

The Parochial Church Council of the Parish of St Mark & All Saints, Reading

Trustees' Annual Report for the year ending 31st December 2020

'Worshipping God; sharing love, building communities and growing faith through Jesus'

The Parochial Church Council (PCC) presents its' Annual Report for the year ending 31st December 2020.

Reference and administration information

The Parochial Church Council of The Ecclesiastical Parish of St. Mark and All Saints, Reading is a registered charity with the Charity Commission - registration number 1160687.

The correspondence address is: The Parish Office, All Saints Church Hall, Downshire Square, Reading, Berks. RG1 6NH (email: allsaintsreading@gmail.com)

There are two churches within our parish - part of the Diocese of Oxford within the Church of England:

- St Mark's Church - Cranbury Road, Reading, RG30 2TA – website www.achurchnearyour.com/reading-st-mark
- All Saints Church - Downshire Square, Reading, RG1 6NN www.achurchnearyou.com/reading-all-saints

Aims and purposes

The PCC of St. Mark & All Saints Reading has the responsibility of co-operating with the Vicar, The Reverend Jo Williams in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the financial affairs of the Church, Church buildings, Church Halls and churchyards and oversees matters of data protection, safeguarding and health and safety.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our two churches and to become part of our parish community. The PCC, together with its sub committees, maintains an overview of worship throughout the parish and makes suggestions on how our services and church life 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.

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

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

Safeguarding

The PCC of St Mark and All Saints Reading has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults) and abides by the 'promoting a safer church' and works with this in mind to all safeguarding matters in the parish.

The safeguarding policy was reviewed at the September 2020 PCC meeting and is modelled on the Diocesan policy. We continue to request DBS for voluntary and paid roles when needed and safer recruitment practices. All PCC members have completed the Foundation (C0) safeguarding training as a minimum. We are very grateful to our safeguarding officers – Cathy Walter and Alice Sonaïke.

Structure, governance and management

The PCC is a corporate body. Its governing documents are the Parochial Church Council (Powers) Measures 1956 as amended, and the Church Representation Rules. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Clergy, Churchwardens and any Readers the APCM appoints are ex-officio, as are the Deanery Synod members who serve a three-year term. Of the twelve elected members, 4 are elected each year to serve a three-year term. A minimum of one third (4) of all elected members must be habitual worshippers at St. Marks, and a minimum of one third (4) of all elected members must be habitual worshippers at All Saints.

The trustees, members of the PCC, who served in the year up to the date of the report are:

<i>Ex Officio</i>		
Incumbent	The Reverend Josephine Williams	<i>Chair (adoption leave from June 2020)</i>
Assistant Curate	The Reverend Jane Lewis	
<i>Churchwardens</i>	Mrs Di Ryley	
	Mrs Pat Alleyne	
	Mrs Liz Sandford	<i>(until APCM - Oct 2020)</i>
	Mr David McLuckie	<i>Vice Chair (until APCM – Oct 2020)</i>
LLM	Mrs Sylvia Cummins	
	Dr Diana Matthews	
<i>Deanery Synod Representatives</i>	Dr Anthony Pretlove	<i>(from APCM – Oct 2020)</i>
	Dr Lee Hawkness-Smith	<i>Ass Treasurer (until APCM -Oct 2020)</i>
	Mr David McLuckie	<i>(until APCM – Oct 2020)</i>
	Mrs Angelina Elliott	<i>(from APCM – Oct 2020)</i>
<i>Elected Members</i>	Ms Norma Parris	<i>(from APCM – Oct 2020)</i>
	Mrs Nana Gyebi-Johnson	
	Mr John Hodge	<i>(re-elected APCM - Oct 2020)</i> <i>Vice Chair from Oct 2020)</i>
	Mrs Angelina Elliott	<i>Treasurer SM</i>
	Mrs Hannah Lyons	<i>(resigned - March 2020)</i>
	Mrs Sharon Hyman	<i>SM Hall Manager</i>
	Ms Claudine Ransley	
	Mrs Linda Parish	<i>(re-elected APCM Oct 2020)</i>
	Ms Rosie Dale	<i>(from APCM – Oct 2020)</i>
<i>Co-opted members</i>	Mr Stephen Marsh	<i>(co-opted June 2019)</i>
	Mrs Judy Vaughan	<i>(co-opted APCM - Oct 2020)</i>

<i>In attendance</i>	Mr Ron Cummins	<i>Treasurer AS</i>
	Mrs Cathy Walter	<i>Safeguarding Officer (from Nov 2020)</i>
	Mrs Alice Sonaike	<i>Safeguarding Officer (from Aug 2019)</i>
	Mrs Jackie John	<i>PCC Secretary</i>

During 2020, the PCC met eight times during the course of the year (twice in person and six occasions via zoom). In addition to our planned PCC meetings, we also met virtually for our APCM in October (later than planned due to coronavirus), and the Standing Committee convened when needed.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish. Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspects of parish life. They regularly report back to PCC meetings.

