

St Mark's Church Gillingham

'Living for Jesus, Loving Gillingham, Learning Together'

ANNUAL REPORT & ACCOUNTS

of the

PAROCHIAL CHURCH COUNCIL

For the year ended 31st December 2021

PCC Chair

Rev Saju Muthalaly – Chairman

St Mark's Parish Office,
The Old Vicarage, Vicarage Road, Gillingham ME7 5JA

Bank

HSBC Bank Plc. High Street, Gillingham, Kent ME7 1BP

Independent Examiner

Mr R Trice MAAT
210 King George Road, Chatham, Kent ME5 0PH

Charity no. 1141709

St Mark's Church, Gillingham **Annual Report of the Parochial Church Council** **for the year ended 31 December 2021**

Administrative information

St Mark's has charitable status as a registered place of worship under Section 3 of the Charities Act 1993. Charity Number 1141709

Church address	St Mark's Church Canterbury Street Gillingham Kent ME7 5TP	01634 570 320
Church office	St Mark's Parish Office The Old Vicarage Vicarage Road Gillingham Kent ME7 5JA	01634 570 489

Parochial Church Council (PCC)

Incumbent (Vicar)	Rev. Saju Muthalaly	<i>Chair – left December 2021</i>
Curate	Rev. Amanda Maskell	<i>from September 2017 – left January 2021</i>

Churchwardens

<i>From APCM 2020 to 2021</i>	Dr Seun Adigun Mrs Karen Dyer
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Deanery Synod

From APCM 2020 to 2023	Mr Glyn Allen Mrs Sally Bloor	<i>Treasurer St Mark's SMIC rep</i>
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Diocesan Synod	Mr Glyn Allen	<i>From Dec 2020 to fill vacancy</i>
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SMI Church nominated rep	Mrs Carolyn Facey	<i>SMIC rep From APCM 2017</i>
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Elected to PCC

<i>From APCM 2019 – 2022</i>	Christine Cordle (Curtis) Mr Chris Gladwell Gabriele Goddard Mr Luke Prankard	<i>resigned October 2021</i>
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<i>From APCM 2020– 2023</i>	Mr Chris Blewett Mr Rob Byrne <i>Two spaces unfilled.</i>	<i>resigned December 2021</i>
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From APCM 2021 – 2024

Mrs Vicky Allen

Mr Paul Smith

Mr Joel Watson

One space unfilled.

PCC Minutes Secretary

Mr Samuel Wilkins

(from APCM 2018) resigned December 2021

Bankers

HSBC Bank plc

High Street, Gillingham, Kent ME7 1BP

Auditors

Independent Examiner

Mr R Trice MAAT

210 King George Road, Chatham, Kent ME5 0PH

Structure, Governance and Management

The Parochial Church Council is a corporate body, established by the Church of England. The PCC operates under the Parochial Church Council (Powers) Measure. The PCC is registered with the Charity Commission (no. 1141709).

PCC Members are also Charity Trustees and must ensure compliance with charity law and church (ecclesiastical) law and exercise a duty of prudence and a duty of care.

The method and appointment of PCC members is set out in the Church Representation Rules. All regular church attendees are encouraged to register on the Electoral Roll and are thereby eligible to stand for election to the PCC. In 2009 the Annual Parochial Church Meeting agreed to electing 12 members for 3-year terms of office, with casual vacancies filled by those with most votes and to suspend until rescinded, the 6-year rule for the term of office of a Churchwarden.

The PCC continues to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

The PCC is committed to fully comply with the Data Protection Act 2018 (GDPR).

The PCC is committed to caring for the environment and reducing the church's carbon footprint in line with the C of E Net Zero Carbon targets.

Other matters related to church and other legislation (compliance with Health and Safety and Disability Discrimination etc.) are brought to the notice of PCC members for review and action.

Committees

The Standing Committee is a statutory requirement and comprises the Vicar, Churchwardens, Treasurer, PCC Secretary and at least two, but no more than four, elected members from the PCC. This Committee meets, when required, and brings recommendations to PCC meetings on various matters, including those referred to it by the Council. It has power to take decisions on behalf of the PCC when required.

Other committees or Task Groups are formed and meet as required to consider various aspects of church life.

Strategic Planning Team

This team continued to meet at regular intervals during the year to read the updated Government and Diocesan guidelines relating church and other church related activities and recommended to the PCC ways in which the guideline could be implemented to ensure a safe environment.

We also have, with formal terms of reference, Task Groups for Property, Finance, HR, Mission Links and Pre-School Management. It is our intention that all members of the PCC sit on at least one of these groups and the clergy are members of each group by right. These groups have met as and when necessary.

St Mary's Island District Church Council operates with separate accounts and meetings under the leadership of the Vicar and the Focal Minister (lay position). Their annual reports are published and sent to the Diocese separately, but we include them together with this report in our Charity Commission submission. St Mary's Island has its own District Council Scheme (i.e. its 'constitution') approved by Bishop's Council and the Diocesan Registrar.

Objectives and Activities

The role of the PCC is:

To promote the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England and upholding the evangelical charismatic tradition of St Mark's.

To co-operate with the minister in promoting, in the parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. To accomplish this, we seek together through prayer to discern 'the mind of the Lord'.

