

ANNUAL REPORT and FINANCIAL STATEMENTS

of the

PAROCHIAL CHURCH COUNCIL of the ECCLESIASTICAL PARISH of

ST MARK'S HIGHCLIFFE DIOCESE OF WINCHESTER

For the Year ended 31st December 2022

Vicar: The Reverend Veronica Brown

Independent Examiner: Sue Wintle MFAAT

Solicitors: Aldridge Brownlee Solicitors LLP, Highcliffe

Bankers:

HSBC Bank plc, Christchurch

Charity Number 1150249

Aim and purposes

St. Mark's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Veronica Brown, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church, the two churchyards, St. Mark's Hall and Library. A Parish Office is situated within the complex.

Objectives and Activities

St Mark's Church is here to serve God, each other and the community. Our Christian faith is at the heart of our mission in Highcliffe. We are a friendly, varied and supportive group of people who meet to worship and minister together to share our love of God in our community.

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

Worship Planning

The group has met to discuss/plan/organize/execute the key tasks according to the seasons, resources and opportunities however, the Covid pandemic and recovery period have placed unavoidable restrictions and alterations to normal planning.

Despite the restrictions some of the notable events were:

Scouting – Suemet with scouting leaders and they are keen to be involved with St Marks. Things they suggested they would like to be involved in: Monthly parade service, Blessing of new flags, Mothering Sunday, Harvest,

There are various activities in the life of St Mark's that would enable the young people to gain their scouting/guiding badges eg providing tea and cakes after services, involvement in prayer.

Ascension Day service – we hosted the first Southern Deanery Ascension service since the pandemic, which was well received and attended by our Deanery partners. 65 people attended

Harvest Sunday Celebration – These services and continuous fellowship on Sunday 2 October where the three Congregations shared breakfast and fellowship was well received; hopefully to be developed in 2023.

Harvest Supper and Quiz – A successful and happy evening was very well supported, good in-house catering, fun and games.
Colin Chatten

Pastoral Care

We continued to meet throughout the year to build up the Pastoral team with an aim of serving the church and wider community. One of our challenges has been to find drivers to get particular members from our congregations to/from church.

Pastoral care beyond the worship community was also accomplished through the Occasional Services (funerals, baptisms, and weddings). I am grateful for all of the support of our pastoral team, who are stepping forward to support this worthy mission.

As in 2022, we will be hosting an annual Wedding Prep Afternoon in February 2023 for the couples planning to get married in the coming year.
Reverend Veronica Brown

Home Communion

We provided home communion to all those that have requested it.
Francis Bray

Prayer in St Mark's

Intercessions at the 10am weekly Communion Service: We have a team of 9 people who lead the intercessions, some quite traditionally and others in a more contemporary manner. We pray for those of our Church family who are unwell, those recently bereaved and those whose loved ones' anniversary falls during the week. We also pray for environmental issues/ climate change / Kinkiizi and the persecuted Church as appropriate. Thank you to everyone involved in this ministry.

Prayer Book: is open on the altar for people to add names of those who need prayer - extended family, friends, others known to us - in this way we pray for needs beyond our parish. We also list

those who are married, baptised and those who have died, they /their families are included in our prayers.

Informal Prayer Group: meets weekly on a Tuesday evening in the Church 7.00 – 8.00pm. After a time of prayer a member of the group will lead a discussion – on a topic of their choice! We have some very interesting discussions! All are welcome to join us for this hour of fellowship.

Prayer Intentions: A list of intentions is prepared every month for the Parish News. Prayers are suggested based on key dates/anniversaries/events in the liturgical calendar, world issues, local needs, environmental concerns. We've had 7 people writing during 2022.

Prayer email: So that we can respond quickly to any prayer needs - prayer requests come from the Vicar, the office or the website.

Prayer at 9am on a Friday: We started meeting on Fridays on the 10 June 2022 to pray specifically for the work of St Mark's. This has become a very precious 30 minutes of silent prayer. We finish with either the Grace or our Mission Prayer.

God of Mission,
who alone brings growth to your Church,
send your Holy Spirit to give vision to our planning,
wisdom to our actions and power to our witness.
Help our church to grow in numbers,
in spiritual commitment to you,
and in service to our local community.
Through Jesus Christ our Lord,
Amen

Maureen Stringer

Home Group

Our Home Group / Bible Study is now 5 years old. We are a group of eight and meet on alternate Monday mornings in each other's homes usually moving after about 6 meetings. Initially most of the group were reticent to lead the study, but now at least 6 of our members are happy and able to prepare and lead our discussion and do so very well.

We are studying the Book of Acts, after first going through the Gospels of Matthew and Luke. We have had to stop and start again a few times, due to Covid. We enjoy coming together for Christian Fellowship and have got to know each other well. We have space for a couple more members if anyone is interested, I can be reached by phone.

Nelva Coss

Children and Schools

Highcliffe St Mark's Primary School

Mike Goodman's Open the Book team have taken weekly assemblies for the Infant dept at Highcliffe St Mark's Primary school. They are very well received by children and staff. The team have also been featured in the school's magazine, edited and produced by the school children. In July 2022, Diana Faunce gave a presentation about prayer to children and staff in years 4 and 5. This included, what prayer can be, why we pray, how we might pray. Following this the children and staff thought about and wrote prayers of their own.

