

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

England & Wales · Charity number 1155602

Details

Other names	PCC OF ST MARK'S HAMILTON TERRACE
Status	Registered
Legal form	Previously excepted
Registered	2014-02-03
Register	View on the Charity Commission register

Contact

Address	St. Marks Church Hamilton Terrace London NW8 9UT
Phone	02076244065
Email	ADMIN@STMARKS.LONDON
Website	www.stmarks.london

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: Regular public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work, including visiting the sick and the bereaved. Teaching of Christianity through sermons, courses and small groups. Promotion of Christianity through the staging of events and meetings. Promoting the mission of the Church through provision of activities for parents and toddlers.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- City Of Westminster

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£139,344	£187,759	-	-
2023-12-31	£273,402	£358,626	-	-
2022-12-31	£137,748	£123,094	-	-
2021-12-31	£95,488	£32,503	-	-
2020-12-31	£115,094	£129,618	-	-

Trustees

Name	Role	Appointed
GERLINDA ANNA KATHURIA		2014-01-30
James Arthur Stidham		2021-05-30
Margaret Onike Mba		2025-02-02

Accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Diocese of London

Charity Registration Number: 1155602

Report & Accounts
31 December 2024

Tandem Accounting
Chartered Accountants
17 Heathville Road
London N19 3AL

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Report and Financial Statements 2024
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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2024

Charity Name	The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace).		
Charity No	1155602. The Parish was established in 1847 and is a charity which was formally registered with the Charity Commission on 3 February 2014.		
Principal Address	Hamilton Terrace, London, NW8 9UT		
Governing Document	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules.		
Objective	Promoting in the ecclesiastical parish the whole mission of the Church.		
Members of the PCC	The Members of the PCC who served during the year or who were serving at the date of this report were:		
	Clergy	Rev Kate Harrison (Chair) through 31 August 2025	
	Churchwardens	Mark Kennedy	(from May 2023)
	Elected Lay Representatives	Gerlinde Kathuria	(from January 2014)
		Naa-Ayeley Attoh	(from January 2014 to May 2025)
		Jim Stidham	(from May 2021)
		Karen Little	(from Feb 2024 to May 2025)
		Sylvia Dibble	(from May 2024 to May 2025)
		Dee Agama	(from Dec 2024)
		Gladys Jesu Sheriff	(from May 2024)
		Margaret Mba	(from Feb 2025)
		Josie Ohene-Djan	(from Dec 2024)
		Christopher Myhill	(from Aug 2024)
	Co-opted members	Ian Collins	Health & safety representative (until Nov 2024)
	Lay Representatives to the Deanery Synod	Josie Ohene-Djan	(from May 2023)
		Isla Cameron	(until May 2024)
Key Management Personnel	Those in charge of directing, controlling, running and operating the Church on a day-to-day basis are the Incumbent, Church Warden and Treasurer.		
Independent Examiner	John Helm ACA Tandem Accounting 17 Heathville Road London N19 3AL		
Quinquennial Inspector	John BI Scott RIBA, AABC West Scott Architects The Studio 3A Bath Road Bedford Park London W4 1LL		

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2024

The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace) ("PCC") submits its report and the financial statements of the PCC for the year ended 31 December 2024. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2019 (FRS102)). The legal and administrative information set out earlier in this document forms part of this report.

The PCC co-operates with the incumbent in promoting the whole mission of the Church within its Parish and beyond. It also has responsibility for the non-stipendiary staff and the maintenance of the church building and the church hall complex.

1. Structure, Governance & Management

1.1 Trustees

The PCC is a body corporate with perpetual succession. The full PCC meets around six times during the year. Outside of this, smaller working groups, such as the hall management committee, meet as required. The PCC discusses a full range of matters relating to finance, fabric, general administration and responsibility for keeping of the Electoral Roll. Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Membership of the PCC comprises the incumbent (our vicar), churchwardens, members elected by those members of the congregation who are on the electoral roll of the church (including those elected as representatives of Deanery Synod) and co-opted members. All who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish including how funds are to be spent. New members should receive initial training on the workings and responsibilities of the PCC.

1.2 Standing Committee

The Standing Committee, comprising the Vicar and the churchwardens, has the power to transact any urgent business of the PCC between its meetings, subject to any directives given by the PCC.

1.3 Church Attendance

The electoral roll is completely reviewed and revised once every six years but is updated every year in between. After full review in 2024, there were 28 members on the electoral roll.

1.4 Risk Management

The PCC has a risk management strategy which comprises:

- An annual review of the risks that the PCC may face;
- The establishment of systems and procedures to mitigate those risks; and
- The implementation of procedures designed to minimise any potential impact on the PCC should those risks materialise.

The PCC's primary concern and objective is the discipling of individuals for the glory of God and promotion of the pastoral, evangelical, social and ecumenical mission of the church. The PCC acknowledges that it has a responsibility, via its individual Members and as a body of Members, to identify and properly manage the risks it faces in achieving its primary aim. The PCC has assessed the major risks to which it is exposed, in particular those relating to the specific operational areas of the charity and its finances. The PCC believes that, by monitoring reserve levels, by ensuring that controls exist over key financial systems, and by examining the operational risks faced by the church, it has established effective systems and controls to mitigate those risks.

The PCC has a number of measures in place to mitigate risk, including a health and safety policy and a safeguarding policy overseen by the PCC, as well as a robust pastoral structure to deal with personnel issues. Financial risk is managed by the Treasurer and Churchwardens who report to the Vicar.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2024

2. Activities, Strategies & Public Benefit

The PCC follows the Anglican model of authority through Holy Scripture and human reason and the tradition of the church encourages participation in sacramental worship.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

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. 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. To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

3. Review of the Year from the Incumbent, Rev. Kate Harrison

St. Mark's Church is situated in Hamilton Terrace, St John's Wood. It is part of the Diocese of London within the Church of England.

The correspondence address is The Vicarage, 114 Hamilton Terrace, London, NW8 9UT.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity currently excepted from registration with the Charity Commission.

Special circumstances

Fire at St Mark's

On the night of the 26th January 2023, the building of St Mark's suffered a catastrophic fire during which most of the internal fixtures and fittings were destroyed. The reclamation project has been completed, and artefacts have been safely stored at Cloudsley Square. We are still unsure of how much of the mosaic tiles and glass collected can be used in the future interior of the church but are working with conservators to determine this.

We have gone from worshipping in a garden to now worshipping in a newly refurbished church hall. Work is continuing to develop a plan for the future of the building, but we are now confident that the four walls and tower will remain in some form. There is an appetite for creating a more flexible space which will better serve the needs of the local community. The diocese is working closely with the incumbent and PCC to ensure the future of St Mark's as a worshipping and missional community. We are grateful to all those who support us in this and who will be working with us in the upcoming months and years.

Admin Support

Angela Seymour took on the role of Parish Administrator in September 2023 on a contractor basis. Her role has included letting out and maintaining the Church Hall, and she does a wonderful job of ensuring our renters have a good experience within the constraints of the Hall. She also turns her hand to almost everything at the Church and we are very grateful for her.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2024

Services

Parish Mass – Sunday at 10.30am. Services have been held in the church and streamed on Facebook where we have continued to gather a committed and regular congregation.

Eucharist – Each Tuesday at noon (Common Worship) including a Bible Study; Each Thursday at 7pm until the end of 2024 said Eucharist from the Book of Common Prayer followed by Bible Study.

Choral Evensong – A number of special Choral Evensong Services were held during the year.

Messy Church – 3rd Sunday of the month (ended in the summer of 2024)

Evening Prayer – Every Tuesday evening conducted over Zoom by a member of the congregation.

Other Community Resources

Renew Wellbeing Café – Every Wednesday at 10am for 2hrs. A community space for a variety of hobbies and activities. The activities are based around the '5 ways to wellbeing' which promote good mental and emotional health.

Knit and Natter – A group for anyone to come and share crafts.

Children's provision – There have not yet been enough to support resuming Sunday School or Little Lions. However, a children's space has been set up in the church where children and their parents can sit and play. This began in April 2023 and has been enthusiastically welcomed and expanded.

Volunteers

We are grateful to all who volunteered time and skills to keep St Mark's alive. This includes our churchwardens, members of the PCC, our readers, intercessors and servers, Evening Prayer leaders, members of our voluntary choir, those leading outreach activities and our team of gardeners and flower arrangers, led by Gerlinde Kathuria.

4. Achievements and Performance: Additional Reports

4.1 Safeguarding

St Mark's takes its responsibilities with regard to safeguarding all vulnerable people incredibly seriously. Safeguarding is a standing item on the PCC agenda. Our safeguarding officers are Angela Seymour and Josephine Ohene-Djan. After the 2024 APCM all PCC members will be required to go through the DBS application process and to complete the online training course. Under section 5 of the Safeguarding and Clergy Discipline Measure 2016 all authorised clergy, licensed readers, ministry group leaders and helpers, churchwardens and PCC members must comply with the safeguarding guidance issued by the House of Bishops (this will include both policy and practice guidance). One safeguarding concern has been raised in this reporting period.

4.2 Quinquennial Inspections

The last quinquennial inspection was undertaken late 2023 and the report was released in January 2024. The report recommended extensive repairs to the building which was suffering from subsidence to the East end. The report was made redundant by the fire.

4.3 The Church Hall Management Team Report

Hall Housekeeping

Bookings: bookings and calendar are the responsibility of the Parish Administrator, Angela Seymour.

Cleaning: Two people are contracted to clean the hall: Eddie (main hall) and Eric Haynes (annexe/Green Room).

Fire Alarm: Tested weekly by Angela and Gerlinde.

The Hall Management Team endeavour to be 'green' and use refills and green brands such as: Clipper Tea and Kingdom Coffee and eco-products when possible. This is an area of focus moving forward and they will support SMHT to achieve a minimum Bronze Award for Eco-Church.

A Fire Risk Assessment was carried out in September 2024 and actions have been taken on the recommendations in the report. Seven fire extinguishers were serviced by Firemark Ltd on 12 November 2024.

PAT Testing was carried out in August 2024 and all sockets were checked.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2024

Draft excluders were added to hall doors, and sanitary provision enhanced in the toilets.

Two wooden sheds have been erected for storage next to the outside corridor.

The roof replacement was carried out in September 2024 thanks to a loan from the Diocese.

5. Financial Review

The PCC's main sources of funding are the free will offerings of church members and others in attendance at church meetings, and income from the hiring out of the church buildings.

5.1 Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 10 and 11 respectively. The Church's reserves decreased by £49,364 during the year (2023: decreased by £85,224). The balance sheet shows total net assets of £87,058 (2023: £136,422).

Included in total funds are amounts totalling £18,011 (2023: £18,011) which are restricted. These balances have either been raised for, and their use restricted to, specific purposes, or they comprise donations subject to donor imposed conditions. Full details of these restricted funds can be found in note 10 to the accounts together with an analysis of movements in the year.

On-line and in person giving was down by circa 50% in 2024 due to the reduction in the size of the congregation. We are very grateful to the remaining congregation for their generosity. Fund raising events such as the Christmas Fair and a Cabaret Night added some much-needed funds to the bottom line.

We failed to claim Gift Aid from HMRC for the calendar years 2020 and 2021 and received £10,811 including interest in January 2025. We are currently working to catch up on past claims for 2022 and after. Contributions via the Parish Giving Scheme provide us with Gift Aid on an ongoing basis, but we only have a few members of the congregation giving in this way.

Our income from lettings in 2024 were up by 60%, which is a great result considering we no longer had the Church or parking to let. The increase in lettings more than covered our decrease in giving. Gerlinde and Angela have done a wonderful job in keeping the Hall going and collecting rent. We are grateful to the many organisations that have used our facilities over the year.

Insurance claims and Hall roof repair:

1. During 2024, we incurred £51,865 for replacement of the roof on the Church Hall. The project was managed efficiently and within budget by Nick Bethune of West Scott Architects, and we are grateful for his skill and diligence. We are also very grateful to the Diocese for a loan provided to cover the cost of the roof replacement.
2. We received an advance of £10,000 against the insurance on the contents of Church. We also received £2,100 toward the cost of the Community Audit carried out to help set the vision for the rebuilding project.

We made contribution of £30,000 to the Diocese Common Fund in 2024 and have pledged £33,000 for 2025 on which we have been making monthly pro rata contributions. Given our circumstances, we are doing well to make a meaningful contribution to the Common Fund.

Acts 435 is a charity which allows funds to be raised and go directly to those with stated needs. Gladys Jusu-Sheriff is our Representative and doing a wonderful job of finding donors and matching their funds with critical needs in the community. During 2024, £10,910 was paid out via this partnership. At 31 December 2024, we had £1,500 in our bank account to be disbursed.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2024

5.2 Reserves Policy

The PCC has examined the requirements for free reserves, i.e. those unrestricted funds not invested in tangible fixed assets. The PCC considers that, given the nature of the church's work, free reserves should be equivalent to approximately 2 months of operational expenditure (i.e. building running costs, but excluding Common Fund payments, mission giving and expenditure on special discretionary projects), plus committed future expenditure on other projects, where funds permit. The PCC is of the opinion that this provides sufficient flexibility to cover temporary shortfalls in income and will allow the church to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 December 2024 the church had a net free reserves deficit of £19,078 (2023: £14,318) as follows:

	2024 £	2023 £
Total reserves	87,058	136,422
Less: restricted funds	(18,011)	(18,011)
Less: fixed assets	(131,835)	(134,093)
Add loans due in more than one year	81,866	30,000
Free reserves	19,078	14,318
Free reserves requirement:		
2 month's budgeted routine expenditure	14,600	25,000

5.3 Investment Policy

Funds in excess of immediate working capital requirement are placed in a bank deposit account.

5.4 Grants Policy

The church made no grants during the year.

6. Plans for Future Periods

In line with the objectives outlined in the 2024 Mission Action Plan, the following objectives remain central to the PCC's planning:

- Developing our stewardship and fundraising programme to secure the long-term future of St Mark's
- Enhancing the church's presence and visibility in the community; and
- Improving the building's accessibility and making it a safer and more useful space for the church's own use and for the use of others.

7. Responsibilities of Trustees for the Financial Statements

The PCC is responsible for preparing the report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the income and application of income of the charity for that period.

In preparing those financial statements, the PCC is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the charity will continue.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE
(HAMILTON TERRACE)**

**Report of the Parochial Church Council
For the year ended 31 December 2024**

The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 2011, the Charity Accounts and Reports Regulations 2008 and the provisions of the governing document. The PCC is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is responsible for the maintenance and integrity of the charity and financial information included in the charity's website.

8. Approval

The report of the PCC was approved by the PCC on 31 October 2025 and signed on its behalf by:



**Kate Harrison
Chair**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Independent Examiner to the Parochial Church Council of St Mark St Marylebone (Hamilton Terrace)

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of St Mark St Marylebone for the year ended 31 December 2024, which are set out on pages 10 to 17.

Respective responsibilities of PCC and examiner

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



John Helm ACA
Tandem Accounting
17 Heathville Road
London N19 3AL

31 October 2025

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE
(HAMILTON TERRACE)**

**Statement of Financial Activities
For the year ended 31 December 2024**

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £
Income from:	2						
Donations and legacies		33,790	4,680	38,470	59,296	1,400	60,696
Charitable activities		36	-	36	1,750	-	1,750
Other trading activities		86,335	-	86,335	70,588	-	70,588
Investments		486	-	486	1,493	-	1,493
Other		13,068	-	13,068	138,875	-	138,875
Total Income		133,715	4,680	138,395	272,002	1,400	273,402
Expenditure on:							
Raising funds	3	938	-	938	13,676	-	13,676
Charitable activities	4	182,141	4,680	186,821	343,550	1,400	344,950
Total Expenditure		183,079	4,680	187,759	357,226	1,400	358,626
Net gains on investments		-	-	-	-	-	-
Net expenditure	5	(49,364)	0	(49,364)	(85,224)	0	(85,224)
Transfers between funds		-	-	-	-	-	-
Net movement in funds		(49,364)	0	(49,364)	(85,224)	0	(85,224)
Total funds brought forward		118,411	18,011	136,422	203,635	18,011	221,646
Total funds carried forward		69,047	18,011	87,058	118,411	18,011	136,422

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Balance Sheet
As at 31 December 2024**

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Fixed Assets					
Tangible Assets	6	131,835	-	131,835	134,093
Current Assets					
Debtors	7	22,428	-	22,428	18,928
Cash at Bank and in Hand		6,316	18,011	24,327	19,630
		28,744	18,011	46,755	38,558
Creditors - Amounts Falling Due Within One Year	8	9,666	-	9,666	6,229
Net Current Assets		19,078	18,011	37,089	32,329
Creditors - Amounts Falling Due After More Than One Year	9	81,866	-	81,866	30,000
Net Assets		69,047	18,011	87,058	136,422
Represented by:					
Restricted Funds	10	-	18,011	18,011	18,011
Unrestricted Funds		69,047	-	69,047	118,411
Total Funds		69,047	18,011	87,058	136,422

The financial statements were approved by the PCC on 31 October 2025 and signed on its behalf by:



**Jim Stidham
Treasurer**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2024

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102)). The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of freehold land and buildings which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The PCC meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the PCC has entitlement to the income, it is probable the income will be received, and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned. It is shown gross, with the associated costs of generating the income included in fundraising costs.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The PCC is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the PCC's principal objects, as outlined in the Report of the PCC. These include grants payable, governance costs and an apportionment of support costs.