To take responsibility for the right administration of the Church and its properties and, in conjunction with the Churchwardens and Treasurer, to make financial provision for staff salaries, Parish Indicative Offer, general maintenance and running costs as well as the various charitable needs.

To make considered decisions, after discussion and prayer, on behalf of the whole Church fellowship rather than simply promoting members' individual or partisan interests. In the planning of activities, the PCC has considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

**The Church's Purpose Statement is
'Living for Jesus, Loving Gillingham and Learning Together'.**

Church Attendance**Electoral Roll Report 2022****The Electoral Roll for St Mark's Church 8 May 2022 is as follows:**

The number on the Electoral Roll is currently 156.

There were 164 on the Electoral Roll in May 2021.

Since then, two people have died, and 14 people have left or moved away.

8 people have applied to join.

The Electoral Roll for St Mary's Island 2022

The roll for SMI is 52. (53 in 2021)

This is as follows:

Total on the roll for 2022 is 52 - which is a decrease of 1 from 2021

5 have come off the roll - 3 moved away and 2 ceased to meet

4 new applicants were received and have been added.

Total Electoral Roll number for St Mark's Parish stands at 208 (217 for 2021)

The attendance at major events was as follows:

Due to the Covid-19 pandemic our church buildings were either closed or restricted on attendance numbers for a large part of 2021. During these periods, most normal services were maintained with live streaming from the church building and other venues, with attendees participating on Facebook.

While the restrictions were in place, the church building had social distancing capacity limit of approx. 50, plus those leading and ushering.

People attending in person:

Easter Day Service – 0 (0 in 2020)

Christmas Eve and Christmas Day – 46 (0 in 2020)

In October 2021, a study was carried out on Church attendance (in person) during the month. The statistics showed:

Average gross weekly attendance 144 (49 in 2020).

Additionally, a substantial number of people viewed services and events online live and after the event on 'catch up'. The actual number who stayed connected for the entirety of an event is unknown. Prior to the building closure and restrictions, the average weekly attendance was approximately 150.

The PCC will continue to use the full data to focus ministry accordingly and track trends in the future as the church emerges from the pandemic.

Church Status PCC

During the year, the PCC met monthly virtually using Zoom. The Council remains focused on proper governance of our Church, but we have also spent time on discerning where God wants us to be as a Church and shaping a longer-term strategy for the work that is needed in the church building. Details of the activities are covered in the more specific report of the PCC by the PCC Secretary, Vicky Allen. Samuel Wilkins has contributed enormously by being Minutes Secretary throughout the year and we would like to thank him for all his hard work, as he has now stepped down from this role.

Staff and elected roles

In the office Katie Jenkins/Skinner continued as the Office Administrator and went on Maternity leave in May 2021. Vicki Watson undertook to cover most of Katie's role as maternity cover, in addition to her responsibilities as Operations Manager/Vicar's PA. Hannah Whittaker continued as Digital Lead, enhancing our online presence.

Seun Adigun and Karen Dyer were elected as Churchwardens in May, and we thank Helen Towers for her dedication and hard work as she steps down from the role of Churchwarden.

Buildings

A feasibility study and concept design for the new kitchen in church has been carried out by the architect and the plans shared with the congregation. The next stage will be a consultation with the Diocesan Advisory Committee before commencing detailed plans. We have continued to receive donations towards this project and are considering other means of fund raising to meet the full estimated cost of £75,000.

Church Activities

As you will see from the many reports that have been submitted under Additional Reports, there are a vast array of activities that are undertaken in the life of St Mark's. This year has seen activities beginning to open up adhering to the Government and Diocesan guidelines.

Quite a lot of the PCC time has been obviously taken up with things relating to continuing to engage with people with restrictions in place because of the Covid pandemic.

Dementia Café - which had just begun with a few people attending, and this has increased in numbers as things began to open up during the year.

Open Church - When the restrictions allowed us Open Church was re-instated on Tuesday mornings.

Alcoholics Anonymous – The PCC was pleased to offer the use of the Old Vicarage for a new AA Group to meet weekly.

Youth Worker, Simon Morbey moved to a new position in June 2021 and at present we are continuing Summit with Rob Turnbull taking over the leadership on a voluntary basis. The PCC has decided not to fill the role of an employed Youth Worker at present.

We are pleased that Christine Curtis has continued her responsibilities looking after the children's work.

Keith Sheepwash, who had been a longstanding member of St Mark's, left a legacy to be used by the PCC at their discretion, with 10% being restricted for the benefit of the congregation to help those in need.

We have continued to broadcast our services using Facebook during the year to enable those people who are not yet ready to attend in person. We look forward to people returning to St Mark's as soon as they feel able to do so.

In December Vicar Saju Mutually announced that he would be leaving St Mark's to become the Suffragan Bishop of Loughborough, which came as a surprise to most. During his seven years at St Mark's Saju brought new insights in what it means to be a diverse church and his willingness to enable others to use and develop their giftings has been clearly evident. We are sorry to see him leave and wish him, Katy and family God's blessings in their new calling in Loughborough.

Our Ordinands, Rob Byrne and Raymond Shergill, moved on to St John's Church Chatham and Twydall Church respectively to continue their ordination training following the departure of Saju. We wish them both well as they develop their ministries in those other churches.

