

Independent Examiner's Report to the Trustees of St Mark Teddington.

I report on the accounts of the church for the year ended 31st December 2023 which are set out on finance pages of the Annual Report.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date

Eddie Sheow
A.C.A

St Mark's Church, Teddington

Registered Charity No 1132262

Annual Report for the year ended 31 December 2023

St Mark's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelical, social and ecumenical. It has responsibilities for the church building, grounds and hall of St Mark's, Teddington.

Reference and Administrative Information

The Parochial Church Council of the Ecclesiastical Parish of St Mark Teddington is a charity registered with the Charity Commission for England and Wales, Registered Charity No 1132262.

The church is located on St Marks Road, Teddington. The parish is part of the Diocese of Kensington and its official correspondence address is:

The Vicarage, St Mark's Church, 23 St Mark's Road, Teddington TW11 9DE

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year 2023 the following served as members of the PCC:

Ex officio members

Chair (Priest-in-charge)	Rev Karen Wellman (until 13 August 2023)
Church Wardens	Mrs Rachel Bide (also safeguarding) and Mrs Sally Maxwell
Deanery Synod Representative	Mrs Rachel Bide

Elected Members

the at

Dr Peter Butterworth, vice-chair and treasurer,
Mrs Jill Telfer, Mrs Maggie Dennis, Mr John Bazalgette, deputy
warden, Mrs Susan Saunders. Mrs Tina Herterich was co-opted to
the PCC at its meeting on 21 May 2023, after the APCM.

Bankers	Barclays Bank Ltd, Kingston branch
Parish Accountant	Mrs Jane Hale
Independent financial examiner	Mr Eddie Sheow

Structure and Governance

The method of appointment of PCC members is set out in the Church Representation Rules.

All Church attenders are encouraged to register on the Electoral Roll and to stand for election to the PCC.

PCC Meetings

The PCC met 11 times during 2023.

Standing Committee

The Standing Committee has the delegated authority to transact the business of the PCC between meetings, subject to directions given by the PCC. Membership is: Parish priest, Church wardens, deputy warden, treasurer and PCC secretary.

Trusts

There are no trusts managed by the PCC.

Employees

There are no employees of the PCC. The PCC is very grateful for the volunteering of so many people that

enables the church life to run smoothly. The church pays a cleaning company to clean the church for two hours a week.

Financial Risk

Annual budget setting is now an important part of our financial regime.

Stewards, who count the collections, are appointed by the PCC after the APCM.

As the parish has an account which was a reserve for buildings (No 2 account) there is an implied reserves policy. The money in that account is from a legacy and should be used for fabric and for an audio visual system rather than the running costs of the church.

Compliance with Law and Regulation

Risk assessments have been written and updated at regular intervals for the use of church and hall.

To comply with copyright legislation St Mark's Church is registered with CCLI and PRS.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). This means that all authorised clergy, bishops, archdeacons, licensed readers and lay workers, churchwardens and PCCs are not free to disregard it but are required to follow it unless there are cogent reasons for not doing so. ('Cogent' for this purpose means clear, logical and convincing.) Failure by clergy to comply with the duty imposed by the 2016 Measure may result in disciplinary action.

The required policies have been discussed and adopted by the PCC. All hirers of the church and hall have to sign up to the church safeguarding policy or provide one of their own. Safeguarding posters are displayed in church. The website is compliant. The licensed members of the church are up to date with training and DBS checks. In reviewing the guidance for churches on safeguarding, the decision was made to ask the Diocesan Safeguarding Officer to lead training for the whole church on safeguarding as not all those who needed to undergo training had access to the online materials. The first session of in person training was in late 2021. The second session was run on 26 May 2023.

Revd Jerry Field and Mrs Susan Saunders May 2024

St Mark's Teddington

Financial Statements

Year ending 31st December 2023

St Mark's Teddington
Year ending 31st December 2023

	Unrestricted funds £	Designated funds £	Restricted funds	Endowment funds £	Total funds £	Prior year funds £
Income and endowments from:						
Donations and legacies	56,667	0	0	0	56,667	57,524
Income from charitable activities	0	80	0	0	80	0
Activities for generating funds	17,619	0	0	0	17,619	21,666
Investments	0	0	0	0	0	0
Total income	74,286	80	0	0	74,366	79,190
Expenditure on:						
Cost of raising funds	0	0	0	0	0	17
Common Fund contribution	38,000	0	0	0	38,000	38,000
Clergy and staffing costs	1,450	0	0	0	1,450	2,102
Church running expenses	23,768	0	0	0	23,768	23,102
Hall running costs	1,447	0	0	0	1,447	523
Expenditure on charitable activities	0	80	0	0	80	0
Total expenditure	64,665	80	0	0	64,745	63,743
Net (expenditure) resources before transfer	9,621	0	0	0	9,621	15,447
Transfers						
Gross transfers between funds - in	0	0	0	0	0	959
Gross transfers between funds - out	0	0	0	0	0	(959)
Net movement in funds	9,621	0	0	0	9,621	15,447
Total funds brought forward	1,179	712	19,979	0	21,870	6,423
Total funds carried forward	10,800	712	19,979	0	31,491	21,870
Represented by						
Unrestricted						
General fund	10,800	0	0	0	10,800	1,179
Designated						
Building for Mission Fund	0	0		0	0	0
Charity Collections	0	712		0	712	712
Restricted						
Not for general purposes			19,979		19,979	19,979
New Hall Fund	0	0	0	0	0	0
Total funds carried forward	10,800	712	19,979	0	31,491	21,870

