

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 YouTube. 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 its 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 reissnaton)	

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

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.

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:

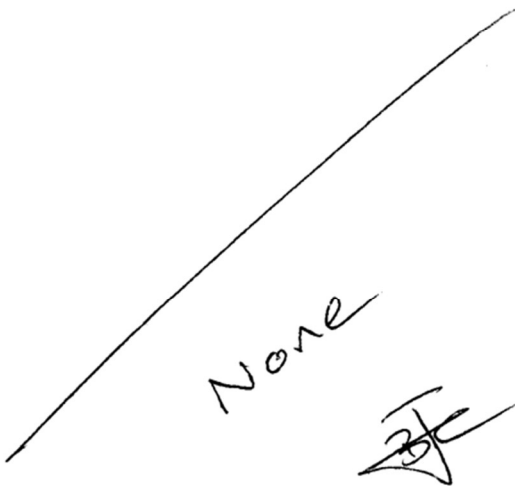
Mr Brian Cheney

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.