

St Mark's Church, Colney Heath, Hertfordshire

**Annual Report
and
Financial Statements
of the
Parochial Church Council**

For the year ended 31st December 2023

Incumbent:

The Revd Caroline Keightley
The Vicarage
St Mark's Close
Colney Heath, Herts
AL4 0NQ

Bank:

Barclays Bank plc
The St Albans Group
P.O. Box 104
St Albans, Herts
AL1 3AN

Independent Examiner:

A. J. Bennewith Esq
18, Farnham Road
Guildford
Surrey GU1 4XA

Registered Charity no. 1134735

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St Mark's Church 2023 Charity Trustees Annual Report

Aim and Purposes

St Mark's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the Church of St Mark's, Colney Heath and the Church Centre.

In 2023 we had five focus areas where we have progressed and hope to continue to develop. These were to:

1. Offer worship, teaching and discipleship for all ages
2. Strengthen our welcome and belonging
3. Develop outreach and mission both locally and through our mission partners
4. Equip the church for Evangelism
5. Develop our youth ministry

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mark's. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on the public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
Provision of pastoral care for people living in the parish.
Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of St Mark and the Church Centre.

Achievements and Performance

We have been able to continue and grow our worship and services throughout the year. For further details see the Associate Vicar's report included as Appendix A and the Youth Ministry report included as Appendix B.

Worship and Prayer

Services

As a church we offer a range of services on a Sunday and over the course of the year. The 8.30am service is a quieter, reflective communion service; 10.30am follows a pattern of morning worship including children's provision with the 3rd Sunday being communion.

Our online ministry has continued with live stream throughout the year, except for August.

Prayer

In person and WhatsApp prayer meetings have been taking place regularly, on a Monday morning, Wednesday lunchtime, Thursday evening and a monthly prayer evening called 'In His Presence' on the first Sunday of the month. Prayer texts were sent to church members during Advent.

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Fresh Expressions

In line with the Church of England's wider strategy of developing new forms of church, Fresh Expressions, we have continued to develop our ideas. The Gathering is a monthly informal, interactive service for the retired and older members of the community, meeting in the church, and attracting around 25 people per month, enjoying an informal service, fellowship and friendship.

Attendance

At present there are 106 persons on the Church Electoral Roll, 64.5% of whom are not resident within the parish. This represents 80 households. The average Sunday attendance was 76 adults and 19 children. This number is increased significantly when we include all of our services (not just those that take place on a Sunday morning). We estimate that our worshipping community (those who join us for worship at least once a month) is 169. For our services on Christmas Eve/Day we welcomed 343 people to worship with us. The St Mark's YouTube channel views average between 60-100 per week.

Occasional offices

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we commit ourselves to following Jesus Christ, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief, give thanks for the life which is now complete in this world and commend the person into God's keeping. We held an annual service of Thanksgiving and Remembrance in May, for those who have been recently bereaved.

During 2023 we have celebrated 3 weddings, 0 baptisms, 0 confirmations, held 1 funeral, and 4 Interment of Ashes at our church. We have also conducted 1 funeral at the crematorium.

Deanery Synod

We have had two representatives to the Deanery Synod this year. This provides the PCC with an important link between the parish and the wider structures of the church. Our Treasurer is also Deanery Treasurer, providing us with a further link.

The buildings

The Quinquennial work (The inspection was done in 2019) required on the church building has finally been completed this year, ready for the next inspection due in September 2024! Areas of Plaster had been removed from the church internal walls in 2022, to allow drying out. Internal redecoration work was completed in late 2023, along with some external painting during the Summer.

Many other buildings and grounds related tasks have been completed in 2023, including improvements to the centre car park and tree work in the Graveyard and round the Church centre. Investigations into the church heating have been ongoing throughout the year.

The grounds

The conservation group has continued to work on our church grounds, supporting the Wardens and Assistant Wardens with numerous activities and improvements.

A woodland walk was created this year, including a lovely show of snowdrops in the spring.

Pastoral care

Every member of St Mark's is encouraged to be part of a Spur group, which meet at different times during the week: evening and daytime. Pastoral care takes place within these groups, as well as study and prayer.

A pastoral care visiting team supports those from within and outside of our church community that may be in particular need or not part of a spur group.

Discipleship and Teaching

Biblical teaching takes place primarily through Sunday morning sermons and Spur group bible studies.

