

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 2022

PCC Chair

Revd Canon Brian Senior (until October 2022)
Revd Catharina Olsson – Gisleskog (from October 2022)

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

Bank

HSBC Bank plc, High Street, Chatham, Kent ME4 4BQ

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 2022

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)

Area Dean of Gillingham	Revd Canon Brian Senior	<i>Chair (until October 2022)</i>
Incumbent (Vicar)	Revd Catharina Olsson – Gisleskog	<i>Chair (from October 2022)</i>

Churchwardens

<i>From APCM 2021 to 2022</i>	Dr Seun Adigun Mrs Karen Dyer
-------------------------------	----------------------------------

Deanery Synod

<i>From APCM 2020 to 2023</i>	Mr Glyn Allen Mrs Sally Bloor Dr Jess Mahdavi-Gladwell	<i>Treasurer St Mark's SMIC rep From APCM 2022</i>
-------------------------------	--	--

Diocesan Synod	Mr Glyn Allen	<i>From Dec 2020 to fill vacancy</i>
-----------------------	---------------	--------------------------------------

SMI Church nominated rep	Mrs Carolyn Facey	<i>SMIC rep From APCM 2017</i>
---------------------------------	-------------------	--------------------------------

Elected to PCC

	Gabriele Goddard	<i>to May 2022</i>
<i>From APCM 2020– 2023</i>	Mr Chris Blewett Mr Rob Byrne	<i>resigned December 2021</i>
<i>From APCM 2022 – 2023</i>	Mr Chris Gladwell	
	<i>One space unfilled</i>	
<i>From APCM 2021 – 2024</i>	Mrs Vicky Allen Mr Paul Smith	

From APCM 2022-2024

Mr Joel Watson
Mrs Janet Mann

From APCM 2022 – 2025

Mr Trevor Dyer
Mr Frank Howard
Mr Ed Wentzel
Mr David Wilkins (*resigned November 2022*)

Bankers

HSBC Bank plc
High Street, Chatham, Kent ME4 4BQ

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).

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 had met at regular intervals to read the updated Government and Diocesan guidelines relating church and other church related activities, and recommended to the PCC way in which the guideline could be implemented to ensure a safe environment with regards to Covid. With the final lifting of Covid restrictions, the team was wound up and the PCC is grateful for those who gave their time to serve on it.

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 and reported back to PCC with recommendations.

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 2023

The Electoral Roll for St Mark's Church on 5 May 2023 is as follows:

The number on the Electoral Roll is currently 148.

There were 156 on the Electoral Roll in May 2022.

Since then, 26 people have left or been removed, 18 people have applied to join.

The Electoral Roll for St Mary's Island 2023

The roll for SMIC is 53. (52 in 2022).

This is as follows:

Total on the roll for 2023 = 53, which is an increase of 1 from 2022.

3 have come off the roll and 4 new applicants were received and have been added.

Total Electoral Roll number for St Mark's Parish stands at 201 (208 for 2022).

The attendance at major events was as follows:

People attending in person:

Easter Day Service – 115 (0 in 2021)

Christmas Day Service – 124 (46 in 2021)

In October 2022, a study was carried out on church attendance (in person) during the month. The statistics showed:

Average gross weekly attendance 110 (144 in 2021).

Additionally, a 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. The PCC will continue to use the full data to focus ministry accordingly and track trends in the future.

Church Status PCC

During the year, the PCC met either monthly virtually using Zoom or in person. The Council remain 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.

Time was spent in discerning and discussing the requirements of a new vicar, for the preparation of the Parish Profile. This document once completed, outlined St Mark's and SMIC activities and vision and what we were looking for in a new leader. The PCC wishes to acknowledge the support of the Archdeacon of Rochester, Hyndman's Trustees, the Gillingham Area Dean and the Revd Michael McLaughlin during the interregnum.

The PCC held an Away Day in August studying Pastoral principles – Living Well Together.

Details of the activities are covered in the more specific report of the PCC by the PCC Secretary, Vicky Allen.