These are the following committees:

Finance committee – Ron Cummins (Treasurer), Lee Hawkness-Smith (for annual accounts), Angelina Elliott

Fabric committee – Rev'd Jo Williams plus John Hodge, Tony Pretlove, Di Ryley and Norma Parris

Policies committee (including safeguarding) –Rev'd Jo Williams plus Stephen Marsh, Alice Sonaike (Safeguarding officer) and Nana Gyebi Johnson (H&S Officer)

Music committee – Not re-appointed at APCM for 2020.

The Standing Committee has the power to transact the business of the PCC between meetings, reporting back to the PCC.

- Pre APCM (October 2020) - The Rev'd Jo Williams (until June 2020), Di Ryley, Pat Alleyne, David McLuckie, Liz Sandford, Ron Cummins (Treasurer), John Hodge and Linda Parish

Post APCM 2020, it consisted the St Mark's churchwardens, 2 members from the All Saints churchwarden support group and two elected members of the Parochial Church Council:

- Post APCM (October 2020) – Di Ryley, Pat Alleyne, Tony Pretlove, Diana Matthews, Ron Cummins (Treasurer), Norma Parris and Linda Parish

The Events Committee recommend a social events strategy for the parish, ensure that regular events are being organised and to encourage a wide range of involvement from our congregations in organising and participating in events. It has the power to co-opt other members of the congregation and reports back to the PCC. This committee consists of the following members:

- Pre APCM (October 2020) – Rev'd Jo Williams plus Jackie John, Pat Alleyne, Claudine Ransley, Linda Parish and Ron Cummins
- Post APCM (October 2020) – Jackie John, Sharon Hyman, Pat Alleyne, Claudine Ransley, Linda Parish, Rosie Hughes and Ron Cummins

The Hall committee oversee the management of the church halls, dealing with the day-to-day administration of our two halls and makes recommendations to the PCC about repairs, maintenance, letting rates and other concerns. The PCC members serving on this committee are:

St Mark's Hall committee - Pre APCM, Oct 2020:

- Pat Alleyne, Sharon Hyman, Di Ryley, Angelina Elliott and Norma Parris
St Mark's Hall committee – Post APCM, April Oct 2020:
- Pat Alleyne, Di Ryley, Sharon Hyman (hall manager) and Angelina Elliott

All Saints Hall committee – Pre and post APCM, Oct 2020:

- John Hodge, Ivor Snape (Hall Manager), Tony Pretlove (Hall Treasurer)

Worship and Prayer

There are 124 parishioners on the 2020 Electoral Roll. 78 worship primarily at All Saints and 46 at St. Marks. Mr Kwaw Elliott has served as Electoral Roll Officer for both churches over 2020.

Average weekly attendance for our services are given in the tables below. As 2020 was such a disrupted year due to Covid-19 our range of services suffered, alongside other ways we celebrate God such as baptisms and weddings.

Attendance/worship:

Sunday worship figures, preceding 5 years:

	8 am Mass at All Saints*			9am Mass at St. Mark's			11am Mass at All Saints			3.30pm Family Communion at All Saints (twice monthly)		
	Com	Adult	U16	Com	Adult	U16	Com	Adult	U16	Com	Adult	U16
2020**	n/a	n/a	n/a	17	19	4	46	49	12	n/a	n/a	n/a
2019	n/a	n/a	n/a	27.5	30	4	55	59	14	11	10	8
2018	n/a	n/a	n/a	28	29	5	61	70	18	12	13	10
2017	5	5	0	25	27	3	50	59	12	10	12	9
2016	5	5	0	24	28	3	56	59	13	8	11	6

* September 2017 – 8am Mass cancelled

**2020 – church closed from March 2020 until August 2020 and closed again for November 2020.

Therefore, it is very hard to detail accurate regular attendance due to so many months of on-line services. Attendance was lower than before church closure as not everybody felt safe to return to church. We only had four 3.30pm family communion services during 2020 (between January and March) and so figures not recorded.