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Mission and Evangelism

Helping others in need is a demonstration of our faith. Our Mission Tithe is calculated as 10% of all non-restricted giving and Gift Aid. Our Tithe is divided into four, with donations to Open Doors (for the persecuted church), the 2:67 Project (benefiting youth in the local area), Feed -The Vineyard Food Bank (helping people in need in the local area) and The Bulgarian Support Fund (for the church in Varna). A donation was also allocated to STEP (benefiting youth in schools in the area). A small remainder was used by Spur groups for their own projects. Among those supported were Grove House, Amos Trust, MAF and the local Women's Refuge. Our Harvest project this year was the Bishop of St Alban's Appeal -'Cracking food poverty together'. This provided chickens to poor families in Kumi, Uganda. A Tear Fund Big Quiz Night was also held in October, raising money for Tear Fund's work throughout the world.

We have partnered with Samaritans Purse for the shoebox Christmas Appeal again in 2023. The Church Centre was used as a collection/drop off centre for shoeboxes, which were then transported to the processing centre.

Our partnership with Acts435 has continued, a charity which matches people who want to give money, with those in genuine need (who might be of any faith or none).

An Alpha course ran from January to March 2023.

Community and Outreach

We have continued to respond to the needs of the Local Community, and the cost of living crisis.

We held a Big Lunch event, for 1 day in the Easter holidays, over 3 days in late August, and for 1 day in October half-term, providing lunch and activities for all ages.

We have also been supporting the Vineyard Foodbank by collecting items they require.

The Gathering has continued to meet once a month on a Tuesday afternoon. This is for the retired and older members of our community.

The monthly Saturday Men's breakfast has continued this year along with several curry nights (home cooked!) throughout the year. The monthly women's brunch has also been running after the Men's Breakfast. A joint Burn's Night Celebration was held at the end of January.

The monthly Community Cafe provides a gentle welcome and introduction to church for anyone available on a Thursday morning. This is another social occasion to build community in the village.

The craft group and Knit and Natter provide further opportunities for people to interact in a friendly, relaxed environment.

The Vicar, Associate Vicar and Youth Minister trainee have shared the taking of fortnightly assemblies in the local primary school. The school normally holds services in the church at Christmas and Harvest, and visits at other times for class projects.

Smartees has continued meeting on a Wednesday morning in the Church Centre. This is a group for carers and children under Nursery age, with toys, group singing and a craft activity for the children.

The weekly event for young people, Connect, continued this year, for school years 6 to 8 after school on Thursdays.

This year's Remembrance Service included a parade and attendance from the local Rainbows, Brownies and Guides.

St Mark's Church 2023 Charity Trustees Annual Report

Financial Review

Total receipts on unrestricted funds were £164,508. Restricted donations of £5,063 were also received and are detailed in the Financial statements.

Planned giving decreased by 2%, but one off gifts increased by 22%. Total giving decreased by 5% as there were several special collections in 2022 (eg for Varna (Ukrainian refugees) and the hardship fund); we did not have any special collections in 2023.

Currently 64 individuals/households give regularly to St Marks, of the 80 households on the Electoral Roll (80%). All gift aid claims are up to date.

£187,662 (including restricted funds of £5,028) was spent to provide the Christian ministry from St Mark's Church, including the contribution to the diocesan Parish Share which was £70,073, £9,685 to fund Quinquennial work on the church building, £3,540 spent on the Church centre car park and £3,500 on tree work. The Parish Share provides the stipends and housing for clergy, training costs and pensions. The sum that the churches in the deanery have to find is shared between the churches according to a formula that is based mainly on a head count of the congregations.

The result for the year was a net loss of £16,900 on overall funds.

£5,600 of this was planned, as we used saved funds towards the cost of our Youth Minister trainee; the rest is due to the large amounts spent on our buildings and grounds.

In October 2023 our Pledge Sunday was a series of short presentations setting out the future needs of our church and a reminder to review our giving; 59 responses were received, totalling £679 per month before gift aid, 72% of our target, and some lump sum gifts, which have filled the budget deficit for 2023 and some carried over into 2024. The 2024 Budget shows a shortfall of around £14,750, with further impact of energy costs, and inflation.

The predicted budget deficit for 2023 was filled, mainly with lump sum one off gifts and not with monthly regular giving. Our remaining reserves are available to be used in 2024 to partially fund our Youth Minister trainee.

Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December on unrestricted funds totalled £21,928. Restricted funds of £7,019 were also carried forward.

