

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

England & Wales - Charity number 1134121

Details

Other names ST MARK'S PCC, REIGATE

Status Registered

Legal form Previously excepted

Registered 2010-02-05

Register [View on the Charity Commission register](#)

Contact

Address 8 Alma Road
Reigate
Surrey
RH2 0DA

Phone 01737 761178

Website www.stmarksreigate.co.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Regular public worship open to all; The provision of sacred space for private prayer and meditation; Promoting the whole mission of the Church through the provision of activities for all age groups; The support of various charities both at home and abroad.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£240,716	£203,527	-	-
2023-12-31	£217,394	£231,287	-	-
2022-12-31	£205,550	£219,038	-	-
2021-12-31	£210,415	£185,761	-	-
2020-12-31	£193,123	£174,900	-	-

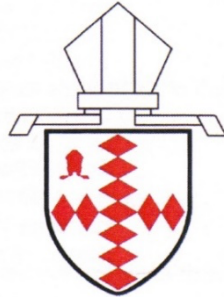
Trustees

Name	Role	Appointed
REVEREND MARTIN COLTON	Chair	2014-06-30
Adam Peter Baldry		2025-05-11
BRUCE RICHMOND COUSINS		2026-05-10
Dr OBEHIAGHE AFIAME KING		2025-05-11
JANE ARTIS		2017-04-30
MELANIE ANNE CRIGHTON		2020-10-11
REVEREND REGINALD CARLYLE GRANT		2019-06-30
ROBERT CRILLEY		2024-05-12
SARAH ANNE COUSINS		
SARAH JANE BELL WALKER		2020-11-17
SUSANNAH MARY DYDE		2012-10-16
SUZANNE GILLIAN BAKER-HEDGE		2020-11-17
THERESA KATHLEEN ROSE HILL-SMITH		2024-05-12
TIMOTHY LLOYD WARREN		2020-10-11

Accounts

**SAINT MARK'S PARISH CHURCH
ALMA ROAD, REIGATE, SURREY**

**The Parochial Church Council of the
Ecclesiastical Parish of Saint Mark Reigate
(Registered Charity No. 1134121)**



**DIOCESE OF SOUTHWARK
CROYDON EPISCOPAL AREA
ARCHDEACONRY OF REIGATE**



**REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

**THE PAROCHIAL CHURCH COUNCIL FOR THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE
CHARITY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2024**

Members of the Parochial Church Council

Incumbent and Chair	The Reverend Martin Colton
Assistant Curate	The Reverend Reginald Grant
Readers	Ian Archer, Sarah Cousins, Susannah Dyde
Churchwardens	Louise Wallis (Vice Chair), Benjamin Read
Deputy Wardens	Jane Artis, Timothy Warren, Robert Crilley (From May 2024)
Deanery Synod representatives	Suzanne Baker-Hedge, Sarah Walker, Helen Baron
Elected Members	Nicola Lloyd, Rachel Potter, Nigel Perkins (Until May 2024), Helen Starmer (Until May 2024), Terrence Hancock, Melanie Crighton (From May 2024), Theresa Hill-Smith (From May 2024)
Co-opted Members	Melanie Crighton (Until May 2024)

Charity Registration Number 1134121

Working Name St Mark's PCC, Reigate

Principal Address
St Mark's Church
8 Alma Road
Reigate
RH2 0DA

Independent Examiner
Archie McDowall, BA CA
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Bankers

HSBC	Nat West	CCLA
9 The Boulevard	39 Station Road	PO Box 12892
Crawley	Redhill	Dunmow
H10 1UT	RH1 1QN	Essex
		CM6 9DL

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE
Annual Report of the Members of the Parochial Church Council
For the year ended 31 December 2024**

The Members of the Parochial Church Council (the 'PCC'), who are the charity's trustees for the purposes of charity law, have pleasure in presenting their report together with the financial statements for the year.

Objects of the charity

The charity is responsible for co-operating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church be it pastoral, evangelistic, social or ecumenical. The PCC is also responsible for maintaining the church, the hall and the investment property and to provide the physical and financial resources to achieve the mission of the church in general and the parish in particular.

Summary of the charity's main activities and achievements

To further the above objects and vision, the charity strives to offer a range of services that attract all age groups from our community who find attendance both beneficial and spiritually fulfilling. Families are attracted to our church through monthly Family and Messy Church services and weekly T-Time Tales. There is a monthly community lunch aimed at providing a Sunday roast and companionship for those living alone, monthly meetings of the St Mark's Afternoon Retirement Team (SMART) and regular prayer group meetings. Holy Communion is taken to those at home or in hospital who are unable to attend church.

The majority of the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission. It aims to promote religion within the parish. The church is open during daylight hours for all to enter and is used by local schools for their harvest and Christmas services. The church and hall are available to church groups, local associations and others.

Structure, Governance and Management

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually at the Annual Parochial Church Meeting (APCM) to fill vacancies. All church attendees are encouraged to register on to the Electoral Roll, to take part and assist in the activities and to stand for election to the PCC.

Responsibility for setting policy and for making operating decisions rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to the standing committee. This committee and the following committees report to the PCC regularly: Finance and Buildings, Inclusivity and Community Outreach, Spirituality, Sustainability.

Financial review

During the year income increased by £23,322, to £240,716, and expenditure decreased by £27,760, to £203,527. This includes restricted income of £21,629 relating to a project that will be carried out in 2025. As a result there is a surplus for the year of £37,189 compared to a deficit in 2023 of £13,893. The charity's net assets increased by £37,189 to £466,290 and net current assets increased by the same amount, to £116,290. Detailed analysis is shown in notes 3 and 4 to the accounts and particular areas of significance are as follows:

Income

- Unrestricted donations decreased by £5,008 overall with planned giving decreasing by £5,525 to £76,094, collections at services increasing by £60 to £8,221, gift day donations decreasing by £2,711 to £19,505 and general donations increasing by £3,168 to £9,853
- Restricted donations of £14,472 include £11,791 relating to the Church of England Give to Go Green campaign
- Grants of £9,838 relate to the Church of England matched funding for Give to Go Green
- No legacies were received in in the year compared to one of £1,369 in 2023
- Other activities increased by £667 to £7,817
- Interest receivable increased by £514 to £3,572
- Hall lettings increased by £6,992 to £35,088 reflecting both an increase in rates and new hirers
- administration services decreased by £785 to £7,834 due mainly to a reduction in photocopying for other churches

Expenditure

- The Parish Support Fund Payment increased by 3.3% to £120,036 as agreed by the PCC in 2023
- Building maintenance costs in 2024 totalling £2,461 relate to gutter clearance and minor vestry roof works together with regular maintenance. This is significantly lower than the 2023 total of £20,741 which included replacement of the pigeon netting on the church tower, works to the church rental property and repair to one stained glass window.
- Church running costs have increased due to more activities and inflation
- Administration costs have increased due to salary rises and inflation
- Hall running costs of £22,211 show a significant reduction from £39,284 in 2023 as there have been no major works this year although there have been increases in utility and other costs partially offset by savings in cleaning costs. In 2023 redecoration and floor works were carried out.
- Direct costs relate to monies donated to charities raised from special appeals or collections at specified services. The total of £3,189 was allocated as follows:

Sparkfish	£500
Combat Stress (Remembrance Sunday)	£519
Renewed Hope (Christmas Services)	£428
Reigate Samaritans (Christmas Services)	£428
Children's Society (Christingle service)	£858
Bishops Lent Call (Lent Appeal)	£349
McMillan Coffee Morning	£107

Reserves policy

The PCC has determined that the charity should aim to hold unrestricted cash equating to between three and six months' of unrestricted expenditure so that the charity could continue to operate should income and / or expenditure vary adversely. At the year end, the charity held unrestricted cash of £93,560 and the charity is complying with its reserves policy.

It is PCC policy to maintain the unrestricted funds by breaking even over a five-year period, thus spreading any exceptional operating income and expenditure.

Unrestricted funds at 31 December 2024 were £444,011 (2023: £428,301) of which £350,000 is represented by the value of the investment property. Thus, liquid reserves are £94,011 (2023: £78,301) at the balance sheet date. The day to day running expenses of the Church and Hall are expected to be covered by income from donations, hall lettings together with rental income from the investment property and car park. The liquid reserves are to be utilised for making up for any shortfalls and therefore considered sufficient.

Forecast for 2025

The PCC anticipates that the level of donations and lettings income can be maintained into 2025 and having considered the Church's assets and reserves has therefore concluded that the Church has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements are prepared on a going concern basis.

Key risks and uncertainties

The charity is exposed to various risks - be they operational, financial or reputational. The PCC reviews the charity's activities regularly to identify significant risks and, where possible, it takes appropriate measures to mitigate those risks.

Other matters

With regard to the PCC's obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The last quinquennial inspection of the Church building was carried out by a Diocesan approved architect in 2021 highlighting repairs to be effected over the subsequent five years. No works arising from that inspection have been carried in 2024 (2023: £12,021). Other recommended works are currently being costed and will be carried out where necessary in future years.

Plans for the future

The PCC has committed to the Church of England target to be Carbon Neutral by 2030 and is actively engaged in researching projects to meet that target. In February 2022 a Solar panel system was installed at a cost of £26,500, it is anticipated that this cost will be recovered by savings over eight to ten years. The church lighting fittings are to be replaced in 2025 at an estimated cost of £20,000 with funds raised from the Give to Go Green campaign. The use of electricity to heat the church and hall is also being considered in preference to gas. In addition work will be required on the organ and the hall heating systems in future years. Grants will be obtained where possible and fundraising carried out to meet costs arising.

Statement of Responsibilities of the Members of the Parochial Church Council

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its incoming resources and application of resources for the financial year. In preparing these financial statements, the PCC are required to:

1. select suitable accounting policies and apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report was approved by the PCC and signed on their behalf by:

Martin Colton

The Reverend Martin Colton, Chairman

Date: 24 March 2025

**INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
(‘the Charity’)**

I report to the members of the PCC (who are also the charity's trustees) on my examination of the accounts of the Charity for the year ended 31 December 2024 on pages 6 to 14 following, which have been prepared on the basis of the accounting policies set out on pages 8 to 10.

Responsibilities and basis of report

As members of the PCC 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a ‘true and fair’ view which is not a matter considered as part of an independent examination.

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

Archie McDowall

Archie McDowall, BA CA
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Date: 27 March 2025

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Statement of Financial Activities
For the year ended 31 December 2024

	Note	2024			2023
		Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
Income from					
Donations and legacies	3A	121,490	24,310	145,800	130,018
Charitable activities	3B	75,144	-	75,144	69,139
Investments	3C	19,772	-	19,772	18,237
Total income		<u>216,406</u>	<u>24,310</u>	<u>240,716</u>	<u>217,394</u>
Expenditure on					
Charitable activities	4	200,696	2,831	203,527	231,287
Total expenditure		<u>200,696</u>	<u>2,831</u>	<u>203,527</u>	<u>231,287</u>
Net income/(expenditure)		<u>15,710</u>	<u>21,479</u>	<u>37,189</u>	<u>(13,893)</u>
Net movement in funds		15,710	21,479	37,189	(13,893)
Reconciliation of funds					
Total funds brought forward		428,301	800	429,101	442,994
Total funds carried forward	12	<u>444,011</u>	<u>22,279</u>	<u>466,290</u>	<u>429,101</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing operations.

The notes on pages 8 to 13 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Balance Sheet as at 31 December 2024

		Total funds 2024 £	Total funds 2023 £
Fixed Assets			
Investment property	6	<u>350,000</u>	<u>350,000</u>
Current Assets			
Debtors	7	23,857	13,655
Cash at bank and in hand	8	<u>105,466</u>	<u>81,158</u>
		129,323	94,813
Creditors			
Amounts falling due within one year	9	<u>13,033</u>	<u>15,712</u>
Net Current Assets		<u>116,290</u>	<u>79,101</u>
Total Net Assets	13	<u><u>466,290</u></u>	<u><u>429,101</u></u>
Funds	12		
Unrestricted		98,592	82,882
Revaluation reserve		<u>345,419</u>	<u>345,419</u>
		444,011	428,301
Restricted		<u>22,279</u>	<u>800</u>
		<u><u>466,290</u></u>	<u><u>429,101</u></u>

The financial statements were approved by members of the PCC and were signed on its behalf by

Martin Colton

The Reverend Martin Colton
Chairman

Date 24 March 2025

Charity number 1134121

The notes on pages 8 to 13 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2024

1 Statutory information

The Parochial Church Council of The Ecclesiastical Parish of St Mark, Reigate is a charity registered with the Charity Commission in England & Wales. The charity's registered number and principal address can be found on the Charity Information page.

2 Accounting policies

These financial statements are prepared on a going concern basis, under the historical cost convention as modified by the revaluation of certain assets, which are measured at fair value through the Statement of Financial Activities. The financial statements include all activities for which the PCC is legally responsible; the activities of informal gatherings of church members and groups that owe their main affiliation to another body are excluded.

These financial statements have been prepared in accordance with The Church Accounting Regulations 2006, the 'Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102") and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The Charities (Accounts and Reports) Regulations 2008 (the '2008 Regulations') requires charities to prepare their accounts in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005' but this accounting standard has since been withdrawn and has been replaced by the Charities SORP mentioned in the preceding paragraph. The charity has prepared these financial statements in accordance with the new Charities SORP; this departure from the 2008 Regulations is believed to be necessary for these financial statements to give a 'true and fair view'.

The principles adopted in the preparation of the financial statements are set out below.

a. Going concern

The PCC has assessed whether the use of the going concern basis is appropriate and has considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The PCC has made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the PCC has considered the charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The PCC has concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

b. Income

Income (which includes planned giving, collections and other donations) is recognised in the period in which the charity becomes entitled to receipt, the amount receivable can be measured with reasonable certainty, and receipt is probable. For the most part income is generally recognised when it is received by, or on behalf of, the PCC. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Income from donations and legacies includes recoverable gift aid which is recognised when the related donation is received. Gift aid that has not been recovered by the balance sheet date is included as a debtor. Income from legacies is recognised when a distribution is received from the estate or, if earlier, when the charity has been notified that a distribution will be made and the amount receivable can be measured reliably.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2024

The charity relies on volunteers to carry out many of its activities. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

Income from charitable activities represents income receivable from goods, services and facilities supplied in furtherance of the charity's charitable objects. This includes income from hall and car park lettings as well as administration services provided to other local churches and the Deanery.

Investment income represents income generated by the charity's assets and includes income from letting the charity's property and bank interest.

c. Expenditure

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Contributions in respect of the Parish Support Fund are included in the Statement of Financial Activities for all amounts agreed to being payable for the financial year. Any contributions that have not been paid over by the year end are included as a creditor.

The charity makes grants to other institutions and individuals to further its charitable objectives. Grants payable are recognised as constructive obligations arise, which is generally when the charity expresses a commitment to the recipient that can be measured reliably and then only to the extent that any conditions associated with the grant are outside of the control of the charity.

The cost of raising funds is not significant and has not been separately disclosed

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

d. Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

e. Tangible fixed assets

Consecrated and beneficed property is not included in these financial statements by virtue of s.10(2) of the Charities Act 2011. All expenditure on consecrated or beneficed buildings is written off in the year in which it is incurred.

No value is placed on the moveable church furnishings held by Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on movable church furnishings, whether maintenance or improvement is written off. Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

The church hall is held in trust by the Diocese on behalf of the PCC. This property is essential for the mission of the church and has been in use for many years but has not been included in these financial statements as there is insufficient cost information and the depreciated cost is unlikely to be material.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2024

f. Investments

Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

g. Leased assets

Leases which do not transfer substantially all the risks and rewards of ownership to the charity are classified as operating leases. Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

h. Pension scheme arrangements

The charity operates an auto enrolment pension scheme through the National Employment Savings Trust (NEST).

h. Tax status

The charity has taken advantage of the various reliefs from taxation available to charities and no tax is payable on the charity's income.

i. Foreign Currency Translation

These financial statements are presented in sterling, which is the charity's functional currency.

j. Exemption from preparing a cash flow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement.

k. Critical accounting estimates and areas of judgement

The members of the PCC do not consider that there are any material sources of estimation or uncertainty at the balance sheet date that could result in a material adjustment to the carrying values of assets and liabilities in the next reporting period.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2024

	2024			2023		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
3 Income						
3A Donations and legacies						
Planned giving - including tax recoverable	76,094	-	76,094	81,619	-	81,619
Collections - including tax recoverable	8,221	-	8,221	8,161	-	8,161
Gift day - including tax recoverable	19,505	-	19,505	22,216	-	22,216
Donations - including tax recoverable	9,853	-	9,853	6,685	-	6,685
Legacies	-	-	-	1,369	-	1,369
Grants	-	9,838	9,838	-	-	-
Special appeals	-	14,472	14,472	-	2,818	2,818
Other activities	7,817	-	7,817	7,150	-	7,150
	<u>121,490</u>	<u>24,310</u>	<u>145,800</u>	<u>127,200</u>	<u>2,818</u>	<u>130,018</u>
3B Income from charitable activities						
Magazine	635	-	635	796	-	796
Fees	1,844	-	1,844	2,290	-	2,290
Hall lettings	35,088	-	35,088	28,096	-	28,096
Church lettings	254	-	254	778	-	778
Car park rent	29,489	-	29,489	28,560	-	28,560
Administration services	7,834	-	7,834	8,619	-	8,619
	<u>75,144</u>	<u>-</u>	<u>75,144</u>	<u>69,139</u>	<u>-</u>	<u>69,139</u>
3C Investment income						
Bank interest	3,572	-	3,572	2,996	62	3,058
Property letting	3D 16,200	-	16,200	15,179	-	15,179
	<u>19,772</u>	<u>-</u>	<u>19,772</u>	<u>18,175</u>	<u>62</u>	<u>18,237</u>
Total Income	<u>216,406</u>	<u>24,310</u>	<u>240,716</u>	<u>214,514</u>	<u>2,880</u>	<u>217,394</u>
3D Property letting						
Rent received	16,200	-	16,200	13,979	-	13,979
Grant	-	-	-	1,200	-	1,200
	<u>16,200</u>	<u>-</u>	<u>16,200</u>	<u>15,179</u>	<u>-</u>	<u>15,179</u>

As set out in note 6, the property is let to a tenant guaranteed by Reigate and Banstead Borough Council. For the first half of 2023 this was considered to be at a below market rent with the difference treated as a donation and included in direct costs in note 4A.

	2024			2023		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
4 Expenditure						
4A Charitable activities - direct costs						
Church societies	-	349	349	-	511	511
Other charities	508	2,332	2,840	1,200	2,307	3,507
Total direct costs	<u>508</u>	<u>2,681</u>	<u>3,189</u>	<u>1,200</u>	<u>2,818</u>	<u>4,018</u>
4B Support and administration costs						
Parish support fund	120,036	-	120,036	116,196	-	116,196
Clergy expenses	1,627	-	1,627	1,541	-	1,541
Organist and organ	3,130	-	3,130	3,380	-	3,380
Church running expenses	19,722	-	19,722	17,262	578	17,840
Office admin and stationery	26,988	-	26,988	24,553	-	24,553
Governance - independent examination	2,000	-	2,000	2,100	-	2,100
Building maintenance	2,461	-	2,461	18,104	2,637	20,741
Equipment (incl maintenance)	2,163	-	2,163	1,634	-	1,634
Church operating expenditure	<u>178,127</u>	<u>-</u>	<u>178,127</u>	<u>184,770</u>	<u>3,215</u>	<u>187,985</u>
Hall running costs	22,061	150	22,211	39,284	-	39,284
Total support costs	<u>200,188</u>	<u>150</u>	<u>200,338</u>	<u>224,054</u>	<u>3,215</u>	<u>227,269</u>
Total expenditure	<u>200,696</u>	<u>2,831</u>	<u>203,527</u>	<u>225,254</u>	<u>6,033</u>	<u>231,287</u>

The fee payable to the independent examiner for examining the accounts was £1,860

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE**Notes to the accounts****For the year ended 31 December 2024**

5 Analysis of staff costs	2024	2023
	£	£
Gross wages and salaries	20,248	17,798
Social Security	-	-
Pension Costs	381	308
	<u>20,629</u>	<u>18,106</u>

During the year two staff were employed (2023 - two): a parish administrator and a hall caretaker who is related to the Vicar. The caretaker Mark Vickery received remuneration of £1,300 (2023: £1,300). In addition fees of £2,000 (2023: £2,000) were paid to the organist Terrence Hancock who is a member of the PCC. The Vicar receives a stipend from the Diocese so is not an employee. The vicar and curate are reimbursed expenses and no other trustee received any remuneration or expenses other than reimbursement for the purchase of goods in relation to Church activities. Key management personnel include members of the PCC and volunteers who run church activities.

No employee received remuneration exceeding £60,000 (2023 - none).

No member of the PCC received employment benefits in either the current or preceding year.

6 Fixed assets	2024	2023
	£	£
Investment property	<u>350,000</u>	<u>350,000</u>

The investment property was valued by the Trustees in 2016 when it ceased to be used as a Church property and was reclassified as an investment property. The valuation was made by reference to market evidence of transaction prices for similar properties at that time. The historical cost of the property was £4,581. The revaluation resulted in a gain of £345,419 which was recognised through Income and Expenditure within the Statement of Financial Activities in 2016. The property is let to tenants guaranteed by Reigate and Banstead Borough Council. The Trustees consider the valuation held in the accounts to be a fair value.

7 Debtors	2024	2023
	£	£
Tax recoverable	8,325	3,839
Interest receivable	1,016	914
Other debtors	13,919	6,119
Prepayments	597	2,783
	<u>23,857</u>	<u>13,655</u>

8 Cash at bank and in hand	2024	2023
	£	£
Cash at bank with immediate access	8,827	12,988
Notice deposits (with a term of three months or less)	96,639	68,170
	<u>105,466</u>	<u>81,158</u>

9 Creditors: liabilities falling due within one year	2024	2023
	£	£
Trade creditors and accruals	7,693	8,941
Taxation and social security	437	388
Obligations to church societies and other charities	1,375	2,105
Deferred income	3,528	4,278
	<u>13,033</u>	<u>15,712</u>

10 Deferred income	2024	2023
	£	£
At 1 January	4,278	3,781
Amount released to income	(4,278)	(3,781)
Amount deferred in the year	3,528	4,278
Balance at 31 December	<u>3,528</u>	<u>4,278</u>

Deferred income relates to rent and lettings income received relating to the following year.

11 Pension commitments

During the year employer's pension contributions totalling £381 (2023: £308) were payable to defined contribution personal pension schemes. No pension contributions were owing at the balance sheet date (2023: £nil).

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2024

12 Funds	2024	2023
During the year the movements in the charity's funds were as follows:	£	£
Unrestricted fund		
At 1 January	428,301	439,041
Incoming resources	216,406	214,514
Outgoing resources	<u>(200,696)</u>	<u>(225,254)</u>
At 31 December	<u>444,011</u>	<u>428,301</u>
Restricted funds		
Net Zero Projects Fund fund		
At 1 January	0	0
Incoming resources	21,629	-
Outgoing resources	<u>-</u>	<u>-</u>
At 31 December	<u>21,629</u>	<u>0</u>
Beryl Kent fund		
At 1 January	0	3,153
Incoming resources	-	-
Outgoing resources	<u>-</u>	<u>(3,153)</u>
At 31 December	<u>0</u>	<u>0</u>
Appeals restricted fund		
At 1 January	0	0
Incoming resources	2,681	2,818
Outgoing resources	<u>(2,681)</u>	<u>(2,818)</u>
At 31 December	<u>0</u>	<u>0</u>
Restricted grants fund		
At 1 January	800	800
Incoming resources	-	-
Outgoing resources	<u>(150)</u>	<u>-</u>
At 31 December	<u>650</u>	<u>800</u>
Total restricted funds	<u>22,279</u>	<u>800</u>

The restricted funds held at the end of the year are the Net Zero Projects Fund (which relates to monies raised together with matched funding as part of the Church of England's Give to Go Green Campaign to be used for replacing church lighting with more efficient LED fittings) and the Restricted Grant fund which relates to monies received to fund water saving measures.

13 Analysis of net assets by fund	2024			2023		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
Fixed assets	350,000	-	350,000	350,000	-	350,000
Debtors	12,109	11,748	23,857	13,655	-	13,655
Cash at Bank and in hand	93,560	11,906	105,466	78,253	2,905	81,158
Creditors falling due within one year	<u>(11,658)</u>	<u>(1,375)</u>	<u>(13,033)</u>	<u>(13,607)</u>	<u>(2,105)</u>	<u>(15,712)</u>
Fund balance	<u>444,011</u>	<u>22,279</u>	<u>466,290</u>	<u>428,301</u>	<u>800</u>	<u>429,101</u>

14 Operating lease commitments

The charity has an operating lease for a photocopier. The minimum amount payable until the next break clause in respect of this lease is as follows:

	2024	2023
Payments falling due:	£	£
Within one year	1,363	1,363
Between one and five years	3,067	4,430
After five years	<u>-</u>	<u>-</u>
	<u>4,430</u>	<u>5,793</u>

During the year the charity was charged £1,423 (2023 £1,408) for its operating lease.

15 Transactions with related parties

During the year the charity received donations totalling £25,769 (2023: £20,424) from related parties which includes members of the PCC, any other members of key management and anyone closely connected to them.

Except as disclosed in note 5 'Analysis of staff costs', there have been no other transactions with related parties during the year.