Christmas and Easter services at St. Mark & All Saints

	Christmas Eve and Christmas Day*			Easter Eve and Easter Day*		
	Com	Adult	U16	Com	Adult	U16
2020**	33	39	7	n/a	n/a	n/a
2019	110	150	27	168	195	48
2018	121	179	25	155	219	48
2017	146	171	30	158	172	31
2016	137	181	19	151	216	30
2015	125	162	15	163	199	38

*total numbers at all services, no allowance made for people attending more than one service.

Christmas services do not include Christingle services.

**2020 – Midnight Mass at St Mark's and Christmas Day at All Saints. Easter services were unable to be held in church.

Review of the year 2020

Ministry in the Parish of St. Mark and All Saints

I'm not sure anyone could have predicted 2020 with the coronavirus pandemic and the way it turned out for us as a country, as a parish and of course individually. It was without a doubt a year nobody would want to repeat given the choice, but when you sit back and think about everything we have achieved, we have been challenged and stretched and have delivered spiritual guidance, compassion and companionship in abundance within our parish. However, it would be remiss to not mention the significant loss and struggles within our parish during 2020 and these have had a significant impact on our parish.

In January and February, we held our usual service pattern as we approached Lent. We had Reading Male Voice Choir perform for a fabulous concert at All Saints Church on 17th March and the 'Big Pancake Party' for Church Urban Fund in February. Then with the first national lockdown announced in March 2020, our churches were closed for public worship for a significant period of time and this changed our parish services and outreach dramatically. We very quickly had to establish how we were going to keep in touch with all of our congregation so they do not feel isolated and how we could provide our services going forward.

Services were put online as pre-recorded reflections to start with, then as the year progressed so did our technology skills and services went remotely via zoom and included a recording for remembrance Sunday with Fr Brian Shenton for those unable to attend church. The parish pulled together with so many people going above and beyond to provide a pattern of prayer and service throughout the week for as many people to access as possible. Not forgetting the effort in getting our churches to a position of being able to open, with all the safety precautions in place when we were able to. For many, by having a virtual joint parish service on a Sunday, we have definitely felt a more united parish, enjoying meetings our friends across both churches. We were acutely aware however, that lots of our older members of the congregation were not able to meet for a service over zoom and this did create a sense of isolation for many.

Easter was hard not to be allowed into our church buildings, but we managed to offer recorded Palm Sunday readings posted on facebook, as well as a moving 'stations of the cross' video by Diana and the Poston family. An Easter morning fire vigil and blessing of the Paschal candle was also recorded by Rev'd Jo.

Our clergy and worship/ministry team collectively worked incredibly hard in the preparation of our services either remotely or in-person when our churches were open - reading, leading and planning services. We've also seen more people preaching at services during a Sunday service alongside a rota for readers/ intercessors which is a wonderful opportunity for all. Kwaw Elliott and Judy Vaughan completed their authorised preacher training and have been authorised for the next five years, which is a great achievement.

All Saints Infants School ventured back into church when allowed in the autumn for their Monday morning collective worship. There are often 65 children in attendance and regularly 20+ adults. This provides a lovely start to our weekly worship.

In June, Rev'd Jo started her adoption leave to start the exciting journey with her new family spending lots of quality time together during lockdown. We look forward to welcoming them all back into our church in 2021.

With Rev'd Jo on adoption leave and our associate vicar shielding in a 'clinically extremely vulnerable' group due to the virus, we were incredibly blessed to have the help of Rev'd Judith Ryder to help with our services when we re-opened our doors again in August 2020, with our services at 3.30pm initially due to the availability of cover priests.

In October St Mark's Church finally started the long overdue restoration work (on the church and hall) it so desperately needed, to ensure the longevity and continued use of our buildings for us and the community for many years to come.

All Saints Patronal festival on 1st November was led by Fr Nicholas Cheeseman and Fr Stuart Reynolds and was our last service in church before closing again. Then a second lockdown forced our churches to close on 5th November- opening again for services in December with the help and support from Rev'd Rachel Weir. Throughout November however, we opened both churches for private individual prayer, with a rota of volunteers, which was welcomed by many to come and pray in church during this national emergency.

