

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK, BILTON

England & Wales · Charity number 1137095

Details

Other names	PCC OF ST MARK'S CHURCH, BILTON
Status	Registered
Legal form	Previously excepted
Registered	2010-07-27
Register	View on the Charity Commission register

Contact

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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 personal prayer and contemplation. Pastoral work, including visiting the sick and bereaved. Teaching of Christianity through sermons, courses and small groups. Taking of religious assemblies in schools. Supporting other charities in the UK and overseas.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£138,976	£165,159	-	-
2023-12-31	£160,592	£178,679	-	-
2022-12-31	£144,722	£158,210	-	-
2021-12-31	£140,023	£168,541	-	-
2020-12-31	£137,623	£147,345	-	-

Trustees

Name	Role	Appointed
Alexandra Helen Clark		2019-04-15
Alexandra Kate Lover		2018-04-22
Alison Price		2023-05-23
Anne Marie Daniel		2024-09-19
Christine Anne Assheton		2020-09-27
Jean Stevenson		2025-05-22
Juliette Crossin		2024-09-19
Kathryn Holton		2023-05-23
PATRICIA ANNE HOWES BSC HONS		
Penny Street		2023-05-17
Rev GLENN FREDERICK LOWDE		2014-03-23
Robert LeMay		2023-05-23
Sarah Pick		2023-05-23

Accounts

The PCC of Bilton Parish - Charity 1137095

Annual Report of Church Activities 2024

St Mark's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St Mark's Church Centre.

The parish was in vacancy for over a year from Easter 2023 to July 2024. During this period the Rev Glenn Lowde, Associate Minister, took up the reins leading the parish in church. Christine Assheton, Churchwarden became the Acting Lay Chair of the PCC. The Rev Daniel Bennett was appointed as the Rector of the parish and chair of the Parochial Church Council from July 2024.

This report was approved at the Parish Council Committee meeting of 17/9/2025

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and become part of our parish community at St Mark's. The PCC maintains an overview of worship throughout the parish and, through the Worship Group, makes suggestions on how services can involve the many groups that live within the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the incumbent and PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable 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.
- Providing pastoral care for people living in the parish.
- Missionary and outreach work.
- In addition to these key areas, to facilitate this work it is important that the PCC pays attention to a number of basic underpinnings, including appropriate safeguarding, effective administration and legal compliance, and maintaining the fabric of St Mark's church and Church Centre.

PCC Chairman's Report – Rev'd Daniel Bennett

The year has been a period of change and transition with my appointment and as I become acquainted with the church community at St Mark's, colleagues in the Deanery and the local community in Bilton.

Three priority areas were identified, reflecting what was highlighted in the parish profile. The first was a broader worshipping community, focusing on engaging children and families. The second was to make church activities more visible within the local community, given its location. The third was strengthening existing community links by working with local schools and care homes, reaching out to new estates and supporting mission work.

For the first priority, significant progress has been made with the appointment of the Children and Families' Worker, Elisabeth Jeyasingh, in September 2024. There has been growth in the committed core of children and young people within the newly named St Mark's Rocks group, formerly Junior Church, and increasing teenage engagement through choir, music, monthly Teen Talk, and Youth Club groups. Thank you to Glenn Lowde, Associate Minister, for his dedication to and support for this work. There has been much positive feedback for worship services, and my thanks to all those involved including the choir, the worship band, and the Sacristan, AV, and Welcome Teams for their essential contributions. Special services such as Easter, Harvest, Remembrance, 'In Loving Memory,' and Christmas were particular highlights of the year.

For the second priority, there have been concerted efforts to improve online communications through social media, minor improvements to the website, and the use of Canva software for enhancing Facebook communications and producing leaflets and flyers which has improved visibility but there is still more to do.

On the third priority, there are strong continuing relationships with local schools through assemblies and governance involvement with the Bilton Community Federation. Over 1,000 children from local schools were welcomed to the church during school Christmas services and festive activities in December.

There is a committed group ministering to local care homes and active exploration of ways to support the lonely and bereaved. There has been a consolidation of pastoral work with regular home communion visits re-established, and efforts underway to restart prayer ministry and a 'Stay and Play' toddler group.

We are fortunate to have a Churchyard Gardening Team who maintain the churchyard for wildlife and community enjoyment. The successful Poppy Cascade for Remembrance Day was a significant community event, drawing visitors from within and beyond Bilton.

Continued support was provided for local and international missions, including CAP, Rugby Foodbank, Deepmore Hostel, Rugby Street Pastors, FWH Creations, Teams4U, and the Geoff and Diannah Charitable Trust. There have been administrative improvements in the office IT, filesharing, and use of Church Desk software.

Home Groups remain an essential strength of the church, with challenging yet inspiring courses enhancing biblical knowledge and personal discipleship.

There are significant challenges related to governance expectations around finance, policy, HR, GDPR, health and safety, churchyard regulations, and safeguarding. I want to express my gratitude to all the volunteers and leaders for the extensive support they provide, particularly Treasurer David Potts, who has stepped down after several years of dedicated service. I would also like to thank: Glenn Lowde, Joy Sharpe and Philip Street; the PCC; the wardens Christine Assheton, Marion Ainslow, and Rob Le May; Choir Leader Patsy Howes; Band Leader Ann Hutton; Parish Safeguarding Officer Sarah Pick; and the IT support provided by Heather Guppy. Finally, I would like to mention the vital administrative support provided by the Parish Office staff, Holly Byatt and Naomi Assheton.

Other Key Areas / Supporting Activities

Church Wardens – Marion Ainslow & Christine Assheton

All those who contributed to the smooth running of services at St Mark's, including the welcome team, readers, intercessors, and deputy and duty wardens were thanked. They also expressed appreciation for Patsy and the choir, and for the leadership from the clergy team.

The churchyard saw significant improvements through extensive tree surgery and the volunteer gardening team's efforts. They highlighted the success of Snowdrop Saturday, which attracted many community visitors.

During the vacancy period until July, we note Glenn, the PCC and the congregation's significant contributions. We welcome the Bennett family, and appreciate the new energy brought by Dan and his family, along with Elisabeth's appointment.

The successful Poppy Cascade project, involving extensive community participation, was a highlight, along with successful Advent and Christmas-tide services which saw increased attendance from school children.

Financial Summary – David Potts

Income dropped to £139,000 due to the absence of legacies, despite modest Friends of St Mark's (FOSM) support. Expenses reduced to £165,000, yielding a net loss of £26,000. Assets decreased by £28,000. A large 2025 bequest may significantly boost finances. However, the recurring issue remains: annual running costs exceed income by £30–40k. I am grateful to all those who have helped. The full accounts are attached as an appendix.

Safeguarding – Sarah Pick

I took over as Parish Safeguarding Officer (PSO) from Christine Assheton in May 2024. I prioritised clear communication, updating the website, parish communications, and personally connecting with church groups and leaders.

I also conducted an audit of safeguarding training and ensured DBS checks for 58 church officers and safeguarding training were current for relevant church roles including completing the Leadership training myself with other church leaders. I have tracked compliance on the Safeguarding Dashboard and reported regularly to the PCC.

A service on Safeguarding Sunday was successfully delivered on 17th November 2024, enhancing awareness and prompting confidential conversations regarding historic incidents managed pastorally. There were no significant safeguarding allegations needing investigation or escalation.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively, vibrant and welcoming community it is. There are about 70 volunteers registered, with a parish electoral role of about 200. In particular, we want to mention our churchwardens and service wardens, clergy, and the many other groups and individuals who work so tirelessly on our behalf. There are numerous other centres of activity throughout the parish which have been making a large contribution to the life of the parish. Without going into details these include the following, in addition to activities mentioned above. This is by no means an exhaustive list of all those in the community involved in and contributing to the mission of the Church.

Group/Team Name	Group/Team Name
Prayer Support Group	Churchyard Team
Christian Aid Liaison	Lionhearts (now closed)
Friends of St Marks	Audio Visual Team
Pastoral Team	Finance/collections
Welcome Team	Bell Ringers
Ladies Day Group	Choir, Organ. Music group
Junior Church (Now St Mark's Rocks)	Teen Talk
Youth Club	Home Groups
Bible Reading Fellowship	Worship Committee
School Team	Events Team
Holy Dusters Cleaning Team	Magazine Team

A FULL ACCOUNT OF MOST OF THESE GROUPS AND ACTIVITIES CAN BE FOUND IN THE
ANNUAL PAROCHIAL CHURCH MEETING REPORT 2024

APPENDIX

The PCC of Bilton Parish

ACCOUNTS FOR THE PERIOD 1/1/2024 to 31/12/24

ST MARK'S CHURCH, BILTON, RUGBY
Charity number 1137095

**Annual Financial Report
and
Financial Statements
of the
Parochial Church Council
for the year ended 31 December 2024**

Rector
Rev'd. Daniel Bennett

Associate Minister
Rev'd. Glenn Lowde

Bank
Lloyds Bank PLC
Church Street
Rugby
CV21 3PH

Independent Examiner
Mr Brian Cheney
358 Newbold Road
Rugby
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1 Summary

NOTE: Throughout this document, numbers may be rounded to the nearest £'000 where deemed appropriate

2024 OVERALL PERFORMANCE:-

2024 Overall Performance Summary

	2024	2023	Better/worse Than last year	2025 forecast
Income	£139,000	£161,000	£22,000 worse	£245,000
Expense	165,000	179,000	£14,000 better	210,000
Gain/(Loss) for the year	(26,000)	(18,000)	£8,000 worse	35,000
Restricted Assets	279,000	276,000	£3,000 better	250,000
Unrestricted Assets	105,000	136,000	£31,000 worse	168,000
Total Assets	384,000	412,000	£28,000 worse	418,000

Income

At around £139,000, income is 13% (nearly £22,000) below that of the previous year. This fall is mainly because we got around £15,000 in the way of a legacy made in 2023, but no legacies in 2024. There was extra income of around £2,000 from the Friends of St Marks (FOSM), but there were also small decreases in other sorts of income. The downward trend in pledged giving continues.

Expense

At £165,000, expense is down around 7% lower, year on year. Despite an increase in some costs (e.g. parish share, salaries), economies in other areas, including some savings in fuel costs, have yielded net savings of nearly £14,000 compared to the previous year

Assets

Overall we made a loss of £26,000, £8,000 worse than the previous year, and FOSM assets declined by around £2,000. So, there is a £28,000 drop overall in assets available to the PCC. These now stand at £384,000. Nevertheless, this is a healthy financial position.

Future Implications

We are likely, in 2025, to receive a large bequest, resulting in a large income forecast of £245,000.. This could turn out to be even more, so our financial position should improve further in 2025.. This should allow us to work on some projects, e.g. preventive maintenance for the organ, and/or energy-saving projects. However, we still have a background problem of our basic running costs exceeding our basic income by around £30,000 to £40,000 per annum.

Acknowledgements

Finally I would like to thank everyone for their contributions; all who work on the PCC, the Parish Office, all those who donate, those who organise events to raise the money, those who count the money, and those who organise the repairs, projects, church activities, links to charities, and so forth, which need and use the money.

2 Financial Statement Year on Year

As at 31 December 2024					
		Column A	Column B	Column C	Column D
		2024	2023	Better/(Worse)	Comment
	Income				
A	Voluntary Donations	£98,879	£101,632	(£2,753)	downward trend
B	Income from Activities	£22,359	£23,785	(£1,426)	
C	Investment Income	£14,872	£17,550	£2,678	3 qtrs. v. 4 qtrs
D	External Grants	£2,866	3100	£234	2024 FOSM contribution
E	Legacy		14500	£14,500	No legacies in 2024
				£0	
	Total income	£138,976	£160,567	£21,591	
	Expense				
N	Parish Share	£78,500	£76,500	(£2,000)	Cost grows yearly
O	Charitable gifts	£8,000	£10,250	£2,250	
P	Church Running Costs	£23,557	£28,481	£4,924	Reduced fuel cost and
R	Churchyard Runnng Cost	£3,703	£4,864	£1,160	Reduced fuel cost - new boiler
S	Church Centre Costs inc. salaries	£44,621	£37,266	(£7,355)	More employees in 2024
T	Discretionary / Major costs	£6,779	£21,179	£14,400	Smaller projects in 2024
	Total expense	£165,159	£178,539	£13,380	
	Net Gain/(Loss)	(£26,183)	(£17,972)	(£8,211)	

2.1 Financial Statement Year on Year - Commentary

This page compares total income and expenses between 2024 and 2023, with comments explaining key trends and variances.

- **Income:**
 - **Voluntary Donations:** Dropped by £2,753 from the previous year, reflecting a downward trend. This may suggest donor fatigue, reduced church attendance, or a strategic need for renewed fundraising.
 - **Income from Activities:** Decreased by £1,426. This could point to fewer events or lower participation in fundraising or community activities.
 - **Investment Income:** Fell by £2,678. The note “3 quarters vs. 4 quarters” implies fewer interest or dividend payments were realized within the year.
 - **External Grants:** Slightly lower than last year by £234. This includes a large 2024 contribution from FOSM for alter frontals.
 - **Legacy Income:** None received in 2024, compared to £14,500 in 2023—a significant loss of one-off income.

Overall, total income fell from £160,567 in 2023 to £138,976 in 2024—a £21,591 drop.

- **Expenses:**
 - **Parish Share:** Increased by £2,000
 - **Charitable Gifts:** Reduced by £2,250, and slightly under budget, reflecting the decline in income versus budget.
 - **Church Running Costs & Churchyard Costs:** Down by £4,924 and £1,160 respectively—improvements driven by reduced utility bills, likely thanks to infrastructure upgrades like a new boiler.
 - **Church Centre Costs (inc. salaries):** Rose by £7,355 due to staffing increases in Q3 & Q4. Without salaries, there would have been a cost saving.
 - **Discretionary/Major Costs:** Dropped significantly by £14,400, indicating a quieter year with fewer capital or one-off projects.

Total expenses dropped by £13,380 to £165,159.

- **Net Result:** The deficit increased from (£17,972) in 2023 to (£26,183) in 2024—a worsening position by £8,211.

Note: a breakdown of the spend types A-T is shown later in section 6 , for reference.

3 Performance versus Budget

As at 31 December 2024					
		Column A	Column B	Column C	Column D
		2024	budget	Better/(Worse)	Comment
	Income				
A	Voluntary Donations	98,879	110,000	(£11,121)	Worrying trend
B	Income from Activities	£22,359	24,500	(£2,141)	
C	Investment Income	14,872	12,000	(£2,872)	
D	External Grants	2,866		(£2,866)	2024 FOSM contribution
E	Legacy			£0	
	Total income	138,976	146,500	£7,524	
	Expense			£0	
N	Parish Share	78,500	78,500	£0	Cost grows yearly
O	Charitable gifts	8,000	9,000	£1,000	
P	Church Running Costs	23,557	24,000	£443	
R	Churchyard Runnng Cost	3,703	5,000	£1,297	
	Church Centre Costs inc.				
S	salaries	44,621	40,000	(£4,621)	More employees in 2024 Q3&4
T	Discretionary / Major costs	6,779	7,500	£721	
	Total expense	165,159	164,000	(£1,159)	
	Net Gain/(Loss)	(26,183)	(17,500)	(£8,683)	

3.1 Performance versus budget - Commentary

This page contrasts actual results with the 2024 budget, offering insight into planning accuracy and financial discipline.

- **Income:**
 - **Voluntary Donations:** Came in £11,121 below budget—a concerning sign that may require strategic action like stewardship campaigns or donor outreach.
 - **Activities Income:** Fell short by £2,141, suggesting that fundraising events underperformed.
 - **Investment Income:** Outperformed the budget by £2,872—this is the only income line that exceeded expectations.
 - **Grants and Legacy:** No legacy income was received; external grants were budgeted at £2,866 but not realized—indicating possible overestimation or lost opportunities.

Total income was £138,976, versus a budget of £146,500—falling short by £7,524.

- **Expenses:**
 - **Parish Share:** Exactly met the £78,500 budget.
 - **Charitable Gifts & Church Costs:** Slight savings compared to budget, but not by large margins.
 - **Church Centre Costs (inc. salaries):** Overspent by £4,621 due to new hires in the latter half of the year.
 - **Discretionary/Major Costs:** Underspent by £721, indicating effective cost control/deferred spending

Total expenses were slightly over budget by £1,159, at £165,159 vs. £164,000.

- **Net Loss:** Planned deficit was £17,500, but the actual shortfall was £26,183—a worsening of £8,683 due to both lower income and slightly higher spending than anticipated.

4 Statement of Assets and Liabilities at 31/12/2024

Balance Sheet				
As at 31 December 2024				
Account number	Account description	31 Dec 24 YTD	31 Dec 23 YTD	Variance
	Assets			
	Endowments (Restricted)			
1050	CBF Investment Fund - Churchyard	6,936.81	6,781.59	155.22
1060	CBF Investment Fund - Repair Fund	16,139.64	15,778.50	361.14
		23,076.45	22,560.09	516.36
	Restricted Funds			
1210	FOSM Lloyds Bank	1,000.00	3,139.88	(2,139.88)
1500	FOSM Coventry Building Society	7,500.00	7,384.77	115.23
1300	CBF Deposit Account - Curacy Fund	15,000.00	15,000.00	0.00
1301	CBF Deposit Account - Church Yard	162.53	40.99	121.54
1320	CBF Deposit Account - Building Fund	114,212.22	109,272.08	4,940.14
1330	CBF Deposit Account - Tower Fund	1,978.64	1,904.11	74.53
1340	CBF Deposit Account - Organ Fund	5,945.83	5,721.87	223.96
1350	CBF Deposit Account - House Fund	110,033.07	110,699.99	(666.92)
		255,832.29	253,163.69	2,668.60
	Unrestricted Cash/Bank			
1400	CBF Deposit Account - General Fund	90,123.21	116,351.83	(26,228.62)
1200	9MainCurrent	14,481.19	19,750.99	(5,269.80)
1220	Office Petty Cash	108.87	108.87	0.00
		104,713.27	136,211.69	(31,498.42)
	Debtors			
1100	Trade Debtors	3,215.36	1,388.20	1,748.86
		3,215.36	1,388.20	1,748.86
	Total Assets	386,837.37	413,323.67	(26,564.60)
	Liabilities			
2230	O/S pension/Payroll	0.00	84.88	(84.88)
2300	Specific Donations	40.70	0.00	40.70
2310	Draw Club	516.00	432.00	84.00
2312	Bible Reading Foundation	14.25	0.00	14.25
2316	Church FlowersFund	0.00	89.50	(89.50)
2317	Junior Church Fund	200.00	0.00	200.00
2330	Wedding Deposits	425.00	705.00	(280.00)
2500	St Mark Choir Fund	1,836.86	0.00	1,836.86
	Total Liabilities	3,032.81	1,311.38	1,680.73
	Total Net Assets	383,804.56	412,012.29	(28,245.33)
	Restricted Funds	278,908.74	275,723.78	3,184.96
	Unrestricted Funds	104,895.82	136,288.51	(31,430.29)

4.1 Statement of Assets and Liabilities (Commentary)

This page outlines the year-end financial position for 2024, comparing it to the prior year (2023). The balance sheet is structured to show assets, liabilities, and net assets, categorized further into restricted and unrestricted components.

- **Assets:**
 - **Endowments (Restricted):** This includes two funds: the Churchyard and Repair Fund. Together they increased from £22,560.09 to £23,076.45, a net gain of £516.36, which reflects investment growth.
 - **Restricted Funds:** These consist of various designated savings accounts and deposits. Some accounts grew modestly (e.g., Building Fund up by £4,940.14), while others remained static or dropped. Total restricted funds rose by a net £2,668.60 year-on-year, thanks to good investment returns
 - **Unrestricted Cash/Bank:** This category experienced a notable drop of £31,498.42. The General Fund fell by over £26,000, suggesting significant spending or reallocation.
 - **Debtors:** Trade debtors increased by £1,748.86, likely indicating more outstanding receivables or late payments from donors or partners at the turn of the year
- **Liabilities:**
 - Grew modestly by £1,680.73, driven primarily by the establishment or increase of funds like the Junior Church Fund (£200) and the Choir Fund (£1,836.86). Some older obligations, such as Church Flowers and Payroll, were paid off.
- **Net Assets:**
 - The overall net asset value decreased by £28,245.33, primarily due to the drawdown of unrestricted funds. While restricted funds increased slightly by £3,184.96, unrestricted funds dropped significantly, indicating reliance on general reserves or increased operating expenses.

This indicates a state of financial stability, with healthy restricted savings, but growing pressure on general, unrestricted resources.