Reserves Policy

The PCC has a reserves policy of maintaining sufficient funds, minimum of £10,000, in the general fund in order to maintain operational liquidity. This has been met this year.

It is our policy to invest our fund balances with the CBF Church of England Deposit Fund.

Volunteers

We would like to thank all the volunteers who work so hard to make our Church what it is. In particular we want to mention our churchwardens David and Nigel, for all their work, both seen and unseen, and all other members of the PCC, for their valuable contribution to our ministry and for keeping the church running and flourishing.

Plans for the Future

As we look ahead St Mark's recommits its plans and aims to fall in line with what God is calling us to do next, in the pursuit of our overall aims and objectives.

St Mark's Church 2023 Charity Trustees Annual Report

Structure, Governance and Management

The method and appointment of PCC members is as set out in the Church Representation Rules. At St Mark's the membership of the PCC consists of the incumbent (our Vicar), Associate Vicar, Churchwardens, Deanery Synod representatives, and lay members elected by those members of the congregation who are on the Electoral Roll of the church. All those who regularly attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The Treasurer is co-opted each year and others may be co-opted to perform specific roles, as required. The PCC has decided on the rule that PCC members are elected for a maximum of two consecutive 3-year terms and thereafter have to stand down for at least 1 year before seeking re-election.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met six times during the year, chaired by the lay vice-chair or our Vicar. The Standing Committee has power to transact the business of the PCC between meetings, subject to any directions given by the Council. The Standing Committee has met before each PCC to check outstanding actions and to set the Agenda for the next meeting of the PCC.

Key items discussed at PCC during 2023 have included:

- Youth ministry
- Church heating
- Safeguarding training and DBS updates
- Churchyard and graveyard management

Safeguarding

The PCC has had due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The PCC are working through the "Parish Dashboard" to ensure that St Mark's meets Diocesan safeguarding requirements, and we are currently at level 3. Our Parish Safeguarding Officer (PSO) has continued to be supported by a small group who review the safeguarding policies produced by the Diocese and Church of England before taking them to the PCC for ratification.

We aim to ensure that all volunteers are recruited safely using the Diocesan policy. We work to ensure that all volunteers have the appropriate DBS and the majority have completed safeguarding training as appropriate. DBS checks and training will be refreshed in line with current guidelines.

Administrative Details and Trustees

St Mark's Church is situated in Colney Heath, near the A414 Longabout. It is part of the Diocese of St Albans within the Church of England. The correspondence address is The Church Office, Church Lane, Colney Heath, Hertfordshire. AL4 0NH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and as a charity with income of over £100,000 is registered with the Charity Commission: Registered Charity No. 1134735.

PCC members who have served from 1st January 2023 are:

Ex Officio members

Incumbent:	Revd Caroline Keightley
Associate Vicar:	Revd Jill Suttie
Wardens:	Mr Nigel Gibbins
	Mr David Levy

Deanery Synod Reps:	Mrs Lorraine Pizan	(2 yrs to run)
	Miss Heather Bennett	(2 yrs to run)

St Mark's Church 2023 Charity
Trustees Annual Report

Hon Treasurer (co-opted):
Secretary (non-voting):

Mrs Pam Fox
Mrs Jackie Shaw

Elected members (7)

Mrs Louise Newlove	(To APCM March 2023)
Miss Sarah Archer	(1 yr to run)
Mrs Claire Oliver	(1 yr to run) Lay Vice-Chair
Mrs Liz Moore	(1 yr to run)
Mrs Amanda Furlong	(2 yrs to run)
Mrs Sara Martin	(2 yrs to run)
Mrs Annie Hall	(2 yrs to run)
Mr Sheldon Stoutt	(From APCM March 2023)

Approved by the PCC on th18 April 2024

and signed on their behalf by Mrs C Oliver PCC Lay Vice-Chair

Appendix A – Associate Vicar's Report

A full range of services and events took place at St. Mark's during 2023, of which these are just a few highlights.

Early in the year arrangements were put in place to create a temporary leadership team to work alongside PCC and to support the work of St Mark's during Caroline's maternity leave. Alun Puddefoot co-ordinated this group which met for the first time in March with Caroline and then with greater regularity as maternity leave began, supporting church wardens and others, ensuring cover for services where necessary and overseeing events/issues as they arose.