16 Detailed income and expenditure accounts

Detailed income and expenditure accounts are provided on the following pages.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account
For the year ended 31 December 2024

	2024	2023
Income	£	£
Planned giving - including tax recoverable	76,094	81,619
Collections - including tax recoverable	8,221	8,161
Gift Day - including tax recoverable	19,505	22,216
Donations - including tax recoverable	9,853	6,685
Legacy	-	1,369
Grants	9,838	-
Appeals	14,472	2,818
Other activities	7,817	7,150
Church lettings	254	778
Magazine	635	796
Fees	1,844	2,290
Administration services	7,834	8,619
Total operating income	<u>156,367</u>	<u>142,501</u>
Expenditure		
Missionary and charitable giving	<u>3,189</u>	<u>4,018</u>
Church running costs		
Parish support fund	120,036	116,196
Clergy expenses	1,627	1,541
Sanctuary costs	854	690
Organist and organ	3,130	3,380
Insurance	5,480	5,030
Gas and electricity	3,719	3,751
Building maintenance	2,209	20,503
Equipment (incl maintenance)	2,163	1,634
Other running costs	9,921	8,607
Church operating expenditure	<u>149,139</u>	<u>161,332</u>
Office administration and stationery	26,988	24,553
Governance independent examination	2,000	2,100
	<u>28,988</u>	<u>26,653</u>
Total operating expenditure	<u>181,316</u>	<u>192,003</u>
Church operating deficit for the year	(24,949)	(49,502)
Hall operating surplus/ (deficit) for the year	12,877	(11,188)
Property & car park rent	45,689	43,739
Total operating surplus/(deficit)	33,617	(16,951)
Interest receivable	3,572	3,058
Total surplus/(deficit) for the year	<u>37,189</u>	<u>(13,893)</u>

Detailed Income and Expenditure account - Hall
For the year ended 31 December 2024

	2024	2023
Income	£	£
Letting fees	35,088	28,096
	<u>35,088</u>	<u>28,096</u>
Expenditure		
Insurance	1,613	1,481
Water, gas & electricity	6,654	5,260
Cleaning	9,978	11,271
Repairs and maintenance	2,796	20,217
Refuse	1,170	1,055
Operating expenditure	<u>22,211</u>	<u>39,284</u>
Hall surplus/(deficit) for the year	<u>12,877</u>	<u>(11,188)</u>

Accounts

SAINT MARK'S PARISH CHURCH ALMA ROAD, REIGATE, SURREY

**The Parochial Church Council of the
Ecclesiastical Parish of Saint Mark Reigate
(Registered Charity No. 1134121)**

www.stmarksreigate.co.uk



**DIOCESE OF SOUTHWARK
CROYDON EPISCOPAL AREA
ARCHDEACONRY OF REIGATE**



**STATUTORY REPORT
AND ACCOUNTS FOR 2023**

**THE PAROCHIAL CHURCH COUNCIL FOR THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE
CHARITY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2023**

Members of the Parochial Church Council

Incumbent and Chair	The Reverend Martin Colton
Assistant Curate	The Reverend Reginald Grant
Readers	Ian Archer, Sarah Cousins, Susannah Dyde
Churchwardens	Louise Wallis (Vice Chair), Benjamin Read
Deputy Wardens	Jane Artis, Timothy Warren
Deanery Synod representatives	Suzanne Baker Hedge, Sarah Walker, Sara Johnson (Until May 2023), Helen Baron (From May 2023)
Elected Members	Patricia Bird (Until May 2023), Melanie Crighton (Until May 2023), Nicola Lloyd, Nigel Perkins, Rachel Potter, Helen Starmer, Terrence Hancock (From May 2023)
Co-opted Members	Terrence Hancock (Until May 2023), Melanie Crighton (From May 2023)

Charity Registration Number 1134121

Working Name St Mark's PCC, Reigate

Principal Address
St Mark's Church
8 Alma Road
Reigate
RH2 0DA

Independent Examiner
Archie McDowall, BA CA
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Bankers	HSBC	Nat West	CCLA
	9 The Boulevard	39 Station Road	PO Box 12892
	Crawley	Redhill	Dunmow
	H10 1UT	RH1 1QN	Essex CM6 9DL

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE
Annual Report of the Members of the Parochial Church Council
For the year ended 31 December 2023

The Members of the Parochial Church Council (the 'PCC'), who are the charity's trustees for the purposes of charity law, have pleasure in presenting their report together with the financial statements for the year.

Objects of the charity

The charity is responsible for co-operating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church be it pastoral, evangelistic, social or ecumenical. The PCC is also responsible for maintaining the church, the hall and the investment property and to provide the physical and financial resources to achieve the mission of the church in general and the parish in particular.

Summary of the charity's main activities and achievements

To further the above objects and vision, the charity strives to offer a range of services that attract all age groups from our community who find attendance both beneficial and spiritually fulfilling. Families are attracted to our church through monthly Family and Messy Church services and weekly T-Time Tales and Parent and Toddler group. There is a monthly meeting of the St Mark's Afternoon Retirement Team (SMART) and regular prayer group meetings. Holy Communion is taken to those at home or in hospital who are unable to attend church.

Most of the charity's activities are undertaken by volunteers and the charity could not operate effectively without their efforts.

In planning the activities the PCC has applied the guidance on public benefit issued by the Charity Commission. It aims to promote religion within the parish. The church is open during daylight hours for all to enter and is used by local schools for their harvest and Christmas services. The church and hall are available to church groups, local associations and others.

Structure, Governance and Management

The charity is registered with the Charity Commission and operates under the Charities Act 2011. The governing documents for the charity are the Parochial Church Councils (Powers) Measure 1956 (as amended) and the Church Representation Rules.

The appointment of PCC members is governed by, and set out in, the Church Representation Rules. The PCC comprises ex-officio members (which includes clergy and churchwardens), elected members and co-opted members. The PCC organises elections annually at the Annual Parochial Church Meeting (APCM) to fill vacancies. All church attendees are encouraged to register on to the Electoral Roll, to take part and assist in the activities and to stand for election to the PCC.

Responsibility for setting policy and for making operating decisions rests with the PCC which meets regularly to monitor the activities of the charity. Responsibility for the day to day operation of the charity has been delegated to the standing committee. This committee and the following committees report to the PCC regularly: Finance and Buildings, Inclusivity and Community Outreach, Spirituality, Sustainability.

Financial review

During the year income increased by £11,844, to £217,394, and expenditure increased by £12,249, to £231,287. As a result the deficit for the year increased by £405, to £13,893 and the charity's net assets decreased by the same amount, to £429,101. Net current assets decreased by the same amount, to £79,101. Detailed analysis is shown in notes 3 and 4 to the accounts and particular areas of significance are as follows:

Income

- Planned giving increased by £6,051 to £81,619
- Collections at services decreased by £579 to £8,161
- Gift day donations decreased by £3,059 to £22,216
- General donations increased by £2,409 to £6,685
- One legacy of £1,369 was received in in the year compared to one of £5,000 in 2022
- Other activities increased by £4,188 to £7,150 reflecting more activities starting up again including social dances, toddler group, community lunch, coronation and harvest social events
- interest receivable increased by £2,419 to £3,058 reflecting the increase in interest rates
- hall lettings increased by £2,138 to £28,096 reflecting both an increase in rates and new hirers
- administration services increased by £4,099 to £8,619 relating to services provided to other churches and the Deanery and recharges for photocopying

Expenditure

- the Parish Support Fund Payment increased by 2% to £116,196 as agreed by the PCC in 2022
- building maintenance costs totalling £20,741 include replacement of the pigeon netting on the church tower (£9,384), works to the church rental property totalling £8,361 (new bathroom, boiler and patio) and repair to one stained glass window (£2,637)
- increases in church and hall running costs relate mainly to increased utility prices
- hall running costs of £39,284 include a total of £20,217 relating to redecoration of the foyer and toilets, a new floor covering in the foyer area and the repair and restoration of the hall floor net of insurance monies received
- direct costs relate to monies donated to charities raised from special appeals or collections at specified services. The total of £4,018 was allocated as follows:

Combat Stress (Remembrance Sunday)	£373
MacMillan Cancer Support (Coffee Morning)	£558
Renewed Hope (Christmas Services)	£360
Reigate Samaritans (Christmas Services)	£360
Children's Society (Christingle service)	£557
Reigate and Banstead Borough Council (See note 2D)	£1,200
Bishops Lent Call (Confirmation Service and Lent Appeal)	£511
The Macular Society	£99

Reserves policy

The PCC has determined that the charity should aim to hold unrestricted cash equating to between three and six months' of unrestricted expenditure so that the charity could continue to operate should income and / or expenditure vary adversely. At the year end, the charity held unrestricted cash of £81,158 and the charity is complying with its reserves policy.

It is PCC policy to maintain the unrestricted funds by breaking even over a five-year period, thus spreading any exceptional operating income and expenditure.

Unrestricted funds at 31 December 2023 were £428,301 (2022: £439,041) of which £350,000 is represented by the value of the investment property. Thus, liquid reserves are £78,301 (2022: £90,041) at the balance sheet date. The day to day running expenses of the Church is expected to be covered by planned giving and rental income from the investment property. The liquid reserves is to be utilised for making up for any shortfalls and therefore considered sufficient.

Forecast for 2024

The PCC anticipates that the level of donations and lettings income can be maintained into 2024 and having considered the Church's assets and reserves has therefore concluded that the Church has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements are prepared on a going concern basis

Key risks and uncertainties

The charity is exposed to various risks - be they operational, financial or reputational. The PCC reviews the charity's activities regularly to identify significant risks and, where possible, it takes appropriate measures to mitigate those risks.

Other matters

With regard to the PCC's obligations to safeguard children and vulnerable adults, the members of the PCC confirm that they have complied with their duties under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

The last quinquennial inspection of the Church building was carried out by a Diocesan approved architect in 2021 highlighting repairs to be effected over the subsequent five years. Works arising from that inspection with a cost of £12,021 were carried out in 2023. Other recommended works are currently being costed and will be carried out where necessary in future years.

Plans for the future

The PCC has committed to the Church of England target to be Carbon Neutral by 2030 and is actively engaged in researching projects to meet that target. In February 2022 a Solar panel system was installed at a cost of £26,500, it is anticipated that this cost will be recovered by savings over the next eight to ten years. The use of electricity to heat the church is also being considered in preference to gas. In addition work will be required on the organ and the hall heating systems in future years. Grants will be obtained where possible and fundraising carried out to meet costs arising.

Statement of Responsibilities of the Members of the Parochial Church Council

The PCC is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its incoming resources and application of resources for the financial year. In preparing these financial statements, the PCC are required to:

1. select suitable accounting policies and apply them consistently;
2. observe the methods and principles in the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report was approved by the PCC and signed on their behalf by:

Martin Colton

The Reverend Martin Colton, Chairman

20 March 2024

**INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARIS OF SAINT MARK, REIGATE
(‘the Charity’)**

I report to the members of the PCC (who are also the charity's trustees) on my examination of the accounts of the Charity for the year ended 31 December 2023 on pages 6 to 14 following, which have been prepared on the basis of the accounting policies set out on pages 8 to 10.

Responsibilities and basis of report

As members of the PCC 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a ‘true and fair’ view which is not a matter considered as part of an independent examination.

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

Archie McDowall

Archie McDowall, BA CA
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Date: 25 March 2024

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Statement of Financial Activities
For the year ended 31 December 2023

	Note	2023			2022
		Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
Income from					
Donations and legacies	3A	127,200	2,818	130,018	127,371
Charitable activities	3B	69,139	-	69,139	61,940
Investments	3C	18,175	62	18,237	16,239
Total income		<u>214,514</u>	<u>2,880</u>	<u>217,394</u>	<u>205,550</u>
Expenditure on					
Charitable activities	4	225,254	6,033	231,287	219,038
Total expenditure		<u>225,254</u>	<u>6,033</u>	<u>231,287</u>	<u>219,038</u>
Net expenditure		<u>(10,740)</u>	<u>(3,153)</u>	<u>(13,893)</u>	<u>(13,488)</u>
Net movement in funds		<u>(10,740)</u>	<u>(3,153)</u>	<u>(13,893)</u>	<u>(13,488)</u>
Reconciliation of funds					
Total funds brought forward		439,041	3,953	442,994	456,482
Total funds carried forward	12	<u>428,301</u>	<u>800</u>	<u>429,101</u>	<u>442,994</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing operations.

The notes on pages 8 to 13 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Balance Sheet as at 31 December 2023

		Total funds 2023 £	Total funds 2022 £
Fixed Assets			
Investment property	6	<u>350,000</u>	<u>350,000</u>
Current Assets			
Debtors	7	13,655	4,363
Cash at bank and in hand	8	<u>81,158</u>	<u>104,011</u>
		94,813	108,374
Creditors			
Amounts falling due within one year	9	<u>15,712</u>	<u>15,380</u>
Net Current Assets		<u>79,101</u>	<u>92,994</u>
Total Net Assets	13	<u>429,101</u>	<u>442,994</u>
Funds	12		
Unrestricted		82,882	93,622
Revaluation reserve		<u>345,419</u>	<u>345,419</u>
		428,301	439,041
Restricted		800	3,953
		<u>429,101</u>	<u>442,994</u>

The financial statements were approved by members of the PCC and were signed on its behalf by

Martin Colton

The Reverend Martin Colton
Chairman

Date 20 March 2024

Charity number 1134121

The notes on pages 8 to 13 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2023

1 Statutory information

The Parochial Church Council of The Ecclesiastical Parish of St Mark, Reigate is a charity registered with the Charity Commission in England & Wales. The charity's registered number and principal address can be found on the Charity Information page.

2 Accounting policies

These financial statements are prepared on a going concern basis, under the historical cost convention as modified by the revaluation of certain assets, which are measured at fair value through the Statement of Financial Activities. The financial statements include all activities for which the PCC is legally responsible; the activities of informal gatherings of church members and groups that owe their main affiliation to another body are excluded.

These financial statements have been prepared in accordance with The Church Accounting Regulations 2006, the 'Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' ("the Charities SORP"), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102") and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The Charities (Accounts and Reports) Regulations 2008 (the '2008 Regulations') requires charities to prepare their accounts in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005' but this accounting standard has since been withdrawn and has been replaced by the Charities SORP mentioned in the preceding paragraph. The charity has prepared these financial statements in accordance with the new Charities SORP; this departure from the 2008 Regulations is believed to be necessary for these financial statements to give a 'true and fair view'.

The principles adopted in the preparation of the financial statements are set out below.

a. Going concern

The PCC has assessed whether the use of the going concern basis is appropriate and has considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The PCC has made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the PCC has considered the charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The PCC has concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

b. Income

Income (which includes planned giving, collections and other donations) is recognised in the period in which the charity becomes entitled to receipt, the amount receivable can be measured with reasonable certainty, and receipt is probable. For the most part income is generally recognised when it is received by, or on behalf of, the PCC. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Income from donations and legacies includes recoverable gift aid which is recognised when the related donation is received. Gift aid that has not been recovered by the balance sheet date is included as a debtor. Income from legacies is recognised when a distribution is received from the estate or, if earlier, when the charity has been notified that a distribution will be made and the amount receivable can be measured reliably.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2023

The charity relies on volunteers to carry out many of its activities. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

Income from charitable activities represents income receivable from goods, services and facilities supplied in furtherance of the charity's charitable objects. This includes income from hall and car park lettings as well as administration services provided to other local churches and the Deanery.

Investment income represents income generated by the charity's assets and includes income from letting the charity's property and bank interest.

c. Expenditure

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Contributions in respect of the Parish Support Fund are included in the Statement of Financial Activities for all amounts agreed to being payable for the financial year. Any contributions that have not been paid over by the year end are included as a creditor.

The charity makes grants to other institutions and individuals to further its charitable objectives. Grants payable are recognised as constructive obligations arise, which is generally when the charity expresses a commitment to the recipient that can be measured reliably and then only to the extent that any conditions associated with the grant are outside of the control of the charity.

The cost of raising funds is not significant and has not been separately disclosed

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

d. Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

e. Tangible fixed assets

Consecrated and beneficed property is not included in these financial statements by virtue of s.10(2) of the Charities Act 2011. All expenditure on consecrated or beneficed buildings is written off in the year in which it is incurred.

No value is placed on the moveable church furnishings held by Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on movable church furnishings, whether maintenance or improvement is written off. Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

The church hall is held in trust by the Diocese on behalf of the PCC. This property is essential for the mission of the church and has been in use for many years but has not been included in these financial statements as there is insufficient cost information and the depreciated cost is unlikely to be material.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2023

f. Investments

Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

g. Leased assets

Leases which do not transfer substantially all the risks and rewards of ownership to the charity are classified as operating leases. Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

h. Pension scheme arrangements

The charity operates an auto enrolment pension scheme through the National Employment Savings Trust (NEST).

h. Tax status

The charity has taken advantage of the various reliefs from taxation available to charities and no tax is payable on the charity's income.

i. Foreign Currency Translation

These financial statements are presented in sterling, which is the charity's functional currency.

j. Exemption from preparing a cash flow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement.

k. Critical accounting estimates and areas of judgement

The members of the PCC do not consider that there are any material sources of estimation or uncertainty at the balance sheet date that could result in a material adjustment to the carrying values of assets and liabilities in the next reporting period.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2023

	2023			2022		
	Unrestricted funds £	Restricted funds £	Total £	Unrestricted funds £	Restricted funds £	Total £
3 Income						
3A Donations and legacies						
Planned giving - including tax recoverable	81,619	-	81,619	75,568	-	75,568
Collections - including tax recoverable	8,161	-	8,161	8,740	-	8,740
Gift day - including tax recoverable	22,216	-	22,216	25,275	-	25,275
Donations - including tax recoverable	6,685	-	6,685	4,276	-	4,276
Legacies	1,369	-	1,369	5,000	-	5,000
Grants	-	-	-	1,400	1,000	2,400
Special appeals	-	2,818	2,818	-	3,150	3,150
Other activities	7,150	-	7,150	2,962	-	2,962
	<u>127,200</u>	<u>2,818</u>	<u>130,018</u>	<u>123,221</u>	<u>4,150</u>	<u>127,371</u>
3B Income from charitable activities						
Magazine	796	-	796	976	-	976
Fees	2,290	-	2,290	2,191	-	2,191
Hall lettings	28,096	-	28,096	25,958	-	25,958
Church lettings	778	-	778	522	-	522
Car park rent	28,560	-	28,560	27,773	-	27,773
Administration services	8,619	-	8,619	4,520	-	4,520
	<u>69,139</u>	<u>-</u>	<u>69,139</u>	<u>61,940</u>	<u>-</u>	<u>61,940</u>
3C Investment income						
Bank interest	2,996	62	3,058	598	41	639
Property letting	15,179	-	15,179	15,600	-	15,600
	<u>18,175</u>	<u>62</u>	<u>18,237</u>	<u>16,198</u>	<u>41</u>	<u>16,239</u>
Total Income	<u>214,514</u>	<u>2,880</u>	<u>217,394</u>	<u>201,359</u>	<u>4,191</u>	<u>205,550</u>
3D Property letting						
Rent received	13,979	-	13,979	13,200	-	13,200
Grant	1,200	-	1,200	2,400	-	2,400
	<u>15,179</u>	<u>-</u>	<u>15,179</u>	<u>15,600</u>	<u>-</u>	<u>15,600</u>

As set out in note 6, the property is let to a tenant guaranteed by Reigate and Banstead Borough Council. For the first half of the year this was considered to be at a below market rent with the difference treated as a donation and included in direct costs in note 4A.

	2023			2022		
	Unrestricted funds £	Restricted funds £	Total £	Unrestricted funds £	Restricted funds £	Total £
4 Expenditure						
4A Charitable activities - direct costs						
Church societies	-	511	511	20	-	20
Other charities	1,200	2,307	3,507	2,493	3,150	5,643
Total direct costs	<u>1,200</u>	<u>2,818</u>	<u>4,018</u>	<u>2,513</u>	<u>3,150</u>	<u>5,663</u>
4B Support and administration costs						
Parish support fund	116,196	-	116,196	113,916	-	113,916
Clergy expenses	1,541	-	1,541	1,418	-	1,418
Organist and organ	3,380	-	3,380	2,254	-	2,254
Church running expenses	17,262	578	17,840	15,935	-	15,935
Office admin and stationery	24,553	-	24,553	22,993	-	22,993
Governance - independent examination	2,100	-	2,100	2,000	-	2,000
Building maintenance	18,104	2,637	20,741	338	-	338
Equipment (incl maintenance)	1,634	-	1,634	4,943	1,188	6,131
Church operating expenditure	<u>184,770</u>	<u>3,215</u>	<u>187,985</u>	<u>163,797</u>	<u>1,188</u>	<u>164,985</u>
Hall running costs	39,284	-	39,284	20,295	-	20,295
Hall building and renovation	-	-	0	28,095	-	28,095
Total support costs	<u>224,054</u>	<u>3,215</u>	<u>227,269</u>	<u>212,187</u>	<u>1,188</u>	<u>213,375</u>
Total expenditure	<u>225,254</u>	<u>6,033</u>	<u>231,287</u>	<u>214,700</u>	<u>4,338</u>	<u>219,038</u>

The fee payable to the independent examiner for examining the accounts was £1,800.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2023

5 Analysis of staff costs	2023	2022
	£	£
Gross wages and salaries	17,798	16,440
Social Security	-	-
Pension Costs	308	267
	<u>18,106</u>	<u>16,707</u>

During the year two staff were employed (2022 - two): a parish administrator and a hall caretaker who is related to the Vicar. The caretaker Mark Vickery received remuneration of £1,300 (2022: £1,300). In addition fees of £2,000 (2022: £2,000) were paid to the organist Terrence Hancock who is a member of the PCC. The Vicar receives a stipend from the Diocese so is not an employee. The vicar is reimbursed expenses and no other trustee received any remuneration or expenses other than reimbursement for the purchase of goods in relation to Church activities. Key management personnel include members of the PCC and volunteers who run church activities.

No employee received remuneration exceeding £60,000 (2022 - none).

No member of the PCC received employment benefits in either the current or preceding year.

6 Fixed assets	2023	2022
	£	£
Investment property	<u>350,000</u>	<u>350,000</u>

The investment property was valued by the Trustees in 2016 when it ceased to be used as a Church property and was reclassified as an investment property. The valuation was made by reference to market evidence of transaction prices for similar properties at that time. The historical cost of the property was £4,581. The revaluation resulted in a gain of £345,419 which was recognised through Income and Expenditure within the Statement of Financial Activities in 2016. The property is let to tenants guaranteed by Reigate and Banstead Borough Council. The Trustees consider the valuation held in the accounts to be a fair value.

7 Debtors	2023	2022
	£	£
Tax recoverable	3,839	3,868
Interest receivable	914	-
Other debtors	6,119	117
Prepayments	2,783	378
	<u>13,655</u>	<u>4,363</u>

8 Cash at bank and in hand	2023	2022
	£	£
Cash at bank with immediate access	12,988	54,771
Notice deposits (with a term of three months or less)	68,170	49,240
	<u>81,158</u>	<u>104,011</u>

9 Creditors: liabilities falling due within one year	2023	2022
	£	£
Trade creditors and accruals	8,941	9,686
Taxation and social security	388	245
Obligations to church societies and other charities	2,105	1,668
Deferred income	4,278	3,781
	<u>15,712</u>	<u>15,380</u>

10 Deferred income	2023	2022
	£	£
At 1 January	3,781	5,876
Amount released to income	(3,781)	(4,972)
Amount deferred in the year	4,278	2,877
Balance at 31 December	<u>4,278</u>	<u>3,781</u>

Deferred income relates to rent and lettings income received relating to the following year.

11 Pension commitments
During the year employer's pension contributions totalling £308 (2022: £267) were payable to defined contribution personal pension schemes. No pension contributions were owing at the balance sheet date (2022: £nil).

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2023

12 Funds	2023	2022
During the year the movements in the charity's funds were as follows:	£	£
Unrestricted fund		
At 1 January	439,041	452,382
Incoming resources	214,514	201,359
Outgoing resources	<u>(225,254)</u>	<u>(214,700)</u>
At 31 December	<u>428,301</u>	<u>439,041</u>
Restricted funds		
Beryl Kent fund		
At 1 January	3,153	3,112
Incoming resources	-	41
Outgoing resources	<u>(3,153)</u>	<u>-</u>
At 31 December	<u>-</u>	<u>3,153</u>
Appeals restricted fund		
At 1 January	-	-
Incoming resources	2,818	3,150
Outgoing resources	<u>(2,818)</u>	<u>(3,150)</u>
At 31 December	<u>0</u>	<u>0</u>
Restricted grants fund		
At 1 January	800	-
Incoming resources	-	1,000
Outgoing resources	<u>-</u>	<u>(200)</u>
At 31 December	<u>800</u>	<u>800</u>
Audio visual equipment fund		
At 1 January	-	988
Incoming resources	-	(988)
Outgoing resources	<u>-</u>	<u>-</u>
At 31 December	<u>-</u>	<u>-</u>
Total restricted funds	<u>800</u>	<u>3,953</u>

The restricted funds held at the end of the year is the Restricted Grant fund which relates to monies received to fund water saving measures. The Beryl Kent Fund was used in the year to repair a stained glass window and cover sanctuary costs.

13 Analysis of net assets by fund	2023			2022		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	£	£	£
Fixed assets	350,000	-	350,000	350,000	-	350,000
Debtors	13,655	-	13,655	4,363	-	4,363
Cash at Bank and in hand	78,253	2,905	81,158	98,349	5,662	104,011
Creditors falling due within one year	<u>(13,607)</u>	<u>(2,105)</u>	<u>(15,712)</u>	<u>(13,711)</u>	<u>(1,669)</u>	<u>(15,380)</u>
Fund balance	<u>428,301</u>	<u>800</u>	<u>429,101</u>	<u>439,001</u>	<u>3,993</u>	<u>442,994</u>

14 Operating lease commitments

The charity has an operating lease for a photocopier. The minimum amount payable until the next break clause in respect of this lease is as follows:

	2023	2022
	£	£
Payments falling due:		
Within one year	1,363	890
Between one and five years	4,430	890
After five years	<u>-</u>	<u>-</u>
	<u>5,793</u>	<u>1,780</u>

During the year the charity was charged £1,408 (2022: £890) for its operating lease.

15 Transactions with related parties

During the year the charity received donations totalling £20,424 (2022: £26,513) from related parties which includes members of the PCC, any other members of key management and anyone closely connected to them.

Except as disclosed in note 5 'Analysis of staff costs', there have been no other transactions with related parties during the year.