St Mark's Teddington
Year ending 31st December 2023

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Bank current account No1	207	0	0	0	207	1,737
Bank Current Account No2	10,593	712	19,979	0	31,284	20,133
Grand total	10,800	712	19,979	0	31,491	21,870
Fund movement by type						
	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
Charity - Charity Collections						
Designated	712	80	(80)	0	0	712
Sub-total for Charity	712	80	(80)	0	0	712
Hall - New Hall Fund						
Restricted	0	0	0	0	0	0
Sub-total for Hall	0	0	0	0	0	0
Legacy - not for general purposes	19,979	0				19,979
Restricted	19,979	0	0	0	0	19,979
Mission - Building for Mission						
Designated	0	0	0	0	0	0
Sub-total for Mission	0	0	0	0	0	0
General - General fund						
Unrestricted	1,179	74,286	(64,665)	0	0	10,800
Sub-total for General	1,179	74,286	(64,665)	0	0	10,800
Grand total	21,870	74,366	(64,745)	0	0	31,491

St Mark's Teddington
Year ending 31st December 2023

Income

	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds £	Prior year funds £
Donations and legacies						
Planned Giving – standing orders	20,855	—	—	—	20,855	23,915
Planned Giving GA Envelopes	2,734	—	—	—	2,734	2,888
Loose plate collections	1,755	—	—	—	1,755	1,159
One-off donations	15,649	—	—	—	15,649	4,187
Donations – designated	0	0	—	—	0	0
Tax recoverable on Gift Aid	5,558	—	—	—	5,558	2,755
Legacy	10,057	—	0	—	10,057	19,979
Non-recurring one-off grants	0	—	—	—	0	2,641
Other funds generated	58	—	—	—	58	—
Total	56,667	0	0	0	56,667	57,524
Income from charitable activities						
Retiring Collections	0	80	—	—	80	—
Total	0	80	0	0	80	0
Activities for generating funds						
Fund Raising	25	—	—	—	25	0
Hire of hall	3,725	—	—	—	3,725	2,083
Hire of Church	12,858	—	—	—	12,858	17,548
Fees for weddings and funerals	568	—	—	—	568	1,913
Coffee money	132	—	—	—	132	122
Wednesday coffee	312	—	—	—	312	0
Total	17,619	0	0	0	17,619	21,666
Investments						
Bank and building society interest	—	—	—	—	—	0
Total	0	0	0	0	0	0
INCOME TOTAL	74,286	80	0	0	74,366	79,190

EXPENDITURE

Cost of raising funds

Costs of stewardship	0	—	—	—	0	17
Total	0	0	0	0	0	17

Common Fund contributions

Common fund	38,000	—	—	—	38,000	38,000
Total	38,000	0	0	0	38,000	38,000

Clergy and staffing costs

Assistant staff costs	168	—	—	—	168	120
Working expenses of incumbent	1,186	—	—	—	1,186	1,565
Water rates - vicarage	96	—	—	—	96	346
Visiting speakers / locums	0	—	—	—	0	71
Total	1,450	0	0	0	1,450	2,102

Church running expenses

Insurance	4,865	0	0	0	4,865	4,653
Insurance claims	(4,831)				(4,831)	
Organ / piano tuning	259	0	0	0	259	204
Organist	70	0	0	0	70	290
Church maintenance	7,024	0	0	0	7,024	5,535
Upkeep of services	392	0	0	0	392	411
Upkeep of churchyard	480	0	0	0	480	360
Church running - electric	3,084	0	0	0	3,084	1,459
Church running - gas	9,671	0	0	0	9,671	2,205
Church running - water	262	0	0	0	262	215
Church major repairs - structure	0	0	0	0	0	6,926
Church major repairs – architect fees	0	0	0	0	0	0
Bookkeeping/Accountancy	50	0	0	0	50	300
Administration	2,443	0	0	0	2,443	544
Total	23,768	0	0	0	23,768	23,102

Hall running costs

Hall running - electricity	247	—	—	—	247	51
Hall running - gas	0	—	—	—	0	0
Hall running - water	0	—	—	—	0	(2)
Hall repairs	0				0	474
Legal fees	1,200				1,200	
Total	1,447	0	0	0	1,447	523

Expenditure on charitable activities

Giving to missionary societies	—	—	—	—	0	—
Giving - relief and development agencies	—	—	—	—	0	—
Home mission	—	—	—	—	0	—
Secular charities	—	80	—	—	80	0
Total	0	80	0	0	80	0

EXPENDITURE TOTAL	64,665	80	0	0	64,745	63,743
GRAND TOTAL	9,621	0	0	0	9,621	15,447