5 Movements of Funds

As at 31 December 2024									
Account number	Account description	31 Dec 24 YTD	31 Dec 23 YTD	Variance	Investment Gain	Operating Gain	Transfers	FOSM (outside P&L)	Check Variance
	Assets								
	Endowments (Restricted)								
1050	CBF Investment Fund - Churchyard	6,937	6,782	155	155				155
1060	CBF Investment Fund - Repair Fund	16,140	15,779	361	361				361
		23,076	22,560	516	516	0	0	0	516
	Restricted Funds								
1210	FOSM Lloyds Bank	1,000	3,140	(2,140)				(2,140)	(2,140)
1500	FOSM Coventry Building Society	7,500	7,385	115				115	115
1300	CBF Deposit Account - Curacy Fund	15,000	15,000	0	0				0
1301	CBF Deposit Account - Church Yard	163	41	122	122				122
1320	CBF Deposit Account - Building Fund	114,212	109,272	4,940	4,940				4,940
1330	CBF Deposit Account - Tower Fund	1,979	1,904	75	75				75
1340	CBF Deposit Account - Organ Fund	5,946	5,722	224	224				224
1350	CBF Deposit Account - House Fund	110,033	110,700	(667)	4,333		(5,000)		(667)
		255,832	253,164	2,669	9,693	0	(5,000)	(2,025)	2,669
	Unrestricted Cash/Bank								
1400	CBF Deposit Account - General Fund	90,123	116,352	(26,229)	3,771		(30,000)		(26,229)
1200	9MainCurrent	14,481	19,751	(5,270)		(40,270)	35,000		(5,270)
1220	Office Petty Cash	109	109	0	0				0
		104,713	136,212	(31,498)	3,771	(40,270)	5,000	0	(31,498)
	Debtors								
1100	Trade Debtors	3,215	1,388	1,827		1,827			1,827
		3,215	1,388	1,827	0	1,827	0	0	1,827
									0
	Total Assets	386,837	413,324	(26,486)	13,981	(38,443)	0	(2,025)	(26,486)
	Liabilities								
2230	O/S NEST ER and EE payments	0	85	(85)		(85)		0	(85)
2300	Specific Donations	41	0	41		41		0	41
2310	Draw Club	516	432	84		84			84
2312	Bible Reading Foundation	14	0	14		14			14
2316	Church FlowersFund	0	90	(90)		(90)			(90)
2317	Junior Church Fund	200	0	200		200			200
2330	Wedding Deposits	425	705	(280)		(280)			(280)
2500	St Mark Choir Fund	1,837	0	1,837		1,837			1,837
									0
	Total Liabilities	3,033	1,311	1,721	0	1,721	0	0	1,721
	Total Net Assets	383,805	412,012	(28,208)	13,981	(40,164)	0	(2,025)	(28,208)
					(26,183)				
	Restricted Funds	278,909	275,724	3,185					
	Unrestricted Funds	104,896	136,289	(31,393)					

5.1 Explanation of Movements

This version of the balance sheet provides a **breakdown of variances** including:

- **Investment Gains and Operating Gains**
 - Investment gains largely contributed to increases in endowments and restricted funds.
- **FOSM (Friends of St Marks)**
 - Some transfers out of FOSM accounts noted
 - The figures for FOSM final balances are estimated – note that the PCC is not responsible for these funds, but they are notionally assets to be used for our purposes. FOSM activities do not make a net contribution to our P&L.
- **Transfers of Funds**
 - There was a transfer £5,000 transfer from the House Fund (restricted) to pay for the youth work salary in 2024
 - Other transfers were between unrestricted funds
- **Unrestricted Funds:**
 - Reflects a notable £40,270 operational loss offset by a £5,000 transfer in, and investment income.
- **Total Assets vs. Liabilities:**
 - Confirms asset drop and liability increase, discussed in previous sections

6 Further Notes to the Accounts

This section expands on some relevant details, and relevant policies

6.1 2024 Financial Statement by Line item, for each type of income/spend

Category	Income			
Type	Name	Sum of 2024	Sum of 2023	Sum of Difference
=A	A01-Green Envelopes	3,754.02	3,909.87	(155.85)
	A01-Pledged Giving	66,353.90	68,349.39	(1,995.49)
	A03-Collections	8,506.55	8,215.59	290.96
	A04-Donations	3,967.55	2,441.31	1,526.24
	A06-Income Tax Refunds	16,296.63	18,715.67	(2,419.04)
A Total		98,878.65	101,631.83	(2,753.18)
=B	B09-Fund Raising	409.00	1,468.70	(1,059.70)
	B10-Sales Discounts	(0.04)		(0.04)
	B11-Fees Received - Clergy Travel	78.80	85.00	(6.20)
	B11-Fees Received - PCC	9,723.00	10,061.00	(338.00)
	B12-Magazine Advertising	1,170.00	870.00	160.00
	B12-Magazine Sales	1,991.00	2,523.80	(532.80)
	B12-Printing Income	345.52	146.82	198.70
	B12-Rent	8,642.00	8,629.50	12.50
B Total		22,359.28	23,784.82	(1,565.54)
=C	C10-CBF interest (restricted)	9,693.25	10,865.52	(1,172.27)
	C10-CBF interest (unrestricted)	3,771.38	5,494.08	(1,722.70)
	C10-Dividends Received	1,407.19	616.66	790.53
	C10-Interest Received		573.73	(573.73)
C Total		14,871.82	17,549.99	(2,678.17)
=D	D13-Other income	636.00	3,100.00	(2,464.00)
	D13-Grants/FOSM	2,230.10		2,230.10
D Total		2,866.10	3,100.00	(233.90)
=E	E07-Legacies		14,500.00	(14,500.00)
E Total			14,500.00	(14,500.00)
Grand Total		138,975.85	160,566.64	(21,730.79)
Category	Spending			
Type	Name	Sum of 2024	Sum of 2023	Sum of Difference
=N	N19-Parish Share	78,500.00	76,500.00	2,000.00
N Total		78,500.00	76,500.00	2,000.00
=O	O18-Grant - Other	1,200.00	6,150.00	(4,950.00)
	O18-Grant - Overseas Relief and Development	1,500.00	3,250.00	(1,750.00)
	O18-Grants - Home Mission	4,450.00	850.00	3,600.00
	O18-Grants - Overseas Mission	850.00		850.00
O Total		8,000.00	10,250.00	(2,250.00)
=P	P21-Additional Clergy Expense	297.34	231.12	66.22
	P21-Associate Minister's Expenses		347.93	(347.93)
	P21-Fees Paid - Clergy Travel		97.00	(97.00)
	P21-Rector's Expenses	692.35	479.05	213.30
	P22-Church Internet	431.84	315.84	116.00
	P22-Church Maint - Organ/piano/AV	1,175.80	1,359.24	(183.44)
	P22-Music / choir / junior choir	334.15	287.56	46.59
	P22-Organ - Services	4,997.50	4,760.00	237.50
	P22-Service Books and Resources	2,356.40	1,415.67	940.73
	P23-Church Cleaning		292.50	(292.50)
	P23-Church Maintenance	2,121.49	5,640.62	(3,519.13)
	P23-Insurance	7,135.23	6,626.50	508.73
	P24-Church Light and Heat	4,014.44	6,627.92	(2,613.48)
P Total		23,556.54	28,480.95	(4,924.41)
=R	R23-Churchyard Maintenance	3,703.12	4,863.60	(1,160.48)
R Total		3,703.12	4,863.60	(1,160.48)
=S	S10-Unrealised Gains/(Losses) on Investments	(516.36)	(1,226.64)	710.28
	S20-Employer's Pension	787.46	474.28	313.18
	S20-Office Salaries	23,644.65	15,808.00	7,836.65
	S23-Affiliation fees/subscriptions	602.00	377.00	225.00
	S23-Bank charges	344.11	350.28	(6.17)
	S23-Book-keeper/Treasurer		1,000.00	(1,000.00)
	S23-Church Centre - Cleaning	5,560.17	3,015.00	2,545.17
	S23-ChurchDesk / Web site	171.99	2,068.39	(1,896.40)
	S23-Debts Written Off		686.50	(686.50)
	S23-Equipment Leasing	3,748.32	2,741.27	1,007.05
	S23-Finance system	560.40	556.79	3.61
	S23-Independent Examiner	300.00	300.00	
	S23-Insurance	80.08	1,288.00	(1,207.92)
	S23-Licences, permits, etc	1,204.37	1,042.28	162.09
	S23-Maintenance - Church Centre	1,859.59	2,801.73	(942.14)
	S23-Postage	37.75		37.75
	S23-Stationery	827.91	821.19	6.72
	S24-Church Centre - Light and Heat	2,041.19	1,987.72	53.47
	S24-Telephone and Internet	1,081.18	1,739.42	(658.24)
	S25-Engraving Fees	701.10	495.90	205.20
	S99-Other	1,584.83	938.60	646.23
S Total		44,620.74	37,265.71	7,355.03
=T	T27-Ch. Yard Discretionary / Major	2,651.17	4,241.21	(1,590.04)
	T27-Church Discretionary / Major	3,147.36	5,932.36	(2,785.00)
	T28-Ch. Centre Building Discretionary / Major	980.00	11,004.99	(10,024.99)
T Total		6,778.53	21,178.56	(14,400.03)
Grand Total		165,158.93	178,538.82	(13,379.89)

6.2 Donations To charities

Several donations were made from PCC income to charities and these are listed below

Hope 4 Rugby	£ 1,000
Rugby Foodbank	£ 2,000
CAP	£ 1,200
Friendship Project	£ 350
Rugby Street Pastors	£ 850
The Lighthouse	£ 500
The Childrens Society	£ 250
Deepmore House	<u>£ 350</u>
SUBTOTAL (UK)	£ 6,500

FWH Creations	£ 750
Christian Aid	<u>£ 750</u>
SUBTOTAL (International)	£ 1,500

TOTAL	£ 8,000
-------	---------

In addition, the PCC acts as a conduit for specific fund raising campaigns, where the donations given, or monies disbursed appear in the accounts under "specific donations" (GL 2300). In 2024 £208 went to RNLI, club, £295.35 to Christian Aid, £595.07. to RBL Poppy Appeal, £100 to Children in need, and £149.50 to The Children's Society, totalling £1,347.92.

In addition, various collections at funerals go direct to charities, and are not accounted for here.

6.3 Payments to the Diocese for funds collected on their behalf

Part of the fees for wedding and funerals, plus a few other services, are due to the Diocese. In effect The PCC acts as agents. The income received for this is not counted in our receipts and payments, nor do the payments to the diocese. Payments are quarterly, and by convention are paid to the diocese whether the PCC has actually been paid or not

Quarter of 2024	Funerals	Weddings
Q1	1770	
Q2	1042	723
Q3	1804	
Q4	802	
TOTAL paid to Diocese in 2024	£ 5,418	£ 723

.(both slightly down on 2023)

6.4 Energy Consumption

Figures based on metered usage (not bills paid in a given time frame)

Sum of Energy Value (kWh)		YEAR
Site Name	Fuel	2024
CHURCH	GAS	61,045
	ELECTRIC	12,785
CHURCH Total		73,830
CHURCH CENTRE	GAS	15,072
	ELECTRIC	2,737
CHURCH CENTRE Total		17,809
Grand Total		91,639

Sum of Invoice Total		YEAR
Site Name	Fuel	2024
CHURCH	GAS	£ 3,694
	ELECTRIC	£ 1,502
CHURCH Total		£ 5,196
CHURCH CENTRE	GAS	£ 937
	ELECTRIC	£ 878
CHURCH CENTRE Total		£ 1,815
Grand Total		£ 7,010

6.5 Accounting Policies

6.5.1 Accounting Conventions

With due regard to Church of England and Charity Committee rules, and our likely gross income being very unlikely to exceed £250,000 we can prepare accounts on a "Receipts and Payments Accounting" basis. In These accounts there are no accruals and no consideration of depreciation of assets. All figures in the Accounts come from transactional recording direct into the SAGE, a widely used and well-regarded Accounting Software Package, and we operate within its conventions for balance sheets and profit and loss reporting. Invoiced sums go directly into the Profit and loss accounts in the year in which the invoice is dated, and at the same time are entered as an asset as "debtors". Payment of the invoice transfers from debtors to cash. Money received as cash, but not the property of the PCC, e.g. Key deposits, wedding deposits, fees collected by the PCC as an agent do not go into the profit and loss. They are recorded as cash assets, and also as liabilities.

Hence normally simple receipts and payments accounting in terms of cash, requires that one must also take account of not just the Profit and loss statement but the movement in assets and liabilities, and the fact that cash held in the bank account is not the same as cash owned by the PCC. This is demonstrated in the section called "Movement of Funds" in the accounts.

6.5.2 Reserves policy

At the request of the Diocese, in a previous year, the PCC reviewed its policy on the balance of free unrestricted reserves it should hold to cover any emergency situations that may arise from time to time and it was agreed that a balance equal to six months unrestricted expenditure should be held plus designated funds to cover new planned and agreed expenditure over a maximum period of five years. It is the PCC's policy to invest the majority of our fund's balances with the CCLA Church of England Deposit Fund.

6.5.3 Restricted Funds Policy

In 2021 it was also decided by the PCC to assess spending rigorously with a view to taking funds out of restricted accounts, where it was permissible to do so. Major elements of spend (e.g. not minor repairs or maintenance are charged to relevant restricted funds.

7 2025 Budget

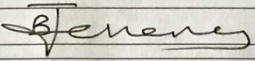
The 2025 budget i assumes we can hold running costs back to a level similar t0 2024, but with higher spend on some special projects. It relies on a large legacy falling to us in 2025.

End of Year 2024 Financial Results and 2025 Budgetted Income/spend							
			Column A	Column B	Column C	Column D	Column E
			2024 Actual	2024 budget	Better/(Worse)	2025 Budget	Comment
Income							
	A	Voluntary Donations	£98,879	£110,000	(£11,121)	£98,000	Possibly, optimistic
	B	Income from Activities	£22,359	£24,500	(£2,281)	£24,500	
	C	Investment Income	£14,872	£12,000	£2,872	£12,000	Probable, unpredictable
	D	External Grants	£2,866	£-	£2,866	£-	
	E	Legacy	£-	£-	£-	£110,000	Estimated bequest due
	Total income		£138,836	£146,500	(£7,664)	£244,500	
Expense							
	N	Parish Share	(£78,500)	(£78,500)	£-	(£82,000)	Inflation
	O	Charitable gifts	(£9,200)	(£9,000)	(£200)	(£9,000)	No change from 2024
	P	Church Running Costs	(£24,814)	(£24,000)	(£814)	(£24,000)	No change from 2024
	R	Churchyard Runnng Cost	(£3,703)	(£5,000)	£1,297	(£5,000)	No change from 2024
	S	Church Centre Costs inc. salaries	(£42,680)	(£40,000)	(£2,680)	(£55,000)	Employee Costs, Fuel
	T	Discretionary / Major costs	(£6,779)	(£7,500)	£721	(£35,000)	Do organ refurb.
	Total expense		(£165,675)	(£164,000)	(£1,675)	(£210,500)	
Net Gain/(Loss)			(£26,839)	(£17,500)	(£9,339)	£34,000	Surplus (but without Legacy, huge loss)

This budget is subject to revision by the PCC as circumstances change.

8 Examiners Report

Placeholder for official approval sheet (last years example below)

Section A		Independent Examiner's Report	
Report to the trustees	The PCC of St Mark Bilton		
On accounts for the year ended	Dec 31 st 2024	Charity no (if any)	1137095
Set out on pages	1 to 18		
Responsibilities and basis of report	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024 As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the 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	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect: - the accounting records were not kept in accordance with section 130 of the Charities Act; or - the accounts did not accord with the accounting records; or - the accounts did 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.		
Signed:		Date:	18/7/25
Name:	Brian Cheney		
Relevant professional qualification(s) or body (if any):	A.C.M.A		
Address:	358 Newbold Road		
	Rugby		
	CV21 1EG		

ST MARK'S CHURCH, BILTON, RUGBY
Charity number 1137095

**Annual Financial Report
and
Financial Statements
of the
Parochial Church Council
for the year ended 31 December 2024**

Rector
Rev'd. Daniel Bennett

Associate Minister
Rev'd. Glenn Lowde

Bank
Lloyds Bank PLC
Church Street
Rugby
CV21 3PH

Independent Examiner
Mr Brian Cheney
358 Newbold Road
Rugby
CV21 1EG

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1 Summary

NOTE: Throughout this document, numbers may be rounded to the nearest £'000 where deemed appropriate

2024 OVERALL PERFORMANCE:-

2024 Overall Performance Summary

	2024	2023	Better/worse Than last year	2025 forecast
Income	£139,000	£161,000	£22,000 worse	£245,000
Expense	165,000	179,000	£14,000 better	210,000
Gain/(Loss) for the year	(26,000)	(18,000)	£8,000 worse	35,000
Restricted Assets	279,000	276,000	£3,000 better	250,000
Unrestricted Assets	105,000	136,000	£31,000 worse	168,000
Total Assets	384,000	412,000	£28,000 worse	418,000

Income

At around £139,000, income is 13% (nearly £22,000) below that of the previous year. This fall is mainly because we got around £15,000 in the way of a legacy made in 2023, but no legacies in 2024. There was extra income of around £2,000 from the Friends of St Marks (FOSM), but there were also small decreases in other sorts of income. The downward trend in pledged giving continues.

Expense

At £165,000, expense is down around 7% lower, year on year. Despite an increase in some costs (e.g. parish share, salaries), economies in other areas, including some savings in fuel costs, have yielded net savings of nearly £14,000 compared to the previous year

Assets

Overall we made a loss of £26,000, £8,000 worse than the previous year, and FOSM assets declined by around £2,000. So, there is a £28,000 drop overall in assets available to the PCC. These now stand at £384,000. Nevertheless, this is a healthy financial position.

Future Implications

We are likely, in 2025, to receive a large bequest, resulting in a large income forecast of £245,000.. This could turn out to be even more, so our financial position should improve further in 2025.. This should allow us to work on some projects, e.g. preventive maintenance for the organ, and/or energy-saving projects. However, we still have a background problem of our basic running costs exceeding our basic income by around £30,000 to £40,000 per annum.

Acknowledgements

Finally I would like to thank everyone for their contributions; all who work on the PCC, the Parish Office, all those who donate, those who organise events to raise the money, those who count the money, and those who organise the repairs, projects, church activities, links to charities, and so forth, which need and use the money.

2 Financial Statement Year on Year

As at 31 December 2024					
		Column A	Column B	Column C	Column D
		2024	2023	Better/(Worse)	Comment
	Income				
A	Voluntary Donations	£98,879	£101,632	(£2,753)	downward trend
B	Income from Activities	£22,359	£23,785	(£1,426)	
C	Investment Income	£14,872	£17,550	£2,678	3 qtrs. v. 4 qtrs
D	External Grants	£2,866	3100	£234	2024 FOSM contribution
E	Legacy		14500	£14,500	No legacies in 2024
				£0	
	Total income	£138,976	£160,567	£21,591	
	Expense				
N	Parish Share	£78,500	£76,500	(£2,000)	Cost grows yearly
O	Charitable gifts	£8,000	£10,250	£2,250	
P	Church Running Costs	£23,557	£28,481	£4,924	Reduced fuel cost and
R	Churchyard Runnng Cost	£3,703	£4,864	£1,160	Reduced fuel cost - new boiler
S	Church Centre Costs inc. salaries	£44,621	£37,266	(£7,355)	More employees in 2024
T	Discretionary / Major costs	£6,779	£21,179	£14,400	Smaller projects in 2024
	Total expense	£165,159	£178,539	£13,380	
	Net Gain/(Loss)	(£26,183)	(£17,972)	(£8,211)	

2.1 Financial Statement Year on Year - Commentary

This page compares total income and expenses between 2024 and 2023, with comments explaining key trends and variances.

- **Income:**
 - **Voluntary Donations:** Dropped by £2,753 from the previous year, reflecting a downward trend. This may suggest donor fatigue, reduced church attendance, or a strategic need for renewed fundraising.
 - **Income from Activities:** Decreased by £1,426. This could point to fewer events or lower participation in fundraising or community activities.
 - **Investment Income:** Fell by £2,678. The note “3 quarters vs. 4 quarters” implies fewer interest or dividend payments were realized within the year.
 - **External Grants:** Slightly lower than last year by £234. This includes a large 2024 contribution from FOSM for alter frontals.
 - **Legacy Income:** None received in 2024, compared to £14,500 in 2023—a significant loss of one-off income.

Overall, total income fell from £160,567 in 2023 to £138,976 in 2024—a £21,591 drop.

- **Expenses:**
 - **Parish Share:** Increased by £2,000
 - **Charitable Gifts:** Reduced by £2,250, and slightly under budget, reflecting the decline in income versus budget.
 - **Church Running Costs & Churchyard Costs:** Down by £4,924 and £1,160 respectively—improvements driven by reduced utility bills, likely thanks to infrastructure upgrades like a new boiler.
 - **Church Centre Costs (inc. salaries):** Rose by £7,355 due to staffing increases in Q3 & Q4. Without salaries, there would have been a cost saving.
 - **Discretionary/Major Costs:** Dropped significantly by £14,400, indicating a quieter year with fewer capital or one-off projects.

Total expenses dropped by £13,380 to £165,159.

- **Net Result:** The deficit increased from (£17,972) in 2023 to (£26,183) in 2024—a worsening position by £8,211.

Note: a breakdown of the spend types A-T is shown later in section 6 , for reference.

3 Performance versus Budget

As at 31 December 2024					
		Column A	Column B	Column C	Column D
		2024	budget	Better/(Worse)	Comment
	Income				
A	Voluntary Donations	98,879	110,000	(£11,121)	Worrying trend
B	Income from Activities	£22,359	24,500	(£2,141)	
C	Investment Income	14,872	12,000	(£2,872)	
D	External Grants	2,866		(£2,866)	2024 FOSM contribution
E	Legacy			£0	
	Total income	138,976	146,500	£7,524	
	Expense			£0	
N	Parish Share	78,500	78,500	£0	Cost grows yearly
O	Charitable gifts	8,000	9,000	£1,000	
P	Church Running Costs	23,557	24,000	£443	
R	Churchyard Runnng Cost	3,703	5,000	£1,297	
S	Church Centre Costs inc. salaries	44,621	40,000	(£4,621)	More employees in 2024 Q3&4
T	Discretionary / Major costs	6,779	7,500	£721	
	Total expense	165,159	164,000	(£1,159)	
	Net Gain/(Loss)	(26,183)	(17,500)	(£8,683)	

3.1 Performance versus budget - Commentary

This page contrasts actual results with the 2024 budget, offering insight into planning accuracy and financial discipline.

- **Income:**
 - **Voluntary Donations:** Came in £11,121 below budget—a concerning sign that may require strategic action like stewardship campaigns or donor outreach.
 - **Activities Income:** Fell short by £2,141, suggesting that fundraising events underperformed.
 - **Investment Income:** Outperformed the budget by £2,872—this is the only income line that exceeded expectations.
 - **Grants and Legacy:** No legacy income was received; external grants were budgeted at £2,866 but not realized—indicating possible overestimation or lost opportunities.

Total income was £138,976, versus a budget of £146,500—falling short by £7,524.

- **Expenses:**
 - **Parish Share:** Exactly met the £78,500 budget.
 - **Charitable Gifts & Church Costs:** Slight savings compared to budget, but not by large margins.
 - **Church Centre Costs (inc. salaries):** Overspent by £4,621 due to new hires in the latter half of the year.
 - **Discretionary/Major Costs:** Underspent by £721, indicating effective cost control/deferred spending

Total expenses were slightly over budget by £1,159, at £165,159 vs. £164,000.

- **Net Loss:** Planned deficit was £17,500, but the actual shortfall was £26,183—a worsening of £8,683 due to both lower income and slightly higher spending than anticipated.

4 Statement of Assets and Liabilities at 31/12/2024

Balance Sheet				
As at 31 December 2024				
Account number	Account description	31 Dec 24 YTD	31 Dec 23 YTD	Variance
	Assets			
	Endowments (Restricted)			
1050	CBF Investment Fund - Churchyard	6,936.81	6,781.59	155.22
1060	CBF Investment Fund - Repair Fund	16,139.64	15,778.50	361.14
		23,076.45	22,560.09	516.36
	Restricted Funds			
1210	FOSM Lloyds Bank	1,000.00	3,139.88	(2,139.88)
1500	FOSM Coventry Building Society	7,500.00	7,384.77	115.23
1300	CBF Deposit Account - Curacy Fund	15,000.00	15,000.00	0.00
1301	CBF Deposit Account - Church Yard	162.53	40.99	121.54
1320	CBF Deposit Account - Building Fund	114,212.22	109,272.08	4,940.14
1330	CBF Deposit Account - Tower Fund	1,978.64	1,904.11	74.53
1340	CBF Deposit Account - Organ Fund	5,945.83	5,721.87	223.96
1350	CBF Deposit Account - House Fund	110,033.07	110,699.99	(666.92)
		255,832.29	253,163.69	2,668.60
	Unrestricted Cash/Bank			
1400	CBF Deposit Account - General Fund	90,123.21	116,351.83	(26,228.62)
1200	9MainCurrent	14,481.19	19,750.99	(5,269.80)
1220	Office Petty Cash	108.87	108.87	0.00
		104,713.27	136,211.69	(31,498.42)
	Debtors			
1100	Trade Debtors	3,215.36	1,388.20	1,748.86
		3,215.36	1,388.20	1,748.86
	Total Assets	386,837.37	413,323.67	(26,564.60)
	Liabilities			
2230	O/S pension/Payroll	0.00	84.88	(84.88)
2300	Specific Donations	40.70	0.00	40.70
2310	Draw Club	516.00	432.00	84.00
2312	Bible Reading Foundation	14.25	0.00	14.25
2316	Church FlowersFund	0.00	89.50	(89.50)
2317	Junior Church Fund	200.00	0.00	200.00
2330	Wedding Deposits	425.00	705.00	(280.00)
2500	St Mark Choir Fund	1,836.86	0.00	1,836.86
	Total Liabilities	3,032.81	1,311.38	1,680.73
	Total Net Assets	383,804.56	412,012.29	(28,245.33)
	Restricted Funds	278,908.74	275,723.78	3,184.96
	Unrestricted Funds	104,895.82	136,288.51	(31,430.29)

4.1 Statement of Assets and Liabilities (Commentary)

This page outlines the year-end financial position for 2024, comparing it to the prior year (2023). The balance sheet is structured to show assets, liabilities, and net assets, categorized further into restricted and unrestricted components.