We also had the help from Canon Brian Shenton when available. The PCC would like to record their thanks for all the clergy support provided during this difficult year including our own members of the clergy team.

Technology was undoubtedly at the heart of 2020 in terms of keeping us united as a parish – a new parish facebook page, YouTube account, virtual zoom services, recorded reflections and lots of online communications. We could not have delivered everything without every member of the team helping out where and when possible - sharing knowledge, learning new skills and sharing the workload.

The Parish newsletter (replacing the parish magazine) became a major resource for communicating to the congregation – delivering it by hand/post to over 30 people as well as sending it electronically. For the majority of the year, it was sent fortnightly to ensure we kept in touch with the parish. On top of this a 'telephone tree' was established to keep in touch with our more vulnerable or isolated members of our congregations, offering companionship, pastoral care and friendship.

Christmas was a combination of virtual and live services in church – virtual carols, crib and Christingle services were provided on zoom as well as in-person Christingle on Christmas Eve, Christmas Day Mass at All Saints and Midnight Mass at St Mark's. A zoom advent course was also provided to look at advent themes through works of art. In addition to the Christmas figures recorded in the table above, we had 37 adults and 24 under 16's attend our Christingle service at All Saints on Christmas Eve.

This year we have been successful in paying our parish share of £48,151 in full for 2020 and on time which means we benefit from a rebate from the deanery. The deprivation allowance (£5,000 discount for two churches in a parish with one vicar and £10,000 discount for a Parish in an area of poverty) remains in force for us as a Parish. Along with other churches, the impact of the lack of fundraising on our parish funds has hit us hard, with church services and fundraising events not taking place.

We cannot fail to mention the loss of so many of our dearest friends within our parish community over 2020. A year tinged with sadness – often unable to attend funerals to pay our respects due to limited numbers in attendance. And often not being able to spend time with our friends as we would

have liked to. We will need to reflect back and remember those we have loved and lost, who are no longer with us when we are able.

It has been the policy of the PCC to publish the draft minutes of meetings where possible.

In conclusion the PCC have continued their work with commitment and great spirit, working well together making some important decisions, to the mutual benefit our parish going forward.

Schools:

All Saints Infants School is at the heart of our community and continues to be a thriving school. It has 60 children in 3 year groups (reception, year 1 and year 2). Rev'd Jo led a Monday morning collective worship at All Saints Church at the beginning of the year prior to coronavirus. It usually attracts 20 plus adults and other children/ siblings – a wonderful start to the week. In the Autumn of 2020 Diana Matthews went into the school to lead assemblies/collective worship on a Monday morning – holding 2 sessions: one at 10am for the Ducklings class and one at 10.15am for the Cygnets class. They covered topics such as St Francis and Remembrance Sunday.

The staff team are committed to upholding our Christian values; love, respect and forgiveness, and work hard each day to make sure that our children are safe and happy and make outstanding progress.

At the end of 2020, All Saints Infants School entered into a period of consultation for changes to their admissions policy. From September 2022, the element of faith/ worship will be removed from their oversubscription criteria and also the removal of 'resident within the parish'. This means that our worshipping families will no longer be able to submit a supplementary worship form to the school to support their school application. The change has been driven by a need to align the school policy with the Diocese's model admissions policy and the Church of England guidance on faith schools being available to all children. Whilst the PCC were saddened to see this link go for our worshipping families, we understand the need share God's love with all and help our schools become inclusive to minimise the impact of faith.

Despite the challenges of Covid, St Mary and All Saints CE Primary School has enjoyed a happy and successful year. Our new vice principal Chris Neal joined the school in September 2020 and we began the new school year with a new and vastly strengthened leadership team. As a result, we were able to accelerate the pace of change and launched several new initiatives with success. This included a brand new way of teaching phonics and early reading. Even in its first term, the impact was demonstrable and as such even our youngest children learned to read very quickly.

The school continues to benefit from positive relationships with the local authority, the Diocese and the school's Multi academy trust The White Horse Federation. Our Diocesan adviser visits the school regularly and staff have also received RE training from the Diocese's RE specialist. The new governing body has continued to develop and gain expertise. The school currently has three foundation governors Rev. Jo Williams, Tanya Houghton and Robin Sharples, who works as a Diocesan adviser.