16 Detailed income and expenditure accounts

Detailed income and expenditure accounts are provided on the following pages.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account
For the year ended 31 December 2023

	2023	2022
Income	£	£
Planned giving - including tax recoverable	81,619	75,568
Collections - including tax recoverable	8,161	8,740
Gift Day - including tax recoverable	22,216	25,275
Donations - including tax recoverable	6,685	4,276
Legacy	1,369	5,000
Grants	-	2,400
Appeals	2,818	3,150
Other activities	7,150	2,962
Church lettings	778	522
Magazine	796	976
Fees	2,290	2,191
Administration services	8,619	4,520
Total operating income	<u>142,501</u>	<u>135,580</u>
Expenditure		
Missionary and charitable giving	<u>4,018</u>	<u>5,663</u>
Church running costs		
Parish support fund	116,196	113,916
Clergy expenses	1,541	1,418
Sanctuary costs	690	948
Organist and organ	3,380	2,254
Insurance	5,030	3,881
Gas and electricity	3,751	3,622
Building maintenance	20,503	2,053
Equipment (incl maintenance)	1,634	4,201
Other running costs	8,607	7,699
Church operating expenditure	<u>161,332</u>	<u>139,992</u>
Office administration and stationery	24,553	22,993
Governance independent examination	2,100	2,000
	<u>26,653</u>	<u>24,993</u>
Total operating expenditure	<u>192,003</u>	<u>170,648</u>
Church operating deficit for the year	(49,502)	(35,068)
Hall operating (deficit)/surplus for the year	(11,188)	5,663
Hall building and major works	-	(28,095)
Property & car park rent	43,739	43,373
Total operating deficit	<u>(16,951)</u>	<u>(14,127)</u>
Interest receivable	3,058	639
Total deficit for the year	<u>(13,893)</u>	<u>(13,488)</u>

Detailed Income and Expenditure account - Hall
For the year ended 31 December 2023

	2023	2022
Income	£	£
Letting fees	28,096	25,958
	<u>28,096</u>	<u>25,958</u>
Expenditure		
Insurance	1,481	1,132
Water, gas & electricity	5,260	3,717
Cleaning	11,271	11,819
Repairs and maintenance	20,217	2,666
Refuse	1,055	961
Operating expenditure	<u>39,284</u>	<u>20,295</u>
Hall operating surplus	(11,188)	5,663
Hall building major works	-	(28,095)
Hall deficit for the year	<u>(11,188)</u>	<u>(22,432)</u>

Accounts

**SAINT MARK'S PARISH CHURCH
ALMA ROAD, REIGATE, SURREY**

**(Registered Charity No. 1134121)
www.stmarksreigate.co.uk**



**DIOCESE OF SOUTHWARK
CROYDON EPISCOPAL AREA
ARCHDEACONRY OF REIGATE**



ANNUAL REPORT FOR 2022

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THE VICAR'S LETTER

Dear Friends,

The year 2022 was the first year for three years where society, including the Church, began to feel "normal" again. After a couple of years of lockdowns and restricted activities, we had the freedom to plan our services and events as we wished. As the year progressed, more activities were resumed. By the end of the year, there was still more to be done, and 2023 will see more activity.

At the beginning of January 2022, Bishop Christopher invited me to take on the added responsibility of being Area Dean of Reigate in addition to being Vicar of St Mark's. This followed a consultation by the Bishop in the deanery as to whom he would appoint. Bishop Jonathan commissioned me in this role in one of the last duties he fulfilled as Bishop of Croydon before his retirement in March 2022. It was fitting that his last episcopal duty was linked with St Mark's, as his first episcopal duty was at a Confirmation Service at St Mark's in March 2012.

In February 70 solar panels were installed on the hall roof together with three large batteries to reduce our electricity use from the grid and to help us move towards our goal of zero carbon emissions by 2030. More lights in the Church were converted to LED, but there is still more to do. New remote heating controls were fitted to the hall heating to enable us to reduce our gas usage as well. On the first Sundays in January, February and March, all services were held in the hall so that the Church was not heated on these Sundays to save further carbon. These Green Sundays were liked by many in the parish but not by all. The PCC reviewed this experiment and agreed to extend this for the winter of 2022/23 by extending the Green Sundays from November to March on the first Sunday of the month.

Lent, Holy Week and Easter were celebrated in full for the first time since 2019. In fact, Revd Reg experienced the St Mark's way of marking Palm Sunday and Holy Week for the first time – and of course he came to St Mark's as Assistant Curate in 2019! One notable change to Holy Week was having Messy Church in the morning of Good Friday. This worked extremely well and so may well be repeated in future years. This provided a complete contrast to the traditional Good Friday Liturgy of the afternoon. Easter Sunday was a joyous celebration of the Resurrection.

In May we had the Rogation Sunday walk "Beating the Bounds" by a small group of walkers. At the APCM Ben Read and Louise Wallis were elected for a further year as Churchwardens. Terrence Hancock and Mel Crighton continued as PCC Secretary and Treasurer respectively, and I thank them all for their wise counsel and support.

At the beginning of June we joined in with the national celebrations of HM Queen Elizabeth's Platinum Jubilee by having an afternoon tea, planting a tree in the hall garden as part of the Queen's Jubilee Green Canopy and holding an all-age celebration service. In September we learned of the death of Her Majesty and as we prayed for the repose of her soul, we gave thanks to God for her many years of devoted service to this country and the Commonwealth, and we prayed for King Charles and all the royal family as they took on new roles and responsibilities.

In July we held a family barbeque at Messy Church which was very busy. Messy Church has gone from strength to strength with so many involved in many ways to make it possible. In October we hosted some Norwegian visitors at Messy Church and they have taken back with them ideas as they establish Messy Church in Norway. We are always happy to help others just as we have received help ourselves. In October we held an all-age Harvest Thanksgiving Service followed by a Harvest Supper.

Our services for All Souls', Remembrance Sunday, Advent and Christmas were well supported and followed the pattern of previous years. We have continued to live stream the 10.00am services and the quality and reliability has generally improved, although there are occasional problems. Choral Evensong with the Godfrey Searle Choir from St Mary's resumed in the autumn.

As we look to 2023, more activities will be happening including the return of Community Lunch. For all these activities we are blessed with a real community spirit at St Mark's where people are willing to volunteer and help others. However there is always more that can be done. The Ministry Team consisting of me, Reverend Reg Grant, Ian Archer, Sarah Cousins and Susannah Dyde works as a unit. My thanks to them for their hard work and support.

There are so many people who work behind the scenes, and I thank them all. The parish would not function without the hard work of our Parish Administrator and my PA, Alexia Hartman. She works far more than her contracted hours and is always available to help. My thanks to her, especially as she has now taken on the responsibility of being Deanery Secretary and PA.

We look forward to the next year. There are various building works planned so it will be a challenging year financially but should ensure that we will be secure for many years to come.

With my best wishes

A handwritten signature in black ink, appearing to read 'Martin', written in a cursive style.

THE READERS

Ian Archer has been a Reader at St Mark's for over 41 years, so the older members of our congregation have heard his voice for a long time. His hope is that he can spread God's message better each time he is called to do so. He is now an aged widower so perhaps has more time on his hands than many so long as his health is good. Much of his time is spent visiting the sick and home-bound with Communion every two weeks, which they seem to appreciate, and he enjoys their company as he does it. On one occasion Ian conducted a Funeral Service of one of these former church friends. For fun he provided some scribblings for the Church magazine, so all in all he has had a busy but happy year in 2022.

Sarah Cousins has had a year peppered with ill health, but she has continued to head up SMART for retired people in the community, enabling monthly meetings and pastoral work behind the scenes. She also preached on a number of occasions.

Susannah Dyde has kept busy primarily with leading Family Services and Messy Church worship, both of which have grown in popularity in 2022. She also preaches in morning services and leads T-Time-Tales with her husband, Keith. She leads the only Home Group in existence in the church. It has eleven members who meet both in person and on Zoom every fortnight to study the Bible together. Anyone is welcome to join this group.

Ian Archer, Sarah Cousins, Susannah Dyde

THE SERVERS

While much of life has returned to normal through 2022, numbers in the church remain at lower levels than before the pandemic. Adaptations made to support the broadcast of services on line have also impacted the need for servers, for example the Gospel procession now has only the deacon with no one else holding the book.

The serving team itself is reduced in size, with a loyal small team providing one or two servers to the Sunday services. Thank you to all of that team who have worked so hard to keep our services flowing.

Looking forwards to 2023, as numbers in church continue to expand, we would welcome new members to the serving team. We will look to continue to adapt and grow with the church as a whole, offering our service to help St Mark's support the community.

James Tanser, Sacristan

SUSTAINABILITY AT ST MARK'S

The Sustainability Committee has built on the work achieved in the previous year to deliver carbon savings in 2022/2023 and to help St Mark's move towards the 2030 Net Zero goal.

The solar panels installed last year have enabled us to generate electricity on-site, significantly contributing to a reduction in energy from the National Grid and the cost of electricity. We have also continued the programme of replacing lightbulbs with energy efficient LEDs. Energy bills are calculated on the basis of calendar years and the pandemic affected energy use at St Mark's, so the most accurate comparison is between usage in 2022 and usage in 2019. In 2019 we used around 27,000 kWh of electricity from the grid and in

2022 we used 9300 kWh. This is a 65% reduction in electricity use from the grid, and reduces the church's annual carbon footprint by 3.2 tonnes in 2022 compared to 2019.

We also made progress in reducing the amount of gas used for heating. This has been through a combination of measures including Green Sundays in the hall once a month in winter, turning down the thermostats, installing thermostats that can be adjusted remotely to enable a more finely tuned temperature response, and grouping events together where possible to use energy for heating more efficiently. Again, the most sensible comparison is between 2019, when gas usage was just over 200,000 kWh, and 2022, when usage was just under 130,000 kWh. This is a reduction of around 37% and reduced our carbon footprint by 14 tonnes.

A reduction of around 17 tonnes of carbon significantly reduces our overall footprint, which was around 45 tonnes and is now under 30. We have had a number of problems with the solar batteries over the last year, so have not been able to benefit from selling energy into the grid, which would have generated a small income for St Mark's and enabled us to offset some more of our carbon footprint. We expect the batteries to function better in 2023 following various fixes that have been arranged with the installer and anticipate a further carbon saving to be generated from the solar panels.

The committee has discussed options for installing Electric Vehicle (EV) chargers in the car park, which could draw on the solar panels to provide a renewable energy source for charging EVs. We have made preliminary enquiries about possible models and associated costs. We have also looked at pricing for individual portable seat heaters and expect to begin a trial with the heaters to understand how we might reduce the level of gas heating required if the seat heaters prove to be effective. Finally we have begun to consider zero waste options with respect to the products and food we buy (for instance buying cleaning products in containers that can be refilled rather than recycled or thrown away) which would reduce waste and our indirect carbon footprint.

We have been approached over the year by other local churches interested in learning about our experience installing and using solar panels. We have shared our experiences and a number of local churches are now looking at installing solar panels. St Mark's also featured in an issue of "The Bridge" (Southwark Diocesan Newspaper) which highlighted examples of churches making progress towards Net Zero goals.

Sophia Oliver

KNITTING AND SPIRITUALITY GROUP

This year we have continued our monthly meetings in members' homes, beginning and ending with prayer. We welcome new members Dorothy Piejus and Jill Bingham.

New members are welcome, not only knitters. If you do any kind of craft that can be held in your lap, then do come and join us.

*Cherith Baldry
Sarah Cousins*

ELECTORAL ROLL

If your name is on the Electoral Roll then you are entitled to vote at the Annual Parish Church Meeting and in this way to feel much more a part of St Mark's Church. Once you reach your sixteenth birthday you are eligible to make an application and the only stipulation is that you have been baptised, and not necessarily confirmed. You need to live in the parish to go on the Roll immediately, (please ask me if you have any doubts about where the parish boundaries lie) or have habitually worshipped at St Mark's for six months if you live outside the parish. You can apply by filling in the simple, self-explanatory form available from me or from the Parish Office. Completed forms should please be handed to either myself or to the Parish Office.

The Roll is normally on display in the church and contains only names. It is open until two weeks before the Annual Parochial Church Meeting, when it will be closed for revision.

So as to keep the Roll as up-to-date as possible I would be grateful to be told of any changes in address, or people moving away from the parish, as I do not always hear of these details immediately.

Terrence Hancock
Acting Electoral Roll Officer

SOCIAL EVENTS

This year has seen a return to some of the events that we enjoyed on a regular basis before the pandemic. Although we do not have a formal Social Committee at present (something we hope to re-establish in 2023) many volunteers came together to prepare food and refreshments for the various events at St Mark's.

In June we celebrated the Queen's Diamond Jubilee with Afternoon Tea enjoyed by over sixty people followed by an All-Age service in Church. Thanks to everyone who made cakes and scones and to those who served the tea and helped set up and clear away afterwards.

In October our Harvest Supper was again held after the monthly family service with over 70 people of all ages socialising together whilst enjoying cottage pie and chocolate or lemon tart with vegetarian, vegan, gluten free and dairy free options. Thanks to everyone who was involved in preparing and cooking the food as well as setting up the tables, arranging flowers, serving food and drinks and of course washing up and clearing away afterwards.

We also have another group of volunteers who prepare monthly meals for Messy Church. This involves cooking a hot meal for around 70/80 people each month and is always very well received by the children and parents alike.

In the run up to Christmas the parents of Holmesdale School children were served tea and coffee before the nativity performances and they were very grateful to be able to come in from the cold and enjoy a warm drink.

It was fantastic to have such a large congregation for the Christmas Carol Service and there was a real buzz in the hall afterwards with over 100 people enjoying mulled wine and mince pies. The last time we had been able to do this was 2019.

Thank you to all who have volunteered this year to make these events a success and give our church community the chance to join together in social activities. Special thanks go to

Nigel Perkins for organising coffee each week and to all the many helpers who volunteer giving everyone the opportunity to catch up with friends after the weekly service.

All these social events require a great team effort and in 2023 we plan to re-establish a Social Committee to coordinate these events and hope to be able to organise even more. If this is something you would like to get involved with, please get in touch with me or any member of the Parochial Church Council.

Melanie Crighton

MUSIC AT SAINT MARK'S

Now that the Sung Eucharist has returned at 10.00am on Sunday mornings we have used the St Thomas Mass setting for the Gloria and Agnus Dei. In the latter part of 2022 we added the Sanctus and Benedictus. There are other sections of the service, Gospel Acclamation, Sursum Corda and seasonal Acclamations which will follow when possible.

Although St Mark's Church Choir is now very small in number we are most grateful for the help provided members of St Mark's Singers. This was especially welcome on three special occasions during the past year – Easter Sunday, Memorial Service for HM Queen Elizabeth II in September and the Carol Service in December.

I am very grateful to David Lear who plays the piano at the monthly Taizé service.

Once again we have been delighted to welcome the Godfrey Searle Choir to sing Choral Evensong on two occasions towards the end of 2022.

Terrence Hancock
Organist & Choirmaster

SAINT MARK'S PARISH MAGAZINE

The parish magazine in 2022 has continued to be distributed predominantly online with paper copies available on request. This has supported St Marks environmental ambitions to save paper. Furthermore, the amount of colour imagery used in the magazine has decreased to reduce printing costs.

There have been twelve editions, sent on the Thursday before the 1st Sunday of the month. The format has remained largely similar year on year varying between 24 and 32 pages in length.

The content has a regular format including a book review, recipe, puzzles, news from the Church of England and a letter from the Vicar, as well as input from SMOAT and church news when available.

The magazine has also been an outlet for environmental information and education, as part of the church's ambition to achieve and maintain the Eco Church award. It has enjoyed the support of regular contributions from Harry Ingram and Ian Archer. The editor passes on great thanks to both for their entertaining and thought-provoking inputs.

Thanks are due to Terrence Hancock and Malcom Toye for proof reading support throughout the year. And also thanks to Alexia Hartman for magazine distribution.

The magazine has recruited new advertisers this year and now has eight advertisers at the back of the magazine in various formats from one-quarter page black and white ads to full page colour. Thanks to Jane Artis for continuing to facilitate advertising requests.

In January 2023 the I handed in my notice after three years and a new editor is yet to be found.

Helen Starmer
Editor

YOUTH WORK AT SAINT MARK'S

PARENT AND TODDLER GROUP

The Parent and Toddler Group started up again in April 2022. There was an expected slow start but after almost a year the group has had several newcomers each month and has also gained numerous regulars who continue to praise the service it provides to the community. In December the group hosted a successful Christmas Party for the children (and parents/carers) with Father Christmas in attendance. The group of course could not be possible without the kind and continued help of volunteers such as Judith Parkes, Deborah Pelekani and Timothy Warren, to name a few.

Alexia Hartman

T-TIME TALES

T-Time Tales runs for half an hour after school every Wednesday during term time. Mothers and nannies come in with their children and are welcomed with a cup of tea and a biscuit and drink for the children. Susannah and Keith Dyde tell a Bible story and lead them in energetic singing to the accompaniment of Fr. Martin on the piano. It picked up slowly after Covid, but we were pleased that many of the same children returned to us.

Susannah Dyde

MESSY CHURCH

Following a challenging 2021 for Messy Church get togethers, in January we cautiously began to plan for the months ahead. Covid cases were once again high, so we started the year with a café style Messy Church in the hall, a first for St Mark's Church! Families were seated at their own tables, a safe distance from each other. Father Martin encouraged us all to explore the story of David and Goliath, aided by a life-sized paper representation of Goliath. Children were able to enjoy related crafts at their family tables and many left with DIY helmets and shields. The kitchen team did a fantastic job of providing snack packs and drinks to minimise contact between families.

In February Covid infection rates were thankfully lower, so we were able to return to the regular format of crafts and activities in the hall and a service in the church followed by a meal together. Susannah and Keith led an engaging service on the story of the lost coin. Children went home with both a good understanding of the story, and tummies full of chocolate!

Following positive feedback of Good Friday Messy Church meet ups at the Parish Rep meeting, we decided to give it a go. Children enjoyed putting together Easter gardens, making cards and completing a treasure hunt. The cards were then delivered to other members of St Mark's Church along with bunches of daffodils.

We were able to hold a summer party in July for the second year in a row. The sun shone, and a fantastic time was had by all. There were lots of fun activities including a thank you tree with messages from the children about what they were thankful to God for. This was put up for display in the church. Following the activities, we all enjoyed a delicious BBQ in the garden together.

Autumn Messy Church sessions proceeded well and in December we celebrated Christmas with a star nativity trail, Christmas themed crafts and activities in the hall and a festive nativity performance by the children in the church.

The craft fun, family worship and wonderful meals during this year were only made possible by the brilliant group of ever enthusiastic volunteers, always keen to give their time and creativity. A special mention to the young volunteers, who confidently lead crafts and activities on numerous occasions. They were very popular with the children. Enormous thanks to you all.

Rachel Potter

THE PARISH OFFICE

I am very pleased to be based back in the office for a full year after the lockdown restrictions during the pandemic.

Communication with the parish continues to be mostly online via email. The Parish Magazine remains available online and physical copies are also being sent to those that have requested this. Even with the significant ever increasing paper costs, we are still managing to keep printing costs at a low. We continue to offer our printing services (at a cost) to a few local churches.

This year saw a couple of changes regarding hall bookings. We updated the terms and conditions of the hiring agreement which also included a slight price increase. Hall bookings for children's birthday parties are increasingly popular, with many families returning year after year.

Fr Martin and his teams' support is ongoing and along with his knowledge of all things technical, the office continues to run smoothly. If there is anything you need, please do contact me via email or on the phone, as I am always happy to help where I can.

Alexia Hartman
Parish Administrator

PARISH SAFEGUARDING

After undertaking the appropriate training, I have been appointed the Parish Safeguarding Officer. My aim is to continue to provide an environment that is welcoming and respectful and enable any safeguarding concerns to be raised and responded to openly, promptly and consistently. All Parochial Church Council members will also be undertaking safeguarding training and undergoing DBS (disclosure and barring service) checks.

Alexia Hartman
Parish Safeguarding Officer

SAINT MARK'S OVERSEAS AID TRUST (SMOAT)

April 2022 marked the occasion of our first live fund raising event since before the start of Covid19, and it was a pure delight to get back to normal and being able to share the enjoyment of a live event with our supporters!

2022 was a bumper year for us and we were able to give away £24,050 to twelve projects in eleven different countries. This includes £9,000 given to the Christmas Appeal 2021. We received a bequest from one of our most loyal supporters, David Barrell, and this had helped significantly in the amounts we have been able to give.

In March we held another SMOAT@Home event, making and delivering chocolate brownies on the occasion of Mothering Sunday. We were able to give £1,500 to Wonder Foundation. The money given has helped to establish a mentoring programme at Sorawell Professional Training College in Yaounde, Cameroon. The aim of the project was to provide fifty young women with accredited training so that they will have the opportunity to leave poverty for good, benefit their local community and progress in the hospitality industry.

In April we held our first live event for two years – a Bingo afternoon! As usual, it was very well attended and enjoyed by everybody. We were raising money for BRINOS to support the purchase of a portable suction machine and two portable audiometers. We were able to send them £1,250 which enabled them to buy these machines.

Then, in September, we held a BBQ Brunch in the garden of Louise and Ken Packer. The weather was kind to us and the event attracted a good number of people who enjoyed a hearty breakfast. We were able to give £2,500 to Hope Health Action, which part funded a critically needed solar powered generator at a leading hospital in Norther Haiti.

All other money given away was funded by regular giving and supported the following projects:

We gave £1,000 in January to Doctors for Nepal for much needed equipment for their trainee medical staff.

In September, £2,200 was given to Educaid to fund a back-up generator for the Rolal Secondary School in Sierra Leone. We were able to pay for the generator in full which will help the solar power not to be over-burdened and therefore more reliable and cost effective.

Then in October 2022 we gave £1,600 to Empathy International to fund a cohort of eight girls to participate in their established 'Dignity' young women skills programme. This provides intensive high skill residential training over two months to young village women so they are able to make and repair clothes. On completion, each woman is gifted a foot-powered 'Singer' sewing machine along with items needed to start a business in their own village.

In December 2022 we gave money to four organisations as part of the Big Give: £1,500 to IT Schools in Africa, providing digital skills training in Malawi; £1,500 to Legs for Africa, an organisation which refurbishes prosthetic legs for reuse in Ghana; £1,000 to Well Boring towards the construction of bore holes and wells in Kenya and The Gambia; and finally, £1,000 to Our Moon Education towards the building of a learning forum at a residential college in Chibombo, Zambia. Each of these four donations will be doubled through the Big Give.

Once again, can I take this opportunity to thank everyone who has supported us throughout the year. We couldn't do it without you!

Barbara Perkins
Chairman

SAINT MARK'S AFTERNOON RETIREMENT TEAM (SMART)

SMART is a social group for older people to meet and enjoy a varied monthly programme, in the church hall or on occasional outings. SMART is open to all aged over 65 in the community, so you do not have to be a member of St Mark's to come. Smart is run by Sarah Cousins, a Reader at St Mark's, and a retired NHS mental health chaplain.

Highlights of the year were not one but two trips out for tea at Priory Farm, as well as the familiarity of well-loved carols at Christmas hosted by Richard Salmon with Reverend Martin Colton on the piano.

SMART could not happen without the staunch support of Frances Wood, Sue Hill Smith and Marion Wall who give generously of their time and are always available ensuring that all the essential things get done. My thanks also go to Tina Read and Richard Salmon who regularly give lifts to bring folk to the meeting.

Sadly we said a final goodbye to Kathleen Bretherton, Kathy Bristow, Diane Callen, Betty Grunwell, Kay Metcalfe and Georgina Sparver, all of whom contributed to the life of Smart in their individual ways. May they all rest in peace and rise in glory.

We always welcome new members. If you would like to help with giving lifts, without which we cannot run, or are interested in any aspect of SMART, please come and have a chat!

Sarah Cousins

OTHER ACTIVITIES

FOODBANK

We have continued to support St Matthew's Foodbank by collecting food and toiletries that are delivered to the Foodbank. The collection point has continued on the Vicarage doorstep. As the year progressed the demand grew as the Cost of Living Crisis deepened but unfortunately we have also seen a drop in donations. Some have responded to our appeals but as most people feel a financial squeeze, those at the bottom suffer the most. We pray that all who come for help and support will receive it.

Fr Martin

**SAINT MARK'S PARISH CHURCH
ALMA ROAD, REIGATE, SURREY**

**(Registered Charity No. 1134121)
www.stmarksreigate.co.uk**



**DIOCESE OF SOUTHWARK
CROYDON EPISCOPAL AREA
ARCHDEACONRY OF REIGATE**



**STATUTORY REPORT
AND ACCOUNTS FOR 2022**

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE - ANNUAL REPORT

Those who served as Trustees since 1 January 2022 were:

Chairman:	The Reverend Martin Colton
Assistant Curate:	The Reverend Reginald Grant
Vice Chairman:	Mrs Louise Wallis
Readers:	Mr Ian Archer, Mrs Sarah Cousins, Mrs Susannah Dyde
Churchwardens:	Mr Benjamin Read, Mrs Louise Wallis
Deputy Wardens:	Mrs Jane Artis, Mr Timothy Warren
Deanery Synod Representatives:	Mrs Suzanne Baker-Hedge, Mrs Sara Johnson and Mrs Sarah Walker
Elected Members:	Mrs Patricia Bird, Mrs Melanie Crighton, Mr Terrence Hancock (until May 2022), Mrs Nicola Lloyd (from May 2022), Mr Nigel Perkins, Miss Rachel Potter (from May 2022), Mr Brian Rowbotham (until May 2022) and Mrs Helen Starmer.
Co-opted Member:	Mr Terrence Hancock (from May 2022)

The Trustees of the church present their Annual Report and Financial Statements for the year ended 31 December 2022.

STRUCTURE GOVERNANCE AND MANAGEMENT

The Parochial Church Council (PCC) of Saint Mark, Reigate, known as St Mark's, is a registered charity - number 1134121. The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll, to take part and assist in the activities and to stand for election to the Council.

The following committees report to the PCC:

Standing; Finance and Buildings; Inclusivity, Community Outreach, Sustainability.

PARISH SAFEGUARDING

The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

PUBLIC BENEFIT

The PCC has embraced the Charity Commission's guidance on Public Benefit. It aims to promote religion within the parish. The church is open during daylight hours for all to enter and is used by local schools for their services. The hall is available to church groups, local associations and others.

OBJECTS AND ACTIVITIES

The PCC has the responsibility of co-operating with the Incumbent to promote within the parish the whole mission of the church - pastoral, evangelistic, ecumenical and social. It also has responsibility for the maintenance of both the church and hall and to provide the physical and financial resources to achieve the mission of the church in general and the parish in particular.

