the car park have been put on hold.

Halls: Unexpected capital expenditures to maintain the premises and plant remain a risk. During the lockdown period we undertook the sanding and sealing of the halls floors as well as remedial electrical works. The main risk concerning the halls and the Lodge is that Covid lockdown will continue to seriously diminish or eliminate income from these sources. In the 2019 financial year, such income exceeded £44,000 while this year we were fortunate to receive less than half of this. There are some savings in costs such as cleaning and heating, but the normal sizeable net profit, on which the church depends, was virtually wiped out. If and when we are able to open the halls for letting again, there is a risk that some of our hirers will not return..

General repairs to both the halls and church have been ably done by our Thursday Group at only the cost of materials. However, they are advancing in age and such work may not be able to be carried out in the future without employing professionals. For this reason the Caretaker Fund, currently standing at £34,375, has been re-designated as the Caretaking Fund.

- (ii) The possible restoration of the organ continues to be under consideration. Further progress depends on a successful application to the Diocese for a Faculty and acceptance by the PCC of a business plan and timetable, including determination of when and from where the funds to finance this project will be obtained. The current tentative estimate of cost is over £300,000.
- (iii) Loss of parishioners and/or a reduction in pledged donations. Parishioners' generosity resulted in total pledged giving, cash collections and Gift Aid refunds increasing by £2,186 this year but with an elderly parish, there is always the risk of a drop off in pledges not being replaced by new ones. A renewal of giving campaign has not been undertaken for some years now – the last one was in April 2012 – but thought might be given to other forms of encouragement.
- (iv) Any significant increase in the Parish Support Fund. The Parish is asked annually to make a financial pledge of the amount they will give the following year to fund the ministry and mission of the Diocese (including the cost of clergy). The Parish pledged £62,300 for 2020 which is allocated to Diocesan Ministry costs (£32,250); Parish support (£8,350) and a contribution to other parishes in the Diocese (£21,700). In view of the major loss of income expected in 2021, the pledge for next year was reduced to £58,000.

The PCC monitors the expenditures through its Standing and Finance Committees and any major expenses are carefully investigated and controlled. Wherever possible, provisions are set aside for anticipated capital expenditures. The PCC has asked for an overall capital expenditure plan, differentiating between known annual projects and longer term requirements, as well as between operationally necessary works and “nice to have” proposals. The initial work on the plan has begun and will be completed as a priority once the Covid-19 situation permits.

The PCC undertakes a periodic review of giving by all Parishioners and actively promotes the Gift Aid tax recovery system, resulting in £13,125 (2019: £12,208) being recovered from HM Revenue & Customs in 2020.

11. MOVEMENT IN RESERVE FUNDS

Fund name	Note	Balance at 01-Jan-20	Income	Spent	Transfers	Revaluation gains/losses	Balance 31-Dec-20
<u>Restricted</u>							
SDBF A/C 804	1	59,327.45		0.00		7,326.58	66,654.03
SDBF A/C 572	1	5,638.30		0.00		662.57	6,300.87
		<u>64,965.75</u>	<u>2,124.82</u>	<u>0.00</u>	<u>-2,124.82</u>	<u>7,989.15</u>	<u>72,954.90</u>
<u>Designated</u>							
Church Maintenance	2	27,089.23	500.00	4,950.00	0.00	672.53	23,311.76
Halls Maintenance	3	14,492.91	0.00	7,488.00	20,000.00	209.01	27,213.92
Mission	4	82,393.10	0.00	4,506.00		2,458.45	80,345.55
					-		
Stonework	5	45,927.70	0.00	0.00	20,000.00	1,370.38	27,298.08
Caretaking		33,379.58	0.00	0.00	0.00	995.98	34,375.56
Organ	6	30,499.04	125.00	0.00	0.00	913.03	31,537.07
Choir	7	1,434.10	0.00	107.00	0.00	39.60	1,366.70
		<u>235,215.66</u>	<u>625.00</u>	<u>17,051.00</u>		<u>6,658.98</u>	<u>225,448.64</u>
<u>Unrestricted</u>							
			-				
General Purposes	8	69,800.04	19,382.00	3,160.00	2,124.82	2,146.10	51,528.96
			-				
		<u>69,800.04</u>	<u>19,382.00</u>	<u>3,160.00</u>		<u>2,146.10</u>	<u>51,528.96</u>

NOTES

- Interest of £2,125 on these investments was transferred to General Purposes Fund in accordance with SDBF guidelines, allowing the income, but not the capital, to be used to meet Parish expenses.
- A parishioner donated £500 (including Gift Aid) to this fund. Leaks in the Vicar's and Choir vestries needed repairs (£2,754) and remedial electrical work was undertaken in the Church (£2,196)
- The hall floors were sanded and sealed (£5,256) and remedial electrical works were undertaken in the halls (£2,232). £20,000 was transferred to this Fund from the Stonework Fund per PCC resolution.
- 80% of the cost (net of furlough recoveries) of the Lay Pastoral Assistant has been charged to this Fund, per PCC resolution.
- £20,000 of surplus balance in this Fund was transferred to the Halls Maintenance Fund per PCC resolution
- A parishioner donated £125, including Gift Aid tax refund to this Fund
- £107 subscription fees were charged to this Fund
- The fund was increased by £2,125 interest transfer from Restricted Fund investments. £3,160 was provided for charitable giving. Net surplus expenditure (including giving) over income of £-19,382 was charged to this Fund.

Independent Examiner's Report to the PCC of St. Mark's Church, Woodcote

I report on the accounts for the year ended 31st December 2020, which are set out on the statement of financial activities, balance sheet and associated notes.

Respective responsibilities of the members of the Parochial Church Council (PCC) and the Independent Examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that an audit is not required for his 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.
- follow the procedures laid down in the General Directions given by the Charity Commissioners Section 145(5)(b) of the 2011 Act
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement


My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the PCC 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 a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have 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; or
 - to prepare accounts which accord with these accounting records 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.



Andrew Harker, F.C.C.A.
57, The Fieldings, Southwater,
Horsham, W. Sussex RH13 9LZ

17/3/21

Dated.