In Sunday services our teaching series included the book of James, Elijah: man of God, and Encounters with Jesus from Mark's gospel. We held a Passover Meal as well as Easter services and, at Christmas, carol services which were well attended. Rob Hagon joined our preaching and leading group, and others took on extra services, including a Remembrance service that included the community in a new way. We also had good support from the Diocese, in particular the Rural Dean and other clergy from the deanery. Our young people also participated in youth-led Sunday services: leading, speaking, leading sung worship and in technical and hospitality aspects too. In September Graeme Shaw completed his 3-year Reader training and was licensed (amid great rejoicing) in the Abbey.

Various groups continued to meet, including our Spur Groups, and in key areas such as safeguarding where the group made great progress with our safeguarding procedures. A new evangelism group was set up, and a group to oversee digital input and communications. The pastoral visiting team expanded to include and involve new people. On Sundays visitors continued to be welcomed, and during the week new people found a welcome at Community Cafe, craft and knit-and-natter groups and the Conservation team, as well as at Smartees and The Gathering.

We also continued our Big Lunch events throughout the year with a day in Holy Week, 3 days in August and a day in October, all of which were greatly appreciated and involved both the core team and many volunteers. Other key events of the year included two church family weddings and the annual Thanksgiving and Remembrance service in May.

So many people stepped up to take on new tasks and responsibilities during the year, both seen and unseen. The prayer, involvement and commitment of the whole church enabled us to serve God and our community; I am thankful, on behalf of all of us, for all the ways that love and support characterises St Mark's.

Appendix B – Youth Ministry Report January 2023 – December 2023

‘And it is my prayer that your love may abound more and more, with knowledge and depth of insight’. Philippians 1:9.

In our youth ministry here at St Mark’s, we are dedicated to guiding and uplifting the next generation. This report outlines our recent activities, accomplishments and goals as we walk alongside young individuals in their faith and personal growth.

Sunday mornings- Each Sunday morning, we have gathered our young people to foster a sense of community and spiritual nourishment. Through engaging discussions on Old Testament biblical figures and various Old Testament books, creating a biblical timeline to aid us. We have worshipped and learnt together different spiritual gifts and how we best connect with God with a time to reflect on how we put these into practice.

Connect Youth club- It offers a welcoming space where young people can come together to forge connections and have fun. Connect continues to grow and be an invaluable club for young people living in Colney Heath. We have enjoyed various activities, copious amounts of pizza and made deeper connections with one another.

Explore spur group- Explore provides a space for in-depth discussions and exploration of faith-related topics for young people in year 9 and above. Towards the end of 2023, Helena and I created explore. We have enjoyed our time together using a series to look at who is God and how this relates to me.

Youth led services- A highlight of 2023 was the introduction of youth led services, marking a significant milestone in our ministry’s journey. With the first service in March and subsequent one in October. We will continue to develop and follow God’s guidance on how we continue these. Our young people have led these services with such passion, creativity and a profound sense of purpose, both upfront and behind the scenes.

Lunch club at Colney Heath school- In 2023, we created a lunch club for year sixes. This is a space away from the hustle and bustle of a usual school day. Through activities and meaningful conversations, we were able to support one another, listen and provide helpful tips on how we can deal with different situations.

Social events- Our social events serve as moments of joy, laughter and bonding. We started with an exhilarating bowling session, then to lots of splashing and slides in our local swimming pool, and then to a thrilling ski slope adventure towards the end of 2023.

Fuel- It has provided invaluable opportunities for spiritual growth and community engagement. Visits to Verso Vineyard, St Paul’s and to St Mark’s Colney Heath have enriched our different expressions of faith and strengthened our connections with other Christians from the broader Christian Community.

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The 267 Project- Our involvement in various 267 events has been a cornerstone in our youth ministry growth and connectivity. Despite being a smaller youth group, our attendance at gatherings such as the 6,7,8 weekend, Ninja Warrior and the first Illuminate gathering which was held at Verso Vineyard. These have created invaluable opportunities for fellowship, learning and have been a whole lot of fun!

Step Schoolwork- Our partnership in Step Schoolwork has been especially meaningful for our smaller group within St Mark's. It has provided unique opportunity for closer connections with young people in our community schools. We have also seen familiar faces from St Mark's volunteering in these schools which has been wonderful for our young people to experience.

As we reflect on the past year, we are filled with gratitude for the growth, connections and transformative experiences within our youth ministry. Looking ahead, we remain steadfast in our mission to nurture faith, foster community and empower the next generation on their spiritual journeys.