Staff and elected roles

In the church office, Katie Skinner resigned at the end of her maternity leave. Vicki Watson, who had undertaken to cover most of Katie's role during her maternity leave, continued to cover her duties and we looked to advertise for someone to take on the role that Katie had left. However, at a similar time Hannah Whittaker, our Digital Lead, also resigned and so the PCC decided to advertise for an Administrative Assistant to assist Vicki and also undertake some financial book record keeping to assist the Treasurer. The duties that Hannah had undertaken as Digital Lead of preparing the Newsletter have been taken on by Katie Blewett, and we are grateful for her work week by week. In July, Eve Martin joined the staff team part-time as Administrative Assistant. Vicki adjusted her working hours and we thank her and Eve for all that they do to keep the office running smoothly.

Seun Adigun and Karen Dyer were re-elected as Churchwardens in May, and thanks goes to them for all that they have undertaken during the year, especially during the interregnum with the extra responsibilities.

Buildings

A number of maintenance activities were carried out on our buildings during the year. These included repairing storm damage to the church roof, fitting a new kitchen in the Vicarage Hall and upgrading to the audio-visual equipment in the church. The PCC is grateful to those who volunteer to oversee and keep our buildings in good condition.

The PCC spent time considering the outline design for a new kitchen for the church, following input from the Project Team. The architect will now proceed with preparing detailed working drawings and specification and a Faculty Application will be made. The project will then be put out to tender. We were pleased to receive a £20,000 grant towards the cost of the kitchen from the Missional Property Fund, which is administered by the Diocese of Rochester.

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. We were pleased to see many activities start up again, after the lifting of the Covid restrictions.

The main regular activities were:

Home Groups and Trios, 'Standing in the Gap' prayer meeting, Open Church, Dementia Café, Parent and Toddlers, Children's Church, Ladies Group, 'Summit' young people group, Peace and Hope group, Pre-school, Foodbank.

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

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

Plans for the beginning of next year include the introduction of a monthly prayer meeting, 'Warm Spaces' initiative (church open with soup and bread served) and running a new Alpha Course.

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

SDF

Three Church Plants "change projects" were created in 2019 to run over five years with three part time salaried staff members. These who are 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. Mayawa took up her position in October 2019

Community Pastor – This position is currently vacant.

Community Missioner – Christine Curtis took up her role in May 2020. Christine oversees the work of Mayowa, engages with a wide range of local community groups, partnerships with local schools and has set up 'Messy Church' in some locations in Gillingham.

You can read full reports on the SDF work under Additional Reports in 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, with many different activities taking place. 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 and the report can be seen in the Additional Reports.

Financial Review

General Fund

For 2022 financial year, we forecast a budget deficit on PCC unrestricted General Fund of £7,859 which included transfers between Repair and Pre-school Funds. The year finished with a deficit of £4,181, albeit this included an income accrual of £3,578 for unclaimed Gift Aid tax and £10,000 temporary income transfer paid back to the Church Repair Fund (CRF). Without this CRF transfer included, the surplus would be £5,819.

Before transfers, our total income at £151,829 was up compared to £139,504 in 2021, with expenditure down at £147,039 compared to £153,044 in 2021.

Donations (Voluntary Income) increased slightly to £120,124 from £119,802 in 2021 being lower than budget by £1,876. Gift Aid tax recovered amounted to £21,843, including the income accrual, after adjusting for accrual surplus of £1,308 from 2021. We launched the Parish Giving Scheme in July, with £14,770 plus Gift Aid being donated using this scheme.

Income continued to be supplemented by rental for the Garden House of £11,324 for the year, paid by the Diocese to provide housing provision for the Medway Campus Chaplain. The DBF portion of fees were placed in the Sequestration Account and subsequently used towards the vicarage interregnum costs. Staff costs were lower than budget by £6,003 primarily due to the departure of the Digital Lead and lower clergy expenses. The total running costs for our buildings were approximately on budget when insurance claims are included. Mission Giving was £10,780 compared to an amended budget figure of £12,000. The balance of £1,220 was transferred to the Mission Fund as carry over to 2023. Based on 10% of donations received in 2022, our General Fund Away Giving in 2023 will be budgeted at £12,000.

We paid £60,334 to the Diocese as our St Mark's Parish Indicative Offer. The total Parish Offer, combined with SMI Church contribution, was £74,334, which was 2.0% higher than 2021.