Church services

Breakfast@9 has continued every Sunday in the hall. St Mark's has welcomed new families and adults into its fellowship through this informal service during 2022. Breakfast@9 provides warm, informal, all age worship, along with good coffee!

The crib service on Christmas Eve with mulled wine before hand was very well attended.

The Remembrance Day service was well attended and enjoyed especially by the uniformed groups.

Chewton Common Playgroup

During 2022 the children from the playgroup were welcomed to St Mark's church 3 times. On each occasion the children came and spent their session doing activities in the church and getting to know the inside of the church building.

Our joint Lavender project has been completed for this year. About 50 lavender confetti bags are ready for giving out at St Mark's wedding prep afternoon.

Diana Faunce

Little Fishes

We continue into our 17th year of outreach into the younger members of St Mark's community. That is our aim with the added bonus of some income for our church, £1400 in the last academic year. We are self funding. Currently we have a minimum of 21 families sharing friendship, simple worship and fun with delightful little children. You are welcome to coffee at 10.45 any Monday in term time.

Jackie Peterson

St Mark's Parish News

This continues to be published ten months of the year. The editor is assisted by a small team who print, collate and organise the distribution process. This paper format is distributed to various subscribers and available in church. We also continue to enjoy its distribution by Highcliffe Post Office. A very loyal and stable base of advertisers ensures that the magazine can contribute, after production costs, to church funds. As well as the paper version, which is in Black and White, a colour edition is published on our website.

Michael Williams

Tech Team Report

Technical team brief: To review existing Audio and Visual equipment/operation and recommend improvements where appropriate.

Past and Current Description:

Library	Manually Op Screen 1800H x 1800W 2014	Satisfactory
Church	Epson 3 LCD 4:3 Projector + accessories/fittings 2014	Re-Located
	Projector relocated centrally to Chancel cross beam 2017	Attention
	Panasonic LED 39" monitor/repeater screen 2014	Satisfactory
	Motorised 84" Projection screen 2014	Re-Located
	Screen relocated centrally to Chancel cross beam 2017	Attention
	Audio and Visual wiring/fittings/microphones 2014/17	Attention
	WiFi/Internet connection improved 2021	Satisfactory
	Camera/On-line broadcast 2022 (covid urgency)	Attention

Following review whilst functional further attention/improvement is required.

Six communications specialist companies were invited to inspect and provide schedules of work required. Three declined but three attended and provided detailed quotations which will go forward to the PCC on the 23rd of January to consider approving and funding an A/V PROJECT.
Colin Chatten

Flower report for 2022

We have had a good year with several weddings which have arisen from the Wedding Fair held earlier in the Year.

The Team continues to make the Church look beautiful for all the main Festivals. We now have one new member in Rachel Adams, who is proving invaluable as she is very capable and had agreed to take over duties when I am away.

Thanks to all the generous people who make anonymous donations throughout the year, we do appreciate your help!
Ann Nash

Friends of St. Mark's

We have had a quiet year, made difficult by increasing age and losing our newly appointed Chair, Gillian Fyfield.

I have taken over as a temporary measure whilst we try to re-establish and increase our membership. We are planning events for next year.
Ann Nash

Choir and Music

Music remains a major part of weekly worship at St Mark's, with the loyal and dedicated attendance of the church choir. 2022 saw the passing of two singers, Peter Graham and Irene Mayes, both having spent literally decades serving faithfully in the choir. The numbers of singers remains relatively stable, as thankfully not everyone has their holidays or is called for medical treatment at the same time. The choir's aim of ministering through music and the sung word is reflected in the varied repertoire of Anthems and Motets: new pieces are embraced and old favourites are a joy for the choir to sing. There is always a warm welcome for anyone wishing to join our non-selective choir. All that is required (apart from a singing voice) is dedication worked out with lots of fun along the way.
Alison Hedger

Charitable Support Group

We give thanks to Bob Gilbertson who has chaired the Charitable Support Group for several years, he continues to champion the work of the Foodbank and delivers the generous donations each week and to Nigel Purry, now stepping down but a fervent supporter of USPG and Mark Hadfield, moving away but leaving the interests of Honey Pot with David Cannings.

Sadly, the pandemic has halted the sending of items from the Eve Project although news just in is that Gill Tyberg is hoping to take them to Kinkiizi in April. Workbox has continued to knit warm clothing for 'Mary's Men' the work with the homeless in Bournemouth. The 'ladies who sew' have produced Keep Warm Bags and Activity Bags for the Christchurch Foodbank, which also benefited from its share in the Christmas Collections, together with the Bible Society.

Shoebboxes were sent at Christmas by both Rotary and Samaritans Purse. The Christian Aid website offered information for everyone to keep up to date with its work worldwide. The Christingle Service collection was sent to the Children's Society, as usual.

A small group, meeting by Zoom, or carefully and socially distanced, even by email, we have been much encouraged and would wish to thank all the members of St Mark's Church who have given so generously, both in time and finance, to show the love of God to those in need.

Sandra Channon

Community Activities

Friday Morning Coffee

The Friday Coffee morning has really picking up well, we have between 15 to 20 people a week now (both ladies and gentlemen). Anyone welcome, in the library from 10.30 to 12 noon.

Jenny Walsh.

Soup and Roll Lunch –Wednesdays

This started in November as part of the Council's Warm Spaces Initiative. Food and refreshments are provided by and served by members of the Church. We've usually had between 16 and 19 people – we could provide for 25.