ACHIEVEMENTS AND PERFORMANCE

The PCC strives to offer a range of services that attract all age groups from our community who find attendance both beneficial and spiritually fulfilling. Families are attracted to our church through T-Time Tales, Easter Club, the monthly Family and Messy Church services, and the weekly Parent and Toddler group.

On 1 January 2022 the number of names on the Electoral Roll was 164. During the year three names were added and one removed. Hence, at the end of the year the total number on the Roll was 166. Of this figure, 103 are resident within the parish and 63 are outside the parish boundary.

Holy Communion has been taken to those at home or in hospital either by the clergy or by Mr Ian Archer who, as a Reader, has permission to officiate.

MEETINGS

During the past year the PCC has met on seven occasions and the average attendance rate was 63%. Various committees manage and develop the various activities and their reports are discussed by the Council and authority given where necessary. The Standing Committee, which comprises the Chairman, Churchwardens, Secretary and Treasurer, meets when necessary to deal with any urgent matters which may arise between ordinary meetings of the Council. The composition and responsibilities of committees are kept under review in order to create better control and an improved reporting system.

RISK MANAGEMENT

The PCC is aware of its responsibilities for assessing and managing this church's risks and continues to implement plans to deal with these.

The principal risks financially and to continuity are the buildings. The church is over 160 years old and built of Reigate stone. The hall is over 50 years old. The quinquennial inspection of the church (but not the hall) was carried out during 2021 by a diocesan approved Architect.

Terrorism has been considered by the Council to be of minimum risk and has not been insured.

CLERGY AND READERS

The Vicar (The Reverend Martin Colton) is supported by an Assistant Curate (The Reverend Reginald Grant). The licensed Readers are Mr Ian Archer (who has the Bishop's Permission to Officiate), Mrs Sarah Cousins and Mrs Susannah Dyde.

FINANCIAL REVIEW

The Financial Statements and notes to the accounts are set out on pages 4 to 9 followed by the detailed income and expenditure accounts of the Church and Hall on pages 10 and 11.

The results for the year shows a deficit of £13,488 after expenditure of £26,504 on solar panels (2021: surplus of £24,654).

In 2022 there has been a return to pre pandemic levels of activity both in terms of church services and activities and in hall lettings. This is therefore reflected in both income and expenditure.

Significant figures are as follows:

Income

- Planned Giving of £75,568 (2021: £81,322) a decrease of 7% reflecting a reduction in the number of regular givers. Thank you to everyone who has been able to continue their regular giving
- Collections at services of £8,740 (2021: £4,434) an increase of 97%
- Gift Day of £25,275 (2021: £27,519) a decrease of 8%
- Legacies of £5,000 (2021: £10,000)
- Grants of £2,400 towards energy costs and water saving measures (2021: £2,700 for audio visual equipment)
- Other donations of £4,276 (2021: £6,257) an increase of 79% after taking account of £3,875 restricted for Audio Visual Equipment in 2021
- Special Appeals £3,150 (2021: £1,933) an increase of 63%
- Other Activities of £2,962 (2021: £11,868) an increase of 125% after taking account of the one-off income of £10,549 for providing Census Support in 2021
- Hall lettings income £25,958 (2021: £17,397) an increase of 49% partly due to hall hire rate increases of 8% in September
- Car Park rent £27,773 (2021: £26,523) an increase of 5%
- Property Rent £15,600 (2021: £15,600)

Expenditure

- Parish Support Fund £113,916 (2021: £111,132) an increase of 2.5%
- Church Running Expenses £15,935 (2021: £12,331) an increase of 29%
- Office Expenses £22,993 (2021: £19,579) an increase of 17%
- Hall running costs £20,295 (2021: £16,851) an increase of 20%
- Hall building and renovation £28,095 including £26,504 on solar panels (2021: £5,451 on building work)

Outside giving totalled £5,663 of which £3,150 was from special appeals and £2,513 from church funds as follows:

• DEC Ukraine	£650
• Foodbank at St Matthew's (Harvest)	£500
• Combat Stress (Remembrance Sunday)	£425
• Renewed Hope Trust (Christmas Services)	£461
• Reigate Samaritans (Christmas Services)	£461
• Children's Society (Crib and Christingle Service)	£746
• Reigate & Banstead Borough Council	£2,400
• Diocese of Southwark	£20

Forecast for 2023

With a return to regular services and activities, together with the continuation of live streaming, the Council anticipates that the level of donations and lettings income can be maintained. We have considered the Church's assets and reserves and have therefore concluded that the Church has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements are prepared on a going concern basis.

Reserves Policy

It is Council policy to maintain the unrestricted funds by breaking even over a five-year period, thus spreading any exceptional operating income and expenditure.

Unrestricted funds at 31 December 2022 were £439,041 (2021: £452,382) of which £350,000 is represented by the value of the investment property. Thus, liquid reserves are £89,041 (2021: £102,382) at the balance sheet date. The day to day running expenses of the Church is expected to be covered by planned giving and rental income from the investment property. The liquid reserves is to be utilised for making up for any shortfalls and therefore considered sufficient.

Future expenditure

The Council has committed to the Church of England target to be Carbon Neutral by 2030 and is actively engaged in researching projects to meet that target. In February 2022 a Solar panel system was installed at a cost of £26,500. The use of electricity to heat the church is also being considered in preference to gas. The quinquennial inspection carried out in 2021 highlighted a schedule of works to be carried out over the next five years, some of this work will be carried out in 2023 with an approximate cost of £15,000. Other recommended works are currently being costed and will be carried out where necessary in future years. In addition work will be required on the organ and the heating systems in future years. Grants will be obtained where possible and fundraising carried out to meet costs arising.

Approved by the Parochial Church Council on 15 March 2023 and signed on its behalf by:



*The Reverend Martin Colton
Chairman*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Statement of Financial Activities
For the year ended 31 December 2022

	Note	2022			2021
		Unrestricted Funds £	Restricted Funds £	Total Funds £	Total £
Income from					
Donations and legacies	2A	123,221	4,150	127,371	146,033
Charitable Activities	2B	61,940	-	61,940	48,757
Investments	2C	16,198	41	16,239	15,625
Total		<u>201,359</u>	<u>4,191</u>	<u>205,550</u>	<u>210,415</u>
Expenditure on					
Charitable Activities	3	214,700	4,338	219,038	185,761
Total		<u>214,700</u>	<u>4,338</u>	<u>219,038</u>	<u>185,761</u>
Net income		(13,341)	(147)	(13,488)	24,654
Total funds brought forward		452,382	4,100	456,482	431,828
Total funds carried forward		<u>439,041</u>	<u>3,953</u>	<u>442,994</u>	<u>456,482</u>
Represented by					
General Funds (Unrestricted)		439,041	-	439,041	452,382
Beryl Kent Fund (Restricted)		-	3,153	3,153	3,112
Other Funds (Restricted)		-	800	800	988
		<u>439,041</u>	<u>3,953</u>	<u>442,994</u>	<u>456,482</u>

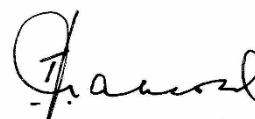
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Balance Sheet as at 31 December 2022

		2022 £	2021 £
Fixed Assets			
Investment Property	5	<u>350,000</u>	<u>350,000</u>
Current Assets			
Debtors	7	4,363	6,846
Short term Deposits		49,240	48,601
Cash at Bank		<u>54,771</u>	<u>65,671</u>
		108,374	121,118
Creditors			
Amounts falling due within one year	8	<u>15,380</u>	<u>14,636</u>
Net Current Assets		<u>92,994</u>	<u>106,482</u>
Total Net Assets	6	<u><u>442,994</u></u>	<u><u>456,482</u></u>
Funds	10		
Unrestricted		93,622	106,963
Restricted		3,953	4,100
Revaluation Reserve		<u>345,419</u>	<u>345,419</u>
		<u><u>442,994</u></u>	<u><u>456,482</u></u>

Approved by the Parochial Church Council on 15 March 2023 and signed on its behalf by:



The Reverend Martin Colton
Chairman



Terrence F Hancock
Secretary

The notes on pages 6 to 9 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2022

1 Accounting Policies

The Parochial Church Council is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (effective 1 January 2015) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP (FRS 102)).

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts.

The Parochial Church Council has taken the exemption available in paragraph 7.18 of FRS 102 and has not prepared a cash flow statement.

The Financial Statements are prepared in Sterling, which is the financial currency of the charity. Monetary amounts in these financial statements are rounded to whole pounds.

Going concern

Subsequent to the year end the Trustees have considered whether the use of the going concern basis is appropriate and have considered possible events and conditions that might cast significant doubt on the ability of the Church to continue as a going concern. The Trustees have made this assessment for a period of at least twelve months from the date of the approval of these financial statements. In particular, the Trustees have considered the Church's assets and resources. After making enquiries, the Trustees have concluded that there is a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. The Church therefore continues to adopt the going concern basis in preparing its financial statements.

Income

Income is recognised on a receivable basis. Voluntary services are not included. Legacies are recognised once there is sufficient evidence that receipt is probable and the amount of the legacy receivable can be measured reliably. Where entitlement to a legacy exists but there is uncertainty as to its receipt or the amount receivable, details are disclosed as a contingent asset until the criteria for income recognition are met. When making wills, donors are requested to leave the application of a legacy to the needs of the church, applying the donor's name as appropriate.

Grants and donations are recognised when any preconditions preventing their use by the Parochial Church Council have been met. For collections and planned giving this is on receipt. Gift aid recoverable in relation to donations received is recognised at the same time as the donations to which they relate.

Expenditure

Liabilities and the resulting expenditure are recognised in the period in which they are incurred and are accounted for gross of irrecoverable VAT. All costs are allocated between expenditure categories on a basis designed to reflect the use of the resources. Costs related to a particular activity are allocated directly. Support costs are apportioned on an appropriate basis. These are costs which assist the work of the church but do not directly represent charitable activities and include office costs and governance costs.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with S.10(2)(a) and (c) of the Charities Act 2011. No value is placed on the moveable church furnishings held by Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the Parochial Church Council considers this to be an inalienable property. All expenditure incurred during the year on consecrated and beneficial buildings and movable church furnishings, whether maintenance or improvement is written off. Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

Financial Investments

Cash and cash equivalents include cash at bank and in hand and in short term deposits with a maturity date of three months or less.

Funds

The accounts include all transactions, assets and liabilities for which the Parochial Church Council has overall responsibility. They do not include the accounts of other church groups that owe their main affiliation to another body.

Unrestricted Funds

Unrestricted funds are available for use at the discretion of the Parochial Church Council in furtherance of their charitable objectives unless the funds have been designated for other purposes. The fund which is unrestricted is the General Fund which comprises the Church and Hall accounts.

Restricted Funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Tax status

As a charity the Parochial Church Council is exempt from paying Corporation Tax but does have to pay Value Added Tax.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2022

	2022			2021		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds		Funds	Funds	
	£	£	£	£	£	£
2 Income						
2A Donations						
Planned Giving - Including tax recoverable	75,568	-	75,568	81,322	-	81,322
Collections - including tax recoverable	8,740	-	8,740	4,434	-	4,434
Gift Day - including tax recoverable	25,275	-	25,275	27,519	-	27,519
Donations - including tax recoverable	4,276	-	4,276	2,382	3,875	6,257
Legacies	5,000	-	5,000	10,000	-	10,000
Grants	1,400	1,000	2,400	-	2,700	2,700
Special Appeals	-	3,150	3,150	-	1,933	1,933
Other Activities	2,962	-	2,962	11,868	-	11,868
	<u>123,221</u>	<u>4,150</u>	<u>127,371</u>	<u>137,525</u>	<u>8,508</u>	<u>146,033</u>
2B Charitable Activities						
Magazine	976	-	976	657	-	657
Fees	2,191	-	2,191	660	-	660
Hall Lettings	25,958	-	25,958	17,397	-	17,397
Church Lettings	522	-	522	640	-	640
Car Park Rent	27,773	-	27,773	26,523	-	26,523
Administration Services	4,520	-	4,520	2,880	-	2,880
	<u>61,940</u>	<u>-</u>	<u>61,940</u>	<u>48,757</u>	<u>-</u>	<u>48,757</u>
2C Investments						
Interest Receivable	598	41	639	24	1	25
Property Rent	15,600	-	15,600	15,600	-	15,600
	<u>16,198</u>	<u>41</u>	<u>16,239</u>	<u>15,624</u>	<u>1</u>	<u>15,625</u>
Total Income	<u>201,359</u>	<u>4,191</u>	<u>205,550</u>	<u>201,906</u>	<u>8,509</u>	<u>210,415</u>
2D Property Rent						
Rent received	13,200	-	13,200	13,200	-	13,200
Grant	2,400	-	2,400	2,400	-	2,400
	<u>15,600</u>	<u>-</u>	<u>15,600</u>	<u>15,600</u>	<u>-</u>	<u>15,600</u>

As set out in note 5, the property is let to a tenant guaranteed by Reigate and Banstead Borough Council at a below market rent. The difference is being treated as a donation and included in direct costs in note 3A.

	2022			2021		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds		Funds	Funds	
	£	£	£	£	£	£
3 Expenditure						
3A Charitable Activities - Direct costs						
Church societies	20	-	20	-	304	304
Other charities	2,493	3,150	5,643	2,851	1,629	4,480
Total Direct Costs	<u>2,513</u>	<u>3,150</u>	<u>5,663</u>	<u>2,851</u>	<u>1,933</u>	<u>4,784</u>
3B Support Costs						
Parish support fund	113,916	-	113,916	111,132	-	111,132
Clergy expenses	1,418	-	1,418	1,329	-	1,329
Organist and Organ	2,254	-	2,254	2,700	-	2,700
Church running expenses	15,935	-	15,935	12,331	-	12,331
Office admin and stationery	22,993	-	22,993	19,579	-	19,579
Governance - Independent examination	2,000	-	2,000	1,100	-	1,100
Building maintenance	338	-	338	2,769	-	2,769
Equipment (incl maintenance)	4,943	1,188	6,131	2,148	5,587	7,735
Church Operating Expenditure	<u>163,797</u>	<u>1,188</u>	<u>164,985</u>	<u>153,088</u>	<u>5,587</u>	<u>158,675</u>
Hall Running costs	20,295	-	20,295	16,851	-	16,851
Hall Building and Renovation	28,095	-	28,095	5,451	-	5,451
Total Support Costs	<u>212,187</u>	<u>1,188</u>	<u>213,375</u>	<u>175,390</u>	<u>5,587</u>	<u>180,977</u>
Total Expenditure	<u>214,700</u>	<u>4,338</u>	<u>219,038</u>	<u>178,241</u>	<u>7,520</u>	<u>185,761</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2022

	2022 £	2021 £
4 Staff Costs		
Wages and Salaries	<u>16,707</u>	<u>15,872</u>

During the year two staff were employed (2021 - two): a parish administrator and a hall caretaker who is related to the Vicar. Pension contributions were £267 (2021: £206). In addition fees of £2,000 (2021 - £1,838) were paid to the organist Mr T F Hancock who is a member of the Parochial Church Council. The Vicar is reimbursed expenses and no other trustee received any remuneration or expenses other than reimbursement for the purchase of goods in relation to Church activities. Key management personnel include members of the Parochial Church Council and volunteers who run church activities.

No employee received remuneration exceeding £60,000 (2021 - none).

5 Fixed Assets		
Investment Property	<u>350,000</u>	<u>350,000</u>

The investment property was valued by the Trustees in 2016 when it ceased to be used as a Church property and was reclassified as an investment property. The valuation was made by reference to market evidence of transaction prices for similar properties at that time. The historical cost of the property was £4,581. The revaluation resulted in a gain of £345,419 which was recognised through Income and Expenditure within the Statement of Financial Activities in 2016. The property is let to tenants guaranteed by Reigate and Banstead Borough Council. The Trustees consider the valuation held in the accounts to be a fair value.

	2022			2021		
	Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	350,000	-	350,000	350,000	-	350,000
Current Assets	104,421	3,953	108,374	117,018	4,100	121,118
Less Current Liabilities	(15,380)	-	(15,380)	(14,636)	-	(14,636)
Fund Balance	<u>439,041</u>	<u>3,953</u>	<u>442,994</u>	<u>452,382</u>	<u>4,100</u>	<u>456,482</u>

	2022 £	2021 £
7 Debtors		
Income tax recoverable	3,868	4,011
Other sundry debtors	117	1,994
Prepayments	<u>378</u>	<u>841</u>
	<u>4,363</u>	<u>6,846</u>

8 Liabilities - amounts falling due within one year		
Creditors and accruals	11,599	8,760
Deferred income	<u>3,781</u>	<u>5,876</u>
	<u>15,380</u>	<u>14,636</u>

9 Deferred income		
At 1 January	5,876	5,260
Amount released to income	(4,972)	(3,114)
Amount deferred in the year	<u>2,877</u>	<u>3,730</u>
Balance at 31 December	<u>3,781</u>	<u>5,876</u>

Deferred income relates to rent and lettings income received relating to the following year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2022

10 Fund Details	2022	2021
Details of individual fund movements during the year are as follows:	£	£
Unrestricted Fund		
At 1 January	452,382	428,717
Surplus for the year	<u>(13,341)</u>	<u>23,665</u>
At 31 December	<u><u>439,041</u></u>	<u><u>452,382</u></u>
Restricted Funds		
Beryl Kent Fund		
At 1 January	3,112	3,111
Surplus for the year	<u>41</u>	<u>1</u>
At 31 December	<u><u>3,153</u></u>	<u><u>3,112</u></u>
Audio Visual Equipment Fund		
At 1 January	988	-
Surplus for the year	<u>(988)</u>	<u>988</u>
At 31 December	<u><u>0</u></u>	<u><u>988</u></u>
Restricted Grants Fund		
At 1 January	-	-
Surplus for the year	<u>800</u>	<u>-</u>
At 31 December	<u><u>800</u></u>	<u><u>-</u></u>
Total restricted Funds	<u><u>3,953</u></u>	<u><u>4,100</u></u>

The restricted funds held at the end of the year are the Beryl Kent Fund to be used for general religious purposes and the Restricted Grant fund which relates to monies received to fund water saving measures.

11 Maintenance of Church Buildings

The Parochial Church Council is responsible for the maintenance of the Church and Hall and a Finance & Buildings Committee exists to ensure that the necessary work is under constant review. A quinquennial inspection of the Church building was effected by a Diocesan approved architect during 2021 highlighting necessary repairs to be effected over the next five years. Works arising from that inspection with an estimated cost of around £15,000 are expected to be carried out in 2023. The Parochial Church Council is committed to working towards becoming carbon 'net zero' by 2030 in accordance with targets set by the Church of England's General Synod in 2020. Solar panels with a cost of £26,504 were installed in 2022. the cost of which is anticipated to be covered by savings over the next eight to ten years.

12 Accumulation of Reserves

The accumulation of surpluses in the unrestricted fund exists only to the extent that resources are needed for the ongoing work of the church and for the maintenance and improvements referred to in note 11.

13 Detailed Income and Expenditure Accounts

Detailed income and expenditure accounts are provided on the following pages.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account
For the year ended 31 December 2022

	2022	2021
Income	£	£
Planned Giving - including tax recoverable	75,568	81,322
Collections - including tax recoverable	8,740	4,434
Gift Day - including tax recoverable	25,275	27,519
Donations - including tax recoverable	4,276	6,257
Legacy	5,000	10,000
Grants	2,400	2,700
Appeals	3,150	1,933
Other Activities	2,962	11,868
Church Lettings	522	640
Magazine	976	657
Fees	2,191	660
Administration Services	4,520	2,880
Total Operating Income	<u>135,580</u>	<u>150,870</u>
Expenditure		
Missionary and charitable giving	<u>5,663</u>	<u>4,784</u>
Church Running costs		
Parish support fund	113,916	111,132
Clergy expenses	1,418	1,329
Sanctuary costs	948	722
Organist and Organ	2,254	2,700
Insurance	3,881	3,912
Gas and electricity	3,622	3,524
Building maintenance	2,053	2,769
Equipment (incl maintenance)	4,201	7,735
Other running costs	7,699	4,173
Church Operating Expenditure	<u>139,992</u>	<u>137,996</u>
Office administration and stationery	22,993	19,579
Governance Independent examination	2,000	1,100
	<u>24,993</u>	<u>20,679</u>
Total operating expenditure	<u>170,648</u>	<u>163,459</u>
Church operating deficit for the year	(35,068)	(12,589)
Hall operating surplus for the year	5,663	546
	(28,095)	(5,451)
Property Rent	43,373	42,123
Total Operating (Deficit)/Surplus	<u>(14,127)</u>	<u>24,629</u>
Interest Receivable	639	25
Total (Deficit)/Surplus for the Year	<u>(13,488)</u>	<u>24,654</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account - Hall
For the year ended 31 December 2022

	2022	2021
Income	£	£
Letting Fees	25,958	17,397
	<u>25,958</u>	<u>17,397</u>
Expenditure		
Insurance	1,132	1,068
Water Gas & Electricity	3,717	3,950
Cleaning	11,819	9,816
Repairs and maintenance	2,666	1,299
Refuse	961	718
Operating Expenditure	<u>20,295</u>	<u>16,851</u>
Hall operating surplus/(deficit)	<u>5,663</u>	<u>546</u>
Hall building works	<u>(28,095)</u>	<u>(5,451)</u>
Hall deficit for the year	<u><u>(22,432)</u></u>	<u><u>(4,905)</u></u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL
CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
For the year ended 31 December 2022**

I report on my examination of the accounts of The Parochial Church of the Ecclesiastical Parish of Saint Mark, Reigate for the year ended 31 December 2022.

Responsibilities and basis of report

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

Independent examiner's statement

Your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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

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

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



Ian Matthews ACA ICAEW

For and on behalf of Moore Kingston Smith LLP

Chartered Accountants, Betchworth House, 57-65 Station Road, Redhill, Surrey RH11DL

Date: 21 March 2023

**SAINT MARK'S PARISH CHURCH
ALMA ROAD, REIGATE, SURREY**

**(Registered Charity No. 1134121)
www.stmarksreigate.co.uk**



**DIOCESE OF SOUTHWARK
CROYDON EPISCOPAL AREA
ARCHDEACONRY OF REIGATE**



**STATUTORY REPORT
AND ACCOUNTS FOR 2022**

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE - ANNUAL REPORT

Those who served as Trustees since 1 January 2022 were:

Chairman:	The Reverend Martin Colton
Assistant Curate:	The Reverend Reginald Grant
Vice Chairman:	Mrs Louise Wallis
Readers:	Mr Ian Archer, Mrs Sarah Cousins, Mrs Susannah Dyde
Churchwardens:	Mr Benjamin Read, Mrs Louise Wallis
Deputy Wardens:	Mrs Jane Artis, Mr Timothy Warren
Deanery Synod Representatives:	Mrs Suzanne Baker-Hedge, Mrs Sara Johnson and Mrs Sarah Walker
Elected Members:	Mrs Patricia Bird, Mrs Melanie Crighton, Mr Terrence Hancock (until May 2022), Mrs Nicola Lloyd (from May 2022), Mr Nigel Perkins, Miss Rachel Potter (from May 2022), Mr Brian Rowbotham (until May 2022) and Mrs Helen Starmer.
Co-opted Member:	Mr Terrence Hancock (from May 2022)

The Trustees of the church present their Annual Report and Financial Statements for the year ended 31 December 2022.

STRUCTURE GOVERNANCE AND MANAGEMENT

The Parochial Church Council (PCC) of Saint Mark, Reigate, known as St Mark's, is a registered charity - number 1134121. The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll, to take part and assist in the activities and to stand for election to the Council.

The following committees report to the PCC:

Standing; Finance and Buildings; Inclusivity, Community Outreach, Sustainability.

PARISH SAFEGUARDING

The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

PUBLIC BENEFIT

The PCC has embraced the Charity Commission's guidance on Public Benefit. It aims to promote religion within the parish. The church is open during daylight hours for all to enter and is used by local schools for their services. The hall is available to church groups, local associations and others.

OBJECTS AND ACTIVITIES

The PCC has the responsibility of co-operating with the Incumbent to promote within the parish the whole mission of the church - pastoral, evangelistic, ecumenical and social. It also has responsibility for the maintenance of both the church and hall and to provide the physical and financial resources to achieve the mission of the church in general and the parish in particular.

ACHIEVEMENTS AND PERFORMANCE

The PCC strives to offer a range of services that attract all age groups from our community who find attendance both beneficial and spiritually fulfilling. Families are attracted to our church through T-Time Tales, Easter Club, the monthly Family and Messy Church services, and the weekly Parent and Toddler group.

On 1 January 2022 the number of names on the Electoral Roll was 164. During the year three names were added and one removed. Hence, at the end of the year the total number on the Roll was 166. Of this figure, 103 are resident within the parish and 63 are outside the parish boundary.

Holy Communion has been taken to those at home or in hospital either by the clergy or by Mr Ian Archer who, as a Reader, has permission to officiate.

MEETINGS

During the past year the PCC has met on seven occasions and the average attendance rate was 63%. Various committees manage and develop the various activities and their reports are discussed by the Council and authority given where necessary. The Standing Committee, which comprises the Chairman, Churchwardens, Secretary and Treasurer, meets when necessary to deal with any urgent matters which may arise between ordinary meetings of the Council. The composition and responsibilities of committees are kept under review in order to create better control and an improved reporting system.

RISK MANAGEMENT

The PCC is aware of its responsibilities for assessing and managing this church's risks and continues to implement plans to deal with these.

The principal risks financially and to continuity are the buildings. The church is over 160 years old and built of Reigate stone. The hall is over 50 years old. The quinquennial inspection of the church (but not the hall) was carried out during 2021 by a diocesan approved Architect.

Terrorism has been considered by the Council to be of minimum risk and has not been insured.

CLERGY AND READERS

The Vicar (The Reverend Martin Colton) is supported by an Assistant Curate (The Reverend Reginald Grant). The licensed Readers are Mr Ian Archer (who has the Bishop's Permission to Officiate), Mrs Sarah Cousins and Mrs Susannah Dyde.

FINANCIAL REVIEW

The Financial Statements and notes to the accounts are set out on pages 4 to 9 followed by the detailed income and expenditure accounts of the Church and Hall on pages 10 and 11.

