

St Mark's, Kensal Rise, Annual Report 2021

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Church Activities in 2021

Electoral Roll:

The **electoral roll** now stands at 175, with 5 people having come off the roll and 2 people joining.

Services:

January 2021 arrived with news of a 3rd lockdown and the year ended with what the government called 'Plan B' as a response to the Omicron variant. Lockdown was at its most extreme at the start of the year and all services were held online.

In March/April people were gradually allowed back into church in restricted numbers (with signups being required). Yet in the summer things opened up relatively freely.

The church is extremely grateful to everyone who made the services work under some very challenging conditions, maintaining the sense of worship and togetherness.

Special Events:

A **Baby Loss** service was held in October for those who have been affected by these tragic circumstances.

Harvest Festival was celebrated with a wonderful community lunch coordinated by Sinitta Falconer.

Love Christmas – an amazing outpouring of generosity coordinated by Jenny Erber, Gillian Thompson and Katie Barringer led to meals being distributed to hundreds of families in the area who were in need for one reason or another.

A **Bereavement Course** was held online in May which was attended by about half a dozen people. This was a great comfort to those who were dealing with loss alongside the strain and isolation of lockdown.

Staff/Leadership:

Anthea Carmichael entered her third and final year of curacy with us and will be much missed when her time comes to a close this summer.

Jenny Erber continues to bring energy and vision as our Children's Pastor, through this challenging year.

Kellie Jarrett has been taking all the office calls for the office from home, adapting to our new risk assessments over the year and liaising with our regular bookers over the challenges of lockdowns.

Alpha Courses:

Alpha was run online in February by a dedicated team of volunteers and a small homegroup

has been formed with members from this course.

Small Groups:

Many of the homegroups continued to meet through lockdown using zoon and WhatsApp to maintain contact with each other. We are really grateful to all the leaders of these groups and to all who have cared for each other in these trying times.

Children:

Since coming out of lockdown Jenny has had to look at different ways to open up Kids church safely. Now running 3 groups with an average of 40 children a week/ 85 a month. Since September we re-started our all-age services once a month including one on Creation Care inviting a speaker from A Rocha. Co-ordinating a successful harvest festival including donations from Princess Frederica and College Green, and a well attended Light Celebration in October!

Youth:

In addition to the older youth group that continued to meet over zoom and in person in 2021, a younger youth group was started which met in the hall once restrictions allowed in June.

Safeguarding:

St. Mark's has a **Child Protection Policy** and an **Equal Opportunities Policy**. Any concerns regarding children's safety should be referred to the **Children's Safeguarding Officer**, Kellie Jarrett. In accordance with Diocesan guidelines St Mark's also has a **Children's Champion**, Sue Bush, whose responsibility is to make sure children are nurtured within the worshipping life of the church.

Prayer

In addition the regular Prayer Room sessions in the Upper Room, Anthea led a Lent course using the movie, War Room.

The church was opened up as a prayer space on Wednesdays from May to allow people a quiet space to reflect and pray.

Over 50s:

Wednesday Fellowship remained closed through 2021.

Community - schools:

St Mark's continues to work with the parish **primary school** Princess Frederica and **nurseries** hosting services, assemblies and some RE lessons. Revds. Will Leaf and Anthea Carmichael have taken weekly assemblies online for the Church Primary School, Princess Frederica and

Will is Vice-Chair of governors, while Anthea has stepped into a Governor position at John Keble, taking regular assemblies there as well. **Jenny Erber** has built on strong links with College Green Nursery.

Mission Partners:

The PCC are continuing their commitment to supporting mission partners outside St Mark's and maintain the aim grow our external giving so that we reach a figure of at least 10% of congregational giving, to that end we will be supporting the following partners financially:

- Fusion (Pippa Elmes)
- New Growth Ministries, Zimbabwe
- Scargill House (Phil & Di Stone)
- Youth With a Mission, Bolivia (Roger & Isha Hulford)
- Youth With a Mission, London Urban Key (local to us) Operation Mobilisation
- There is Hope Malawi
- The Children's Society (supported through our annual Christingle service)

A 10k walk was organized to raise funds for There is Hope in May.