- **Assets:**
 - **Endowments (Restricted):** This includes two funds: the Churchyard and Repair Fund. Together they increased from £22,560.09 to £23,076.45, a net gain of £516.36, which reflects investment growth.
 - **Restricted Funds:** These consist of various designated savings accounts and deposits. Some accounts grew modestly (e.g., Building Fund up by £4,940.14), while others remained static or dropped. Total restricted funds rose by a net £2,668.60 year-on-year, thanks to good investment returns
 - **Unrestricted Cash/Bank:** This category experienced a notable drop of £31,498.42. The General Fund fell by over £26,000, suggesting significant spending or reallocation.
 - **Debtors:** Trade debtors increased by £1,748.86, likely indicating more outstanding receivables or late payments from donors or partners at the turn of the year
- **Liabilities:**
 - Grew modestly by £1,680.73, driven primarily by the establishment or increase of funds like the Junior Church Fund (£200) and the Choir Fund (£1,836.86). Some older obligations, such as Church Flowers and Payroll, were paid off.
- **Net Assets:**
 - The overall net asset value decreased by £28,245.33, primarily due to the drawdown of unrestricted funds. While restricted funds increased slightly by £3,184.96, unrestricted funds dropped significantly, indicating reliance on general reserves or increased operating expenses.

This indicates a state of financial stability, with healthy restricted savings, but growing pressure on general, unrestricted resources.

5 Movements of Funds

As at 31 December 2024									
Account number	Account description	31 Dec 24 YTD	31 Dec 23 YTD	Variance	Investment Gain	Operating Gain	Transfers	FOSM (outside P&L)	Check Variance
	Assets								
	Endowments (Restricted)								
1050	CBF Investment Fund - Churchyard	6,937	6,782	155	155				155
1060	CBF Investment Fund - Repair Fund	16,140	15,779	361	361				361
		23,076	22,560	516	516	0	0	0	516
	Restricted Funds								
1210	FOSM Lloyds Bank	1,000	3,140	(2,140)				(2,140)	(2,140)
1500	FOSM Coventry Building Society	7,500	7,385	115				115	115
1300	CBF Deposit Account - Curacy Fund	15,000	15,000	0	0				0
1301	CBF Deposit Account - Church Yard	163	41	122	122				122
1320	CBF Deposit Account - Building Fund	114,212	109,272	4,940	4,940				4,940
1330	CBF Deposit Account - Tower Fund	1,979	1,904	75	75				75
1340	CBF Deposit Account - Organ Fund	5,946	5,722	224	224				224
1350	CBF Deposit Account - House Fund	110,033	110,700	(667)	4,333		(5,000)		(667)
		255,832	253,164	2,669	9,693	0	(5,000)	(2,025)	2,669
	Unrestricted Cash/Bank								
1400	CBF Deposit Account - General Fund	90,123	116,352	(26,229)	3,771		(30,000)		(26,229)
1200	9MainCurrent	14,481	19,751	(5,270)		(40,270)	35,000		(5,270)
1220	Office Petty Cash	109	109	0	0				0
		104,713	136,212	(31,498)	3,771	(40,270)	5,000	0	(31,498)
	Debtors								
1100	Trade Debtors	3,215	1,388	1,827		1,827			1,827
		3,215	1,388	1,827	0	1,827	0	0	1,827
									0
	Total Assets	386,837	413,324	(26,486)	13,981	(38,443)	0	(2,025)	(26,486)
	Liabilities								
2230	O/S NEST ER and EE payments	0	85	(85)		(85)		0	(85)
2300	Specific Donations	41	0	41		41		0	41
2310	Draw Club	516	432	84		84			84
2312	Bible Reading Foundation	14	0	14		14			14
2316	Church FlowersFund	0	90	(90)		(90)			(90)
2317	Junior Church Fund	200	0	200		200			200
2330	Wedding Deposits	425	705	(280)		(280)			(280)
2500	St Mark Choir Fund	1,837	0	1,837		1,837			1,837
									0
	Total Liabilities	3,033	1,311	1,721	0	1,721	0	0	1,721
	Total Net Assets	383,805	412,012	(28,208)	13,981	(40,164)	0	(2,025)	(28,208)
					(26,183)				
	Restricted Funds	278,909	275,724	3,185					
	Unrestricted Funds	104,896	136,289	(31,393)					

5.1 Explanation of Movements

This version of the balance sheet provides a **breakdown of variances** including:

- **Investment Gains and Operating Gains**
 - Investment gains largely contributed to increases in endowments and restricted funds.
- **FOSM (Friends of St Marks)**
 - Some transfers out of FOSM accounts noted
 - The figures for FOSM final balances are estimated – note that the PCC is not responsible for these funds, but they are notionally assets to be used for our purposes. FOSM activities do not make a net contribution to our P&L.
- **Transfers of Funds**
 - There was a transfer £5,000 transfer from the House Fund (restricted) to pay for the youth work salary in 2024
 - Other transfers were between unrestricted funds
- **Unrestricted Funds:**
 - Reflects a notable £40,270 operational loss offset by a £5,000 transfer in, and investment income.
- **Total Assets vs. Liabilities:**
 - Confirms asset drop and liability increase, discussed in previous sections

6 Further Notes to the Accounts

This section expands on some relevant details, and relevant policies

6.1 2024 Financial Statement by Line item, for each type of income/spend

Category	Income			
Type	Name	Sum of 2024	Sum of 2023	Sum of Difference
=A	A01-Green Envelopes	3,754.02	3,909.87	(155.85)
	A01-Pledged Giving	66,353.90	68,349.39	(1,995.49)
	A03-Collections	8,506.55	8,215.59	290.96
	A04-Donations	3,967.55	2,441.31	1,526.24
	A06-Income Tax Refunds	16,296.63	18,715.67	(2,419.04)
A Total		98,878.65	101,631.83	(2,753.18)
=B	B09-Fund Raising	409.00	1,468.70	(1,059.70)
	B10-Sales Discounts	(0.04)		(0.04)
	B11-Fees Received - Clergy Travel	78.80	85.00	(6.20)
	B11-Fees Received - PCC	9,723.00	10,061.00	(338.00)
	B12-Magazine Advertising	1,170.00	870.00	160.00
	B12-Magazine Sales	1,991.00	2,523.80	(532.80)
	B12-Printing Income	345.52	146.82	198.70
	B12-Rent	8,642.00	8,629.50	12.50
B Total		22,359.28	23,784.82	(1,565.54)
=C	C10-CBF interest (restricted)	9,693.25	10,865.52	(1,172.27)
	C10-CBF interest (unrestricted)	3,771.38	5,494.08	(1,722.70)
	C10-Dividends Received	1,407.19	616.66	790.53
	C10-Interest Received		573.73	(573.73)
C Total		14,871.82	17,549.99	(2,678.17)
=D	D13-Other income	636.00	3,100.00	(2,464.00)
	D13-Grants/FOSM	2,230.10		2,230.10
D Total		2,866.10	3,100.00	(233.90)
=E	E07-Legacies		14,500.00	(14,500.00)
E Total			14,500.00	(14,500.00)
Grand Total		138,975.85	160,566.64	(21,730.79)
Category	Spending			
Type	Name	Sum of 2024	Sum of 2023	Sum of Difference
=N	N19-Parish Share	78,500.00	76,500.00	2,000.00
N Total		78,500.00	76,500.00	2,000.00
=O	O18-Grant - Other	1,200.00	6,150.00	(4,950.00)
	O18-Grant - Overseas Relief and Development	1,500.00	3,250.00	(1,750.00)
	O18-Grants - Home Mission	4,450.00	850.00	3,600.00
	O18-Grants - Overseas Mission	850.00		850.00
O Total		8,000.00	10,250.00	(2,250.00)
=P	P21-Additional Clergy Expense	297.34	231.12	66.22
	P21-Associate Minister's Expenses		347.93	(347.93)
	P21-Fees Paid - Clergy Travel		97.00	(97.00)
	P21-Rector's Expenses	692.35	479.05	213.30
	P22-Church Internet	431.84	315.84	116.00
	P22-Church Maint - Organ/piano/AV	1,175.80	1,359.24	(183.44)
	P22-Music / choir / junior choir	334.15	287.56	46.59
	P22-Organ - Services	4,997.50	4,760.00	237.50
	P22-Service Books and Resources	2,356.40	1,415.67	940.73
	P23-Church Cleaning		292.50	(292.50)
	P23-Church Maintenance	2,121.49	5,640.62	(3,519.13)
	P23-Insurance	7,135.23	6,626.50	508.73
	P24-Church Light and Heat	4,014.44	6,627.92	(2,613.48)
P Total		23,556.54	28,480.95	(4,924.41)
=R	R23-Churchyard Maintenance	3,703.12	4,863.60	(1,160.48)
R Total		3,703.12	4,863.60	(1,160.48)
=S	S10-Unrealised Gains/(Losses) on Investments	(516.36)	(1,226.64)	710.28
	S20-Employer's Pension	787.46	474.28	313.18
	S20-Office Salaries	23,644.65	15,808.00	7,836.65
	S23-Affiliation fees/subscriptions	602.00	377.00	225.00
	S23-Bank charges	344.11	350.28	(6.17)
	S23-Book-keeper/Treasurer		1,000.00	(1,000.00)
	S23-Church Centre - Cleaning	5,560.17	3,015.00	2,545.17
	S23-ChurchDesk / Web site	171.99	2,068.39	(1,896.40)
	S23-Debts Written Off		686.50	(686.50)
	S23-Equipment Leasing	3,748.32	2,741.27	1,007.05
	S23-Finance system	560.40	556.79	3.61
	S23-Independent Examiner	300.00	300.00	
	S23-Insurance	80.08	1,288.00	(1,207.92)
	S23-Licences, permits, etc	1,204.37	1,042.28	162.09
	S23-Maintenance - Church Centre	1,859.59	2,801.73	(942.14)
	S23-Postage	37.75		37.75
	S23-Stationery	827.91	821.19	6.72
	S24-Church Centre - Light and Heat	2,041.19	1,987.72	53.47
	S24-Telephone and Internet	1,081.18	1,739.42	(658.24)
	S25-Engraving Fees	701.10	495.90	205.20
	S99-Other	1,584.83	938.60	646.23
S Total		44,620.74	37,265.71	7,355.03
=T	T27-Ch. Yard Discretionary / Major	2,651.17	4,241.21	(1,590.04)
	T27-Church Discretionary / Major	3,147.36	5,932.36	(2,785.00)
	T28-Ch. Centre Building Discretionary / Major	980.00	11,004.99	(10,024.99)
T Total		6,778.53	21,178.56	(14,400.03)
Grand Total		165,158.93	178,538.82	(13,379.89)

6.2 Donations To charities

Several donations were made from PCC income to charities and these are listed below

Hope 4 Rugby	£ 1,000
Rugby Foodbank	£ 2,000
CAP	£ 1,200
Friendship Project	£ 350
Rugby Street Pastors	£ 850
The Lighthouse	£ 500
The Childrens Society	£ 250
Deepmore House	<u>£ 350</u>
SUBTOTAL (UK)	£ 6,500

FWH Creations	£ 750
Christian Aid	<u>£ 750</u>
SUBTOTAL (International)	£ 1,500

TOTAL	£ 8,000
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In addition, the PCC acts as a conduit for specific fund raising campaigns, where the donations given, or monies disbursed appear in the accounts under "specific donations" (GL 2300). In 2024 £208 went to RNLI, club, £295.35 to Christian Aid, £595.07. to RBL Poppy Appeal, £100 to Children in need, and £149.50 to The Children's Society, totalling £1,347.92.

In addition, various collections at funerals go direct to charities, and are not accounted for here.

6.3 Payments to the Diocese for funds collected on their behalf

Part of the fees for wedding and funerals, plus a few other services, are due to the Diocese. In effect The PCC acts as agents. The income received for this is not counted in our receipts and payments, nor do the payments to the diocese. Payments are quarterly, and by convention are paid to the diocese whether the PCC has actually been paid or not

Quarter of 2024	Funerals	Weddings
Q1	1770	
Q2	1042	723
Q3	1804	
Q4	802	
TOTAL paid to Diocese in 2024	£ 5,418	£ 723

.(both slightly down on 2023)

6.4 Energy Consumption

Figures based on metered usage (not bills paid in a given time frame)

Sum of Energy Value (kWh)		YEAR
Site Name	Fuel	2024
CHURCH	GAS	61,045
	ELECTRIC	12,785
CHURCH Total		73,830
CHURCH CENTRE	GAS	15,072
	ELECTRIC	2,737
CHURCH CENTRE Total		17,809
Grand Total		91,639

Sum of Invoice Total		YEAR
Site Name	Fuel	2024
CHURCH	GAS	£ 3,694
	ELECTRIC	£ 1,502
CHURCH Total		£ 5,196
CHURCH CENTRE	GAS	£ 937
	ELECTRIC	£ 878
CHURCH CENTRE Total		£ 1,815
Grand Total		£ 7,010

6.5 Accounting Policies

6.5.1 Accounting Conventions

With due regard to Church of England and Charity Committee rules, and our likely gross income being very unlikely to exceed £250,000 we can prepare accounts on a "Receipts and Payments Accounting" basis. In These accounts there are no accruals and no consideration of depreciation of assets. All figures in the Accounts come from transactional recording direct into the SAGE, a widely used and well-regarded Accounting Software Package, and we operate within its conventions for balance sheets and profit and loss reporting. Invoiced sums go directly into the Profit and loss accounts in the year in which the invoice is dated, and at the same time are entered as an asset as "debtors". Payment of the invoice transfers from debtors to cash. Money received as cash, but not the property of the PCC, e.g. Key deposits, wedding deposits, fees collected by the PCC as an agent do not go into the profit and loss. They are recorded as cash assets, and also as liabilities.

Hence normally simple receipts and payments accounting in terms of cash, requires that one must also take account of not just the Profit and loss statement but the movement in assets and liabilities, and the fact that cash held in the bank account is not the same as cash owned by the PCC. This is demonstrated in the section called "Movement of Funds" in the accounts.

6.5.2 Reserves policy

At the request of the Diocese, in a previous year, the PCC reviewed its policy on the balance of free unrestricted reserves it should hold to cover any emergency situations that may arise from time to time and it was agreed that a balance equal to six months unrestricted expenditure should be held plus designated funds to cover new planned and agreed expenditure over a maximum period of five years. It is the PCC's policy to invest the majority of our fund's balances with the CCLA Church of England Deposit Fund.

6.5.3 Restricted Funds Policy

In 2021 it was also decided by the PCC to assess spending rigorously with a view to taking funds out of restricted accounts, where it was permissible to do so. Major elements of spend (e.g. not minor repairs or maintenance are charged to relevant restricted funds.

7 2025 Budget

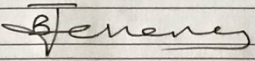
The 2025 budget i assumes we can hold running costs back to a level similar t0 2024, but with higher spend on some special projects. It relies on a large legacy falling to us in 2025.

End of Year 2024 Financial Results and 2025 Budgetted Income/spend							
			Column A	Column B	Column C	Column D	Column E
			2024 Actual	2024 budget	Better/(Worse)	2025 Budget	Comment
Income							
	A	Voluntary Donations	£98,879	£110,000	(£11,121)	£98,000	Possibly, optimistic
	B	Income from Activities	£22,359	£24,500	(£2,281)	£24,500	
	C	Investment Income	£14,872	£12,000	£2,872	£12,000	Probable, unpredictable
	D	External Grants	£2,866	£-	£2,866	£-	
	E	Legacy	£-	£-	£-	£110,000	Estimated bequest due
	Total income		£138,836	£146,500	(£7,664)	£244,500	
Expense							
	N	Parish Share	(£78,500)	(£78,500)	£-	(£82,000)	Inflation
	O	Charitable gifts	(£9,200)	(£9,000)	(£200)	(£9,000)	No change from 2024
	P	Church Running Costs	(£24,814)	(£24,000)	(£814)	(£24,000)	No change from 2024
	R	Churchyard Runnng Cost	(£3,703)	(£5,000)	£1,297	(£5,000)	No change from 2024
	S	Church Centre Costs inc. salaries	(£42,680)	(£40,000)	(£2,680)	(£55,000)	Employee Costs, Fuel
	T	Discretionary / Major costs	(£6,779)	(£7,500)	£721	(£35,000)	Do organ refurb.
	Total expense		(£165,675)	(£164,000)	(£1,675)	(£210,500)	
Net Gain/(Loss)			(£26,839)	(£17,500)	(£9,339)	£34,000	Surplus (but without Legacy, huge loss)

This budget is subject to revision by the PCC as circumstances change.

8 Examiners Report

Placeholder for official approval sheet (last years example below)

Section A		Independent Examiner's Report	
Report to the trustees	The PCC of St Mark Bilton		
On accounts for the year ended	Dec 31 st 2024	Charity no (if any)	1137095
Set out on pages	1 to 18		
Responsibilities and basis of report	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024 As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the 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	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect: - the accounting records were not kept in accordance with section 130 of the Charities Act; or - the accounts did not accord with the accounting records; or - the accounts did 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.		
Signed:		Date:	18/7/25
Name:	Brian Cheney		
Relevant professional qualification(s) or body (if any):	A.C.M.A		
Address:	358 Newbold Road		
	Rugby		
	CV21 1EG		

Accounts

The PCC of Bilton Parish - Charity 1137095

Annual Report of Church Activities 2023

Introduction

St Mark's Parochial Church Council (the 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 St Mark's Church Centre.

Around Easter 2023, Tim Cockell the former incumbent left the parish to take up a role in the diocese. For the balance of 2023 the Rev. Glenn Lowde, curate, took the reins during the interregnum.

This report was approved at the Parish Council Committee meeting of 19/9/2024

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and become part of our parish community at St Mark's. The PCC maintains an overview of worship throughout the parish and, through the Worship Group, makes suggestions on how services can involve the many groups that live within the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the incumbent and PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable 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.
- Providing pastoral care for people living in the parish.
- Missionary and outreach work.
- In addition to these key areas, to facilitate this work it is important that the PCC pays attention to number of basic underpinnings, including appropriate safeguarding, effective administration and legal compliance, and maintaining the fabric of St Mark's church and Church Centre.

Before going through each of these areas, this report begins with the incumbent's overview.

Rector's Annual Report 2024 (year ending December 2023)

Rev'd Glenn Lowde Associate Minister has provided the clergy report to year ending 2023 while St Mark's is in vacancy.

The last year has seen change that we did not expect with the start of 2023. We went into vacancy at the beginning of July after my licensing as your Associate Minister at the end of June. However, it's been a year where we have continued to move forward. Particularly in the area of youth and schools work. We continued with our aim of looking to appoint a children's and family worker and we are progressing with that as we go into 2024. Many thanks to the team set up to work on this and particularly to Sarah Pallett in heading up that team and all her hard work in co-ordinating this.

I have been working at setting up links and good church/school relationships with the heads of Bilton Junior School, Bawnmore Infant School and Bilton Infants School. Work has also been ongoing with the Schools team headed by Sandra and Gill welcoming and talking to the children of various schools about St Mark's and its history, many thanks to you. All this hard work produced dividends in a greater presence of the schools within our parish in our church for harvest and Christmas services.

December was particularly busy but it was great to welcome not only the schools but other organisations and groups who wanted to hold their Carol Services in St Mark's. All this work and activity ensures we are seen by the community as a vibrant and active Christian community.

Other activities such as our first Snowdrop Saturday in February 2023 was a great success with many who visited the church unaware of the beauty and extent of our churchyard. All credit to the gardening team who keep the churchyard to be a haven of peace and an encouragement to a wide range of wildlife who inhabit our churchyard.

I want to take this opportunity to thank our Wardens Team Christine Assheton and Marion Ainslow. They have done a great deal in the last year and a tremendous amount in supporting myself as I take on extra responsibility during this time of vacancy. Also to acknowledge their work in putting together our Parish Profile and the extra responsibility they hold during a vacancy.

I also want to thank Phillip Street and Joy Sharpe for their support in taking various services during this past year.

Particular thanks also to our Parish Secretary Holly Byatt without whom things would grind to a halt. For all the support she has given me with the considerable amount of admin that a parish of our size has to deal with. There are so many others I would like to name who contribute in many ways to the life of the church and have supported me during these past months. So to all of you who contribute in many ways to the life of the church. You are too many to name here, but I hope you know who you are and know that you are thoroughly appreciated for all you do.

With every blessing

Glenn Lowde

Associate Minister

Achievements and performance versus objective/activity

Worship and Prayer

Worshipping God is one of the three elements of our vision at St Mark's. The PCC is therefore keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, the 8.00 am Book of Common Prayer communion service and Evensong provide a quiet, intimate and reflective environment for worship. Opportunities are provided for people to engage in more outgoing worship at our Sunday morning family services and in parade services where we are joined by a number of the local uniformed organisations in our parish.

As well as our regular services, we enable our community to celebrate and thank God at milestones of the journey through life. In 2023 there were 4 marriages in church, 19 baptisms, 51 funeral/memorial services of various kinds, and the remains of 12 people interred in the Garden of Remembrance.

As is usual, the church held a remembrance day service with the Royal British Legion in attendance, with a large local congregation, and a peel of bells was rung in celebration of the King Charles' coronation.

Prayer is at the heart of all we do at St Mark's. The act of bringing our community and our world before God is where two elements of our vision meet - 'Worshipping God' and 'Sharing his love'. As such there are a number of prayer ministries at St Mark's involving dozens of volunteers. Prayer is offered for those in need at almost all our Sunday and midweek services, both for the unwell and the bereaved. For those who like to receive prayer for healing in person, our Healing Prayer team regularly offers this opportunity. In addition, our Prayer Support Group is on hand to receive both urgent and long-term requests for prayer, which it passes on confidentially to its members. The Bible Reading Fellowship membership has an active program with 30 participants

The Prayer Support Group is made up of 33 people, who are committed to pray regularly for others. In the footsteps of Christ, whose ministry on earth involved many acts of healing, we pray in strictest confidence for those in need, whether that be for healing, or any other support need. Prayer requests can be urgent or long-term.

