



St Mark's  
Woodthorpe

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Journeying together in Faith

**ANNUAL REPORTS  
AND  
ACCOUNTS**

**2021**

## **Aims and Purposes**

St Mark's Woodthorpe seeks to be a heart for the community. As the only church in the parish, we desire to provide pastoral care, a social space and the opportunity to explore faith, both within and beyond the parish boundary, working ecumenically and holistically with a range of faith and non-faith based organisations.

## **Objectives and Activities**

We have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

As an Anglican Church in the Diocese of Southwell and Nottingham, we try to enable ordinary people to live out their faith as part of our parish community.

Our aims and purposes are focussed around, although not wholly limited to:

- Discipleship and pastoral care
- Community engagement
- Children and Young People

## **Vicar's Introduction**

Dear friends

"Whenever the cloud lifted from above the tent, the Israelites set out; wherever the cloud settled, the Israelites encamped. At the Lord's command the Israelites set out, and at his command they encamped" (Numbers 9:17-18).

After two years of uncertainty, this Old Testament passage speaks to us about dependence on God. This scripture reminds us not to rush ahead without God's leading, but it also reminds us not to stay put when God is calling us forwards.

The psalmist (Psalm 34:4) declares:

"I sought the Lord, and he answered me; he delivered me from all my fears."

*I sought the Lord.*

In the Old Testament, God's people were, to a large extent, afraid of His presence. They left it to leaders like Moses to approach God directly.

As followers of Jesus, we need to seek God on a daily basis. On an hour-by-hour basis. God's presence is with us today. Now. Here.

These pages highlight some of the many activities that take place throughout the year at St Mark's. More details can be found on our website: [stmarksonline.co.uk](http://stmarksonline.co.uk) or Facebook page: [facebook.com/StMarksWoodthorpe](https://facebook.com/StMarksWoodthorpe)

My heartfelt thanks to those who make all of this possible, through generously sharing their time, talents and treasure.

"May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit" (Romans 15:13).

Grace and Peace

Rev Matt Roberts

## St. Mark's Parochial Church Council

### Trustees

The Parochial Church Council has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. As a result of the Charities Act 2006 St Mark's registered with the Charity Commission in 2009. Our Registered Charity Number is 1131702.

Incumbent	Rev. Matt Roberts	
Curate		
Church Wardens	Mr Bryan Mallows Mr John Sargent	
Members of Deanery Synod	Mr Peter Fisher Mrs Laura Cuthill	
Elected members	Mr Tom Bird Mrs Naomi Burton Mrs Jackie Carey Mrs Andrea Moore Miss Rosemary Cottingham Mrs Laura Cuthill	Mr Peter Fisher Mrs Pat Simpson Mrs Pat Fenton Mr Alan Stuart Mrs Linda Sheppard

**Recruitment of trustees** – Trustees are ex-officio or elected at the APCM. Those who are ex-officio members have been elected or appointed to the role of Incumbent, Curate, Church Warden or a member of a Synod (Deanery, Diocesan or General). The APCM elects up to 12 people who are members of the Electoral Roll to serve as trustees for one year. Those whose names are nominated for election as proposed and seconded by members of the electoral roll. There is no procedure for identifying specific skills required by the PCC or nominating people who have appropriate skills except on an informal basis for the roles of Treasurer and Secretary.

**Induction of new trustees** – There is no formal induction procedure in place for new trustees. However, trustees are subject to best practice around safeguarding.

**Risk Management** – The trustees have not undertaken a Risk Management audit.

**Reserves Policy** – The policy of this church is to hold in reserve the equivalent of 3 months' running costs of £35,000. It is also our policy to hold £35,000 for possible building works resulting from the Quinquennial inspection. This policy is to be reviewed annually.

**PCC Committees** – The PCC operates through a number of committees that report to the PCC with recommendations for action. The Vicar is an ex officio member of all committees.

**Standing Committee** – This is the only committee required by regulation. It has power to transact business of the PCC between its meetings, subject to any direction given to it by the PCC.

**Fabric Committee** – This committee is responsible for assisting the Church Wardens in the care and maintenance of the church building and contents.

**Mission Committee** – The role of this committee is to mobilise the church in understanding its own missional role within the community; overview and coordinate missional activities and events within the Church and parish; enable and support prayer for the Church internationally and locally; coordinate, develop and maintain international mission links; advise PCC regarding the Church's giving/donations to the Church internationally and locally.

**Church Hall Management Committee** – The committee is responsible for the care, maintenance and improvement of the Church Hall, promotion and publicity of the premises and reviewing the conditions of letting and hire charges.

