

St Mark's Church, Colney Heath, Hertfordshire

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

For the year ended 31st December 2024

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
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Independent Examiner:

A. J. Bennewith Esq
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Registered Charity no. 1134735

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St Mark's Church 2024 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 2024 we had four focus areas where we have progressed and hope to continue to develop. These were:

1. Focus on under 11s
2. Encourage and enhance Discipleship
3. Review of Spur groups
4. Equip the church for Evangelism

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 Vicar's report included as Appendix A.

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 one Sunday a month. This was renamed 'Prayer hour' in the autumn. 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 100 persons on the Church Electoral Roll, 66% of whom are not resident within the parish. This represents 77 households. The average Sunday attendance was 81 adults and 17 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 170. For our services on Christmas Eve/Day we welcomed 279 people to worship with us. The St Mark's YouTube channel views average between 50-80 per week.

The Electoral Roll is due to be completely renewed in 2025.

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 June, for those who have been recently bereaved.

During 2024 we have celebrated 0 weddings, 2 baptisms, 0 confirmations, held 8 funerals, and 3 Interment of Ashes at our church. We have also conducted 2 funerals 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 Deanery meeting took place at St Marks in June.

The buildings

As some stains and damp have reappeared at the front and back of the church, another investigation is required, before further repainting takes place. This is now scheduled for early 2025. The Quinquennial Inspection was carried out in October and work identified will be addressed in 2025, but no new major items were found. A priority job is to attend to the gutters and roof tiles.

The emergency exit ramp from the Church Centre was finally completed this year, after being on the list for a while! Further work was done on the car park, to extend the parking and deal with a small area of flooding.

In December a new boiler was finally fitted in Church after 2 years of work by the Church Wardens and others, to obtain permission from the Diocese. Many thanks to all concerned.

The grounds

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

The woodland walk had several open days, to showcase the snow drops, at the end of February.

Eco Church Bronze Award

In November we earned the bronze award and have a certificate on the noticeboard to prove it! Many thanks to the Conservation Group as all their work helped us reach the bronze stage so quickly. We are now working towards earning the silver award.

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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 review has been undertaken of the Spur Groups, with feedback due in 2025.

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.

We held a 24 Hours Together event in May; Friday evening in church, and then all day Saturday at Christ Church Ware. This involved worship, teaching, discussion, and eating together!

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 Amos Trust and the local Women's Refuge. For our Harvest project this year we supported the Bishop of St Alban's Harvest Appeal -Thrive: Nutrition and Sustainable Agriculture in Sri Lanka in partnership with Leprosy Mission. This provides support to families affected by Leprosy to grow their own food and raise their standard of living. 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 2024. 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).

A Discovery course ran in June and July 2024.

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.

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The Vicar, Associate Vicar and Youth Minister 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 9 after school on Thursdays.

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

Financial Review

Total receipts on unrestricted funds were £175,320 (£164,508 in 2023). Restricted donations of £30,781 were also received (£5,063 in 2023) and are detailed in the Financial statements.

Currently 63 households give regularly to St Marks, of the 77 households on the Electoral Roll (82%), mainly by standing order or bank transfer.

During the year, 4 planned givers stopped and 3 started, and planned giving to general funds increased by 6%. One off lump sum gifts increased by 56%! All gift aid claims are up to date.

£185,907 (including restricted funds of £12,323) was spent to provide the Christian ministry from St Mark's Church, including the contribution to the diocesan Parish Share which was £72,752, £3,205 spent on the Church centre car park and emergency exit ramp and £3,215 on replacing the Church boiler. 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 increase of £20,516 on overall funds.

When we entered 2024, we carried forward £21,928 in general funds and had a predicted budget deficit of £14,750.

We were very fortunate and blessed in 2024, to receive a bequest from Joyce Margaret Brown (unknown to us!) totalling £15,700. With this, and lump sum gifts that came early in 2024 (not pledges), the deficit was filled, and more! Praise God, but the issue remained that regular monthly giving needed to be increased to cover increases in costs due to inflation and energy costs, over the last two years.

Our November 2024 Pledge Sunday reminded us of the need to review our giving. 53 responses were received, totalling £1,430 per month before gift aid, representing 60% of our monthly target, and also lump sum gifts totalling £22,080. (Some of this will be received after April 2025). After including this increased regular giving, the 2025 Budget still shows a deficit of £12,500 for the year, but we have lump sums to cover this if required.