Home Groups continue to play an important part in the life of St Mark's Church. Currently we have 6 groups meeting on different days and at different times, two in the afternoon and four in the evening.

Pastoral Care

As we have recovered from COVID, some pastoral visits have taken place this year, in response to incoming requests. Under the leadership of Angela Maxwell it is hope to build upon this in 2024, and pursue a more proactive strategy in 2024.

Mission and Evangelism

Many of the activities reported on so far are imbued with spirit of mission and evangelism within the parochial community. A number of additional areas are the subject of further focus below

Overseas Mission

St Marks continues to support Busiliwa Faith School. The following is an extract from the APCM report.

The school continues to run with about 200 pupils and 10 teachers. For Uganda these class sizes are very good but does mean that the school fees that can be expected are small compared to the running costs. A charity has provided funds for some of the classrooms as earlier reported, to be made into more permanent structures and this work is ongoing. This charity also provides some nutrition for pupils at the school. The running costs of the school and the orphanage are the real challenge for David and his team. The original orphans, 10 children who had lost their parents due to landslides has now expanded with over 30 vulnerable children being cared for. When they were young their educational needs, through the nursery and primary years, were met by the adjacent school. As they got older, graduating from the primary system and entering secondary school the running costs of the orphanage has an added dimension and challenge, that of school fees, uniforms and academic materials.

On the 15 October, the school and community held a musical fund raiser so that the school could have some funding to meet their basic financial needs. A total of around £275 was generated and will go some way to temporarily alleviate their dual challenges of paying the teacher's salary and the orphans secondary school fees. David is embarking on brick making to raise additional funds for the school and orphanage but there is still a shortfall.

In 2022, after five years on a tree planting project, unrelated to the school, I stood down as chair of this programme, which has planted over 20 million trees in six districts in Eastern Uganda. During the five years of the tree planting programme I visited Uganda a minimum of twice a year for a month and always made the journey up into the mountains of Bududa to visit the school.

Media

After a year off, the VOICE, the parish magazine has restarted. It has been great to have some new contributors on board writing articles, along with our regular favourites.

A web site complements the parish magazine and provides information about all aspects of the work and activities at St Mark's church. It has been upgraded through 2023, with new churchdesk software, and seeks to provide a wide range of information for members of the congregation, the wider community and for those new to the area or to St Mark's and has provided an alternative way to communicate with those in our community during the pandemic.

Other Key Areas / Supporting Activities

Before mentioning a few key areas, we begin with the Church Wrdens Report

Church Wardens

(Marion Ainslow & Christine Assheton)

First of all, we would like to extend thanks to all those who contribute in any way to make the services at St Marks run as smoothly as possible.

Without the welcome team, readers, intercessors, deputy wardens the church wardens would have a much more difficult job.

Our thanks must also go to Patsy and the choir who enhance the services with their choral singing.

Of course none of this would be possible without the leadership and guidance from the clergy team.

During the last year we have had a lot of work done in the churchyard including extensive tree surgery that was necessary for safety reasons and thanks to the team of garden volunteers on Saturdays the churchyard is looking very tidy and by leaving the wild flowers to set their seeds and animals and insects have been brought back leading to an award from the Butterfly Conservation trust.

It was good to see the church resplendent at Christmas with new altar linen that we were able to purchase with a generous donation from the Friends of St Marks.

Due to Tim being 'borrowed' by the diocese he was only able to work part time in the parish and our thanks go to Glenn and other clergy members for keeping things going in his absence.

Indeed, little did we know that within a short time of Tim's secondment to the Archdeacons office coming to an end, we would be saying goodbye to the Cockell family as they moved on to pastures new.

We have now been in vacancy since July and Christine and I would like to record our thanks for all that Glenn has stepped up to during this time and for all the support from the groups mentioned already and members of the congregation who are never slow at stepping up to the mark when asked for help.

Work has been completed in the church centre with a new boiler being fitted upstairs and a kitchen area fitted in the upper room so refreshments can now be offered in meetings without carrying hot drinks upstairs. The addition of fitted cupboards has also given the choir room for music storage. With the need to empty to the gas meter cupboard, new storage facilities have been fitted in the activity room enabling us to give more storage facilities to Sunbeams Pre-School. New LED lighting and additional plug sockets have also been installed in the activity room.

The last few months has been mainly taken up with preparing documents ready to advertise the position of rector, such as the Parish Profile and I am pleased to report that this has now been accepted by the diocese and an advert has now gone in to appear for 4 weeks. We pray that it will be fruitful and the right person for St Marks will apply.

Safeguarding

Christine Assheton, PSO

With the introduction of the Safer Recruitment and People Management framework from January 2022 the PCC have been kept informed of any changes and the parish action plan was presented for monitoring during 2023.. After only 2 DBS checks undertaken in 2022, 8 were undertaken in 2023.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively, vibrant and welcoming community it is. There are about 70 volunteers registered, with a parish electoral role of about 200. In particular, we want to mention our churchwardens and service wardens, clergy, and the many other groups and individuals who work so tirelessly on our behalf. There are numerous other centres of activity throughout the parish which have been making a large contribution to the life of the parish. . Without going into details these include the following, in addition to activities mentioned above. This is by no means an exhaustive list of all those in the community involved in and contributing to the mission of the Church. (Full details in the APCM report are available)

Prayer Support Group	Churchyard Team	Christian Aid Liaison
Lionhearts	Audio Visual Team	Finance/collections
Friends of St Marks	Pastoral Visitors	Welcome Team
Bell Ringers	Ladies Day Group	Choir, Organ. Music group
Junior Church	Teen Talk	Youth Club
Home Groups	Bible Reading Fellowship	Worship Committee

A FULL ACCOUNT OF MOST OF THESE GROUPS AND ACTIVITIES CAN BE FOUND IN THE ANNUAL PAROCHIAL CHURCH MEETING REPORT.

Friends of St Marks

This organisation generates additional funds for the church, which it passes by the way of grants for specific purposes, for example, new altar frontals acquired in 2023. Fund raising events were held in January, July, October, and December – a cheese and wine evening, a Strawberry tea, a choral concert, and an event at the home of Margaret and George Sherman. All of the above activities brought together members and friends of St. Mark's Church in Fellowship, Friendship and Support. Donations from these events will all go toward the work and needs of St Mark's Church.

Finance

The overall result is a £18,000 loss, against a 2022 loss of £13,000. It was only slightly worse than we had budgeted. All 2023 major projects were completed as expected. These projects, totalling £21,000, account for the loss. Income was boosted by a windfall. This windfall was a combination of exceptionally high returns on deposits, an unexpected large legacy, and grants received. These were £18,000, £14,500, and £3,000 respectively, totalling just over £35,000. Total Assets at the end of 2023 were £411,000, down from £429,000 at the start of the year. Around £10,000 was given as grants to other charities.

Full detail follows in the Finance Appendix.

Structure, governance and management

Administrative information

St Mark's Church is situated in Church Walk, Bilton, Rugby. It is part of the Diocese of Coventry within the Church of England. The correspondence address is St Marks Parish Office, Church Walk, Bilton, Rugby, CV22 7LX.

Parish Church Council

The PCC is governed by two Church of England Measures - The Parochial Church Councils (Powers) Measure 1956 as amended, which defines the principal function of the PCC, and the Church Representation Rules 2011.

The method of appointment of PCC members is set out in the Church Representation Rules. Members are either ex-officio or elected by the Annual Parochial Church Meeting (APCM). Representatives on the Deanery Synod and elected members normally serve for three years, unless elected to fill a vacancy. Readers and Co-opted members serve for one year. All members of the congregation are encouraged to register on the Electoral Roll and to stand for election to the PCC.

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 PCC is registered with the Charity Commission as a charity (number 1137095). Membership details are found on the Charity Commission website.

During 2023 the full PCC met six times . Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life, each of which is responsible to the PCC. These Committees met between meetings and reports of their deliberations were received by the full PCC and discussed as necessary.

Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It oversees the general financial dimension of the work of St Mark's by monitoring income and expenditure, budgeting, maintaining appropriate financial controls and co-coordinating the annual review of the Christian Stewardship of money through planned giving.

Worship Committee

Attends to matters relating to worship in the Church, planning services, drafting orders of service and associated work.

Ministry Leadership Team (MLT)

The St Mark's MLT was launched in 2001 and commissioned in January 2005. It is a collaborative team of lay and ordained people, working together, under the authority of the PCC, to lead, envision, enable and release all God's people at St Mark's for mission and ministry in the whole of life. It was disbanded in 2023 as it was felt that it had done its work, and its aims were now being achieved through other groups

FINANCIAL APPENDIX TO
Annual Report of Church Activities 2023

See facing page

Accounts

The PCC of Bilton Parish - Charity 1137095

Annual Report of Church Activities 2022

Aims and purposes

St Mark's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Timothy Cockell, 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 St Mark's Church Centre.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and become part of our parish community at St Mark's. The PCC maintains an overview of worship throughout the parish and, through the Worship Group, makes suggestions on how services can involve the many groups that live within the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the incumbent and PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable 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.
- Providing pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that the PCC maintains the fabric of St Mark's church and Church Centre.

Achievements and performance

Worship and Prayer

Worshipping God is one of the three elements of our vision at St Mark's. The PCC is therefore keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, the 8.00 am Book of Common Prayer communion service and Evensong provide a quiet, intimate and reflective environment for worship. Opportunities are provided for people to engage in more outgoing worship at our Sunday morning family services and in parade services where we are joined by a number of the local uniformed organisations in our parish.

2022 saw the final loosening of the constraints imposed by the pandemic. We have seen that some measures, such as streaming of services, have been continued as they were considered by some to be beneficial, pandemic or no pandemic. However, there is still a residual effect of the restrictions whereby many group activities having stopped completely, require time and effort to revive. For example, Messy church only met for some sessions in the summer. Numbers didn't pick up after Covid and we only had one or two families attending. We therefore decided to take a break and re-look at starting again with a relaunch at a later date.

As well as our regular services, we enable our community to celebrate and thank God at milestones of the journey through life. Through baptism we thank God for the gift of life, through marriage public vows are exchanged with God's blessing and through funeral services family and friends express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. 2022 saw a return to normal levels of activity regarding funerals.

Prayer is at the heart of all we do at St Mark's. The act of bringing our community and our world before God is where two elements of our vision meet - 'Worshipping God' and 'Sharing his love'. As such there are a number of prayer ministries at St Mark's involving dozens of volunteers. Prayer is offered for those in need at almost all our Sunday and midweek services, both for the unwell and the bereaved. For those who like to receive prayer for healing in person, our Healing Prayer team regularly offers this opportunity. In addition, our Prayer Support Group is on hand to receive both urgent and long-term requests for prayer, which it passes on confidentially to its members.

The Bible Reading Fellowship membership is around 30, with as much as an active program as lockdown restrictions allowed

Pastoral Care

More visits have taken place this year, particularly to individuals in Care Homes, though some phone calls have been made and those who have arranged a funeral in St Mark's have been contacted. Most of the latter calls were much appreciated but the people involved have not requested further contact. As we emerged from Covid restrictions, it became more obvious that some of the Pastoral Visitors were unable to offer home visits, although some are still making phone calls. Angela Maxwell has taken over from Wendy Brewer as the group co-ordinator

Mission and Evangelism

Our Strategic priorities, derived from analysis and surveys, remain those of

- Worship and teaching
- Buildings
- Land
- Community and global engagement
- Lifestyle

We have pursued these, with the Ministry Leadership Team (MLT) active in establishing ways forward for the past few years. Having established our current position, the MLT has been wound down, leaving the remaining structures to sustain our progress. An overview of some of the events and thinking behind this can be had by referring to the “Review of the year” a few pages on.

Helping those in need is a demonstration of our faith, over £9,000 of our income in 2022 being donated to Christian, relief and charitable causes.

Overseas Mission

St Marks continues to support Busiliwa Faith School, and the year 2022 saw a return to normality as pupils and teachers returned to the school after the damaging pandemic closures. As reported, and it is worth recalling that Uganda had the longest school closures, globally. It was a great joy to see the pupils return to their studies after such a long period.

The school now has 200 pupils distributed across 10 classes, first three years are the nursery section and seven in the primary section. There are some notable highlights to report. Firstly, with a charitable donation the orphanage was completed, kitted out and welcomed its first children. However, the local need is expanding and the orphanage is providing additional capacity to accept new orphans and vulnerable children. Secondly, with a small charitable donation four of the ten classrooms have been built of bricks. The previous classroom structures were of wood and mud walls as is the on-site church. The plan is also to rebuild the church over the longer term. Many Ugandans make handmade bricks from clay if it is good locally as a source of income. Once the bricks have been dried in the sun they are fired in a structure over a number of days. David, the director did this with local people, and secured the source of bricks for the school.

However, the challenges and struggles remain at the beginning of 2023, and the school is in need of our prayers and support. The 10 original orphans have now reached an age when the primary school can no longer support their educational needs. This means that school support cannot provide fees, uniforms and scholastic materials as they move into secondary education. The other challenge is that the area in which the school is located is poor and that the affordable school fees charged at the primary school do not cover the teacher's salary. The teachers are committed to the school but struggle to make ends meet on their partial salary as the cost of living in Uganda as here has increased dramatically.

Media

After a year off, the VOICE, the parish magazine has restarted .It has been great to have some new contributors on board writing articles, along with our regular favourites. 278 paper magazines are currently being distributed through 28 very kind and welcomed distributors. 62 people subscribe to a digital copy of the magazine.

A web site complements the parish magazine and provides information about all aspects of the work and activities at St Mark's church. It was significantly updated in 2019 and seeks to provide a wide range of information for members of the congregation, the wider community and for those new to the area or to St Mark's and has provided an alternative way to communicate with those in our community during the pandemic.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively, vibrant and welcoming community it is. In particular, we want to mention our churchwardens and service wardens, MLT members and the many other groups and individuals who work so tirelessly on our behalf. There are numerous other centres of activity throughout the parish which have been reviving to varying degrees as we have come out of COVID, gradually recovering. Without going into details these include the following, in addition to activities mentioned above. This is by no means an exhaustive list of all those in the community involved in and contributing to the mission of the Church. (Full details in the APCM report are available)

Prayer Support Group	Churchyard Team	Christian Aid Liaison
Lionhearts	Audio Visual Team	Finance/collections
Bilton Churches Together	Cleaning Team	Events Team
Bell Ringers	Ladies Day Group	Choir, Organ. Music group
Junior Church	Teen Talk	Youth Club
Home Groups	Bible Reading Fellowship	Worship Committee

The Friends of St Mark's is an association which aims to acquaint a wider group of people with the ongoing work, aims and needs of St Mark's, and enable them to support its maintenance and mission. The Friends of St Marks Committee have not met throughout 2022 as we come out of the covid restrictions. The Friends of St. Marks have not received any funding requests from either The Rector or the PCC during this time. The committee reconvened toward the end of 2022. and activities are planned for 2023

Deanery Synod

2 members of the PCC sat on the Deanery Synod during the year. This provides the PCC with an important link between the parish and the wider structures of the church. There were 3 meetings attended in 2022.

Ecumenical Relationships

"The church is a member of Bilton Churches Together. There has been no contacts or meetings of Bilton Churches Together in 2022, and things are still to revive after the pandemic. However, some specific activities have carried on

The World Day of Prayer, held on the first Friday of March was held in Sacred Heart Catholic Church in March 2022 and is organised by a group of women from all the 4 churches in Bilton. It is run separately to BCT as a single annual event and we hope that this will continue as it is currently the only WDP service held in Rugby.

Financial Review

Overview

In 2022 restrictions on gatherings relaxed and eventually returned to the “new normal”. As far as PCC finances are concerned, this served to increase activity: better attended and more elaborate weddings and a general increase in revenues arising from increased activities such as room rentals. Overall, giving declined, but this was more than compensated for by the higher income from activities, and much higher interest on deposits.

Overall our total assets decreased from £442,107 to £428,677 Unrestricted funds dropped slightly to £146,136 from £147,541 in 2021, still equivalent to around 11-12 months of regular running costs + parish share. This is well beyond the minimum reserve of 6 months of running costs stipulated in our reserves policy. The restricted funds held are £261,208 and £21,333 in endowments. The story of 2022 finances is summarised below.

Income

The “activity related” areas, i.e. Fees from weddings and funerals and rental/printing/magazine sales, were overall higher than expected in the budget by £10,867, at a total value of £23,727.

Planned giving at £74,992, was slightly lower than was hoped for. Miscellaneous donations, e.g. collections, cash band envelopes, were also less than expected – still not returning to pre-pandemic levels. However, we received unexpected income as a single donation of around £12,000 at the end of the year. Interest on deposit accounts was much higher than expected at £4882 (compared to an equivalent of 212 for 2021). Overall income, was around £4,000 up, at £144,722 in 2022 vs. £140,236 in 2021, and also £4,000 better than the budget of £140,287

Expense

We paid our full parish share of £75,000. This was our largest expense. Unlike in 2021, we did not pay an additional £20,000 to the diocese, which went a long way to reducing our costs compared to 2021.

We spent £11,887 from restricted funds on tree work that arose from recommendations in the quinquennial report, and for installing an auto-wind mechanism in the church clock. Not including this figure, Church upkeep (including the churchyard) and administration costs were £48,529 in 2022 vs. £50,110 in 2021, and a budget of £49,313. So, running costs were controlled well. We are fortunate in having fuel prices frozen until Sept 2024 at mid- 2021 levels. Other expenses were similar year on year.

Our policy is to donate 10% of planned giving from our funds This year we donated £9,007. UK donations were £6,050, and International, £2,957.

In addition Fund Raising raised further monies for Christian aid, which was matched by our donation included above, and there were several donations to Deepmore House

Overall expenses were £158,210 in 2022, vs. £165,926 in 2021, and against a budget of £162,110

Future implications

As far as income is concerned we may look to planned and other personal giving remaining at current levels, as the squeeze on private finances continues. It would be unrealistic to assume otherwise. Increase fund-raising may yield extra some income. Income from increased activity (e.g. room hire, weddings) is expected to rise as the effect of the pandemic wears-off.

As for expense, running costs can be contained at around current level for a year or two, but cost inflation will cut in at some point. By and large, the loss we incurred this year was caused by spend on “special projects” – around £12,000. This may be expected to be the case future years. That is, we have, more or less, the income to support normal running costs but any additional projects will have to be met from our accumulated funds, with a focus on using restricted funds where appropriate

Please refer to the approved accounts, attached as an appendix for full details.

Review of the Year

Rector's Annual Report 2023 (year ending December 2022)

I would like to start my report this year with a huge "Thank you." And that goes to everyone at St. Mark's for their understanding and patience in allowing me to have spent the last year on placement with the Diocese as Associate Archdeacon. When I accepted Bishop Christopher's invitation to undertake this role it was going to be for six months. That was extended to a year and it was becoming quite obvious that a further extension to the Autumn of this year would be very likely. While I would be very happy to continue in this role – which I have found both challenging and fulfilling – I feel it would not be right to continue to do so as I feel this is unfair on the parish. I have become increasingly aware that there are things that need my attention and time – something I have not been able to do in the last 12 months. That said, my travels around the Diocese and the things I have been involved with have given me a number of insights and ideas which may well be finding their way to a church near you soon.

Even though I have not been in a position to give as much time to St. Mark's in the last year, I am very pleased to say that with such a good and strong team of clergy and wardens working together things continue to move in the right direction. There has been some really good stuff going on and although we are still not where we were pre-pandemic (no churches are in reality) things are moving in the right direction.

In my previous report I was very concerned by the number of volunteers we had lost during the lockdown and the seeming reluctance of others to step into the many vacant roles we had. While there are still some gaps, I am very pleased to say that with doing some re-thinking about how we do things we now have a number of new volunteers in a number of roles helping to support the life of the church. In the last year we have seen new volunteers join our readers and intercessors group, new people become helpers with our children's groups and with our baptism services. A new team of Sacristans has been created under Joy's watchful eye which has taken a great deal of pressure off Glenn and me, especially between the 8 and 10am services.

A whole new team was brought together to work with James Yates from Thrive Youth Ministries and to think through what we wanted to with our ministry to children and young people. That is still meeting occasionally and thinking through our next moves in this area. More recently the prayer circle has been re-launched as the new Prayer Support Group which has a wider remit than just praying for the sick and those who have died. This will help to underpin some of the initiatives we are starting on the right foundation – that of prayer.

A growing number of social and open events have been held in the last year. In the last few months alone the Snowdrop Saturday brought over a hundred people into church, many of whom are not regular attenders. This helped our Quiz Night in March to be a great success, again with 100 people in attendance. We look forward to more social and outreach events in the future.

In recent months we have been joined by Rev. Eira Hale who has been strengthening links with the schools in the Bilton School Federation which includes Bilton Church of England Junior School. Eira has been a very regular presence in the schools and has managed to forge many new relationships and given us many ideas to thinking about in future. One of this is starting an "Open the Book" group to take bible stories into school in a fun and engaging way. Eira's placement with us finished on the 31st March but I am sure the fruit of the work she has been doing will be seen for a long time

to come, especially as her efforts have shown that we do need to commit some of our financial resources to employing that Children and Families Worker I mentioned in my report last year.

For many years now much of the forward thinking and forward planning in the parish has been done by the Ministry Leadership Team. In recent years the number of people on this group has dwindled and we have struggled to find new members. It was felt that after some 22 years of existence perhaps there were other ways of looking at our future ministry. With the success of the Co-ordinating Group for the young people we thought that bringing people together who had a heart for specific initiatives may be a better way to operate for a while as this would mean people would only need to offer time for the duration of a project and it might bring newer folks with fresher eyes into the mix. With that in mind we disbanded the MLT. I am enormously grateful for the work that the MLT has done over the years and for the people who have served on it (too many to mention here) and for their hard work, dedication and willingness to be part of this group. As new initiatives come up we will be asking/approaching people who have interests in those areas to get involved with them.

One of these new areas of work for the remainder of this year and into next is the solar panel project. We are in the early stages of talking to contractors and design engineers about putting a solar panel array on the church roofs along with some battery storage and possibly even some car charging points in the car park

While the road to recovery for many churches has been slow, I feel we have made good progress over the last year and in the coming year we need to continue to build on what we have already achieved.

As always, I am enormously grateful to those who do so much to ensure that things in the parish run as smoothly as possible. I would particularly like to mention, Glenn who has been a great support and a valued colleague. His Curacy comes to end shortly and I am very pleased that he has decided that he wants to remain with us at St. Mark's. He will be Licensed as an Associate Minister at some point in the future. I would also like to thank our Wardens Team Marion Ainslow, Irene Landless and Christine Assheton. They have done a great deal in the last year while I have been working for the Diocese. Irene is stepping down this year after another good stint as Warden and I am sure you would want to join with me in thanking her for all that she has done.