- Grants payable are payments made to third parties in furtherance of the PCC's objects. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the PCC.
- Governance costs comprise all costs involving the public accountability of the PCC and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

Taxation

As a charity, the PCC is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the PCC.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2024

1. Accounting Policies (continued)

Tangible Fixed Assets

Consecrated Property and Moveable Church Furnishings

Consecrated land and benefice property such as the church building and vicarage is excluded from the accounts in accordance with s10 of the Charities Act 2011. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is expensed within the Statement of Financial Activities.

Leasehold Land & Building

The freehold land and building is the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.

Other Fixtures, Fittings & Office Equipment

The cost of other furniture, fittings and equipment, less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as 4 years

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2024**

2. Income

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Donations & legacies				
Offerings and donations	29,253	-	29,253	53,568
Income tax reclaimed	4,537	-	4,537	5,128
Legacies	-	-	-	-
Grants	-	4,680	4,680	2,000
	33,790	4,680	38,470	60,696
Charitable activities				
Fee income (net)	36	-	36	1,750
	36	0	36	1,750
Other trading activities				
Lettings income	82,701	-	82,701	50,098
Fund raising/book sales	3,634	-	3,634	20,490
	86,335	0	86,335	70,588
Investments				
Bank Interest	486	-	486	1,493
Other				
Insurance claim	13,068	-	13,068	138,875
	133,715	4,680	138,395	273,402

3. Expenditure on Raising Funds

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Fundraising Events	938	-	938	13,676

4. Expenditure on Charitable Activities

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Common Fund	30,000	-	30,000	30,000
Church Life & Outreach	22,955	4,680	27,635	28,225
Provision of Office & Support	13,512	-	13,512	15,876
Provision of Buildings and Facilities	111,889	-	111,889	269,841
Governance costs	3,785	-	3,785	1,008
	182,141	4,680	186,821	344,950

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2024**

4. Expenditure on Charitable Activities

Staff costs

In addition to the many volunteers who give their time to the church, there were no (2023: none) paid employees whose costs are included within each of the main cost categories of "Expenditure on Charitable Activities" (note 4 above).

5. Net Income

This is stated after charging:

	2024	2023
	£	£
Operating lease rentals	0	1,702
Depreciation of owned tangible fixed assets	3,281	3,192
Independent examination fee	1,300	1,008

6. Tangible Fixed Assets

	Freehold building	Equipment	Total
	£	£	£
Cost			
At 1 January 2024	124,515	15,443	139,958
Additions	-	1,023	1,023
Disposals	-	-	-
	<u>124,515</u>	<u>16,466</u>	<u>140,981</u>
At 31 December 2024			
	<u>124,515</u>	<u>16,466</u>	<u>140,981</u>
Depreciation			
At 1 January 2024	-	5,865	5,865
Charge For Year	-	3,281	3,281
Disposals	-	-	-
	<u>0</u>	<u>9,146</u>	<u>9,146</u>
At 31 December 2024			
	<u>0</u>	<u>9,146</u>	<u>9,146</u>
Net Book Value			
At 31 December 2024	124,515	7,320	131,835
	<u>124,515</u>	<u>7,320</u>	<u>131,835</u>
At 31 December 2023	124,515	9,578	134,093
	<u>124,515</u>	<u>9,578</u>	<u>134,093</u>

All of the fixed assets are used for charitable purposes. The freehold land and building comprise the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD.

7. Debtors

	2024	2023
	£	£
Income tax recoverable	<u>22,428</u>	<u>18,928</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2024**

8. Creditors - Amounts Falling Due Within One Year

	2024	2023
	£	£
Accruals	8,165	3,728
Other creditors	1,501	2,501
	9,666	6,229

9. Creditors - Amounts Falling Due After More Than One Year

	2024	2023
	£	£
Loans – Diocese	81,866	30,000

The Diocese loans: (1) £30,000 loan - repayments are to commence once the area formerly occupied by the Vestry preschool is producing sufficient net income to enable repayment. The loan is expected to be repaid in full no later than 28 February 2026. The loan is interest free. (2) £ 51,866 loan – Hall Roof replacement of the original roof; interest free loan to be repaid by 31 August 2029.

10. Restricted Funds

10a Current Year

	At 1 January 2024 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2024 £
Church development fund	0					0
Building & Grounds Fund	3,282	-	-	-	-	3,282
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Community Audit	0	4,680	(4,680)	-	-	0
	18,011	4,680	(4,680)	0	0	18,011

10b Prior Year

	At 1 January 2024 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2024 £
Building & Grounds Fund	3,282	-	-	-	-	3,282
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	0	1,400	(1,400)	-	-	0
	18,011	1,400	(1,400)	0	0	18,011

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2024**

10. Restricted Funds (continued)

Descriptions of the main restricted funds are as follows:

Building & Grounds Fund. The income to this fund is mainly grants towards the restoration and maintenance of the church buildings and grounds. Much of the work paid for by these funds is eligible for VAT relief under the Listed Places of Worship Grant Scheme. Any VAT reclaimed on restricted expenditure is paid back into the relevant fund.

Organ Fund. This fund contains donations and grants towards the restoration of the existing pipe organ and the eventual construction of a new instrument.

Charitable Giving Fund. This fund contains proceeds from collection offerings and other donations received towards specific causes.

Music Scholarship. One donor pledged funds for choral scholarships for the new choir year commencing September 2023. The scholarship was funded via 12 monthly instalments. The scholarships are awarded in ten monthly payments. Due to lack of funding, we had to end our choral scholars programme in 2024 and thank our donors and scholars over the years.

Community Audit Fund. Funds received from the Diocese for commissioning a community audit to help set the vision for the rebuild of the church building.

11. Related Party Transactions and Balances

Members of the PCC gave a total of £11,870 (2023: £14,229) in unrestricted offerings and donations during the year.

No PCC members were employees of the PCC during the reporting period.

No PCC members were remunerated or paid any expenses in their capacity as trustees of the charity.

A total of £nil (2023: £nil) was either paid on behalf of or reimbursed to PCC members during the reporting period in respect of costs incurred individually (such as training, travel, subsistence).

Accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Diocese of London

Charity Registration Number: 1155602

Report & Accounts
31 December 2023

Tandem Accounting
Chartered Accountants
17 Heathville Road
London N19 3AL

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Report and Financial Statements 2023
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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2023

Charity Name	The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace).		
Charity No	1155602. The Parish was established in 1847 and is a charity which was formally registered with the Charity Commission on 3 February 2014.		
Principal Address	Hamilton Terrace, London, NW8 9UT		
Governing Document	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules.		
Objective	Promoting in the ecclesiastical parish the whole mission of the Church.		
Members of the PCC	The Members of the PCC who served during the year or who were serving at the date of this report were:		
	Clergy	Rev Kate Harrison (Chair)	
	Churchwardens	Katherine Laurensen Mark Kennedy	(to May 2023) (from May 2022)
	Elected Lay Representatives	Edgar Rogers Sally Harrison Maya Arputham Gerlinde Kathuria Naa-Ayeley Attoh Roger Bloomfield Jim Stidham Karen Little Sylvia Dibble	(ending May 2024) (ending May 2024) (ending May 2024) (from January 2014) (from January 2014) (ending 7 Oct 2023) (from May 2021) (from Feb 2024) (from May 2024)
	Co-opted members	Ian Collins	Health & safety representative
	Lay Representatives to the Deanery Synod	Josie Ohene-Djan Isla Cameron	(from May 2022) (from May 2022)
Key Management Personnel	Those in charge of directing, controlling, running and operating the Church on a day-to-day basis are the Incumbent, Church Wardens and Treasurer.		
Accountant	Kevin Ogilvie 13 Evelyns Close Uxbridge, UB8 3LR		
Independent Examiner	John Helm ACA Tandem Accounting 17 Heathville Road London N19 3AL		
Quinquennial Inspector	John BI Scott RIBA, AABC West Scott Architects The Studio 3A Bath Road Bedford Park London W4 1LL		

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2023

The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace) ("PCC") submits its report and the financial statements of the PCC for the year ended 31 December 2023. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2019 (FRS102)). The legal and administrative information set out earlier in this document forms part of this report.

The PCC co-operates with the incumbent in promoting the whole mission of the Church within its Parish and beyond. It also has responsibility for the non-stipendiary staff and the maintenance of the church building and the church hall complex.

1. Structure, Governance & Management

1.1 Trustees

The PCC is a body corporate with perpetual succession. The full PCC meets around six times during the year. Outside of this, smaller working groups, such as the hall management committee, meet as required. The PCC discusses a full range of matters relating to finance, fabric, general administration and responsibility for keeping of the Electoral Roll. Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Membership of the PCC comprises the incumbent (our vicar), churchwardens, members elected by those members of the congregation who are on the electoral roll of the church (including those elected as representatives of Deanery Synod) and co-opted members. All who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish including how funds are to be spent. New members should receive initial training on the workings and responsibilities of the PCC.

1.2 Standing Committee

The Standing Committee, comprising the Vicar and the churchwardens, has the power to transact any urgent business of the PCC between its meetings, subject to any directives given by the PCC.

1.3 Church Attendance

The electoral roll is completely reviewed and revised once every six years but is updated every year in between. After full revision in 2022, there were 85 members on the electoral roll.

1.4 Risk Management

The PCC has a risk management strategy which comprises:

- An annual review of the risks that the PCC may face;
- The establishment of systems and procedures to mitigate those risks; and
- The implementation of procedures designed to minimise any potential impact on the PCC should those risks materialise.

The PCC's primary concern and objective is the disciplining of individuals for the glory of God and promotion of the pastoral, evangelical, social and ecumenical mission of the church. The PCC acknowledges that it has a responsibility, via its individual Members and as a body of Members, to identify and properly manage the risks it faces in achieving its primary aim. The PCC has assessed the major risks to which it is exposed, in particular those relating to the specific operational areas of the charity and its finances. The PCC believes that, by monitoring reserve levels, by ensuring that controls exist over key financial systems, and by examining the operational risks faced by the church, it has established effective systems and controls to mitigate those risks.

The PCC has a number of measures in place to mitigate risk, including a health and safety policy and a safeguarding policy overseen by the PCC, as well as a robust pastoral structure to deal with personnel issues. Financial risk is managed by the Treasurer and Churchwardens who report to the Vicar.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2023

2. Activities, Strategies & Public Benefit

The PCC follows the Anglican model of authority through Holy Scripture and human reason and the tradition of the church encourages participation in sacramental worship.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

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. 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. To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

3. Review of the Year from the Incumbent, Rev. Kate Harrison

The year started well, but we all know what happened on the night of 26 January 2023. The fire that left our beautiful church building in ruins has dominated our lives ever since.

It took many months to remove the rubble from the building and to separate pieces of mosaic tiles and fragments of stained glass from the burnt timbers and stone. I documented as much as I could through photos and videos and kept you all informed.

Through this time, we have had the support of the diocese, especially Archdeacon Luke, Georgina, the Operations Manager, Bob, the client rep, and Kevin from the property department. Jim, our treasurer was our rock. He kept the finances on track and asked all the right questions of the experts that the diocese offered us. He gave us so much time, day and night and poured his soul into everything. He chaired a small team that met weekly to discuss issues raised at the weekly diocesan meeting. This group consisted of Jim, Roger, Mark and David and me. We could not have got through those early days without the knowledge and creativity of that group. They made decisions quickly around the big works to make the building safe and how we could logistically carry on as a worshipping community. There is no doubt that, without the tenacity and efforts of that group, we would not be in this building today. I'm sure you can imagine the gut punch that it felt like when we got in here only to find that the roof leaked. It was hard work, and it took its toll emotionally as well and so I want to give my thanks for all of them and the way they carried us through, unseen by most of the congregation.

Then there was the music department. Dan found creative ways for us to carry on with our music tradition in the most challenging of circumstances. That continuity of worship style really held us. To continue with the standard of music we were used to in those Glastonbury style days helped to hold us together in our shock and remind us that we were still the same St Mark's even though we had been displaced. The choir membership changed over time, but we retained the scholars and recruited new scholars when Robbie, Sophia and Lauren's contracts ended, and they moved on to new pastures. Fionn, Ellie and Issie joined Harun and created the most amazing team.

It was a real blow when Dan decided that his time with us was over, but the scholars really stepped up and took on the role of Director of Music between them – which has given them some amazing experience for their career development as well as being hugely valuable to us. We also said a sad goodbye to our Assistant Director of Music, Jordan. We are fortunate that we have found Chris who has not only been our organist but has thrown himself into the life of St Mark's.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2023

After the first couple of weeks literally in the open air, my good friend, Fr Simon at St Paul's Covent Garden lent us a marquee. This kept the worst of the weather off us and meant that we could even hold funerals in the vicarage garden. Being able to carry on with our care for the larger community was such an important thing in those early days. It would have been very easy for us to focus inwards at the exclusion of the ministry God calls us to, but this didn't happen. Not only did we carry on with our services, both in the vicarage and in the vicarage garden, we started a new service – Messy Church. It was important to show that we were still here and still ready to get involved in God's mission, even though our own brokenness. I thank everyone who backed that and especially Angela, Gerlinde and Gregg who put huge efforts in to make it happen.

We also brought back our other outreach activities as soon as possible – Paint and Sip started meeting in the garden over the summer and the Renew Wellbeing Café was started again within a matter of weeks of being in the hall. We even brought back Have I Got Pews For You, headlined by Fiona Allen – a huge coup. A jazz afternoon, Coronation Party, and cream teas also made sure that we kept the fun that is such a big part of who we are. Our Christmas Fair was a fantastic success and raised nearly £1000 as well as being an important way to let people know we are still here.

This year also saw us creating a close relationship with Hampstead Court Care Home. I spend an afternoon there every week looking after pastoral and spiritual needs of the residents, relatives and staff. They are now part of the St Mark's family, and I hope our connection grows.

I think it was amazing how we brought our unique St Mark's character into such unusual surroundings. Our worship was beautiful in the garden, and we kept our traditions even in the mud. I will never forget the kindness of Fr Peter from All Saints Margaret St who contacted me to stock us up with communion wine, wafers and incense the day after the fire, and Fr James, chaplain to the Bishop of Fulham, who came on the first Sunday morning to give us the chalice and cruet set which we still use for midweek masses. In the most difficult circumstances, we have been determined to give of our very best and offer the most beautiful worship to the glory of God.

Eventually, after cold winter days, spring downpours and hot summer mornings in the vicarage garden we were able to move into the hall which had been refurbished at huge cost. Gerlinde and Angela put in time and energy to make sure that we had the facilities we needed to make things run smoothly in the kitchens, and David worked with me to make sure we had everything in to run services. A new organ, largely funded by insurance, meant that we had another fabulous dimension to our music, and we will be able to bring this new organ into the rebuilt church.

Thanks to St John's Wood Church we have a font and St Mary with All Soul's Kilburn took care of our need for an altar. There are obviously challenges to having a church which is also a community hall but Angela and Gerlinde have worked closely with me to try to find the balance. It is important that we have a space for the community, but we also have to make sure we can preserve the sacred. We are learning so many valuable lessons for how we will make things work in our new church building.

I can't imagine there has been a harder year in the entire history of St Mark's. It has taken its toll on all of us. We have felt broken at times. But we are not broken, although we have been wounded. We are still, despite it all, the body of Christ ... and that is a resurrected body. Our wounds are going to be sore, but they will heal. We have shown such resilience and can continue to do so. We must be resurrection people. We are not here to be people behind closed doors. This year has started well with our new services and outreach events and groups. But there is always room for you to get more involved with the mission God is calling us to. We are anointed by the Holy Spirit to grow deeper in love for God and to make God's presence known in this parish. Nothing is more important than that. As the building is re-created, so must we be. Our challenge this year is to grow in our own discipleship and faith, to grow numerically and to grow in our service to the world. So, I ask you to consider, what will you do?

Admin Support

Angela Seymour took on the role of Parish Administrator in September 2022 on a contractor basis. Her role has included setting up regular payments from hall renters. Angela stepped down from the PCC when she started the contractor role.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2023

Services

Parish Mass – Sunday at 10.30am. Services have been held in the church and streamed on Facebook where we have continued to gather a committed and regular congregation.