We have continued to develop our church school distinctiveness. Rev. Jo has continued to have a visible presence in the school. During Covid we used Microsoft teams to hold virtual Collective Worship and more intimate class based worship. The children have particularly missed the sense of community worship and the singing elements of worship. During Jo's adoption leave we have managed to hold some services at school maintaining bubbles. Perhaps most memorable was the outside Remembrance service and the KS1 Christingle led by Romey. Going forwards, we are looking forwards to restarting whole school clergy led Collective Worship. We hope we can soon restart holding regular school services at church.

School governance continues to be a substantial volunteer commitment. We appoint or nominate seven governors to All Saints Infants school. Revd Jo is an ex officio governor of both All Saints Infants and St Mary and All Saints. Several members of our congregations also serve as governors in other local schools.

Nursing homes:

Sadly, the covid-19 pandemic has prevented the Eucharistic Ministry Team from carrying out our usual Communion Services and Ministry in our residential and care homes; Beacher Hall, Parkside House, Abbeyfield and Jasmine House, during 2020. However, we have been able to keep in touch with them all by telephone, Zoom or You Tube.

It is hoped that we can resume our ministry in 2021.

Hall Users:

All Saints Hall

Regrettably due to the Covid 19 pandemic All Saints Hall had to close from March 2020. During this lockdown, regular checks were made to maintain services and the well-being of the building. During 2020 income from the hall was £10,358 with outgoings £19,896 (this includes utilities, maintenance and repairs, insurance etc). A loss therefore of £8,538 during 2020.

Hot water taps were periodically opened to safeguard against Legionnaires disease affecting the system. Cleaning of the building was maintained.

St Mark's Hall

Throughout 2020 the Hall Office was let to ABC to Read. Due to the coronavirus, the hall was closed from March 2020 with no users/ hirers gaining entry. During this time, it was agreed by the PCC that the hall was in need of a full renovation which included the roof, ceiling, skirting and new kitchen sink. The repairs have gone well which has enabled room for a new flooring. All works are now complete and the builders have given us back the keys and the hall is now fully operational to all hirers, at such time the Government and Diocese allow us to do so. We have allowed the Greek Church to use the hall whilst the repairs are on-going at the Church.

The hall is now fully alarmed with only key holders having the alarm code. No hall user will be given access to the code.

Lettings and income were obviously greatly affected by being closed for much of 2020. We had an income of £4,502 and outgoings of £9,248. We hope with the newly refurbished hall, this can be rectified once open in 2021.

Community Engagement and mission:

Undoubtedly, this has been harder than usual over 2020 but we have made sure that we were there for our community when it mattered. Looking out for our neighbours, friends and members of our parish – telephoning, collecting food, shopping and prescriptions when needed. Helping those in need is a demonstration of our faith - we supported charities virtually including Church Urban Fund, Children's Society for our Christingle services and PACT. We had members of the congregation helping at food banks and street pastors and 'places of welcome' Monday coffee morning went virtual.

Pastoral Care:

Our ministry team did a fabulous job over 2020 with all the restrictions in place. They supported members of our congregation spiritually through worship and guidance as well as supporting those in times of grief.

We are thankful for the ministry team and indeed our whole church family for the care they give to one another, especially over 2020.

Nurture Groups:

St Mark's prayers take place fortnightly at St Mark's Church and this continued virtually via zoom during lockdown. Likewise, with Thursday lunchtime parish prayers, this went virtually via zoom as soon as we could during lockdown to ensure we provided continuity for our prayer groups.

Our Open Group (of our joint churches) had a full programme lined up for 2020 but has not met since February. The plan will be to resume again in the summer/autumn of 2021 - meeting once a month and invite a mix of 'home grown' and external speakers. Our attendance is usually 15-20. We shall be contacting our 2020 speakers to see if they are willing to come to us over the next twelve months.

The Open Group was set up some 50 years ago to be deliberately 'non-church', so as to draw in those in the neighbourhood who welcome the opportunity to have something local to attend in the evening. We have continued to bear that in mind with our wide range of topics/ interests. We have a committee of 5/6 of us with a nominated treasurer and secretary, but the chairmanship of meetings is shared. All are welcome and we usually meet on the fourth Monday of the month at 7.30pm in the Downshire Room at All Saints Church Hall.

Now, more than ever, I think we need such a group so that all ages and walks of life can meet up - but we will need attendance (so that we can pay our way and donate to speakers) and car drivers (many of our members are now former car owners or live too far away to safely walk) to make it work and worth the Committee's effort in organising it.