The General Fund cash at bank and in hand at 31 December 2022 was £46,241. After debtors and creditors adjustment the net current asset was £49,170.47. This represents a 'reserve' of 28.5% of our 2023 forecast expenditure. The PCC agreed to a minimum Reserve Policy for 2022 of £55,000. The Reserve Policy will be reviewed by the PCC annually. Cash reserves are 26.8% of 2023

forecast expenditure. It should be noted that these figures take into account the £10,000 transferred bank to the CRF.

Other Funds

The total year-end balance in our Designated Repair Funds was £34,041 with a total of £5,081 spent and £10,000 temporary transfer out to General Fund, transferred back to the Church Repair Fund. A total for all the funds of £5,251 was transferred in during the year.

During the year £11,473 was donated the restricted Development Fund. We paid architect's fees of £3,048 and the fund now has a balance of £41,255.

The balance in the Mission Fund is £11,853 of which £11,500 is provisioned. During the year we donated a total of £750 from this fund plus some designated donations.

The Vicar's Discretionary Fund received no donations with no discretionary spending. The fund balance is £429, with HSBC Bank being a debtor for £376 of this sum.

The India Fund had no income or expenditure and has a balance of £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 and the project has been wound up. Gift Aid of £40 was received during the year and the total balance of £400 was transferred to St Luke's Church. The fund is now closed.

During the year £408 has been spent from the HYCFM Fund, leaving a balance of £1,250.

The Peace and Hope Fund had no income or expenditure and has a current balance of £782.

The Specific Donation Fund is to receive designated donations. Income of £785 was received, with no expenditure. The fund balance is £7,405.

The Small Funds balance is £76.

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. The year-end expenditure was £4,574, with a drawdown of £3,840, giving a fund balance of £414. Further funds will be drawn down in 2023.

Pre-school income from all sources was £113,143 and expenditure £119,080 giving a deficit for the year of £5,937 and a net deficit of £13,437 after transfer of £7,500 to General Fund. This compares to a net deficit of £35,962 in 2021. Included in the expenditure, is a 50% contribution of £5,081 for the Vicarage Hall new kitchen.

The balances in the Legacy Funds are as follows:

£4,940 Community Development Fund (restricted). For the benefit of the congregation to help those in need - £4,940.

Legacy Development Fund (designated) earmarked towards the new kitchen - £25,000.

Legacy Fund (designated). During the year £5,141 was spent from this fund, leaving a balance of £9,655.

The Sequestration Account (required during an interregnum) received the DBF portion of fees amounting to £286. Vicarage costs of £286, incurred during the interregnum, were charged to this account giving the fund a balance of zero.

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 2022.

Total Funds held by the charity - £210,386.

Restricted Funds - £92,521

Designated Funds - £68,696

Unrestricted Funds (reserve) - £49,169 which represents 28.5% of 2023 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.

The level of voluntary giving has been maintained throughout 2022, with church members returning to worship in the church building with the final lifting of all Covid restrictions. Going forward, we trust that the increased attendance will in turn increase the level of giving. Some members, however, will have additional financial burdens resulting from inflation that has increased throughout the year.

The huge increase in energy prices will impact on the cost of running our buildings. While we have secured a competitive tariff through the Parish Buying scheme for electricity, our gas contracts are due for renewal at the beginning of next year. Indications are that these could increase tenfold. The PCC will take action in terms of usage to minimise the budgeted increase.

The voluntary appointment of Mike Young as Gift Aid Secretary has enabled us to process the claims that were pending. This combined with joining the Parish Giving Scheme, where Gift Aid claims are processed on our behalf, has removed the risk of losing Gift Aid entitlement. This has also enabled £10,000 to be transferred from General Fund back to the Church Repair Fund that had been 'loaned' due to the Gift Aid not being claimed.

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 cost-of-living increases and the cash position at the date of signing along with future cash projections.

2023 General Fund Budget

The PCC has approved the final 2023 V2 budget, with a year-end forecast deficit of £19,195 and an assumed voluntary income of £120,000.

Summary

This year has again been an unusual one as we were in an interregnum. We thank God for the way he has sustained us and provided for us during this time in many different ways. We are grateful for the support of so many, lay and ordained, who have led services, preached and taken on extra responsibilities.

We have seen congregation members slowly return after the Covid Pandemic as well as new people joining over the past year and we trust God that this may continue as we are obedient to Him. We are blessed to be part of a diverse and vibrant church and desire to experience both spiritual and numerical growth in the year ahead.