Eucharist – Each Thursday at 7pm said Eucharist from the Book of Common Prayer followed by Bible Study.

Choral Evensong – 4th Sunday of the month.

Healing service – 2nd Sunday of the month.

Messy Church – 3rd Sunday of the month (This began in April 2023).

Evening Prayer – Every Tuesday evening conducted over Zoom by a member of the congregation.

Other Community Resources

Renew Wellbeing Café – Every Wednesday at 10am for 2hrs. A community space for a variety of hobbies and activities. The activities are based around the '5 ways to wellbeing' which promote good mental and emotional health.

Coffee, Tea and Cakes – Third Saturday of the month at 10 am.

Children's provision – Since the easing of COVID, there have not yet been sufficient numbers to support resuming Sunday School or Little Lions. However, a children's space has been set up in the church where children and their parents can sit and play. This began in April 2022 and has been enthusiastically welcomed and expanded.

Volunteers

We are grateful to all who volunteered time and skills to keep St Mark's alive and, once permitted, open during a hugely challenging year. This includes our churchwardens, members of the PCC, our readers, intercessors and servers, Evening Prayer leaders, members of our voluntary choir, those leading outreach activities and our team of gardeners and flower arrangers, led by Gerlinde Kathuria.

4. Achievements and Performance: Additional Reports

4.1 Safeguarding

St Mark's takes its responsibilities with regard to safeguarding all vulnerable people incredibly seriously. Safeguarding is a standing item on the PCC agenda. Our safeguarding officers are Angela Seymour and Josephine Ohene-Djan. After the 2023 APCM all PCC members will be required to go through the DBS application process and to complete the online training course. Under section 5 of the Safeguarding and Clergy Discipline Measure 2016 all authorised clergy, licensed readers, ministry group leaders and helpers, churchwardens and PCC members must comply with the safeguarding guidance issued by the House of Bishops (this will include both policy and practice guidance). One safeguarding concern has been raised in this reporting period.

4.2 Quinquennial Inspections

The last quinquennial inspection was undertaken late 2022 and the report was released in January 2023. The report recommended extensive repairs to the building which was suffering from subsidence to the East end. The report was made redundant by the fire.

4.3 The Church Hall Management Team Report

The hall had been closed since the fire in January 2023 and was in state of disrepair: parts of the ceiling had collapsed and were rotting from damp. Once the hall was cleared as safe to enter, extensive repairs were carried out on the hall (including the annexe) with a short-term view of covering five years until the church is rebuilt and usable. This work was overseen by the Rebuild Steering Group consisting of: Mother Kate, Jim Stidham, Roger Bloomfield, Mark Kennedy and David Harrison who met weekly. The repairs included patching up the leaking roof, repairing the wooden floor, installing an effective fire alarm system (including substantial fire doors), and adding a side entrance and stairs to access the stage from the annexe. In addition, the roof and walls were painted. The hall was made safe for use and re-opened mid-September 2023. This report does not cover the Church Cottage, as this not under the remit of the Hall Management Team.

Since re-opening the hall has gradually increased its activities: both SMHT activities and external activities which bring in extra income. Longstanding hirer Raxita returned with her tutoring classes along with Kiddikicks (physical activity for young children), Caterpillar Music (musical activities for toddlers) and more recently in April, a children's judo club. The Green Room in the annexe is also hired out for singing and piano lessons. The hall also hosts children's birthday parties and other

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2023

one-off activities, including Lady Harriott Tennant's wake and poll station use. The hall roughly brings in £18,000 a year and there is potential to bring in more. So far, all hirers have paid promptly.

Since the fire, services were held in the vicarage garden and, since September, held in the hall – utilising both the main hall and the Green Room.

Hall Housekeeping

Bookings: bookings and calendar are the responsibility of the Parish Administrator, Angela Seymour.

Cleaning: Two people are contracted to clean the hall: Eddie (main hall) and Eric Haynes (annexe/Green Room).

Fire Alarm: Tested weekly by Angela and Gerlinde.

The Hall Management Team endeavour to be 'green' and use refills and green brands such as: Clipper Tea and Kingdom Coffee and eco-products when possible. This is an area of focus moving forward and they will support SMHT to achieve a minimum Bronze Award for Eco-Church.

Roof

It is sad to report that that roof still leaks, and the hall is very cold due to an inadequate heating system of radiators, and this limits the potential hirers and charge rates.

Moving forward: in order to make the hall a more feasible, profitable and attractive resource, the roof needs to be properly rectified, and the heating/insulation needs to be address so that the hall is functional in all seasons and weather, from morning to evening. *(Update – in October 2024 a full repair of the roof has been successfully completed through a loan from the Diocese).*

Storage

There is limited storage and Gerlinde has gone to extraordinary lengths and efforts to create additional storage in the kitchen and cloak room. A project for 2024-2025 will be to create additional storage for regular hall hirers – this will make the hall more appealing to hirers. Proposed areas include a) storage under the stage, b) metal or plastic storage cabinets in the external corridor and c) sheds at the side of the external corridor.

Christmas Fair

The Christmas Fair in the hall was very popular – especially with young families of varied ethnicity. Our hirers promoted the fair to their parents. Father and Mother Santa Claus were a key draw and the children's craft activity was very popular. Needles & Pines were generous with their Christmas trees for Santa's grotto. External Stall holders were popular and did well. SMHT stall holders did well – especially Gerlinde who oversaw refreshments with her team. Sadly, this was the last time that Lady Harriott was to partake in our activities, as she passed away in January 2024 – but she was thrilled to see the hall so busy and to be part of it and raised money with her marmalade for the church garden.

Rough sleepers

In March, there were a couple of rough sleepers in the external corridor who overstayed for a week. The local police were called who moved them on. The sleepers returned briefly a few weeks later but were moved on immediately. Bob Wilson acted promptly and installed a fire door which prevents access to the corridor (and the Green Room).

Inventory of lost items

Gerlinde listed many of the items lost in the church fire and the insurance should pay for replacements.

Kitchen

The team have purchased a new fridge-freezer, dishwasher and crockery to replace what was lost in the fire. Gerlinde kindly donated cutlery and other useful items.

Garden

Gerlinde, Eddie and Eric maintain the small patch of garden. There is a damaged bench that needs to be removed.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2023

Plan for the coming year:

- Storage for hall users and box/cabinet for garden tools.
- Improved bin provision.
- Work towards Bronze award.
- Investigate what can be done to improve hall heating.

5. Financial Review

The PCC's main sources of funding are the free will offerings of church members and others in attendance at church meetings, and income from the hiring out of the church buildings.

5.1 Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 12 and 13 respectively. The Church's reserves decreased by £85,224 during the year (2022 – increased by £14,654). The balance sheet shows total net assets of £136,422 (2022: £221,646).

Included in total funds are amounts totalling £18,011 (2022: £18,011) which are restricted. These balances have either been raised for, and their use restricted to, specific purposes, or they comprise donations subject to donor imposed conditions. Full details of these restricted funds can be found in note 10 to the accounts together with an analysis of movements in the year.

On-line and in person giving was up significantly in 2022, and the Payaz machine for electronic tap payments at the entrance was a welcome addition to ways people can make contributions. We are very grateful to the congregation for their generosity. Fund raising events included Have I Got Pews for You comedy nights and the Christmas Fair, which added to the bottom line. Huge thanks for the Vicar and David Harrison and other volunteers for running the bar at so many events during the year.

We have not filed to claim Gift Aid from HMRC since 2018. We are currently working to catch up on past claims. Contributions via the Parish Giving Scheme provide us with Gift Aid on an ongoing basis, but we only have a few members of the congregation giving in this way.

Our income from lettings in 2023 were down by 32%, which is a great result considering we no longer had the Church or parking to let, and the Hall was closed to tenants for most of the year. Gerlinde and Angela have done a wonderful job in keeping the Hall going and collecting rent. We are grateful to the many organisations that have used our facilities over the year.

The Live @ St Marks team put on a series of beautiful concerts on a monthly basis during 2023, from individual performances to Peregrine Orchestra concerts. We track the financials as a Designated Fund within our accounts. Credit to Dan Collins, Isla Cameron and Benjamin Poore for running a tight ship and finishing the year on a surplus while producing some stunningly beautiful concerts which brought the wider community into the church.

Insurance claims:

1. During 2023, we incurred £198,865 for renovation of the Church Hall; £30,987 for professional fees in managing the project; and £3,396 for erection and taking down of the tent for services. Against these costs, we received £108,875 from our insurers, so our net cost was £124,373 which was funded from our reserves.
2. We received an advance of £30,000 against the insurance on the contents of Church. During the year, we replaced £5,625 of the contents (including kitchenware, refrigerator, hymnals) and purchased a Hoffrichter Virtual Organ for £12,770.

We made contribution of £30,000 to the Diocese Common Fund in 2023 and have pledged £30,000 for 2024 on which we have been making monthly pro rata contributions. Given our circumstances, we are doing well to make a meaningful contribution to the Common Fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2023

Acts 435 is a charity which allows funds to be raised and go directly to those with stated needs. Gladys Jusu-Sheriff is our Representative and doing a wonderful job of finding donors and matching their funds with critical needs in the community. During 2023, £8,005 was paid out via this partnership. At 31 December 2023, we had £2,500 in our bank account to be disbursed.

5.2 Reserves Policy

The PCC has examined the requirements for free reserves, i.e. those unrestricted funds not invested in tangible fixed assets. The PCC considers that, given the nature of the church's work, free reserves should be equivalent to approximately 2 months of operational expenditure (i.e. building running costs, but excluding Common Fund payments, mission giving and expenditure on special discretionary projects), plus committed future expenditure on other projects, where funds permit. The PCC is of the opinion that this provides sufficient flexibility to cover temporary shortfalls in income and will allow the church to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 December 2023 the church had a net free reserves deficit of £15,682 (2022: £79,120) as follows:

	2023 £	2022 £
Total reserves	136,422	221,646
Less: restricted funds	(18,011)	(18,011)
Less: fixed assets	(134,093)	(124,515)
Free reserves	(15,682)	79,120
Free reserves requirement:		
2 month's budgeted routine expenditure	25,000	25,000

5.3 Investment Policy

Funds in excess of immediate working capital requirement are placed in a bank deposit account.

5.4 Grants Policy

The church made no grants during the year.

6. Plans for Future Periods

In line with the objectives outlined in the 2023 Mission Action Plan, the following objectives remain central to the PCC's planning:

- Developing our stewardship and fundraising programme to secure the long-term future of St Mark's, in particular considering the scope to increase use of the Parish Giving Scheme;
- Enhancing the church's presence and visibility in the community; and
- Improving the building's accessibility and making it a safer and more useful space for the church's own use and for the use of others.

7. Responsibilities of Trustees for the Financial Statements

The PCC is responsible for preparing the report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the income and application of income of the charity for that period.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE
(HAMILTON TERRACE)**

**Report of the Parochial Church Council
For the year ended 31 December 2023**

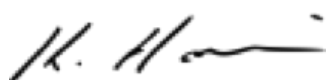
In preparing those financial statements, the PCC is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the charity will continue.

The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 2011, the Charity Accounts and Reports Regulations 2008 and the provisions of the governing document. The PCC is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is responsible for the maintenance and integrity of the charity and financial information included in the charity's website.

8. Approval

The report of the PCC was approved by the PCC on 31 October 2024 and signed on its behalf by:



**Kate Harrison
Chair**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Independent Examiner to the Parochial Church Council of St Mark St Marylebone (Hamilton Terrace)

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of St Mark St Marylebone for the year ended 31 December 2023, which are set out on pages 12 to 19.

Respective responsibilities of PCC and examiner

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



John Helm ACA
Tandem Accounting
17 Heathville Road
London N19 3AL

31 October 2024

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE
(HAMILTON TERRACE)**

**Statement of Financial Activities
For the year ended 31 December 2023**

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £
Income from:	2						
Donations and legacies		59,296	1,400	60,696	41,344	5,042	46,386
Charitable activities		1,750	-	1,750	484	-	484
Other trading activities		70,588	-	70,588	90,869	-	90,869
Investments		1,493	-	1,493	9	-	9
Other		138,875	-	138,875	-	-	-
Total Income		272,002	1,400	273,402	132,706	5,042	137,748
Expenditure on:							
Raising funds	3	13,676	-	13,676	6,325	-	6,325
Charitable activities	4	343,550	1,400	344,950	104,018	12,751	116,769
Total Expenditure		357,226	1,400	358,626	110,343	12,751	123,094
Net gains on investments		-	-	-	-	-	-
Net expenditure	5	(85,224)	0	(85,224)	22,363	(7,709)	14,654
Transfers between funds		-	-	-	-	-	-
Net movement in funds		(85,224)	0	(85,224)	22,363	(7,709)	14,654
Total funds brought forward		203,635	18,011	221,646	181,272	25,720	206,992
Total funds carried forward		118,411	18,011	136,422	203,635	18,011	221,646

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

Balance Sheet

As at 31 December 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Fixed Assets					
Tangible Assets	6	134,093	-	134,093	124,515
Current Assets					
Debtors	7	18,928	-	18,928	17,020
Cash at Bank and in Hand		1,619	18,011	19,630	119,944
		20,547	18,011	38,558	136,964
Creditors - Amounts Falling Due Within One Year	8	6,229	-	6,229	9,833
Net Current Assets		14,318	18,011	32,329	127,131
Creditors - Amounts Falling Due After More Than One Year	9	30,000	-	30,000	30,000
Net Assets		118,411	18,011	136,422	221,646
Represented by:					
Restricted Funds	10	-	18,011	18,011	18,011
Unrestricted Funds		118,411	-	118,411	203,635
Total Funds		118,411	18,011	136,422	221,646

The financial statements were approved by the PCC on 31 October 2024 and signed on its behalf by:



Jim Stidham
Treasurer

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2023

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102)). The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of freehold land and buildings which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The PCC meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the PCC has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned. It is shown gross, with the associated costs of generating the income included in fundraising costs.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The PCC is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the PCC's principal objects, as outlined in the Report of the PCC. These include grants payable, governance costs and an apportionment of support costs.

- Grants payable are payments made to third parties in furtherance of the PCC's objects. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the PCC.
- Governance costs comprise all costs involving the public accountability of the PCC and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

Taxation

As a charity, the PCC is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the PCC.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2023

1. Accounting Policies (continued)

Tangible Fixed Assets

Consecrated Property and Moveable Church Furnishings

Consecrated land and benefice property such as the church building and vicarage is excluded from the accounts in accordance with s10 of the Charities Act 2011. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is expensed within the Statement of Financial Activities.

Leasehold Land & Building

The freehold land and building is the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.

Other Fixtures, Fittings & Office Equipment

The cost of other furniture, fittings and equipment, less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as 4 years

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2023**

2. Income

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Donations & legacies				
Offerings and donations	52,168	1,400	53,568	45,302
Income tax reclaimed	5,128	-	5,128	(2,535)
Legacies	-	-	-	977
Grants	2,000	-	2,000	2,641
	59,296	1,400	60,696	46,385
Charitable activities				
Fee income (net)	1,750	-	1,750	484
	1,750	0	1,750	484
Other trading activities				
Lettings income	50,098	-	50,098	78,596
Fund raising/book sales	20,490	-	20,490	12,274
	70,588	0	70,588	90,870
Investments				
Bank Interest	1,493	-	1,493	9
Other				
Insurance claim	138,875	-	138,875	-
	272,002	1,400	273,402	137,748

3. Expenditure on Raising Funds

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Fundraising Events	13,676	-	13,676	6,325

4. Expenditure on Charitable Activities

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
Common Fund	30,000	-	30,000	24,919
Church Life & Outreach	26,825	1,400	28,225	25,824
Provision of Office & Support	15,876	-	15,876	9,847
Provision of Buildings and Facilities	269,841	-	269,841	54,779
Governance costs	1,008	-	1,008	1,400
	343,550	1,400	344,950	116,769

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2023**

4. Expenditure on Charitable Activities

Staff costs

In addition to the many volunteers who give their time to the church, there were no (2022: none) paid employees whose costs are included within each of the main cost categories of "Expenditure on Charitable Activities" (note 4 above).