### **Appointment of Officers**

<b>PCC Vice-Chair</b>	Bryan Mallows
<b>Secretary</b>	Ann Gorman
<b>Treasurer</b>	Jackie Carey
<b>Insurance</b>	Bryan Mallows
<b>Electoral Roll</b>	Ann Gorman
<b>Gift Aid Treasurer</b>	Howard Lea
<b>Cashier</b>	Howard Lea
<b>Health &amp; Fire Safety Officer</b>	Ron Myers
<b>Communications Officer</b>	Alan Stuart
<b>Safeguarding and DBS Administration</b>	Pat Simpson
<b>Gedling Deanery Synod</b>	Peter Fisher – Laura Cuthill

### ***Appointments to Sub-Committees***

	<b>Chair</b>	<b>PCC members</b>	<b>Other members</b>
<b>Fabric</b>	John Sargent	Bryan Mallows Tom Bird Pat Fenton Alan Stuart	Vicki Hardy Steve Leek
<b>Mission</b>	Matt Roberts	Rosemary Cottingham Naomi Burton	Steve Leek Laura Cuthill
<b>Church Hall Management</b>	Bryan Mallows	Tom Bird John Sargent	Jane Danvers Ann Gorman Vicki Hardy
<b>Standing</b>	Matt Roberts	Bryan Mallows Alan Stuart John Sargent Jackie Carey	

### **Church Attendance and Other Statistics**

During 2021 we commissioned a team to go with our curate, Rev Jack Bull, to graft into St Paul's Daybrook. A total of **28** people, including children, have joined St Paul's from St Mark's. Our worshipping community is now: **22** Children (0-10), **16** Young People (11-17), **83** Adults (18-69) and **43** Adults (70+).

The total number attending worship on Easter Day was **52** (Covid-19 pandemic).

The total number attending church on Christmas Eve and Christmas Day was **230**.

There were **0** Baptisms, **1** wedding, and **5** funerals during 2021.

There were **111** names on the Electoral Roll at the 2021 APCM.

## Fabric Report

This is a report on a 'slightly more normal' year than the previous one, but everything that has happened at St. Mark's has had to take Covid-19 and the consequent social protection measures into account. This has usually increased workloads and responsibilities. I am compiling this report having been off the pitch for the second half of the year. One player is rarely replaced with two or more and the whole Church is indebted to the energies and expertise of Steve Leek and Tom Bird, who have been (and are) a formidable double-act in monitoring and maintaining the fabric of St. Mark's. They, along with the permanently energetic Bryan Mallows, have demonstrated the modern reality that is pop-up work parties!

**Routine inspection and maintenance** continue to occupy time and energy. During 2021 work was done on the **front entrance door** (bolt, lock and protective varnish) along with repairs to rear and side **blinds**. Church heaters have been serviced and the **water heaters** in the Toilets have been turned back on, us having been advised to shut them off, previously. In the toilet area 'faulty' (*read overzealous!*) **lights** have monitored and adjusted. The opening **side windows** have been used daily to increase ventilation and every time many of them fail to close properly. Serious attention to the replacement of these already draughty and in 2021, thankfully not quite so leaky, must be a priority, particularly in terms of energy efficiency

Early in 2021 I started to address the extent and nature of internal **Storage**, attempting both **creation and rationalisation**: we have more and we need it together! Work begun by me in the Vestibule cupboards, Organ Loft, Basement and Sheds was picked up, improved on and finished by Steve and Tom. In the vestibule the cupboards, high and low, have been more clearly designated and a lockable stand-alone cupboard for Office use alone is now present. There is an inventory of what is where!

A **Spring Clean** to supplement the excellent work of Elaine Cuthill, was done in the Spring by Ruth and Diana with help from 'The Wardens'. With a certain departure the **Re-ordering of rear of Church** has largely stalled and is now in need of a new vision.

The increased **Use of Church mid-week** has been a major factor in the weekly pattern. Monday to Friday one or two regular users appear: some from Church Hall overspill but most from new initiatives.

Much focus has been on the **Audio-Visual equipment** in, centred around the Sound-desk and maintaining quality projection. We know much more about the esoteric sound system and have a new laptop to ensure greater reliability in projection. Regarding projection, Steve Sheppard, along with Steve, Tom and Alan Stuart, in both A and V aspects, are all to be thanked for their tenacity! The need to enhance the 'skeleton staff' with new volunteers remains a priority.

We have an abundance of **pianos** (*is that an 'accompaniment'?*) and they are now strategically located in order of quality having all been serviced and tuned.

Steve L has directed work in the Tower rooms and to enhance the lighted cross. The timer has been relocated and is now considerably more accessible and efficient, making the BST changes much easier.