St Mark's partnered with St Gabriel's in Cricklewood in order to respond to the crisis in St Vincent. A substantial amount of money was raised and support sent to contacts on St Vincent.

IntoUniversity Brent (IU) based at St Mark's continues to provide educational and mentoring support for local primary and secondary school children through Focus Weeks held in the Church and Classroom, school visits, homework clubs, and university and cultural trips.

'**Project Stork**' initiatives have continued to be well supported this year, collecting clothes and gifts – as well as Easter Eggs - for women and children escaping domestic violence.

Hall Bookings:

During lockdown the hall and church spaces have largely been closed to bookings.

Buildings and Maintenance:

It was a relatively quiet year for maintenance on the building – please see the Fabric, Goods and Ornaments report for more detail.

Financial Review

The voluntary income was similar to 2020, which is to be expected given the continuing lockdown situation. This was supplemented by one year's Gift Aid, although this year there have been no legacy donations. Expenditure was reduced, principally due to less expenditure on the fabric of the church. We would hope to retain or increase this level of voluntary income, by thanking those who continue to give generously and encouraging others to do the same.

Receipts

Total receipts were £136,150 (2020 £190,317)

Total regular voluntary giving for 2021 was £79,012. This compares with £81,217 for 2020 (a 3% decrease).

Church Activities for generating funds are principally the licencing and letting of parts of the church plus donations for specific activities. In 2021 income from the church buildings totalled £27,836 (2020 was £45,633). 2020 was inflated by backdated licence fees from IntoUniversity and in 2021 hall booking income dropped by 31% to £4,931 due to lockdown restrictions. Sundry donations totalled £12,514, this was £6,426 higher than 2020 and largely represents money raised for "Love Christmas".

Other Receipts totalled £14,930 (2020 £57,114). The principal difference being that no legacies were received this year (£30,000 in 2020). One year of Gift Aid was recovered in 2021, totalling £13,828 (two years were claimed in 2020 totalling £26,800). Further Gift Aid will be claimed in 2022.

Expenditure

Our expenditure totalled £153,342 (2020 £163,612) to provide the Christian Ministry from St Mark's Church.

Of this £80,000 (2020 £80,000) was our contribution to the Common Fund to provide stipends and employment costs for the clergy and a contribution towards Diocesan costs and the costs of the wider Church.

The amount which our church pays to the Common Fund is decided by the PCC. After the attendance of representatives at Diocesan meetings and the receipt of Diocesan budgets, the PCC in June or July considers the amount it will offer to pay to the Common Fund for the next year, referring to its own budget for the current year. The amount for 2022 is £80,000, which is less than the £85,200 requested by the Diocese but reflects our reduced income.

Missionary & Charitable Giving totalled £13,214 (2020 £15,650). In 2021 the PCC agreed a formula to tithe 10% of our income to our Mission Partners. £7,000 (2020 £9,750) was paid to them in 2021 and a further balancing sum of c. £3,500 will be paid in 2022 by reference to the 2021 accounts.

Church repairs and maintenance were reduced this year to £6,958 (2020 £11,972). Clergy & Staffing costs plus general running costs totalled £53,171 a small saving on the 2020 total of £55,990.

Reserves Policy

In 2021 we reviewed our Reserves Policy and this now provides that we should aim to sustain 5 months of expenses (based on a 5 year rolling average) and never dip below 1 month of expenses except in exceptional circumstances at the discretion of the PCC. On agreement of the PCC Reserves can be utilised but must aim to be replenished thereafter from all sources of income until the threshold is again reached, with the aim of replenishing not later than 3 years from utilisation. We currently seek to maintain reserves of £67,970 and to not go below £13,600.

Risk Management

Our procedures for managing the risks from fraud and theft are being implemented in 2022 and will be reviewed annually.

Within the Church building, we have paid particular attention to risks of fire and terrorism and escape routes. The easy work has been done but this work is ongoing as it is particularly difficult to achieve modern recommendations in an old building like our church.

Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with the applicable accounting standards "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The Trust is a Public Benefit Entity as defined by FRS 102.

The financial statements have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair view". This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice.

The financial statements are prepared on a going concern basis under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Finance and Treasury team

We are very grateful to our Finance and Treasury team – especially Alan Meakin, who this year assumed the role of Treasurer and Sinitta Falconer who continues to work diligently as our part-time bookkeeper.