5. Net Income

This is stated after charging:

	2023	2022
	£	£
Operating lease rentals	1,702	3,489
Depreciation of owned tangible fixed assets	3,192	669
Independent examination fee	1,008	1,400

6. Tangible Fixed Assets

	Freehold building	Equipment	Total
	£	£	£
Cost			
At 1 January 2023	124,515	2,673	127,188
Additions	-	12,770	12,770
Disposals	-	-	-
	<u>124,515</u>	<u>15,443</u>	<u>139,958</u>
At 31 December 2023			
	<u>124,515</u>	<u>15,443</u>	<u>139,958</u>
Depreciation			
At 1 January 2023	-	2,673	2,673
Charge For Year	-	3,192	3,192
Disposals	-	-	-
	<u>0</u>	<u>5,865</u>	<u>5,865</u>
At 31 December 2023			
	<u>0</u>	<u>5,865</u>	<u>5,865</u>
Net Book Value			
At 31 December 2023	<u>124,515</u>	<u>9,578</u>	<u>134,093</u>
At 31 December 2022	<u>124,515</u>	<u>0</u>	<u>124,515</u>

All of the fixed assets are used for charitable purposes. The freehold land and building comprise the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD.

7. Debtors

	2023	2022
	£	£
Income tax recoverable	<u>18,928</u>	<u>14,738</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2023**

8. Creditors - Amounts Falling Due Within One Year

	2023	2022
	£	£
Accruals	3,728	6,278
Other creditors	2,501	3,555
	6,229	9,833

9. Creditors - Amounts Falling Due After More Than One Year

	2023	2022
	£	£
Loan – Diocese	30,000	30,000

The Diocese loan: repayments are to commence once the area formerly occupied by the Vestry preschool is producing sufficient net income to enable repayment. The loan is expected to be repaid in full no later than 28 February 2026. The loan is interest free.

10. Restricted Funds

10a Current Year

	At 1 January 2023 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2023 £
Building & Grounds Fund	3,282	-	-	-	-	3,282
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	0	1,400	(1,400)	-	-	0
	18,011	1,400	(1,400)	0	0	18,011

10b Prior Year

	At 1 January 2022 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2022 £
Building & Grounds Fund	8,022	-	(4,740)	-	-	3,282
Music Fund	2,969	-	-	(2,969)	-	0
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	0	5,043	(8,011)	2,969	-	0
	25,720	5,043	(12,751)	0	0	18,011

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2023**

10. Restricted Funds (continued)

Descriptions of the main restricted funds are as follows:

Building & Grounds Fund. The income to this fund is mainly grants towards the restoration and maintenance of the church buildings and grounds. Much of the work paid for by these funds is eligible for VAT relief under the Listed Places of Worship Grant Scheme. Any VAT reclaimed on restricted expenditure is paid back into the relevant fund.

Music Fund. This fund contains donations and grants towards the musical activities of St Mark's, including the purchase of choral sheet music and the subsidy of choral and organ scholarships.

Organ Fund. This fund contains donations and grants towards the restoration of the existing pipe organ and the eventual construction of a new instrument.

Charitable Giving Fund. This fund contains proceeds from collection offerings and other donations received towards specific causes.

Music Scholarship. Two donors pledged funds for choral scholarships for the new choir year commencing September 2022. In one case the funds were donated as a lump sum, whilst the other is to be funded via 12 monthly instalments. The scholarships are awarded in ten monthly payments.

11. Operating Lease Commitments

The total future minimum lease payments under non-cancellable operating leases are payable:

	2023	2022
	£	£
Not later than one year	-	3,489
Later than one year and not later than five years	-	5,233
	0	8,722

12. Related Party Transactions and Balances

Members of the PCC gave a total of £14,229 (2022: £13,980) in unrestricted offerings and donations during the year.

No PCC members were employees of the PCC during the reporting period.

No PCC members were remunerated or paid any expenses in their capacity as trustees of the charity.

A total of £nil (2022: £nil) was either paid on behalf of or reimbursed to PCC members during the reporting period in respect of costs incurred individually (such as training, travel, subsistence).

Accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Diocese of London

Charity Registration Number: 1155602

Report & Accounts
31 December 2022

Tandem Accounting
Chartered Accountants
17 Heathville Road
London N19 3AL

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report and Financial Statements 2022 Contents

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2022

Charity Name	The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace).		
Charity No	1155602. The Parish was established in 1847 and is a charity which was formally registered with the Charity Commission on 3 February 2014.		
Principal Address	Hamilton Terrace, London, NW8 9UT		
Governing Document	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules.		
Objective	Promoting in the ecclesiastical parish the whole mission of the Church.		
Members of the PCC	The Members of the PCC who served during the year or who were serving at the date of this report were:		
	Clergy	Rev Kate Harrison (Chair)	
	Churchwardens	Katherine Pitt (Vice chair)	(Deceased 1 Jan 2022)
		Katherine Laurenson	(to May 2023)
		Mark Kennedy	(from May 2022)
	Elected Lay Representatives	Edgar Rogers	(from January 2014)
		Sally Harrison	(from May 2021)
		Maya Arputham	(from April 2020)
		Gerlinde Kathuria	(from January 2014)
		Naa-Ayeley Attah	(from January 2014)
		Roger Bloomfield	(from April 2019)
		Jim Stidham	(from May 2021)
	Co-opted members	Ian Collins	Health & safety representative
		Judith Silk	Secretary (to July 2022)
		Angela Seymour	Secretary (to Oct 2022)
	Lay Representatives to the Deanery Synod	Robert Tyerman	(to May 2022)
		Josie Ohene-Djan	(from May 2022)
		Isla Cameron	(from May 2022)
Key Management Personnel	Those in charge of directing, controlling, running and operating the Church on a day-to-day basis are the Incumbent, Church Wardens and Treasurer.		
Accountant	Kevin Ogilvie 13 Evelyns Close Uxbridge, UB8 3LR		
Independent Examiner	John Helm ACA Tandem Accounting 17 Heathville Road London N19 3AL		

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2022

Quinquennial Inspector

John BI Scott RIBA, AABC
West Scott Architects
The Studio
3A Bath Road
Bedford Park
London W4 1LL

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2022

The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace) ("PCC") submits its report and the financial statements of the PCC for the year ended 31 December 2022. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2019 (FRS102)). The legal and administrative information set out earlier in this document forms part of this report.

The PCC co-operates with the incumbent in promoting the whole mission of the Church within its Parish and beyond. It also has responsibility for the non-stipendiary staff and the maintenance of the church building and the church hall complex.

I. Structure, Governance & Management

I.1 Trustees

The PCC is a body corporate with perpetual succession. The full PCC meets around six times during the year. Outside of this, smaller working groups, such as the worship committee, meet as required. The PCC discusses a full range of matters relating to finance, fabric, general administration and responsibility for keeping of the Electoral Roll. Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Membership of the PCC comprises the incumbent (our vicar), churchwardens, members elected by those members of the congregation who are on the electoral roll of the church (including those elected as representatives of Deanery Synod) and co-opted members. All who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish including how funds are to be spent. New members receive initial training on the workings and responsibilities of the PCC.

I.2 Standing Committee

The Standing Committee, comprising the Vicar and the churchwardens, has the power to transact any urgent business of the PCC between its meetings, subject to any directives given by the PCC.

I.3 Church Attendance

The electoral roll is completely reviewed and revised once every six years but is updated every year in between. After full revision in 2021, there were 85 members on the electoral roll.

I.4 Risk Management

The PCC has a risk management strategy which comprises:

- An annual review of the risks that the PCC may face;
- The establishment of systems and procedures to mitigate those risks;
- The implementation of procedures designed to minimise any potential impact on the PCC should those risks materialise.

The PCC's primary concern and objective is the discipling of individuals for the glory of God and promotion of the pastoral, evangelical, social and ecumenical mission of the church. The PCC acknowledges that it has a responsibility, via its individual Members and as a body of Members, to identify and properly manage the risks it faces in achieving its primary aim. The PCC has assessed the major risks to which it is exposed, in particular those relating to the specific operational areas of the charity and its finances. The PCC believes that, by monitoring reserve levels, by ensuring that controls exist over key financial systems, and by examining the operational risks faced by the church, it has established effective systems and controls to mitigate those risks.

The PCC has a number of measures in place to mitigate risk, including a health and safety policy and a safeguarding policy overseen by the PCC, as well as a robust pastoral structure to deal with personnel issues. Financial risk is managed by the Treasurer and Churchwardens who report to the Vicar.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2022

2. Activities, Strategies & Public Benefit

The PCC follows the Anglican model of authority through Holy Scripture and human reason and the tradition of the church encourages participation in sacramental worship.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

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. 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. To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

3. Review of the Year

Death of Kate Pitt

Kate Pitt who was Churchwarden and Treasurer at St Marks died suddenly and unexpectedly on New Year's Day 2022. This was a profound shock to her family and friends and the congregation at St Marks. Her funeral was held at St Marks on 21 February 2022.

Deanery Synod

There have been 3 meetings held in this period which have been attended by our representatives Isla Cameron and Josephine Ohene-Djan:

27th June 2022 - Reflections on the Church in London Post Covid Bishop Sarah Mullaly and Summer Party

5th October 2022 – Discussion included Eco Church and warm spaces.

12th January 2023 - Feedback from parishes the joys and challenges of Christmas. Isla Cameron gave the report from SMHT:

"It was lovely to welcome people back after covid, approximately 300 people attended the Church over the Christmas period. Pines & Needles offered Christmas trees and gave financial support and the new 'styled PayPad' system was very effective. The renew and wellbeing Café was open throughout the period. The concert series Live@StMark's has been launched for the Jan-Jul season."

Admin Support

Angela Seymour took on the role of Parish Administrator in September 2022 on a contractor basis. Her role has included setting up regular payments from hall renters. Angela stepped down from the PCC when she started the contractor role.

Mission, Evangelism and Outreach

Services

Parish Mass. Sunday 10.30 am. Services have been held in the church and streamed on Facebook where we have continued to gather a committed and regular congregation.

Eucharist. Each Thursday at 7pm said Eucharist from the Book of Common Prayer followed by Bible Study

Choral Evensong. 4th Sunday of the month.

Healing service. 2nd Sunday of the month.

Messy Church – 3rd Sunday of the month (This began in April 2023)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2022

Evening Prayer – Every Tuesday evening conducted over Zoom by a member of the congregation.

Other Community Resources

Renew Wellbeing Café. Every Wednesday at 10 a.m. for 2hr. A community space for a variety of hobbies and activities. The activities are based around the '5 ways to wellbeing' which promote good mental and emotional health.

Coffee, Tea and Cakes - Third Saturday of the Month 10 am

Children's provision. Since the easing of COVID, there have not yet been sufficient numbers to support resuming Sunday School or Little Lions. However, a children's space has been set up in the church where children and their parents can sit and play. This began in April 2022 and has been enthusiastically welcomed and expanded.

Events

A successful Christmas Fair was held which included stalls by local businesses.

'Live at St. Mark's' monthly concert programme.

'Have I Got Pews For You' monthly comedy evening.

'Paint & Sip' monthly art event continued

Volunteers

We are grateful to all who volunteered time and skills to keep St Mark's alive and, once permitted, open during a hugely challenging year. This includes our churchwardens, , members of the PCC, our readers, intercessors and servers, Evening Prayer leaders, members of our voluntary choir, those leading outreach activities and our team of gardeners and flower arrangers, led by Gerlinde Kathuria.

The Fire

On the night of January 27, 2023, the church suffered a devastating fire that gutted the entire building. Despite the lack of a building, the services have continued without missing a single week – first in the Vicarage Garden, then under a marquee in the garden, and in the Church Hall since September 2023. The team at the City of London Diocese has been a steady source of advice throughout the process, and we are grateful for the financial and advisory support of our insurers, Ecclesiastical Insurance Group. The financial support from the insurance, community and congregational donations, and letting of the Church Hall allow us to continue our mission.

More information on the rebuilding process can be found here <https://www.stmarks.london/recovery>

5. Achievements and Performance: Additional Reports

Safeguarding

St Mark's takes its responsibilities with regard to safeguarding all vulnerable people incredibly seriously. Safeguarding is a standing item on the PCC agenda. Our safeguarding officers are Angela Seymour and Josephine Ohene-Djan. After the 2023 APCM all PCC members will be required to go through the DBS application process and to complete the online training course. Under section 5 of the Safeguarding and Clergy Discipline Measure 2016 all authorised clergy, licensed readers, ministry group leaders and helpers, churchwardens and PCC members must comply with the safeguarding guidance issued by the House of Bishops (this will include both policy and practice guidance). One safeguarding concern has been raised in this reporting period.

Music

Music at St. Mark's has continued to thrive this year, building on the formative work which was undertaken the year before. The concert series - Live@St.Mark's - continues to grow, and the choir is maintaining its very high standards on a weekly basis. The challenges of the last few months have seen musicians both here at St. Mark's and from around London pull together to make sure progress continues, with spectacular results.

We have appointed two new people to the music department this year - Jordan Wong, our Assistant Organist, and Harun Tekin, our tenor choral scholar. Jordan's playing and directing, and general help around the place, has been invaluable to us, and Harun has showcased his fantastic voice in concerts and in our weekly services. We are very lucky to have both of them with us, to join our three excellent choral scholars from last year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2022

The choir itself has been producing superb singing week in, week out. The singers seem to have a permanent smile on their faces. There have been numerous highlights over the course of the year - to name a few: the Advent and Christmas carol services were sublime, in particular the well-attended Christmas Carol Service. Singing over the Christmas weekend was excellent too, with the choir raising their game once again to sing to a large congregation at both services. The Duruflé Requiem in November, so often a highlight of the Church's calendar, was once again a profoundly moving service, with Ben Poore and Lauren Macleod notable for their excellent solo singing - we are very lucky to have some exceptional solo voices within the choir, not limited to the four scholars. For me the highlight of the year was Holy Week - the choir (and Jim on the bongos) pulled together under very difficult circumstances to produce three world class services. Singing music indoors in a residential setting only emphasised the poignancy of the liturgy for the Maundy Thursday and Good Friday services, and the joyous return to the garden on Easter Day felt like it lifted everyone within the choir (incidentally, the two most difficult pieces I put down were requests by two of the volunteers in the choir - they clearly like being challenged!).

Live@St.Mark's is still going strong - the monthly chamber music series is continuing, and for the early part of the year was producing some world-class concerts in the church. Particular highlights included Ezo Sarici (Violin) and Junyan Chen (Piano) in December, and Nataly Ganina in May. We have now offered performance opportunities to over 50 emerging artists from across London and have 137 people on our ever-growing mailing list. The Verdi Requiem was a fantastic evening, with over 350 people in the church, Peregrine Orchestra, and the St.Mark's Singers in excellent form, and two of our scholars, Lauren and Harun, producing some stellar singing. Sophia stepped in to sing for the final rehearsal, and she was also superb. After the fire people rallied around, and the fact that the next two concerts - Peregrine's Mahler and Dvorak concert with Lauren singing, and the delayed St. John Passion - even went ahead was an achievement in itself, let alone that they both sold out and were two of the finest evenings St. Mark's has produced in recent years. We are now working on finding a temporarily permanent venue to host us while the church is out of action.

In the early part of the year, the church was hosting more and more external bookings. Some of the top musicians in the UK were using the church as a rehearsal venue, and there were plenty of concerts happening, and in turn plenty of people coming in through the church doors. This is something I am hoping to continue once the church is up and running. Special mention must go to the Rachmaninoff Music Academy, who were putting on excellent events on almost a weekly basis at times, with talented children from the age of 3 all the way up to 18 coming in to use the Fazioli piano. I would expect to hear some of them on our concert stages within the next few years, given the quality of the music they were performing - I was delighted to see our church used for such important educational work.

Since the fire, the choir have been brilliant - not a week has gone by without them turning up with a smile on their face wanting to continue to lead the worship and enjoy their singing. The challenge now is to keep all this going, the concerts in particular, without a building. We have the team in place to do that - Isla and Ben, my partners in Live@St.Mark's, are the two best people I could hope to work with, and with them things will continue apace.

Dan Collins, Director of Music

Fabric of the church and building

The church dates back to 1846–1847, it was designed by Thomas Cundy with a spire built by his son in 1864, and is Grade II* listed with Historic England. There is also an adjacent Church Hall and Cottage.

The Cottage

A notice for improvement on the cottage was served in November 2021 by Westminster City Council. Some of the works specified have now been completed and the remainder have been passed to the diocese for consideration. The diocese has taken responsibility for running the cottage as a land search revealed that it was owned by the diocese and not the PCC.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2022

The Church Hall

In April 2021 a surveyor was appointed to report on the necessary improvement works to make the church hall suitable for letting. A member of the congregation experienced in legal matters relating to property advised that up to £10,000 would be needed to address the pre-letting investigations that the surveyor recommended.

Discussions with the diocese continued with a view to optimizing the arrangements for letting the Church Hall. This caused a lack of investment in the hall which resulted in further dilapidations.

Quinquennial Inspection of the church

After a tendering process by committee, the PCC appointed John Scott, of West Scott Architects, as the Quinquennial Inspector (QI) in a PCC meeting on 18 January 2022. The last inspection took place in February 2017. Costs of the inspection were, in the main part, paid by the diocese. However, the PCC paid for an up-to-date asbestos report and a drone survey. The report released in January 2023 recommended extensive repairs to the building which was suffering from subsidence to the East end.