I also want to thank our Parish Secretary Holly Byatt without whom things would grind to a halt. And to all of you who contribute in many ways to the life of the church. You are too many to name here, but I hope you know who you are and know that you are thoroughly appreciated for all you do.

With every blessing

Tim Cockell

Rector

Structure, governance and management

Administrative information

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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 PCC is registered with the Charity Commission as a charity (number 1137095).

During 2021 the full PCC met six times via Zoom and face-to-face. Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life, each of which is responsible to the PCC. These Committees met between meetings and reports of their deliberations were received by the full PCC and discussed as necessary.

Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It oversees the general financial dimension of the work of St Mark's by monitoring income and expenditure, budgeting, maintaining appropriate financial controls and co-coordinating the annual review of the Christian Stewardship of money through planned giving.

Worship Committee

Attends to matters relating to worship in the Church, planning services, drafting orders of service and associated work.

Ministry Leadership Team (MLT)

The St Mark's MLT was launched in 2001 and commissioned in January 2005. It is a collaborative team of lay and ordained people, working together, under the authority of the PCC, to lead, envision, enable and release all God's people at St Mark's for mission and ministry in the whole of life.

Other groups that met via Zoom during the year included a Pastoral and Nurture Group, the Healing Team and the Prayer Circle. These groups include both PCC members as well as people not on the PCC.

PCC members / officers

Incumbent Rev'd Timothy Cockell Rector

Curates Rev'd Glenn Lowde

Wardens Marion Ainslow
Irene Landless

Deputy Wardens Christine Assheton

Representatives on Deanery Synod

Patricia Howes, I Landless

PCC Members in 2021 – new members approved/former members leaving date May 27 2021 unless otherwise stated

Tim Cockell	Chair	
Rachel Davison	Sec	Co-opted again
Irene Landless	Vice Chair	
Patsy Howes		
Christine Assheton		
Heather Hemelryck		deceased
Marion Ainslow		
Alex Lover		
Alex Clark		
Wendy Brewer		
Linda Allen		
Glenn Lowde		
David Potts	Treasurer	Co-opted again
Pauline Graham		
Helen Baker		
Lauren Beadle		

Report Approved by PCC Chair on ____25-06-23____ and signed by:



Rev'd Timothy Cockell, Rector

APPENDIX TO
Annual Report of Church Activities 2022

ST MARK'S CHURCH, BILTON, RUGBY
Charity number 1137095

**Annual Financial Report
and
Financial Statements
of the
Parochial Church Council
for the year ended 31 December 2022**

Rector

Rev'd. Tim Cockell

Bank

Lloyds Bank PLC
Church Street
Rugby
CV21 3PH

Independent Examiner

Mr Brian Cheney
358 Newbold Road
Rugby
CV21 1EG

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1 Summary

NOTE: Throughout this document, numbers may be rounded to the nearest £'000 where deemed appropriate

Overview

In 2022 restrictions on gatherings relaxed and eventually returned to the “new normal”. As far as PCC finances are concerned, this served to increase activity: better attended and more elaborate weddings and a general increase in revenues arising from increased activities such as room rentals. Overall, giving declined, but this was more than compensated for by the higher income from activities, and much higher interest on deposits.

Overall our total assets decreased from £442,107 to £428,677 Unrestricted funds dropped slightly to £146,136 from £147,541 in 2021, still equivalent to around 11-12 months of regular running costs + parish share. This is well beyond the minimum reserve of 6 months of running costs stipulated in our reserves policy. The restricted funds held are £261,208 and £21,333 in endowments. The story of 2022 finances is summarised below.

Income

The “activity related” areas, i.e. Fees from weddings and funerals and rental/printing/magazine sales, were overall higher than expected in the budget by £10,867, at a total value of £23,727.

Planned giving at £74,992, was slightly lower than was hoped for. Miscellaneous donations, e.g. collections, cash band envelopes, were also less than expected – still not returning to pre-pandemic levels. However we received unexpected income as a single donation of around £12,000 at the end of the year.

Interest on deposit accounts was much higher than expected at £4882 (compared to an equivalent of 212 for 2021)

Overall income, was around £4,000 up, at £144,722 in 2022 vs. £140,236 in 2021, and almost £4,000 better than the budget of £140,287

Expense

We paid our full parish share of £75,000. This was our largest expense. Unlike in 2021, we did not pay an additional £20,000 to the diocese, which went a long way to reducing our costs compared to 2021

We spent £11,887 from restricted funds on tree work that arose from recommendations in the quinquennial report, and for installing an auto-wind mechanism in the church clock

Not including this figure, Church upkeep (including the churchyard) and administration costs were £48,529 in 2022 vs. £50,110 in 2021, and a budget of £49,313. So, running costs were controlled well. We are fortunate in having fuel prices frozen until Sept 2024 at mid- 2021 levels. Other expenses were similar year on year.

Our policy is to donate 10% of planned giving from our funds This year we donated £9,007. UK donations were £6,050, and International, £2,957. In addition Fund Raising raised further monies for Christian aid, which was matched by our donation included above, and there were several donations to Deepmore House

Overall expenses were £158,210 in 2022, vs. £165,926 in 2021, and against a budget of £162,110

Future implications

As far as income is concerned we may look to planned and other personal giving remaining at current levels, as the squeeze on private finances continues. It would be unrealistic to assume otherwise. Increase fund-raising may yield extra some income. Income from increased activity (e.g. room hire, weddings) is expected to rise as the effect of the pandemic wears-off.

As for expense, running costs can be contained at around current level for a year or two, but cost inflation will cut in at some point. By and large, the loss we incurred this year was caused by spend on “special projects” – around £12,000. This may be expected to be the case future years. That is, we have, more or less, the income to support normal running costs but any additional projects will have to be met from our accumulated funds, with a focus on using restricted funds where appropriate

2 Receipts and Payments Accounts Year on Year

Income and Expenditure Report

INCOME		<u>Yr 2022</u>	<u>Yr 2021</u>
Regular Giving	Planned giving	74,992	79,774
Regular Giving	Gift aid envelopes	2,987	2,179
Regular Giving	Income tax refunded	15,034	17,797
Regular Giving	Collections	7,281	1,555
Other Donations	Donations	13,689	12,133
Other Income	Legacies		6,401
Other Income	Misc. Income		2,406
Other Income	Fund Raising	1,690	1,125
Other Income	Dividends & Interest	713	608
Other Income	Fees received	11,883	9,985
Other Income	Lettings, Printing & Magazine	11,844	6,061
Discount	Sales Discount	-273	0
Other Income	CCLA Deposit accts	4,882	212
INCOME Total		£144,722	£140,236
EXPENDITURE		<u>Yr 2022</u>	<u>Yr 2021</u>
Expenditure	Charitable Giving	9,007	8,175
Expenditure	Parish Share	75,000	93,810
Expenditure	Clergy Fees and Expenses	2,156	2,955
Expenditure	Church Services	6,393	5,360
Expenditure	Fees paid	1,131	1,544
Expenditure	Upkeep of the Church	29,220	23,097
Expenditure	Church Centre/Administration costs	31,196	27,013
Expenditure	Other Expense	2,419	6,587
Unrealised Loss	CCLA Endowment Loss	1,687	-2,615
EXPENDITURE Total		£158,210	£165,926
NET LOSS		£13,488	£25,690

2.1 Receipts and Payments Year on Year - Commentary

This table shows the Profits and Loss for St Marks PCC for 2022, compared to 2021. It excludes the activity of the Friends of St Marks. However their assets are shown later, as they are related to St Marks.

INCOME

Income is up over 2021. Most of this can be attributed to a large donation in December of approaching £12,000. Planned giving was broadly the same both in terms of total amount, and the average given by each individual. Unlike in 2021, there were no legacies, which yielded around £6,000 in 2021.

In terms of the other individual-giving categories, income was in total about the same year on year in the categories shown, with a little variation from category-to-category. However, we were expecting it to rise in 2022.

Earnings from rentals, wedding and funerals has increased as levels of activity and attendance has increased as pandemic restrictions have lifted

EXPENDITURE

Falling from £165,926 to £158,201 (including unrealised gains/losses on endowment funds), this has decreased overall by about £8,000 mainly because we have not paid an extra £20,000 over and above our parish share to the diocese.

The unrealised loss on endowment funds was £1,687 in 2022. Other costs have increased slightly across the board, by around £10,000. If one looks at the detail of what has been going on, however, we have actually been adept at reducing normal running costs by about £2,000, and have spent more than usual on a number of one-off projects (mainly autoclock winding, and a lot of tree work following quinquennial report recommendations). These totalled nearly £12,000. So the increased expenditure has been more along the lines of investment, rather than increased overheads

A key factor in keeping overheads down was the fixed price contract for fuel.

3 Performance versus Budget

PERFORMANCE V BUDGET 2022

Date Printed 12 June 2023

Overall, we have done better than budget. Income was up slightly thanks to a large donation which supplemented planned giving. Spend is lower than budget by an even higher margin, so all though we are making a loss on the year, we have made a lower loss than expected. In doing so we have, in addition to "business as usual", given grants of around £9,000 as well as compleied major projects such as an auto-winding clock installation, and quinquennial work on trees. The project to progress toward solar panel installation remains in delayed, as our intended partner is inundated with work.

The table below shows performance versus budget in more detail.

		YTD ACTUAL	YTD BUDGET	ACTUAL MINUS BUDGET
Regular Giving	Planned giving	74,992	80,000	-5,008
Regular Giving	Gift aid envelopes	2,987	5,000	-2,013
Regular Giving	Income tax refunded	15,034	18,000	-2,966
Regular Giving	Collections	7,281	4,000	3,281
Other Donations	Donations	13,689	19,000	-5,311
Other Income	Fund Raising	1,690	800	890
Other Income	Dividends & Interest	713	650	63
Other Income	Fees received	11,883	5,860	6,023
Other Income	Lettings, Printing & Magazine	11,844	7,000	4,844
Discount	Sales Discount	-273	-273	0
Other Income	CCLA Deposit accts	4,882	250	4,632
INCOME Total		144,722	140,287	
Expenditure	Charitable Giving	9,007	9,000	7
Expenditure	Parish Share	75,000	75,000	0
Expenditure	Clergy Fees and Expenses	2,156	4,100	-1,944
Expenditure	Church Services	6,393	6,850	-457
Expenditure	Fees paid	1,131	60	1,071
Expenditure	Upkeep of the Church	29,220	24,600	4,620
Expenditure	Church Centre/Administration costs	31,196	36,500	-5,304
Expenditure	Other Expense	2,419	6,000	-3,581
Unrealised Loss	CCLA Endowment Loss	1,687	0	1,687
EXPENDITURE Total		158,210	162,110	
NET SURPLUS		-13,488	-21,823	
BETTER/WORSE THAN BUDGET				8,335

Major Projects Report

ID	G/A/R	Name	Objective	Status
1	Green	2022 Grants Given	Charitable Giving to value of £9,000	2022 Completed. Some 2023 work envisaged
2	Green	2022 Tree Work	Complete tree work in response to Quinquennial Report	Completed.
3	Green	2022 Auro Wind	Install device to automatically wind the clock and adjust clock.	Completed
4	Red	Solar	Prepare proposal for submission to Diocese/RBC	Progress delayed because of supplier capacity issues.

3.1 Performance versus budget - Commentary

At the outset of 2022, a budget was formulated on the basis of what we knew (at the time) would be our income and our expenditure. On the income side, we expected a rise in giving, and a modest rise in income earned from rentals, weddings, printing etc. On the expenditure side we expected overall running costs to be about the same, but with extra spending on planning solar power installations, auto-clock winding, and work in the churchyard on trees, as per the quinquennial report.

So, how did we do versus budget?

INCOME

Overall, giving by individuals and fund-raising was lower than hoped for in the budget – about £11,000 lower. (and that includes the extraordinary large unexpected donation of around £12,000 in December 2022). This may be because the budget was over optimistic, under-estimating the economic squeeze experienced by parishioners.

However fees and rental and interest earned was also much higher than expected in the budget, by over £15,000.

So, overall income was up by £4,000 compared to budget. (£15,000 minus spent £11,000)

EXPENDITURE

This was more or less according to plan. Running costs were kept under control overall, and we spent what was planned on our major projects, including charitable giving. We did not manage to make the progress that we expected on Solar Power, because of the company we were working with was inundated with work.

Overall we spent around £4,000 less than budget

OVERALL PERFORMANCE

We made a loss of £13,488 but this was about £8,000 less than we expected in the budget.

IMPLICATION FOR NEXT YEARS BUDGET

Without going into a lot of detail, we shall take forward the following lessons

- Individual giving is unlikely to be significantly more in 2023 than in 2022
- Levels of activity on weddings, rentals is likely to increase slightly, so we should assume extra income from that source (it is clear that wedding activity, for example, is increasing)
- Running costs should be about the same
- There are potential other major projects, e.g. new church centre boiler, and a significant sum (around £15,000) should be set aside for all of these.

4 Statement of Assets and Liabilities

Assets and Liabilities Report

	Restricted	Unrestricted	BOY Balance	EOY Balance	EOY better than BOY
CCLA Deposit Funds					
1300 - CCLA Curacy Fund	15,000		15,000	15,000	0
1310 - CCLA Church Yard	2,969		6,803	2,969	-3,834
1320 - CCLA Building Fund	120,671		127,012	120,671	-6,341
1330 - CCLA Tower Fund	1,821		1,797	1,821	24
1340 - CCLA Organ Fund	5,471		5,400	5,471	71
1350 - CCLA House Fund	105,843		104,469	105,843	1,374
1400 - CCLA General Fund		135,857	134,155	135,857	1,702
	251,775	135,857	394,636	387,631	-7,005
CCLA Endowment Funds					
1040 - Endowment ChurchYard Fund	6,413		6,920	6,413	-507
1050 - Endowment Repair Fund	14,921		16,101	14,921	-1,180
	21,333		23,021	21,333	-1,687
Current and BS Accounts					
1200 - PCC Lloyds Bank A/C		9,612	15,119	9,612	-5,506
1210 - FOSM - Lloyds Bank A/C	2,125		2,075	2,125	50
1220 - Petty Cash		16	89	16	-73
1500 - FOSM Coventry Building Society	7,308		7,300	7,308	8
	9,433	9,628	24,583	19,062	-5,522
Debtors					
1100 - Fees owed to PCC		2,080	3,132	2,080	-1,052
		2,080	3,132	2,080	-1,052
Liabilities					
1150 - Fees owed to Diocese		0	-2,219	0	2,219
1151 - Pay owed to vergers		0	-75	0	75
2110 - Other creditors liabilities		0	0	0	0
22xx - Owed ref. Salaries		-30	-248	-30	217
2330 - Wedding deposits		-585	-400	-585	-185
2335 - key deposits		-30	0	-30	-30
23xx - Funds reserved for specific purpose		-785	-324	-785	-461
		-1,430	-3,266	-1,430	1,836
Grand Total					
Grand Total	282,541	146,136	442,107	428,677	-13,430

4.1 Statement of Assets and Liabilities (Commentary)

There has been a reduction in our assets, from £442,107 to £428,677 on a 'like for like' basis. Note that whereas the activities of the Friends of St Marks (FOSM) are excluded from the profit and loss reports, the assets they control are included under this statement of assets

Unrestricted Funds

The unrestricted assets total is £146,136 and is equivalent to around 11-12 months of base spending (in compliance with our reserves policy). £135,857 is held in interest bearing accounts, in line with our policy to maximise returns. All other monies, restricted and endowments are held in interest bearing accounts.

Restricted Funds in Deposit Accounts

The majority of our assets are held here, a total of £251,775 held in funds that can only be used for specific purposes. See the "Further notes to the Accounts" for more details

Endowment Funds

These funds now total £21,333 at the end of 2022. The market value has decreased from 2021, though given recent stock market rallies they have recently recovered somewhat. These are not funds we can ever spend, except in very unlikely circumstances.

5 Movements of Funds

Movement of PCC Funds 2022								
Losses are in Red, Bold, Italicise								
Asset	BOY balance	Transfer in	Transfer Out	Operating gains	Other Movts	comment	Balance correction	EOY Balance
1200 - PCC Lloyds Bank A/C	15,119	23,887	-12,000	-11,648	-5,746	see note 1 below		9,612
Current A/C unrestricted	15,119	23,887	-12,000	-11,648	-5,746			9,612
1100 - Fees owed to PCC	3,132			-1,052		lower backlog		2,080
1150 - Fees owed to Diocese	-2,219			2,219		incurred 2021		
1151 - Pay owed to vergers	-75			75		incurred 2021		
1220 - Petty Cash	89			-73		net spend		16
1400 - CCLA General Fund	134,155	12,000	-12,000	1,702				135,857
22xx - Owed ref. Salaries	-248			217		incurred 2021		-30
2330 - Wedding deposits	-400			-185				-585
2335 - key deposits				-30				-30
23xx - Funds reserved for specific purpose e.g. BRF	-324			-461				-785
Other Unrestricted	134,111	12,000	-12,000	2,412				136,524
1040 - Endowment ChurchYard Fund	6,920			-507				6,413
1050 - Endowment Repair Fund	16,101			-1,180				14,921
1300 - CCLA Curacy Fund	15,000							15,000
1310 - CCLA Church Yard	6,803		-3,912	78				2,969
1320 - CCLA Building Fund	127,012		-7,975	1,634				120,671
1330 - CCLA Tower Fund	1,797			24				1,821
1340 - CCLA Organ Fund	5,400			71				5,471
1350 - CCLA House Fund	104,469			1,374				105,843
Restricted	283,502		-11,887	1,493				273,108
1210 - FOSM - Lloyds Bank A/C	2,075			50		estimated		2,125
1500 - FOSM Coventry Building Society	7,300			8		estimated		7,308
External (restricted)	9,375			58				9,433
TOTAL ASSETS	442,107	35,887	-35,887	-7,685	-5,746			428,677

Note 1.

The purpose of this movement is to allow for the fact that the net movement of cash in and out of the bank account is different to the profit or loss shown in the profit and loss account. There are several reasons for this. One important factor is that the interest we earn on deposits is shown in the profit and loss, but if we are focusing on current account cash only, it shouldn't be included. So it is subtracted. Another reason is that some of the cash coming into the current account is not the PCC's. For example, money paid in for bible reading foundation subs is not "ours", and as such does not appear in the P&L. The same is true for wedding deposits. This also requires an adjustment to get the cash position right. These and other elements add up to this balancing movement. Looking at the NET INCOME totals for the "unrestricted" and "restricted" assets, £4,253 and £1,493 respectively, these exactly total £5,746, matching the £5,745 in the "other movts" column.

Note 2.

In last years accounts, where there was transition in accounting principle, every effort was made to get the correct starting position. However, assets were overstated, and this correction needs to be made. The closing balances that result are absolutely correct.

5.1 Explanation of Movements

5.1.1 Restricted Funds

Apart from interest earned, there were no net movements in the funds apart from

- a) The autoclock winding mechanism installation was paid from the Building Fund
- b) Work on trees subsequent to the quinquennial report was paid from the Church Yard fund

These totalled £11,887, with £3,912 being spent on tree work, and £7,975 on auto-winding.

In both cases these appear as a transfer to the main current account, from which invoices are paid. This has been done after the actual spend, to maximise interest gains.

The curacy fund interest is paid direct into the current account, as does income from the endowment funds, and appears in the receipts and payments accounts

5.1.2 Unrestricted Funds, included designated funds

The statements of assets, along with the accounts for receipts and payments show the activity, at a summary level for these funds.

Within unrestricted Funds (loosely called the “General Fund”) some of the assets can be considered divided into a number of “designated funds”.

Fund	2022 closing balance	Net Movements	2023 closing balance
Legacy Fund	£66,401	0	£66,401
Young People Fund	£5,219	0	£5,219

The effect on designated funds appears in the table above, and can be ignored. For all practical purposes, the subdivision into designated funds is unnecessary and unwieldy, and the recommendation to the PCC is to merge them in with the general fund, as is its prerogative.

6 Further Notes to the Accounts

6.1 Donations To charities

Several donations were made from PCC income to charities and these are listed below

Hope 4 Rugby	£ 1,000
Rugby Foodbank	£ 2,000
CAP	£ 1,200
Rugby Street Pastors	£ 600
Cov&War Warm Spaces	£ 500
Thrive	<u>£ 750</u>
SUBTOTAL (UK)	£ 6,050
Ukraine Appeal	£ 750
FWH Creations	£ 1,500
Christian Aid	<u>£ 707</u>
SUBTOTAL (International)	£ 2,957
TOTAL	£ 9,007

In addition, the PCC acts as a conduit for specific fund raising campaigns, where neither the donations given, or monies disbursed appear in the accounts. For example:-

£231 was donated to Deepmore Road Hostel via this method, in the form of food bought and delivered, and paid for by donors. £137 raised by Junior Church went to Rugby Food bank. Open Gardens raised £707 for Christian aid, which was matched by the PCC (see above)

This all adds up to slightly more than £10,000.

In addition various collections at funerals go direct to charities, and are not accounted for here.

6.2 Payments to the Diocese for funds collected on their behalf

Part of the fees for wedding and funerals, plus a few other services, are due to the Diocese. In effect The PCC acts as agents. The income received for this is not counted in our receipts and payments, nor do the payments to the diocese. Payments are quarterly, in arrears, and by convention are paid to the diocese whether the PCC has actually been paid or not.

In 2022 collections and payments were as follows

Fees due for 2021 activity, paid in 2022	£ 2,219
Fees due for 2022 activity, paid in 2022	£ 6,801
TOTAL paid to Diocese in 2022	£ 9,020

Note that all fees due in 2022 were paid in 2022, with none left to pay in the following quarter, as has been the practice in previous years.

6.3 Accounting Policies

6.3.1 Accounting Conventions

With due regard to Church of England and Charity Committee rules, and our likely gross income being very unlikely to exceed £250,000 we can prepare accounts on a "Receipts and Payments Accounting" basis. In These accounts there are no accruals and no consideration of depreciation of assets. All figures in the Accounts come from transactional recording direct into the SAGE, a widely used and well-regarded Accounting Software Package, and we operate within its conventions for balance sheets and profit and loss reporting

Invoiced sums go directly into the Profit and loss accounts in the year in which the invoice is raised, and at the same time are entered as an asset as "debtors". Payment of the invoice transfers from debtors to cash. Money received as cash, but not the property of the PCC, e.g. Key deposits, wedding deposits, fees collected by the PCC as an agent do not go into the profit and loss. They are recorded as cash assets, and also as liabilities.

Hence normally simple receipts and payments accounting in terms of cash, requires that one must also take account of not just the Profit and loss statement but the movement in assets and liabilities, and the fact that cash held in the bank account is not the same as cash owned by the PCC. This is demonstrated in the section called "Movement of Funds" in the accounts.