We are grateful to all who have enabled the many activities of St Mark's to continue in one form or another during such an unusual and difficult period. Thanks be to God that we have been able to worship Him in new and different ways.

SDF

Three Church Plants "change projects" were created in 2019 and over the following five years, three part time salaried staff members employed by the Diocese and based at, but not limited to St Mark's, will work to grow their projects.

These staff members are:

Gospel Plant Leader – (Mayowa Oyinloye) who is responsible for the development and delivery of all music related aspects to promote the growth of the new 'gospel' congregation. Mayowa took up her position in October 2019.

Community Pastor – Karen Turnbull took up her position in October 2019. Karen will establish a new worshipping community and runs a number of public activity sessions throughout the week.

Sadly, Karen has resigned from this position as she intends to move from the area. At present this position is vacant.

Community Missioner – Christine Curtis took up her role in May 2020. Christine oversees the work of Mayowa and Karen, engages with a wide range of local community groups, partnerships with local schools and is looking to establishing new 'Messy Churches' in Gillingham.

With Covid restrictions it has been difficult for them to fully undertake all they would have liked to have done during the past year, but hopefully moving forward we will see more progress. You can read their full reports under Additional Reports in the Agenda and Additional Reports document.

St Mark's Parish - St Mary's Island Church (SMIC)

St Mary's Island Church has continued to meet every week using Zoom as it has not been possible to meet in the school building for most of the year.

The full report of the activity of SMI Church is covered in a specific report within the Additional Reports document.

St Mary's Island C of E School (SMIS)

The school continues to flourish under the headship of Christine Easton.

Financial review

General Fund

For 2021 financial year, we forecast a budget deficit on PCC unrestricted General Fund of £8,923 which included transfers between Repair and Pre-school Funds. The year finished with a deficit of £1,273, albeit this included an income accrual of £20,000 for unclaimed Gift Aid tax and £10,000 temporary income transfer from the Church Repair Fund (CRF). Without this CRF transfer included, the deficit would be £11,273.

Before transfers, our total income at £139,504 was down compared to £159,727 in 2020, with expenditure also down at £153,044 compared to £162,683 in 2020.

Donations (Voluntary Income) decreased to £119,802 from £125,705 in 2020 being lower than budget by £12,698. While regular giving decreased, online and contactless increased. Gift Aid tax recovered amounted to £18,281, including the income accrual, after adjusting for accrual deficit of £1,719 from 2020. This was lower than recent years, reflecting the reduction in voluntary giving. Online and contactless more than doubled compared to 2020, realising donations of £9,713, before Gift Aid tax recovery being applied.

Income continued to be supplemented by rental for the Garden House of £10,194 for the year, paid by the Diocese to provide housing provision for the Medway Campus Chaplain. Staff costs were lower than budget by £9,868 due to lower expenditure for the Youth Worker and curate. The total

running costs for our buildings were £3,588 higher than budget. Mission Giving was on budget at £12,600. Based on 10% of donations received in 2020, our General Fund Away Giving in 2022 will be budgeted at £12,000.

We paid £59,748 to the Diocese of Rochester, as our St Mark's Parish Indicative Offer, being a contribution for parish clergy stipends and other diocesan support costs. The total Parish Offer, combined with SMI Church contribution, was £72,873, which was 2.8% lower than 2020.

The General Fund cash at bank and in hand at 31 December 2021 was £33,950. After debtors and creditors adjustment the net current asset was £53,350. This represents a 'reserve' of 33.6% of our 2022 forecast expenditure. The Reserve Policy will be reviewed by the PCC annually. Cash reserves are 21.3% of 2022 forecast expenditure. It should be noted, however, that these figures include the £10,000 transferred from the CRF. If this were transferred back, the net current asset would reduce to 27.3% and cash reserve to 15.1%.

Other Funds

The total year-end balance in our Designated Repair Funds was £23,945 with a total of £5,692 spent and £10,000 temporary transfer out to General Fund. A total of £5,225 was transferred in during the year.

During the year £13,519 (before Gift Aid) was donated at Gift Day for the restricted Development Fund. We paid architect's fees of £60 and with other donations the fund now has a balance of £32,830.

The balance in the Mission Fund is £11,132, which includes £1,632 unallocated in 2021. During the year we donated a total of £2,180 from this fund. Of the total in the fund, £9,500 is designated.

The Vicar's Discretionary Fund received £3,620 donations with discretionary spending of £3,920. The fund current balance is £439.

The India Fund had no income with an expenditure of £785. The year-end balance of the fund is £9,707.

The Reach at Gillingham Pier Restricted Fund was set up to support management of income and expenditure until this venture was more established. At the end of March, the project was wound up and after settling some expenditures the balance was transferred to St Luke's Gillingham PCC for local mission. Income received during the year was £520, with expenditure of £7,414 including £6,603 transferred to St Luke's. The current fund balance is £360 (Gift Aid).

During the year £1,437 has been spent from the HYCFM Fund, leaving a balance of £1,658.

The Peace and Hope Fund received £78 income, giving a current balance of £782.