Maureen Stringer

Churchwardens' Report

As the pandemic loosened its hold the church, now fully open, settled into a 'new normal'. No longer were hands clasped warmly as people shared 'the peace' but smiles were offered with gestures of friendship. Although most of the fellowship had returned, some did not, and the streamed services, thanks to Chris Brown, Sarah Richardson, Matthew Elsom and Michael Williams were a real blessing to many.

During the year items noted in parts 1 and 2 of the Quinquennial report have been carried out, mainly repairing the lead sheet lining to the gutter in the south transept as well as unblocking and cleaning it.

The asphalt roof on the choir vestry and the vicar's vestry has been replaced. The cast iron hopper and down pipe on the west side have been replaced.

The choir stalls have been repaired where the veneer was damaged and the disabled toilet has been brought up to standard for the Dementia Risk Assessment.

A tree survey has been carried out on both the churchyard and the new graveyard and a programme of work has been started.

The PCC focussed its attention on 4 mission projects:

New Churchyard Boundary: A boundary is being marked out in the new graveyard so that we can see the land available to us.

Organ Repair / Replace: With no grants apparently forthcoming, it was decided to spend nothing further on the organ which was not being used in the regular services. Recently, with grants being offered, consideration is being given to a level of restoration.

Eco / Net Zero: The Eco team is working to bring St Mark's to the highest standard of stewardship in response to the problems of climate change and we are looking forward to the planned Green Fayre in May 2023.

Coffee Bar: A generous offer from the Richard Porter Charitable Foundation enabled us to begin to plan permanent coffee shop type facilities. We are now considering and reviewing

exactly what is required to ensure the maximum use for those within the fellowship and our outreach.

The updating and improving of the audio visual system is now being carefully researched, benefiting not only the church but also, if desired, any who hire the hall during the week.

In the autumn of 2022 we were approached by the local council to assist with their Warm Spaces initiative – a programme of Warm Spaces where residents can find somewhere comfortable during the cold winter months. On Wednesday mornings, coffee is served after the morning service, and people chat as a lunch of soup and rolls, coffee and cake is prepared – and enjoyed.

We give thanks to God for all who use their gifts and abilities to serve the fellowship of St Mark's. To Revd Veronica for her vision and leadership and her Ministry Team who so ably lead our varied services. Thanks to all who contribute to the life of the Church – the informal prayer group, vergers, sidespeople, flower arrangers, choir, coffee, soup and cake makers, those who read the lessons and prepare intercessions together with those who organise the rotas – to all who exercise the ministry of encouragement and faith.

Thanks be to God.

Liz Morton and Sandra Channon, Churchwardens

Eco-team Report

1. **Arocha-EcoChurchAward.** A few more boxes have been ticked but we remain at Bronze level.
2. **Fairtrade.** The PC has approved the proposal that St Mark's become a Fair Trade Church. The basic requirement is that FT tea, coffee and sugar be used at all Church events. This usually happens but all Church groups are being reminded. We would also be expected to participate in FT fortnight in March. There is a new FT logo and, once we are registered accepted, consideration will be given as to how St Mark's can promote its new status using this logo.
3. **GreenFayre.** This will take place between 1p.m. and 4p.m. on Sunday, 14th May 2023 in and around the Church, Hall etc. The Rotary Club has very kindly agreed to help with setting up tables and chairs etc. There will be stalls and speakers with an Eco theme, refreshments organised by Church members and The Cliffhanger has been asked whether it can provide locally sourced hot food. A small committee is working on the Fayre and it is hoped that more support will become available. We particularly need a Treasurer. We intend that the Fayre will be an afternoon for the Church, the community and especially families with a variety of activities for children.
4. **Community and Global Engagement.** A WWF Lifestyle survey has been identified and Michael Williams has been asked to publish each section in the Parish Magazine over the next few months with a link to the WWF website for anyone wishing to take the survey. A personal lifestyle survey from the Arocha website will be considered for possible use by members of the congregation to do a personal Eco lifestyle survey. A modified version might be used at the Green Fayre.
5. **Land.** Juliette Tony Bates, MBE, BSc, CEng, MIMM – Trustee and President of the Dorset Wild Life Trust on 7th November and showed him St Mark's churchyards. Ninety-three year old Tony has produced a report and will return again in April when more of the flora is growing. Tony is enthusiastic and inspiring. He identified many plants in the Churchyards and is confident that much is already in place to support biodiversity. Some reduction in grass mowing is recommended. This will reduce our current maintenance costs a little and ensure the conservation of flora and fauna that has thrived for many decades in the church yard surrounding St Mark's church building. Other recommendations for easy steps to support the encouragement and conservation of biodiversity at St Mark's have been proposed such as:-

- a. Compost bins. As well as creating compost from grass cuttings etc, they attract slow worms and frogs.
- b. Deadwood piles. Small neat piles in quiet corners are recommended. .
- c. Bee hotels, hedgehog boxes, bird boxes, bird feeder and bat boxes. This churchyard is an ideal area to attract birds, bees and hedgehogs.
- d. Involving the community. We would recommend where possible involving the schools, local scout groups and other local community organisations with small projects such as the making and placing of bird and bat boxes, bee hotels etc.
- e. Notices giving information about the project to inform people about what we are doing and why. This in turn will encourage church members and the community to think about how they might do the same in their own gardens or other community spaces that they can influence the management of.