We continue to monitor the **External fabric** and there has been work done on the **Office/Vestry area downpipes**, where a hopper has been blocked for some time and **Drain covers**. In regard of **Security**, Alan Stuart helped to erect a new camera and solar panel on the church hall front elevation pointing across the carpark.

Maintenance work has continued in the **Church Grounds**. In addition to the work of our gardener and that of John and Jackie Carey, some of the overgrown and untidy areas have been addressed, but there is a growing (!) need for work party evident. The use of bark chips has been suggested.

The **car park signage** has been replaced this year and the information on it is now up to date and consistent with what happens! Repairs were made to the external notice board. Work to replace the Longridge Road sign was put on hold owing to costs.

2021 has been a considerable challenge for me and it is teamwork that has produced the substantial content on which I merely report.

*John Sargent*

## Church Hall Management Committee

### Introduction

The pandemic, now in its second year, continued to influence how the church hall could and could not be used. With restrictions continually subject to change according to the emergence of different variants of the virus, we regularly had to hold conversations with our hall hirers and review what was allowed. Social distancing requirements meant that, apart from the main church hall, all other rooms became redundant for hire as being too small. All adult groups continued to be suspended until the summer months, giving the opportunity for children's activities to flourish, albeit still only using the main hall. When some adult groups did eventually return, finding available spaces in the main hall proved to be a real challenge as outlined below.

### Management of accessibility

All hall hirers were required to provide their own risk assessments, according to the nature of the activity. By agreement, they also undertook essential cleaning of touch points, toilet protocols and entrance/exit strategies. Our cleaner, **Elaine Cuthill**, has continued to provide an excellent service by working flexibly around the hours of occupancy to ensure that the highest standards of cleanliness have been maintained. With the expansion of a variety of children's groups, we had some difficult conversations with some of our adult groups when they decided they wanted to return. However, we tried to offer different options if their 'normal' time slot was no longer available. All but two adult groups complied. **Woodthorpe Singers** agreed to move into the main church building on Monday evenings. **Asian Elders** declined alternative arrangements and sadly moved to other premises. **Pilates** (Claire Johnson) opted to continue offering her sessions in this area via Zoom. To facilitate further accessibility using the church, many thanks to dedicated 'chairs' team (principally **Tom Bird, Gillian Buck, Pat Fenton** and myself), all the chairs are moved to the side aisles EVERY WEEK to create a central space and returned to their positions in readiness for Sunday services.

### User profile

As highlighted above, the majority of activities operating in the church hall are centred around children. **KS Dance Academy** continues to thrive as our biggest client, offering a wide variety of dance-related sessions, ranging from toddlers right up to older teenagers. Another very successful children's group is **Tiny Talk** for mothers and toddlers, now operating sessions both in the church hall (Wednesdays) and the church (Fridays). **Lullababy** (Mondays), **Little Legs** (Thursdays) and **BeBops** (Fridays) complete the picture of independent hirers.

As regards uniformed organisations, we now only accommodate two groups. **Woodthorpe Brownies** returned in September on Thursdays and **Woodthorpe Beavers** followed on Fridays in October.

Following the lifting of restrictions on large group gatherings, the hall has hosted a large number of parties in the latter part of the year, particularly at weekends. With a large hall, kitchen and dedicated car park, the venue is very popular for both children's/adult parties, increasing church revenue.

An additional **Zumba** group now uses the space in the church building on Thursdays, following the use of the same space by **Refresh** on Wednesdays for mothers and babies/toddlers...a brilliant innovation!

### Repairs and maintenance

Not much to report on this front as the main kitchen has been mothballed for the majority of the year. However, the small kitchen has had a makeover, with a new double sink unit and cupboards, removal of the large, antiquated hot water tank and installation of two separate undercounter heaters to provide hot water on demand...far more energy efficient.

Other improvements include the replacement of further double-glazed units which had failed in the Garden Room and Hallway. Also, the installation of a wifi security camera overlooking the car park.



## Conclusion

Many thanks to **Ann Gorman**, our administrator, for her dedication and support in helping to manage this facility, skilfully dealing with all the trials and tribulations in this uncertain world.

*Bryan Mallows - Church Hall Manager*

## Safeguarding

Safeguarding is a priority at St. Mark's.

We are committed to following the principles of the House of Bishop's Policy for Safeguarding Children and Young People and Adults.

Our aim to ensure that children and adults are kept safe whilst in our care, whether in church, or meeting on-line, and this is an integral part of our church life. We endeavour to do this through good working practice, including the safe recruitment of workers, as laid out in our C&YP and Adults Policies and Procedures, copies of which are on display on the Church Noticeboard or can be obtained from the Church Office.