The Link Group is the equivalent of a 'fellowship group' or 'house group' and they have been running for around 15 years. It is a prayer and Bible study group and 2 groups were running until a year ago. Diana Matthews is thinking of altering the format of her group to facilitate those that are unable to meet physically and this will evolve over the coming months. Philip's group (7 of us) have 'met' every Tuesday for the past year by way of a phone-in. This lasts for up to half an hour and combines sharing news, checking up on each other, items for praise and prayer and a very short Bible-based homily. As a result of the meeting, we often follow up friends in the church who are in need. All are welcome.

Youth and Children's work:

Sadly, the Sunday afternoon Family Communion Service at All Saints Church only met on four occasions before our churches were closed in March. Once our churches were open again in the autumn, we tried hard to provide family friendly services where possible, including harvest festival at St Mark's in August and the Pet Service at All Saints in October. It was lovely to see our young families with their pets engaging and interacting with the service.

Finance Review

Our Bankers are: Lloyds TSB, Broad Street, Reading; Royal Bank of Scotland, Station Road, Reading.

St. Mark & All Saints, Reading

Annual Report and Accounts of the Parochial Church Council for the year ended 31 December 2020

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**Independent Examiner's Report to the Parochial Church Council of
St Mark and All Saints**

I report on the accounts of the church for the year ended 31 December 2019, which are set out on pages 3 to 7.

Respective responsibilities of the PCC and examiner

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

It is my responsibility to:

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

Basis of an independent examiner's report

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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.

Signature

Name

Address

Date

St Mark & All Saints Reading Parochial Church Council

Accounts for the year to 31 December 2020

Receipts and Payments Account

2019		Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total £
RECEIPTS							
Receipts from generated funds:							
59,335	Voluntary income	2	63,747	-	-		63,747
8,094	Fundraising	3	935	567	-		1,502
64,106	Church Activities	4	6,001	25,431	3,042		34,474
15,318	Investment income	5	10,866	833	3,492		15,191
146,853			81,548	26,831	6,534	-	114,913
5,782	Other cash receipts	6	11,429	-	372		11,801
152,635	Total receipts		92,977	26,831	6,906	-	126,714
PAYMENTS							
Payments for generating funds:							
(57)	Cost of generating voluntary income	7	(58)				(58)
(773)	Fundraising costs	8	(146)				(146)
(1,305)	Investment costs	9	(1,261)				(1,261)
(2,136)			(1,466)				(1,466)
(73,126)	Church activities	10	(72,450)				(72,450)
(1,072)	Charitable donations	11			(372)		(372)
(9,325)	Church management & administration	12	(11,350)	(333)			(11,683)
(34,104)	Other cash payments	13		(73,644)	(4,066)		(77,710)
(119,762)	Total payments		(85,266)	(73,977)	(4,438)		(163,680)
32,873	NET RECEIPTS / (PAYMENTS)		7,712	(47,146)	2,468	0	(36,966)
	Transfers between funds		5,000	(5,000)			
32,873	NET RECEIPTS / (PAYMENTS) after transfers		12,712	(52,146)	2,468	0	(36,966)
374,492	Cash balances at start of year		66,988	232,881	107,496		407,365
407,365	Cash balances at end of year		79,700	180,735	109,964	0	370,399

The pages Notes 1 and Notes 2 form part of these accounts

St. Mark & All Saints Reading Parochial Church Council

Accounts for the year ended 31 December 2020

Statement of assets and liabilities as at 31 December 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total £
Monetary assets						
Cash		-	376	-	-	376
Bank current account		79,700	180,359	109,964		370,023
Bank deposit account			-			-
NSIB Deposit account						-
		<u>79,700</u>	<u>180,735</u>	<u>109,964</u>		<u>370,399</u>
Other monetary assets						
Tax reclaim due						
Investments assets						
Bartholomew Bequest					15,621	
Swettenham Bequest					1,349	
Flat at Cost price in February 1989	14		66,895			
			<u>66,895</u>	<u>-</u>	<u>16,970</u>	<u>83,865</u>
Assets used for the charity's own use						
All Saints Hall at valuation		574,000				574,000
All Saints Hall Fixtures & Fittings		23,000				23,000
St Mark's Hall at valuation		366,954				366,954
St Mark's Hall Fixtures & Fittings		25,306				25,306
		<u>989,260</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>989,260</u>
The valuation of the Church Hall and its associated fixtures and fittings are the insured value of those items						
Liabilities						
Charitable donations to be paid		0				
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

There were no contingent liabilities.