Parochial Church Council of St Mark, Colney Heath
STATEMENT OF FINANCIAL ACTIVITIES
For the year ending 31 December 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
INCOME AND ENDOWMENTS FROM:						
Donations and Legacies	2(a)	151,804	2,069		153,873	159,196
Charitable activities	2(d)	10,580			10,580	13,075
Investments	2(c)	1,669	19		1,688	1,026
Other	2(e)	455	2,975		3,430	8,963
Total		164,508	5,063	0	169,571	182,260
EXPENDITURE ON:						
Charitable Activities	3	182,634	5,028		187,662	189,880
Total		182,634	5,028	0	187,662	189,880
NET INCOME/(EXPENDITURE)		(18,126)	35	0	(18,091)	(7,620)
Gains on investment assets: on revaluation	4			1,223	1,223	(1,770)
Transfers between Funds						
NET MOVEMENT IN FUNDS		(18,126)	35	1,223	(16,868)	(9,390)
RECONCILIATION OF FUNDS						
Total Funds brought Forward		40,054	6,984	12,953	59,991	69,381
TOTAL FUNDS CARRIED FORWARD		21,928	7,019	14,176	43,123	59,991
CONTINUING ACTIVITIES						
All income and expenditure has arisen from continuing activities						
The notes on pages 12 to 15 form part of this account						

Parochial Church Council of St Mark, Colney Heath
Balance Sheet at 31 December 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
FIXED ASSETS:						
Tangible	6			0	0	0
Investment	7		46	14,176	14,222	12,998
Total fixed Assets			46	14,176	14,222	12,998
CURRENT ASSETS:						
Debtors	10	4,925	76		5,001	2,242
Short term deposits	9	31,064			31,064	47,868
Cash at bank and in hand	8	12,215	7,131		19,346	16,086
Total current Assets		48,204	7,207	0	55,411	66,196
LIABILITIES:						
Creditors: Amounts falling due within one year	11	(26,276)	(234)		(26,510)	(19,203)
Net current Assets or liabilities		21,928	6,973	0	28,901	46,993
TOTAL ASSETS LESS CURRENT LIABILITIES		21,928	7,019	14,176	43,123	59,991
TOTAL NET ASSETS OR LIABILITIES:		21,928	7,019	14,176	43,123	59,991
PARISH FUNDS						
Unrestricted	12	21,928			21,928	40,054
Restricted			7,019		7,019	6,984
Endowment				14,176	14,176	12,953
		21,928	7,019	14,176	43,123	59,991

Approved by the Parochial Church Council on 18th April 2024 and signed on its behalf by:

Claire Oliver (Lay Vice-chair)

Pamela Fox (Member, Hon. Treasurer)

C. Oliver
P.S. Fox

PAROCHIAL CHURCH COUNCIL OF ST MARK'S CHURCH, COLNEY HEATH**Notes to the financial statements for the year ended 31 December 2023****1 ACCOUNTING POLICIES**

Based on the model set of accounting policies, published by the Central Board of Finance of the Church of England; full details given on page 16.

2 INCOME

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
2(a) Voluntary income					
Bank Direct	108,957			108,957	111,113
Bank Direct (CAF, GYE or Equiv)	300			300	300
Envelope Scheme	240			240	240
Loose gifts (Including card reader)	1,993			1,993	1,866
Other Donations	13,175			13,175	10,790
Gift Aid tax recovered	27,139			27,139	26,057
Support for Armstrongs		75		75	75
Centre Fund		375		375	375
Hardship Fund		0		0	3,120
Varna		0		0	4,023
Acts 435		480		480	150
Bishop's Harvest Appeal		929		929	917
Spur Groups supported organisations	Note 13	210		210	170
	151,804	2,069	0	153,873	159,196
2(b) Activities for generating funds					
None	0	0	0	0	0
2(c) Income from investments					
Interest CBF Deposit Fund	1,146			1,146	601
Interest Current Accounts	102			102	18
Interest Easement Deposit Account	51			51	21
Interest Roberts Bequest	Note 7	19		19	18
Cemetery Interest (Pugh and East)	Note 7	370		370	368
	1,669	19	0	1,688	1,026
2(d) Income from Church Activities					
Income -Centre hire	6,385			6,385	5,600
Weddings/Funeral Fees	2,083			2,083	6,150
Marksman	625			625	568
The Big Lunch	111			111	
Passover Meal	270			270	
The Tearfund Quiz	336			336	
Community Cafe	347			347	378
Smartees	423			423	379
	10,580	0	0	10,580	13,075
2(e) Other incoming resources					
CHPC Grant for Closed Graveyard Maintenance		1,650		1,650	1,650
Diocesan Youth Grant		500		500	250
Government Grant for VAT recovery Quinquennial				0	5,284
Diocesan Grant towards energy costs				0	1,279
County Council Grant for The Big Lunch		500		500	500
Collection for Jill	455			455	
Diocesan Grant for Energy Audit		325		325	
	455	2,975	0	3,430	8,963
TOTAL INCOMING RESOURCES	164,508	5,063	0	169,571	182,260