Our witness as a Church community is best served by the way we welcome; we serve and care. This report, and the additional reports, 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, particularly due to the impact of high inflation, 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 are grateful for the appointment of the Revd Catharina Olsson Gisleskog as Vicar of St Mark's and St Mary's Island churches. We look forward with expectation to what God has in store for us under Catharina's leadership.

Signed on behalf of the Parochial Church Council by the Chair on

Revd Catharina Olsson Gisleskog

St Mark's Church Gillingham

End of Year Financial Statements

Year ending 2022

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.

The Sequestration Account was used during the church interregnum to receive the DBF portion of fees and to pay out costs related to the interregnum according to the rules.

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 2022, 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

21st June 2023

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 2022

	Unrestricted £	Designated £	Restricted £	Endowment £	2022 Total funds £	2021 Total funds £
Income and endowments from:						
Donations and legacies	120,124	—	12,801	—	132,925	201,457
Income from charitable activities	13,380	—	112,541	—	125,921	102,898
Investments	1	124	64	—	189	78
Other income	18,324	—	4,713	—	23,037	11,817
Total income	151,829	124	130,119	—	282,072	316,250
Expenditure on:						
Expenditure on charitable activities	147,039	10,420	128,855	—	286,314	302,976
Total expenditure	147,039	10,420	128,855	—	286,314	302,976
Net income / (expenditure) resources before transfer	4,790	(10,296)	1,264	—	(4,242)	13,274
Transfers						
Gross transfers between funds - in	7,500	15,251	1,220	—	23,971	22,718
Gross transfers between funds - out	(16,471)	—	(7,500)	—	(23,971)	(22,718)
Other recognised gains / losses						
Net movement in funds	(4,181)	4,955	(5,016)	—	(4,242)	13,274
Total funds brought forward	300,850	63,742	97,536	—	462,128	448,854
Total funds carried forward	296,669	68,697	92,520	—	457,886	462,128

St Mark's Church, Gillingham

Balance Sheet

As at 31 December 2022

	2022 £	2021 £
Fixed assets		
Tangible assets	247,500	247,500
	247,500	247,500
Current assets		
Debtors	5,454	20,000
Cash at bank and in hand	205,582	195,637
	211,036	215,637
Liabilities		
Creditors: Amounts falling due in one year	650	1,009
	650	1,009
Net current assets less current liabilities	210,386	214,628
Total assets less current liabilities	457,886	462,128
Total net assets less liabilities	457,886	462,128
Represented by		
Unrestricted		
General fund	296,669	300,850
Designated		
Church Repair Fund	16,568	4,231
Garden House Repair Fund	7,752	7,000
Legacy Development Fund	25,000	25,000
Legacy Fund	9,655	14,796
Old Vicarage Repair Fund	7,033	5,781
Vicarage Hall Repair Fund	2,688	6,934
Restricted		
Community Development Fd	4,940	4,940
Peace and Hope	782	782
Reach at Gillingham Pier	—	360
Sequestration Account	—	—
Strategic Development Fund	415	1,147
Specific Donation Fund	7,405	6,620
Small Funds	76	76
Vicars Discretionary Fund	429	439
Development Fund	41,255	32,830
Head of Youth, Children and Families Fund	1,250	1,657
India Fund	9,707	9,707
Mission Fund	11,854	11,132
Pre-school Fund	14,408	27,846
Funds of the church	457,886	462,128

Approved by the PCC on.....and signed on its behalf by.....