Any spreadsheets are used only for taking data from SAGE and reformatting it.

6.3.2 Reserves policy

At the request of the Diocese, in a previous year, the PCC reviewed its policy on the balance of free unrestricted reserves it should hold to cover any emergency situations that may arise from time to time and it was agreed that a balance equal to six months unrestricted expenditure should be held plus designated funds to cover new planned and agreed expenditure over a maximum period of five years.

It is the PCC's policy to invest the majority of our fund's balances with the CCLA Church of England Deposit Fund.

6.3.3 Restricted Funds Policy

In 2021 it was also decided by the PCC to assess spending rigorously with a view to taking funds out of restricted accounts, where it was permissible to do so.

6.3.4 Adjustment of Beginning of year Assets

In 2021 accounts the end of year statement of assets attempted to show cash in the bank account as a PCC asset, only adjusted by the liability to the diocese. That is, a rather crude interpretation of receipts and payments accounting. In the 2022 accounts, assets and liabilities have been more rigorously accounted for in both the P&L and in the statement of assets at the end of 2022. Hence it was necessary to readjust the 2021 end of year assets to take account of assets and liabilities to the same extent. Hence a one off adjustment was needed to get to the start point that we should have been at had we always accounted according the processes outline in 6.3.1 above. So the end-2021 position was taken from known positions on (a) contents of bank accounts and petty cash (b) accounting for cash that was in our account but which we did not own, e.g deposits, money collected for draw club prize money, money that we owed HMRC, money that we owed vergers etc as fees already earned (c) accounting for money that was due to us from invoices raised but not yet paid – not shown in cash but still counted as an assets.

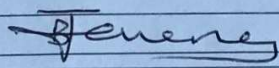
7 2023 Budget

Based on the rationale set out previously the 2023 budget is

PROPOSED 2023 St. Marks PCC BUDGET

	2022 budget	2022 Actual		2023 Budget proposal
INCOME				
	80,000	74,992	Planned giving	77,500
	5,000	2,987	Gift aid envelopes	4,000
	18,000	15,034	Income tax refunded	17,000
	4,000	7,281	Collections	8,000
	6,500	13,957	Donations	3,000
	12,500	861	Legacies/Misc income	1,500
	250	4,882	CCLA Deposit acct interest	6,000
		(1,687)	CCLA Endowment loss	1,000
	126,250	118,307	Total Income from Giving	118,000
	800	2,402	Fund Raising	2,800
	650	713	Dividends & Interest	1,200
	5,860	11,883	Fees received	13,400
	7,000	11,844	Lettings, Printing & Magazine	12,000
	(273)	(273)	Sales Discount	(300)
£	14,037	£ 26,569	Fees and Interest Income	£ 29,100
EXPENSE				
	(9,000)	(9,007)	Charitable Giving	(9,107)
	(75,000)	(75,000)	Parish Share	(76,500)
	(84,000)	(84,007)	Grants / Diocesan contribution	(85,607)
	(4,100)	(2,156)	Clergy Fees and Expenses	(2,500)
	(6,850)	(6,393)	Church Services	(6,500)
	(60)	(1,131)	Fees paid	(1,000)
	(24,600)	(29,220)	Upkeep of the Church	(17,000)
	(36,500)	(31,196)	Church Centre/Administration costs	(31,000)
	(6,000)	(2,419)	Other Expense	(3,000)
	0	0	Discretionary spend	(15,000)
	(78,110)	(72,516)	Total Running costs	(76,000)
OPER				
	(21,823)	(11,647)		(14,507)

8 Examiners Report

	CHARITY COMMISSION FOR ENGLAND AND WALES	Independent examiner's report on the accounts		
Section A	Independent Examiner's Report			
Report to the trustees	The PCC of St Mark Bilton			
On accounts for the year ended	Dec 31 st 2022	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Charity no (if any)</td> <td>1137095</td> </tr> </table>	Charity no (if any)	1137095
Charity no (if any)	1137095			
Set out on pages	1 to 18 (remember to include the page numbers of additional sheets)			
Responsibilities and basis of report	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022 As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the 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	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect: - the accounting records were not kept in accordance with section 130 of the Charities Act; or - the accounts did not accord with the accounting records; or - the accounts did 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.			
	Signed: 	Date: 13/10/23		
	Name: Brian Cheney			
Relevant professional qualification(s) or body (if any):	A.C.M.A			
Address:	358 Newbold Road Rugby CV21 1EG			

Accounts

Annual Report of Church Activities 2021

Aims and purposes

St Mark's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Timothy Cockell, 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 St Mark's Church Centre.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and become part of our parish community at St Mark's. The PCC maintains an overview of worship throughout the parish and, through the Worship Group, makes suggestions on how services can involve the many groups that live within the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the incumbent and PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable 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.
- Providing pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that the PCC maintains the fabric of St Mark's church and Church Centre.

Achievements and performance

Worship and Prayer

Worshipping God is one of the three elements of our vision at St Mark's. The PCC is therefore keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, the 8.00 am Book of Common Prayer communion service and Evensong provide a quiet, intimate and reflective environment for worship. Opportunities are provided for people to engage in more outgoing worship at our Sunday morning family services and in parade services where we are joined by a number of the local uniformed organisations in our parish.

It is worth mentioning how we continued to be affected by the pandemic, as a general topic, to save it being mentioned in every case. With the closure of churches throughout the UK when COVID-19 restrictions applied, a reduced number of services were streamed online via Facebook and You Tube. A similar pattern applied to other activities (messy church, PCC mtgs, etc), where meetings were by zoom when necessary, and live where possible. It should be also noted that some measures, such as streaming at services, continued as they were considered by some to be beneficial, pandemic or no pandemic.

Messy Church, now in it's 7th year, continues to grow with many families attending on a regular basis. Despite the many challenges of the past year we have been able to continue meeting as Messy church. The summer meetings continued on zoom until October when we moved to our new home at Bawnmore infant school .It has been a joy to see some families return and we look forward to welcoming new faces in the future.

As well as our regular services, we enable our community to celebrate and thank God at milestones of the journey through life. Through baptism we thank God for the gift of life, through marriage public vows are exchanged with God's blessing and through funeral services family and friends express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

Numbers of s wedding service was almost back to usual levels, with 4 weddings held in the summer months. There were 20 funeral services/interments during the course of 2021 at St Marks

Prayer is at the heart of all we do at St Mark's. The act of bringing our community and our world before God is where two elements of our vision meet - 'Worshipping God' and 'Sharing his love'. As such there are a number of prayer ministries at St Mark's involving dozens of volunteers. Prayer is offered for those in need at almost all our Sunday and midweek services, both for the unwell and the bereaved. For those who like to receive prayer for healing in person, our Healing Prayer team regularly offers this opportunity at our Sunday services. In addition our Prayer Circle is on hand to receive both urgent and long term requests for prayer, which it passes on confidentially to its members.

The Bible Reading Foundation membership remain steady at around 40, with as much as an active program as lockdown restrictions allowed

Pastoral Care

Some members of our parish are unable to attend church due to sickness or age. Members of the clergy and the Pastoral Visiting team visit all church members who have requested it or who are sick or unable to get out for any other reason to keep them in touch with church life and to celebrate communion with them either at their homes or in hospital.

The Pastoral Visitors have had another year without being able to do any visiting. Follow up phone calls, to those arranging funerals through St Mark's clergy, have continued and a few more general telephone contacts have also been identified through the Prayer Circle and by the clergy.

Reflective Practice sessions on Zoom continued with Nell and were again much appreciated. We also managed an official business meeting in the Church Centre in November, which seemed like a huge step forward.

We are now hoping to be able to offer visits, as well as telephone calls, and hope that people will take up these offers by using the contact details in the Church Newsletter and The Voice.

Mission and Evangelism

Seven years ago, with the encouragement of the Diocese, we began looking into the Natural Church Development process where the health of a church is assessed against 8 quality areas. The results of the scores in the 2018 survey, which increased across most of the quality areas, gave us the confidence to put energy during 2019 into the areas that we knew were weaker and we made some significant progress in three of the focus areas. One area we continued to actively work on in 2020 is the church's attitude to, and involvement in, environmental issues. The Ministry Leadership Team (MLT) proposed four areas of focus for 2020 and 2021, namely:

- Worship and teaching
- Buildings
- Land
- Community and global engagement
- Lifestyle

Helping those in need is a demonstration of our faith, £8,7175 of our income in 2021 being donated to Christian, relief and charitable causes.

St Mark' support Busiliwa Faith School, Bududa District, Uganda. There was a visit to Uganda for four weeks in January/February, meeting with David, the school's director, for an update on 22 January and had the opportunity to visit the school on Wednesday 2 February this year, during their afternoon of Scripture Union. This was a happy occasion with the school pupils in good voice. Fortunately, the school has managed to protect its reputation and has attracted the same number of pupils, around the 200 mark, back to the school. The education system has really suffered with many schools not surviving and many children now outside of the educational system since the loss of their family income. The school is struggling and needs support to meet its costs for both pupils' resources, maintenance and for teacher salaries which are not covered by the pupil fees charged. The school needs your prayers and any other support that is possible at this time.

Our parish magazine, which is normally produced monthly and is available to both parishioners and others resident in the Parish, had to be cancelled after the first COVID-19 lockdown. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus. It has regular contributors covering different areas of our activities, spiritual and community life, including a children's page, so aims to communicate well with those interested in St Mark's. The magazine was replaced by weekly emails from the Clergy.

A web site complements the parish magazine and provides information about all aspects of the work and activities at St Mark's church. It was significantly updated in 2019 and seeks to provide a wide range of information for members of the congregation, the wider community and for those new to the area or to St Mark's and has provided an alternative way to communicate with those in our community during the pandemic.

The Friends of St Mark's is an association which aims to acquaint a wider group of people with the ongoing work, aims and needs of St Mark's, and enable them to support its maintenance and mission. The Friends of St Mark's Committee have not met throughout 2021 due to the covid restrictions. Similarly, they have not organised any activities. The Friends of St. Marks have not received any funding requests from either The Rector or the PCC during this time.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively, vibrant and welcoming community it is. In particular, we want to mention our churchwardens and service wardens, MLT members and the many other groups and individuals who work so tirelessly on our behalf. There are numerous other centres of activity throughout the parish which have been active through out 2021, as far as was practicable. Without going into details these include the following, in addition to activities mentioned above. This is by no means an exhaustive list of all those in the community involved in and contributing to the mission of the Church

Prayer circle	Churchyard team	Christian Aid Liaison
Lionhearts	Audio Visual Team	Finance/collections
Bilton Churches Together	Cleaning Team	

Deanery Synod

Three members of the PCC sat on the Deanery Synod during the year. This provides the PCC with an important link between the parish and the wider structures of the church.

Ecumenical Relationships

"The church is a member of Bilton Churches Together. Four Bilton churches meet regularly to share the journey of faith. Representatives of St Mark's, Bilton Methodists, Sacred Heart Church and Bilton Evangelical Church have a vision "to journey together on the Way towards a deeper understanding of all that is given in Christ." Bilton Churches Together has been active since the 1970s and organises a number of one-off events in addition to regular joint services and other initiatives each year.

Review of the Year

We entered 2021 at a peak in the pandemic. COVID-19 has had an impact on every part of our lives. The church has been severely affected too with buildings closed and public worship suspended for a greater part of the year. This has proved to be both a real strain for us all and a real challenge. If there is one thing that we have learned through this time it is that God's church can rise to the challenge and despite all the difficulties we have faced, and all the restrictions that we have had to abide by, we are still strong, we are still going, and there is much for us to look forward to in the future. As 2021 has progressed restrictions have eased and there is a feeling of optimism

Our various groups and individuals have worked hard to maintain some semblance of normality during a time which has been far from normal. While many activities because of their very nature had to stop when it was impossible to meet, many other things have been able to keep going. We learnt to adapt and acquired skills in the use of technology to offer worship online, to keep meeting and maintaining those connections we need with each other and have used so many different and creative ways to help maintain our life and worship. Most of our home groups have been able to meet online and this has been a valuable way of keeping up connections especially for those members who live alone.

Financial Review

Overview

In 2021 restrictions on gatherings, at varying levels throughout the year, had the effect of decreasing peoples attendance at services, and other events. As far as PCC finances are concerned, this served to decrease activity: fewer wedding, smaller funerals, less services in church, fewer and smaller collections, less office work (eg printing) and fewer rentals by users of church premises and so forth. This served to diminish both associated income and expenses. The biggest single item causing the loss in income was not drop in activity, but our donation to the Dioceses of an extra £20,000 to help cope with the pandemic crisis. This is not the complete story, as we shall see below but the net result was an operating loss of £28,518, with income of £140,023 and expenses of £168,541. About £135,000 - £140,000 of this is regular running costs

Besides the current account we also have deposit accounts, and they showed a net interest gain of £212 (a very small return, about 0.05%) and a stock market gain on our endowment funds of £2,615. However, to avoid a predicted deficit in the current account we transferred £36,000 from the deposit accounts to the current account.

Overall our total assets decreased from £478,690 to £443,295. Of these, £150,324 are unrestricted funds, equivalent to around 12-13 months of regular running costs. This is well beyond the minimum reserve of 6 months of running costs stipulated in our reserves policy. The restricted funds held are £269,860 and £23,021 in endowments. The detailed story of 2021 operating finances is summarised below.

Charitable Donations

Our policy is to donate 10% of planned giving from our funds This year we donated £8175. UK donations were £5,425, and International, £ 2,750

Please refer to the approved accounts, attached as an appendix for full details

Plans for future years

In 2019 the PCC approved the appointment of stipendiary help for 3 days a week with a focus on working with schools and families to encourage more of this age group in faith. There is an enormous opportunity with new housing continuing apace into various parts of the parish to build new church congregations linked to St Mark's. 2020/2021 saw progress on hold, but we continue to pursue the opportunities, with an increased focus on youth

As we begin to see restrictions lifting and public worship resuming we are being presented with a number of challenges. It is going to be some time before we see anything like a normal pattern of services return and all our activities re-start. Throughout 2020 and 2021 we had an opportunity to think about how we want our society and our lives to be – and that includes the church. We now have a chance to assess what our priorities are and where our energies should be placed. To simply go back to doing everything we have been doing in the past would seem to be a mistake. Many people have begun to ask themselves what they want their lives to look like in the future and what they want to be doing. This requires us to think about things differently and to come up with new systems and ways of working. We remain confident of the future because the members of St Mark's church are a wonderful group of people committed to God and to his mission in the world. Although progress will be slow we will be able to bounce back and begin the process of building the church for the future, looking forward to those things that God has in store for us.

Structure, governance and management

Administrative information

St Mark's Church is situated in Church Walk, Bilton, Rugby. It is part of the Diocese of Coventry within the Church of England. The correspondence address is St Marks Parish Office, Church Walk, Bilton, Rugby, CV22 7LX.

Parish Church Council

The PCC is governed by two Church of England Measures - The Parochial Church Councils (Powers) Measure 1956 as amended, which defines the principal function of the PCC, and the Church Representation Rules 2011.

The method of appointment of PCC members is set out in the Church Representation Rules. Members are either ex-officio or elected by the Annual Parochial Church Meeting (APCM). Representatives on the Deanery Synod and elected members normally serve for three years, unless elected to fill a vacancy. Readers and Co-opted members serve for one year. All members of the congregation are encouraged to register on the Electoral Roll and to stand for election to the PCC.

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 PCC is registered with the Charity Commission as a charity (number 1137095).

During 2021 the full PCC met six times via Zoom and face-to-face.. Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life, each of which is responsible to the PCC. These Committees met between meetings and reports of their deliberations were received by the full PCC and discussed as necessary.

Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It oversees the general financial dimension of the work of St Mark's by monitoring income and expenditure, budgeting, maintaining appropriate financial controls and co-coordinating the annual review of the Christian Stewardship of money through planned giving.

Worship Committee

Attends to matters relating to worship in the Church, planning services, drafting orders of service and associated work.

Ministry Leadership Team (MLT)

The St Mark's MLT was launched in 2001 and commissioned in January 2005. It is a collaborative team of lay and ordained people, working together, under the authority of the PCC, to lead, envision, enable and release all God's people at St Mark's for mission and ministry in the whole of life.

Other groups that met via Zoom during the year included a Pastoral and Nurture Group, the Healing Team and the Prayer Circle. These groups include both PCC members as well as people not on the PCC.

PCC members / officers

Incumbent	Rev'd Timothy Cockell	Rector
Curates	Rev'd Jonathan Smith Rev'd Glenn Lowde	(leaving July 2021)
Wardens	Marion Ainslow Irene Landless	
Deputy Wardens	Christine Assheton	
Representatives on Deanery Synod	Patricia Howes, Linda Allen, P Buchanan (till reissgnation)	

PCC Members in 2021 – new members approved/former members leaving date May 27 2021 unless otherwise stated

Tim Cockell	Chair	
Rachel Davison	Sec	New, Co-opted
Irene Landless	Vice Chair	
Patsy Howes		
Christine Assheton		
Heather Hemelryck		
Marion Ainslow		
Alex Lover		
Alex Clark		
Wendy Brewer		
Linda Allen		
Glenn Lowde		
David Potts	Treasurer	New, Co-opted
Pauline Graham		
Helen Baker		
Lauren Beadle		
Jonathan Smith		Resigned Jul 2021
Don Barlow		Resigned
Penny Buchanan		Resigned
Juliette Crossin		Resigned
Chris Idle		Resigned

Report Approved by PCC Chair on 09/10/22 and signed by:

T. D. Cockell

Rev'd Timothy Cockell, Rector

APPENDIX TO Annual Report of Church Activities 2021

ST MARK'S CHURCH, BILTON, RUGBY
Charity number 1137095

**Annual Financial Report
and
Financial Statements
of the
Parochial Church Council
for the year ended 31 December 2021**

Rector
Rev'd. Tim Cockell

Bank
Lloyds Bank PLC
Church Street
Rugby
CV21 3PH

Independent Examiner
Mr Brian Cheney
358 Newbold Road
Rugby
CV21 1EG

Summary

Overview

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Income

The "activity related" areas, collections of cash, green envelopes, rental/printing/magazine sales, were overall lower than expected by £6,205, at a total value of £9,795. Income from funeral/wedding fees was apparently up by £1,185, but this was due to recovery of debts from previous years.

Planned giving held steady at £79,774, as did associated gift aid. Miscellaneous donations, which were often online via church desk actually were higher than expected. Evidently not only did people use our investments in online-presence to attend services, but also to donate more.

We also received unexpected income in the form of two bequests totalling £6,140, and other income of £2,406 largely refund from our audio-visual suppliers for money unspent. In addition fund raising gave an income of £1,125. This includes all income from other sources, e.g. people who donate via a percentage of Amazon purchases, and drawclub income (£322).

Expense

We paid our full parish share of £73,810, In several cases, individual contributions increased. In addition we paid the extra contribution of £20,000 to the Diocese mentioned above. This was not in the original budget, nor is it planned to recur in future years

The "activity-related" expenses, fees paid, cost of church services, church centre expenses were £9,422 lower than expected, at a total cost of £35,328

Church upkeep (including the churchyard) was however £4,697 worse than expected, at a total of £23,097 mainly because of a few non-recurring expenses.

Charitable Donations

Our policy is to donate 10% of planned giving from our funds This year we donated £8175. UK donations were £5,425, and International, £ 2,750

Receipts and Payments Accounts

	<u>2021 actual</u>	<u>2021 Budget</u>	<u>F'CAST v. Budget</u>	
	£	£	£	
<u>INCOME</u>				Significantly BETTER/WORSE
<u>Voluntary income</u>				
Planned giving	79,774	80,000	(226)	
Gift aid envelopes	2,179	5,000	(2,821)	WORSE
Income tax refunded	17,797	18,000	(203)	
Collections	1,555	4,000	(2,445)	WORSE
Regular giving	101,305	107,000	(5,695)	
Donations	12,133	4,000	8,133	BETTER
Extra Income hoped for	-	25,000	(25,000)	WORSE
Legacies	6,401	-	6,401	BETTER
	<u>119,839</u>	<u>136,000</u>	<u>(16,161)</u>	
<u>Other Income</u>				
Fund Raising	1,125	800	325	
Dividends & Interest	608	1,350	(742)	WORSE
Fees received	9,985	8,800	1,185	BETTER
Lettings, Printing & Magazine	6,061	7,000	(939)	WORSE
Other Income	2,406	-	2,406	BETTER
	<u>-</u>	<u>-</u>	<u>-</u>	
	<u>20,184</u>	<u>17,950</u>	<u>2,234</u>	
			<u>-</u>	
TOTAL INCOME	<u>140,023</u>	<u>153,950</u>	<u>(13,927)</u>	
<u>EXPENDITURE</u>				
			-	
			-	
			-	
Charitable Giving	8,175	9,000	(825)	
Parish Share	93,810	73,810	20,000	WORSE
Clergy Fees and Expenses	2,955	4,100	(1,145)	BETTER
Church Services	5,360	6,850	(1,490)	BETTER
Fees paid	1,544	3,800	(2,256)	BETTER
Upkeep of the Church	23,097	18,400	4,697	WORSE
Church Centre/Administration costs	27,013	33,800	(6,787)	BETTER
Other	6,587	5,300	1,287	WORSE
	<u>168,541</u>	<u>155,060</u>	<u>13,481</u>	
TOTAL EXPENDITURE	<u>168,541</u>	<u>155,060</u>	<u>13,481</u>	
			-	
OPERATING SURPLUS/(DEFICIT)	(28,518)	(1,110)	(27,408)	
CURRENT ACCOUNT BALANCE AT START 2021	5,417			
OPERATING SURPLUS/(DEFICIT)	(28,518)			
Money owed to DBF but held in current account	2,219			
Money transferred from deposit accounts	36,000			
CURRENT ACCOUNT BALANCE AT END 2021	15,118.56	(this matches bank statement exactly)		

Receipts and Payments Account (Commentary)

Introduction

These accounts show payments and receipts as and when they occur. For example if an invoice was raised in 2021, but not paid, it does not appear in these numbers. This way of accounting is called “receipts and payments”, and is a different and less involved method than was used in previous years. Hence there is a comparison versus the budget, but not with 2020, as those accounts were constructed on a different basis. However, for the purpose of highlighting important or interesting things about the accounts the approach taken in these accounts is also valid. An additional difference is that depreciation of assets does not appear in the accounts.

2021 Summary

The final column highlights the main areas where things did not turn-out as expected. What seems to have happened is that where activity was reduced because of COVID, associated income went down, but often so did the associated costs though not always proportionately. It is worth saying that considerable effort was put into broadcasting services on the web, and that rather than events of worship being cancelled, many moved on line. This may relate to the comment on donations below.