The results for the year shows a deficit of £13,488 after expenditure of £26,504 on solar panels (2021: surplus of £24,654).

In 2022 there has been a return to pre pandemic levels of activity both in terms of church services and activities and in hall lettings. This is therefore reflected in both income and expenditure.

Significant figures are as follows:

Income

- Planned Giving of £75,568 (2021: £81,322) a decrease of 7% reflecting a reduction in the number of regular givers. Thank you to everyone who has been able to continue their regular giving
- Collections at services of £8,740 (2021: £4,434) an increase of 97%
- Gift Day of £25,275 (2021: £27,519) a decrease of 8%
- Legacies of £5,000 (2021: £10,000)
- Grants of £2,400 towards energy costs and water saving measures (2021: £2,700 for audio visual equipment)
- Other donations of £4,276 (2021: £6,257) an increase of 79% after taking account of £3,875 restricted for Audio Visual Equipment in 2021
- Special Appeals £3,150 (2021: £1,933) an increase of 63%
- Other Activities of £2,962 (2021: £11,868) an increase of 125% after taking account of the one-off income of £10,549 for providing Census Support in 2021
- Hall lettings income £25,958 (2021: £17,397) an increase of 49% partly due to hall hire rate increases of 8% in September
- Car Park rent £27,773 (2021: £26,523) an increase of 5%
- Property Rent £15,600 (2021: £15,600)

Expenditure

- Parish Support Fund £113,916 (2021: £111,132) an increase of 2.5%
- Church Running Expenses £15,935 (2021: £12,331) an increase of 29%
- Office Expenses £22,993 (2021: £19,579) an increase of 17%
- Hall running costs £20,295 (2021: £16,851) an increase of 20%
- Hall building and renovation £28,095 including £26,504 on solar panels (2021: £5,451 on building work)

Outside giving totalled £5,663 of which £3,150 was from special appeals and £2,513 from church funds as follows:

• DEC Ukraine	£650
• Foodbank at St Matthew's (Harvest)	£500
• Combat Stress (Remembrance Sunday)	£425
• Renewed Hope Trust (Christmas Services)	£461
• Reigate Samaritans (Christmas Services)	£461
• Children's Society (Crib and Christingle Service)	£746
• Reigate & Banstead Borough Council	£2,400
• Diocese of Southwark	£20

Forecast for 2023

With a return to regular services and activities, together with the continuation of live streaming, the Council anticipates that the level of donations and lettings income can be maintained. We have considered the Church's assets and reserves and have therefore concluded that the Church has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements are prepared on a going concern basis.

Reserves Policy

It is Council policy to maintain the unrestricted funds by breaking even over a five-year period, thus spreading any exceptional operating income and expenditure.

Unrestricted funds at 31 December 2022 were £439,041 (2021: £452,382) of which £350,000 is represented by the value of the investment property. Thus, liquid reserves are £89,041 (2021: £102,382) at the balance sheet date. The day to day running expenses of the Church is expected to be covered by planned giving and rental income from the investment property. The liquid reserves is to be utilised for making up for any shortfalls and therefore considered sufficient.

Future expenditure

The Council has committed to the Church of England target to be Carbon Neutral by 2030 and is actively engaged in researching projects to meet that target. In February 2022 a Solar panel system was installed at a cost of £26,500. The use of electricity to heat the church is also being considered in preference to gas. The quinquennial inspection carried out in 2021 highlighted a schedule of works to be carried out over the next five years, some of this work will be carried out in 2023 with an approximate cost of £15,000. Other recommended works are currently being costed and will be carried out where necessary in future years. In addition work will be required on the organ and the heating systems in future years. Grants will be obtained where possible and fundraising carried out to meet costs arising.

Approved by the Parochial Church Council on 15 March 2023 and signed on its behalf by:



*The Reverend Martin Colton
Chairman*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Statement of Financial Activities
For the year ended 31 December 2022

	Note	2022			2021
		Unrestricted	Restricted	Total Funds	Total
		Funds	Funds		
		£	£	£	£
Income from					
Donations and legacies	2A	123,221	4,150	127,371	146,033
Charitable Activities	2B	61,940	-	61,940	48,757
Investments	2C	16,198	41	16,239	15,625
Total		<u>201,359</u>	<u>4,191</u>	<u>205,550</u>	<u>210,415</u>
Expenditure on					
Charitable Activities	3	214,700	4,338	219,038	185,761
Total		<u>214,700</u>	<u>4,338</u>	<u>219,038</u>	<u>185,761</u>
Net income		(13,341)	(147)	(13,488)	24,654
Total funds brought forward		452,382	4,100	456,482	431,828
Total funds carried forward		<u>439,041</u>	<u>3,953</u>	<u>442,994</u>	<u>456,482</u>
Represented by					
General Funds (Unrestricted)		439,041	-	439,041	452,382
Beryl Kent Fund (Restricted)		-	3,153	3,153	3,112
Other Funds (Restricted)		-	800	800	988
		<u>439,041</u>	<u>3,953</u>	<u>442,994</u>	<u>456,482</u>

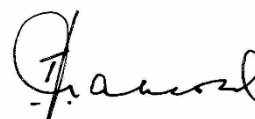
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Balance Sheet as at 31 December 2022

		2022 £	2021 £
Fixed Assets			
Investment Property	5	<u>350,000</u>	<u>350,000</u>
Current Assets			
Debtors	7	4,363	6,846
Short term Deposits		49,240	48,601
Cash at Bank		<u>54,771</u>	<u>65,671</u>
		108,374	121,118
Creditors			
Amounts falling due within one year	8	<u>15,380</u>	<u>14,636</u>
Net Current Assets		<u>92,994</u>	<u>106,482</u>
Total Net Assets	6	<u><u>442,994</u></u>	<u><u>456,482</u></u>
Funds	10		
Unrestricted		93,622	106,963
Restricted		3,953	4,100
Revaluation Reserve		<u>345,419</u>	<u>345,419</u>
		<u><u>442,994</u></u>	<u><u>456,482</u></u>

Approved by the Parochial Church Council on 15 March 2023 and signed on its behalf by:



The Reverend Martin Colton
Chairman



Terrence F Hancock
Secretary

The notes on pages 6 to 9 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2022

1 Accounting Policies

The Parochial Church Council is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (effective 1 January 2015) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP (FRS 102)).

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts.

The Parochial Church Council has taken the exemption available in paragraph 7.18 of FRS 102 and has not prepared a cash flow statement.

The Financial Statements are prepared in Sterling, which is the financial currency of the charity. Monetary amounts in these financial statements are rounded to whole pounds.

Going concern

Subsequent to the year end the Trustees have considered whether the use of the going concern basis is appropriate and have considered possible events and conditions that might cast significant doubt on the ability of the Church to continue as a going concern. The Trustees have made this assessment for a period of at least twelve months from the date of the approval of these financial statements. In particular, the Trustees have considered the Church's assets and resources. After making enquiries, the Trustees have concluded that there is a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. The Church therefore continues to adopt the going concern basis in preparing its financial statements.

Income

Income is recognised on a receivable basis. Voluntary services are not included. Legacies are recognised once there is sufficient evidence that receipt is probable and the amount of the legacy receivable can be measured reliably. Where entitlement to a legacy exists but there is uncertainty as to its receipt or the amount receivable, details are disclosed as a contingent asset until the criteria for income recognition are met. When making wills, donors are requested to leave the application of a legacy to the needs of the church, applying the donor's name as appropriate.

Grants and donations are recognised when any preconditions preventing their use by the Parochial Church Council have been met. For collections and planned giving this is on receipt. Gift aid recoverable in relation to donations received is recognised at the same time as the donations to which they relate.

Expenditure

Liabilities and the resulting expenditure are recognised in the period in which they are incurred and are accounted for gross of irrecoverable VAT. All costs are allocated between expenditure categories on a basis designed to reflect the use of the resources. Costs related to a particular activity are allocated directly. Support costs are apportioned on an appropriate basis. These are costs which assist the work of the church but do not directly represent charitable activities and include office costs and governance costs.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with S.10(2)(a) and (c) of the Charities Act 2011. No value is placed on the moveable church furnishings held by Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the Parochial Church Council considers this to be an inalienable property. All expenditure incurred during the year on consecrated and beneficial buildings and movable church furnishings, whether maintenance or improvement is written off. Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

Financial Investments

Cash and cash equivalents include cash at bank and in hand and in short term deposits with a maturity date of three months or less.

Funds

The accounts include all transactions, assets and liabilities for which the Parochial Church Council has overall responsibility. They do not include the accounts of other church groups that owe their main affiliation to another body.

Unrestricted Funds

Unrestricted funds are available for use at the discretion of the Parochial Church Council in furtherance of their charitable objectives unless the funds have been designated for other purposes. The fund which is unrestricted is the General Fund which comprises the Church and Hall accounts.

Restricted Funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Tax status

As a charity the Parochial Church Council is exempt from paying Corporation Tax but does have to pay Value Added Tax.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2022

	2022			2021		
	Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
2 Income						
2A Donations						
Planned Giving - Including tax recoverable	75,568	-	75,568	81,322	-	81,322
Collections - including tax recoverable	8,740	-	8,740	4,434	-	4,434
Gift Day - including tax recoverable	25,275	-	25,275	27,519	-	27,519
Donations - including tax recoverable	4,276	-	4,276	2,382	3,875	6,257
Legacies	5,000	-	5,000	10,000	-	10,000
Grants	1,400	1,000	2,400	-	2,700	2,700
Special Appeals	-	3,150	3,150	-	1,933	1,933
Other Activities	2,962	-	2,962	11,868	-	11,868
	<u>123,221</u>	<u>4,150</u>	<u>127,371</u>	<u>137,525</u>	<u>8,508</u>	<u>146,033</u>
2B Charitable Activities						
Magazine	976	-	976	657	-	657
Fees	2,191	-	2,191	660	-	660
Hall Lettings	25,958	-	25,958	17,397	-	17,397
Church Lettings	522	-	522	640	-	640
Car Park Rent	27,773	-	27,773	26,523	-	26,523
Administration Services	4,520	-	4,520	2,880	-	2,880
	<u>61,940</u>	<u>-</u>	<u>61,940</u>	<u>48,757</u>	<u>-</u>	<u>48,757</u>
2C Investments						
Interest Receivable	598	41	639	24	1	25
Property Rent	15,600	-	15,600	15,600	-	15,600
	<u>16,198</u>	<u>41</u>	<u>16,239</u>	<u>15,624</u>	<u>1</u>	<u>15,625</u>
Total Income	<u>201,359</u>	<u>4,191</u>	<u>205,550</u>	<u>201,906</u>	<u>8,509</u>	<u>210,415</u>
2D Property Rent						
Rent received	13,200	-	13,200	13,200	-	13,200
Grant	2,400	-	2,400	2,400	-	2,400
	<u>15,600</u>	<u>-</u>	<u>15,600</u>	<u>15,600</u>	<u>-</u>	<u>15,600</u>

As set out in note 5, the property is let to a tenant guaranteed by Reigate and Banstead Borough Council at a below market rent. The difference is being treated as a donation and included in direct costs in note 3A.

	2022			2021		
	Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
3 Expenditure						
3A Charitable Activities - Direct costs						
Church societies	20	-	20	-	304	304
Other charities	2,493	3,150	5,643	2,851	1,629	4,480
Total Direct Costs	<u>2,513</u>	<u>3,150</u>	<u>5,663</u>	<u>2,851</u>	<u>1,933</u>	<u>4,784</u>
3B Support Costs						
Parish support fund	113,916	-	113,916	111,132	-	111,132
Clergy expenses	1,418	-	1,418	1,329	-	1,329
Organist and Organ	2,254	-	2,254	2,700	-	2,700
Church running expenses	15,935	-	15,935	12,331	-	12,331
Office admin and stationery	22,993	-	22,993	19,579	-	19,579
Governance - Independent examination	2,000	-	2,000	1,100	-	1,100
Building maintenance	338	-	338	2,769	-	2,769
Equipment (incl maintenance)	4,943	1,188	6,131	2,148	5,587	7,735
Church Operating Expenditure	<u>163,797</u>	<u>1,188</u>	<u>164,985</u>	<u>153,088</u>	<u>5,587</u>	<u>158,675</u>
Hall Running costs	20,295	-	20,295	16,851	-	16,851
Hall Building and Renovation	28,095	-	28,095	5,451	-	5,451
Total Support Costs	<u>212,187</u>	<u>1,188</u>	<u>213,375</u>	<u>175,390</u>	<u>5,587</u>	<u>180,977</u>
Total Expenditure	<u>214,700</u>	<u>4,338</u>	<u>219,038</u>	<u>178,241</u>	<u>7,520</u>	<u>185,761</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2022

	2022 £	2021 £
4 Staff Costs		
Wages and Salaries	<u>16,707</u>	<u>15,872</u>

During the year two staff were employed (2021 - two): a parish administrator and a hall caretaker who is related to the Vicar. Pension contributions were £267 (2021: £206). In addition fees of £2,000 (2021 - £1,838) were paid to the organist Mr T F Hancock who is a member of the Parochial Church Council. The Vicar is reimbursed expenses and no other trustee received any remuneration or expenses other than reimbursement for the purchase of goods in relation to Church activities. Key management personnel include members of the Parochial Church Council and volunteers who run church activities.

No employee received remuneration exceeding £60,000 (2021 - none).

5 Fixed Assets		
Investment Property	<u>350,000</u>	<u>350,000</u>

The investment property was valued by the Trustees in 2016 when it ceased to be used as a Church property and was reclassified as an investment property. The valuation was made by reference to market evidence of transaction prices for similar properties at that time. The historical cost of the property was £4,581. The revaluation resulted in a gain of £345,419 which was recognised through Income and Expenditure within the Statement of Financial Activities in 2016. The property is let to tenants guaranteed by Reigate and Banstead Borough Council. The Trustees consider the valuation held in the accounts to be a fair value.

	2022			2021		
	Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	350,000	-	350,000	350,000	-	350,000
Current Assets	104,421	3,953	108,374	117,018	4,100	121,118
Less Current Liabilities	(15,380)	-	(15,380)	(14,636)	-	(14,636)
Fund Balance	<u>439,041</u>	<u>3,953</u>	<u>442,994</u>	<u>452,382</u>	<u>4,100</u>	<u>456,482</u>

	2022 £	2021 £
7 Debtors		
Income tax recoverable	3,868	4,011
Other sundry debtors	117	1,994
Prepayments	<u>378</u>	<u>841</u>
	<u>4,363</u>	<u>6,846</u>

8 Liabilities - amounts falling due within one year		
Creditors and accruals	11,599	8,760
Deferred income	<u>3,781</u>	<u>5,876</u>
	<u>15,380</u>	<u>14,636</u>

9 Deferred income		
At 1 January	5,876	5,260
Amount released to income	(4,972)	(3,114)
Amount deferred in the year	<u>2,877</u>	<u>3,730</u>
Balance at 31 December	<u>3,781</u>	<u>5,876</u>

Deferred income relates to rent and lettings income received relating to the following year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2022

10 Fund Details	2022	2021
Details of individual fund movements during the year are as follows:	£	£
Unrestricted Fund		
At 1 January	452,382	428,717
Surplus for the year	<u>(13,341)</u>	<u>23,665</u>
At 31 December	<u><u>439,041</u></u>	<u><u>452,382</u></u>
Restricted Funds		
Beryl Kent Fund		
At 1 January	3,112	3,111
Surplus for the year	<u>41</u>	<u>1</u>
At 31 December	<u><u>3,153</u></u>	<u><u>3,112</u></u>
Audio Visual Equipment Fund		
At 1 January	988	-
Surplus for the year	<u>(988)</u>	<u>988</u>
At 31 December	<u><u>0</u></u>	<u><u>988</u></u>
Restricted Grants Fund		
At 1 January	-	-
Surplus for the year	<u>800</u>	<u>-</u>
At 31 December	<u><u>800</u></u>	<u><u>-</u></u>
Total restricted Funds	<u><u>3,953</u></u>	<u><u>4,100</u></u>

The restricted funds held at the end of the year are the Beryl Kent Fund to be used for general religious purposes and the Restricted Grant fund which relates to monies received to fund water saving measures.

11 Maintenance of Church Buildings

The Parochial Church Council is responsible for the maintenance of the Church and Hall and a Finance & Buildings Committee exists to ensure that the necessary work is under constant review. A quinquennial inspection of the Church building was effected by a Diocesan approved architect during 2021 highlighting necessary repairs to be effected over the next five years. Works arising from that inspection with an estimated cost of around £15,000 are expected to be carried out in 2023. The Parochial Church Council is committed to working towards becoming carbon 'net zero' by 2030 in accordance with targets set by the Church of England's General Synod in 2020. Solar panels with a cost of £26,504 were installed in 2022. the cost of which is anticipated to be covered by savings over the next eight to ten years.

12 Accumulation of Reserves

The accumulation of surpluses in the unrestricted fund exists only to the extent that resources are needed for the ongoing work of the church and for the maintenance and improvements referred to in note 11.

13 Detailed Income and Expenditure Accounts

Detailed income and expenditure accounts are provided on the following pages.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account
For the year ended 31 December 2022

	2022	2021
Income	£	£
Planned Giving - including tax recoverable	75,568	81,322
Collections - including tax recoverable	8,740	4,434
Gift Day - including tax recoverable	25,275	27,519
Donations - including tax recoverable	4,276	6,257
Legacy	5,000	10,000
Grants	2,400	2,700
Appeals	3,150	1,933
Other Activities	2,962	11,868
Church Lettings	522	640
Magazine	976	657
Fees	2,191	660
Administration Services	4,520	2,880
Total Operating Income	<u>135,580</u>	<u>150,870</u>
Expenditure		
Missionary and charitable giving	<u>5,663</u>	<u>4,784</u>
Church Running costs		
Parish support fund	113,916	111,132
Clergy expenses	1,418	1,329
Sanctuary costs	948	722
Organist and Organ	2,254	2,700
Insurance	3,881	3,912
Gas and electricity	3,622	3,524
Building maintenance	2,053	2,769
Equipment (incl maintenance)	4,201	7,735
Other running costs	7,699	4,173
Church Operating Expenditure	<u>139,992</u>	<u>137,996</u>
Office administration and stationery	22,993	19,579
Governance Independent examination	2,000	1,100
	<u>24,993</u>	<u>20,679</u>
Total operating expenditure	<u>170,648</u>	<u>163,459</u>
Church operating deficit for the year	(35,068)	(12,589)
Hall operating surplus for the year	5,663	546
	(28,095)	(5,451)
Property Rent	43,373	42,123
Total Operating (Deficit)/Surplus	<u>(14,127)</u>	<u>24,629</u>
Interest Receivable	639	25
Total (Deficit)/Surplus for the Year	<u>(13,488)</u>	<u>24,654</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account - Hall
For the year ended 31 December 2022

	2022	2021
Income	£	£
Letting Fees	25,958	17,397
	<u>25,958</u>	<u>17,397</u>
Expenditure		
Insurance	1,132	1,068
Water Gas & Electricity	3,717	3,950
Cleaning	11,819	9,816
Repairs and maintenance	2,666	1,299
Refuse	961	718
Operating Expenditure	<u>20,295</u>	<u>16,851</u>
Hall operating surplus/(deficit)	<u>5,663</u>	<u>546</u>
Hall building works	<u>(28,095)</u>	<u>(5,451)</u>
Hall deficit for the year	<u><u>(22,432)</u></u>	<u><u>(4,905)</u></u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL
CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
For the year ended 31 December 2022**

I report on my examination of the accounts of The Parochial Church of the Ecclesiastical Parish of Saint Mark, Reigate for the year ended 31 December 2022.

Responsibilities and basis of report

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

Independent examiner's statement

Your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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

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

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



Ian Matthews ACA ICAEW

For and on behalf of Moore Kingston Smith LLP

Chartered Accountants, Betchworth House, 57-65 Station Road, Redhill, Surrey RH11DL

Date: 21 March 2023

Accounts

**SAINT MARK'S PARISH CHURCH
ALMA ROAD, REIGATE, SURREY**

**(Registered Charity No. 1134121)
www.stmarksreigate.co.uk**



**DIOCESE OF SOUTHWARK
CROYDON EPISCOPAL AREA
ARCHDEACONRY OF REIGATE**



REPORT AND ACCOUNTS FOR 2021

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THE VICAR'S LETTER

Dear Friends,

After the unique experiences of 2020, we might have been forgiven for thinking that 2021 would be more straightforward. In one sense, yes it was, but 2021 was another challenging year because of the ongoing COVID-19 pandemic.

We started the year as we had ended 2020 in lockdown. Our Sunday services were online only, either accessed via our YouTube channel or on Zoom on Sunday morning. Unlike the lockdowns of 2020, we continued with our Thursday Iona Communion Service principally for those who could not access our online services. We could do this as we were not required to close for worship by the Government or Church authorities but we chose, along with the majority of churches across the country, to voluntarily suspend Sunday worship gatherings to protect the vulnerable in our community. This continued until Easter but each week we grew in optimism as more and more people were vaccinated. And then on Easter Sunday we celebrated by holding our Easter Sunday morning service in Church and streamed live on YouTube. Since then every Sunday we held services in Church except for 26 December when we only offered an online service.

In June we restarted the 8.00am BCP Communion Service on Sundays and Family Services in Church on the 1st and 3rd Sundays at 4.00pm. Church life was starting to open up again and a sense was growing that things were getting better. In July we held a Family BBQ with activities to herald the fact that Messy Church would be restarting in September. In the event, we did restart Messy Church but with restricted numbers, and as the autumn went on and numbers of infections were increasing particularly in young people, we cancelled the December Messy Church which would also have been our Christmas Party. We held all our other Christmas Services in 2021 in person but with reduced numbers at each service and adjustments to make them Covid secure.

During the year we installed and upgraded our Audio-Visual equipment to make it easier to livestream our services and to make it more stable. It is extremely complex to record and/or livestream a service and on some Sundays technical issues had the better of us – apologies to all the long-suffering individuals who now regularly tune in. We are getting better all the time and the webcast and recording of the Christmas Carol Service was particularly good.

As services were once more in person we started to introduce more music. For our online services at the beginning of the year, members of the St Mark's Singers recorded their parts individually at home for the Sunday hymns and I edited them together to form a "choir". At Easter when we returned to church we continued this practice as live singing was still not allowed, but at least we could sit and listen to pre-recorded hymns. We also used some recordings made by St Martin-in-the-Fields which could be freely used by parishes. In the autumn we reintroduced live singing, though the congregation had to sing with masks. The church choir and the St Mark's Singers came together to lead the singing with a practice before the service on the Sunday which was directed either by Terrence Hancock or Toby Garrod. My thanks to both of them for doing this and for the singers in agreeing to come together.

The Parish Office was kept very busy and Alexia Hartman worked flexibly partly in the office and partly from home. Thus communications were kept open – the office mobile being a great advantage. In the Spring we were a centre to help people in the community fill their Census forms online. We helped a number of people but we were never that busy. The church received payment for offering this service which was very highly rated by those who used it. We used some of the IT equipment that we had received at the end of 2020 for this purpose. We have also helped individuals with IT and loaned out equipment to help them get themselves connected digitally.

Pastoral work has continued in mixed mode over the year with at times being more focussed in-person and at others on the telephone or Zoom etc. Various meetings have remained online and we have been very cautious in resuming physical meetings. At the APCM in May we had several new members of the PCC and Louise Wallis and Ben Read were elected again as Churchwardens.

Mel Crighton took over as Treasurer from Brian Rowbotham on 1 January 2021, although Brian saw the 2020 accounts through to completion. My thanks to Brian for his many years of faithful service as Treasurer and at the APCM in May we made a presentation to him in thanks for all his work. Mel has put our accounts onto computer using a Church Accounting Package and more transactions are being done online.

During the year a small "Eco" group started looking at how St Mark's could move forward to meet the General Synod's target to be net-zero Carbon by 2030. In a short space of time various proposals were put forward including putting solar panels on the Hall roof and holding some services in the Hall rather than the Church in the winter months. The PCC embraced this report and in December 2021 we signed a contract to install 70 Solar Panels in the first quarter of 2022 and to trial some "Green Sundays" in early 2022 to discover the impact this change might make to inform future decisions.

I commend this Report to you all. Everyone at St Mark's has an invaluable role, some are more public than others, and I want to thank each and every one of you for the part you play at St Mark's. Looking to the future there will be many challenges, not least how our buildings can be more efficient as we look seriously at our impact on the world.

With my best wishes

A handwritten signature in black ink, appearing to read "Martin". The signature is written in a cursive style with a large initial 'M'.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE - ANNUAL REPORT

Those who served as Trustees since 1 January 2021 were:

Chairman: The Reverend Martin Colton

Assistant Curate: The Reverend Reginald Grant

Vice Chairman: Mrs Louise Wallis

Readers: Mr Ian Archer, Mrs Sarah Cousins, Mrs Susannah Dyde

Churchwardens: Mr Benjamin Read, Mrs Louise Wallis

Deputy Wardens: Mrs Jane Artis, Mr Timothy Warren

Deanery Synod Mrs Suzanne Baker-Hedge, Mrs Sara Johnson and Mrs Sarah Walker

Representatives:

Elected Members: Mr Terrence Hancock, Mr Malcolm Toye (until April 2021),
Mrs Patricia Bird, Mrs Melanie Crighton, Mr Nigel Perkins (From May 2021),
Mr Brian Rowbotham (from May 2021) Mr Paul Selvadurai (until April 2021),
Mrs Helen Starmer

Co-opted Member: Mr Brian Rowbotham (until April 2021)

The Trustees of the church present their Annual Report and Financial Statements for the year ended 31 December 2021. The accounts are prepared in accordance with the Accounting Regulations set out under the Charities Act 2011, and with the Charities Statement of Recommended Practice applicable to charities preparing accounts in accordance with FRS102 effective 1 January 2015.

STRUCTURE GOVERNANCE AND MANAGEMENT

The Parochial Church Council (PCC) of Saint Mark, Reigate, known as St Mark's, is a registered charity - number 1134121. The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll, to take part and assist in the activities and to stand for election to the Council.

The following committees report to the PCC:

Standing; Finance and Buildings; Spirituality and Worship, Inclusivity, Community Outreach, Sustainability.