The Specific Donation Fund is to receive designated donations. Income of £1,565 was received, with no expenditure. The fund balance is £6,620.

The Strategic Development Fund is for the income and expenditure management of SDF projects. SDF funding can be drawn down periodically from the Diocese of Rochester. To the year-end expenditure was £3,205, with a drawdown of £3,824, giving a fund balance of £1,147. Further funds will be drawn down in 2022.

Pre-school income from all sources was £91,114 and expenditure £119,583 giving a deficit for the year of £28,469 and a net deficit of £35,962 after transfer of £7,493 to General Fund. This compares to a net surplus of £1,910 in 2020. The Pre-school Fund balance is £27,846.

During the year we received a Legacy in the Estate of the Late Keith Sheepwash for £49,396. The PCC agreed to allocate the funds as follows:

£4,940 - Community Development Fund (restricted)

£25,000 – Legacy Development Fund (designated)

£19,456 – Legacy Fund (designated). During the year £4,660 was spent from this fund, leaving a balance of £14,796.

Reserve Policy

It is PCC policy to maintain a balance on free reserves (net current assets) to smooth out any fluctuations in cash flow and to meet emergencies. The PCC agreed to maintain a General Fund minimum reserve policy of £55,000 for 2021.

Total Funds held by the charity - £214,628.

Restricted Funds - £97,536

Designated Funds - £63,742

Unrestricted Funds (reserve) - £53,350 which represents 33.6% of 2022 General Fund forecast expenditure.

The Restricted Funds are earmarked for future projects and ongoing commitments. The Designated Funds are earmarked potential expenditures but can be redirected for other use as directed by the PCC.

Risks

The PCC continually considers and reviews the risks that could materially impact on the financial viability of the charity.

2021 has seen a reduction in voluntary giving, partly due to the Covid pandemic and as a direct result of collections not being taken in church services. While we believe this form of giving should be partly restored to its former level when services return to normal, there is no certainty when this will happen. There may be a reluctance on the part of some church members to return to worship in the church building in person for a number of reasons. Additionally, some members may have additional financial burdens resulting from Covid related and other causes, which could affect their level of giving.

Due to lack of voluntary resource with the right expertise, it has not been possible to submit a Gift Aid claim since December 2020. While this will be claimed retrospectively, delays in making submissions would impact on cash flow and level of cash reserves, which are 21.4% of 2022 forecast expenditure and 15.1% if the £10,000 transferred from the CRF were transferred back.

The PCC reviews the financial status each month and will take actions to mitigate the risks as required. With our current level of unrestricted reserve and designated funds available, we consider the financial risk to be low.

Going concern

The trustees have considered the going concern status of the charity and conclude that there are no material uncertainties affecting the ability of the charity to continue as a going concern. This has also been considered in the context of Covid-19 and the cash position at the date of signing along with future cash projections.

2022 General Fund Budget

The PCC has approved the final 2022 V2 budget, with a year-end forecast deficit of £7,859. Voluntary income has been assumed as £122,000, a reduction of £10,500 compared to the 2021 budget.

Summary

This year has again been an unusual one as we became used to living in a pandemic and how that impacted on our church worship and other activities. We thank God for the way he has sustained us and provided for us during this difficult time in so many different ways.

Despite the challenges and constraints, were able to maintain our church services week by week and provide live streaming for those who felt unable to attend church in person. We hope, as we emerge from the pandemic, that others will be able to return to enjoy the type of fellowship that only meeting together in person can give.

Our witness as a Church community is best served by the way we welcome; we serve and care. This report, and the additional reports, despite the constraints of the last year, show how much our congregation is committed to blessing our local community, which suffers like other deprived areas from the injustices and inequalities in society. Not everything is recorded, and we are grateful to all those who gave of their time and talents, whether their contributions are written down or not.

We still face financial challenges and are thankful for the sacrificial giving by so many that enables His work to continue here and beyond. We trust that God will continue to meet our needs as He has done in the past.

As we glance back over the past year with thanksgiving, we look forward with expectation to what God has in store for us under the leadership of a new vicar.

Signed on behalf of the Parochial Church Council by the Chairman, on

Revd Brian Senior

St Mark's Church Gillingham

End of Year Financial Statements

Year ending 2021

Accounting policies

Basis of financial statements

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 prepared under FRS102 as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

Funds

The General Fund represents the funds of the PCC that are unrestricted and are available for application to the general purpose of the PCC. The Church, Old Vicarage, Vicarage Hall and Garden House Repair Funds and Legacy Funds are designated by the PCC and are unrestricted. Other Funds are restricted, including the Development Fund, Mission Fund, Vicar's Discretionary Fund, Pre-school Fund, Small Funds, Head of Youth, Children and Families Ministry Fund (HYCFM), India Fund, Reach at Gillingham Pier Fund, Peace and Hope Fund, Specific Donation Fund, Strategic Development Fund and Community Development Fund.

The Development Fund represents monies donated for capital/refurbishment work on all church properties, receives Gift Aid and other income from donors.

The Mission Fund is a fund into which donations given by church members specifically for mission work are held and distributed and any transfers from General Fund.

The Vicar's Discretionary Fund is financed primarily from voluntary donations and makes discretionary payments to those in need.