St Mark's Church, Gillingham

Analysis of income and expenditure

INCOME AND ENDOWMENTS

	Unrestricted	Designated	Restricted	Endowment	2022 Total funds	2021 Total funds
	£	£	£	£	£	£
Donations and legacies						
Gift Aid STO Offerings	65,191	—	3,180	—	68,371	86,263
Gift Aid Donations	2,310	—	—	—	2,310	146
Non Gift Aided Donations	4,301	—	3,080	—	7,381	11,607
Gift Aided Church Collections	3,338	—	—	—	3,338	263
Non Gift Aided Collections	—	—	—	—	—	429
Gift Day Gift Aided	—	—	—	—	—	11,500
Gift Day Non Gift Aided	—	—	—	—	—	2,019
GA Tax Recovered	21,843	—	6,091	—	27,934	19,688
Legacies	—	—	—	—	—	49,396
VDF donations	—	—	—	—	—	3,620
K Barnwell Wyeclyffe	—	—	240	—	240	240
Nehemiah Mission India	—	—	180	—	180	180
Reach at Gillingham Pier	—	—	—	—	—	160
Specific donations	—	—	30	—	30	—
Montmorillon Church	—	—	—	—	—	500
Gift Aid Online Giving	5,035	—	—	—	5,035	11,526
Non Gift Aid Online Giving	696	—	—	—	696	2,615
Non Gift Aid Card Donation	1,532	—	—	—	1,532	781
Gift Aid (GASDS) Card Donation	741	—	—	—	741	445
Gospel Night donations	367	—	—	—	367	80
Gift Aid PGS Donations	14,595	—	—	—	14,595	—
Non Gift Aid PGS Donations	175	—	—	—	175	—
Total	120,124	—	12,801	—	132,925	201,457
Income from charitable activities						
Wedding Fees	240	—	—	—	240	363
Funeral Fees	246	—	—	—	246	51
Church Lettings	—	—	—	—	—	100
Old Vicarage Lettings	1,570	—	—	—	1,570	1,000
Pre-school Fees	—	—	8,622	—	8,622	8,011
Medway Council Funding	—	—	103,633	—	103,633	83,101
Garden House rent	11,324	—	—	—	11,324	10,194
Peace and Hope	—	—	—	—	—	78
Sequestration	—	—	286	—	286	—
Total	13,380	—	112,541	—	125,921	102,898
Investments						
Bank Interest	1	124	64	—	189	78
Total	1	124	64	—	189	78
Other income						
Photocopying	38	—	—	—	38	60
Other Income	11,848	—	6	—	11,854	2,096
Staff salary reimbursement	4,452	—	—	—	4,452	4,469
Garden House reimbursement	1,986	—	—	—	1,986	1,369
SDF Drawdown	—	—	3,840	—	3,840	3,824
HMRC SSP Grant	—	—	867	—	867	—
Total	18,324	—	4,713	—	23,037	11,817
INCOME TOTAL	151,829	124	130,119	—	282,072	316,249

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
Offer (Parish Share)	60,334	—	—	—	60,334	59,748
Dognons France	720	—	—	—	720	720
Travel Vicar	—	—	—	—	—	215
Telephone Vicar	—	—	—	—	—	636
Vicar Other expenses	708	—	—	—	708	706
Vicarage water rates	97	—	—	—	97	686
Vicarage Council Tax	376	—	—	—	376	2,227
Vicarage Repairs	140	—	74	—	214	96
Garden House Water rates	188	—	—	—	188	141
Garden House Council Tax	1,415	—	—	—	1,415	1,368
Garden House Repairs	2,059	198	—	—	2,257	536
Garden House Insurance	393	—	—	—	393	361
Church Gas	2,742	—	—	—	2,742	3,944
Church Electricity	2,332	—	—	—	2,332	1,597
Church Repairs	9,867	5,141	—	—	15,008	986
Church Telephone	352	—	—	—	352	360
Church Water Rates	173	—	—	—	173	113
Worship etc.	5,629	—	—	—	5,629	10,268
Church Cleaning	1,419	—	—	—	1,419	2,479
Church Insurance	4,123	—	—	—	4,123	3,937
Vicarage Hall Gas	749	—	—	—	749	651
Vicarage Hall Electricity	800	—	—	—	800	1,117
Vicarage Hall Insurance	1,284	—	—	—	1,284	1,226
Vicarage Hall Repairs	1,125	5,081	—	—	6,206	2,469
Vicarage Hall Water Rates	504	—	—	—	504	207
Vicarage Hall Other Costs	670	—	—	—	670	675
VH Cleaning	2,529	—	—	—	2,529	4,493
Old Vicarage Gas	843	—	—	—	843	576
Old Vicarage Electricity	618	—	—	—	618	572
Old Vicarage Insurance	1,352	—	—	—	1,352	1,291
Old Vicarage Repairs	2,939	—	—	—	2,939	10,001
Old Vicarage Water Rates	504	—	—	—	504	207
Old Vicarage Other Costs	289	—	—	—	289	389
OV Cleaning	2,382	—	—	—	2,382	2,479
Youth & Children's Work	1,491	—	407	—	1,898	2,198
Evangelism	—	—	—	—	—	88
Office Photocopying	1,640	—	—	—	1,640	1,606
Office Telephone	845	—	—	—	845	469
Office Other Costs	432	—	—	—	432	351
Independent Examination Fees	650	—	—	—	650	600
Other Governance Costs	330	—	—	—	330	328
Bank Charges	140	—	10	—	150	16
Church Project Architects Fees	—	—	3,048	—	3,048	60
Pre-school Staff Costs	—	—	97,801	—	97,801	105,886
Pre-school Other Costs	—	—	21,279	—	21,279	13,697
Nehemiah Mission India	—	—	—	—	—	195
Vicar's Discretionary Giving	—	—	—	—	—	3,920
K Barnwell	—	—	300	—	300	300
Other Expenditure	220	—	—	—	220	1,451
Hyndman's Trustees	500	—	—	—	500	500
Medway Night Shelter	500	—	—	—	500	500
Tear Fund (mission)	1,200	—	—	—	1,200	2,200
Let Loose Concert	2,000	—	250	—	2,250	2,000
The Family Trust	1,200	—	—	—	1,200	1,200
Fisherman Trust giving	—	—	—	—	—	1,785
Administrator SMI	3,898	—	—	—	3,898	4,502
Travel Curate	—	—	—	—	—	5
Telephone Curate	—	—	—	—	—	26
Curate other expenses	—	—	—	—	—	40
St Barnabas Vicarage water charges	—	—	—	—	—	451