Summary of key points with regard to income

- Giving that occurred at services, cash and envelopes declined overall. Pledged giving was as expected, showing no significant decline
- Other donations, particularly those online, actually rose. One may speculate that along with service attendance “moving online” donors acquired new habits of giving on line, aided by the facilities we have available in St. Marks, such as donations via Churchdesk.
- Fees earned this year from weddings declined, and so, slightly less, did that from funerals. The latter was more a question of funerals on a slightly smaller scale, rather than fewer funerals. It should also be noted that about £3000 of the improvement was by successful efforts to recover debts long outstanding from previous years. Without this income would have been worse than budget. Income from rentals declined, and there were no magazine sales until the very end of 2021. The drawclub contributed a net £322 in 2021.
- Unexpected income came from two bequests one for £5,000, and one for £1,410
- Voluntary income was some £16,161 worse than budget. However the budget contained a somewhat optimistic projection that we would increase receipts/donations by £25,000. If one discounts that, income performance would have been better than budget.

Summary of key points with regard to expenditure

- As mentioned above, costs related to activity (all those that are marked “better”) were less than expected in the budget.
- The major item where things were “worse” was the supplementary payment we made to support the diocese, which amounted to £20,000 of unbudgeted spend. Throughout the diocese many parishes have much weaker finances than us. This is a case of the strong helping the less fortunate. It was an emergency event, not happening in 2022.
- The other major item was spending on the “Upkeep of the Church” – which includes maintenance of the churchyard. There were several non-recurring expenses, outside of normal maintenance to contend with, totalling £3,882 – accounting for the majority of the £4,697 budget overspend:
- Electrical work was needed to comply with our safety requirements, as well as some improvements to provide extra sockets in the Church
- Repairs were needed for the Garden of Remembrance, because of subsidence
- There was a professional survey carried out to identify any work necessary (for a variety of reasons, e.g. safety, good husbandry) on trees and shrubs in the church yard

Charitable Giving

£8,175 was disbursed to other charities from our funds, in line with our policy of spending 10% of pledged on this. Details can be found in the “Further Notes to the Financial Statements” section.

Statement of Assets and Liabilities

PCC OF ST MARK'S CHURCH, BILTON

ASSETS AND LIABILITIES 2021

	Unrestricted Funds at End 2021	Restricted Funds at End 2021	Endowment Funds at End 2021	Total End 2020	Total End 2021	2021 better / (worse) than 2020
	A	B	C		A+B+C	
	£	£	£	£	£	£
Current and Building Society accounts						
Current Account PCC	15,119			5,417	15,119	9,701
Petty Cash	89			104	89	- 15
Current Account FOSM	-	2,075		2,020	2,075	55
Coventry BS FOSM	-	7,300		7,289	7,300	11
SUBTOTAL	15,208	9,375		14,830	24,583	9,753
CCLA Deposit Accts						
General Acct						
Legacy Fund	66,401			60,000	66,401	6,401
Young Peoples Fund	5,219			5,219	5,219	-
General Fund	62,535			131,901	62,535	(69,366)
SUBTOTAL	134,155	-	-	197,120	134,155	(62,965)
House Fund		104,469		-	104,469	104,469
Curacy Fund		15,000		15,000	15,000	-
Churchyard Fund		6,803		8,798	6,803	(1,995)
Building Fund		127,012		205,151	127,012	(78,138)
Tower		1,797		758	1,797	1,038
Organ Fund		5,400		3,597	5,400	1,803
	-	260,481	-	233,304	260,481	27,177
CCLA Investment Funds						
Hobley Bequest			6,920	6,134	6,920	786
Church Repair Fund			16,101	14,272	16,101	1,829
SUBTOTAL	-	-	23,021	20,406	23,021	2,615
Total of above	149,363	269,856	23,021	465,660	442,240	(23,420)
Debtors						
Invoices to customers O/S at Year End	3,132			13,030	3,132	(9,898)
SUBTOTAL	3,132	-	-	13,030	3,132	(9,898)
Liabilities						
Funds held for DBF	(2,219)				(2,219)	(2,219)
Credit for overpayment	137				137	137
SUBTOTAL	- 2,082	-	-	-	(2,082)	(2,082)
	Unrestricted Funds 31/12/2021	Restricted Funds 31/12/2021	Endowment Funds 31/12/2021	Total 31/12/2020	Total 31/12/2021	2021 better / (worse) than 2020
TOTAL Net Assets	150,413	269,856	23,021	478,690	443,291	(35,399)

Statement of Assets and Liabilities (Commentary)

Summary

There has been a reduction in our assets, from £478,960 to £443,295 on a 'like for like' basis. The definition of assets used here is:

“money we actually have in bank accounts and in cash and money held in endowment funds (irrespective of whether they are unrestricted, restricted or endowment funds which cannot be realised, plus money owed to us by suppliers (providing we have reasonable expectations of recovering it) minus any money we owe suppliers”.

The decrease of £35,395 is to be compared to an operating loss of £28,518 as seen in the accounts, offset by gains (eg interest, dividends, stock market gains decrease in debtors, and with some adjustment for the change in accounting conventions. This explained in more detail in the next section on movement of funds. Year on year comparisons are not mandatory, and are fraught with difficulties on change of accounting convention.

Unrestricted Funds

The unrestricted assets total is £150,413 and is equivalent to around 11 months of typical recurring spend. (in compliance with our reserves policy). £134,155 is held in interest bearing accounts, in line with our policy to maximise returns. All other monies, restricted and endowments are held in interest bearing accounts.

Restricted Funds in Deposit Accounts

The majority of our assets are held here, a total of £269,860 held in funds that can only be used for specific purposes. See the “Further notes to the Accounts” for more details

Endowment Funds

These funds now total £23,021 at the end of 2021. In 2021 there was a stock market gain of £2,615 on the endowment funds, but of course, there is no guarantee of a gain in 2022.

Comparison with 2020 accounts

In the 2020 accounts, total assets at the end of 2020 are stated as £513,036 which is of course greater than the figure of £478,960 shown above. This is accounted for by the change in the basis of accounting, which means that means the assets “on paper” recorded in the 2020 accounts for church centre improvements should not be included, nor should the accruals in those accounts be included.

See the “Further notes to the Accounts” for more details

Movement of Funds. (bank accounts, shares, cash on hand)

PCC OF ST MARK'S CHURCH, BILTON

	<u>A</u>	<u>B</u>	<u>Movements between Funds End 2020 to End 2021</u>						<u>should = B</u>
	Total at End 2020 from bank statements	Total at End 2021 from bank statements	Transfers Between funds	Owed to Diocese held in PCC account	Net Interest Retained	Market Gains	Adjustments for Operational Reasons	Operating Surplus (deficit)	Total at end 2021 Calculated applying movts
Note:-			1	2	3	4	5	6	
Current and Building Society accounts									
	£	£	£	£	£	£	£	£	£
Current Account PCC	5,417	15,119		2,219	-	-	36,000	(28,518)	15,119
Petty Cash	104	89					96	(111)	89
Current Account FOSM	2,020	2,075					55		2,075
Coventry BS FOSM	7,289	7,300			11				7,300
SUBTOTAL	14,830	24,583	-	2,219	11	-	36,151	(28,629)	24,583
CCLA Deposit Accts									
General Acct									-
Legacy Fund	60,000	66,401					6,401		66,401
Young Peoples Fund	5,219	5,219							5,219
General Fund	131,901	62,535	(36,382)		100		(33,084)	-	62,535
SUBTOTAL	197,120	134,155	(36,382)	-	100	-	(26,683)	-	134,155
House Fund	-	104,469	104,461		8				104,469
Curacy Fund	15,000	15,000	-		-				15,000
Churchyard Fund	8,798	6,803	(980)		5		(1,020)		6,803
Building Fund	205,151	127,012	(76,339)		97		(1,896)		127,012
Tower	758	1,797	1,038		1				1,797
Organ Fund	3,597	5,400	1,801		2				5,400
SUBTOTAL	233,304	260,481	29,981	-	112	-	(2,916)	-	260,481
CCLA Deposit total	430,424	394,636	(6,401)	-	212	-	(29,599)	-	394,636
CCLA Investment Funds									
Hobley Bequest	6,134	6,920				786			6,920
Church Repair Fund	14,272	16,101				1,829			16,101
SUBTOTAL	20,406	23,021	-	-	-	2,615	-	-	23,021
	Total at End 2020 from bank statements	Total at End 2021 from bank statements	Transfers Between funds	Owed to Diocese held in PCC account	Net Interest Retained	Market Gains	Adjustments for Operational Reasons	Operating Surplus (deficit)	Total at end 2021 Calculated applying movts
TOTAL ALL above	465,660	442,240	(6,401)	2,219	223	2,615	6,552	(28,629)	442,240

Movement of Funds (Commentary)

Introduction

The starting point of stated funds, is the bank statements and statement of deposited funds, as declared by the respective banking institutions, as at the end of 2020. For endowments it is slight variation of that – it is the valuation of the funds on the CCLA website at the appropriate date. (we do not get a monetary valuation statement, but only know the number of shares we possess). Other contributions or diminution to our assets, such as debtors and creditors are excluded as irrelevant to this analysis. Only physical cash and money in accounts are counted.

However in the 2020 accounts, the statement of funds differs a lot from these officially published values. because the previous practice was to record all notional transfers of funds in a spreadsheet, and put these figures into the accounts. The actual deposit accounts were not updated in parallel, nor exactly. Over time, they had become out of kilter

The intention from 2021 onwards is to use the figures in the bank statements, not spreadsheets, therefore there must be an initial set of fund movements so that the bank accounts match as closely as possible the intentions of the statement of funds 2020 accounts. In effect performing all the real banking transactions that had been omitted in the past. The prime aim of this was to end up with the correct , or slightly more funds in the restricted accounts than the 2020 accounts would imply, in order to comply with the requirement not to make unwarranted withdrawals from those funds, and to agree with the overall total of funds held (restricted + unrestricted)

Explanation of Movements

So, having established the starting point, the movements (referred to in notes 1-5 in the table) are as follows

1. The first column is the set of movements needed to achieve the realignment of actual account contents with the 2020 accounts.
2. In the general fund at the end of 2021 we were holding £2219 that was not counted as income in the receipts and payments, because it is money that is not really ours – we are collecting it for the Diocese and it does not appear as income. It needs to be included when we count funds so has to be added back in here
3. Net interest retained. Except for the Curacy fund, whose interest goes direct into our bank account. All other funds grow by the interest they received.
4. Endowments are based on stock market investments, and their value appreciates or depreciates with share etc prices. Dividends go to the bank current account
5. Movements for operational reasons - Some expenditure is deemed to be of a nature that it can be paid out of restricted funds. What happens operationally, is that spend is assessed and transferred from the relevant funds in December, (maximising interest earned). This year this was assessed as £2,916. In addition funds are transferred from deposit accounts to the current account to avoid a bank account overdraft,
6. The operating surplus / deficit – a deficit this year of £28,518 – is the main cause of the decrease in assets. The larger part of this is was caused by the one-off contribution of £20,000 to the diocese.

After all of these movements are applied to the stated starting point, the figures that result are correct in that they:-

- Match the bank account statements
- Are closely consistent with figures in the spreadsheets on which the 2020 accounts were based

Further Notes to the Accounts

Donations To charities

Several donations were made from PCC income to charities and these are listed below

Hope 4 Rugby	£ 1,000
Rugby Foodbank	£ 2,000
CAP	£ 1,200
The Light House	£ 450
Rugby Street Pastoral	£ 400
Other local charities	<u>£ 375</u>
SUBTOTAL (UK)	£ 5,425
MSF (doctors without borders)	£ 500
Christian Aid	£ 450
Jacobs Well	<u>£ 1800</u>
SUBTOTAL (International)	£ 2750
TOTAL	£ 8175

In addition, the PCC acts as a conduit for specific fund raising campaigns, where neither the donations given, or monies disbursed appear in the accounts. £470 was donated to Deepmore Road Hostel via this method, in the form of food bought and delivered, and paid for by donors.

Payments to the Diocese for funds collected on their behalf

Part of the fees for wedding and funerals, plus a few other services, are due to the Diocese. In effect The PCC acts as agents. The income received for this is not counted in our receipts and payments, nor do the payments to the diocese. Payments are quarterly, in arrears, and by convention are paid to the diocese whether the PCC has actually been paid or not.

In 2021 collections and payments were as follows

Fees Collected	£ 6,705
Fees due for 2021 activity, paid in 2021	£ 4,486
Fees due for 2021 activity, to be paid in 2022	£ 2,219
Fees due for 2020 paid in 2021	£ 542

Accounting Policies

Receipts and Payment Accounting

With due record to Church of England and Charity Committee rules, and our likely gross income being very unlikely to exceed £250,000 we will prepare accounts on a “Receipts and Payments Accounting” basis.

Reserves policy

At the request of the Diocese, in a previous year, the PCC reviewed its policy on the balance of free unrestricted reserves it should hold to cover any emergency situations that may arise from time to time and it was agreed that a balance equal to six months unrestricted expenditure should be held plus designated funds to cover new planned and agreed expenditure over a maximum period of five years.

It is the PCC's policy to invest the majority of our fund's balances with the CCLA Church of England Deposit Fund.

Restricted Funds Policy

In 2021 it was also decided by the PCC to assess spending rigorously with a view to taking funds out of restricted accounts, where it was permissible to do so.


**CHARITY COMMISSION
FOR ENGLAND AND WALES**
Independent examiner's report
on the accounts

6.2

**Report to the trustees/
members of**

The Parochial Church Council of Bilton Parish

On accounts for the year ended
Dec 31st 2021
**Charity no (if
any)**
1137095
Set out on pages

1-11, this examiners report being pages 12-13

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:
Date:

12/8/22

Name:

Mr Brian Cheney

**Relevant professional
qualification(s) or body (if any):**

A.C.M.A

Address:

Mr Brian Cheney

358 Newbold Rd

Rugby, CV21 1EG

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

A large rectangular box for disclosure. Inside, the word "None" is handwritten in cursive. Below it is a handwritten signature, possibly "JF", also in cursive. A long diagonal line is drawn across the box from the bottom left towards the top right.

Accounts

ST MARK'S CHURCH, BILTON, RUGBY

Charity number 1137095

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31 December 2020

Rector

Rev'd. Tim Cockell

Bank

Lloyds Bank PLC
Church Street
Rugby
CV21 3PH

Independent Examiner

Mr Brian Cheney
358 Newbold Road
Rugby
CV21 1EG

Independent Examiner's Report to the PCC of St Mark's Church, Bilton

I report on the financial statements of the PCC for the year ended 31 December 2020, which are set out on pages 8 to 17.

Respective responsibilities of the Trustees and the Independent Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act; follow the procedures laid down in the General Directions given by the Charity Commissioners
- section 145(5)(b) of the 2011 Act; and
- 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 PCC and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the financial statements 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the 2011 Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is shown below.

In connection with my examination, no matters have 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 financial statements, which accord with these accounting records which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Brian Cheney
Chartered Management Accountant

358 Newbold Road
RUGBY
Warwickshire CV21 1EG

The Parochial Church Council of St Mark's Church, Bilton, Rugby

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The Parochial Church Council of St Mark's Church, Bilton, Rugby

Annual Report for 2020

Aims and purposes

St Mark's Parochial Church Council (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Timothy Cockell, 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 St Mark's Church Centre.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and become part of our parish community at St Mark's. The PCC maintains an overview of worship throughout the parish and, through the Worship Group, makes suggestions on how services can involve the many groups that live within the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning activities for the year, the incumbent and PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable 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.
- Providing pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that the PCC maintains the fabric of St Mark's church and Church Centre.

Achievements and performance

Worship and Prayer

Worshipping God is one of the three elements of our vision at St Mark's. The PCC is therefore keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, the 8.00 am Book of Common Prayer communion service and Evensong provide a quiet, intimate and reflective environment for worship. Opportunities are provided for people to engage in more outgoing worship at our Sunday morning family services and in parade services where we are joined by a number of the local uniformed organisations in our parish. With the closure of churches throughout the UK, a reduced number of services were streamed online via Facebook and You Tube.

Messy Church, now in its sixth year, continues to grow with many families attending on a regular basis. It provides the opportunity to reach out and engage with those on the fringe of the church family and enable them to "do church" in a different way. Members of Messy Church met by Zoom for most of the year.

All are welcome to attend our regular services. Following the revision of the electoral roll in 2019 the number on roll is currently 216 (2019: 210), 24 of whom are not resident in the parish. The attendance at services was significantly affected by the COVID-19 restrictions from mid March onwards. Many parishioners joined us for services streamed live through Facebook and Youtube.

As well as our regular services, we enable our community to celebrate and thank God at milestones of the journey through life. Through baptism we thank God for the gift of life, through marriage public vows are exchanged with God's blessing and through funeral services family and friends express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. Due to COVID-19 restrictions during 2020 we celebrated just 2 baptisms and no weddings or renewals of vows in our church and held 50 funerals and memorial services in church and at crematoria during 2020.

Prayer is at the heart of all we do at St Mark's. The act of bringing our community and our world before God is where two elements of our vision meet - 'Worshipping God' and 'Sharing his love'. As such there are a number of prayer ministries at St Mark's involving dozens of volunteers. Prayer is offered for those in need at almost all our Sunday and midweek services, both for the unwell and the bereaved. For those who like to receive prayer for healing in person, our Healing Prayer team regularly offers this opportunity at our Sunday services. In addition our Prayer Circle is on hand to receive both urgent and long term requests for prayer, which it passes on confidentially to its members.

Deanery Synod

Three members of the PCC sat on the Deanery Synod during the year. This provides the PCC with an important link between the parish and the wider structures of the church.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Annual Report for 2020 (continued)

Pastoral Care

Some members of our parish are unable to attend church due to sickness or age. Members of the clergy and the Pastoral Visiting team visit all church members who have requested it or who are sick or unable to get out for any other reason to keep them in touch with church life and to celebrate communion with them either at their homes or in hospital. Similarly, First Sunday teas where 20-25 people each month enjoying each others company over sandwiches, cakes and tea in a warm and friendly atmosphere. Unfortunately we had to suspend these activities for most of the year.

Mission and Evangelism

Six years ago, with the encouragement of the Diocese, we began looking into the Natural Church Development process where the health of a church is assessed against 8 quality areas. The results of the scores in the 2018 survey, which increased across most of the quality areas, gave us the confidence to put energy during 2019 into the areas that we knew were weaker and we made some significant progress in three of the focus areas. One area we continued to actively work on in 2020 is the church's attitude to, and involvement in, environmental issues. The Ministry Leadership Team (MLT) proposed four areas of focus for 2020 and 2021, namely:

- Worship and teaching
- Buildings
- Land
- Community and global engagement
- Lifestyle

Helping those in need is a demonstration of our faith. £8,775 of our income this year is donated to Christian, relief and charitable causes.

Our parish magazine, which is normally produced monthly and is available to both parishioners and others resident in the Parish, had to be cancelled after the first COVID-19 lockdown. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus. It has regular contributors covering different areas of our activities, spiritual and community life, including a children's page, so aims to communicate well with those interested in St Mark's. The magazine was replaced by weekly emails from the Clergy.

A web site complements the parish magazine and provides information about all aspects of the work and activities at St Mark's church. It was significantly updated in 2019 and seeks to provide a wide range of information for members of the congregation, the wider community and for those new to the area or to St Mark's and has provided an alternative way to communicate with those in our community during the pandemic.

The Friends of St Mark's is an association which aims to acquaint a wider group of people with the ongoing work, aims and needs of St Mark's, and enable them to support its maintenance and mission. During the year the Friends were unable to carry out their usual programme of activities and fund raising, but were able to provide some computer equipment for the clergy.

Ecumenical Relationships

The church is a member of Bilton Churches Together. Four Bilton churches meet regularly to share the journey of faith. Representatives of St Mark's, Bilton Methodists, Sacred Heart Church and Bilton Evangelical Church have a vision "to journey together on the Way towards a deeper understanding of all that is given in Christ." Bilton Churches Together has been active since the 1970s and organises a number of one-off events in addition to regular joint services and other initiatives each year.

Review of the year

We entered 2020 on a high after having such a successful 2019 - not least of all in terms of our financial position but could not have known at the beginning of the year that things would turn out in the way they have. COVID-19 has had an impact on every part of our lives. The church has been severely affected too with buildings closed and public worship suspended for a greater part of the year. This has proved to be both a real strain for us all and a real challenge. If there is one thing that we have learned through this time it is that God's church can rise to the challenge and despite all the difficulties we have faced, and all the restrictions that we have had to abide by, we are still strong, we are still going, and there is much for us to look forward to in the future.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Annual Report for 2020 (continued)

Our various groups and individuals have worked hard to maintain some semblance of normality during a time which has been far from normal. While many activities because of their very nature had to stop when it was impossible to meet, many other things have been able to keep going. We learnt to adapt and acquired skills in the use of technology to offer worship online, to keep meeting and maintaining those connections we need with each other and have used so many different and creative ways to help maintain our life and worship. Most of our home groups have been able to meet online and this has been a valuable way of keeping up connections especially for those members who live alone.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively, vibrant and welcoming community it is. In particular, we want to mention our churchwardens and service wardens, MLT members and the many other groups and individuals who work so tirelessly on our behalf.

Financial Review

We began the year in a strong financial position knowing that in 2019 we had raised a significant amount of additional giving income and had exceeded our first target in the task of raising an extra £35,000 of income each year by 2024. Our target for 2020 was to continue this effort and raise a further £12,000. Following the closure of all church buildings and the cessation of public worship in March 2020 it was apparent that this would have an immediate and adverse impact on our income and, to a lesser extent, on expenditure.

Planned giving and collections are the PCC's largest and principal source of income. Income from regular giving, most of which is received directly into our bank account continued, but did not increase, during the lockdowns. With no or limited services for 9 months of the year, income from gift aid envelopes and open plate collections fell by £7,567 and £8,132 respectively compared to 2019. Income tax recovered correspondingly fell by £2,967.

Other voluntary income in 2020 from donations and legacies totalled £8,662 (2019: £17,335).

A total of £1,819 was generated from fund raising activities in 2020 (2019: £3,542) by magazine advertising, the Draw Club and Friends of St Marks. The Draw Club generated a surplus of £755 which was allocated to the General Fund this year. In 2021 the surplus will again be allocated to the General Fund.

Investment income from dividends and interest on deposits fell to £2,468 (2019: £4,185) largely due to lower interest rates and a reduction in balances on deposit following the major expenditure in church during 2019.

Income from church activities in 2020, mainly fees for weddings and funerals and rental income, fell significantly to £13,437 (2019: £21,259).

Total income in 2020 amounted to £137,623, a reduction of £36,094 on 2019, which completely reversed the gains made in 2019. Regular income fell by £27,421 to £128,961, whilst non recurring income was £8,662 (2019: £17,335).

The PCC continued to support our link missionaries and distributed £8,775 (2019: £10,300) for charitable and Christian causes. In addition £1,043 (2019: £2,072) was generated by fund raising and collections at funerals and other services and paid direct to charities.

In 2020, £147,203 (2019: £293,155) was spent on other church activities. This includes a £66,561 (2019: £66,042) contribution to the Diocesan parish share which largely provides for the stipends, pensions and housing for the clergy and £nil (2019: £128,411) on improvements to lighting, the audio visual system and choir stalls in the church.