The Pre-school is self-financing, providing a Christian pre-school for the local community.

The Head of Youth, Children and Families Ministry Fund receives funding from grants towards ministry and activities of youth, children and families.

The India Fund receives voluntary donations and income from fund raising activities for India mission support.

The Reach at Gillingham Pier is a fund set up to support management of income and expenditure of a Bishop's Mission Order initiative.

The Peace and Hope Fund is a church community group for those with learning difficulties and their families and carers. The initial funds were transferred from the Faith and Light Christian association of which Peace and Hope was formally a part.

The Specific Donation Fund receives donations for larger expenditures and projects specified by the donor.

The Strategic Development Fund holds drawdown funds from the Diocese for Strategic Development Projects expenditures.

The Community Development Fund is to provide support to the local community.

A number of accounts can be entered collectively under the heading of Small Funds, where restricted income has been received for specific purposes.

The Repair Funds are amounts held by the Diocese of Rochester on St Mark's behalf to cover the cost of anticipated repair work on the Church, Old Vicarage, Vicarage Hall and Garden House.

The Legacy and Legacy Development Fund hold funds designated by the PCC from legacies received which are not restricted.

Incoming Resources

Voluntary income and capital resources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is received and as Income Accrual.

Other income

Rental income from letting of church property is recognised when the rental is due.

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

All expenditure incurred during the year on consecrated or beneficed buildings, individual item under £1,000 of the repair of movable church furnishings acquired before 01 January 2000 is written off.

Other fixtures, fittings and office equipment

Depreciation on fixed asset properties has not been provided in these accounts as any charge is considered to be not material, on the basis that the asset has either a very long useful life; or a residual value, based on its current value, which is not materially different from its carrying value. Depreciation is provided on all other tangible fixed assets at rates calculated to write off the cost, less estimated residual value, over the expected useful lives of the assets, as follows:

Nothing at present is being written down.

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

This Report on the accounts of the PCC for the year ended 31 December 2021, which are set out in this Annual Report, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations ("the Regulations") and s.145 of the Charities Act 2011 ("the Act").

Respective responsibilities of the PCC and the examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and section 144(2) of the Act do not apply. It is my responsibility to issue this Report on those accounts in accordance with the Regulations.

Basis of this Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church accounting guidance, issued by the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Rob Trice

5th July 2022

Mr Rob Trice MAAT
210 King George Road
Chatham, Kent, ME5 0PH

St Mark's Church Gillingham

Statement of Financial Activities

For the year ended 31 December 2021

	Unrestricted	Designated	Restricted	Endowment	2021 Total funds	2020 Total funds
	£	£	£	£	£	£
Income and endowments from:						
Donations and legacies	119,802	44,456	37,199	—	201,457	140,204
Income from charitable activities	11,708	—	91,190	—	102,898	121,668
Investments	1	56	21	—	78	142
Other income	7,993	—	3,824	—	11,817	25,400
Total income	139,504	44,512	132,234	—	316,250	287,415
Expenditure on:						
Expenditure on charitable activities	153,044	10,352	139,580	—	302,976	281,850
Total expenditure	153,044	10,352	139,580	—	302,976	281,850
Net income / (expenditure) resources before transfer	(13,540)	34,160	(7,346)	—	13,274	5,565
Transfers	12,268	(4,775)	(7,493)	—	—	—
Other recognised gains / losses						
Net movement in funds	(1,272)	29,385	(14,839)	—	13,274	5,565
Total funds brought forward	302,122	34,357	112,375	—	448,854	443,290
Total funds carried forward	300,850	63,742	97,536	—	462,128	448,854

St Mark's Church, Gillingham

Balance Sheet

As at 31 December 2021

	2021 £	2020 £
Fixed assets		
Tangible assets	247,500	247,500
	247,500	247,500
Current assets		
Debtors	20,000	16,878
Cash at bank and in hand	195,637	185,491
	215,637	202,369
Liabilities		
Creditors: Amounts falling due in one year	1,009	1,015
	1,009	1,015
Net current assets less current liabilities	214,628	201,354
Total assets less current liabilities	462,128	448,854
Total net assets less liabilities	462,128	448,854
Represented by		
Unrestricted		
General fund	300,850	302,122
Designated		
Church Repair Fund	4,231	11,910
Garden House Repair Fund	7,000	6,101
Legacy Development Fund	25,000	—
Legacy Fund	14,796	—
Old Vicarage Repair Fund	5,781	10,242
Vicarage Hall Repair Fund	6,934	6,104
Restricted		
Community Development Fd	4,940	—
Peace and Hope	782	704
Reach at Gillingham Pier	360	7,254
Strategic Development Fund	1,147	529
Specific Donation Fund	6,620	5,055
Small Funds	76	76
Vicars Discretionary Fund	439	739
Development Fund	32,830	7,315
Head of Youth, Children and Families Fund	1,657	3,094
India Fund	9,707	10,492
Mission Fund	11,132	13,309
Pre-school Fund	27,846	63,808
Funds of the church	462,128	448,854

Approved by the PCC onand signed on its behalf by:

St Mark's Church, Gillingham

Analysis of income and expenditure

INCOME AND ENDOWMENTS

	Unrestricted	Designated	Restricted	Endowment	2021 Total funds	2020 Total funds
	£	£	£	£	£	£
Donations and legacies						
Gift Aid STO Offerings	82,053	—	4,210	—	86,263	87,854
Gift Aid Donations	396	—	(250)	—	146	2,255
Non Gift Aided Donations	8,587	—	3,020	—	11,607	11,422
Gift Aided Church Collections	263	—	—	—	263	2,192
Non Gift Aided Collections	429	—	—	—	429	—
Gift Day Gift Aided	—	—	11,500	—	11,500	—
Gift Day Non Gift Aided	—	—	2,019	—	2,019	—
GA Tax Recovered	18,281	—	1,406	—	19,687	24,039
Legacies	—	44,456	4,940	—	49,396	—
VDF donations	—	—	3,620	—	3,620	—
K Barnwell Wycliffe	—	—	240	—	240	240
Nehemiah Mission India	—	—	180	—	180	180
Reach at Gillingham Pier	—	—	160	—	160	2,173
Specific donations	—	—	—	—	—	4,650
Montmorillon Church	—	—	500	—	500	500
Gift Aid Online Giving	5,872	—	5,654	—	11,526	2,857
Non Gift Aid Online Giving	2,615	—	—	—	2,615	1,531
Gift Aid Card Donation	—	—	—	—	—	91
Non Gift Aid Card Donation	781	—	—	—	781	99
Gift Aid (GASDS) Card Donation	445	—	—	—	445	121
Gospel Night donations	80	—	—	—	80	—
Total	119,802	44,456	37,199	—	201,457	140,204
Income from charitable activities						
Wedding Fees	363	—	—	—	363	586
Funeral Fees	51	—	—	—	51	952
Church Lettings	100	—	—	—	100	—
Vicarage Hall Lettings	—	—	—	—	—	(50)
Old Vicarage Lettings	1,000	—	—	—	1,000	180
Pre-school Fees	—	—	8,011	—	8,011	5,912
Medway Council Funding	—	—	83,101	—	83,101	103,194
Garden House rent	10,194	—	—	—	10,194	10,895
Peace and Hope	—	—	78	—	78	—
Total	11,708	—	91,190	—	102,898	121,669
Investments						
Bank Interest	1	56	21	—	78	142
Total	1	56	21	—	78	142
Other income						
Photocopying	60	—	—	—	60	406
Other Income	2,095	—	—	—	2,095	2,450
Staff salary reimbursement	4,469	—	—	—	4,469	6,498
Garden House reimbursement	1,369	—	—	—	1,369	1,243
SDF Drawdown	—	—	3,824	—	3,824	1,851
HMRC Job Retention Scheme	—	—	—	—	—	3,825
St Barnabas Vicarage reimbursement	—	—	—	—	—	9,127
Total	7,993	—	3,824	—	11,817	25,400
INCOME TOTAL	139,504	44,512	132,234	—	316,250	287,415

EXPENDITURE

Expenditure on charitable activities

K Barnwell Wycliffe	1,000	—	—	—	1,000	1,000
T&T Barrow SIM	2,160	—	—	—	2,160	2,160
C MacFarlane (Mission India)	1,000	—	—	—	1,000	1,000
Offer (Parish Share)	59,748	—	—	—	59,748	61,859
Dognons France	720	—	—	—	720	1,720
Travel Vicar	215	—	—	—	215	82
Telephone Vicar	636	—	—	—	636	636
Vicar Other expenses	706	—	—	—	706	812
Vicarage water rates	686	—	—	—	686	628
Vicarage Council Tax	2,227	—	—	—	2,227	2,123
Vicarage Repairs	96	—	—	—	96	96
Garden House Water rates	141	—	—	—	141	185
Garden House Council Tax	1,368	—	—	—	1,368	1,301
Garden House Repairs	536	—	—	—	536	226
Garden House Insurance	361	—	—	—	361	352
Church Gas	3,944	—	—	—	3,944	3,554
Church Electricity	1,597	—	—	—	1,597	1,316
Church Repairs	986	—	—	—	986	9,077
Church Telephone	360	—	—	—	360	387
Church Water Rates	113	—	—	—	113	154
Worship etc	5,608	4,660	—	—	10,268	6,098
Church Cleaning	2,479	—	—	—	2,479	2,401
Church Insurance	3,937	—	—	—	3,937	3,927
Vicarage Hall Gas	651	—	—	—	651	1,267
Vicarage Hall Electricity	1,117	—	—	—	1,117	609
Vicarage Hall Insurance	1,226	—	—	—	1,226	1,231
Vicarage Hall Repairs	2,469	—	—	—	2,469	2,025
Vicarage Hall Water Rates	207	—	—	—	207	9
Vicarage Hall Other Costs	675	—	—	—	675	485
VH Cleaning	4,493	—	—	—	4,493	2,827
Old Vicarage Gas	576	—	—	—	576	1,410
Old Vicarage Electricity	572	—	—	—	572	688
Old Vicarage Insurance	1,291	—	—	—	1,291	1,299
Old Vicarage Repairs	4,308	5,692	—	—	10,000	2,265
Old Vicarage Water Rates	207	—	—	—	207	9
Old Vicarage Other Costs	389	—	—	—	389	624
OV Cleaning	2,479	—	—	—	2,479	2,401
Youth & Children's Work	761	—	1,438	—	2,199	1,373
Evangelism	88	—	—	—	88	—
Office Photocopying	1,606	—	—	—	1,606	1,731
Office Telephone	469	—	—	—	469	493
Office Other Costs	351	—	—	—	351	540
Independent Examination Fees	600	—	—	—	600	575
Other Governance Costs	328	—	—	—	328	216
Bank Charges	16	—	—	—	16	—
Church Project Architects Fees	—	—	60	—	60	4,143
Pre-school Staff Costs	—	—	105,886	—	105,886	91,946
Pre-school Other Costs	—	—	13,697	—	13,697	11,550
Nehemiah Mission India	—	—	195	—	195	195
Vicar's Discretionary Giving	—	—	3,920	—	3,920	347
K Barnwell	—	—	300	—	300	300
Other Expenditure	1,451	—	—	—	1,451	1,593
Hyndman's Trustees	500	—	—	—	500	500
Medway Night Shelter	500	—	—	—	500	500
Tear Fund (mission)	1,200	—	1,000	—	2,200	1,200
Let Loose Concert	2,000	—	—	—	2,000	70
The Family Trust	1,200	—	—	—	1,200	1,200
Fisherman Trust giving	500	—	1,285	—	1,785	—
Administrator SMI	4,502	—	—	—	4,502	4,443
Travel Curate	5	—	—	—	5	402
Telephone Curate	26	—	—	—	26	270
Curate other expenses	40	—	—	—	40	421
St Barnabas Vicarage water charges	451	—	—	—	451	456
St Barnabas Vicarage council tax	—	—	—	—	—	2,081