4. Financial Review

The PCC's main sources of funding are the free will offerings of church members and others in attendance at church meetings, and income from the hiring out of the church buildings.

4.1 Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 11 and 12 respectively. The Church's reserves increased by £14,654 during the year (2021 – increased by £64,496). The balance sheet shows total net assets of £221,646 (2021: £206,992).

Included in total funds are amounts totalling £18,011 (2021: £25,720) which are restricted. These balances have either been raised for, and their use restricted to, specific purposes, or they comprise donations subject to donor imposed conditions. Full details of these restricted funds can be found in note 10 to the accounts together with an analysis of movements in the year.

4.2 Reserves Policy

The PCC has examined the requirements for free reserves, i.e. those unrestricted funds not invested in tangible fixed assets. The PCC considers that, given the nature of the church's work, free reserves should be equivalent to approximately 2 months of operational expenditure (i.e. building running costs, but excluding Common Fund payments, mission giving and expenditure on special discretionary projects), plus committed future expenditure on other projects, where funds permit. The PCC is of the opinion that this provides sufficient flexibility to cover temporary shortfalls in income and will allow the church to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 December 2022 the church had net free reserves of £79,120 (2021: £56,088) as follows:

	2022 £	2021 £
Total reserves	221,646	206,992
Less: restricted funds	(18,011)	(25,720)
Less: fixed assets	(124,515)	(125,184)
Free reserves	79,120	56,088
Free reserves requirement:		
2 month's budgeted routine expenditure	25,000	20,000

4.3 Investment Policy

Funds in excess of immediate working capital requirement are placed in a bank deposit account.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2022

4.4 Grants Policy

The church made no grants during the year.

5. Plans for Future Periods

In line with the objectives outlined in the 2022 Mission Action Plan, the following objectives remain central to the PCC's planning:

- Developing our stewardship and fundraising programme to secure the long-term future of St Mark's, in particular considering the scope to increase use of the Parish Giving Scheme;
- Enhancing the church's presence and visibility in the community;
- Improving the building's accessibility and making it a safer and more useful space for the church's own use and for the use of others;

6. Responsibilities of Trustees for the Financial Statements

The PCC is responsible for preparing the report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the income and application of income of the charity for that period.

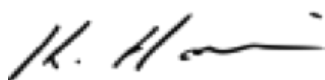
In preparing those financial statements, the PCC is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the charity will continue.

The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 2011, the Charity Accounts and Reports Regulations 2008 and the provisions of the governing document. The PCC is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is responsible for the maintenance and integrity of the charity and financial information included in the charity's website.

7. Approval

The report of the PCC was approved by the PCC on 26 April 2024 and signed on its behalf by:



Kate Harrison
Chair

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Report of the Independent Examiner to the Parochial Church Council of
St Mark St Marylebone (Hamilton Terrace)**

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of St Mark St Marylebone for the year ended 31 December 2022, which are set out on pages 12 to 20.

Respective responsibilities of PCC and examiner

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



John Helm ACA
Simply Churches
17 Heathville Road
London N19 3AL

26 April 2024

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK
ST MARYLEBONE (HAMILTON TERRACE)**

**Statement of Financial Activities
For the year ended 31 December 2022**

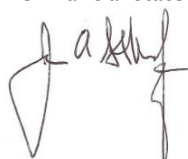
	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £
Income from:	2						
Donations and legacies		41,344	5,042	46,386	35,119	10,802	45,921
Charitable activities		484	-	484	1,808	-	1,808
Other trading activities		90,869	-	90,869	51,910	-	51,910
Investments		9	-	9	1	-	1
Total Income		132,706	5,042	137,748	88,838	10,802	99,640
Expenditure on:							
Raising funds	3	6,325	-	6,325	2,385	-	2,385
Charitable activities	4	104,018	12,751	116,769	21,079	11,680	32,759
Total Expenditure		110,343	12,751	123,094	23,464	11,680	35,144
Net gains on investments		-	-	-	-	-	-
Net expenditure	5	22,363	(7,709)	14,654	65,374	(878)	64,496
Transfers between funds		-	-	-	-	-	-
Net movement in funds		22,363	(7,709)	14,654	65,374	(878)	64,496
Total funds brought forward		181,272	25,720	206,992	115,898	26,598	142,496
Total funds carried forward		203,635	18,011	221,646	181,272	25,720	206,992

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Balance Sheet As at 31 December 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Fixed Assets					
Tangible Assets	6	124,515	-	124,515	125,184
Current Assets					
Debtors	7	17,020	-	17,020	18,294
Cash at Bank and in Hand		101,933	18,011	119,944	97,660
		118,953	18,011	136,964	115,954
Creditors - Amounts Falling Due Within One Year	8	9,833	-	9,833	4,146
Net Current Assets		109,120	18,011	127,131	111,808
Creditors - Amounts Falling Due After More Than One Year	9	30,000	-	30,000	30,000
Net Assets		203,635	18,011	221,646	206,992
Represented by:					
Restricted Funds	10	-	18,011	18,011	25,720
Unrestricted Funds		203,635	-	203,635	181,272
Total Funds		203,635	18,011	221,646	206,992

The financial statements were approved by the PCC on 26 April 2024 and signed on its behalf by:



Jim Stidham
Treasurer

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2022

I. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102)). The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of freehold land and buildings which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The PCC meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the PCC has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned. It is shown gross, with the associated costs of generating the income included in fundraising costs.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The PCC is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the PCC's principal objects, as outlined in the Report of the PCC. These include grants payable, governance costs and an apportionment of support costs.

- Grants payable are payments made to third parties in furtherance of the PCC's objects. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the PCC.
- Governance costs comprise all costs involving the public accountability of the PCC and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

Taxation

As a charity, the PCC is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the PCC.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2022

I. Accounting Policies (continued)

Tangible Fixed Assets

Consecrated Property and Moveable Church Furnishings

Consecrated land and benefice property such as the church building and vicarage is excluded from the accounts in accordance with s10 of the Charities Act 2011. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is expensed within the Statement of Financial Activities.

Leasehold Land & Building

The freehold land and building is the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.

Other Fixtures, Fittings & Office Equipment

The cost of other furniture, fittings and equipment, less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as 4 years

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2022

2. Income

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Donations & legacies				
Offerings and donations	40,260	5,042	45,302	42,236
Income tax reclaimed	(2,535)	-	(2,535)	3,185
Legacies	977	-	977	-
Grants	2,641	-	2,641	500
	41,343	5,042	46,385	45,921
Charitable activities				
Fee income (net)	484	-	484	1,808
	484	0	484	1,808
Other trading activities				
Lettings income	78,596	-	78,596	47,359
Fund raising/book sales	-	-	-	4,421
Other	12,274	-	12,274	130
	90,870	0	90,870	51,910
Investments				
Bank Interest	9	-	9	1
	132,706	5,042	137,748	99,640

3. Expenditure on Raising Funds

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Fundraising Events	6,325	-	6,325	2,385

4. Expenditure on Charitable Activities

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
Common Fund	24,919	-	24,919	(60,000)
Church Life & Outreach	17,813	8,011	25,824	23,140
Provision of Office & Support	9,847	-	9,847	7,933
Provision of Buildings and Facilities	50,239	4,740	54,779	59,476
Governance costs	1,400	-	1,400	2,210
	104,218	12,751	116,769	32,759

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2022

4. Expenditure on Charitable Activities (continued)

For 2021, the PCC made a Common Fund offer in the summer of 2019 to the Diocese of London for £60,000. Due to the pandemic, the church lost most of its revenue from rental of the church and other property. Based on discussions with the Finance Advisor for the Diocese, it was agreed that the 2021 offer would not be met, and the Common Fund offer for 2022 would be zero. As a result, the £60,000 expense accrued in the 2021 Financial Statements has been reversed in the 2022 Financial Statements, and no expense has been taken for Common Fund in 2022.

Staff costs

In addition to the many volunteers who give their time to the church, there were no (2021: no) paid employees whose costs are included within each of the main cost categories of "Expenditure on Charitable Activities" (note 4 above).

5. Net Income

This is stated after charging:

Operating lease rentals
Depreciation of owned tangible fixed assets
Independent examination fee

2022 £	2021 £
3,489	3,171
669	668
1,400	2,210

6. Tangible Fixed Assets

	Freehold building £	Equipment £	Total £
Cost			
At 1 January 2022	124,515	2,673	127,188
Additions	-	-	-
Disposals	-	-	-
At 31 December 2022	124,515	2,673	127,188
Depreciation			
At 1 January 2022	-	2,004	2,004
Charge For Year	-	669	669
Disposals	-	-	-
At 31 December 2022	0	2,673	2,673
Net Book Value			
At 31 December 2022	124,515	0	124,515
At 31 December 2021	124,515	669	125,184

All of the fixed assets are used for charitable purposes. The freehold land and building comprises the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2022

7. Debtors

	2022 £	2021 £
Income tax recoverable	14,738	18,294

8. Creditors - Amounts Falling Due Within One Year

	2022 £	2021 £
Accruals	6,278	-
Other creditors	3,555	4,146
Diocese Common Fund (see note 4)	-	-
Loan	-	-
	9,833	4,146

The loan refers to an advance paid by the Vestry Pre-School in relation to roofing works to the premises from which it operates. These premises form part of the church hall complex. Interest at a rate of 15% per annum is chargeable on the loan and the loan was repaid in 2021.

9. Creditors - Amounts Falling Due After More Than One Year

	2022 £	2021 £
Loan - Diocese	30,000	30,000

The Diocese loan is for the purpose of repaying the loan to the Vestry Pre-School (see note 8 above). Repayments must commence at the latest when the area formerly occupied by the Vestry preschool is producing sufficient net income to enable repayment. The loan is expected to be repaid in full no later than 28 February 2026. The loan is interest free.

10. Restricted Funds

10a Current Year

	At 1 January 2022 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2022 £
Building & Grounds Fund	8,022	-	(4,740)	-	-	3,282
Music Fund	2,969	-	-	(2,969)	-	0
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	0	5,043	(8,011)	2,969	-	0
	25,720	5,043	(12,751)	0	0	18,011

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2022

10. Restricted Funds (continued)

10b Prior Year	At 1 January 2021 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2021 £
Building & Grounds Fund	6,652	3,650	(2,280)	-	-	8,022
Music Fund	2,937	32	-	-	-	2,969
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	2,280	7,120	(9,400)	-	-	0
	26,598	10,802	(11,680)	0	0	25,720

Descriptions of the main restricted funds are as follows:

Building & Grounds Fund. The income to this fund is mainly grants towards the restoration and maintenance of the church buildings and grounds. Much of the work paid for by these funds is eligible for VAT relief under the Listed Places of Worship Grant Scheme. Any VAT reclaimed on restricted expenditure is paid back into the relevant fund.

Music Fund. This fund contains donations and grants towards the musical activities of St Mark's, including the purchase of choral sheet music and the subsidy of choral and organ scholarships.

Organ Fund. This fund contains donations and grants towards the restoration of the existing pipe organ and the eventual construction of a new instrument.

Charitable Giving Fund. This fund contains proceeds from collection offerings and other donations received towards specific causes.

Music Scholarship. Two donors pledged funds for choral scholarships for the new choir year commencing September 2021. In one case the funds were donated as a lump sum, whilst the other is to be funded via 12 monthly instalments. The scholarships are awarded in ten monthly payments.

11. Operating Lease Commitments

The total future minimum lease payments under non-cancellable operating leases are payable:

	2022 £	2021 £
Not later than one year	3,489	3,489
Later than one year and not later than five years	5,233	8,722
	8,722	12,211

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2022

12. Related Party Transactions and Balances

Members of the PCC gave a total of £13,980 (2021: £11,268) in unrestricted offerings and donations during the year.

No PCC members were employees of the PCC during the reporting period.

No PCC members were remunerated or paid any expenses in their capacity as trustees of the charity.

A total of £nil (2021: £nil) was either paid on behalf of or reimbursed to PCC members during the reporting period in respect of costs incurred individually (such as training, travel, subsistence).

Accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Diocese of London

Charity Registration Number: 1155602

Report & Accounts
31 December 2021

Tandem Accounting
Chartered Accountants
17 Heathville Road
London N19 3AL

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report and Financial Statements 2021 Contents

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2021

Charity Name	The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace).		
Charity No	1155602. The Parish was established in 1847 and is a charity which was formally registered with the Charity Commission on 3 February 2014.		
Principal Address	Hamilton Terrace, London, NW8 9UT		
Governing Document	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules.		
Objective	Promoting in the ecclesiastical parish the whole mission of the Church.		
Members of the PCC	The Members of the PCC who served during the year or who were serving at the date of this report were:		
	Clergy	Rev Kate Harrison (Chair)	
	Churchwardens	Katherine Pitt (Vice chair) (Deceased 1 Jan 2022) Katherine Laurenson	
	Elected Lay Representatives	Kate McCure Edgar Rogers Mark Jones Sally Harrison Maya Arputham Gerlinde Kathuria Naa-Ayeley Attah Roger Bloomfield Jim Stidham	(to April 2021) (from Jan 2014) (to April 2021) (from May 2021) (from April 2020) (from Jan 2014) (from Jan 2014) (from April 2019) (from May 2021)
	Co-opted members	Penelope Harley Ian Collins	Secretary (to Sept 2021) Health & safety representative
	Lay Representatives to the Deanery Synod	Gladys Jusu-Sheriff Robert Tyerman	(to April 2021)
Key Management Personnel	Those in charge of directing, controlling, running and operating the Church on a day-to-day basis are the Incumbent, Church Wardens and Treasurer.		
Accountant	Kevin Ogilvie 13 Evelyns Close Uxbridge, UB8 3LR		
Independent Examiner	John Helm ACA Tandem Accounting 17 Heathville Road London N19 3AL		

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2021

Quinquennial Inspector

Paul Sharrock
Thomas Ford & Partners
177 Kirkdale
Sydenham
London SE26 4QH

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2021

The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace) ("PCC") submits its report and the financial statements of the PCC for the year ended 31 December 2021. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2019 (FRS102)). The legal and administrative information set out earlier in this document forms part of this report.

The PCC co-operates with the incumbent in promoting the whole mission of the Church within its Parish and beyond. It also has responsibility for the non-stipendiary staff and the maintenance of the church building and the church hall complex.

I. Structure, Governance & Management

I.1 Trustees

The PCC is a body corporate with perpetual succession. The full PCC meets around six times during the year. Outside of this, smaller working groups, such as the worship committee, meet as required. The PCC discusses a full range of matters relating to finance, fabric, general administration and responsibility for keeping of the Electoral Roll. Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Membership of the PCC comprises the incumbent (our vicar), churchwardens, members elected by those members of the congregation who are on the electoral roll of the church (including those elected as representatives of Deanery Synod) and co-opted members. All who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish including how funds are to be spent. New members receive initial training on the workings and responsibilities of the PCC.

I.2 Standing Committee

The Standing Committee, comprising the Vicar and the churchwardens, has the power to transact any urgent business of the PCC between its meetings, subject to any directives given by the PCC.

I.3 Church Attendance

The electoral roll is completely reviewed and revised once every six years but is updated every year in between. After full revision in 2021, there were 78 members on the electoral roll.

I.4 Risk Management

The PCC has a risk management strategy which comprises:

- An annual review of the risks that the PCC may face;
- The establishment of systems and procedures to mitigate those risks;
- The implementation of procedures designed to minimise any potential impact on the PCC should those risks materialise.

The PCC's primary concern and objective is the discipling of individuals for the glory of God and promotion of the pastoral, evangelical, social and ecumenical mission of the church. The PCC acknowledges that it has a responsibility, via its individual Members and as a body of Members, to identify and properly manage the risks it faces in achieving its primary aim. The PCC has assessed the major risks to which it is exposed, in particular those relating to the specific operational areas of the charity and its finances. The PCC believes that, by monitoring reserve levels, by ensuring that controls exist over key financial systems, and by examining the operational risks faced by the church, it has established effective systems and controls to mitigate those risks.

The PCC has a number of measures in place to mitigate risk, including a health and safety policy and a safeguarding policy overseen by the PCC, as well as a robust pastoral structure to deal with personnel issues. Financial risk is managed by the Treasurer and Churchwardens who report to the Vicar.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2021

2. Activities, Strategies & Public Benefit

The PCC follows the Anglican model of authority through Holy Scripture and human reason and the tradition of the church encourages participation in sacramental worship.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

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. 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. To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

It has been particularly important this year to explore ways to bring the parish and wider community to worship through other means during periods when the church building had to close to public worship at the height of the pandemic.