Looking forward to 2025, expenditure is needed on the church to investigate the staining at the front and back of church, and some further painting at the rear. The Quinquennial Inspection took place in October and work identified will be addressed in 2025, but no new major items were found. A priority job is to attend to the gutters and roof tiles. A total of £13,000 for these two items, can be covered by the pledge lump sums.

Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December on unrestricted funds totalled £23,664. Restricted funds of £25,477 were also carried forward.

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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 re-commits 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.

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 2024 have included:

- Evangelism
- Youth ministry
- Church heating
- 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 have completed safeguarding training as appropriate.

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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 2024 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	(1 yrs to run)
	Miss Heather Bennett	(1 yrs to run)

Hon Treasurer (co-opted):	Mrs Pam Fox
Safeguarding Officer (co-opted):	Mrs Claire Mearing
Secretary (non-voting):	Mrs Jackie Shaw

Elected members (7)	Miss Sarah Archer	(To APCM April 2024)
	Mrs Liz Moore	(To APCM April 2024)
	Mrs Annie Hall	(To APCM April 2024)
	Mrs Claire Oliver	(Re-elected at APCM April 2024) Lay Vice-Chair
	Mrs Amanda Furlong	(1 yr to run)
	Mrs Sara Martin	(1 yr to run)
	Mr Sheldon Stoutt	(2 yrs to run)
	Mrs Kirstie Palin	(From APCM April 2024)
	Mr Derek Wilcox	(From APCM April 2024)
	Mrs Lorna Connery	(From APCM April 2024)

Approved by the PCC on 11th March 2025

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

Appendix A - APCM Vicar's Report 2025

As we gather for our APCM, we come with thankful hearts, ready to celebrate and reflect on what God has been doing among us. Matthew 25:40 reminds us, "Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me." And as we take a moment to look back, we can see His hand at work in so many ways.

Lives have been touched, people have found their way back to faith and church, prayers have been answered, support has been given where it was needed, new preachers have preached, children and youth work has grown, the sick have been visited, the community has been blessed and we have worshipped. Across all ages, we have

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built one another up, showing through our actions what it means to follow Jesus. Because when we care for Jesus' people, we care for him.

St Mark's is a place where God moves through His people, and that includes each and every one of us. Whether it's through offering a kind welcome, using a skill to serve, or tending the garden so others can enjoy it, God works through us. We see Him in the quiet prayers of the oldest members praying for the youngest, in the quick responses to a WhatsApp prayer request, in the small but powerful acts of care that make a difference in someone's day.

This past year has been one of faithfulness and fresh beginnings, long-standing members continuing to serve, new faces joining, and those who had drifted away returning. It's been a joy to see God at work. And so, before anything else, thank you. Thank you to everyone for all the ways you have given, served, and prayed. Some of it has been visible, much of it unseen, but all of it matters. Each action seen by Jesus, as when you care for his people, you care for him.

Our vision continues to shape us as we move forward:

1. Worship, teaching, and discipleship for all ages – creating spaces where we encounter God together.
2. Strengthening our welcome and belonging – making sure everyone feels at home at St Mark's.
3. Developing outreach and mission – engaging both locally and through our mission partners.
4. Equipping the church for evangelism – giving confidence to share faith through seeker courses and training.
5. Partnering with Shannon – supporting the growth of our family and youth work.

And as we look ahead, let's be expectant.

- Let's deepen our worship, prayer, and faith through our sermon series on David's worship and prayer life.
- Let's set aside time during Thy Kingdom Come week to pray together, leading up to a shared service and brunch.
- Let's celebrate at our baptism, reaffirmation, and confirmation service with the Bishop in June.
- Let's invite others to The Big Saturday Night, a time of fun and faith.
- Let's invest in Youth Alpha, a new daytime craft group, and the many opportunities God is giving us.
-

This journey of faith is not about ticking off tasks or getting everything right—it's about seeking Jesus and trusting Him with the process. We don't need to have it all figured out; we just need to keep moving towards Him, knowing that He is faithful. And when we care for others, in all the big and small ways, we are caring for Him.

We also hold space for the reality that while our church is growing, we have also faced loss, illness, and change. We carry both joy and sorrow, knowing that Jesus walks with us in every season.

So as we move forward, let's not miss the beauty of what God is doing right now. Let's be fully present, fully available, and fully expectant. Not because of what we bring, but because of who He is. We love because Christ first loved us, and it is His love that strengthens us and gives us all we need to keep going. And as we faithfully follow Him, we look forward to the day when we will hear Him say, "Well done, good and faithful servant." For when we cared for them, we cared for Him.