All Church Officers, Employed Staff and Volunteers are required to have a DBS, if appropriate, and to keep up to date with the required safeguarding training as set out by Southwell Diocese.

We also have procedures in place to ensure that all users and hirers of our Church and Church Hall Premises adhere to the same principles regarding safeguarding.

Safeguarding is an agenda item at each of our PCC meetings and is reviewed regularly by the PCC.

If you wish to speak to somebody about safeguarding, please speak to our Parish Safeguarding Co-ordinator, Pat Simpson, via the Church Office on 0115 9267859.

## Mission Committee

As a sub-committee of the PCC, the Mission Committee has continued to have lively and productive discussions and to look creatively at mission locally and globally.

The Easter trail on Good Friday last year and the Christmas tree festival, held in association with Mapperley Plains Primary School, proved to be very successful community events and attracted large numbers of people to St Mark's.

An organ recital in the summer given by Richard Marsden, a former organist at St Mark's, and held in conjunction with Thursday Club helped raise funds for roofing materials for churches in Burundi. The proceeds went along with the money given on Burundi Sunday to support St Mark's, Gahosha's sub-parish of Gakwende with iron sheets to roof their Church. It was with sadness that we learned of considerable damage to the Church following a violent storm at the end of February this year, just as the roofing work was nearing completion.

Congratulations were sent to the newly elected Archbishop of Burundi, the Most Reverend Sixbert Macumi.

As part of a series of sermons on generosity we linked up with Azaria Spencer, our CMS Mission partner in Guatemala, to find out about her work with Street Children Direct helping vulnerable children and youth living on the streets. CMS is one of St Mark's nominated charities and our giving helps to support Azaria's ministry.

Mission partners have been the focus of the monthly "Person to pray for" now featured in the weekly e-mail.



As with many activities over the past 12 months things have sometimes had to be curtailed or adapted due to Covid 19 and resulting imposed restrictions.

The committee thanks Steve Leek for all that he has contributed during his time on Mission Committee and looks forward to working closely with him at future events. We are pleased that in the near future two new members will be joining the committee.

The Committee is grateful for all the support and encouragement given during the year.

### **Gedling Deanery Synod Report**

Synod met on March 25th, June 17th and November 17th via zoom, though in person meetings were discussed.

We have maintained a focus on mission, along with how we reach out to our communities as we recover from the impact of the pandemic. This has included hearing about a regular community littler pick organised by St Jude's, Mapperley and an after-school club in Colwick and Carlton. At each meeting, news from around the Deanery and from Diocesan Synod is shared. We hold discussions in small groups, and we pray for each other.

This year, we said goodbye to Revd. Amanda Digman, who has moved to Birstall and Wanlip. We welcomed Revd. Mike Forsyth as vicar at St James, Porchester. Revd. Jack Bull was installed as Priest in Charge at St Paul's Daybrook, when she finished her curacy at St Mark's Woodthorpe. Our churches in vacancy have continued their commitment to church life, with support from retired clergy and hardworking lay teams.

Our links to Diocesan Synod have strengthened with Revd. Sam Hustwayte being elected as Chair, as well as our lay representatives Michael, Peter, David, Muriel and Tony continuing to serve alongside Revd. John Allister. Additionally, Gavin Drake from our deanery was elected to General Synod.

In November our Deanery Treasurer, David Yates, resigned from his role, although remaining a member of Synod in his capacity as a member of Diocesan Synod. We thanked him for his years of service, and encouraged people to consider who might be suited to stand as treasurer in his stead. Those interested should contact the Deanery Administrator or the Area Dean.

Across the Deanery, we were able to meet just over 81% of our share allocation, with some churches able to meet 100% despite recent difficulties, which was greatly appreciated. After significant discussion and consultation, we changed our method of apportioning Parish Share for 2022 to an 'offer based' approach.

### **Children's and Youth Ministry (CYM)**

Once again, we have completed another difficult year offering CYM support to our young people here at St Mark's. Covid restrictions have derailed many plans we had and also losing key personnel and numbers to help St Paul's, Daybrook relaunch meant that we needed to regroup and pray into the way forward. We managed to continue with our groups although it was decided to merge the infants and juniors together to help with resource and volunteers worked tirelessly keeping the various groups going. With covid restricting our young people attending services it meant full hour plus sessions having to be given and although it was a strain, our wonderful team managed to cope.