3. Review of the Year

Death of Kate Pitt

Kate Pitt who was Churchwarden and Treasurer at St Marks died suddenly and unexpectedly on New Year's Day 2022. This was a profound shock to her family and friends and the congregation at St Marks. Her funeral was held at St Marks on 21 February 2022.

The pandemic

The government guidelines as applied to churches were followed throughout the pandemic and in the phases following lockdown leading to full reopening of the church. At all times, the health of the clergy, choir, officers and congregation were a priority.

In person attendance by the congregation without a choir began in June 2021. As stages of lockdown were reduced, practice was modified to allow for the choir to sing, the positioning of the choir, for the congregation to sing and for mask wearing to become optional. Mask wearing and social distancing has continued beyond the mandatory stage and is still practiced by those who wish to continue. Tea and coffee was offered for the first time after Sunday service in September 2021, with tables outside. The common cup was reintroduced in May 2022 as an option with no intinction.

The Sunday morning service was streamed throughout on Facebook for those who either could not attend in person or preferred not to. It is intended that this will continue for the foreseeable future.

Deanery Synod

Two members of the PCC represented St Mark's on the Deanery Synod, the parish's link with the diocese and the wider structures of the Church as well as an important part of the national synodical process.

Pastoral Care

Pastoral care continued to be provided within the confines of Covid 19 restrictions, with provision switching to telephone or on-line where possible. The vicar is to revisit the possibility of setting up a pastoral care team once restrictions are fully lifted.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2021

Mission, Evangelism and Outreach

Services

Parish Mass. Sunday 10.30 am. Since June 2021 in-person and streamed on Facebook throughout lockdown and continuing.

Eucharist. Each Thursday at 7pm said Eucharist from the Book of Common Prayer followed by Bible Study

Choral Evensong. 4th Sunday of the month.

Healing service. 2nd Sunday of the month.

Other Community Resources

Renew Wellbeing Café. Every Wednesday at 10 a.m. for 2hr. A community space for a variety of hobbies and activities. The activities are based around the '5 ways to wellbeing' which promote good mental and emotional health.

Coffee, Tea and Cakes - Third Saturday of the Month 10 am

Children's provision. Since the easing of government restrictions, there have not yet been sufficient numbers to support resuming Sunday School or Little Lions. However, a children's space has been set up in the church where children and their parents can sit and play. This began in April 2022 and has been enthusiastically welcomed.

Events

A successful Christmas Fair was held raising almost £1,000.

'Live at St. Mark's' monthly concert programme was launched.

'Have I Got Pews For You' monthly comedy event was launched

'Paint & Sip' monthly art event launched

Event run in conjunction with the Metropolitan Police Safer Neighbourhood team raised funds for Ukraine

Volunteers

We are grateful to all who volunteered time and skills to keep St Mark's alive and, once permitted, open during a hugely challenging year. This includes our churchwardens, Kate Pitt and Katherine Laurenson, members of the PCC, our readers, intercessors and servers, Evening Prayer leaders, members of our voluntary choir, those leading outreach activities and our team of gardeners and flower arrangers, led by Gerlinde Kathuria.

The Fire

On the night of January 27, 2023, the church suffered a devastating fire that gutted the entire building. Despite the lack of a building, the services have continued without missing a single week – first in the Vicarage Garden, then under a marquee in the garden, and in the Church Hall since September 2023. The team at the City of London Diocese has been a steady source of advice throughout the process, and we are grateful for the financial and advisory support of our insurers, Ecclesiastical Insurance Group. The financial support from the insurance, community and congregational donations, and letting of the Church Hall allow us to continue our mission.

More information on the rebuilding process can be found here <https://www.stmarks.london/recovery>

5. Achievements and Performance: Additional Reports

Music

It has now been just over a year since the 3rd and final lockdown was ended, shortly after Easter 2021. Since then, music in the church has grown incredibly fast.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2021

The church choir itself, the main musical focus, has been improving consistently week by week, and is working at an extremely high level. Numbers are growing, average attendance is very high, and we are getting plenty of attention from professional singers wanting to deputise for our choral scholars (and even to come in and sing for free on occasion – a mark of how much people enjoy singing with us). The choir now has a presence at all major weekday festivals, as well as at our once-per-month Sunday evensongs, which switch between the traditional Anglican form of the service and a more Anglo-Catholic form with Benediction. Whilst there has been a lot going on in the church, musically, over the last year, the choir's excellent singing week in, week out on Sunday mornings has been the thing I am most proud of.

My focus for the choir until September was simply to get everyone to gel, work together, and become a choir "family". Once that was in place, I have worked hard to raise the level of the choir to where it is now. Special services, such as Advent Carols, Christmas Carols, the Faure Requiem (and the Durufle the year before), and our recent Holy Week extravaganza, have been wonderful occasions, and after each one I have heard from members of the congregation how much they enjoyed the music we are offering.

The choir have also performed their fair share of concerts over the last year. We started in July with our Summer concert, consisting of music based around the themes of summer and love, which had a very good attendance. We spent a day as a visiting choir at Westminster Abbey in August, too. Our November concert was possibly the highlight of the year, singing Mozart's Requiem to a full church, alongside our in-house orchestra, Peregrine Orchestra. That was an evening that nobody involved will forget in a hurry. Our Christmas concert was a slightly more up-beat, jazzy affair, with the choir gleefully belting out Santa Claus is coming to town, and other similar tunes. The one unfortunate note is of course the cancellation of our Lent concert, the St. John Passion, due to Covid. This was of course unavoidable, and we are looking to pick up where we left off in Lent next year.

Outside of the church choir, music has also thrived. We have appointed an excellent Assistant Director of Music in Ben Mills, we have formed our own in-house orchestra, whose leaders are chosen from music colleges across London, and we have formed our own concert series, Live @ St Mark's. We are growing our audiences steadily and are beginning to pick up a real following. We have one chamber music concert per month, one orchestral concert (sometimes with choir) every three months, an organ recital every three months, and then lunchtime concerts whenever students would like to put one on. My rule is we can accept any programme that the performers themselves want to play, but we always strive for excellence, and that has been bringing audience members back. We have an exceptional team drawn from the choir working to put all this together, with special mention to Isla Cameron, our Marketing Manager, Becky Ryland-Jones, who helps with printing and flyering and organising everything on the ground, Lowri Williams, who takes care of organising things and helping with the practical side of putting concerts on, and Jim Stidham, who is helping us with the financial side. The church is also hugely in demand for external concerts.

The aim for all these concerts is to support younger musicians, music college age and above, and to give them a platform where they can perform whatever it is they wish to. Live @ St Mark's, Peregrine Orchestra, and our church choir (with our four choral scholars) are all helping with this initiative. Supporting the next generation of musicians is very important to me, so I am delighted with how this has been going over the last year.

Of course, finally, we must remember our dear friend Kate Pitt, who sadly passed away in January this year. She was a huge influence within the musical world of this church. She was the driving force behind the direction that Live @ St Mark's was

taking, she helped organise absolutely everything, was our point of contact for financial questions, helped set the church up for every service, brought milk in every Sunday morning for a thirsty choir, and of course was an integral part of the choir itself, both musically and socially. She was a real friend to us all. The last time she sang with us was the Sunday immediately after our Christmas Concert. I remember her smiles during the concert itself, and she was clearly very proud of how the choir were progressing. The choir for her funeral – the regular members of the choir plus past members, and singers from other groups.

Dan Collins, Director of Music

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2021

Fabric of the church and building

The church dates back to 1846–1847, it was designed by Thomas Cundy with a spire built by his son in 1864, and is Grade II* listed with Historic England. There is also an adjacent Church Hall and Cottage.

The Cottage

A notice for improvement on the cottage was served in November 2021 by Westminster City Council. Some of the works specified have now been completed and the remainder have been passed to the diocese for consideration.

The Church Hall

In April 2021 a surveyor was appointed to report on the necessary improvement works to make the church hall suitable for letting. A member of the congregation experienced in legal matters relating to property advised that up to £10,000 would be needed to address the pre-letting investigations that the surveyor recommended.

It was also recommended that a Full Repairing and Insuring Lease lasting a number of years be drawn up. This would maximise the income which could be made from the letting of the Church Hall. The PCC was subsequently informed that it is likely the necessary development works will take in the region of two years during which time the parish will lose income from the hall and possibly the cottage. Discussions with the diocese are continuing with a view to optimizing the arrangements for letting the Church Hall.

Quinquennial Inspection of the church

After a tendering process by committee, the PCC appointed John Scott, of West Scott Architects, as the Quinquennial Inspector (QI) in a PCC meeting on 18 January 2022. The last inspection took place in February 2017, and the previous QI has since retired. Costs of the inspection will be paid by the diocese while funds will need to be found for any works recommended and taken forward.

4. Financial Review

The PCC's main sources of funding are the free will offerings of church members and others in attendance at church meetings, and income from the hiring out of the church buildings.

4.1 Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 11 and 12 respectively. The Church's reserves increased by £64,496 during the year (2020 – decreased by £14,524). The balance sheet shows total net assets of £206,992 (2020: £142,496).

Included in total funds are amounts totalling £25,720 (2020: £26,598) which are restricted. These balances have either been raised for, and their use restricted to, specific purposes, or they comprise donations subject to donor imposed conditions. Full details of these restricted funds can be found in note 10 to the accounts together with an analysis of movements in the year.

4.2 Reserves Policy

The PCC has examined the requirements for free reserves, i.e. those unrestricted funds not invested in tangible fixed assets. The PCC considers that, given the nature of the church's work, free reserves should be equivalent to approximately 2 months of operational expenditure (i.e. building running costs, but excluding Common Fund payments, mission giving and expenditure on special discretionary projects), plus committed future expenditure on other projects, where funds permit. The PCC is of the opinion that this provides sufficient flexibility to cover temporary shortfalls in income and will allow the church to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 December 2021 the church had net free reserves of £56,088 (2020: free reserves of deficit of £9,954) as follows:

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2021

	2021 £	2020 £
Total reserves	206,992	142,496
Less: restricted funds	(25,720)	(26,598)
Less: fixed assets	(125,184)	(125,852)
Free reserves	56,088	(9,954)
Free reserves requirement:		
2 month's budgeted routine expenditure	20,000	20,000

4.3 Investment Policy

Funds in excess of immediate working capital requirement are placed in a bank deposit account.

4.4 Grants Policy

The church made no grants during the year.

5. Plans for Future Periods

In line with the objectives outlined in the 2022 Mission Action Plan, the following objectives remain central to the PCC's planning:

- Developing our stewardship and fundraising programme to secure the long-term future of St Mark's, in particular considering the scope to increase use of the Parish Giving Scheme;
- Enhancing the church's presence and visibility in the community;
- Improving the building's accessibility and making it a safer and more useful space for the church's own use and for the use of others;

6. Responsibilities of Trustees for the Financial Statements

The PCC is responsible for preparing the report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the income and application of income of the charity for that period.

In preparing those financial statements, the PCC is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the charity will continue.

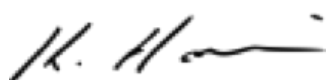
The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 2011, the Charity Accounts and Reports Regulations 2008 and the provisions of the governing document. The PCC is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is responsible for the maintenance and integrity of the charity and financial information included in the charity's website.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST
MARK ST MARYLEBONE (HAMILTON TERRACE)**

**Report of the Parochial Church Council
For the year ended 31 December 2021**

7. Approval

The report of the PCC was approved by the PCC on 5 April 2024 and signed on its behalf by:



**Kate Harrison
Chair**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Report of the Independent Examiner to the Parochial Church Council of
St Mark St Marylebone (Hamilton Terrace)**

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of St Mark St Marylebone for the year ended 31 December 2021, which are set out on pages 12 to 20.

Respective responsibilities of PCC and examiner

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



John Helm ACA
Simply Churches
17 Heathville Road
London N19 3AL

5 April 2024

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK
ST MARYLEBONE (HAMILTON TERRACE)**

**Statement of Financial Activities
For the year ended 31 December 2021**

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £
Income from:	2						
Donations and legacies		35,119	10,802	45,921	29,882	30,520	60,402
Charitable activities		1,808	-	1,808	1,928	-	1,928
Other trading activities		51,910	-	51,910	52,749	-	52,749
Investments		1	-	1	15	-	15
Total Income		88,838	10,802	99,640	84,574	30,520	115,094
Expenditure on:							
Raising funds	3	2,385	-	2,385	-	-	-
Charitable activities	4	21,079	11,680	32,759	123,618	6,000	129,618
Total Expenditure		23,464	11,680	35,144	123,618	6,000	129,618
Net gains on investments		-	-	-	-	-	-
Net expenditure	5	65,374	(878)	64,496	(39,044)	24,520	(14,524)
Transfers between funds		-	-	-	20,000	(20,000)	-
Net movement in funds		65,374	(878)	64,496	(19,044)	4,520	(14,524)
Total funds brought forward		115,898	26,598	142,496	134,942	22,078	157,020
Total funds carried forward		181,272	25,720	206,992	115,898	26,598	142,496

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Balance Sheet As at 31 December 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Fixed Assets					
Tangible Assets	6	125,184	-	125,184	125,852
Current Assets					
Debtors	7	18,294	-	18,294	21,152
Cash at Bank and in Hand		71,940	25,720	97,660	87,440
		90,234	25,720	115,954	108,592
Creditors - Amounts Falling Due Within One Year	8	4,146	-	4,146	91,948
Net Current Assets		86,088	25,720	111,808	16,644
Creditors - Amounts Falling Due After More Than One Year	9	30,000	-	30,000	-
Net Assets		181,272	25,720	206,992	142,496
Represented by:					
Restricted Funds	10	-	25,720	25,720	26,598
Unrestricted Funds		181,272	-	181,272	115,898
Total Funds		181,272	25,720	206,992	142,496

The financial statements were approved by the PCC on 5 April 2024 and signed on its behalf by:



Jim Stidham
Treasurer

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2021

I. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102)). The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of freehold land and buildings which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The PCC meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the PCC has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned. It is shown gross, with the associated costs of generating the income included in fundraising costs.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The PCC is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the PCC's principal objects, as outlined in the Report of the PCC. These include grants payable, governance costs and an apportionment of support costs.

- Grants payable are payments made to third parties in furtherance of the PCC's objects. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the PCC.
- Governance costs comprise all costs involving the public accountability of the PCC and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

Taxation

As a charity, the PCC is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the PCC.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2021

I. Accounting Policies (continued)

Tangible Fixed Assets

Consecrated Property and Moveable Church Furnishings

Consecrated land and benefice property such as the church building and vicarage is excluded from the accounts in accordance with s10 of the Charities Act 2011. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is expensed within the Statement of Financial Activities.

Leasehold Land & Building

The freehold land and building is the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.

Other Fixtures, Fittings & Office Equipment

The cost of other furniture, fittings and equipment, less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as 4 years

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARK ST MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2021**

2. Income

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Donations & legacies				
Offerings and donations	31,434	10,802	42,236	35,465
Income tax reclaimed	3,185	-	3,185	4,938
Legacies	-	-	-	-
Grants (see note below)	500	-	500	20,000
	35,119	10,802	45,921	60,403
Charitable activities				
Fee income (net)	1,808	-	1,808	1,928
	1,808	0	1,808	1,928
Other trading activities				
Lettings income	47,359	-	47,359	52,732
Fund raising/book sales	4,421	-	4,421	17
Other	130	-	130	-
	51,910	0	51,910	52,749
Investments				
Bank Interest	1	-	1	15
	88,838	10,802	99,640	115,095

3. Expenditure on Raising Funds

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Fundraising Events	2,385	-	2,385	-

4. Expenditure on Charitable Activities

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Common Fund	(60,000)	-	(60,000)	60,000
Church Life & Outreach	13,740	9,400	23,140	21,560
Provision of Office & Support	7,933	-	7,933	15,797
Provision of Buildings and Facilities	57,196	2,280	59,476	25,273
Loan interest payable	-	-	-	5,988
Governance costs	2,210	-	2,210	1,000
	21,079	11,680	32,759	129,618

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2021

4. Expenditure on Charitable Activities (continued)

For 2020, the PCC made a Common Fund offer in the summer of 2019 to the Diocese of London for £60,000. Due to the pandemic, the church lost most of its revenue from rental of the church and other property. Based on discussions with the Finance Advisor for the Diocese, it was agreed that the 2020 offer would not be met, and the Common Fund offer for 2021 would be zero. As a result, the £60,000 expense accrued in the 2020 Financial Statements has been reversed in the 2021 Financial Statements, and no expense has been taken for Common Fund in 2021.

Staff costs

In addition to the many volunteers who give their time to the church, there were no (2020: no) paid employees whose costs are included within each of the main cost categories of "Expenditure on Charitable Activities" (note 4 above).