3 EXPENDITURE**Ministry**

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
Note 14	3,562	0	0	3,562	4,616
Office and Staff					
Staff Salaries and NICS	40,755			40,755	33,498
Pensions	Note 5	2,442		2,442	1,604
Training		667		667	414
Telephone and Broadband		388		388	458
Office Equipment		22		22	343
	44,274	0	0	44,274	36,317

ST MARK'S CHURCH ACCOUNTS 2023

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
Church Centre					
Gas (Church and Centre)	5,380			5,380	2,344
Water (Church and Centre)	337			337	347
Electricity (Centre)	1,764			1,764	824
Insurance (Church and Centre)	2,489			2,489	2,360
Maintenance	1,686			1,686	3,155
Car Park	3,540			3,540	
Outdoor Lighting	0			0	1,518
Path by Centre Car Park	0			0	954
Cleaning/hygiene materials	272			272	187
Cleaning (Church and Centre)	3,114			3,114	2,964
	18,582	0	0	18,582	14,653
Church Building and Services					
Services expenses	2,465			2,465	2,730
New Bibles	817			817	
Refreshments	617			617	705
Electricity (Church)	1,817			1,817	1,019
Energy Audit	89	325		414	
Maintenance	2,060			2,060	4,783
Church North Path	0			0	12,264
Church path to emergency exit	0			0	1,990
Quinquennial Work	9,685			9,685	6,493
	17,550	325	0	17,875	29,984
Stationery					
Photocopier costs	1,595			1,595	1,740
Other stationery	344			344	227
Texts	74			74	67
Church Suite Database	651			651	561
	2,664	0	0	2,664	2,595
Other					
Youth Work	2,022	107		2,129	1,934
Smartees	172			172	149
Marksman	568			568	419
Posters	0			0	25
Flowers	384			384	451
Deanery	45			45	45
Publicity (Christmas and Easter)	260			260	242
Monthly fee for CAF Bank Account	60			60	81
Website	627			627	572
The Gathering	143			143	
Other	166			166	228
Acts 435		480		480	150
Hardship Fund		0		0	1,300
The Big Lunch	455	1,250		1,705	758
Passover Meal	175			175	
Collection for Jill	455			455	
Cemetery Interest (Pugh and East)	Note 4 370			370	368
	5,902	1,837	0	7,739	6,722
Mission					
Mission Tithe 2023	Note 13 14,450			14,450	14,050
Bishop's Harvest Appeal		929		929	925
Evangelical Alliance	130			130	130
CVM	60			60	60
Varna -to support Ukrainian Refugees				0	4,023
The Tearfund Quiz	336			336	
Spur Groups supported organisations	Note 13 210	210		210	170
Armstrongs		75		75	75
	14,976	1,214	0	16,190	19,433
Diocesan Parish Share	70,073			70,073	68,066
Open Graveyard	351			351	2,248
Trees in Open Graveyard	3,500			3,500	
Memorial Trees and Plaques				0	278
Closed Graveyard		1,652		1,652	3,648
Governance costs					
Independent Examination of Accounts	1,200			1,200	1,320
TOTAL RESOURCES EXPENDED	182,634	5,028	0	187,662	189,880

4 GAINS AND LOSSES ON INVESTMENTS – UNREALISED

Pugh Bequest	1st Jan 2023	7,763	31st Dec 2023	8,500	Net gain	737
I. F. East	1st Jan 2023	4,592	31st Dec 2023	5,021	Net gain	429
For Graveyard						
Roberts Bequest	1st Jan 2023	598	31st Dec 2023	655	Net gain	57
						<u>1,223</u>

Interest arising on the Roberts bequest accrues to the Church maintenance fund.

'Cemetery Interest' arising on the Pugh and East bequests is paid to the Parish Council for maintenance of the closed graveyard.