Despite frequent advertising the post of Children and Youth worker at St Mark's remained vacant in 2021 although a temporary coordinator was appointed in December. During the early part of

2022, covid restrictions were somewhat lifted and both our children's workers and young people were able to attend the main church at St Mark's during services.

This seemed to be a turning point in CYM work. We have at last recruited a Children and Youth worker Beth Hampshire (soon to be Mrs Beth Bevan) who starts her role on the 25th April. The older youth group The Edge is going from strength to strength and a demand to meet weekly on Sunday nights is being addressed. The Creche team are a wonderful group and having witnessed both children and parents enjoying the fellowship and having the opportunity to worship knowing their toddler is safe and happy is a real blessing. Key personnel are in the near future going to address ways and means of enhancing our offering to the infants and juniors but again having witnessed the commitment, love, and energy to this role we are fortunate to have such a team that is so driven in sharing the love of Christ and planting seeds that will blossom and witness for future generations.

Likewise, our Younger Youth group are both creative and challenging. They rightly have a concern for the environment and need a lot of nurturing with regards to playing a bigger role in the main body of St Mark's. Something for Beth to help with in the near future.

Finally, I would encourage members of the congregation of St Mark's to visit the various groups and take ownership of the whole body of Christ and support both our helpers and our young people with encouragement, prayer and resource. I sincerely believe that God's spirit is working among our groups, and we will see remarkable things as we listen and act and discern God's plans.

The Light cannot be extinguished.

*David Simpson*

## **Refresh**



Every Wednesday morning, we welcome parents/carers and their under 5s into St Mark's Church for Refresh Community Café. The café started in September 2021 and builds on the success of Tiddlywinks providing opportunities for parents and carers to be refreshed physically, emotionally and spiritually. The long-standing toddler group which met in the church hall, kindly donated toys and funds when they closed in the summer which enabled us to source items required such as non-spill cups, tablecloths and T-shirts printed with the church logo for the team.

The church is transformed into a huge play space with café area on Tuesday evening thanks to an amazingly dedicated team who move chairs and set up toy areas. The Refresh Café team meets at 9.30am every Wednesday (term time only) to chat and pray before the doors are opened at 10am.

The café provides space to play, time to chat, fresh pastries and hot drinks. Whilst the children play, adults can enjoy refreshments and build new friendships with others. The Refresh café team spend time building relationships with those that come, sharing the love of God by welcoming them, listening, and offering prayer.

During the morning, we stop for a thought for the day which is led by members of the team. We will share a testimony, a favourite Bible verse or use a short video clip as a stimulus for a thought-provoking talk. At the end of the morning, we gather to sing. A highlight of the year was our Christmas party where we dressed up as nativity characters in our nativity photo booth and enjoyed a visit from Santa.

Refresh Community Café welcomes around 40 families every Wednesday and has a Facebook page with 170 followers. Our team has grown as we have welcomed others from the community who have offered their support. We are very grateful to all those who help enable Refresh Community Café to serve the families in our community.

*'It is such a welcoming friendly place – a lovely community'*

Parent, Refresh Community Café



### Thursday Club

Looking back on 2021, the second year of the pandemic, the St.Mark's Thursday Club for Senior Citizens continued to flourish against all the odds. Although the programme of regular monthly meetings was once again thrown into turmoil, we managed to maintain contact through a variety of means. Amongst highlights of the year were a Summer Garden Party in June, an organ recital kindly given by Richard Marsden in August supporting Burundi, an illustrated talk by Vince Eager entitled 'You're Never Too Old to Rock 'n Roll' and a splendid Christmas Lunch at Ramsdale Park Golf Club for over 60 guests.

We have continued to welcome new members, increasing attendance to over 40 on most occasions, thanks to the strong support of existing members and the dedication of the 'team'. Very sadly, we lost two of our longest serving members....Michael Wright, former church organist, and Alan Rowe, our oldest member who celebrated his 100<sup>th</sup> birthday in April.



We are optimistic that our regular activities will return to some form of normality in 2022. Already, a full programme of monthly meetings has been arranged, generally on the third Thursday of every month. Some form of entertainment is generally provided and, just to provide a flavour, we can look forward to a visit from the Head Gardener of Hodsock Priory, a Garden Party to celebrate St.Mark's 60<sup>th</sup> Anniversary, a presentation on how to use our recently installed defibrillator and the return of 60's popstar Vince Eager to enlighten us about 'Life after Eurovision'!