5. Net Income

This is stated after charging:

Operating lease rentals

Independent examination fee

2021	2020
£	£
3,171	3,171
2,210	1,000

6. Tangible Fixed Assets

	Freehold building £	Equipment £	Total £
Cost			
At 1 January 2021	124,515	2,673	127,188
Additions	-	-	-
Disposals	-	-	-
At 31 December 2021	124,515	2,673	127,188
Depreciation			
At 1 January 2021	-	1,336	1,336
Charge For Year	-	668	668
Disposals	-	-	-
At 31 December 2021	0	2,004	2,004
Net Book Value			
At 31 December 2021	124,515	669	125,184
At 31 December 2020	124,515	1,337	125,852

All of the fixed assets are used for charitable purposes. The freehold land and building comprises the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2021

7. Debtors

	2021 £	2020 £
Income tax recoverable	18,294	21,152

8. Creditors - Amounts Falling Due Within One Year

	2021 £	2020 £
Accruals	-	1,948
Other creditors	4,146	-
Diocese Common Fund (see note 4)	-	60,000
Loan	-	30,000
	4,146	91,948

The loan refers to an advance paid by the Vestry Pre-School in relation to roofing works to the premises from which it operates. These premises form part of the church hall complex. Interest at a rate of 15% per annum is chargeable on the loan and the loan was repaid in 2021.

9. Creditors - Amounts Falling Due After More Than One Year

	2021 £	2020 £
Loan - Diocese	30,000	-

The Diocese loan is for the purpose of repaying the loan to the Vestry Pre-School (see note 8 above). Repayments must commence at the latest when the area formerly occupied by the Vestry preschool is producing sufficient net income to enable repayment. The loan is expected to be repaid in full no later than 28 February 2026. The loan is interest free.

10. Restricted Funds

10a Current Year

	At 1 January 2021 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2021 £
Building & Grounds Fund	6,652	3,650	(2,280)	-	-	8,022
Music Fund	2,937	32	-	-	-	2,969
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	2,280	7,120	(9,400)	-	-	0
	26,598	10,802	(11,680)	0	0	25,720

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2021

10. Restricted Funds (continued)

10b Prior Year	At 1 January 2020 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2020 £
Building & Grounds Fund	5,662	990	-	-	-	6,652
Music Fund	1,687	1,250	-	-	-	2,937
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	0	8,280	(6,000)	-	-	2,280
Tower Works	0	20,000	-	(20,000)	-	0
	22,078	30,520	(6,000)	(20,000)	0	26,598

Descriptions of the main restricted funds are as follows:

Building & Grounds Fund. The income to this fund is mainly grants towards the restoration and maintenance of the church buildings and grounds. Much of the work paid for by these funds is eligible for VAT relief under the Listed Places of Worship Grant Scheme. Any VAT reclaimed on restricted expenditure is paid back into the relevant fund.

Music Fund. This fund contains donations and grants towards the musical activities of St Mark's, including the purchase of choral sheet music and the subsidy of choral and organ scholarships.

Organ Fund. This fund contains donations and grants towards the restoration of the existing pipe organ and the eventual construction of a new instrument.

Charitable Giving Fund. This fund contains proceeds from collection offerings and other donations received towards specific causes.

Tower Works. During the year a grant of £20,000 was received from the Diocese to fund works on the church tower. This grant covered payments made to PAYE Stoneworks for work completed in 2017.

Music Scholarship. Four donors pledged funds for choral scholarships for the new choir year commencing September 2020. In three cases the funds were donated as lump sums, whilst the fourth is to be funded via 12 monthly instalments. The scholarships are awarded in ten monthly payments.

11. Operating Lease Commitments

The total future minimum lease payments under non-cancellable operating leases are payable:

	2021 £	2020 £
Not later than one year	3,489	3,489
Later than one year and not later than five years	8,722	12,211
	12,211	15,700

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Notes to the Financial Statements For the year ended 31 December 2021

12. Related Party Transactions and Balances

Members of the PCC gave a total of £11,268 (2020: £7,524) in unrestricted offerings and donations during the year.

No PCC members were employees of the PCC during the reporting period.

No PCC members were remunerated or paid any expenses in their capacity as trustees of the charity.

A total of £nil (2020: £302) was remitted to PCC members during the reporting period. This total consisted of reimbursements for various goods purchased for the church's use or consumption. No (2020: 3) PCC members were paid or reimbursed for these purposes.

Accounts

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Diocese of London

Charity Registration Number: 1155602

Report & Accounts
31 December 2020

Simply Churches
Chartered Accountants
17 Heathville Road
London N19 3AL

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report and Financial Statements 2020 Contents

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2020

Charity Name	The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace).	
Charity No	1155602. The Parish was established in 1847 and is a charity which was formally registered with the Charity Commission on 3 February 2014.	
Principal Address	Hamilton Terrace, London, NW8 9UT	
Governing Document	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules.	
Objective	Promoting in the ecclesiastical parish the whole mission of the Church.	
Members of the PCC	The Members of the PCC who served during the year or who were serving at the date of this report were:	
	Clergy	Rev Kate Harrison (Chair)
	Churchwardens	Katherine Pitt (Vice chair) Katherine Laurenson
	Elected Lay Representatives	<i>To April 2021:</i> Kate McCure Edgar Rogers Mark Tennant (to February 2020) Mark Jones Sally Harrison <i>To April 2022:</i> Naa-Ayeley Attoh Roger Bloomfield
	Co-opted members	Penelope Harley - Secretary Ian Collins – Health & safety representative
	Lay Representatives to the Deanery Synod	Gladys Jusu-Sheriff Robert Tyerman Robert Frater
Key Management Personnel	Those in charge of directing, controlling, running and operating the Church on a day to day basis are the Incumbent, Church Wardens and Treasurer.	
Bankers	HSBC Pall Mall Branch 69 Pall Mall London SW1Y 5EY	
Accountant	Kevin Ogilvie 13 Evelyns Close Uxbridge, UB8 3LR	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Legal and Administrative Information For the year ended 31 December 2020

Independent Examiner

John Helm ACA
Simply Churches
17 Heathville Road
London N19 3AL

Quinquennial Inspector

Paul Sharrock
Thomas Ford & Partners
177 Kirkdale
Sydenham
London SE26 4QH

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2020

The Parochial Church Council of The Ecclesiastical Parish of St Mark St Marylebone (Hamilton Terrace) ("PCC") submits its report and the financial statements of the PCC for the year ended 31 December 2020. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2015 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report.

The PCC co-operates with the incumbent in promoting the whole mission of the Church within its Parish and beyond. It also has responsibility for the non-stipendiary staff and the maintenance of the church building and the church hall complex.

I. Structure, Governance & Management

I.1 Trustees

The PCC is a body corporate with perpetual succession. The full PCC meets around six times during the year. Outside of this, smaller working groups, such as the worship committee, meet as required. The PCC discusses a full range of matters relating to finance, fabric, general administration and responsibility for keeping of the Electoral Roll. Members of the PCC are either *ex officio* or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Membership of the PCC comprises the incumbent (our vicar), churchwardens, members elected by those members of the congregation who are on the electoral roll of the church (including those elected as representatives of Deanery Synod) and co-opted members. All who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish including how funds are to be spent. New members receive initial training on the workings and responsibilities of the PCC.

I.2 Standing Committee

The Standing Committee, comprising the Vicar and the churchwardens, has the power to transact any urgent business of the PCC between its meetings, subject to any directives given by the PCC.

I.3 Church Attendance

The electoral roll is completely reviewed and revised once every six years but is updated every year in between. After full revision in 2020, there were 76 members on the electoral roll.

I.4 Risk Management

The PCC has a risk management strategy which comprises:

- An annual review of the risks that the PCC may face;
- The establishment of systems and procedures to mitigate those risks;
- The implementation of procedures designed to minimise any potential impact on the PCC should those risks materialise.

The PCC's primary concern and objective is the discipling of individuals for the glory of God and promotion of the pastoral, evangelical, social and ecumenical mission of the church. The PCC acknowledges that it has a responsibility, via its individual Members and as a body of Members, to identify and properly manage the risks it faces in achieving its primary aim. The PCC has assessed the major risks to which it is exposed, in particular those relating to the specific operational areas of the charity and its finances. The PCC believes that, by monitoring reserve levels, by ensuring that controls exist over key financial systems, and by examining the operational risks faced by the church, it has established effective systems and controls to mitigate those risks.

The PCC has a number of measures in place to mitigate risk, including a health and safety policy and a safeguarding policy overseen by the PCC, as well as a robust pastoral structure to deal with personnel issues. Financial risk is managed by the Treasurer and Churchwardens who report to the Vicar.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2020

2. Activities, Strategies & Public Benefit

The PCC follows the Anglican model of authority through Holy Scripture and human reason and the tradition of the church encourages participation in sacramental worship.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

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. 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. To facilitate this work, it is important that we maintain the fabric of the church and the church hall.

It has been particularly important this year to explore ways to bring the parish and wider community to worship through other means during periods when the church building had to close to public worship at the height of the pandemic.

3. Review of the Year

The year started in promising fashion, with the launch of *Soul Space*, a monthly Sunday evening service offering different styles of worship, but all offering quiet services allowing participants to relax and experience the beauty of worship. This began with choral Evensong on 1 March and the forward programme envisaged *Shadows of the Cross* with music and readings for Palm Sunday, Healing and Wholeness and a Taize-style evening service, but this had to be suspended as the country went into lockdown as the Covid 19 pandemic started to have an impact.

Following guidance from the Government and the Bishops, the church building was closed to public worship from 22 March 2020 to mid-July 2020 and again during the month of November 2020. During these periods, we streamed Sunday services live via our Facebook feed. Even in the darkest days of lockdown, this meant that we were able to continue to come together for worship, but as a new on-line community. The added benefit was that members of our church community who found themselves outside the UK at the start of the pandemic were still able to join us. We also attracted new members from beyond our parish boundaries.

There were times during the early period of the first lockdown when the vicar was not permitted to enter the church building to celebrate the Eucharist. During those periods operations were moved to the vicarage, with every service offered with the usual dignity, reverence and joy that is so familiar to St Mark's. We streamed our Holy Week services and for the Easter Day service from the vicarage, we were able to incorporate a beautiful Eastertide anthem that the choir had recorded individually in their homes and which had been edited by our then Director of Music, Ben Hulme.

As we were permitted to open the church building to private and then public worship, we conducted the appropriate risk assessments and implemented cleaning protocols and social distancing measures to ensure that we kept all users of the church safe. This involved mandating the wearing of face coverings in church, restricting the number of pews available for use and replacing service booklets with a project screen.

As our midweek services were suspended at the start of the pandemic, in July we introduced on-line Evening Prayer via Zoom, alternating between Common Worship and the Book of Common Prayer. These were led by members of the congregation and continued through the year, attended by a loyal following.

In September we welcomed a small choir back to services, singing from the upstairs gallery rather than the choir stalls, under the direction of our interim Director of Music, Dan Collins. We were fortunate to be able to field a small number

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2020

of singers to offer music for our Midnight Mass and Christmas Day services, both of which were well attended in the circumstances, with congregations braving the cold as the boiler was out of action. Both services were streamed live on Facebook.

Like churches around the country, we had to be creative in keeping the meaning of Christmas alive despite the restrictions. Our on-line Advent Calendar proved very successful, with contributions of music, poetry, craft and cookery demonstrations from a wide range of parishioners and members of the congregation, all under the theme of 'What Christmas means to me'. We also ran an 'Away in a Manger Challenge', with over a hundred painted stones of the baby Jesus taken home in the weeks leading up to Christmas to be used as focal points for Christmas devotions in people's homes. As we felt unable to offer our usual well-attended crib service on Christmas Eve, we provided a fun-filled on-line children's service which could be accessed by families wherever they were located and at whatever time of day those chose.

We were conscious that some members of our church community felt uncomfortable returning to services in the church even once lockdown restrictions were relaxed. For this reason, we decided to continue to stream our Sunday morning and other key services live via our Facebook feed. Despite the technological challenges presented on occasion, we found this to be an excellent way of keeping in touch with our church community at home, allowing them to interact with their friends in church via the Facebook comments facility.

Deanery Synod

Three members of the PCC represented St Mark's on the Deanery Synod, the parish's link with the diocese and the wider structures of the Church as well as an important part of the national synodical process. A report of the Synod's activities is given below.

Church Hall

At the start of 2020 the hall continued to be used by a wide variety of local groups, sharing our passion for providing learning and recreation activities for the people of St John's Wood and Maida Vale. However, regular activities and ad hoc bookings were suspended for much of the year as Covid 19 restrictions took hold. A programme of non-essential repairs to the hall was put on hold pending the easing of restrictions.

Pastoral Care

Pastoral care continued to be provided within the confines of Covid 19 restrictions, with provision switching to telephone or on-line where possible. The vicar is to revisit the possibility of setting up a pastoral care team once restrictions are fully lifted.

Mission, Evangelism and Outreach

For the majority of the year the focus of our mission was to ensure that St Mark's continued to be available as a source of community and support for anyone in need. We started the year by continuing to offer a broad range of activities to the wider community, including monthly Saturday coffee mornings, weekly games afternoons, 'Pints of View' discussions in a local pub and the community choir. Sadly these had to be suspended in March 2020, but with plans to reintroduce them as soon as permitted and safe to do so.

As a member of Churches Together in Westminster, the vicar met regularly with the incumbents of neighbouring parishes to talk about working together to minister within the area effectively; and there were regular conversations with other local major faith leaders.

The women's book group met throughout the year, switching to Zoom during lockdown, and continued to form an important element of our outreach and pastoral care programme. A report on its activities is given below.

Volunteers

We are grateful to all who volunteered time and skills to keep St Mark's alive and, once permitted, open during a hugely challenging year. This includes our churchwardens, Kate Pitt and Katherine Laurenson, members of the PCC, our readers, intercessors and servers, Evening Prayer leaders, members of our voluntary choir, those leading outreach activities and our team of gardeners and flower arrangers, led by Gerlinde Kathuria.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2020

5. Achievements and Performance: Additional Reports

Deanery Synod

Our representatives continued to contribute to the work of Marylebone Deanery Synod, switching from in person to Zoom meetings as the Covid19 pandemic began.

A £10 million capital works programme had been commissioned, with a need to raise £1 million. As well as devising means to minister under current conditions, the Deanery was looking ahead. At its meeting on 5 October 2020 Bishop Sarah spelt out the programme of the London Diocese in its 'Vision for 2030: for every young Londoner to experience the love of God in Christ'.

Citing the example of the early Apostles, the bishop emphasised the role of small intimate groups and made it clear the Diocese was eager to talk to parish churches about the many challenges, such as keeping contact with the elderly and working out a post-COVID future. The aim is to see the church become younger, safer and racially diverse and for its members to 'grow into confident disciples'.

Robert Tyerman, Gladys Jusu Sheriff and Robert Frater

Music

Our talented voluntary choir continued to enhance our worship. The choir kicked off the year well with beautiful Epiphany music at our regular Epiphany carol service in January 2020. The high standard achieved was set to continue through Holy Week and Easter. However, the planned programme of music, including a Bach cantata for Palm Sunday, had to be abandoned with closure of the church building in March. The choir was, however, able to offer music for the Easter Day Eucharist, streamed from the vicarage.

In July we were sad to say goodbye to our Director of Music, Ben Hulme, as he relocated to Manchester to take up a position as leader of the French Horn section with the BBC Philharmonic Orchestra. Fortunately, Ben's departure coincided with the reopening of the church for public worship, so we were able to wish him well in person and thank him for his invaluable contribution to music at St Mark's over the previous three years. Later in the year we were also sorry to see the departure of our Assistant Director of Music, Nicholas Tall, who left us after a year to take up a post at St Michael's Croydon. We were very grateful to Nick for his contribution to St Mark's during his short time with us. In August we were delighted to be able to appoint Dan Collins initially as interim then as our permanent Director of Music following an open competition.

Under Dan's direction from September, the choir continued to produce music to a high standard despite the additional challenges posed by the need to maintain social distance between choir members and between the choir and congregation. This led to the choir leading worship from the gallery rather than their usual position in the choir stalls. As the 'choir year' started in September, we were pleased to bolster the number of choral scholars from two to four, thanks to the generosity of donations from supporters of music at St Mark's.

We were hugely grateful to the choir for its hauntingly beautiful performance of Durufle's Requiem in a liturgical setting at the service for All Souls.

We were grateful to Dan and the choir for continuing to provide musical contributions recorded in their own homes for our Sunday services throughout the second national lockdown in November.

In early December the choir treated us to a socially distanced concert featuring Part I of Handel's Messiah plus the Hallelujah Chorus. For many in the audience this was the first time they had had the opportunity to hear live music in many months and we were justly proud of our choir's performance. With big plans for 2021, we are hugely excited for the choir's future under Dan's direction.