Reach at Gillingham Pier	—	—	7,414	—	7,414	1,749
Office Administrator salary	3,964	—	—	—	3,964	8,707
Operations Manager salary	9,321	—	—	—	9,321	11,340
Operations Manager Expenses	—	—	—	—	—	285
Poverty & Hope	1,000	—	—	—	1,000	1,000
Other Expenses Intern Youth Worker	—	—	—	—	—	67
Salary Intern Youth Worker	4,153	—	—	—	4,153	10,048
SDF Activities	—	—	3,205	—	3,205	1,261
Mike Campbell Foundation	500	—	—	—	500	500
Montmorillon Church	—	—	500	—	500	500
Digital Lead salary	5,852	—	—	—	5,852	1,605
Aruls	320	—	680	—	1,000	—
Digital expenditure	56	—	—	—	56	—
Total	153,044	10,352	139,580	—	302,976	281,850
EXPENDITURE TOTAL	153,044	10,352	139,580	—	302,976	281,850
GRAND TOTAL	(13,540)	34,160	(7,346)	—	13,274	5,565

Fixed Assets – Tangible Fixed Assets

	Old Vicarage £	Garden House £	Equipment £	Total £
Cost or valuation				
At 1 January 2021	160,000	87,500	—	247,500
Additions	—	—	—	—
Disposals	—	—	—	—
At 31 December 2021	160,000	87,500	—	247,500
Depreciation				
At 1 January 2021	—	—	—	—
Charge in the year	—	—	—	—
On disposals	—	—	—	—
At 31 December 2020	—	—	—	—
Net Book Values				
As at 31 December 2021	160,000	87,500	—	247,500
As at 31 December 2020	160,000	87,500	—	247,500

Debtors

	2021 £	2020 £
General Fund		
Tax Income Accrual	20,000	16,000
Diocese SDF payment	—	878
	<u>20,000</u>	<u>16,878</u>
Total Debtors	<u>20,000</u>	<u>16,878</u>

Creditors

	2021 £	2020 £
General Fund		
Independent Examination	600	575
	<u>600</u>	<u>575</u>
Agency		
Leaving Gifts	198	—
DBF	211	440
	<u>409</u>	<u>440</u>
Total Creditors	<u>1,009</u>	<u>1,015</u>

Funds

	Balance 01 Jan 2021	Income	Expenditure	Transfers	Balance 31 Dec 2021
General Fund	302,122	139,504	153,044	12,268	300,850
Church Repair Fund	11,910	21	-	(7,700)	4,231
Garden House Repair Fd	6,101	11	-	888	7,000
Old Vicarage Repair Fd	10,242	13	5,692	1,218	5,781
Vicarage Hall Repair Fd	6,104	11	-	819	6,934
Legacy Fund	-	19,456	4,660	-	14,796
Legacy Development Fd	-	25,000	-	-	25,000
Development Fund	7,315	25,575	60	-	32,830
Head of Youth, Ch&Fam	3,094	-	1,437	-	1,657
India Fund	10,492	-	785	-	9,707
Mission Fund	13,309	998	3,175	-	11,132
Peace and Hope	704	78	-	-	782
Pre-School Fund	63,808	91,114	119,583	(7,493)	27,846
Reach at Gillingham Pier	7,254	520	7,414	-	360
Small Funds	76	-	-	-	76
Specific donation Fund	5,055	1,565	-	-	6,620
Strategic Developmt Fd	529	3,824	3,206	-	1,147
Vicars Discretionary Fd	739	3,620	3,920	-	439
Community Develop Fd	-	4,940	-	-	4,940
	448,854	316,250	302,976	-	462,128

Analysis of Net Assets between Funds

	Unrestricted	Designated	Restricted	Agency	Total
	£	£	£	£	£
Tangible Assets	247,500	-	-	-	247,500
Debtors	20,000	-	-	-	20,000
Cash at Bank and in Hand	33,950	63,742	97,536	409	195,637
Creditors	(600)	-	-	(409)	(1,009)
	300,850	63,742	97,536	-	462,128

Related Party Transactions

During the financial year 2021, St Mark's Charity Trustees donated a total of £23,360 including Git Aid recovered.