Please encourage others to join us where they will always receive a friendly welcome. Further details can be found on the church website and by contacting Bryan Mallows ([bryan.mallows@ntlworld.com](mailto:bryan.mallows@ntlworld.com) or 07884 062337)

### **Church Friendship Group**

Our group has been running for six years, usually meeting monthly. It started with families of primary school age children, but has expanded as our children got older and new younger additions have arrived at St Marks! The first aim was to encourage the children to develop lasting friendships - to encourage a lifelong commitment to church, but we also want to welcome children outside church. However, another key benefit has been the opportunity for parents to meet, chat and support one another, while drinking lots of tea!

Our WhatsApp group also provided a source of information, encouragement and prayer, especially during lockdown.

Things have inevitably been quieter during covid, however we have recently started meeting again - after school on a Friday (roughly once each half term), at the Pratt's house, where the children play board games or crazy games of hide and seek. We also hope to start up outings again as we have in the past - these have included walks and trips to local family friendly venues.



Numbers vary, but the group has seen approximately 18 children in total attend in the last year, plus parents.

Please contact Jo Pratt or Kari Lao if you wish to be added to the group.

### **Men @ stmarks**

St. Mark's has a group specifically for the men in our parish.

The group has been in hibernation during lockdown but we have recently started meeting again for breakfast at a local eatery and usually get around 10 men coming along.

We hope to add other meetings throughout the year and all of our events are on our web site and our Facebook page 'men@stmarks'

For more information contact Alan at [menatstmarks@virginmedia.com](mailto:menatstmarks@virginmedia.com)

## Reloved

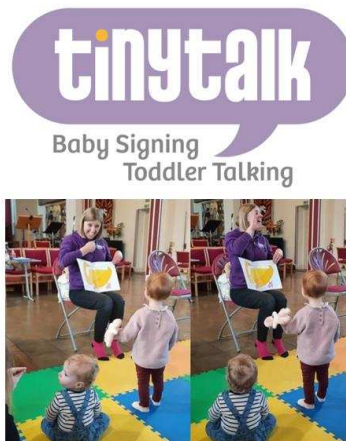
**Reloved** is a sale of nearly new, good quality children's clothes, books, toys and equipment which is held at St Mark's twice a year in March and October. It is run by a team of women from St Mark's, with huge support from many church members, as well as our community of volunteer helpers from amongst the sellers. At each sale we have had approximately 200 buyers from the local area. Due to restrictions in place during the pandemic the sale did not run in March 2021 and was held as a car boot style sale in October 2021, during which the ReLoved Café was born! The sale and café together raised £435.00 for charitable causes. Half of the funds raised have gone towards the children's work at St Mark's and half towards different children's charities. Following the October sale we again supported the Angel Tree project - buying Christmas presents for the children of men who are in prison. We feel that God really blesses our sales, in many practical ways, but also by giving us a great connection to many people in the local community who might otherwise never set foot in church. It is also a great blessing to us, in serving God and building very special friendships.

## Tiny Talk

TinyTalk Baby Signing (suitable from birth to 18 months/2years) & Toddler Talking Classes (18months/2years plus) taking place on Wednesdays & Fridays in term time.

St Mark's Church Hall – Wednesdays - 10am Toddler Talking & 11.15am Baby Signing  
St Mark's Church – Fridays – 10am Baby Signing & 11.15am Toddler Talking

Maximum class numbers apply of between 15-20 families per class.



Classes involve lots of singing, signing & sensory fun! Each week we follow a different theme in which we focus on a selection of core words & signs. We teach these by singing lots of nursery rhymes and bring them to life with props, puppets and flashcards. We also include a sensory or language-based activity, designed to help support different aspects of Baby's or Toddlers early years developments. The second half of class is social time with toys for the little one to play with whilst the adults get to enjoy a natter over a cuppa and biscuits

The first highlight of 2021 was being able to return to in-person classes for the Summer term, followed by September 2021 social distancing measures relaxing to allow little ones to play & share together again. The second highlight was launching a NEW Friday Toddler Talking class.

## Lullababy



LullaBaby Nottingham classes are held in the Main Hall every Monday (9am-2pm) during term time.

Our 5 week 'Step 1 Course' is suitable for babies aged 0-5 months and has a different focus each week; Baby Massage, Tummy Time Techniques, Baby Yoga, Paediatric First Aid Awareness and Sensory Play. On average a Step 1 class contains 10 parents with their babies.

Our Step 2 classes (suitable for babies aged 2-12 months) and Step 3 classes (for crawlers/walkers up to 24 months) have different themes each week eg Pyjama Party, Autumn, Jurassic Jungle. These classes contain a mixture of activities including baby yoga, sensory play, music, Makaton signing. They also include exploratory play and social time. On average each Step 2 class is attended by 15 parents with their babies. Up to 10 parents and carers attend the Step 3 classes. On an average Monday up to 50 parents in total attend Lullababy classes.