It was agreed that the search for a new Assistant Director of Music would be delayed until 2021 to allow any changes to government guidelines to be taken into account.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2020

Safeguarding and provision for children

Due to government restrictions during the pandemic, all children's services and activities, including Sunday School and the Little Lions weekly playgroup, were suspended from March 2020 and had not been able to resume by the year end. Children attending St Mark's for worship with their parents were required to stay in their household bubbles for the duration of the service, which put them at low risk with regards to safeguarding.

The reintroduction of provision for children and associated safeguarding will be a priority as soon as circumstances allow.

Kate McCure

Fabric of the church and building

The pandemic and government guidelines dictated much of the activity in respect of the church buildings during 2020. Most significantly, the church hall was broadly unused for the majority of the year, meaning that this community asset did not deliver its usual level of income to the PCC. The number of people attending the church was also adversely impacted, with numbers understandably not returning to pre-pandemic levels by the end of 2020. On the upside, going into 2021 this provided the PCC with an opportunity to consider the right strategy for the use of the church hall and to attend to some essential repairs to the church buildings.

Church Hall and annex

As mentioned above, the church hall was unused for the majority of 2020 by its multiple regular and incidental users. This significantly reduced the PCC's income for the year. The Vestry Pre-School gave vacant possession of the church hall annex on 30 November. This delivered an opportunity to reconsider the letting strategy for the church hall complex and it was agreed that expert advice would be sought to develop a proposal to maximise income from the church hall asset.

St Mark's Cottage

In November 2020 essential repairs to the cottage were identified, including electrical and plumbing work and repairs to the roof. The execution of these works was carried forward into early 2021.

The Church

A boiler malfunction rendered the church heating system unusable during the latter part of 2020, leaving the church bitterly cold during the winter months, requiring the acquisition of a temporary heating solution. The system was set for repair in early 2021.

The PCC is once again grateful to David Harrison for his supervision of the church buildings during 2020 and his willingness to procure and oversee maintenance and repairs.

Katherine Laurenson/Kate Pitt

Gardening Group

St Mark's gardening group was set up in April 2020 and met monthly by Zoom for members to share photographs of plants, discuss problems encountered through the activities of squirrels, foxes, slugs and snails, and get advice on pruning and feeding their plants. The group followed the seasonal changes and lovely blossoms in St Mark's delightful churchyard. Most of all, group members enjoyed each other's company and looked forward to being able to visit each other's gardens in person, though accepting that that might be difficult for some, given that one lived in the Highlands of Scotland and the other in Berwick-upon-Tweed.

David Crompton

St Mark's Women's Book Club

The Book Club continued to meet about every four to six weeks during 2020. With almost sixty members on the group's mailing list, an enthusiastic, fluctuating group participated in each gathering, with considerable fellowship exchanged on-line between meetings. The switch to Zoom at the start of the first lockdown enabled regular participation from various

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2020

geographic quarters, including Canterbury and Lagos. The Book Club switched between fiction and non-fiction, always aiming to read books that celebrate the experience of womanhood in all its richness.

Penelope Harley

4. Financial Review

The PCC's main sources of funding are the free will offerings of church members and others in attendance at church meetings, and income from the hiring out of the church buildings.

4.1 Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 9 and 10 respectively. The Church's reserves decreased by £14,524 during the year (2019 – decreased by £2,567). The balance sheet shows total net assets of £142,496 (2019: £157,020).

Included in total funds are amounts totalling £26,598 (2019: £22,078) which are restricted. These balances have either been raised for, and their use restricted to, specific purposes, or they comprise donations subject to donor imposed conditions. Full details of these restricted funds can be found in note 10 to the accounts together with an analysis of movements in the year.

4.2 Reserves Policy

The PCC has examined the requirements for free reserves, ie those unrestricted funds not invested in tangible fixed assets. The PCC considers that, given the nature of the church's work, free reserves should be equivalent to approximately 2 months of operational expenditure (ie staff salaries and building running costs, but excluding Common Fund payments, mission giving and expenditure on special discretionary projects), plus committed future expenditure on other projects, where funds permit. The PCC is of the opinion that this provides sufficient flexibility to cover temporary shortfalls in income and will allow the church to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 December 2020 the church had net free reserves deficit of £9,954 (2019: free reserves of £8,422) as follows:

	2020 £	2019 £
Total reserves	142,496	157,020
Less: restricted funds	(26,598)	(22,078)
Less: fixed assets	(125,852)	(126,520)
Free reserves	(9,954)	8,422
Free reserves requirement:		
2 month's budgeted routine expenditure	20,000	24,000

The PCC is aware that free reserves are below the free reserves requirement and are considering a range of measures whereby parity between the two amounts can be restored.

4.3 Investment Policy

Funds in excess of immediate working capital requirement are placed in a bank deposit account.

4.4 Grants Policy

The church made no grants during the year. The PCC will be reviewing its future grants policy in 2020.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

Report of the Parochial Church Council For the year ended 31 December 2020

5. Plans for Future Periods

In line with the objectives outlined in the 2014 Mission Action Plan, the following objectives remain central to the PCC's planning:

- Developing our stewardship and fundraising programme to secure the long-term future of St Mark's, in particular considering the scope to introduce the Parish Giving Scheme;
- Enhancing the church's presence and visibility in the community;
- Improving the building's accessibility and making it a safer and more useful space for the church's own use and for the use of others;
- Continuing to engage with children through the Sunday School and through their involvement in liturgy, and by their admission to Holy Communion, and making provision for teenagers.

6. Responsibilities of Trustees for the Financial Statements

The PCC is responsible for preparing the report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law in England and Wales requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the income and application of income of the charity for that period.

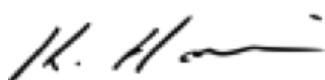
In preparing those financial statements, the PCC is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the charity will continue.

The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 2011, the Charity Accounts and Reports Regulations 2008 and the provisions of the governing document. The PCC is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is responsible for the maintenance and integrity of the charity and financial information included in the charity's website.

7. Approval

The report of the PCC was approved by the PCC on 30 October 2021 and signed on its behalf by:



Kate Harrison
Chair

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST
MARYLEBONE (HAMILTON TERRACE)**

**Report of the Independent Examiner to the Parochial Church Council of
St Mark St Marylebone (Hamilton Terrace)**

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of St Mark St Marylebone for the year ended 31 December 2020, which are set out on pages 13 to 21.

Respective responsibilities of PCC and examiner

The PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



John Helm ACA
Simply Churches
17 Heathville Road
London N19 3AL

30 October 2021

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK
ST MARYLEBONE (HAMILTON TERRACE)**

**Statement of Financial Activities
For the year ended 31 December 2020**

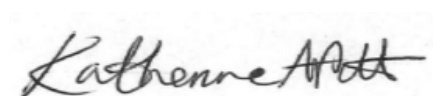
	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total 2019 £
Income from:	2						
Donations and legacies		29,882	30,520	60,402	41,571	(785)	40,786
Charitable activities		1,928	-	1,928	974	-	974
Other trading activities		52,749	-	52,749	77,418	-	77,418
Investments		15	-	15	159	-	159
Total Income		84,574	30,520	115,094	120,122	(785)	119,337
Expenditure on:							
Raising funds	3	-	-	-	1,144	-	1,144
Charitable activities	4	123,618	6,000	129,618	119,472	1,288	120,760
Total Expenditure		123,618	6,000	129,618	120,616	1,288	121,904
Net gains on investments		-	-	-	-	-	-
Net expenditure	5	(39,044)	24,520	(14,524)	(494)	(2,073)	(2,567)
Transfers between funds		20,000	(20,000)	-	2,624	(2,624)	-
Other recognised gains/(losses)		-	-	-	-	-	-
Net movement in funds		(19,044)	4,520	(14,524)	2,130	(4,697)	(2,567)
Total funds brought forward		134,942	22,078	157,020	132,812	26,775	159,587
Total funds carried forward		115,898	26,598	142,496	134,942	22,078	157,020

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

**Statement of Cash Flows
For the year ended 31 December 2020**

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
Fixed Assets					
Tangible Assets	6	125,852	-	125,852	126,520
Current Assets					
Debtors	7	21,152	-	21,152	16,215
Cash at Bank and in Hand		60,842	26,598	87,440	50,076
		81,994	26,598	108,592	66,291
Creditors - Amounts Falling Due Within One Year	8	91,948	-	91,948	11,779
Net Current Assets		(9,954)	26,598	16,644	54,512
Creditors - Amounts Falling Due After More Than One Year	9	-	-	-	24,012
Net Assets		115,898	26,598	142,496	157,020
Represented by:					
Restricted Funds	10	-	26,598	26,598	22,078
Unrestricted Funds		115,898	-	115,898	134,942
Total Funds		115,898	26,598	142,496	157,020

The financial statements were approved by the PCC on 30 October 2021 and signed on its behalf by:



**Katherine Pitt
Treasurer**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

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

I. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102)). The financial statements are drawn up on the historical cost basis of accounting except for the revaluation of freehold land and buildings which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body or those that are informal gatherings of church members.

The PCC meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the PCC has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received.

The income from trading activities includes rental income from the letting of church premises which is accounted for when earned. It is shown gross, with the associated costs of generating the income included in fundraising costs.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The PCC is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Charitable expenditure includes those costs in fulfilling the PCC's principal objects, as outlined in the Report of the PCC. These include grants payable, governance costs and an apportionment of support costs.

- Grants payable are payments made to third parties in furtherance of the PCC's objects. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the PCC.
- Governance costs comprise all costs involving the public accountability of the PCC and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

Taxation

As a charity, the PCC is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the PCC.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

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

I. Accounting Policies (continued)

Tangible Fixed Assets

Consecrated Property and Moveable Church Furnishings

Consecrated land and benefice property such as the church building and vicarage is excluded from the accounts in accordance with s10 of the Charities Act 2011. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or benefice buildings and moveable church furnishings, whether maintenance or improvement, is expensed within the Statement of Financial Activities.

Leasehold Land & Building

The freehold land and building is the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD. Depreciation is not provided as the estimated residual value is considered to be the same or higher than the carrying value of the property in the accounts.

Other Fixtures, Fittings & Office Equipment

The cost of other furniture, fittings and equipment, less any expected residual value, is depreciated on a straight line basis over the effective useful life of the asset, which has been estimated as 4 years

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the PCC.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARK ST MARYLEBONE (HAMILTON TERRACE)**

**Notes to the Financial Statements
For the year ended 31 December 2020**

2. Income

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
Donations & legacies				
Offerings and donations	24,945	10,520	35,465	39,415
Income tax reclaimed	4,938	-	4,938	4,856
Legacies	-	-	-	-
Grants (see note below)	-	20,000	20,000	(3,485)
	29,883	30,520	60,403	40,786
Charitable activities				
Fee income (net)	1,928	-	1,928	974
	1,928	0	1,928	974
Other trading activities				
Lettings income	52,732	-	52,732	75,061
Fund raising/book sales	17	-	17	2,157
Other	-	-	-	200
	52,749	0	52,749	77,418
Investments				
Bank Interest	15	-	15	159
	84,575	30,520	115,095	119,337

The negative grant amount is due to the reversal of a restricted grant which had been recognised in previous accounting periods but in 2020 was reassessed and deemed not to be receivable.

3. Expenditure on Raising Funds

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
Fundraising Events	-	-	-	1,020
Other costs	-	-	-	123
	0	0	0	1,143

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

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

4. Expenditure on Charitable Activities

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £	Total 2019 £
Common Fund	60,000	-	60,000	43,395
Church Life & Outreach	15,560	6,000	21,560	19,773
Missionary & Charitable Giving	-	-	-	-
Provision of Office & Support	15,797	-	15,797	11,835
Provision of Buildings and Facilities	25,273	-	25,273	41,867
Loan interest payable	5,988	-	5,988	3,132
Governance costs	1,000	-	1,000	758
	123,618	6,000	129,618	120,760

Staff costs

In addition to the many volunteers who give their time to the church, there were no (2019: two) paid employees whose costs are included within each of the main cost categories of "Expenditure on Charitable Activities" (note 4 above). Their aggregate emoluments were as follows:

	2020 £	2019 £
Gross salaries	-	2,831
Social security costs	-	-
Pension contributions	-	-
	0	2,831

5. Net Income

	2020 £	2019 £
This is stated after charging:		
Operating lease rentals	3,171	3,210
Independent examination fee	1,000	758

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

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

6. Tangible Fixed Assets

	Freehold building £	Equipment £	Total £
Cost			
At 1 January 2020	124,515	2,673	127,188
Additions	-	-	-
Revaluation	-	-	-
Disposals	-	-	-
At 31 December 2020	124,515	2,673	127,188
Depreciation			
At 1 January 2020	-	668	668
Charge For Year	-	668	668
Disposals	-	-	-
At 31 December 2020	0	1,336	1,336
Net Book Value			
At 31 December 2020	124,515	1,337	125,852
At 31 December 2019	124,515	2,005	126,520

All of the fixed assets are used for charitable purposes. The freehold land and building comprises the hall at St Mark's Church Hall and Cottage, Abercorn Place, NW8 9YD.

7. Debtors

	2020 £	2019 £
Prepayments	-	-
Income tax recoverable	21,152	16,215
	21,152	16,215

8. Creditors - Amounts Falling Due Within One Year

	2020 £	2019 £
Accruals	1,948	10,358
Other creditors	-	1,421
Common Fund	60,000	-
Loan (including loan interest payable)	30,000	-
	91,948	11,779

The loan refers to an advance paid by the Vestry Pre-School in relation to roofing works to the premises from which it operates. These premises form part of the church hall complex. Interest at a rate of 15% per annum is chargeable on the loan and the loan was repaid in 2021.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

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

9. Creditors - Amounts Falling Due After More Than One Year

	2020 £	2019 £
Loan	-	24,012

For description of the loan, please see note 8.

10. Restricted Funds

10a Current Year

	At 1 January 2020 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2020 £
Building & Grounds Fund	5,662	990	-	-	-	6,652
Music Fund	1,687	1,250	-	-	-	2,937
Organ Fund	14,714	-	-	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music scholarships	0	8,280	(6,000)	-	-	2,280
Tower Works	0	20,000	-	(20,000)	-	0
	22,078	30,520	(6,000)	(20,000)	0	26,598

The transfer was in relation to a purchase of fixed assets using restricted funds.

10b Prior Year

	At 1 January 2019 £	Income £	Expenditure £	Transfers £	Gains/ (losses) £	At 31 December 2019 £
Building & Grounds Fund	8,177	(3,485)	970	-	-	5,662
Music Fund	2,399	77	(789)	-	-	1,687
Organ Fund	16,183	-	(1,469)	-	-	14,714
Charitable Giving Fund	15	-	-	-	-	15
Music	0	2,624	-	(2,624)	-	0
	26,774	(784)	(1,288)	(2,624)	0	22,078

Descriptions of the main restricted funds are as follows:

Building & Grounds Fund. Income to this fund is mainly grants towards the restoration and maintenance of the church buildings and grounds. Much of the work paid for by these funds is eligible for VAT relief under the Listed Places of Worship Grant Scheme. Any VAT reclaimed on restricted expenditure is paid back into the relevant fund.

Music Fund. This fund contains donations and grants towards the musical activities of St Mark's, including the purchase of choral sheet music and the subsidy of choral and organ scholarships.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARK ST MARYLEBONE (HAMILTON TERRACE)

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

10. Restricted Funds (continued)

Organ Fund. This fund contains donations and grants towards the restoration of the existing pipe organ and the eventual construction of a new instrument.

Charitable Giving Fund. This fund contains proceeds from collection offerings and other donations received towards specific causes.

Tower Works. During the year a grant of £20,000 was received from the Diocese to fund works on the church tower. This grant covered payments made to PAYE Stoneworks for work completed in 2017.

Music Scholarship. Four donors pledged funds for choral scholarships for the new choir year commencing September 2020. In three cases the funds were donated as lump sums, whilst the fourth is to be funded via 12 monthly instalments. The scholarships are awarded in ten monthly payments.

11. Operating Lease Commitments

The total future minimum lease payments under non-cancellable operating leases are payable:

	2020 £	2019 £
Not later than one year	3,489	3,162
Later than one year and not later than five years	12,211	1,581
	<u>15,700</u>	<u>4,743</u>

12. Related Party Transactions and Balances

Members of the PCC gave a total of £7,524 (2019: £8,364) in unrestricted offerings and donations during the year.

No PCC members were employees of the PCC during the reporting period.

No PCC members were remunerated or paid any expenses in their capacity as trustees of the charity.

A total of £302 (2019: £1,167) was remitted to PCC members during the reporting period. This total consisted of reimbursements for various goods purchased for the church's use or consumption. Three PCC members were paid or reimbursed for these purposes.