Reach at Gillingham Pier	—	—	400	—	400	7,414
Office Administrator salary	1,289	—	—	—	1,289	3,965
Operations Manager salary	11,702	—	—	—	11,702	9,322
Poverty & Hope	1,000	—	—	—	1,000	1,000
Salary Intern Youth Worker	—	—	—	—	—	4,154
SDF Activities	—	—	4,574	—	4,574	3,205
Mike Campbell Foundation	500	—	—	—	500	500
Montmorillon Church	—	—	—	—	—	500
Digital Lead salary	2,307	—	—	—	2,307	5,852
Aruls	—	—	—	—	—	1,000
Digital expenditure	—	—	—	—	—	56
Ukraine Appeal	—	—	500	—	500	—
Sequestration	—	—	212	—	212	—
Administrative Assistant	2,380	—	—	—	2,380	—
Total	147,039	10,420	128,855	—	286,314	302,976
EXPENDITURE TOTAL	147,039	10,420	128,855	—	286,314	302,976
GRAND TOTAL	4,790	(10,296)	1,264	—	(4,242)	13,274

Fixed Assets – Tangible Fixed Assets

	Old Vicarage £	Garden House £	Equipment £	Total £
Cost or valuation				
At 1 January 2022	160,000	87,500	—	247,500
Additions	—	—	—	—
Disposals	—	—	—	—
At 31 December 2022	160,000	87,500	—	247,500
Depreciation				
At 1 January 2022	—	—	—	—
Charge in the year	—	—	—	—
On disposals	—	—	—	—
At 31 December 2022	—	—	—	—
Net Book Values				
As at 31 December 2022	160,000	87,500	—	247,500
As at 31 December 2021	160,000	87,500	—	247,500

Debtors

	2022 £	2021 £
General Fund		
Tax Income Accrual	3,578	20,000
	<u>3,578</u>	<u>20,000</u>
Other Funds		
SDF Fund drawdown	1,500	-
Vicar's DF HSBC Bank	376	-
	<u>1,876</u>	<u>-</u>
Total Debtors	<u>5,454</u>	<u>20,000</u>

Creditors

	2022 £	2021 £
General Fund		
Independent Examination	650	600
	<u>650</u>	<u>600</u>
Agency		
Leaving Gifts	-	198
DBF	-	211
	<u>-</u>	<u>409</u>
Total Creditors	<u>650</u>	<u>1,009</u>