Report regarding the Fabric, Goods and Ornaments

Church Wardens Report including Fabric Report for APCM 2022

This report covers the period Jan 1st – Dec 31st 2021

The buildings group is led by Alastair Campbell, with John Palmer and Sue Bush and advice from Glenn Ford and Will as needed.

Most of the work done during last year was done under Glenn's supervision.

Work has begun to improve the office used by Into University to accommodate another member of staff and improve facilities. As part of this work necessary electrical improvements will be carried out.

Damage from leaks into the hall from the roof has been repaired and redecoration carried out.

The plaque recording the generous bequests from Arthur Smith and Pat McAllister has been put up in the hall.

We are still awaiting work to renew the Hall doors as the previous quote lapsed and a new one had to be acquired.

The PCC has discussed options to make the church building a more flexible and welcoming space for use by the church and community. These options could include removing the remaining pews and replacing them with chairs and carpeting the central area. If anyone has views on this or ideas about ways in which we can develop the building please contact Will, the Churchwardens or any of the Buildings group.

Sue Bush and Vivienne McKoy – Salt

Churchwardens

Approved by the Parochial Church Council on 8th May 2022

Signed on their behalf

by Revd Will Leaf (Chair)



And by Sue Bush (Church Warden)



TRUSTEES ANNUAL REPORT 2021

St. Mark's Church, Kensal Rise (Diocesan ID: 2112)
Trustees Annual Report of the Parochial Church Council for the Year 31st December 2021

Administrative information

St. Mark's Church is based at the Church and Hall on the corner of Bathurst Gardens, Kensal Rise, and All Souls Avenue, Harlesden. It is part of the Brent Deanery, in the Willesden Area, in the Diocese of London within the Church of England. The address is Bathurst Gardens, Kensal Rise, NW10 5HX

St. Mark's Parochial Church Council (PCC) is a charity registered with the Charity Commission: 1132172.

PCC members who have served from January 2021 to April 2021 were:

Vicar:	Revd Will Leaf (Chair)
Curate:	Revd Anthea Carmichael
Churchwardens:	Sue Bush Vivienne McKoy-Salt
Deanery Synod:	Alistair Campbell John Palmer
Elected members:	Douglas Morton Katie Barringer Gillian Thompson Shantel Earle Ingrid Cope Caroline Winterburn Mauricio Pinheiro Barbosa Rosabel Johnston Alan Meakin (Secretary)

PCC members who have served from April 2021 until the date this report was approved are:

Vicar:	Revd Will Leaf (Chair)
Curate:	Revd Anthea Carmichael
Churchwardens:	Sue Bush Vivienne McKoy-Salt
Deanery Synod:	Alistair Campbell

John Palmer

Elected members:

- Alan Meakin
- Douglas Morton
- Katie Barringer
- Gillian Thompson
- Shantel Earle
- Mauricio Pinheiro Barbosa (stood down November 2021)
- Rosabel Johnston
- Michelle Percharde (Secretary)

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees who consider themselves as belonging to the worshipping community of St. Mark's are encouraged to register on the Electoral Roll. All those on the Electoral Roll may stand for election to the PCC. The council should reflect the diversity of the church community. In 2017 the PCC adopted a more conventional 3-year term for its membership (previously they were re-elected annually), so most of those elected in 2017 stood down in October 2020. 2 elected members (Caroline Winterburn and Ingrid Cope) were invited by the PCC to stay on for one further year to preserve continuity.

The PCC met for six business meetings during the year as well as the Annual Parochial Church Meeting.

Objectives and Activities

St Mark's Kensal Rise is a local church family, seeking to live and share the love of Jesus by:

- Bringing our Best in worship,
- Nurturing Each other as disciples, and
- Being the good news for Kensal Rise and beyond

The Church Council has the responsibility of working with the incumbent, Revd. Will Leaf, and the staff team in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC, through prayer and discussion, seeks to discover how best to encourage the church to fulfil its mission of 'Living and Sharing the Love of Jesus'.