5 STAFF COSTS

Honoraria and Wages

During the year the PCC employed two Parish Administrators, a cleaner and a Youth Ministry Trainee, all of whom earned less than £60,000.

	TOTAL 2023	TOTAL 2022
Wages and Salaries	43,869	36,462
Employers contributions to defined contribution pension Schemes	2,442	1,604
	<u>46,311</u>	<u>38,066</u>

6 FIXED ASSETS FOR USE BY PCC

The Church and Centre are insured for £5,000,000 and are not shown on the balance sheet as the Church is a consecrated building and the Centre is built on consecrated ground, both unsaleable without a faculty.

7 INVESTMENTS

Miss Pugh Bequest -Endowment Fund	376 shares at bid price on 31st Dec 2023	8,500			
Income restricted (Churchyard upkeep). CBF Investment Fund	Shares, held by St Albans DBF as custodian trustee				
Mrs Roberts Bequest -Endowment Fund	28.97 shares at bid price on 31st Dec 2023	655			
Income restricted (Church and Churchyard upkeep). CBF Deposit Fund, held by St Albans DBF as custodian trustee					
I.F.East for Graveyard -Endowment Fund	253 shares at bid price on 31st Dec 2023	5,021			
COIF (Charities Official Investment Fund) Charity Fund					
	Unrestricted	Restricted	Endowment	TOTAL 2023	TOTAL 2022
Pugh			8,500	8,500	7,763
Roberts		46	655	701	643
East			5,021	5,021	4,592
	0	46	14,176	14,222	12,998

8 CASH AT BANK AND IN HAND

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2023	TOTAL FUNDS 2022
Bank (Current Account)	500			500	500
Bank (Business Premium Account)	11,698	112		11,810	8,602
CafCash Account	17	7,019		7,036	6,984
	<u>12,215</u>	<u>7,131</u>	<u>0</u>	<u>19,346</u>	<u>16,086</u>

9 DEPOSITS

CBF Deposit Fund	29,424			29,424	46,278
Easement	1,640			1,640	1,590
	<u>31,064</u>	<u>0</u>	<u>0</u>	<u>31,064</u>	<u>47,868</u>

10 DEBTORS

Gift Aid	4,925	76		5,001	2,157
Other				0	85
	<u>4,925</u>	<u>76</u>	<u>0</u>	<u>5,001</u>	<u>2,242</u>

11 CURRENT LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Mission Tithe	15,900			15,900	14,750
Other	10,376	234		10,610	4,453
	<u>26,276</u>	<u>234</u>	<u>0</u>	<u>26,510</u>	<u>19,203</u>

12 MOVEMENT IN FUNDS

	At 1.1.23	Incoming Resources	Resources Expended	Net movement in funds	Transfers between funds	At 31.12.23
Unrestricted Funds						
General Fund	38,809	164,085	182,319	(18,234)		20,575
Smartees	499	423	172	251		750
The Gathering (Old WB)	746	0	143	(143)		603
Subtotal of Unrestricted funds	<u>40,054</u>	<u>164,508</u>	<u>182,634</u>	<u>(18,126)</u>	<u>0</u>	<u>21,928</u>
Restricted Funds						
Centre Fund	2,625	375	0	375		3,000
Diocesan Youth Grant	0	500	0	500		500
Diocesan Energy Audit Grant	0	325	325	0		0
Youth Equipment	107	0	107	(107)		0
Hardship Fund	1,820	0	0	0		1,820
Acts 435	0	480	480	0		0
Short Term Mission	906	0	0	0		906
Mission Evangelism (Used for The Big Lunch)	750	500	1,250	(750)		0
Mission (Armstrongs)	0	75	75	0		0
Mission (General)	0	1,139	1,139	0		0
Closed Graveyard	326	1,650	1,652	(2)		324
War Memorial Fund	221	0	0	0		221
Church Maintenance Fund	229	19	0	19		248
Subtotal of Restricted funds	<u>6,984</u>	<u>5,063</u>	<u>5,028</u>	<u>35</u>	<u>0</u>	<u>7,019</u>

ST MARK'S CHURCH ACCOUNTS 2023

	At 1.1.23	Incoming Resources	Resources Expended	Net movement in funds	Transfers between funds	At 31.12.23
Endowment Funds						
Church Maintenance Fund	598	57	0	57		655
Churchyard Fund	12,355	1,166	0	1,166		13,521
Subtotal of Endowment funds	12,953	1,223	0	1,223	0	14,176
Total Funds	59,991	170,794	187,662	(16,868)	0	43,123