Funds

	Balance 01 Jan 2022	Income	Expenditure	Transfers	Balance 31 Dec 2022
General Fund	300,850	151,829	147,039	(8,971)	296,669
Church Repair Fund	4,231	37	-	12,300	16,568
Garden House Repair Fd	7,000	37	198	913	7,752
Old Vicarage Repair Fd	5,781	33	-	1,219	7,033
Vicarage Hall Repair Fd	6,934	16	5,081	819	2,688
Legacy Fund	14,796	-	5,141	-	9,655
Legacy Development Fd	25,000	-	-	-	25,000
Development Fund	32,830	11,473	3,048	-	41,255
Head of Youth, Ch&Fam	1,657	-	407	-	1,250
India Fund	9,707	-	-	-	9,707
Mission Fund	11,132	552	1,050	1,220	11,854
Peace and Hope	782	-	-	-	782
Pre-School Fund	27,846	113,143	119,080	(7,500)	14,409
Reach at Gillingham Pier	360	40	400	-	-
Small Funds	76	-	-	-	76
Specific donation Fund	6,620	785	-	-	7,405
Strategic Developmt Fd	1,147	3,841	4,574	-	414
Vicars Discretionary Fd	439	-	10	-	429
Community Develop Fd	4,940	-	-	-	4,940
Sequestration A/C	-	286	286	-	-
	462,128	282,072	286,314	-	457,886

Analysis of Net Assets between Funds

	Unrestricted	Designated	Restricted	Agency	Total
	£	£	£	£	£
Tangible Assets	247,500	-	-	-	247,500
Debtors	3,578	-	1,876	-	5,454
Cash at Bank and in Hand	46,241	68,696	90,645	-	205,582
Creditors	(650)	-	-	-	(650)
	296,669	68,696	92,521	-	457,886

Related Party Transactions

During the financial year 2022, St Mark's Charity Trustees donated a total of £14,278 including Git Aid recovered.

During the financial year 2022, a total of £0.00 was paid to St Mark's Charity Trustees as expenses. Vicar other expenses shown in the accounts relate to interregnum costs associated with the vicarage.

St Mary's Island Church

Annual Accounts

Year Ended 31 December 2022

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 2022**

Administrative Information

DCC Membership

Matt Keeler (Focal Lay Leader)	Rachel Blair
Carolyn Facey (Lay Minister)	Sally Bloor
Roy Facey (Secretary)	Wendy Drogba
Andy Ward (Treasurer)	Nickie Forrest
Nancy Narayan	Luke Knott

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

2023 and signed on its behalf by:

.....

St Mary's Island Church
Receipts and Payments Account
Year ended 31 December 2022

	2022	2021
Receipts	£	£
Planned giving		
Gift Aid - Bank	18,268	20,597
Gift Aid - Envelopes/Stewardship	249	657
Collections and other giving		
Loose Plate Collections	2,811	300
Messy Church & Little Fishes	3,018	1,983
Gift Aid Recovered		
Tax Recoverable on Gift Aid	3,445	3,829
Other Receipts		
Deposit interest	14	5
Spring Harvest	-	-
Lesbos Appeal	-	-
Island Fire	-	-
Sundry income	96	-
Total Receipts	27,901	27,371

St Mary's Island Church
Receipts and Payments Account
Year ended 31 December 2022

Payments

Mission and Charitable Giving

Giving to Missionary Societies	3,300	3,000
Giving to Lesbos	-	-
Home Mission	5,016	2,809
Island Fire	-	-

Parish Share

Ministry Parish Offer	14,000	13,125
-----------------------	--------	--------

Church Running Expenses

Parish Training and Mission	50	-
Church Running - Staffing	4,452	4,469
Church Maintenance & Furniture	710	1,035
Upkeep of Services	1,067	948
Administration	890	691

Hall Running Costs

Hall Running - Electricity	2,000	-
----------------------------	-------	---

Governance Costs

Independent Examination Fee	160	150
-----------------------------	-----	-----

Other payments

Sundry Payments	-	280
Spring Harvest	-	-

Church Activities

Childrens work	-	-
----------------	---	---

Total Payments

31,645	26,507
--------	--------

Excess of Receipts over Payments

(3,744)	864
---------	-----

Brought Forward Balance

18,503	17,639
--------	--------

Carried Forward Balance

14,759	18,503
--------	--------

St Mary's Island Church
Statement of Assets and Liabilities
Year ended 31 December 2022

	2022	2021
	£	£
Deposit Account	2,368	2,354
Cash at Bank and in Hand	12,391	16,149
	14,759	18,503

Approved by the DCC on 2023 and signed on its behalf by:

.....

St Mary's Island Church
Notes to the Accounts
Year ended 31 December 2022

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 £960 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 2022, 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

23rd March 2023

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