The quinquennial inspection due to be carried out by our architect during April 2020 was postponed to March 2021 and is not expected to identify any major items that require attention. The previous inspection in 2015 identified a number of minor matters which were completed during 2016 and 2017. PCC is recommending that the existing balance in the designated Repair fund of £4,823 is un-designated and transferred back to the General fund. We have adequate balances available in restricted funds to meet any maintenance needs of the church for the foreseeable future. Expenditure on routine maintenance of the church in 2020, totalled £4,022 (2019: £8,541).

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Annual Report for 2020 (continued)

There were no changes to the church building in 2020 other than repairs following the theft of lead from the roof above the organ loft as reported last year. This caused not only damage to the roof itself and to the stone parapet, which was all but destroyed, but also to the organ. Planning Permission for a change of material on the roof from lead to steel was approved in 2020, which should prevent any further theft, following which a new roof was installed and repairs to the stonework and the organ were completed. Although the cost of the new roof and organ repairs were covered by insurance, the costs of repairing the consequential damage to the stonework amounting to £7,073 were not met by our insurers and were taken from the Building Fund.

Reserves policy

At the request of the Diocese, the PCC reviewed its policy on the balance of free unrestricted reserves it should hold to cover any emergency situations that may arise from time to time. After considerable discussion and in light of the impact that the COVID-19 restrictions were having on the church's finances, it was agreed that a balance equal to six months unrestricted expenditure should be held plus designated funds to cover new planned and agreed expenditure over a maximum period of five years. The balance on free unrestricted funds at 31 December 2019 of £156,429 exceeded this revised target by some £33,000. At 31 December 2020, the balance on free unrestricted funds amounted to £156,923 which is £14,000 in excess of required reserves. The PCC has agreed expenditure plans that will use the designated Legacy fund to expand our work in the parish over the next five years as well as making a £20,000 contribution to the Diocesan support fund in 2021. The excess balance in the Legacy fund of £33,135 has been transferred to the General fund.

It is the PCC's policy to invest the majority of our fund's balances with the CCLA Church of England Deposit Fund.

Plans for future years

In 2019 the PCC approved the appointment of stipendiary help for 3 days a week with a focus on working with schools and families to encourage more of this age group in faith. We were unsuccessful in attracting any applicants for this post during 2019 and the COVID-19 restrictions during 2020 meant that no further progress was made. We will explore alternative ways of working with our target group of 20-30 year-olds and their families once we move out of the current lockdown. There is an enormous opportunity with new housing continuing apace into various parts of the parish to build new church congregations linked to St Mark's.

As we begin to see restrictions lifting and public worship resuming from Easter Sunday we are being presented with a number of challenges. It is going to be some time before we see anything like a normal pattern of services return and all our activities re-start. Throughout 2020 we had an opportunity to think about how we want our society and our lives to be – and that includes the church. We now have a chance to assess what our priorities are and where our energies should be placed. To simply go back to doing everything we have been doing in the past would seem to be a mistake. Many people have begun to ask themselves what they want their lives to look like in the future and what they want to be doing. This requires us to think about things differently and to come up with new systems and ways of working. We remain confident of the future because the members of St Mark's church are a wonderful group of people committed to God and to his mission in the world. Although progress will be slow we will be able to bounce back and begin the process of building the church for the future, looking forward to those things that God has in store for us.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Annual Report for 2020 (continued)

Structure, governance and management

The PCC is governed by two Church of England Measures - The Parochial Church Councils (Powers) Measure 1956 as amended, which defines the principal function of the PCC, and the Church Representation Rules 2011.

The method of appointment of PCC members is set out in the Church Representation Rules. Members are either ex-officio or elected by the Annual Parochial Church Meeting (APCM). Representatives on the Deanery Synod and elected members normally serve for three years, unless elected to fill a vacancy. Readers and Co-opted members serve for one year. All members of the congregation are encouraged to register on the Electoral Roll and to stand for election to the PCC.

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.

During the year the full PCC met six times via Zoom for ordinary meetings and held one extraordinary meeting to approve the annual accounts. Average attendance at the ordinary meetings was 16 members, representing 84% of possible attendances. Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life, each of which is responsible to the PCC. These Committees met between meetings and reports of their deliberations were received by the full PCC and discussed as necessary.

Standing Committee

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It oversees the general financial dimension of the work of St Mark's by monitoring income and expenditure, budgeting, maintaining appropriate financial controls and co-ordinating the annual review of the Christian Stewardship of money through planned giving.

Worship Committee

Attends to matters relating to worship in the Church, planning services, drafting orders of service and associated work.

Ministry Leadership Team (MLT)

The St Mark's MLT was launched in 2001 and commissioned in January 2005. It is a collaborative team of lay and ordained people, working together, under the authority of the PCC, to lead, envision, enable and release all God's people at St Mark's for mission and ministry in the whole of life.

Other groups that met via Zoom during the year included a Pastoral and Nurture Group, the Healing Team and the Prayer Circle. These groups include both PCC members as well as people not on the PCC.

Administrative information

St Mark's Church is situated in Church Walk, Bilton, Rugby. It is part of the Diocese of Coventry within the Church of England. The correspondence address is St Marks Parish Office, Church Walk, Bilton, Rugby, CV22 7LX.

The PCC is registered with the Charity Commission as a charity (number 1137095).

PCC members who have served from 1 January 2020 until the date this report was approved are:

<i>Incumbent</i>	Rev'd Timothy Cockell	Rector
<i>Curates</i>	Rev'd Jonathan Smith Rev'd Glenn Lowde	
<i>Wardens</i>	Marion Ainslow Denis Biley Irene Landless	(to 27 September 2020) (from 27 September 2020)
<i>Deputy Wardens</i>	Christine Assheton	(from 27 September 2020)

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Annual Report for 2020 (continued)

Representatives on Deanery Synod *APCM 2017 (2 April 2017) - APCM 2020 (27 September 2020)*
Linda Allen
Patricia Howes
Sally Idle

Elected Members *APCM 2017 (2 April 2017) - APCM 2020 (27 September 2020)*
Martin Elson

APCM 2019 (22 April 2019) - APCM 2021 (25 April 2021)
Donald Barlow
Penny Buchanan
Irene Landless (to 27 September 2020)
Alexandra Lover

APCM 2019 (7 April 2019) - APCM 2020 (27 September 2020)
Alexandra Clark

APCM 2019 (7 April 2019) - APCM 2022
Helen Baker
Lauren Beadle
Pauline Graham

APCM 2020 (27 September 2020) - APCM 2023
Linda Allen
Alexandra Clark
Heather Hemelryk

Co-opted members Juliette Crossin PCC Secretary
Christopher Idle Treasurer

A full report of all church activities during 2020 will be available at the 2021 Annual Parochial Church Meeting and in church before and after the meeting.

Approved by members of the PCC on 15 April 2021 and signed on its behalf by:

Rev'd Timothy Cockell
Rector

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Statement of Financial Activities for the year ended 31 December 2020

	Note	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds</u>	
		<u>£</u>	<u>£</u>	<u>£</u>	<u>2020</u>	<u>2019</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
INCOME						
Voluntary income	2(a)	119,038	861	-	119,899	144,731
Activities for generating funds	2(b)	1,233	586	-	1,819	3,542
Income from investments	2(c)	702	1,179	587	2,468	4,185
Church activities	2(d)	11,197	2,240	-	13,437	21,259
Total income		132,170	4,866	587	137,623	173,717
EXPENDITURE						
Church activities	3(a)	138,272	8,931	-	147,203	293,155
Raising funds	3(b)	118	24	-	142	973
Total expenditure		138,390	8,955	-	147,345	294,128
Net income/(expenditure) before investment gains		(6,220)	(4,089)	587	(9,722)	(120,411)
Unrealised gains/(losses) on investments		-	-	1,318	1,318	2,971
Net income/(expenditure)		(6,220)	(4,089)	1,905	(8,404)	(117,440)
Transfers between Funds		2,177	(1,590)	(587)	-	-
Net movement in funds		(4,043)	(5,679)	1,318	(8,404)	(117,440)
Total funds brought forward		220,171	278,862	22,407	521,440	638,880
Total funds carried forward		216,128	273,183	23,725	513,036	521,440

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Balance Sheet at 31 December 2020

	Note	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Endowment</u> <u>Funds</u> <u>£</u>	<u>Total Funds</u>	
					<u>2020</u> <u>£</u>	<u>2019</u> <u>£</u>
FIXED ASSETS						
Tangible	5(a)	59,205	-	-	59,205	63,742
Investment	5(b)	-	161,273	23,725	184,998	190,704
		<u>59,205</u>	<u>161,273</u>	<u>23,725</u>	<u>244,203</u>	<u>254,446</u>
CURRENT ASSETS						
Debtors and prepayments	6	13,030	600	-	13,630	16,785
Short-term deposits		166,574	107,738	831	275,143	266,637
Cash at bank and in hand		652	4,869	-	5,521	10,847
		<u>180,256</u>	<u>113,207</u>	<u>831</u>	<u>294,294</u>	<u>294,269</u>
LIABILITIES						
Creditors - amounts falling due one year	7	23,333	1,297	831	25,461	27,275
NET CURRENT ASSETS		<u>156,923</u>	<u>111,910</u>	<u>-</u>	<u>268,833</u>	<u>266,994</u>
TOTAL NET ASSETS		<u>216,128</u>	<u>273,183</u>	<u>23,725</u>	<u>513,036</u>	<u>521,440</u>
PARISH FUNDS						
Unrestricted	8(a)	216,128	-	-	216,128	220,171
Restricted	8(b)	-	273,183	-	273,183	278,862
Endowment	8(c)	-	-	23,725	23,725	22,407
		<u>216,128</u>	<u>273,183</u>	<u>23,725</u>	<u>513,036</u>	<u>521,440</u>

The notes on pages 9 to 17 form part of these accounts.

Approved by the Parochial Church Council on 15 April 2021 and are signed on its behalf by:

Rev'd Timothy Cockell
Rector

Christopher Idle
Treasurer

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements for the year ended 31 December 2020

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. 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 PCCs, and with the Regulations' "true and fair view" provisions.

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets, which are shown at market value. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

Funds

Endowment funds are capital funds. These are either:

- (i) permanent endowments, where the capital must be maintained and only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established, or
- (ii) expendable endowments, where the PCC can spend both the capital and income arising from investment of the endowment at its own discretion.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC usually invests separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and beneficed property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory which can be inspected at any reasonable time. For everything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently, expenditure on individual items costing under £5,000 is written off when incurred.

Alterations to Church Centre are included at cost. No depreciation is provided on freehold land. Freehold buildings are depreciated over their expected useful economic lives as follows:

Alterations to Church Centre	25 years on a straight line basis
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Equipment used within church premises is depreciated on a straight line basis over 4 years.

Investments are valued at market value at 31 December.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2020

1 ACCOUNTING POLICIES (Continued)

Agency payments

The PCC acts as an agent in the collection and payment of Diocesan Board of Finance fees for weddings and funerals. Fees for weddings and funerals are collected in full by the PCC. Diocesan Board of Finance fees and the subsequent disbursements of these fees are excluded from the Income and Expenditure account and are shown separately in note 12.

2 INCOME

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Endowment</u> <u>Funds</u> <u>£</u>	<u>Total Funds</u>	
				<u>2020</u> <u>£</u>	<u>2019</u> <u>£</u>
2(a) Voluntary income					
Planned giving:					
Donations	80,525	-	-	80,525	81,099
Tax recoverable	18,872	-	-	18,872	21,839
Gift aid envelopes	3,922	-	-	3,922	11,489
Collections (open plate)	3,007	-	-	3,007	11,139
Grants	4,911	-	-	4,911	1,830
Donations, appeals, etc.	5,801	861	-	6,662	17,335
Legacies	2,000	-	-	2,000	-
	<u>119,038</u>	<u>861</u>	<u>-</u>	<u>119,899</u>	<u>144,731</u>
2(b) Activities for generating funds					
Magazine advertising	403	-	-	403	992
Fund raising activities	830	586	-	1,416	2,550
	<u>1,233</u>	<u>586</u>	<u>-</u>	<u>1,819</u>	<u>3,542</u>
2(c) Income from Investments					
Dividends received	-	-	573	573	556
Bank and CCLA Deposit Fund interest	702	1,179	14	1,895	3,629
	<u>702</u>	<u>1,179</u>	<u>587</u>	<u>2,468</u>	<u>4,185</u>
2(d) Income from church activities					
Magazine sales	3,367	-	-	3,367	2,995
Letting income	4,177	-	-	4,177	7,384
Printing	131	-	-	131	179
Fees	3,216	2,240	-	5,456	9,580
Sundry income	306	-	-	306	1,121
	<u>11,197</u>	<u>2,240</u>	<u>-</u>	<u>13,437</u>	<u>21,259</u>
Total income	<u>132,170</u>	<u>4,866</u>	<u>587</u>	<u>137,623</u>	<u>173,717</u>

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2020

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total Funds</u>	
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
3 EXPENDITURE					
3(a) Church activities					
Missionary and charitable giving					
Overseas - missionary societies	-	-	-	-	-
- relief and development	4,600	-	-	4,600	1,500
Home	(150)	-	-	(150)	1,150
Other	4,325	-	-	4,325	7,650
	<u>8,775</u>	<u>-</u>	<u>-</u>	<u>8,775</u>	<u>10,300</u>
In addition £1,043 (2019: £2,072) was generated by fund raising and collections at funerals and other services and paid direct to charities.					
Ministry: Diocesan Parish Share	66,561	-	-	66,561	66,042
Other ministry costs	3,073	958	-	4,031	3,237
Church running costs	11,052	-	-	11,052	14,256
Church maintenance	4,022	7,073	-	11,095	8,541
Church services	5,917	-	-	5,917	6,615
Major church building costs	-	-	-	-	128,411
Depreciation	4,537	-	-	4,537	4,537
Churchyard upkeep	2,834	900	-	3,734	7,972
Church Centre running costs	9,174	-	-	9,174	16,117
Parish Office salaries	16,856	-	-	16,856	15,893
Printing, stationery and postage	1,205	-	-	1,205	3,788
Bank charges	473	-	-	473	722
Governance costs	300	-	-	300	275
Other costs	3,493	-	-	3,493	6,449
	<u>138,272</u>	<u>8,931</u>	<u>-</u>	<u>147,203</u>	<u>293,155</u>
3(b) Raising funds					
Stewardship costs	118	-	-	118	782
Other fund raising costs	-	24	-	24	191
	<u>118</u>	<u>24</u>	<u>-</u>	<u>142</u>	<u>973</u>
Total expenditure	<u>138,390</u>	<u>8,955</u>	<u>-</u>	<u>147,345</u>	<u>294,128</u>

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2020

	<u>2020</u> £	<u>2019</u> £
4 STAFF COSTS		
4(a) Wages and salaries		
Wages and salaries	25,855	24,607
Redundancy costs	193	-
Pension costs	422	402
	<u>26,277</u>	<u>25,009</u>

During the year the PCC employed a Parish Secretary, Office Assistant, organists and a cleaner (all part-time) but no payments were large enough to attract employers' social security costs. Together these staff equate to one full time employee.

4(b) **Payments to PCC members**

No members of the PCC, persons closely connected to them or related parties received any remuneration from the PCC in the current or previous year. Various members were reimbursed for expenditure, including travelling expenditure, incurred on behalf of the PCC.

5 **FIXED ASSETS**

5(a) Tangible fixed assets	Freehold land and buildings Unrestricted	Total
Cost		
At 1 January 2020	113,428	113,428
Disposals	-	-
At 31 December 2020	<u>113,428</u>	<u>113,428</u>
Depreciation		
At 1 January 2020	49,686	49,686
Charge for the year	4,537	4,537
Disposals	-	-
At 31 December 2020	<u>54,223</u>	<u>54,223</u>
Net book value		
At 31 December 2020	<u>59,205</u>	<u>59,205</u>
Net book value		
At 31 December 2019	<u>63,742</u>	<u>63,742</u>

The freehold land and buildings comprise alterations to Church Centre during 2009 at a cost of £113,428.

The Church and its contents are insured for the sum of £14,000,000.

Church Centre was not capitalised when acquired. The Building and its contents are insured for the sum of £2,800,000.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2020

5 FIXED ASSETS (Continued)

5(b) Investments	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
Deposits with CCLA	157,303	164,381
Deposits with Coventry Building Society	7,289	7,235
Shares in the CCLA's Investment Fund		
300 shares E R Hobley bequest for Churchyard	6,134	5,738
698 shares St Mark's Parish Church Repair Fund	14,272	13,350
Market value at 31 December	<u>184,998</u>	<u>190,704</u>

The original cost of the investments is not known.

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
The market value at 31 December represents investments for		
Restricted funds	161,273	168,297
Endowment funds	23,725	22,407
	<u>184,998</u>	<u>190,704</u>

6 DEBTORS AND PREPAYMENTS

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
Amounts due within one year (unrestricted)		
Tax recoverable	4,608	4,737
Prepayments	329	329
Other debtors	8,093	11,219
Amounts due within one year (restricted)		
Tax recoverable	600	500
	<u>13,630</u>	<u>16,785</u>

7 LIABILITIES

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
Amounts falling due within one year (unrestricted)		
Accruals	11,010	12,431
Other creditors	12,323	11,466
Amounts falling due within one year (restricted)		
Other creditors	1,297	2,547
Amounts falling due within one year (endowment)		
Other creditors	831	831
	<u>25,461</u>	<u>27,275</u>

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2020

	<u>Balance brought forward</u>	<u>Surplus/ (Deficit) for the year</u>	<u>Transfers between funds</u>	<u>Gains on Investments</u>	<u>Balance carried forward</u>
	£	£	£	£	£
8 PARISH FUNDS					
8(a) Unrestricted Funds					
General Fund	114,727	(3,605)	39,787	-	150,909
Young Peoples' Fund	5,301	(430)	348	-	5,219
Repair Fund	4,823	-	(4,823)	-	-
Legacy Fund	95,320	(2,185)	(33,135)	-	60,000
	<u>220,171</u>	<u>(6,220)</u>	<u>2,177</u>	<u>-</u>	<u>216,128</u>
8(b) Restricted Funds					
Curacy Fund	15,000	83	(83)	-	15,000
House Fund	103,981	440	-	-	104,421
Organ Fund	5,226	171	-	-	5,397
Churchyard Fund	7,819	1,507	(1,507)	-	7,819
Tower Fund	1,793	3	-	-	1,796
Friends of St Marks	10,086	(177)	-	-	9,909
Building Fund	134,957	(6,116)	-	-	128,841
	<u>278,862</u>	<u>(4,089)</u>	<u>(1,590)</u>	<u>-</u>	<u>273,183</u>
8(c) Endowment Funds					
Hobley Bequest	9,057	186	(186)	396	9,453
St Mark's Parish Church Repair Fund	13,350	401	(401)	922	14,272
	<u>22,407</u>	<u>587</u>	<u>(587)</u>	<u>1,318</u>	<u>23,725</u>
	<u>521,440</u>	<u>(9,722)</u>	<u>-</u>	<u>1,318</u>	<u>513,036</u>

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) for the year ended 31 December 2020

9 FUND DETAILS

- 9(a) The unrestricted funds comprise:
- i) *The General Fund*
Covers the day to day activities of the church and to which is added the surplus each year.
 - ii) *Young Peoples' Fund*
Represents unspent income from the Langton Freeman fund (see note 10)
 - iii) *Repair Fund*
A designated fund for the external maintenance of the church.
 - iv) *Legacy fund*
A designated fund for using legacies and major donations to support the work of St Mark's church.
- 9(b) The restricted funds comprise:
- i) *Curacy Fund*
An amount from the sale of land formerly belonging to the Church in Bilton, to provide funds towards the cost of a Curate or Associate Minister.
 - ii) *House Fund*
Represents the proceeds from the sale of a house in Monks Close, Bilton originally purchased for use by a Curate or Associate Minister. The funds may be used for maintenance of the Church and other buildings owned by the PCC or for any other charitable ecclesiastical purpose.
 - iii) *Organ Fund*
Consists of funds raised and given specifically for the maintenance of the organ.
 - iv) *Churchyard Fund*
Consists of funds specifically raised for the churchyard.
 - v) *Tower Fund*
Consists of funds raised for repairs to the tower, bells and fittings and the clock. Any surplus funds may be used for repairs to the Church building.
 - vi) *Friends of St. Marks*
Consists of funds raised to support the role of the church in the community.
 - vii) *Building Fund*
Consists of the proceeds from the sale of Church House and funds raised for the construction, fittings and ongoing maintenance of a mezzanine floor in the church. Any surplus funds may be used for maintenance of the Church and other buildings owned by the PCC or for any other charitable ecclesiastical purpose.
- 9(c) The endowment funds comprise:
- i) *Hobley Bequest*
This is a permanent endowment which requires income to be spent on the maintenance of the churchyard.
 - ii) *St Mark's Parish Church Repair Fund (charity number 508870)*
A trust where the clear income from a permanent endowment and income and an expendable endowment can be applied in or towards the upkeep and repair of the parish church of St Mark, Bilton, and the maintenance of services therein.

10 CONNECTED CHARITY

The Langton Freeman bequest is a connected charity (number 215833-3), whose income is paid by way of grant to the PCC towards the cost of work with young people.

11 POST BALANCE SHEET EVENTS

From Easter Sunday 2021 the Church of England announced that public worship could resume but restrictions around social distancing mean that only limited numbers of people can attend services. For those unable to come to church, we will continue to stream live services via social media. It will be some time before anything like a normal pattern of services resumes. The ongoing restrictions will continue to result in a loss of income particularly from voluntary giving, fees from weddings and funerals and letting income generated by Church Centre. We are unable to quantify this at the present time due to the unknown duration of the restrictions on social interaction by members of the congregation and when the church will be able to fully re-open for public worship. The PCC is doing all it can to minimise the impact of these restrictions and to support both our staff and members of our congregation who are affected by them.

The Parochial Church Council of St Mark's Church, Bilton, Rugby

Notes to the Financial Statements (Continued) **for the year ended 31 December 2020**

12 AMOUNTS DISBURSED AS AGENT

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
DBF fees received	6,013	7,821
Paid to Coventry Diocesan Board of Finance	(6,013)	(7,821)
Fees paid to retired clergy (included in other ministry costs)	<u>-</u>	<u>-</u>
Other fees received	2,202	3,940
Paid to Organists	(864)	(2,212)
Vergers	(418)	(748)
Bell ringers	-	(250)
Choir	(320)	(475)
Sexton	(600)	(255)
	<u>-</u>	<u>-</u>

Statutory fees for weddings and funerals are due to the Coventry Diocesan Board of Finance, with special arrangements made for payments to retired clergy. The PCC only acts as a paying agent for these fees and for payments to organists, vergers, bell ringers, choir members and the sexton. In these circumstances, the fees and related disbursements are excluded from the income and expenditure account.