Fund Descriptions

Smartees	Funds that have been raised by the Smartees mornings, for replacing equipment and other costs
The Gathering (Old WB)	Funds that have been raised by the Welcome Break termly events, for use in future events eg The Gathering
Building Fund	Donations for work on the Church building
Centre Fund	Donations for work on the Church Centre building
Youth Equipment	Donations toward large items of Youth Equipment
Hardship Fund	Fund created to help those locally in need
Acts 435	Funds held and administered for Acts 435
Short Term Mission	Donations for grants toward Short term mission opportunities for members of the church
Mission Evangelism	Donations for local Mission/Evangelism events
Mission(Armstrongs)	Donations for John Armstrong
Closed Graveyard	Maintenance of Closed Graveyard
War Memorial Fund	Maintenance of War Memorial
Church Maint Fund	Historic Church maintenance fund
Churchyard Fund	Endowment Funds for maintenance of Graveyard and specific Graves

	From Mission Tithe 2022	Receipts in 2023	Expenditure in 2023	From Gen Funds
13 MISSION TITHE				
Spur Groups supported organisations				
Amos Trust	50	100	(150)	
Rennie Grove Hospice	25	55	(80)	
MAF	25	55	(80)	
Women's Refuge	50	0	(50)	
Mission Tithe 2023			(14,450)	14,450
2:67 Proj (£4,250), Open Doors, Food Bank, Bulgarian Support Fund (£2,850 each) STEP £400 Spur Groups/PCC to use in 2024 £1250				

14 TRUSTEES' REMUNERATION AND EXPENSES

No Trustees received Remuneration for their role as Trustees.
Revd C Keightley, Revd J Suttie, G Shaw (Lay Reader) and S Horner (Youth Minister Trainee) received working expenses.
Total Expenses paid were £4,616 in 2022 and £3,562 in 2023.

15 RELATED PARTY TRANSACTIONS

There were no Related Party Transactions in 2023.

16 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
INCOME AND ENDOWMENTS FROM:					
Donations and Legacies	140,366	18,830		159,196	142,963
Charitable activities	13,075			13,075	5,886
Investments	1,008	18		1,026	400
Other	7,313	1,650		8,963	2,498
Total	161,762	20,498	0	182,260	151,747
EXPENDITURE ON:					
Charitable Activities	168,147	21,733		189,880	152,631
Total	168,147	21,733	0	189,880	152,631
NET INCOME/(EXPENDITURE)	(6,385)	(1,235)	0	(7,620)	(884)
Gains on investment assets:					
on disposal				0	0
on revaluation			(1,770)	(1,770)	1,870
Transfers between Funds					
NET MOVEMENT IN FUNDS	(6,385)	(1,235)	(1,770)	(9,390)	986
RECONCILIATION OF FUNDS					
Total Funds brought Forward	46,439	8,219	14,723	69,381	68,395
TOTAL FUNDS CARRIED FORWARD	40,054	6,984	12,953	59,991	69,381

ST MARK'S CHURCH, COLNEY HEATH - ACCOUNTING POLICIES

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)(effective 1 January 2015), Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for valuation of investment assets, which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under gift aid is recognised only when received. Income tax recoverable on gift aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Other ordinary income

Rental income from the letting of church premises is recognised when received.

Income from investments

Dividends and interest are accounted for when received. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are realised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December in any given year.

Resources used

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Diocesan Parish share is accounted for when payable. Any share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated land and buildings and moveable church furnishings.

Consecrated and beneficed property is excluded from the accounts by s.10(2) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other buildings

Expenditure on maintenance or improvement is written off as incurred.

Other fixtures, fittings, and office equipment

Equipment used within the church premises is written off when the asset is acquired.

Investments

Investments are valued at market value at 31 December in any given year.

Current Assets

Amounts owing to the PCC at 31 December in any given year are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

Independent Examiner's Report to the Trustees of
St. Mark's Church, Colney Heath

I report on the accounts for the year ended 31 December 2023 set out on pages 10 to 16.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of the independent examiner's report

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

Independent examiner's statement

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

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

A J Bennewith, FCA, FCPA, FFA, FFTA, FIPA, DChA, FRSA
Upper Ground Floor
18, Farnham Road
Guildford
Surrey
GU1 4XA



Date: 23 October 2024