The notes on pages 6 to 7 form part of these accounts.

These financial statements were approved by the Parochial Church Council on

.....
Chairman

.....
Trustee

Date:

St Mark & All Saints Reading Parochial Church Council

Accounts for year to 31 December 2020

Notes to the accounts

1 Accounting policies

These accounts have been prepared on a 'receipts and payments' basis and in accordance with Section 133 Charities Act 2011.

2 Voluntary Receipts

2019		Unrestricted funds £	Designated funds £	Restricted funds £	Total £
40,233	Planned Giving	29,081			29,081
5,579	Collections of loose cash at services	1,904			1,904
3,071	Church boxes	295			295
389	Other individual donations	1,730			1,730
	Legacies	20,000			20,000
	Special appeals	-			-
10,064	Tax recovered	10,737			10,737
59,335		63,747	-	-	63,747

3 Fundraising

3,064	Fetes	-			-
4,919	Jumble Sales etc	935			935
112	Magazine - Advertising	-			-
	2nd hand Bookstall	-	567		567
8,094		935	567	-	1,502

4 Church Activities

61,307	Church/Hall Lettings and other income	6,001	25,431		31,432
2,560	Fees - weddings, funerals etc	-	-	3,042	3,042
148	Magazine - Sales				-
91	Bookstall - New	-			-
64,106		6,001	25,431	3,042	34,474

5 Investment income

	NSIB and Gilts	-			-
5,105	Bank interest	476	833	1,976	3,285
	Property fund valuation			1,516	1,516
10,213	Flat Rental	10,390			10,390
15,318		10,866	833	3,492	15,191

6 Other cash receipts

5,782	Other Income	8,379			8,379
401	Collected to give away			372	372
	Adjustment to General Fund	3,050			3,050
6,183		11,429	-	372	11,801

St Mark & All Saints Reading Parochial Church Council

Accounts for year to 31 December 2020

Notes to the accounts

2019		Unrestricted funds	Designated funds	Restricted funds	Total
	7 Cost of generating voluntary income				
57	Gift Aid envelopes	58			58
	8 Fundraising costs				
696	Summer Fete	-			-
78	Jumble sales & Quiz nights etc	-			-
	Church magazine	-			-
	Other	146			146
773		146	-	-	146
	9 Investment Costs				
1,305	Flat expenses	1,261			1,261
	10 Church activities				
47,088	Parish Share	47,669			47,669
	Church running costs:				
7,813	Heating & lighting	10,914			10,914
217	Water	206			206
11	Cleaning	-			-
782	Repairs	2,469			2,469
8,646	Insurance	8,842			8,842
1,558	Clergy expenses	1,446			1,446
	Cost of services:				
6,214	Music	385			385
797	Sacristy	519			519
73,126		72,450	-	-	72,450
	11 Charitable donations				
1,072	Charitable donations		-	372	372
		-	-	372	372
	12 Church management and administration				
3,522	Salaries / Honoraria	6,195			6,195
2,004	Printing & stationery	1,808			1,808
308	Bank Charges	185			185
3,490	Sundry Expenses	3,161	333		3,494
9,325		11,350	333	-	11,683
	13 Other payments				
156	Project fund			108	108
1,672	Fees to Diocese			1,765	1,765
19,704	All Saints Hall Running costs		24,396		24,396
7,686	St Mark Hall Running costs		9,248		9,248
	Building fund		40,000		40,000
	Adjustment to Charitable Donations			2,193	2,193

34,104

	73,644	4,066	77,710

14 Fund movements

	At 01/01/20 £	Receipts £	Payments £	Transfers £	At 31/12/20 £
General Fund	66,988	92,977	(85,266)	5,000	79,700
Designated Funds					
Assistant Clergy Accommodation	20,396	157			20,553
Fabric	41,578	299			41,877
Bookstall	142	567	(333)		376
AS Hall	59,923	20,858	(24,396)	(5,000)	51,385
SM Hall	20,957	4,573	(9,248)		16,282
SM Building fund (designated)	89,885	377	(40,000)		50,262
	232,881	26,831	(73,977)	(5,000)	180,735
Restricted Funds					
Nash Bursary	1,769	3			1,772
Charitable Donations	2,193	372	(2,565)		-
Memorial Garden Fund	10,226				10,226
SM Central Heating Fund	1,456	6			1,462
SM Organ Fund	55,942	3,219			59,161
SM Building Fund (restricted)	3,404				3,404
Project Fund	16,535	259	(108)		16,686
Training fund	1,156	5			1,161
Fees	14,815	3,042	(1,765)		16,092
	107,496	6,906	(4,438)		109,964
Total fund movements	407,365	126,714	(163,680)		370,399

15 Investments

The PCC own a leasehold flat at 19 Josephine Court Reading. This was purchased in February 1989 at a cost of £66,895, the flat is let on a shorthold tenancy.