To finish, Isaiah 46: 4 Even to your old age and grey hairs I am he, I am he who will sustain you. I have made you and I will carry you; I will sustain you and I will rescue you.

Parochial Church Council of St Mark, Colney Heath
STATEMENT OF FINANCIAL ACTIVITIES
For the year ending 31 December 2024

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2024 £	TOTAL FUNDS 2023 £
INCOME AND ENDOWMENTS FROM:						
Donations and Legacies	2(a)	160,061	27,160		187,221	153,873
Charitable activities	2(c)	11,202			11,202	10,580
Investments	2(b)	2,216	21		2,237	1,688
Other	2(d)	1,841	3,600		5,441	3,430
Total		175,320	30,781	0	206,101	169,571
EXPENDITURE ON:						
Charitable activities	3	173,584	12,323		185,907	187,662
Total		173,584	12,323	0	185,907	187,662
NET INCOME/(EXPENDITURE)		1,736	18,458	0	20,194	(18,091)
Gains on investment assets: on revaluation	4			322	322	1,223
Transfers between Funds						
NET MOVEMENT IN FUNDS		1,736	18,458	322	20,516	(16,868)
RECONCILIATION OF FUNDS						
Total Funds brought Forward		21,928	7,019	14,176	43,123	59,991
TOTAL FUNDS CARRIED FORWARD		23,664	25,477	14,498	63,639	43,123

CONTINUING ACTIVITIES

All income and expenditure has arisen from continuing activities
The notes on pages 10 to 14 form part of this account

Parochial Church Council of St Mark, Colney Heath
Balance Sheet at 31 December 2024

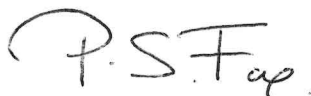
	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2024 £	TOTAL FUNDS 2023 £
FIXED ASSETS:						
Tangible	6			0	0	0
Investment	7		48	14,498	14,546	14,222
Total fixed Assets			48	14,498	14,546	14,222
CURRENT ASSETS:						
Debtors	10	3,602	2,421		6,023	5,001
Short term deposits	9	9,706	23,008		32,714	31,064
Cash at bank and in hand	8	27,802	0		27,802	19,346
Total current Assets		41,110	25,429	0	66,539	55,411
LIABILITIES:						
Creditors: Amounts falling due within one year	11	(17,446)			(17,446)	(26,510)
Net current Assets or liabilities		23,664	25,429	0	49,093	28,901
TOTAL ASSETS LESS CURRENT LIABILITIES		23,664	25,477	14,498	63,639	43,123
TOTAL NET ASSETS OR LIABILITIES:		23,664	25,477	14,498	63,639	43,123
PARISH FUNDS						
Unrestricted	12	23,664			23,664	21,928
Restricted			25,477		25,477	7,019
Endowment				14,498	14,498	14,176
		23,664	25,477	14,498	63,639	43,123

Approved by the Parochial Church Council on 11th March 2025 and signed on its behalf by:

Claire Oliver (Lay Vice-chair)



Pamela Fox (Member, Hon. Treasurer)



PAROCHIAL CHURCH COUNCIL OF ST MARK'S CHURCH, COLNEY HEATH

Notes to the financial statements for the year ended 31 December 2024

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 14.

2 INCOME

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
2(a) Donations and Legacies					
Bank Direct	115,154			115,154	108,957
Bank Direct (CAF, GYE or Equiv)	300			300	300
Envelope Scheme	240			240	240
Loose gifts (Including card reader)	2,395			2,395	1,993
Other Donations	210	20,330		20,540	13,175
Gift Aid tax recovered	26,062	5,083		31,145	27,139
Bequests	15,700			15,700	
Support for the Armstrongs		0		0	75
Centre Fund		375		375	375
Acts 435		400		400	480
Bishop's Harvest Appeal		827		827	929
Spur Groups supported organisations		145		145	210
	160,061	27,160	0	187,221	153,873
2(b) Investments					
Interest CBF Deposit Fund	1,562			1,562	1,146
Interest Current Accounts	191			191	102
Interest Easement Deposit Account	87			87	51
Interest Roberts Bequest	Note 7	21		21	19
Cemetery Interest (Pugh and East)	Note 7	376		376	370
	2,216	21	0	2,237	1,688
2(c) Charitable activities					
Income -Centre hire	3,635			3,635	6,385
Weddings/Funeral Fees	3,807			3,807	2,083
Marksman	1,104			1,104	625
Women's Events	285			285	
The Big Lunch	106			106	111
Passover Meal	0			0	270
The Tearfund Quiz	434			434	336
Community Cafe	372			372	347
Smarteers	409			409	423
24 Hours Away	1,050			1,050	0
	11,202	0	0	11,202	10,580
2(d) Other income					
CHPC Grant for Closed Graveyard Maintenance		1,650		1,650	1,650
Diocesan Youth Grant		500		500	500
Government Grant for VAT recovery Quinquennial	1,421			1,421	0
County Council Grant for The Big Lunch		250		250	500
Parish Council Grant for The Big Lunch 2023		200		200	
Parish Council Grant for The Big Lunch 2024		500		500	
St Albans District Council Grant for The Big Lunch		500		500	
Special Collections	420			420	455
Diocesan Grant for Energy Audit				0	325
	1,841	3,600	0	5,441	3,430
TOTAL INCOMING RESOURCES	175,320	30,781	0	206,101	169,571