LullaBaby Nottingham actually launched at St Mark's in Summer 2021, which was obviously the main highlight for me! It's been wonderful to see the business grow over the past few months. A main priority for me in offering Baby and Toddler development classes is to provide a support network for new parents and a huge highlight is seeing how parents who met through my classes now go off for lunch/ coffee after the classes and have become good friends.

## Financial Review

With the Covid-19 pandemic continuing into 2021 we have not been able to welcome as many people back to St Mark's or groups to hire our facilities as prior to the pandemic. The latter part of the year, with restrictions lifted a little, we have been able to use our premises more and it's been a joy to see folk again. However, some people are still very cautious, and as a Church we are ensuring that everyone is safe. The support of our congregation financially and giving of time and talents, is greatly appreciated.

Our utilities expenses are high due to a lot of ventilation still being needed in Church and Hall.

In June we grafted 20+ church members to another church in the Diocese and we're excited seeing God working His purposes out. However, this has affected our income from regular giving by a substantial amount.

With lots of banks closing their local branches and having already been moved from community to business status 3 years previously due to turnover rules set by bank, which involved monthly account charges and transaction charges and these were being increased again, we decided in November to change banks from Barclays to Co-Op who have given us charity status and no charges. We look forward to a good working relationship with our new bank.

*Jackie Carey - Treasurer  
February 2022*

## **Independent Examiner's Report to the PCC of St Mark's, Woodthorpe**

This report on the financial statements of the PCC for the year ended 31 December 2021, which are set out on the attached pages, is in respect of an examination carried out in accordance with Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

### **Respective Responsibilities of members of the PCC**

As members of the PCC, you are responsible for maintaining proper accounting records and for preparing accounts; you consider that the audit requirements of the Regulations and that section 145 of the Act apply. It is my responsibility to issue this report on the financial statements in accordance with the Regulations.

You are also responsible for determining whether, in respect of the year (and the preceding two years), the PCC meets the conditions for exemption from an audit of the accounts set out in section 144(1) of the Act and the Regulations, and for providing me with information and explanations required for my examination.

### **Responsibilities of the independent examiner**

My examination was carried out in accordance with the general directions given by the Charity Commission under s.145 of the Account and can be found in the Church guidance, 2013 edition. That examination included a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

#### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect:

- a) accounting records have not been properly kept in accordance with section 130 of the Act; or
- b) the accounts do not accord with the accounting records; or
- c) do not comply with the Regulations other than in respect of the requirement for a true and fair view.

*Mrs Flona Myers ACMA, CGMA*

*Can be contacted via St Mark's Office*

*Date 8<sup>th</sup> March 2022*

## **Notes to the Financial Statements**

### **For the year ended 31 December 2021**

#### **1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The Financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not



include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

### **Funds**

*Restricted Funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object for which they are given. Where such funds are not invested separately, any interest earned is retained in the general account.

*Unrestricted Funds* are general funds which can be used for PCC ordinary purposes.

### **Incoming Resources**

Planned giving, collections and donations are recognised when received. Tax refunds are claimed on a quarterly basis and recognised when the income resource to which they relate are received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is received.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if the award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts (in accordance with s.298 Charities Act 2011)

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are in alienable property. Listed in the church's inventory, this can be inspected (at any reasonable time). Other assets, such as office equipment, are either deemed to have no residual value, or are written off when purchased their cost being less than £1,000.

There are no investments, other than those shown in the accounts with the Central board of Finance.

# **St Mark's Church**

## **Financial Statement Comparison with Prior Year**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>Year End</u></b>	<b><u>Prior Year</u></b>
<b>Current Assets</b>		
Debtors	3128	685
Bank Acc - Barclays	0	27327
Bank Acc - Co-Op	24406	0
Petty Cash	1	1
CBF Interest Acc - Projects	31871	31871
CBF Interest Acc - Church Fabric/CHIM	977	1997
CBF Interest Acc - General Investments	10142	10142
CBF Equity Investments - UK Equity	27249	27249
CBF Investments - Investment	32647	32647
CBF Investments - Property	15451	15451
	<b><u>145872</u></b>	<b><u>147370</u></b>
<b>Current Liabilities</b>		
Creditors - Short term	838	183
	838	183
<b>Current Assets less Current Liabilities:</b>	145034	147187
<b>Total Assets less Current Liabilities:</b>	145034	147187
<b>Long Term Liabilities</b>	0	0
<b>Total Assets less Total Liabilities:</b>	<b><u>145034</u></b>	<b><u>147187</u></b>
<b>Funds</b>		
General Fund	142998	159643
Designated Fund	0	408
Designated Thursday Club Fund	0	275
Des. RELOVED Fund	0	547
Des. Organ Repairs Fund	1097	1181
EEB Bank Acc Fund	1808	1000
P & L Account	-869	-17676
	<b><u>145034</u></b>	<b><u>147187</u></b>