6. **Cyclerack.** It is estimated that it would cost about £150 to buy and install two of the two very simple cycle racks that can be seen outside the Highcliffe Community Centre. These might be particularly useful to future users of the new coffee bar. It is hoped that this expenditure will be approved by PCC. A Faculty may be needed.

7. **CarbonNetZero by 2030.** More information is being received from the Diocese and Clive Beard, curate at St. Luke's, Hedge End, has recently been appointed to support the Diocesan Environment Group and, we hope, us.

We have been advised that St Mark's is in the top 20% of energy users in the Diocese and will be asked to supply a plan on how to get to CNZ by 2030. We had an Energy Audit by ESOS, arranged through Parish Buying, on 4th November 2022. The auditor was verbally complimentary and we received the Report on the Church building just before Christmas. The Report on the Hall etc. is still awaited. Realistically, the Eco-team will be concentrating on the Green Fayre for the next few months and so probably not pursuing the Audit recommendations immediately

8. **Other.** We are involved in collecting for Christchurch "Win on Waste" and recently decorated an "Eco" Christmas tree for the Highcliffe Christmas Tree Festival. A paragraph in the Festival brochure and as a stand-alone notice by our tree explained what St Mark's is doing environmentally. In addition a wooden plaque under the tree advertised the Green Fayre. The Holy Redeemer Church is already collecting for Win on Waste with us and the Methodist Church has shown some interest.

Val Reynolds, Julie Melvin, Brian Tester - St Mark's Eco Team

GDPR Report

Parish Resources have, during the last year, not issued any updates to their advice. No additional forms of consent have been deemed necessary during the last year. I have conducted the annual risk analysis review and have nothing to report.

Michael Williams Data protection Officer

Health and Safety Report

All the necessary tests of equipment were carried out and a number of memorial stones in the churchyards, which were in danger of falling over, were made safe.

David Cannings

Safeguarding Report

The PCC places a high priority on its responsibilities towards children and vulnerable adults.

'As members of the St Mark's Parish Community' 'we commit to the support, nurture, protection and safeguarding of all'. The safeguarding statement is on display in the church Foyer. The PCC has and will continue to comply with the duty to have due regard to the House of Bishop's Guidance on

Safeguarding Children and Vulnerable Adults as set out under S5 of the Safeguarding and Clergy Discipline Measure 2016.

Both Church Wardens, and those responsible for activities that involve other people, continue to be checked by the Disclosure and Barring Service.

We had no reported Safeguarding incidents during 2022.

All policies and procedures continue to be reviewed and updated annually as appropriate, policy reviews continued during 2022.

The period a DBS check is valid for has been reduced from five years to three. This will bring the Church of England in line with all charities nationally. Work continues to ensure that all those currently with DBS Clearance have their certificate renewal brought forward to comply with the new three-year renewal.

To ensure that we understand Safeguarding procedures a Basic Awareness Course led by the Diocese Safeguarding team is planned to take place during 2023.

Mrs Susan Lyonette is the nominated Safeguarding Officer. Any concerns should be address to the Safeguarding Officer or the Vicar Revd Veronica Brown.
Susan Lyonette, Safeguarding Officer

Electoral Roll

There are currently 139 members on St Mark's Electoral Roll, 16 of whom are not resident in the parish. Since April 2022 we have welcomed two new members, six others have died and two have moved away.

Claire Rose

2022 Service Attendance

The average weekly attendance, counted during October, was 85 adults and 11 children and young people under 16, but this number increased at festivals. As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 19 baptisms and 3 weddings and supported 48 funerals in our church this year.

Susan Lyonette

Accounts report for Annual Report 2022

Accounts attached as separate PDF

As we move into a "post-Covid" era, I am pleased to report that we were cash-positive for the first time for several years.

This was due to various factors:

- Giving was up on the prior year, and we are particularly grateful for the grants and legacies received.
- As well as a residual gift from the estate of Jo Cooper of £4,703, we received a £3,000 legacy from FW Hancock, and £5,000 from Oonagh Sayers, the daughter of Canon Barnett, a previous vicar of the parish. We also acknowledge £5,000 from the Highcliffe and Walkford Parish Council

for the upkeep of the graveyards, and £5,000 from the Erskine Mutton Trust towards the repair of our 1894 Norman and Beard pipe organ.

- Our fee income was also higher. This included several weddings, not just funerals.
- We made a particular effort to raise funds in 2022. Income of £3,172 less expenses of £1,348 was raised by hymn singing, a Jubilee barbeque, and an ecological talk on the effects of Rising Tides among others.
- Of particular importance was the £10,286 earned by the Parish Hall, as regular classes and frequent birthday parties have returned.

Significant items in our expenses include:

- We made the roof repairs required by our Quinquennial inspection, subsidised by a grant from the Friends of St Marks.
- As well as usual maintenance costs for the churchyards, we have spent £3,660 on a tree survey and the action required by this, and a further £954 repairing the gravel to reduce the pot-holes in Church Avenue. We expect further costs of some £7,000 for less urgent tree maintenance in 2023.
- Fortunately we have a four-year fixed price for our electricity and gas. So we have not yet been affected by the hike in prices and were able to refuse the offer of a subsidy for this from the Diocese, in favour of less fortunate parishes.
- Our Common Mission Fund request from the Diocese has been less this year, which has enabled us to pay it in full once again.