PARISH SAFEGUARDING

The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

PUBLIC BENEFIT

The PCC has embraced the Charity Commission's guidance on Public Benefit. It aims to promote religion within the parish. The church is open during daylight hours for all to enter and is used by local schools for their services. The hall is available to church groups, local associations and others.

OBJECTS AND ACTIVITIES

The PCC has the responsibility of co-operating with the Incumbent to promote within the parish the whole mission of the church - pastoral, evangelistic, ecumenical and social. It also has responsibility for the maintenance of both the church and hall and to provide the physical and financial resources to achieve the mission of the church in general and the parish in particular.

ACHIEVEMENTS AND PERFORMANCE

The PCC strives to offer a range of services that attract all age groups from our community who find attendance both beneficial and spiritually fulfilling. Families are attracted to our church through T-Time Tales, Easter Club, the monthly Family and Messy Church services, and the weekly Parent and Toddler group. Due to the Coronavirus some of these groups have not been able to meet, but a number of Family services were held via "Zoom".

On 1 January 2021 the number of names on the Electoral Roll was 159. During the year nine names were added and four removed so that as at the end of the year the total number on the Roll was 164. Of this figure, 99 are resident within the parish and 65 are outside the parish boundary.

Holy Communion has been taken to those at home or in hospital either by the clergy or by Mr Ian Archer who, as a Reader, has permission to officiate.

MEETINGS

During the past year the PCC has met via Zoom on seven occasions and the average attendance rate was 63%. The various committees manage and develop the various activities and their reports are discussed by the Council and authority given where necessary. The Standing Committee, which comprises the Chairman, Churchwardens, Secretary and Treasurer, meets when necessary to deal with any urgent matters which may arise between ordinary meetings of the Council. The composition and responsibilities of committees are kept under review in order to create better control and an improved reporting system.

RISK MANAGEMENT

The PCC is aware of its responsibilities for assessing and managing this church's risks and continues to implement plans to deal with these.

The principal risks financially and to continuity are the buildings. The church is over 160 years old and built of Reigate stone. The hall is over 50 years old. The quinquennial inspection of the church (but not the hall) was carried out during 2021 by a diocesan approved Architect.

Terrorism has been considered by the Council to be of minimum risk and has not been insured.

Succession and temporary cover of officers is discussed.

CLERGY AND READERS

The Vicar (The Reverend Martin Colton) is supported by an Assistant Curate (The Reverend Reginald Grant). The licensed Readers are Mrs Sarah Cousins and Mrs Susannah Dyde. Mr Ian Archer is also a Reader with Permission to Officiate.

FINANCIAL REVIEW

The Financial Statements and notes to the accounts are set out on pages 6 to 11 followed by the detailed income and expenditure accounts of the Church and Hall on pages 12 and 13.

Despite the restrictions of the Covid 19 pandemic the results for the year show a surplus of £23,665 on unrestricted funds (2020: surplus of £18,210).

Significant figures are as follows:

Income

- Planned Giving of £81,322 (2020: £81,358). Thank you to everyone who has been able to continue their regular giving
- Collections at services of £4,434 (2020: £6,688) a decrease of 34%
- Gift Day of £27,519 (2020: £35,441) a decrease of 22% compared to the record amount received last year due to the uncertainty of Covid 19
- Legacies of £10,000 (2020: £nil)
- Grants of £2,700 and other donations of £3,875 for Audio Visual Equipment for live streaming of services (2020: £9,146)
- Special Appeals £1,933 (2020: £1,553)
- Other Activities of £11,868 (2020: £2,014) includes £10,549 for providing Census Support from The Good Things Foundation
- Hall lettings income £17,397 (2020: £12,502) due to the majority of hirers coming back for the autumn term
- Car Park rent £26,523 (2020: £25,750) an increase of 3%
- Property Rent £15,600 (2020: £15,600)

Expenditure

- Parish Support Fund £111,132 (2020: £108,948) an increase of 2%
- Church Running Expenses £12,331 (2020: £12,488) a decrease of 1%
- Office Expenses £19,579 (2020: £16,220) an increase of 20% due to additional office hours
- Hall running costs £16,851 (2020: £14,968) an increase of 13% due to increased usage
- Hall building and renovation £5,451 (2020: £nil) which represents half of the cost as the balance was covered by insurance

Grants

Outside giving totalled £4,784 of which £1,933 was from special appeals and £2,851 from church funds as follows:

- | | |
|---|--------|
| • Combat Stress (Remembrance Sunday) | £375 |
| • Renewed Hope Trust (Carol Service) | £356 |
| • Reigate Samaritans (Midnight Mass) | £299 |
| • Children's Society (Crib & Christingle Service) | £870 |
| • Reigate Rotary Club Toilet Twinning | £180 |
| • Lent Call | £304 |
| • Reigate & Banstead Borough Council | £2,400 |

Forecast for 2022

With a return to more regular services following the pandemic, together with the continuation of live streaming, the Council anticipates that the level of donated income can be maintained with lettings income getting back to pre-pandemic levels. We have considered the Church's assets and reserves and have therefore concluded that the Church has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements are prepared on a going concern basis.

Reserves Policy

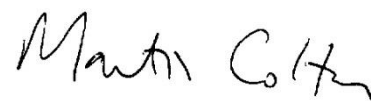
It is Council policy to maintain the unrestricted funds by breaking even over a five-year period, thus spreading any exceptional operating income and expenditure.

Unrestricted funds at 31 December 2021 were £452,382 (2020: £428,717) of which £350,000 is represented by the value of the investment property. Thus, liquid reserves are £102,382 at the balance sheet date. The day to day running expenses of the Church is expected to be covered by planned giving and rental income from the investment property and the liquid reserves is to be utilised for making up for any shortfalls and therefore considered sufficient.

Future expenditure

The Council has committed to the Church of England target to be Carbon Neutral by 2030 and is actively engaged in researching projects to meet that target. In February 2022 a Solar panel system was installed at a cost of £26,500. The use of electricity to heat the church is also being considered in preference to gas. The quinquennial inspection carried out in 2021 highlighted a schedule of works to be carried out over the next five years which is currently being costed but not considered to be significant. In addition, work will be required on the organ and the heating systems in future years. Grants will be obtained where possible and fundraising carried out to meet costs arising.

Approved by the Parochial Church Council on 30 March 2022 and signed on its behalf by:



*The Reverend Martin Colton
Chairman*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Statement of Financial Activities
For the year ended 31 December 2021

	Note	2021			2020
		Unrestricted Funds £	Restricted Funds £	Total Funds £	Total £
Income from					
Donations and legacies	2A	137,525	8,508	146,033	137,519
Charitable Activities	2B	48,757	-	48,757	39,799
Investments	2C	15,624	1	15,625	15,805
Total		<u>201,906</u>	<u>8,509</u>	<u>210,415</u>	<u>193,123</u>
Expenditure on					
Charitable Activities	3	178,241	7,520	185,761	174,900
Total		<u>178,241</u>	<u>7,520</u>	<u>185,761</u>	<u>174,900</u>
Net income		23,665	989	24,654	18,223
Total funds brought forward		428,717	3,111	431,828	413,605
Total funds carried forward		<u>452,382</u>	<u>4,100</u>	<u>456,482</u>	<u>431,828</u>
Represented by					
General Funds (Unrestricted)		452,382	-	452,382	428,717
Beryl Kent Fund (Restricted)		-	3,112	3,112	3,111
Other Funds (Restricted)		-	988	988	-
		<u>452,382</u>	<u>4,100</u>	<u>456,482</u>	<u>431,828</u>

The notes on pages 8 to 11 form part of these accounts

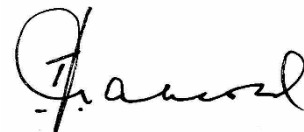
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Balance Sheet as at 31 December 2021

		2021 £	2020 £
Fixed Assets			
Investment Property	5	<u>350,000</u>	<u>350,000</u>
Current Assets			
Debtors	7	6,846	5,096
Short term Deposits		48,601	48,576
Cash at Bank		<u>65,671</u>	<u>39,166</u>
		121,118	92,838
Creditors			
Amounts falling due within one year	8	<u>14,636</u>	<u>11,010</u>
Net Current Assets		<u>106,482</u>	<u>81,828</u>
Total Net Assets	6	<u><u>456,482</u></u>	<u><u>431,828</u></u>
Funds	10		
Unrestricted		106,963	83,298
Restricted		4,100	3,111
Revaluation Reserve		<u>345,419</u>	<u>345,419</u>
		<u><u>456,482</u></u>	<u><u>431,828</u></u>

Approved by the Parochial Church Council on 30 March 2022 and signed on its behalf by:



The Reverend Martin Colton
Chairman



Terrence F Hancock
Secretary

The notes on pages 8 to 11 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2021

1 Accounting Policies

The Parochial Church Council is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act: 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of Parochial Church Councils, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (effective 1 January 2015) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP (FSRS 102)).

The Financial Statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts.

The Parochial Church Council has taken the exemption available in paragraph 7.18 of FRS 102 and has not prepared a cash flow statement.

The Financial Statements are prepared in Sterling, which is the financial currency of the charity. Monetary amounts in these financial statements are rounded to whole pounds.

Going concern

Subsequent to the year end and in light of the Covid-19 pandemic, the Trustees have considered whether the use of the going concern basis is appropriate and have considered possible events and conditions that might cast significant doubt on the ability of the Church to continue as a going concern. The Trustees have made this assessment for a period of at least twelve months from the date of the approval of these financial statements. In particular, the Trustees have considered the Church's assets and resources. After making enquiries, the Trustees have concluded that there is a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. The Church therefore continues to adopt the going concern basis in preparing its financial statements.

Income

Income is recognised on a receivable basis. Voluntary services are not included. Legacies are recognised once there is sufficient evidence that receipt is probable and the amount of the legacy receivable can be measured reliably. Where entitlement to a legacy exists but there is uncertainty as to its receipt or the amount receivable, details are disclosed as a contingent asset until the criteria for income recognition are met. When making wills, donors are requested to leave the application of a legacy to the needs of the church, applying the donor's name as appropriate.

Grants and donations are recognised when any preconditions preventing their use by the Parochial Church Council have been met. For collections and planned giving this is on receipt. Gift aid recoverable in relation to donations received is recognised at the same time as the donations to which they relate.

Expenditure

Liabilities and the resulting expenditure are recognised in the period in which they are incurred and are accounted for gross of irrecoverable VAT. All costs are allocated between expenditure categories on a basis designed to reflect the use of the resources. Costs related to a particular activity are allocated directly. Support costs are apportioned on an appropriate basis. These are costs which assist the work of the church but do not directly represent charitable activities and include office costs and governance costs.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with S.10(2)(a) and (c) of the Charities Act 2011. No value is placed on the moveable church furnishings held by Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the Parochial Church Council considers this to be an inalienable property. All expenditure incurred during the year on consecrated and beneficial buildings and movable church furnishings, whether maintenance or improvement is written off. Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

Financial Investments

Cash and cash equivalents include cash at bank and in hand and in short term deposits with a maturity date of three months or less.

Funds

The accounts include all transactions, assets and liabilities for which the Parochial Church Council has overall responsibility. They do not include the accounts of other church groups that owe their main affiliation to another body.

Unrestricted Funds

Unrestricted funds are available for use at the discretion of the Parochial Church Council in furtherance of their charitable objectives unless the funds have been designated for other purposes. The fund which is unrestricted is the General Fund which comprises the Church and Hall accounts.

Restricted Funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Tax status

As a charity the Parochial Church Council is exempt from paying Corporation Tax but does have to pay Value Added Tax.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2021

	2021			2020		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds		Funds	Funds	
	£	£	£	£	£	£
2 Income						
2A Donations						
Planned Giving - Including tax recoverable	81,322	-	81,322	81,358	-	81,358
Collections - including tax recoverable	4,434	-	4,434	6,688	-	6,688
Gift Day - including tax recoverable	27,519	-	27,519	35,441	-	35,441
Donations - including tax recoverable	2,382	3,875	6,257	1,319	-	1,319
Legacies	10,000	-	10,000	-	-	-
Grants	-	2,700	2,700	9,146	-	9,146
Special Appeals	-	1,933	1,933	-	1,553	1,553
Other Activities	11,868	-	11,868	2,014	-	2,014
	<u>137,525</u>	<u>8,508</u>	<u>146,033</u>	<u>135,966</u>	<u>1,553</u>	<u>137,519</u>
2B Charitable Activities						
Magazine	657	-	657	520	-	520
Fees	660	-	660	1,027	-	1,027
Hall Lettings	17,397	-	17,397	12,502	-	12,502
Church Lettings	640	-	640	-	-	-
Car Park Rent	26,523	-	26,523	25,750	-	25,750
Administration Services	2,880	-	2,880	-	-	-
	<u>48,757</u>	<u>-</u>	<u>48,757</u>	<u>39,799</u>	<u>-</u>	<u>39,799</u>
2C Investments						
Interest Receivable	24	1	25	192	13	205
Property Rent	15,600	-	15,600	15,600	-	15,600
	<u>15,624</u>	<u>1</u>	<u>15,625</u>	<u>15,792</u>	<u>13</u>	<u>15,805</u>
Total Income	<u>201,906</u>	<u>8,509</u>	<u>210,415</u>	<u>191,557</u>	<u>1,566</u>	<u>193,123</u>
2D Property Rent						
Rent received	13,200	-	13,200	13,200	-	13,200
Grant	2,400	-	2,400	2,400	-	2,400
	<u>15,600</u>	<u>-</u>	<u>15,600</u>	<u>15,600</u>	<u>-</u>	<u>15,600</u>

As set out in note 5, the property is let to a tenant guaranteed by Reigate and Banstead Borough Council at a below market rent. The difference is being treated as a donation and included in direct costs in note 3A.

	2021			2020		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds		Funds	Funds	
	£	£	£	£	£	£
3 Expenditure						
3A Charitable Activities - Direct costs						
Church societies	-	304	304	1,300	277	1,577
Other charities	2,851	1,629	4,480	2,400	1,276	3,676
Total Direct Costs	<u>2,851</u>	<u>1,933</u>	<u>4,784</u>	<u>3,700</u>	<u>1,553</u>	<u>5,253</u>
3B Support Costs						
Parish support fund	111,132	-	111,132	108,948	-	108,948
Clergy expenses	1,329	-	1,329	1,166	-	1,166
Organist and Organ	2,700	-	2,700	2,003	-	2,003
Church running expenses	12,331	-	12,331	12,488	-	12,488
Office admin and stationery	19,579	-	19,579	16,220	-	16,220
Governance - Independent examination	1,100	-	1,100	1,090	-	1,090
Building maintenance	2,769	-	2,769	3,160	-	3,160
Equipment (incl maintenance)	2,148	5,587	7,735	9,604	-	9,604
Church Operating Expenditure	<u>153,088</u>	<u>5,587</u>	<u>158,675</u>	<u>154,679</u>	<u>-</u>	<u>154,679</u>
Hall Running costs	16,851	-	16,851	14,968	-	14,968
Hall Building and Renovation	5,451	-	5,451	-	-	-
Total Support Costs	<u>175,390</u>	<u>5,587</u>	<u>180,977</u>	<u>169,647</u>	<u>-</u>	<u>169,647</u>
Total Expenditure	<u>178,241</u>	<u>7,520</u>	<u>185,761</u>	<u>173,347</u>	<u>1,553</u>	<u>174,900</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE

Notes to the accounts

For the year ended 31 December 2021

	2021 £	2020 £
4 Staff Costs		
Wages and Salaries	<u>15,872</u>	<u>13,312</u>

During the year two staff were employed (2020 - two): a parish administrator and a hall caretaker who is related to the Vicar. Pension contributions were £206 (2020: £174). In addition fees of £1,838 (2020 - £1,354) were paid to the organist Mr T F Hancock who is a member of the Parochial Church Council. The Vicar is reimbursed expenses and no other trustee received any remuneration or expenses other than reimbursement for the purchase of goods in relation to Church activities. Key management personnel include members of the Parochial Church Council and volunteers who run church activities.

No employee received remuneration exceeding £60,000 (2020 - none).

5 Fixed Assets		
Investment Property	<u>350,000</u>	<u>350,000</u>

The investment property was valued by the Trustees in 2016 when it ceased to be used as a Church property and was reclassified as an investment property. The valuation was made by reference to market evidence of transaction prices for similar properties at that time. The historical cost of the property was £4,581. The revaluation resulted in a gain of £345,419 which was recognised through Income and Expenditure within the Statement of Financial Activities in 2016. The property is let to tenants guaranteed by Reigate and Banstead Borough Council. The Trustees consider the valuation held in the accounts to be a fair value.

6 Analysis of Net Assets by Fund

	2021			2020		
	Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	350,000	-	350,000	350,000	-	350,000
Current Assets	117,018	4,100	121,118	89,727	3,111	92,838
Less Current Liabilities	(14,636)	-	(14,636)	(11,010)	-	(11,010)
Fund Balance	<u>452,382</u>	<u>4,100</u>	<u>456,482</u>	<u>428,717</u>	<u>3,111</u>	<u>431,828</u>

	2021 £	2020 £
7 Debtors		
Income tax recoverable	4,011	4,189
Other sundry debtors	1,994	220
Prepayments	<u>841</u>	<u>687</u>
	<u>6,846</u>	<u>5,096</u>

8 Liabilities - amounts falling due within one year

Creditors and accruals	8,760	5,750
Deferred income	<u>5,876</u>	<u>5,260</u>
	<u>14,636</u>	<u>11,010</u>

9 Deferred income

At 1 January	5,260	5,196
Amount released to income	(3,114)	(3,050)
Amount deferred in the year	<u>3,730</u>	<u>3,114</u>
Balance at 31 December	<u>5,876</u>	<u>5,260</u>

Deferred income relates to rent and lettings income received relating to the following year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Notes to the accounts
For the year ended 31 December 2021

10 Fund Details

Details of individual fund movements during the year are as follows:

Unrestricted Fund

At 1 January 2021	428,717	410,507
Surplus for the year	<u>23,665</u>	<u>18,210</u>
At 31 December 2021	<u>452,382</u>	<u>428,717</u>

Restricted Funds

Beryl Kent Fund

At 1 January 2021	3,111	3,098
Surplus for the year	<u>1</u>	<u>13</u>
At 31 December 2021	<u>3,112</u>	<u>3,111</u>

Audio Visual Equipment Fund

At 1 January 2021	-	-
Surplus for the year	<u>988</u>	<u>-</u>
At 31 December 2021	<u>988</u>	<u>-</u>

Total restricted Funds

<u>4,100</u>	<u>3,111</u>
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The restricted funds held at the end of the year are the Beryl Kent Fund to be used for general religious purposes and the Audio Visual Equipment Fund for equipment to enhance worship both in church and online.

11 Maintenance of Church Buildings

The Parochial Church Council is responsible for the maintenance of the Church and Hall and a Finance & Buildings Committee exists to ensure that the necessary work is under constant review. A quinquennial inspection of the Church building was effected by a Diocesan approved architect during 2021 highlighting necessary repairs to be effected over the next five years. The Parochial Church Council is committed to working towards becoming carbon 'net zero' by 2030 in accordance with targets set by the Church of England's General Synod in 2020. The Parochial Church Council has committed to expenditure of £26,500 in 2022 on solar panels.

12 Accumulation of Reserves

The accumulation of surpluses in the unrestricted fund exists only to the extent that resources are needed for the ongoing work of the church and for the maintenance and improvements referred to in note 11.

13 Detailed Income and Expenditure Accounts

Detailed income and expenditure accounts are provided on the following pages.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account
For the year ended 31 December 2021

	Year ended 31-Dec-21	Year ended 31-Dec-20
Income	£	£
Planned Giving - including tax recoverable	81,322	81,358
Collections - including tax recoverable	4,434	6,688
Gift Day - including tax recoverable	27,519	35,441
Donations - including tax recoverable	6,257	1,319
Legacy	10,000	-
Grants	2,700	9,146
Appeals	1,933	1,553
Other Activities	11,868	2,014
Church Lettings	640	-
Magazine	657	520
Fees	660	1,027
Administration Services	2,880	-
Total Operating Income	<u>150,870</u>	<u>139,066</u>
Expenditure		
Missionary and charitable giving	<u>4,784</u>	<u>5,253</u>
Church Running costs		
Parish support fund	111,132	108,948
Clergy expenses	1,329	1,166
Sanctuary costs	722	832
Organist and Organ	2,700	2,003
Insurance	3,912	3,803
Gas and electricity	3,524	3,540
Building maintenance	2,769	3,160
Equipment (incl maintenance)	7,735	9,604
Other running costs	4,173	4,313
Church Operating Expenditure	<u>137,996</u>	<u>137,369</u>
Office administration and stationery	19,579	16,220
Governance Independent examination	1,100	1,090
	<u>20,679</u>	<u>17,310</u>
Total operating expenditure	<u>163,459</u>	<u>159,932</u>
Church operating deficit for the year	(12,589)	(20,866)
Hall operating surplus/(deficit) for the year	546	(2,466)
Building and Renovation Projects	(5,451)	-
Property Rent	42,123	41,350
Total Operating Surplus	<u>24,629</u>	<u>18,018</u>
Interest Receivable	25	205
Total Surplus for the Year	<u>24,654</u>	<u>18,223</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
Detailed Income and Expenditure account - Hall
For the year ended 31 December 2021

	Year ended 31-Dec-21 £	Year ended 31-Dec-20 £
Income		
Letting Fees	<u>17,397</u>	<u>12,502</u>
	<u>17,397</u>	<u>12,502</u>
Expenditure		
Insurance	1,068	1,056
Water Gas & Electricity	3,950	4,496
Cleaning	9,816	6,975
Repairs and maintenance	1,299	1,714
Refuse	718	667
Administration	-	60
Operating Expenditure	<u>16,851</u>	<u>14,968</u>
Hall operating surplus/(deficit)	<u>546</u>	<u>(2,466)</u>
Hall building works	<u>(5,451)</u>	<u>-</u>
Hall deficit for the year	<u><u>(4,905)</u></u>	<u><u>(2,466)</u></u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
For the year ended 31 December 2021**

I report on my examination of the accounts of The Parochial Church of the Ecclesiastical Parish of Saint Mark, Reigate for the year ended 31 December 2021.

Responsibilities and basis of report

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


Independent examiner's statement

Your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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

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

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



Ian Matthews ACA ICAEW
For and on behalf of Moore Kingston Smith LLP
Chartered Accountants, Betchworth House, 57-65 Station Road, Redhill, Surrey RH1 1DL

Date: 1 April 2022

THE READERS

Readers are lay people who are licensed by a bishop to teach the faith, enable mission, and lead in church and society. As people who daily move between the worlds of work, home, social networks and church, they have a distinctive gift, bridging those worlds and bringing theology to bear on everyday life. They work together with their incumbent or chaplain, and may preach, lead (non-Eucharistic) worship, and participate in pastoral care and funeral ministry, and exercise many other aspects of leadership in church and society.

Readers are volunteers – they receive no payment for their ministry. Many also have secular careers, and this often helps in relating the Gospel and the Christian life to the lives of the members of their congregations. Others are retired from secular employment and take the opportunity of the extra time which retirement offers to expand their ministry. We are fortunate to have not one but three Readers at St Mark's.

During this strange year of partial lockdown and services not always taking place in church, the Readers continued to work behind the scenes. All three continued to preach, either in church or recorded in advance.

Ian Archer had an interrupted year because he had to have a heart operation. However, during lock-down he was able to keep in touch by phone with those he would have been visiting and since October he has been able to resume his visits with Holy Communion to those housebound or in Care Homes.

Sarah Cousins continued on the preaching rota, updated her mandatory Safeguarding for Leaders registration, and continued to ensure that members of SMART were contacted regularly in lieu of live meetings until December, when they were able to restart as a live group.

Susannah Dyde recorded several online Family Services and, when we were allowed back in church, ran extra Family Services with Fr. Martin instead of Messy Church, as this was deemed safer. Instead of a Christmas party we ran a very successful 'Instant Nativity' as an interactive service. The Home Group continued throughout both lockdowns on Zoom only, the members benefitting from the mutual support of regular Bible reading, discussion and prayer together. We held our second virtual Christmas Party on Zoom with crackers, jokes and bubbly.

None of us want a repeat of the last two years, but there is no doubt that we learnt a lot and became more technologically proficient, and we will appreciate our new-found freedom all the more.

Ian Archer, Sarah Cousins and Susannah Dyde

SUSTAINABILITY AT ST MARK'S

The Sustainability Committee members are: Sophia Oliver, Melanie Crighton, Helen Starmer, Timothy Warren, Jane Artis, and Elizabeth Davis. It was preceded by the Eco Committee, which was formed in early 2021 and had three members (Sophia, Helen, Elizabeth Warren). The Sustainability Committee was established in its present form in the autumn.

Eco Church status

The first priority for the committee was to secure Eco Church status for St Mark's, demonstrating commitment to the agenda set by the General Synod and taking on a leadership role locally.

Eco Church is an initiative to support churches to reach sustainability goals in five categories: buildings management, land management, worship, lifestyle, and community and global engagement. The Committee assessed St Mark's against the criteria for each category and applied for, and received, a bronze award in June.

2030 Net Zero goal for the Church of England

The Committee simultaneously considered the Archbishop of Canterbury's target for all churches to reach net zero by 2030. St Mark's has a carbon footprint of around 45 tonnes a year, which is high compared to most churches, and most of which is due to energy use.

The Committee looked at a range of options for reducing carbon emissions, including ground and air source heat pumps, electric pew heaters, solar energy and behaviour change. Options were proposed to the Parochial Church Council (PCC) and described in a report in the Parish Magazine.

Detailed proposals for two of the options were then developed: solar energy and behaviour change. Opinions were invited from the congregation. In November the PCC decided to proceed with buying 70 solar panels through a Surrey Council backed collective purchase scheme, at roughly half market cost, to generate 75% of the energy required for electricity in the church and hall and save nearly 5 tonnes of carbon a year; and to trial 'Green Sundays' once a month for the first three months of 2022, holding services in the hall and enabling heating in the church to be switched off, reducing energy use for church heating by about 5% over the year and saving about 1.5 tonnes of carbon. A third option - replacing the church heating with pew heaters - is still under consideration.