Approved by the Parochial Church Council on 8th May 2022 and signed on its behalf by


.....
Rev W. Leaf (PCC Chair)


.....
Sue Bush (Church Warden)

Independent Examiner's Report to the Trustees of the Parish church of St Mark's, Kensal Rise, Harlesden

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 herein attached.

This report is made solely to the charity's trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My Independent examination work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume to responsibility to anyone other than the charity and its trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

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

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

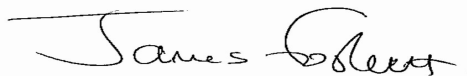
Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act
2. the accounts do not accord with those records

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

James Foscett BSc (Hons) FCA DChA
Cansdales Business Advisers Ltd
Bourbon Court
Nightingales Corner
Little Chalfont
Bucks, HP7 9QS



Date: 8 November 2022

Financial Accounts for St Mark's, Kensal Rise – Charity Number 1132172

Statement of Financial Activities (SOFA)

For the year ended 31st December 2021

	Reference	General	Restricted	This year	Last year
Income Resources					
Voluntary Income	4(a)	79,012	315	79,327	81,217
Activities for generating funds	4(b)	32,724	7,625	40,349	51,720
Total Income from investments	4(c)	4	-	4	14
Church Activities	4(d)	1,548	-	1,548	252
Other Receipts	4(e)	13,930	1,000	14,930	57,114
Total Income Resources		127,210	8,940	136,150	190,317
Expenditure					
Missionary & Charitable Giving	5(a)	9,203	4,011	13,214	15,650
Parish Share	5(b)	80,000	-	80,000	80,000
Clergy & Staffing Cost	5(c)	33,779	-	33,779	35,383
Church running expenses	5(d)	19,392	-	19,392	20,608
Church repairs & maintenance	5(e)	6,958	-	6,958	11,972
Total Expenditure		149,332	4,011	153,342	163,612
Net Income/outgoing Res. for the year		22,122	(4,929)	17,192	(26,704)
Funds on 1st January 2021		129,074	1,390	130,464	103,760
Funds on 31st December 2021		107,978	4,862	114,900	130,032

St Mark's Church, Kensal Rise

Balance Sheet detailed

	As at 31/12/2021	As at 31/12/2020
Current assets		
B02: CAF Cash	92,550	113,791
B03: Petty Cash	2,169	
B06: Gold Deposit	1,602	1,392
B08: Makeover	23,433	22,230
Z05: Accounts Receivable	1,800	
Total Current assets	121,552	137,413
Liabilities		
6698: Insurance Pay Out	6,935	6,935
6699: Agency collections	-	60
7000: Deposits	500	100
Z04: Accounts Payable	1,135	-
Z07: Pension Control Account	143	286
Total Liabilities	8,712	7,380
Net Asset surplus (deficit)	112,840	130,032
Reserves		
Excess/(deficit) to date	(17,192)	26,272
Z01: Starting balances	130,032	69,347
Z02: Gains/(losses) on investment assets	-	-
Z03: Gains/(losses) on reval. of fixed assets		34,414
Total Reserves	112,840	130,032

Approved by the Parochial Church Council on 8th May 2022 and signed on its behalf by



Vivienne McKoy-Salt (Church Warden)

Represented by Funds

			As at 31/12/2021	As at 31/12/2020
Unrestricted				
	General	2(a)	107,978	88,744
	Designated	2(b)		40,330
Restricted				
	Restricted	3(b)	4,862	1,390
	Endowment	3(a)	0	0
Total			112,840	130,464

Funds Movement 2021

	Initial Balance	Income	Expenditure	Adjustments	Final Balance
General	88,744	127,210	(149,332)	(28,072)	38,550
Designated	40,330			27,640	67,970
Restricted	1,390	8,940	(4,011)		6,319
Endowment					
Total	130,464	136,150	(153,342)	(432)	112,840

Funds Movement 2020

	Initial Balance	Income	Expenditure	Adjustments	Final Balance
General	96,195	188,895	(156,016)	(40,330)	88,744
Designated	-	-	-	40,330	40,330
Restricted	7,565	1,422	(7,597)	-	1,390
Endowment	-	-	-	-	-
Total	103,760	190,317	(163,612)	0	130,464

Notes to the Financial Statements for the year ended 31 December 2021

1 Accounting policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis, together with the applicable accounting standards "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019)

Incoming resources

Planned Giving, collections, and donations are recognised when received. Tax refunds are recognised when received. All other income is recognised when it is received

Outgoing resources

The Diocesan common fund share is accounted for when due. Other outgoings are generally recognised when incurred.