3 EXPENDITURE

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
Ministry					
Note 14	4,709	0	0	4,709	3,562
Office and Staff					
Note 5	42,652	5,625		48,277	43,869
Note 5	2,455			2,455	2,442
	667			667	667
	517			517	388
	0			0	22
	46,291	5,625	0	51,916	47,388
Church Centre					
	7,258			7,258	5,380
	278			278	337
	1,719			1,719	1,764
	2,593			2,593	2,489
	491			491	1,686
	1,555			1,555	3,540
	1,650			1,650	
	409			409	272
	15,953	0	0	15,953	15,468

ST MARK'S CHURCH ACCOUNTS 2024

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
Church Building and Services					
Services expenses	1,590			1,590	2,465
New Bibles				0	817
Refreshments	513			513	617
Electricity (Church)	2,429			2,429	1,817
Maintenance	808			808	2,060
New Boiler		3,215		3,215	
Energy Audit				0	414
Quinquennial Inspection	857			857	
Quinquennial Work				0	9,685
	6,197	3,215	0	9,412	17,875
Stationery					
Photocopier costs	1,765			1,765	1,595
Other stationery	254			254	344
Texts	101			101	74
Church Suite Database	726			726	651
	2,846	0	0	2,846	2,664
Other					
Youth Work	1,436			1,436	2,129
Smartees	259			259	172
Marksmen	644			644	568
Women's Events	185			185	
Flowers	212			212	384
Training/Conferences	50			50	0
Deanery	45			45	45
Publicity (Christmas and Easter)	290			290	260
Monthly fee for CAF Bank Account/ Bank Charges	61			61	60
Website	624			624	627
The Gathering	26			26	143
24 Hours Away	773			773	
Other	116	150		266	166
Acts 435		400		400	480
The Big Lunch	707	950		1,657	1,705
Passover Meal				0	175
Special Collections	420			420	455
Cemetery Interest (Pugh and East)	Note 4 376			376	370
	6,224	1,500	0	7,724	7,739
Mission					
Mission Tithe 2024	Note 13 16,000			16,000	14,450
Bishop's Harvest Appeal		827		827	929
Evangelical Alliance	130			130	130
CVM	60			60	60
The Tearfund Quiz	434			434	336
Spur Groups supported organisations		145		145	210
Armstrongs		0		0	75
	16,624	972	0	17,596	16,190
Diocesan Parish Share	72,752			72,752	70,073
Open Graveyard	668			668	351
Trees in Open Graveyard				0	3,500
Closed Graveyard		1,011		1,011	1,652
Governance costs					
Independent Examination of Accounts	1,320			1,320	1,200
TOTAL RESOURCES EXPENDED	173,584	12,323	0	185,907	187,662

4 GAINS AND LOSSES ON INVESTMENTS - UNREALISED

Pugh Bequest	1st Jan 2024	8,500	31st Dec 2024	8,694	Net gain	194
I. F. East	1st Jan 2024	5,021	31st Dec 2024	5,134	Net gain	113
For Graveyard						
Roberts Bequest	1st Jan 2024	655	31st Dec 2024	670	Net gain	15
						322

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 Minister, all of whom earned less than £60,000.