St. Mark & All Saints, Reading

Annual Report and Accounts of the Parochial Church Council for the year ended 31 December 2020

Contents

Independent Examiner's Report
Receipts and Payments Account
Statement of Assets and Liabilities
Notes to the Accounts

**Independent Examiner's Report to the Parochial Church Council of
St Mark and All Saints**

I report on the accounts of the church for the year ended 31 December 2019, which are set out on pages 3 to 7.

Respective responsibilities of the PCC and examiner

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

It is my responsibility to:

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

Basis of an independent examiner's report

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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.

Signature

Name

Address

Date

St Mark & All Saints Reading Parochial Church Council

Accounts for the year to 31 December 2020

Receipts and Payments Account

2019		Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total £
RECEIPTS							
Receipts from generated funds:							
59,335	Voluntary income	2	63,747	-	-		63,747
8,094	Fundraising	3	935	567	-		1,502
64,106	Church Activities	4	6,001	25,431	3,042		34,474
15,318	Investment income	5	10,866	833	3,492		15,191
146,853			81,548	26,831	6,534	-	114,913
5,782	Other cash receipts	6	11,429	-	372		11,801
152,635	Total receipts		92,977	26,831	6,906	-	126,714
PAYMENTS							
Payments for generating funds:							
(57)	Cost of generating voluntary income	7	(58)				(58)
(773)	Fundraising costs	8	(146)				(146)
(1,305)	Investment costs	9	(1,261)				(1,261)
(2,136)			(1,466)				(1,466)
(73,126)	Church activities	10	(72,450)				(72,450)
(1,072)	Charitable donations	11			(372)		(372)
(9,325)	Church management & administration	12	(11,350)	(333)			(11,683)
(34,104)	Other cash payments	13		(73,644)	(4,066)		(77,710)
(119,762)	Total payments		(85,266)	(73,977)	(4,438)		(163,680)
32,873	NET RECEIPTS / (PAYMENTS)		7,712	(47,146)	2,468	0	(36,966)
	Transfers between funds		5,000	(5,000)			
32,873	NET RECEIPTS / (PAYMENTS) after transfers		12,712	(52,146)	2,468	0	(36,966)
374,492	Cash balances at start of year		66,988	232,881	107,496		407,365
407,365	Cash balances at end of year		79,700	180,735	109,964	0	370,399

The pages Notes 1 and Notes 2 form part of these accounts

St. Mark & All Saints Reading Parochial Church Council

Accounts for the year ended 31 December 2020

Statement of assets and liabilities as at 31 December 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Endowment funds £	Total £
Monetary assets						
Cash		-	376	-	-	376
Bank current account		79,700	180,359	109,964		370,023
Bank deposit account			-			-
NSIB Deposit account						-
		<u>79,700</u>	<u>180,735</u>	<u>109,964</u>		<u>370,399</u>
Other monetary assets						
Tax reclaim due						
Investments assets						
Bartholomew Bequest					15,621	
Swettenham Bequest					1,349	
Flat at Cost price in February 1989	14		66,895			
			<u>66,895</u>	<u>-</u>	<u>16,970</u>	<u>83,865</u>
Assets used for the charity's own use						
All Saints Hall at valuation		574,000				574,000
All Saints Hall Fixtures & Fittings		23,000				23,000
St Mark's Hall at valuation		366,954				366,954
St Mark's Hall Fixtures & Fittings		25,306				25,306
		<u>989,260</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>989,260</u>
The valuation of the Church Hall and its associated fixtures and fittings are the insured value of those items						
Liabilities						
Charitable donations to be paid		0				
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

There were no contingent liabilities.

The notes on pages 6 to 7 form part of these accounts.

These financial statements were approved by the Parochial Church Council on

.....
Chairman

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Trustee

Date:

St Mark & All Saints Reading Parochial Church Council

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St Mark & All Saints Reading Parochial Church Council

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