Although not of immediate consequence, the prior year valuation gain on our endowment funds has been reversed in the current adverse financial climate.

St Mark's Church Highcliffe is now registered with Easyfundraising, which means you can raise FREE donations for us every time you shop online. Over 7,000 brands will donate to us when you use Easyfundraising to shop with them – at no extra cost to yourself!

<https://www.stmarkshighcliffe.org.uk/donate#:~:text=now%20registered%20with-,easyfundraising,-%2C%20which%20means%20you>

Francis Bray, Treasurer

St Mark's Church Highcliffe Chairs Report 2022

With the help of God, we accomplished much this past year. The PCC identified four key mission projects:

1. New Churchyard Boundary Project: Led by our churchwarden, Liz Morton, this project was initiated to provide a clear definition of the boundary in the New Churchyard; so that we could ascertain additional the extent of burial ground remaining. Liz did an amazing job coordinating the work; such that the area has now been cleared and the surveyor can put in place a rough fence to mark the boundary of the church ground.
2. Organ Repair or Replacement: The PCC reviewed the cost of repairing the existing organ with the cost of replacing the existing organ with a new digital instrument. In November, the PCC decided not to repair the existing organ.
3. Eco Church and Net Zero by 2030: V Reynolds and J Melvin are leading this exciting project. The energy audit was completed in 2022. St Marks will be pushing toward a Silver Eco Church award in 2023. A plan is in place to hold a Green Fayre in May 2023.
4. Coffee Bar: Over this past year, S Lyonette has been coordinating the implementation of a coffee bar in the church foyer. We are hoping for completion in the 2023. We are very grateful for a generous grant from the Richard Porter Family Foundation to pay for the installation and materials, and employ a Barista for the first year.

In 2022, M Williams worked persistently toward the creation of a new website. Now complete, it is comprehensive, colourful and accurate! Looks great!

The past year was also a time for exploring and researching an upgrade to the audio/visual system. This will become a project for 2023.

With the increasing economic pressures, we worked with the Parish Council to be part of the Warm Spaces initiative and offered a soup lunch every Wednesday. We added a weekly coffee after the Wednesday service (Adina and Patrick). This has been very well received. We continued the Friday coffee pop-in (Jenny, Jackie, Brenda and Brian). As noted earlier in this report, Little Fishes grew in 2022 to be a continued success (J Peterson, et al.) and brings many children and parents into our church.

We received a grant from the Highcliffe and Walkford Parish Council for the maintenance of our churchyard. With this, we were able to bring the churchyards into a tidy and serene state for the benefit of the whole parish. We are hoping for another grant in 2023.

In the last quarter of 2022, God blessed us with an ordinand, J. Criscenti. Jo has a wealth of experience and ideas and brings much energy and inspiration to our ministry and mission. Welcome!

I give thanks to God for all of you – for your faithfulness to God’s ministry and mission in Highcliffe. I give thanks to all the volunteers who lead and support the mission and ministry at St Marks (especially Colin, Maureen, Diana and Mike), Churchwardens (Sandra and Liz with support from Sue) to the Choir for working tirelessly to offer beautiful musical accompaniment to our worship (Thank you all, esp. Alison!), to the PCC, Standing Committee, Treasurer (Francis) and to the supporting roles as well, including: parish administrator (Lorna), sacristans (Arthur, Lisa, Liz, and Patrick), vergers (Pamela, Arthur, Ann N, Ann E, Dib), flower team and sides (too many to list – but thank you!), brass polishers (Vivian), cleaners/dusters, hospitality team (Susie, Lynn, Diane, Ann, Diana, Maureen, Adina and Patrick), gardener (Mark) and maintenance support (Toni). Thank you all, for all you do in the name of Christ!

For anyone I forgot to mention, please forgive me. I appreciate all your ministries!

Let us bless the Lord. Thanks be to God!
Reverend Veronica Brown, Vicar

Highcliffe Churches Together PCC report, 2022

Church leaders and lay church leaders met monthly for fellowship, lunch and planning. We took the bold step and planned two joint services: Loved Ones Remembered (November 2022) and are looking forward to a United HC Service (January 2023) with the Methodists at St Marks to replace the regular Sunday 10am Holy Communion. The Ecumenical Loved Ones Remembered service held this past year at the Methodists went well and was well received. We have made this an annual event, with each church taking it in turn to host. We are grateful to Hayley and Tappers Funeral Service for providing the long stem white roses.

Reverend Veronica Brown

Christchurch Deanery Synod

Three members of the PCC sit on the deanery synod Francis Bray, Liz Morton and Susan Lyonette who is Lay Chair. This provides the PCC with an important link between the parish and the wider structures of the church. During this year the majority of the work of the Deanery Leadership Team has been supporting parishes individually and alongside the Diocese who are involved in the Diocesan Pastoral Reorganisation plan and with preparation for advertising vacant posts. Within

Christchurch Deanery two clergy posts have been lost and two parishes in the south of the Deanery are being merged to facilitate the loss of one of the clergy posts.
Susan Lyonette

CHRISTCHURCH DEANERY SYNOD 2022

Report for APCMs



Deanery Synod is a link between our PCC and the Diocesan Synod. Its role is mainly to look after mission and pastoral matters in the Deanery, help parishes deliver the Diocesan strategic priorities and to monitor and support the allocation of Parish Share across the Deanery to the Common Mission Fund.