Other sustainability measures

The Committee also considered other measures to improve sustainability during 2021 and started to put some of these into practice or to research options, including meat free Messy Church meals, using choice of plants to improve biodiversity in the gardens, and moving towards a zero waste operation in the kitchen.

Sophia Oliver

ELECTORAL ROLL

People whose names are on the Electoral Roll are entitled vote at the Annual Parish Church Meeting and in this way feel much more part of St Mark's Church. Once you reach your sixteenth birthday you are eligible to make an application and the only stipulation is that you have been baptised, and not necessarily confirmed. You need to live in the parish to go on the Roll immediately, (please ask me if you have any doubts about where the parish boundaries lie) or have habitually worshipped at St Mark's for six months if you live outside the parish. You can apply by filling in the simple, self-explanatory form available from me or from the Parish Office. Completed forms should please be handed to either myself or to the Parish Office.

The Roll is normally on display in the church and contains only names. It is open until two weeks before the Annual Parochial Church Meeting, when it will be closed for revision.

So as to keep the Roll as up-to-date as possible I would be grateful to be told of any changes in address, or people moving away from the parish, as I do not always hear of these details immediately.

Terrence Hancock
Acting Electoral Roll Officer

MUSIC AT SAINT MARK'S

In normal times music plays a significant part of our worship, especially at the weekly sung Eucharist. However, 2021 was far from "normal times".

Until the latter part of the year singing was not allowed. Through the combined efforts of Fr Martin and Toby Garrod with St Mark's Singers many hours were spent recording hymns which were used at appropriate times during services and "live" organ music was played both before and after services. Although we were not able to sing the various parts of the liturgy, Fr Martin used recordings of the choir of St Martin-in-the Fields singing the Gloria and Agnus Dei of the St Thomas Mass.

Once some of the restrictions imposed by the Government had been relaxed it was once again possible to allow singing. Some of St Mark's Singers joined the choir each Sunday and this enabled us to provide an un-robed choir to lead the singing of hymns whilst still using the recorded parts of the liturgy. We were also able to provide a Carol Service in December.

Unfortunately, it has not been possible to have the choir of St Mary's, Reigate along to sing Choral Evensong during the year.

Terrence Hancock
Organist & Choirmaster

SAINT MARK'S PARISH MAGAZINE

The Parish Magazine continues to be a predominately online publication with some paper copies being distributed upon request. In the last year the magazine has secured two new advertisers and one of our existing advertisers, Abbeyfield, has taken a larger, colour advert.

The magazine continues to benefit from regular contributions from Ian Archer and Harry Ingram, thanks to both for their ongoing support. Thanks also to the other members of the Parish team who regularly support the magazine with proofing, advertising and distribution.

The format of the magazine hasn't changed much over the past year. It continues to champion environmental news and views as well regular updates about what is happening in the church, SMOAT and the wider Church of England. Looking forward in 2022, the magazine will continue to support the church's mission action plan.

Helen Starmer

KNITTING AND SPIRITUALITY GROUP

Because of the Coronavirus regulations we were unable to meet in person for most of 2021. We kept in touch with each other by fortnightly 'round robin' phone calls. Towards the end of the year we managed to meet on one or two occasions, but had to stop as the infection numbers rose again. We now hope to reinstate the regular monthly meetings.

We welcome new members Jenny Linnell, Catherine Rodgers and Dorothy Piejus.

We would be delighted to include more new members. We don't limit ourselves to knitting: crochet, sewing, embroidery, or any craft that can be carried out on a lap will be very welcome. Please inquire from Cherith Baldry (01737 221955) or Sarah Cousins (01737 789943).

*Cherith Baldry
Sarah Cousins*

YOUTH WORK AT SAINT MARK'S

T-TIME TALES

T-Time Tales is a short after-school service for young children and their parents or carers. The children come into church on their way home from school on Wednesday afternoons for a drink and a biscuit and half an hour of singing, teaching and fun. I am assisted by Keith Dyde, and Fr Martin supports the singing with his excellent piano playing. T-Time Tales did not run for most of last year, but we did have two sessions just before Christmas to whet peoples' appetites for the coming year.

Susannah Dyde

MESSY CHURCH

In 2021 Messy Church activities continued to be significantly impacted by the pandemic. As in many other parts of our lives, the Messy Church team became experts at tackling last minute changes to regulations and making the best of whatever situation they were in. Enormous thanks to the wonderful group of enthusiastic volunteers who gave their time and creativity.

Whilst we were unable to get together for any Lent activities, children were able to share their ideas during a zoom service, with many children promising to give something up or make a positive change during this time. Activity sheets were also emailed out to all families.

At Easter time, children's activity packs were produced so that they could be collected from the church for a small donation. Activities included a DIY Easter garden and make your own palm cross. There was also an Easter card included for children to decorate. These were then distributed to other members of the congregation along with a bunch of daffodils. Children were also invited to come to the church in their own time over the Easter holidays to complete a treasure hunt which told the Easter story. We received lots of positive feedback from families who participated.

In April an online survey was sent to all families to collect their thoughts on how they could return to church safely. The results were very encouraging and informed plans for face-to-face Messy Church later in the year. Another positive result was that many responders offered to help with future Messy Church activities and meal preparation.

On 18 July we were able to safely meet for our Summer party. We had glorious weather, a delicious BBQ thanks to Timothy Warren and Keith Dyde, and some fun activities for the children to enjoy. Families brought their own picnic rugs and it was great to see everyone together.

From September we were finally able to meet in the hall again, which we did with some agreed protocols. As COVID cases began to rise again towards the end of the year, plans changed and unfortunately, we had to cancel our planned Messy Church Christmas celebration.

Instead, we held a more COVID safe pop-up nativity performance for the first time. Susannah Dyde did a fantastic job with the script and was a wonderful narrator. Despite the disappointment of the cancelled party everyone very much enjoyed the nativity experience.

Thanks again to all those who made Messy Church activities possible in 2021.

Rachel Potter

THE PARISH OFFICE

As we all know, the year started off with another lockdown. Thankfully, I was able to carry out my usual daily tasks with few limitations as Parish Administrator when working from home. The Parish mobile has been a great resource in helping to keep in touch during this time and beyond.

The pandemic brought about some changes as to how we communicated with the congregation. Most of our communication moved online via email. The Parish Magazine was and still is being posted out to those that have requested this. These changes brought about a reduction in our overall printing costs. We are also offering our printing services (at a cost) to a few local churches.

With the easing of restrictions, we also saw an increase in hall bookings. It was agreed to keep the numbers of attendees limited and implement extra procedures which ensured a safer (COVID) environment was provided for all hall users. These measures were greatly appreciated by many hirers. By the end of the year most Saturdays were booked.

I am very grateful to have had (and to continue to have) Fr. Martin's support over what was another unusual year. I am now glad to be back in the office and if there is anything you need, please let me know as I am always happy to help where I can.

PARISH SAFEGUARDING

After undertaking the appropriate training, I have been appointed the Parish Safeguarding Officer. My aim is to continue to provide an environment that is welcoming and respectful and enable any safeguarding concerns to be raised and responded to openly, promptly and consistently. All PCC members will also be undertaking safeguarding training and undergoing DBS (disclosure and barring service) checks.

Alexia Hartman
Parish Administrator

SAINT MARK'S OVERSEAS AID TRUST (SMOAT)

2020 and 2021 were hard years for all of us. For the most part it was impossible for us to hold live events and we had to get our thinking caps on to reinvent our fund-raising methods. During the last two years we have held SMOAT@home events, where we have run events which have enabled people to take part from the safety of their own homes. This has meant that rather than fading into the background, we have been able to keep a presence in the community and spread a little happiness whilst doing so!

During 2021 we gave away £19,830 to nine projects in six different countries. This includes £10,040 given to the Christmas Appeal 2020. I am amazed and very proud that we were able to give this much money away, despite being very limited in our fund raising and it highlights once again the importance and generosity of our regular givers.

The only event that we were able to run in 2021 was our Grow your Own Sunflower competition. We envisaged it being a very small fund raiser but it proved to be enormously popular and we raised just over £700 – more than we had ever imagined. It caught people's imagination and there was some quite stiff competition for top prize! We were able to give £750 to Bees for Development who are working with beekeepers in Ethiopia to set up Village Savings and Loan Groups, teaching them to save a small portion of what they earn. Built on a tried and tested procedure these informal, small groups enable people to save and borrow without having to deal with institutions which reject them for being too poor and illiterate. Members save just a small portion of what they earn and this can serve as a building block of financial security. Savings accrue and are used for more significant investments later and the groups give loans. In an emergency, members can go to the group to get money, so providing a cushion against adversity and misfortune.

All other money given away was funded by regular giving and supported the following projects:

We gave £1,040 to Kaloko Trust to enable them to build latrines in a large primary school in Luansobe, Zambia.

We gave £1,000 to Simien Mountains Mobile Medical Service, which funded mobile clinic outreach teams in some of the very remotest parts of Ethiopia. This money was given as part of the Big Give Christmas Challenge, which meant that the money we gave was match funded and therefore doubled.

We also gave £1,000 to WorkAid as part of the Big Give Christmas Challenge. Again, that amount was doubled through match funding and the donation went to a Train the Trainer project in Zambia to increase the ability to service and repair sewing machines sent to them by WorkAid. Separately, we gave a further £1,000 to part fund a container going to Sierra Leone, where a community is being built on the outskirts of Freetown to replace slums washed away in floods.

We gave £2,000 to Bridge2Aid to fund dental trainees in the Kamuli District in Uganda. This will enable 15 dental staff to be trained in how to deliver oral health promotion in a country where there are only 600 dental staff to a population of over 40 million.

We gave £2,000 to Freedom from Fistula which will cover the cost of three screening trips to identify and screen fistula patients in rural parts of Madagascar. Fistula is a debilitating but treatable illness following traumatic childbirth and women suffering from fistula are often shunned, isolated and despised by their communities.

Finally, we gave £1,000 to Zambia Orphan Aid to fund reusable sanitary pads, which will enable female students in two particularly disadvantaged rural communities in the northern province of Zambia to remain in school.

I would like to thank everyone who has supported us during what has been an unusual and most trying time for us all.

Barbara Perkins
Chairman

SAINT MARK'S AFTERNOON RETIREMENT TEAM (SMART)

SMART is a social group for older people to meet and enjoy a varied monthly programme, in the church hall or on occasional outings. Smart is open to all aged over 65 in the community, so you do not have to be a member of St Mark's to come. Smart is run by Sarah Cousins, a Reader at St Mark's, and a part time NHS mental health chaplain.

Throughout 2021 there was a frequent, heartfelt question, "When will we meet again"? Frances Wood and I kept in regular contact with people by telephone, something that I believe was appreciated by nearly all members. At long last we restarted in December with a most enjoyable happy meeting, seeing old faces and renewing friendships, whilst singing carols and sampling delicious Christmas fare.

I would like to give my personal and warmest thanks to Hilary Hobbs who after her wonderful entertainment at last year's Christmas Carols and Tea is now retiring. Hilary has been an incomparable compère and loyal dependable contributor to our Christmas meetings for years.

Without her unique and talented contribution, we would not have had such a jolly time each December.

SMART could not happen without the help and staunch support of Frances Wood and Marion Wall who give generously of their time and are always available ensuring that all the essential things get done. My thanks also go to Susan Hill Smith who joined us at the end of the year and to everyone who gave lifts to bring folk to the meeting.

Sadly, we said a final goodbye to Beryl Sign and David Barrell both of whom contributed to the life of Smart in their individual ways. May they rest in peace and rise in glory.

We are always welcoming new members. If you would like to help with giving lifts for our occasional outings, or are interested in any aspect of SMART, please come and have a chat!

Sarah Cousins

OTHER ACTIVITIES

FOODBANK

St Mark's has supported St Matthew's Food Bank for many years. In 2020, during the first lockdown, the collection point was moved from inside the church to the Vicarage doorstep where it has remained ever since. In this position many members of the local community as well as the Church community have been donating on a regular basis and overall the number of donations has increased.

The demand for the Food Bank in the last year has grown considerably but unfortunately the donations have not kept pace – in fact donations have dropped over the year.

The next year it is forecast that demand will continue to increase so please support the Food Bank as much as you can. Only non-perishable foods are acceptable (ie tins, etc) and not fresh produce or out of date items. Basic toiletries can also be donated, but please no candles, etc. For a full list of what is needed including shortage items, please go to the St Matthew's Food Bank web site. All donations are gratefully received.

Fr Martin

Accounts

**SAINT MARK'S PARISH CHURCH
ALMA ROAD, REIGATE, SURREY**

**(Registered Charity No. 1134121)
www.stmarksreigate.co.uk**



**DIOCESE OF SOUTHWARK
CROYDON EPISCOPAL AREA
ARCHDEACONRY OF REIGATE**



REPORT AND ACCOUNTS FOR 2020

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THE VICAR'S LETTER

Dear Friends,

I have pleasure in commending our 2020 Annual Report to you. This is a very different Report from previous years and hopefully very different to future ones.

My practice has been to write a lengthy introduction highlighting the work of the year. Then, after the accounts, various reports from groups and activities within the Church follow written by those involved. This year it seemed to me and the Churchwardens that this would be inappropriate as most groups and activities were either suspended for the year or very little happened because of the global COVID-19 pandemic. So this year, in place of all the reports, the Churchwardens and I have written a report on this extraordinary year, and so my introductory letter is also much shorter.

Last year I quoted St John Henry Newman who said that to change is to be perfect. This year another quote occurs to me, that of the French 19th-century critic, journalist and novelist, Jean-Baptiste Alphonse Karr (1808-1890): "Plus ça change, plus c'est la même chose" (the more things change, the more they are the same). I was particularly reminded of this in relation to how we changed dealing with Food Bank donations. In my history of St Mark's published in 2018, I quoted Miss Mary Troughton writing about the 1930s. She said that the vicarage "became the depository for items no longer required by the gentry, such as prams, household items, clothing of all kinds, blankets, etc., and these were given to needy parishioners." (Martin Colton, *The Church of St Mark Reigate: A Celebration of the years 1860 to 2018*, Reigate, 2018, p.37) in April 2020, the Food Bank collection point was moved from the Church (as the Church was closed) to the Vicarage front door. The number of donations from the Community increased dramatically which went some way to meet the increased demand, but once again the Vicarage was a depository for items which were then given to the needy: "Plus ça change, plus c'est la même chose". This could also be said of many other aspects of church life.

I commend this Annual Report to you as we record the events of 2020 and look to the future of St Mark's Reigate in serving the people of this parish. This year, once again, we have proved that St Mark's is the people that make up the parish.

With my best wishes



THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK REIGATE - ANNUAL REPORT

Those who served as Trustees since 1 January 2020 were:

Chairman: The Reverend Martin Colton

Assistant Curate: The Reverend Reginald Grant

Vice Chairman: Mrs Louise Wallis

Readers: Mr Ian Archer, Mrs Sarah Cousins, Mrs Susannah Dyde

Churchwardens: Mr Benjamin Read, Mrs Louise Wallis (from October 2020)

Deputy Wardens: Mrs Jane Artis, Mr Timothy Warren (from October 2020)

Deanery Synod: Mrs Patricia Bird, Mrs Anne Cotterell and Mrs Sarah Cousins (all until

Representatives: October 2020), Mrs Suzanne Baker-Hedge, Mrs Sara Johnson and Mrs Sarah Walker (each from October 2020)

Elected Members: Mr Terrence Hancock (from April 2019), Mr Brian Rowbotham (until October 2020), Mr Malcolm Toye (from April 2018), Mrs Patricia Bird (from October 2020), Mrs Melanie Crighton (from October 2020), Mr Paul Selvadurai (from April 2019), Mrs Helen Starmer (from November 2020) and Mrs Ruth Simmons (until October 2020)

Co-opted Member: Mr Brian Rowbotham (from November 2020)

The Trustees of the church present their Annual Report and Financial Statements for the year ended 31 December 2020. The accounts are prepared in accordance with the Accounting Regulations set out under the Charities Act 2011, and with the Charities Statement of Recommended Practice applicable to charities preparing accounts in accordance with FRS102 effective 1 January 2015.

STRUCTURE GOVERNANCE AND MANAGEMENT

The Parochial Church Council of Saint Mark, Reigate, known as St Mark's, is a registered charity - number 1134121. The method of appointment of Parochial Church Council members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll, to take part and assist in the activities and to stand for election to the Council.

The following six committees report to the Parochial Church Council:

Standing; Finance and Buildings; Worship, Music and Spirituality; Children and Young People; Inclusivity and Accessibility; Practical Outreach.

PARISH SAFEGUARDING

The council has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016, fully recognising its duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

PUBLIC BENEFIT

The Parochial Church Council has embraced the Charity Commission's guidance on Public Benefit. It aims to promote religion within the parish. The church is open during daylight hours for all to enter and is used by local schools for their services. The hall is available to church groups, local associations and others.

OBJECTS AND ACTIVITIES

The Council has the responsibility of co-operating with the Incumbent to promote within the parish the whole mission of the church - pastoral, evangelistic, ecumenical and social. It also has responsibility for the maintenance of both the church and hall and to provide the physical and financial resources to achieve the mission of the church in general and the parish in particular.

ACHIEVEMENTS AND PERFORMANCE

The Parochial Church Council strives to offer a range of services that attract all age groups from our community who find attendance both beneficial and spiritually fulfilling.

Families are attracted to our church by the Crèche, Junior Church, Roots, T-Time Tales, Easter Club, the monthly Family and Messy Church services, and the weekly Parent and Toddler group. Due to the Coronavirus some of these groups have not been able to meet, but a number of Family services were held via "Zoom".

On 1 January 2020 the number of names on the Electoral Roll was 149. During the year eleven names were added and two removed so that as at the end of the year the total number on the Roll was 158. Of this figure, 98 are resident within the parish and 60 are outside the parish boundary.

Because of the Coronavirus pandemic Holy Communion has not been taken to those at home or in hospital either by the clergy or by Mr Ian Archer who, as a Reader, has permission to officiate.

MEETINGS

During the past year the Council has met via Zoom on seven occasions and the average attendance rate was 63%. Various committees manage and develop the various activities and their reports are discussed by the Council and authority given where necessary. The Standing Committee, which comprises the Chairman, Churchwardens, Secretary and Treasurer, meets when necessary to deal with any urgent matters which may arise between ordinary meetings of the Council. The composition and responsibilities of committees are kept under review in order to create better control and an improved reporting system. Matters requiring immediate attention were dealt with during 2019.

RISK MANAGEMENT

The Council is aware of its responsibilities for assessing and managing this church's risks and continues to implement plans to deal with these.

The principal risks financially and to continuity are the buildings. The church is over 150 years old and built of Reigate stone and the hall is over 50 years old. The quinquennial inspection of the church (but not the hall) was carried out during 2016 by a diocesan approved Architect.

Terrorism was considered by the Council to be of minimum risk and has not been insured.

Succession and temporary cover of officers is discussed.

CLERGY AND READERS

The Vicar (The Reverend Martin Colton) is supported by an Assistant Curate (The Reverend Reginald Grant). The licensed Readers are Mrs Sarah Cousins and Mrs Susannah Dyde. Mr Ian Archer is also a Reader with Permission to Officiate.

FINANCIAL REVIEW

The main Financial Statement and notes are set out on pages 6 to 12 followed by the income and expenditure accounts of the church and hall on pages 13 and 14 which comprise the General Fund in a more detailed and reader-friendly format.

The Statement of Financial Activities on page 6 shows a surplus for the year on the Unrestricted General Fund of £18,210 (2019 - surplus of £10,158).

The Unrestricted General Fund movement comprises:

2019		2020
£		£
(28,509)	Church operating deficit	(20,866)
(2,253)	Hall operating (deficit)	(2,466)
<u>(30,762)</u>		<u>(23,332)</u>
40,600	Property rent	41,350
320	Interest receivable	192
<u>10,158</u>	Surplus for the year	<u>18,210</u>

The Covid pandemic three lockdowns disrupted the church services and activities.

Members generous support by planned giving and a record Gift Day made up for the reduced collections.

The reduced cost of heating and lighting the church and of clergy expenses as the previous Assistant Curate left the parish last year reduced church running costs.

The hall's deficit was similar to last year. The hall was left closed for periods and tenants could not hold their activities. Costs - cleaning and maintenance - were much reduced with less use.

GENERAL FUND - CHURCH - PAGE 13

Income –

- Planned Giving - £81,358 - increased by 4%
- Collections - £6,688 - decreased by 66%
- Gift Day - £35,441 - a record
- Lottery Grant - £9,146 - equal to cost of equipment
- Special Appeals - £1,553 - are collections donated to specific charity causes - see under Grants following
- Other Activities - £2,014 - in March, the activities involving members of the Church and community ceased. Thus £6,230 less income was generated.

Expenditure –

Grants (i.e. outside giving) total £5,253, of which £1,353 was from special appeals and £3,700 from church funds. A full list of grants made is:-

From special appeals and activities -	£	£
Combat Stress (Remembrance Sunday)	366	
Renewed Hope Trust (Carol Service)	277	
Reigate Samaritans (Midnight Mass)	376	
Children's Society (Crib & Christingle Service)	<u>534</u>	1,553
From church funds -		
St Bede's School	675	
Welcare	625	
Reigate & Banstead Borough Council	<u>2,400</u>	<u>3,700</u>
		<u>5,253</u>

- Parish Support Fund - +2%

- Building maintenance includes £2,088 roof repairs at 22 Birkheads Road.

- Equipment includes £9,146 for IT equipment funded by a grant from the National Lottery Fund.

Church Operating deficit - £20,866 (2019 - deficit £28,509).

GENERAL FUND - HALL - PAGE 14

Letting Fees - much reduced due to the lockdown, balanced by reduced expenditure.

Hall Operating deficit - £2,466 (2019 - deficit - £2,253)

PROPERTY RENT - PAGE 10 - £41,350 (2019 - £40,600)

2019		2020
£		£
25,000	Car Park	25,750
<u>15,600</u>	22 Birkheads Road	<u>15,600</u>
<u>40,600</u>		<u>41,350</u>

CURRENT YEAR

It is difficult to forecast the results for 2021 with the uncertainty of the pandemic affecting church services and activities, hall usage and members' ability to donate. We have considered the impact of the coronavirus pandemic, and the measures taken to contain it, on the Church and its ability to continue as a going concern. Although the ultimate impact cannot be reliably determined, we have taken steps to mitigate the impact of the closure, including the introduction of Zoom services. We have considered the Church's assets and reserves and have therefore concluded that the Church has adequate resources to continue in operational existence for the foreseeable future. Consequently, the financial statements are prepared on a going concern basis.

RESERVES POLICY

It is Council policy to maintain the unrestricted funds by breaking even over a five-year period, thus spreading any exceptional operating income and expenditure.

Unrestricted funds at 31 December 2020 were £428,717 (2019 - £410,507) of which £350,000 is represented by the value of 22 Birkheads Road. Thus, liquid reserves are £78,717 at the Balance sheet date. The day to day running expenses of the Church is expected to be covered by Planned giving and rental income from the investment property and the liquid reserves of £78,717 is to be utilised for making up for any shortcomings and therefore considered sufficient.

Foreseeable expenditure is:

1. The Tower lower levels were not fully renovated in 2018 - further stonework will be needed.
2. The heating boilers are old and when replaced will require eco-friendly clean air machines.
3. Parts of the organ are over 50 years old and beginning to show signs of wear. Replacement will be needed before long.
4. New equipment to up-date the audio and visual systems

However, the current primary concern is the future of the Covid-19 pandemic.

Approved by the Parochial Church Council on 24 March 2021 and signed on its behalf by:


The Reverend Martin Colton
Chairman

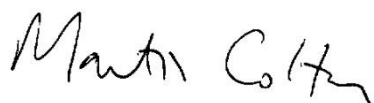
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
INCOME FROM:					
Donations	2(a)	135,966	1,553	137,519	137,533
Charitable activities	2(b)	39,799	- - -	39,799	54,215
Investments	2(c)	15,792	13	15,805	15,944
		<u>191,557</u>	<u>1,566</u>	<u>193,123</u>	<u>207,692</u>
Total					
EXPENDITURE ON:					
Charitable activities	3	173,347	1,553	174,900	208,687
Total		<u>173,347</u>	<u>1,553</u>	<u>174,900</u>	<u>208,687</u>
Net Operating Income / (Expenditure)		18,210	13	18,223	(995)
Total funds brought forward at 1 January 2020 (2019)		<u>410,507</u>	<u>3,098</u>	<u>413,605</u>	<u>414,600</u>
Total funds carried forward at 31 December 2020 (2019)		<u>428,717</u>	<u>3,111</u>	<u>431,828</u>	<u>413,605</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
BALANCE SHEET AS AT 31 DECEMBER 2020**

		TOTAL FUNDS	
	Note	2020	2019
		£	£
FIXED ASSETS			
Tangible fixed assets	5	<u>350,000</u>	<u>350,000</u>
CURRENT ASSETS			
Debtors	7	5,096	9,667
Short Term Deposits		48,576	48,370
Cash at Bank		<u>39,166</u>	<u>16,202</u>
		92,838	74,239
CREDITORS			
Amounts falling due within one year	8	<u>11,010</u>	<u>10,634</u>
NET CURRENT ASSETS		<u>81,828</u>	<u>63,605</u>
NET ASSETS	6	<u>431,828</u>	<u>413,605</u>
FUNDS			
Unrestricted	10	428,717	410,507
Restricted	10	<u>3,111</u>	<u>3,098</u>
		<u>431,828</u>	<u>413,605</u>

Approved by the Parochial Church Council on 24 March 2021 and signed by:



*The Reverend Martin Colton
Chairman*



*Terrence F Hancock
Secretary*

The notes on pages 8 to 11 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020

1. ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards, the Charities Act 2011 and the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015) Charities SORP (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 give a 'true and fair view'. This departure has involved following Accounting and Recording by Charities preparing their accounts in accordance with the Financial Reporting standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from April 2005 which has since been withdrawn.

The Financial Statements have been prepared under the historic cost convention, as modified by (the re-valuation of land and buildings) investments being measured at fair value through income and expenditure within the Statement of Financial Activities.

The Financial Statements are prepared in Sterling, which is the financial currency of the charity. Monetary amounts in these Financial statements are rounded to whole pounds.