	TOTAL 2024	TOTAL 2023
Wages and Salaries	48,277	43,869
Employers contributions to defined contribution pension Schemes	2,455	2,442
	<u>50,732</u>	<u>46,311</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 - Graveyard

Miss Pugh Bequest -Endowment Fund	376 shares at bid price on 31st Dec 2024	8,694
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 2024	670
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 2024	5,134
COIF (Charities Official Investment Fund) Charity Fund		

	Unrestricted	Restricted	Endowment	TOTAL 2024	TOTAL 2023
Pugh			8,694	8,694	8,500
Roberts		48	670	718	701
East			5,134	5,134	5,021
	<u>0</u>	<u>48</u>	<u>14,498</u>	<u>14,546</u>	<u>14,222</u>

8 CASH AT BANK AND IN HAND

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2024	TOTAL FUNDS 2023
Bank (Current Account)	594			594	500
Bank (Business Premium Account)	8,782			8,782	11,810
CafCash Account	18,426			18,426	7,036
	<u>27,802</u>	<u>0</u>	<u>0</u>	<u>27,802</u>	<u>19,346</u>

9 DEPOSITS

CBF Deposit Fund	7,978	23,008		30,986	29,424
Easement	1,728			1,728	1,640
	<u>9,706</u>	<u>23,008</u>	<u>0</u>	<u>32,714</u>	<u>31,064</u>

10 DEBTORS

Gift Aid	3,602	2,421		6,023	5,001
Other				0	0
	<u>3,602</u>	<u>2,421</u>	<u>0</u>	<u>6,023</u>	<u>5,001</u>

11 CURRENT LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Mission Tithe	16,050			16,050	15,900
Other	1,396			1,396	10,610
	<u>17,446</u>	<u>0</u>	<u>0</u>	<u>17,446</u>	<u>26,510</u>

12 MOVEMENT IN FUNDS

	At 1.1.24	Incoming Resources	Resources Expended	Net movement in funds	Transfers between funds	At 31.12.24
Unrestricted Funds						
General Fund	20,575	174,911	173,298	1,613		22,188
Smartees	750	409	259	150		900
The Gathering (Old WB)	603	0	27	(27)		576
Subtotal of Unrestricted funds	<u>21,928</u>	<u>175,320</u>	<u>173,584</u>	<u>1,736</u>	<u>0</u>	<u>23,664</u>
Restricted Funds						
Centre Fund	3,000	375	0	375		3,375
Youth Minister Fund	0	11,875	5,625	6,250		6,250
Maintenance Fund	0	4,375	3,215	1,160		1,160
Capital Expenditure Fund	0	9,163	0	9,163		9,163
Diocesan Youth Grant	500	500	0	500		1,000
The Big Lunch	0	1,450	950	500		500
Hardship Fund	1,820	0	0	0		1,820
Acts 435	0	400	400	0		0
Short Term Mission	906	0	150	(150)		756
Mission (General)	0	972	972	0		0
Closed Graveyard	324	1,650	1,011	639		963
War Memorial Fund	221	0	0	0		221
Church Maintenance Fund	248	21	0	21		269
Subtotal of Restricted funds	<u>7,019</u>	<u>30,781</u>	<u>12,323</u>	<u>18,458</u>	<u>0</u>	<u>25,477</u>
Endowment Funds						
Church Maintenance Fund	655	15	0	15		670
Churchyard Fund	13,521	307	0	307		13,828
Subtotal of Endowment funds	<u>14,176</u>	<u>322</u>	<u>0</u>	<u>322</u>	<u>0</u>	<u>14,498</u>
Total Funds	<u>43,123</u>	<u>206,423</u>	<u>185,907</u>	<u>20,516</u>	<u>0</u>	<u>63,639</u>

ST MARK'S CHURCH ACCOUNTS 2024

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
Centre Fund	Donations for work on the Church Centre building
Youth Minister Fund	Youth Minister employment Fund
Maintenance Fund	Church and Centre Capital maintenance Fund
The Big Lunch	Funds to be used for the Big Lunch events, grants received
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 (General)	Mission Fund
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

13 MISSION TITHE

	Expenditure in 2024	From Gen Funds
Mission Tithe 2024	(16,000)	16,000
2:67 Proj (£4,800), Open Doors, Food Bank, Bulgarian Support Fund (£3,200 each) STEP £400 Spur Groups/PCC to use in 2025 £1200		

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) received working expenses.
 Total Expenses paid were £3,562 in 2023 and £4,709 in 2024.

15 RELATED PARTY TRANSACTIONS

There were no Related Party Transactions in 2024.

16 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
INCOME AND ENDOWMENTS FROM:					
Donations and Legacies	151,804	2,069		153,873	159,196
Charitable activities	10,580			10,580	13,075
Investments	1,669	19		1,688	1,026
Other	455	2,975		3,430	8,963
Total	164,508	5,063	0	169,571	182,260
EXPENDITURE ON:					
Charitable Activities	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 disposal				0	0
on revaluation			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

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 2024 set out on pages 10 to 14.

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: 20 October 2025