Christchurch Deanery Synod met four times in 2022, in February, June, September and November.

The year began with a February Zoom meeting, when Rev Dr Jason Roach gave a thought-provoking presentation about God's vision for racial unity and justice.

In June St Mark's Highcliffe hosted an evening where Synod welcomed Rev Canon Charles Stewart (Vicar of Christchurch Priory) as the new Assistant Area Dean. A presentation was also given inviting exploration of mental wellbeing and reconciliation.

The annual Saturday Synod was held on the morning of 24th September at St Mary's New Milton. As well as breakfast and worship, some excellent workshops were provided for participants to learn more about church planting and re-vitalization.

An additional meeting was held in November to explore the book How Clergy Thrive (postponed from the June meeting) and those attending were treated to an informative talk by Archdeacon Richard Brand.

The Deanery overseas companion link with Kinkiizi Diocese Uganda continues to operate. More help was sent for their recovery from the extensive covid lockdown endured by all of Uganda. Our support was particularly focussed on helping the schools return to normal. The Health Centre asked for help equipping their new Maternity Unit and some funds were provided towards that. Our regular support for ordinands' training and priests' pensions was also sent. In total we gave £8037 to Kinkiizi in 2022 from across the Deanery.

The Deanery has launched a support group for churchwardens, particularly aimed at those new to the role. It also now provides opportunities for those working with children and families to benefit from sessions run by Lighthouse Ministries led by Andy Saunders.

Deanery Synod meetings are now all open meetings for anyone to attend should they so wish. (Only if a vote is called are restrictions in place for elected members only to cast such a vote.) I would encourage everyone to consider coming along to hear interesting speakers, have a chance to meet other people from across the Deanery, and to share experiences for mutual support.

Gill Tybjerg
February 2023

Structure, governance and management

Administrative information

St. Marks's Church is situated in Hinton Wood Avenue, Highcliffe. It is part of the Diocese of Winchester within the Church of England.

Our **Parish Administrator**, Lorna Prout, is usually in the office on Thursdays, but monitors emails and telephone messages from home at other times. Much of her work is linked to supporting the Vicar with arrangements for baptisms, weddings and funerals. Lorna also manages bookings for the Hall and Library. All correspondence should be posted to:

The Parish Administrator,
St. Mark's Church,
Hinton Wood Avenue,
Highcliffe,
Christchurch,
BH23 5AA.

Or by email to: parishoffice@stmarkshighcliffe.org.uk

Membership of the PCC

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC

Vicar	The Reverend Veronica Brown	Chairperson
Licensed Lay Minister	Mr Colin Chatten	
Licensed Lay Worker	Miss Maureen Stringer	
Churchwardens	Miss Sandra Channon	
(elected annually)	Mrs Elizabeth Morton	Deanery Synod
Representatives of the	Mr Francis Bray	Treasurer
Deanery Synod (elected every		
3 years for a 3-year period)	Mrs Susan Lyonette	Vice-Chairperson
		Deanery Synod (Lay Chair)
		Safeguarding Officer
Elected Members (elected	Mr David Cannings	Health and Safety Officer
every 3 years)		
	Mrs Diana Faunce	
	Dr Bob Gilbertson	
	Mr Michael Goodman	
	Mr Mark Hadfield	Legacy Officer until April 2022
	Mrs Diane Hegarty	Secretary to the PCC
	Mrs Julie Melvin	Co-opted June 2022
	Mrs Ann Nash	
	Mrs Jacqueline Peterson	until April 2022
	Mr Michael Williams	Data Protection Officer

Trustees' Duties:

The Trustees have complied with the duty imposed by section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission in respect of public benefit.

St. Mark's Church

Highcliffe

Annual Financial Statements

of the

Parochial Church Council

For the year ended 31 December 2022

Incumbent: The Reverend Veronica Brown

Independent Examiner: Sue Wintle FMAAT

Solicitors: Aldridge Brownlee, Highcliffe

Bankers: HSBC, Christchurch

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

Independent Examiner's report to the trustees of the Highcliffe Parochial Church Council

I report on the accounts of the charity (no. 1150249) for the year ended 31 December 2022 which are set out on pages 1 to 8.

Respective responsibilities of trustees and examiner:

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of the Association of Accounting Technicians. It is my responsibility to:

- * examine the accounts under section 145 of the 2011 Act.
- * to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- * to state whether particular matters have come to my attention.

Basis of independent examiner's statement:

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view, and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

- * to keep accounting records in accordance with section 130 of the Charities Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met; or

(2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sue Wintle FMAAT

27 Bascott Road
Wallisdown
Bournemouth
Dorset
BH11 8RJ

Date: _____

2-3-2023

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

		Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds 2022	Total Funds 2021
	Notes	General £,000	Designated £,000	£,000	£,000	£,000	£,000
Income and endowments from:							
Donations and legacies		92	13	5	0	111	101
Charitable activities		19	0	0	0	19	13
Other trading activities		11	0	0	0	11	-1
Investment income		0	0	0	1	1	1
Total		122	13	5	1	142	116
Expenditure on:							
Charitable activities		121	38	0	1	160	163
Total		121	38	0	1	160	163
Net gains/(losses) on investments					-6	-6	6
Net income/expenditure		1	-24	5	-6	-24	-42
Total funds brought forward		34	71	2	47	154	196
Total funds carried forward		36	47	6	42	130	154