Fixed assets

Expenditure on individual fixed assets costing more than £500 is capitalised and written off over the expected useful life of the asset. Consecrated land and property are excluded from the accounts.

2 **General funds (Unrestricted)**

- 2(a) General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application for general purposes by the PCC. Funds designated for a particular purpose by the PCC are also unrestricted – see designated funds below.

Total funds in 2020 of £130,464 were overstated by £432 representing a Diocesan fee, reflected in Income & Expenditure but not in the Balance Sheet. An adjustment has been made to rectify this.

2(b) **Designated funds**

Designated funds represent funds put aside for specific purposes by the PCC and help with financial planning. There is no restriction regarding their use other than those imposed internally by the PCC. Designated funds reflect our Reserves Policy to guide decisions by the PCC seeking to maintain a balance of £67,970 and to not go below £13,600. This is reviewed annually based upon the average expenditure of the previous 5 years, reflecting 5 and 1 months average expenditure respectively.

3 **Restricted funds**

3(a) Restricted

Restricted funds are donations received for a specific purpose. The funds may only be expended for the purpose for which they were given. In 2021, St Mark's has operated restricted funds for the following purposes:

- Garden Fund – this is for the collection for maintenance of Church Garden. Balance on 31/12/2021 were £160.00.
- Hardship Fund – this is for the collection and dispersal of monies for the practical support of individuals/families in the community who are experiencing hardship. This fund is administered by a subcommittee of the PCC. Balance on 31/12/2021 was £ 1,240.00
- Mission Partners – gifts received by the church specifically for our Mission Partners. The Balance on 31/12/2021 was £2,360.00.
- Love Christmas – a specific fund to collect donations to be expended on providing Christmas Hampers to people within our community who are experiencing hardship. The balance on 31/12/2021 was £1,019.43.

3(b) Endowment

There were no Endowment Funds

4. Income Notes

Reference		Restricted	Unrestricted	This year	Last year
4(a)	Voluntary Income				
4(a.1)	Planned Giving		49,490	49,490	60,253
4(a.2)	Planned Giving (no gift aid)		28,569	28,569	19,740
4(a.3)	Collections & other Giving	315	953	1,268	1,224
	Total of Voluntary Income	315	79,012	79,327	81,217
4(b)	Activities for generating funds				
4(b.1)	Fund Raising events & Miscellaneous	7,625	4,889	12,514	6,088
4(b.2)	Church hall Lettings & Other Lettings		27,836	27,836	45,633
	Total of Activities for generating funds	7,625	32,724	40,349	51,720
4(c)	Total Income from Investments		(4)	(4)	14
4(d)	Church Activities		1,548	1,548	252
4(e)	Other Receipts				
4(e.1)	Legacy Funds	-	-	-	30,000
4(e.2)	Gift Aid	-	13,828	13,828	26,800

4(a.3) Other Receipts	1000	101	1,101	314
Total Other Receipts	1,000	13,930	14,930	57,114
Total Incoming Resources	8,940	127,210	136,150	190,317

5. Expenditure Notes

5(a) Missionary & Charitable Giving	4,011	9,203	13,214	15,650
5(b) Parish Share		80,000	80,000	80,000
5(c) Clergy & Staffing Cost		33,779	33,779	35,383
5(d) Church running expenses		19,392	19,392	20,608
5(e) Church repairs & maintenance		6,958	6,958	11,972
Total Expenditure	4,011	149,332	153,342	163,613

6 Related Parties

There are no related-party transactions involving the St Mark's Trustees or any other persons that were required to be disclosed

7 Trustee Remuneration

There was no remuneration paid to trustees in 2021.

8 Independent Examinations fee

There are now outstanding Independent Examinations fees of:

- 2021 £1,235 + VAT

Adopted at the Annual Parochial Church Meeting on 8th May 2022

Signed on their behalf by Revd Will Leaf (Chair)