During the financial year 2021, a total of £1,557 was paid to St Mark's Charity Trustees as expenses.

St Mary's Island Church

Annual Accounts

Year Ended 31 December 2021

Bank

Barclays Bank PLC
Medway Towns Branches
Leicester
LE87 2BB

Independent Examiner

Rob Trice MAAT
210 King George Road
Chatham
Kent
ME5 0PH

**St Mary's Island Church
Trustees Annual Report
Year ended 31 December 2021**

Administrative Information

DCC Membership

Saju Muthalaly (chair)	Sandi James
Rachel Blair	Matt Keeler
Sally Bloor	Luke Knott
Carolyn Facey	Nancy Narayan
Roy Facey	Sathish Lakshmi Narayanan
Nickie Forrest	Chris Pinner
Kathy Hurst	Andy Ward

Structure Governance and Management

The DCC forms part of the Parish of St. Marks, Gillingham and receives its authority to act by the PCC of St Marks, Gillingham.

The DCC is authorised to operate almost as if it were the PCC of a parish, but with the restricted jurisdiction to St. Mary's Island and Chatham Dockyard geographically, and to any members or visitors who join the church for worship.

Objectives and Activities

The DCC together with the PCC of St Marks, Gillingham, has responsibility of co-operating with the incumbent to prayerfully and humbly seek to serve Christ in the parish community and beyond, and to co-operate with each other in such ways that the gospel and Christ's ministry is fulfilled.

The objective for both DCC and PCC is to promote the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England and upholding the evangelical charismatic tradition of St. Mark's parish church.

To co-operate with the Minister in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical.

To accomplish this, we seek together through prayer to discern "the mind of the Lord".

Results for the year

The results for the year are set out in the attached Receipts and Payments Account.

Approved by the DCC on

2022 and signed on its behalf by:

.....

St Mary's Island Church
Receipts and Payments Account
Year ended 31 December 2021

	2021	2020
Receipts	£	£
Planned giving		
Gift Aid - Bank	20,597	20,960
Gift Aid - Envelopes/Stewardship	657	75
Collections and other giving		
Loose Plate Collections	300	428
Messy Church & Little Fishes	1,983	1,678
Gift Aid Recovered		
Tax Recoverable on Gift Aid	3,829	5,728
Other Receipts		
Deposit interest	5	10
Spring Harvest	-	500
Lesbos Appeal	-	3,715
Island Fire	-	1,290
Sundry income	-	7
Total Receipts	27,371	34,391

St Mary's Island Church
Receipts and Payments Account
Year ended 31 December 2021

Payments

Mission and Charitable Giving		
Giving to Missionary Societies	3,000	3,000
Giving to Lesbos	-	3,715
Home Mission	2,809	2,347
Island Fire	-	1,384
Parish Share		
Ministry Parish Offer	13,125	13,141
Church Running Expenses		
Parish Training and Mission	-	-
Church Running - Staffing	4,469	4,532
Church Maintenance & Furniture	1,035	-
Upkeep of Services	948	359
Administration	691	377
Hall Running Costs		
Hall Running - Electricity	-	-
Governance Costs		
Independent Examination Fee	150	150
Other payments		
Sundry Payments	280	-
Spring Harvest	-	-
Church Activities		
Childrens work	-	20
Total Payments	26,507	29,025
Excess of Receipts over Payments	864	5,366
Brought Forward Balance	17,639	12,273
Carried Forward Balance	18,503	17,639

St Mary's Island Church
Statement of Assets and Liabilities
Year ended 31 December 2021

	2021	2020
	£	£
Deposit Account	2,354	2,349
Cash at Bank and in Hand	16,149	15,290
	<u>18,503</u>	<u>17,639</u>

Approved by the DCC on 2022 and signed on its behalf by:

.....

St Mary's Island Church
Notes to the Accounts
Year ended 31 December 2021

Basis of preparation

The Accounts have been prepared on the receipts and payments basis.

Related Party Transactions

Related party transactions are transactions with Trustees and close family members of trustees and include donations made.

Trustees made unrestricted donations of £4,770 in the year.

Independent Examiner's Report to the DCC of St Mary's Island Church

This Report on the accounts of the PCC for the year ended 31 December 2021, which are set out in this annual report, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 2006 ("the Regulations") and s.145 of the Charities Act 2011 ("the Act").

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and section 144(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting record kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the Act; and

- to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Rob W Trice

28th February 2022

Mr Rob Trice MAAT
210 King George Road
Chatham, Kent,
ME5 0PH