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

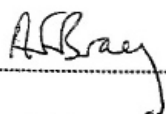
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

		Unrestricted Funds		Restricted Funds	Endowment Funds	Total Funds	Total Funds
		General	Designated				
	Notes					2022	2021
Income and endowments from:							
Donations and legacies							
Planned giving		46,867				46,867	49,926
Gift aided giving		2,748				2,748	3,606
Income tax recoverable		17,901				17,901	15,736
Cash collections		7,133				7,133	4,329
Donations		4,648	1,203	380		6,231	5,102
Legacies and Grants		12,703	6,436	5,000		24,139	22,796
Grants from Friends of St Mark's			5,756			5,756	0
		92,001	13,395	5,380	0	110,776	101,494
Charitable activities							
Charitable trading		58				58	292
Fees		11,518				11,518	9,398
Net income from Little Fishes		1,374				1,374	389
Flower fund				-218		-218	313
Profit from parish magazine	1	2,653				2,653	3,015
Fund Raising Events		3,172				3,172	
		18,775	0	-218	0	18,558	13,407
Other trading activities							
Non Charitable trading		1,000				1,000	0
Profit from parish hall letting	2	10,286				10,286	-505
		11,286	0	0	0	11,286	-505
Investment income							
		46			1,242	1,287	1,208
		46	0	0	1,242	1,287	1,208
Total		122,108	13,395	5,162	1,242	141,906	115,604
Expenditure on:							
Charitable activities							
Clergy expenses		902				902	579
Upkeep of church		4,876	6,632		110	11,618	7,026
Upkeep of services		874				874	1,154
Upkeep of churchyard		6,677	6,000	380	1,132	14,189	11,372
Utilities & Telecom		7,388				7,388	7,381
Lay staff and organists		9,517				9,517	7,854
Common Mission Fund		79,804				79,804	94,811
Evangelism		1,063				1,063	333
Children's work		767				767	379
Fund Raising		1,348				1,348	
Grants and charities	3	2,102	493			2,595	2,579
Administration		3,325				3,325	3,083
Training		60				60	0
Accountancy fees		300				300	300
Depreciation	4	1,801	24,570			26,372	26,635
Total		120,804	37,695	380	1,242	160,121	163,486
Net gains/(losses) on investments					-5,560	-5,560	5,914
Net income/expenditure		1,304	-24,300	4,782	-5,560	-23,775	-41,968
Total funds brought forward		34,364	70,965	1,574	47,290	154,194	196,162
Total funds carried forward		35,668	46,665	6,357	41,730	130,419	154,194

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AT 31 DECEMBER 2021

	Notes	2022	2021
FIXED ASSETS			
Tangible assets	4	50,412	76,784
Investments		<u>41,730</u>	<u>47,290</u>
		92,142	124,074
CURRENT ASSETS			
Debtors	5	4,852	4,679
Short term deposits	6	28,094	23,048
Cash at bank and in hand	7	<u>11,451</u>	<u>12,180</u>
		44,397	39,906
		<u>136,538</u>	<u>163,980</u>
CURRENT LIABILITIES			
Creditors falling due in one year	8	5,218	8,810
Income received in advance	9	<u>901</u>	<u>976</u>
		6,119	9,786
TOTAL NET ASSETS		<u>130,419</u>	<u>154,194</u>
FUNDS			
	10		
Unrestricted funds		82,333	105,329
Restricted funds		6,357	1,574
Endowments		<u>41,730</u>	<u>47,290</u>
		<u>130,419</u>	<u>154,194</u>



A.F. Bray
Treasurer

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

1. PARISH MAGAZINE ACCOUNTS

	2022	2021
RECEIPTS		
Sales and donations	695	639
Advertising	<u>2,786</u>	<u>2,668</u>
	3,481	3,306
PAYMENTS		
Stationery and bank charges	781	245
Church news services	<u>47</u>	<u>46</u>
	828	291
Surplus for the year	<u>2,653</u>	<u>3,015</u>

2. PARISH HALL LETTING ACCOUNTS

	2022	2021
RECEIPTS		
Regular Lettings	24,265	11,143
Ad Hoc Lettings	5,664	2,138
Donations	<u>0</u>	<u>0</u>
	29,929	13,281
PAYMENTS		
Cleaning	5,098	3,884
Licences	105	216
Electricity and water	6,062	3,930
Repairs	1,193	495
Stationery and bank charges	496	9
Staff	<u>6,689</u>	<u>5,253</u>
	19,643	13,786
Surplus for the year	<u>10,286</u>	<u>-505</u>

3. GRANTS AND CHARITIES

	2022	2021
The Poppy Appeal	203	192
Foodbank	135	660
The Childrens Society	124	59
Christchurch Deanery Synod Kinkiisi account	1,078	1,447
A Rocha		172
DEC (Ukraine)	582	
Christian Aid		50
Bible Society	130	
Jubilee tree planting	50	
Warm Spaces Initiative	293	
	<u>2,595</u>	<u>2,579</u>