The charity meets the definition of a public benefit entity under FRS 102.

At the Balance Sheet date, the Church has unrestricted funds of £428,717 which includes an investment property held at market value of £350,000 from which it receives rental income. Subsequent to the year end and in light of the Covid-19 pandemic, the Trustees have considered whether the use of going concern basis is appropriate and have considered possible events and conditions that might cast significant doubt on the ability of the Church to continue as a going concern. The Trustees have made this assessment for a period of at least twelve months from the date of the approval of these financial statements. In particular, the Trustees have considered the Church's assets and resources. After making enquiries, the Trustees have concluded that there is a reasonable expectation that the Church has adequate resources to continue operational existence for the foreseeable future. The Church therefore continues to adopt the going concern basis in preparing its financial statements.

Funds

The accounts include all transactions, assets and liabilities for which the Parochial Church Council has overall responsibility. They do not include the accounts of other church groups that owe their main affiliation to another body.

Unrestricted Funds

These are those which are not subject to any legal restriction regarding their use. Funds designated for a particular purpose by the Parochial Church Council are unrestricted. The fund which is unrestricted is the General Fund which comprises the Church and Hall accounts.

Restricted Funds

These are those which arise when money is given for a specific purpose. The restricted funds in these accounts are: The Beryl Kent Fund - for the beautification of the Sanctuary and The Kitchen Project Fund - to re-furbish the hall kitchen. The movements on these funds are shown in note 10 to the accounts.

Incoming Resources

These are accounted for on a receivable basis. Voluntary services are not included. Legacies are recognised once there is sufficient evidence that receipt is probable and the amount of the legacy receivable can be measured reliably. Where entitlement to a legacy exists but there is uncertainty as to its receipt or the amount receivable, details are disclosed as a contingent asset until the criteria for income recognition are met. When making wills, donors are requested to leave the application of a legacy to the needs of the church, applying the donor's name as appropriate.

Resources expended

These are recognised in the period in which they are incurred and are accounted for gross of irrecoverable VAT. All costs are allocated between expenditure categories on a basis designed to reflect the use of the resources. Costs related to a particular activity are allocated directly. Support costs are apportioned on an appropriate basis. These are costs which assist the work of the church but do not directly represent charitable activities and include office costs and governance costs.

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with S.10(2)(a) and (c) of the Charities Act 2011. No value is placed on the moveable church furnishings held by Churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the Parochial Church Council considers this to be an inalienable property. All expenditure incurred during the year on consecrated and beneficial buildings and movable church furnishings, whether maintenance or improvement is written off. Investment properties are initially recognised at cost and subsequently re-measured at fair value at the reporting date.

Tax Status

As a charity the Parochial Church Council is exempt from paying Corporation Tax but does have to pay Value Added Tax.

Financial Investments

- (i) Cash and cash equivalents: Cash and cash equivalents include cash at banks and in hand and in short term deposits with a maturity date of three months or less.
- (ii) Debtors and Creditors: Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price.

Cash Flow Statement

The charity has taken the exemption available in paragraph 7.18 of FRS 102 and has not prepared a cash flow statement.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020

2. INCOMING RESOURCES	2020			2019		
	Unrestricted Funds	Restricted Funds	TOTAL	Unrestricted Funds	Restricted Funds	TOTAL
	£	£	£	£	£	£
2(a) Donations						
Planned giving	66,756	---	66,756	63,778	---	63,778
- income tax recoverable	14,602	---	14,602	14,130	---	14,130
Collections at services (including tax recoverable)	6,688	---	6,688	19,518	---	19,518
Gift Day (including tax recoverable)	35,441	---	35,441	23,310	---	23,310
Donations (including tax recoverable)	1,319	---	1,319	2,171	3,961	6,132
Grant	9,146	---	9,146	---	187	187
Collections from appeals (including tax recoverable)	---	1,553	1,553	---	2,234	2,234
Other Activities	2,014	---	2,014	8,244	---	8,244
	<u>135,966</u>	<u>1,553</u>	<u>137,519</u>	<u>131,151</u>	<u>6,382</u>	<u>137,533</u>
2(b) Charitable Activities						
Magazine	520	---	520	481	---	481
Hall lettings	12,502	---	12,502	27,066	---	27,066
Car park rent	25,750	---	25,750	25,000	---	25,000
Fees	1,027	---	1,027	1,668	---	1,668
	<u>39,799</u>	<u>---</u>	<u>39,799</u>	<u>54,215</u>	<u>---</u>	<u>54,215</u>
2(c) investments						
Interest receivable	192	13	205	320	24	344
Property rent - see note 2(d)	15,600	---	15,600	15,600	---	15,600
	<u>15,792</u>	<u>13</u>	<u>15,805</u>	<u>15,920</u>	<u>24</u>	<u>15,944</u>
TOTAL INCOME	<u>191,557</u>	<u>1,566</u>	<u>193,123</u>	<u>201,286</u>	<u>6,406</u>	<u>207,692</u>
2(d) PROPERTY RENT						
22 Birkheads Road						
Rent Received	13,200	---	13,200	13,200	---	13,200
Grant	2,400	---	2,400	2,400	---	2,400
	<u>15,600</u>	<u>---</u>	<u>15,600</u>	<u>15,600</u>	<u>---</u>	<u>15,600</u>

Per note 5 following, this property has been let to a tenant guaranteed by Reigate and Banstead Borough Council as Community Support at a rent of £1,100 per month. The market rent has been advised as £1,300 per month. Therefore £2,400 was donated to Community Support and has been charged to Grants.

3. RESOURCES USED	2020			2019		
	Unrestricted Funds	Restricted Funds	TOTAL	Unrestricted Funds	Restricted Funds	TOTAL
	£	£	£	£	£	£
Charitable Activities, Grants, Missionary and Charitable Giving						
Direct Costs						
Church overseas						
Missionary Societies, Relief and Development agencies	---	---	---	200	---	200
Home missions						
Church societies	1,300	277	1,577	1,088	727	1,815
Other charities etc	2,400	1,276	3,676	2,400	1,694	4,094
Total Direct Costs	<u>3,700</u>	<u>1,553</u>	<u>5,253</u>	<u>3,688</u>	<u>2,421</u>	<u>6,109</u>
Support Costs						
Church						
- Parish Support Fund	108,948	---	108,948	106,812	---	106,812
- Clergy expenses	1,166	---	1,166	5,333	---	5,333
- Building maintenance	3,160	---	3,160	9,147	715	9,862
- Organist and Organ	2,003	---	2,003	3,491	---	3,491
- Church running expenses	12,488	---	12,488	15,149	500	15,649
- Office administration and stationery	16,220	---	16,220	16,884	63	16,947
- Equipment	9,604	---	9,604	---	---	---
	<u>153,589</u>	<u>---</u>	<u>153,589</u>	<u>156,816</u>	<u>1,278</u>	<u>158,094</u>
Hall						
- Running costs	14,968	---	14,968	29,454	924	30,378
Governance						
- Independent Examination	1,090	---	1,090	1,170	---	1,170
Kitchen Project						
- Building Renovation and Equipment	---	---	---	---	12,936	12,936
Total Support Costs	<u>169,647</u>	<u>---</u>	<u>169,647</u>	<u>187,440</u>	<u>15,138</u>	<u>202,578</u>
TOTAL EXPENDITURE	<u>173,347</u>	<u>1,553</u>	<u>174,900</u>	<u>191,128</u>	<u>17,559</u>	<u>208,687</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020

4. STAFF COSTS	2020	2019
Wages and Salaries	£	£
	<u>13,312</u>	<u>13,524</u>

Two staff (2019 - three) were employed during the year - a Parish Administrator who changed during the year and a Hall Cleaner who is related to the Vicar. Pension contributions were £174 (2019 - £171).. In addition fees of £1,354 (2019 - £2,000) were paid to the Organist Mr T F Hancock who is a member of the Parochial Church Council. The Chairman (who is the Vicar) and the Assistant Curate are ex-officio members and are re-imbursed expenses. No other member received any remuneration or expenses other than re-imburement for the purchase of goods on behalf of Church activities. Key management personnel include members of the Parochial Church Council, Junior Church leaders and volunteers who garden, cook and serve coffee.

No employee received remuneration exceeding £60,000 (2019 - none).

5. FIXED ASSETS	2020	2019
	£	£
Value of investment property	<u>350,000</u>	<u>350,000</u>

The property 22 Birkheads Road was occupied by the Caretaker until 8 June 2016. The property was then let to a tenant guaranteed by Reigate and Banstead Borough Council and was re-classified as an Investment Property at the market value at the date of transfer. This resulted in a re-valuation gain of £345,419 which was recognised through Income and Expenditure within the Statement of Financial Activities in 2016. The property has been valued by the Trustees by reference to market evidence of transaction prices for similar properties. The historical cost of the property is £4,581.

6. ANALYSIS OF NET ASSETS BY FUND

	2020			2019		
	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	Funds	Funds	£	Funds	Funds	£
Fixed assets	350,000	---	350,000	350,000	---	350,000
Current Assets	89,727	3,111	92,838	71,141	3,098	74,239
Less current liabilities	<u>(11,010)</u>	---	<u>(11,010)</u>	<u>(10,634)</u>	---	<u>(10,634)</u>
Fund Balance	<u>428,717</u>	<u>3,111</u>	<u>431,828</u>	<u>410,507</u>	<u>3,098</u>	<u>413,605</u>

7. DEBTORS	2020	2019
	£	£
Income tax recoverable	4,189	5,428
Sundry	907	4,239
	<u>5,096</u>	<u>9,667</u>

Sundry debtors are financial instruments and are measured at present value.

8. LIABILITIES - AMOUNTS FALLING DUE WITHIN ONE YEAR

	£	£
Creditors and accruals	<u>11,010</u>	<u>10,634</u>

All creditors are financial instruments and are measured at present value.

9. DEFERRED INCOME

Deferred Income comprises:	£	£
Balance at 1 January 2020 (2019)	904	904
Amount released to income	(904)	(904)
Amount deferred in the year	904	904
Balance at 31 December 2020 (2019)	<u>904</u>	<u>904</u>

Deferred income relates to rent received in relation to the next year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020

10. FUND DETAILS

Details of fund movements during the year for the individual funds are as follows:

	2020	2019
Unrestricted Fund	£	£
Fund at 1 January 2020 (2019)	410,507	400,349
Surplus for the year	<u>18,210</u>	<u>10,158</u>
Fund at 31 December 2020 (2019)	<u>428,717</u>	<u>410,507</u>
Restricted Funds		
Beryl Kent Fund	£	£
Fund at 1 January 2020 (2019)	3,098	3,074
Surplus for the year	<u>13</u>	<u>24</u>
Fund at 31 December 2020 (2019)	<u>3,111</u>	<u>3,098</u>
Kitchen Project Fund	£	£
Fund at 1 January 2020 (2019)	NIL	11,177
Deficit for the year	<u>- - -</u>	<u>(11,177)</u>
Fund at 31 December 2020	<u>NIL</u>	<u>NIL</u>
Total Restricted Funds	£	£
	<u>3,111</u>	<u>3,098</u>

11. MAINTENANCE OF CHURCH BUILDINGS

The Parochial Church Council is responsible for the maintenance of the Church and Hall and a Finance & Buildings Committee exists to ensure that the necessary work is under constant review. A quinquennial inspection was effected by a Diocesan approved architect during 2016 highlighting necessary repairs which were effected in 2018 but other faults remain to be repaired.

The age and nature of both buildings give rise to a continuing demand for major maintenance work.

12. ACCUMULATION OF RESERVES

The accumulation of surpluses in the various unrestricted funds exists only to the extent that resources are needed for the ongoing work of the church and for the maintenance and improvements referred to in note 11.

13. DETAILED INCOME AND EXPENDITURE ACCOUNTS

Detailed Income and Expenditure Accounts are provided on the following pages.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
CHURCH - GENERAL FUND - INCOME AND EXPENDITURE ACCOUNT
For the year ended 31 December 2020**

INCOMING RESOURCES	2020	2019
Incoming Resources from Donors	£	£
Planned giving (including tax recoverable)	81,358	77,908
Collections (including tax recoverable)	6,688	19,518
Gift Day (including tax recoverable)	35,441	23,310
Donations (including tax recoverable)	1,319	3,501
Lottery Grant	9,146	- - -
	<u>133,952</u>	<u>124,237</u>
Other voluntary incoming resources		
Special appeals	1,553	2,234
Other Activities	2,014	8,244
	<u>3,567</u>	<u>10,478</u>
Income from charitable and ancillary trading		
Magazine	520	481
Fees	1,027	1,668
	<u>1,547</u>	<u>2,149</u>
TOTAL INCOMING RESOURCES	<u>139,066</u>	<u>136,864</u>
RESOURCES USED		
Missionary and charitable giving	<u>5,253</u>	<u>6,109</u>
Church running costs		
Parish Support Fund	108,948	106,812
Clergy expenses	1,166	5,333
Sanctuary costs	832	1,166
Organist and organ	2,003	3,491
Insurance	3,803	3,682
Gas and electricity	3,540	6,342
Building maintenance	3,160	9,862
Equipment	9,604	- - -
Miscellaneous	4,313	4,459
	<u>137,369</u>	<u>141,147</u>
Management and administration		
Parish Office administration and stationery	16,220	16,947
Independent Examination	1,090	1,170
	<u>17,310</u>	<u>18,117</u>
TOTAL RESOURCES USED	<u>159,932</u>	<u>165,373</u>
OPERATING (DEFICIT) FOR THE YEAR - CHURCH	(20,866)	(28,509)
OPERATING (DEFICIT) FOR THE YEAR - HALL	(2,466)	(2,253)
PROPERTY RENT	41,350	40,600
TOTAL OPERATING SURPLUS	18,018	9,838
INTEREST RECEIVABLE	192	320
TOTAL SURPLUS FOR THE YEAR	<u>18,210</u>	<u>10,158</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF SAINT MARK, REIGATE
HALL - GENERAL FUND - INCOME AND EXPENDITURE ACCOUNT
For the year ended 31 December 2020**

INCOMING RESOURCES	2020	2019
	£	£
Letting fees	12,502	27,066
Donations	---	1,059
TOTAL INCOMING RESOURCES	<u>12,502</u>	<u>28,125</u>
 RESOURCES USED		
Insurance	1,056	1,018
Gas, electricity and water	4,496	6,020
Cleaning	6,975	15,009
Repairs and maintenance	1,714	7,200
Refuse collection	667	1,071
	<u>14,908</u>	<u>30,318</u>
Management and administration		
Letting Secretary	60	60
TOTAL RESOURCES USED	<u>14,968</u>	<u>30,378</u>
 OPERATING (DEFICIT) / SURPLUS OF THE HALL FOR THE YEAR	<u>(2,466)</u>	<u>(2,253)</u>
 RESTRICTED FUNDS		
BERYL KENT FUND		
Balance brought forward 1 January 2020 (2019)	3,098	3,074
Interest receivable	13	24
Balance carried forward 31 December 2020 (2019)	<u>3,111</u>	<u>3,098</u>
 KITCHEN PROJECT FUND		
Balance brought forward 1 January 2020 (2019)	NIL	11,177
 INCOMING RESOURCES		
Donations (including tax recoverable)	---	1,759
TOTAL INCOMING RESOURCES	<u>NIL</u>	<u>1,759</u>
 RESOURCES USED		
Building renovation	---	12,936
TOTAL RESOURCES USED	<u>NIL</u>	<u>12,936</u>
 Balance carried forward 31 December 2020 (2019)	<u>NIL</u>	<u>NIL</u>

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARK, REIGATE**

I report on the accounts of The Parochial Church Council of the Ecclesiastical Parish of Saint Mark, Reigate for the year ended 31 December 2020.

Respective Responsibilities of Trustees and Examiner

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

Independent Examiner's Statement

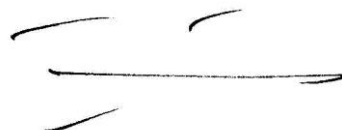
Your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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

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

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

Betchworth House
57 – 65 Station Road
Redhill
Surrey RH1 1DL



Ian Matthews ACA ICAEW
Moore Kingston Smith LLP
Chartered Accountants
01737 779000

PARISH REPORT 2020

At the beginning of January 2020 we were looking forward to a year in which we were going to launch a new Mission Action Plan (MAP), the Church's vision statement for the next 5 years. Little did we know then that not only would this MAP launch be postponed but that we would then start to completely rethink our vision of how we are the Church in North Reigate. We did not know then either that all our activities and most of our worship during 2020 would be cancelled or would be only available online. In fact, if someone had predicted this on 1 January 2020, we would all have laughed and thought that they were completely misinformed.

But everything in the life of the Church, and indeed in the life of our nation, dramatically changed from the middle of March because of the global Covid-19 pandemic. In the life of the Church, January and February are traditionally quiet months; after the busyness of Christmas there is a quiet space during the winter months before the start of Lent and the build up towards Holy Week and Easter. As we approached Ash Wednesday we began to hear the first mention of a new virus called Covid-19, but it seemed to be a problem elsewhere and not here. By Mothering Sunday, the 4th Sunday of Lent, the Church was closed and locked. We were told that there could be no Public Worship and even the Church being open for Private Prayer by individuals including the Vicar was not allowed. Even during the dark days of the Second World War, this did not happen. Things were moving at a very fast rate.

The first challenge was to establish how we could continue worshipping together in a virtual way. As we had never even posted sermons online before, this was daunting. Having been told to close the doors immediately on Tuesday 17 March, we had recorded and posted on our website an audio service on Sunday 22 March including music and liturgy with participants recording sections of the service in their own homes. By Palm Sunday, 5 April, we had a video recorded service on our own YouTube channel accessible via our website. This was an enormous change in very little time and a very steep learning curve in using technology. By Easter Sunday, 12 April, we also showed the video of our Easter Service on Zoom so that those who wished to could watch together at the same time and speak to each other at the end of the service. During the Spring we had a mixture of services on YouTube and on Zoom.

The other major challenge we faced in March 2020 was how to provide pastoral support and practical help to the vulnerable in a time of "Lockdown". We looked at the different groups within the Church such as Community Lunch and SMART which had a number of elderly members, and ensured that someone from the Church contacted them by phone to see how they were and whether they needed any practical help such as shopping. We also put out an appeal for volunteers to help and for names of individuals that might need support. We had so many offers of help that we could not use everyone who volunteered, but it did ensure that we could maintain pastoral support for those who needed it. Alexia Hartman, our Parish Administrator working mainly from home, was the coordinator of all this work, and our thanks go to her for working over and above her contracted hours.

As the Lockdown continued we became conscious of the emotional and spiritual needs of our community and how we could serve that. In particular we became aware of loneliness, isolation, mental health wellbeing, and people not being allowed out. Bereavement became a large issue as funeral restrictions meant that from March the maximum numbers at a Funeral were 30, but in March and April this went as low as 6. Families struggled with schools being shut for much of the year and parents, often trying to work from home, also had to be responsible for home schooling and helping their children cope with lack of socialisation with friends and lack of family contact. This last part affected people of all ages. This was a sustained pressure on everyone. Keeping contact with everyone we could was even more important. Our work with children and young people really suffered but we tried to retain contact by holding some Family Services on Zoom.

The Church and Hall buildings were completely closed and only the Vicar went into the Church and Hall once a week to check on the condition and security of the buildings. This also had an impact on our finances as not holding any services meant no collections. More people moved to direct giving via their bank, or gave via our new online facility, but with no baptisms or weddings we lost income from these services. With the Hall closed, we had no rental income – the Hall remained completely closed until September. We looked at our expenses, and reduced them to the minimum and paused all planned maintenance, just carrying out essential repairs. There were some savings on gas usage and we cut down on the cleaning and furloughed the caretaker. This helped to some extent, but our annual Gift Day in April raised nearly £35,000 compared to the usual figure of £20,000 or so, a fantastic response to the financial situation we were facing as a church. This meant that we actually had a surplus at the end of the year through the generosity of church members and our careful stewardship of our resources.

By June, the Church was allowed to open for Private Prayer only and the recording of our Sunday Services could be done in Church – previously the Vicar recorded his parts of the Service from his Dining Room in the Vicarage, and the Curate recorded his parts at home. Our services continued with the readings and intercessions recorded by members of the congregation. The hymns, recorded initially on a keyboard with the Vicar and his wife, Reverend Chris, singing along in the Vicarage, were now recorded with the Vicar playing the organ in Church and then recording their voices and mixing them together. The St Mark's Singers also recorded some hymns in the same way.

In order to open the Church for Private Prayer, detailed risk assessments had to be carried out and most of the Church was taped off so the only access was to the North Transept, the head of the Nave and the Lady Chapel. This minimised the amount of daily cleaning that had to be done. The number of chairs in the Lady Chapel was also reduced and even the box of matches was removed as we could not allow multiple people to touch the same thing! Candles had to be lit from one already burning.

Further risk assessments were carried out so that on Sunday 12 July we were able to hold a 10.00am Holy Communion Service in Church – the first celebration of the Sacrament since Sunday 29 March, although only Bread could be administered. For the rest of the year it was only the presiding priest who could receive the wine as well. The service on 12 July included the belated lighting of the Paschal Candle and a rededication of the Church. Only a third of the pews were available, the others taped off, so that the congregation was spread out throughout the Church. No singing was allowed so it was a said service with organ music. No books or papers could be given out so the liturgy was projected onto the Screen with two further projectors, one at the front of each of the side aisles so that everyone could see the words. We also had to keep records of everyone attending for the NHS "Track and Trace" system to contact anyone who had been in contact with someone who then tested positive for Covid-19. Fortunately, we were never contacted to release this information.

It was also the first time that we live streamed a service to our YouTube Channel. It might be worth giving some figures about our growing reach. On 12 July, there were about 35 people only in Church, yet there were 196 views on YouTube. It is difficult to quantify exactly how many people participated as those who viewed online included couples and families, so the actual figure is much higher than that. At the time of writing, our videos on YouTube have been watched more than 4,000 times! As some of these services were also shown via Zoom or were broadcast live with a congregation in the Church as well, the actual numbers are significantly higher. Virtual services are helping us reach far more people. A recorded Evening Prayer with hymns was produced each Sunday when we had a live streamed service so that there was a service with hymns for people to participate with at home. The viewing figures of these were always much higher (three or four times) than the average number that used to go to Evening Prayer on a Sunday evening.

Communication was delivered almost entirely digitally. For those unable to receive email, phone calls were made. PCC meetings were held via Zoom, and the Bishop allowed the APCM to be delayed until 31 October 2020 (even this date was later extended). We held our APCM on Sunday 11 October during the 10am Service in Church with a live link for those unable to attend in person. The Home Group continued via Zoom and the Knitting Group had a telephone "circle". Even Revd Reg's ordination as a priest was witnessed by most people via a live YouTube link. Only 30 people could be in attendance including the 6 being ordained and the Bishop!

By September, things were relaxing a bit more so we could reconfigure the church and only have half of the pews taped off as face coverings were now mandatory. The Hall reopened and about half of the regular groups including Ballet Classes and the Breakfast Club started up again. However numbers were reduced at any activity. The country entered another lockdown in November, so apart from the Breakfast Club which was exempt, the Hall closed to all users again. Thus for most of the year the Hall was closed and therefore we received little income from this source.

In the summer and autumn we had a number of funerals in Church. Government advice restricted the number of attendees to a maximum of 30 even if the building could safely accommodate more than this for a Sunday Service. As by this time we were set up to live stream services, these funerals were also live streamed which allowed far more to "attend" including family members from Australia in two of the funerals. Not quite the same as being there but at least it enabled friends and family members to feel that they were involved.

In November worship moved back online only once again. Remembrance Sunday was affected and we recorded an Act of Remembrance with just the Vicar and Churchwardens early in the morning of Remembrance Sunday for use in that morning's Zoom service and online. Our young people had a Remembrance activity and made their own poppy wreath which was then put together – all this was done remotely. In December we heard that we had been successful in a National Lottery Community Fund application for over £9,000 to buy computers, tablets, televisions and other IT equipment to help us in our support of the local community. This equipment will be used partly to improve how we communicate our services and events to the community (and indeed worldwide!) and also so that we can set up a local service to train individuals with no or little IT knowledge how to do basic things including joining a Zoom meeting, etc and to lend out IT equipment to get them started. This project will be rolled out during 2021 to help combat isolation.

As we approached Christmas we decided that most of our services could happen in the building with live streaming apart from the Carol Service. We planned to have a Carol Service in Church with no congregational carols (just a choir singing choir pieces by candlelight) and a recorded service including the traditional carols on YouTube. This was scheduled for Sunday 20 December. But on Saturday 19 December, the Prime Minister announced that because a new strain of the Covid-19 virus had emerged, pubs and restaurants were to close immediately and Christmas plans for all were to be restricted. We therefore decided to go ahead with the recorded Carol Service only and cancelled the service in Church, contacting all those who had booked to attend. Our partnership with VARB (Voluntary Action Reigate and Banstead) in providing a Christmas Day Lunch continued but in a different way. The lunches were cooked in the Hall Kitchen and then volunteers delivered the lunches to the recipients. Again, not ideal as the lack of social interaction, but was all that could be done in line with Government advice. Only the January and February Community Lunches took place – all the others had to be suspended.

Overall 2020 was an exceptional year in which most of our usual activities were suspended. Yet new things in the way we communicate and deliver our Services were introduced and will be developed in the coming years. This year marked a sea change in the way Churches support their communities and at St Mark's, with advice and support from the Diocese, the National Church and the Government, we have made decisions and implemented ways of working that will last well into the future.

Our thanks go to all the members of the Parish for their support and encouragement and especially to members of the PCC. Terrence Hancock, the PCC Secretary, worked tirelessly in ensuring that the work of the PCC could continue in different ways. Brian Rowbotham, our Treasurer, ensured that not only our finances were very carefully monitored and that costs were kept to a minimum, but also publicised the importance of the Gift Day and raised much needed funds. Brian has decided to retire as Treasurer at the end of 2020 after 22 years as Treasurer. Words cannot express how grateful we are to him.

We now look to 2021, starting in Lockdown, but with the rollout of vaccines and better treatments we can also look to a brighter future, albeit with new and different challenges.

Martin Colton, Vicar
Ben Read, Churchwarden
Louise Wallis, Churchwarden