CBF Equity Fund Income shares @ 31.12.2021 value £56487.27 and bid market value £56411.53

CBF Property Fund Income shares @ 31.12.2021 value £16912.00 and bid value £16650.09

C of E Investment Fund Income shares @ 31.12.2021 value £40572.75 and bid value £40528.94

## St Mark's Church

### Receipts and Payments Comparison with Prior Year

	<b>2021</b>	<b>2020</b>
	<b>Year End</b>	<b>Prior Year</b>
<b>Receipts</b>		
VOLUNTARY RECEIPTS: Planned giving	95745	104972
Collections at Services	2040	4788
Gift Aid recovered	23081	24192
Legacies, Miscellaneous	1049	1200
GENERATED FUNDS: Funerals; Weddings; Quiet Days	1354	1400
Church Hire; Mission Events	2061	72
Church Hall	16323	7132
Coffee Bar	51	19
Newsletter, Flowers, Thurs. Club	207	1087
Easy Fundraising/Printer Cartridges	169	88
DESIGNATED: Mission/Outreach/RBP	2521	1278
Reloved, Refresh Cafe, CYM	2421	1639
Church Hall	0	200
RESTRICTED: Giving; CYM; Burundi; Fabric	4991	5132
CBF Investment & Deposit Interest	3357	3582
	<b><u>155367</u></b>	<b><u>156780</u></b>
<b>Payments</b>		
CHURCH MINISTRY COSTS: Parish Share	91297	100848
Mission charitable giving	12022	10355
Office Administration	2167	1229
Publicity, Website, Broadband etc.	714	1096
Ministry expenses, pastoral, fees, audio	2885	2070
Training, Quiet Days, Away Days	70	60
Development Fund	0	7167
CYM; Refresh Cafe	1664	529
GENERATED COSTS: Mission Events/Outreach	0	892
Coffee Bar	238	44
Newsletter	0	767
Flowers	139	74
Reloved; Cafe Church	518	1223
RESTRICTED: Burundi	3966	3695
	<b><u>115679</u></b>	<b><u>130049</u></b>
<b>Overheads</b>		
Salaries, PAYE, Pensions	18851	23722
Accounts subscription	1198	1145
Bank Charges	456	154
Insurance & Licences	2431	2465
Utilities, Waste, Cleaning, Garden, Repairs	8695	8753
Hall Insurance & Licences	1308	1590
Hall Utilities, Cleaning, Repairs, Equipment	7618	6578
	<b><u>40558</u></b>	<b><u>44407</u></b>
<b>Net Profit/(Loss):</b>	<b>-869</b>	<b>-17676</b>

## **St Mark's Church Hall**

### **Comparison with Prior Year**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>Year End</u></b>	<b><u>Prior Year</u></b>
<b>Receipts</b>		
Hall Regular Bookings	12618	6331
Hall One-Off Bookings	3705	801
Hall Designated	0	200
	<b><u>16323</u></b>	<b><u>7332</u></b>
<b>Payments</b>		
Hall Cleaning	2318	2331
Hall Electric	954	1135
Hall Gas	919	1038
Hall Water	279	292
Hall Repairs & Maintenance	1818	1581
Hall Equipment Purchases	2013	200
Hall Insurance & Licenses	1308	1590
	<b><u>9610</u></b>	<b><u>8168</u></b>
<b>Gross Profit/(Loss):</b>	<b><u>6714</u></b>	<b><u>-836</u></b>
<b>Net Profit/(Loss):</b>	<b><u>6714</u></b>	<b><u>-836</u></b>

### **2021 Details**

#### **Repairs and Maintenance**

Feb C/O Alarm	204
May Casters for piano	32
July Sink unit & cupboards small kitchen	1020
Aug Decorating small kitchen	246
Oct Water filter	9
Oct Entrance porch light	47
Oct Replacement double glazing	260
	<b><u>1818</u></b>

#### **Equipment**

WiFi broadband in hall	234
Water filter kitchen	19
Defibrillator (Reloved donation + Councillor's donations & community fundraising)	1760
	<b><u>2013</u></b>

Note: Church Fundraising designated for  
defibrillator & councillor's donations

Plus Reloved donation

£1,399

£650

**£2,049**

Balance for fitting etc in 2022

**£289**

## Receipts & Payments Comparisons