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

4. TANGIBLE ASSETS	Heating	Office & garden equipment	Sound system	Security system	Kitchen	Screens & projector	Total
Cost							
At 1 January 2022	122,851	7,100	7,143	2,884	11,731	6,844	158,553
Additions							0
	122,851	7,100	7,143	2,884	11,731	6,844	158,553
Depreciation							
At 1 January 2022	49,140	7,100	5,978	2,884	9,823	6,844	81,769
Charge for the year	24,570	0	1,165	0	636	0	26,372
At 31 December 2022	73,711	7,100	7,143	2,884	10,459	6,844	108,141
Net book value							
At 31 December 2021	73,711	0	1,165	0	1,908	0	76,784
At 31 December 2022	49,140	0	0	0	1,272	0	50,412

5. DEBTORS		2022	2021
Magazine a/c	Expense Advance Payments	48	47
Hall a/c	Lettings Debtors	3,023	2,042
	Expense Advance Payments		
		3,023	2,042
Main a/c	Cash not cleared	657	1,961
	Gift Aid Accrual	101	176
	Expense Advance Payments	514	
		1,272	2,137
Fees a/c	Debtors	509	453
		4,852	4,679

6. SHORT TERM DEPOSITS

	Unrestricted	Restricted	Total
At 31 December 2021	23,048	0	23,048
At 31 December 2022	23,094	5,000	28,094

7. CASH AT BANK AND IN HAND

	Unrestricted	Restricted	Total
At 31 December 2021	10,605	1,574	12,180
At 31 December 2022	10,094	1,357	11,451

8. CREDITORS		2022	2021
Hall a/c	Utilities	1,342	800
	Staff	484	513
	Cleaning	448	405
	Licenses		216
	Other	5	9
		2,279	1,943
Main a/c	Utilities	721	500
	Charities	397	59
	Staff and Organists	845	924
	Gardening	385	1,463
	Cleaning and repairs	257	221
	Stationery etc.	35	228
	Clergy Expenses		386
	Independent Examiner	300	300
		2,939	4,080
Magazine a/c	Other		5
			5
Fees a/c	Unprocessed Payments	0	2,782
		0	2,782
		5,218	8,810

9. Income Received in Advance		2022	2021
Fees a/c	Wedding/Funeral Deposits	901	661
Magazine a/c	Advert prepayment	0	315
		901	976

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022 (CONTINUED)

10. FUNDS

UNRESTRICTED FUNDS

	Main account	Magazine	Hall	Little Fishes	Total
At 1 January 2022	101,686	554	3,090	0	105,329
Surplus/(Deficit) for the year	-37,310	2,653	10,286	1,374	-22,997
Transferred to main account	13,374	-2,000	-10,000	-1,374	0
At 31 December 2022	77,750	1,207	3,375	0	82,333

RESTRICTED FUNDS

	Churchyard	Heating	Organ	Flower	Total
At 1 January 2022		0	0	1,574	1,574
Income	380		5000	935	6,315
Expenditure	-380	0		-1,153	-1,533
At 31 December 2022	0	0	5,000	1,357	6,357

ENDOWMENT FUNDS

	Lorraine Legacy (upkeep of churchyard)	Malcolm & Callear Legacies (upkeep of churchyard)	St Mark's Repair Charity (fabric repairs)	Stuart Trust (fabric repairs)	Total
At 1 January 2022	24,916	18,219	1,851	2,303	47,290
Investment income	654	478	49	61	1,242
Transferred to main account	-654	-478	-49	-61	-1,242
Increase in value of funds	-2,933	-2,145	-215	-268	-5,560
At 31 December 2022	21,984	16,075	1,636	2,036	41,730

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

Accounting framework

The accounting, auditing and reporting regime for Church of England PCCs, is contained in the following documentation:

- Charities Act 2011
- Charities (Accounts and Reports) Regulations 2008
- Statement of Recommended Practice on Accounting and Reporting by Charities SORP (FRS 102)

In addition, financial statements for PCCs must be prepared in accordance with the following:

- The PCCs (Powers) Measure 1956
- The Church Representation Rules (CRRs)
- The Church Accounting Regulations 2006,

which form the link between the CRRs and the requirements of the Charities Act

Accounting Policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)). The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at fair value.

INCOMING RESOURCES

Recognition of income and endowments

These are included in the Statement of Financial Activities (SOFA) when: the PCC becomes legally entitled to the use of the resources; and inflow of economic benefit is probable; and the monetary value can be measured with sufficient reliability.

Fundraising costs

Funds raised from events and trading activities (e.g. a fete, a garden party or sales of books and magazines) are reported gross in the SOFA – i.e., before any related costs that may have been deducted from the gross proceeds.

Grants and donations

Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Rental income

Rental income from the letting of the church hall and library is recognised when the rental is due.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

HIGHCLIFFE PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

(continued)

EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance costs:

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements. The parish have maintenance responsibility for the consecrated land/buildings and certain other (benefice) properties within the parish. The Charities Act 2011 states in Section 10(2) that benefice property (subsection (a) and consecrated property (sub-section (c)) are removed from the definition of charity for the purposes of the Act. Therefore these assets should not be included in the financial statements though they may be referred to in the notes. Costs associated with the maintenance or improvement of such assets will be written off in the year they are incurred. This exclusion includes the parsonage house.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Buildings* Nil
- Fixtures & Fittings 5 years

*No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

Investments

Investments quoted on a recognised stock exchange or whose value derives from them (CIFs, etc.) are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.