



**TRUSTEES' ANNUAL REPORT FOR THE
PERIOD: 1 JANUARY 2022 TO 31
DECEMBER 2022**

REFERENCE AND ADMINISTRATION DETAILS

Charity name: THE UNITED CHURCH OF ST MARK

Other names charity known as: ST MARK'S CHURCH

Registered charity number: 1176784

Charity's Principal address: Great Tattenhams
Epsom Downs
Surrey KT18 5RB

Names of Trustees

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	COLIN BATTY	CHAIRMAN AND CHURCHWARDEN		
2	DES WILLIAMSON	MINISTER		
3	MARTIN TRENAMAN	TREASURER		
4	JOHN MILLER	STEWARD		
5	JANET WILLOCK	STEWARD		
6	MARK ROBINSON	CHURCHWARDEN		
7	MEL BRACEY	SAFEGUARDING OFFICER		
8	LIZ TOWNSEND	CHILDREN'S AND FAMILIES' WORKER		
9	KEITH NELSON			
10	SHEILA BATTY			
11	DAVID WILLOCK			

12	ROSALYN BIRCH			
13	RACHEL RUDDMORE		01/01/2022 – 21/03/2022	
14	EMMA SEARS			

All trustees served for the year the report covers

STRUCTURE GOVERNANCE AND MANAGEMENT

Type of governing document: Constitution 30 April 2017

How the charity is constituted: Association

Trustee selection method: Elected by membership

OBJECTIVES AND ACTIVITIES

Objects of charity: To advance the Christian Faith in the local community, by

- Celebration of public worship
- Teaching of Christian faith
- Mission and evangelism
- Pastoral work, including visiting the sick and bereaved
- Provision of facilities with a Christian ethos for the local community, including, but not restricted to the elderly, the young, and other groups with need
- The support of other charities in the UK and abroad

The Church would not exist without the contribution made by members who volunteer their time. Volunteers provide time in all areas of the church's activities, including governance.

Policy on Safeguarding

The Church has a Safeguarding Policy that is agreed by the Trustee's every year. In accordance with the Church of England Safeguarding Policy and the Methodist Church Policy, the church is committed to the safeguarding, care, and nurture of everyone within our community.

All Trustees, and volunteers that work with children and vulnerable adults are required to be trained in safeguarding best practice through the Church of England or Methodist Church.

ACHIEVEMENTS AND PERFORMANCE IN 2022

Messy Church

Monthly worship for children and their families during term time including activities, worship and a meal.

Messy Munchkins

A weekly meeting place for children under 5 and their carers, for activity, fun and support, in a Christian environment.

Messy Bundles

A weekly meeting place for parents and carers and babies for support and friendship.

Worship

A varied pattern of worship is provided which requires a great deal of preparation by Rev Des Williamson and the Worship team. The team plans and reviews our services of worship, looks at what works well in our services, how they can be improved, or done differently. Many people are involved in our worship including preachers and worship leaders, musicians, singers and projector and sound operators.

Pastoral

The church pastoral team cares for those in need, they meet together to share concerns to make sure the right support is provided to those who need it. The team visits elderly, housebound, the sick and bereaved and anyone who would value a listening ear.

Community Cinema

Films are shown mostly on Sunday evenings in the winter months, in 2022 13 screenings took place.

Tattenhams Market

In 2022 the Market was held on 6 occasions providing a variety of different stalls from stallholders who rent a table for the market. The church provides refreshments, it is a good way to connect with the community.

Charitable donations

In 2021 over £2,000 was raised for local, national and overseas charities. More details are included in the financial report.

St Mark's Food Club

The Food Club was launched in 2021 to provide an opportunity for local residents who need to save on their household spending due to low income or financial difficulties.

FINANCIAL REVIEW

1. In 2022 a deficit was recorded of £2,317 on the general account, and £28,182 overall. The large deficit is mainly as a result of no additional funding for Children's and Families' Work in 2022. The funding previously received was used in 2022. Additional funding of £10,000 has been confirmed, which will be received in 2023.
2. **Parish Share and Circuit Assessment**
The parish share payable in 2022 was £67,872, an increase of £2,555 (4%) on 2021. Additionally a sum of £1,000 was received from the Diocese as a redistribution of the surplus achieved by the Diocese in 2021.
Circuit assessment payable in 2022 was £1,550, an increase of £150 (11%) on 2021.

3. **Planned giving**

The overall planned giving increased slightly in 2022, by £348 (1.1%).

The church does not receive any funding from the government or other statutory body. The church running costs are approximately £1,600 per week, and this needs to be financed by giving, donations and the church's income generating activities (eg hall hire, Market and Community Cinema).

In 2022 a total of 5 new givers joined the planned giving scheme. We are grateful to the generosity of all church members who are in one of our planned giving schemes and give regularly for the work of the church.

I would urge you to join other members of the church who give in one of our planned giving schemes, if you do not already do so.

Parish Giving Scheme

The Parish Giving Scheme at St Marks continues to be the most efficient way to give, both for the giver and church administration. There are 24 givers who give this way, including regular giving to the CFW fund. Givers agree for their giving to St Marks to be collected by direct debit which is passed to the church a few days later with gift aid added. Givers also have the opportunity for their giving to increase with inflation once a year, and the majority of PGS givers opt for this which enables the church's income to grow each year. All members of the church are encouraged to give through the scheme.

Details of the Parish Giving Scheme can be found by following the link from the giving page on the Church website.

4. **Tax recovered**

The amount the church is able to recover in 2022 was 25p for every £1 of gift aided income.

A total of £10,163 was recovered for the General Fund from planned giving as well as some donations, including card donations made in church and online. This includes £1,659 recovered through the Small Donations Scheme. A further £2,685 was recovered for the CFW Fund from CFW giving and donations.

Total tax recovered in 2021: £12,848.

5. Donations

The church receives donations from groups who use the church building.

Total donations to the General Fund in 2022 was £7,724, including:

Sing	£1,600
Include Choir	£700
Food Club	£1,000
Guides and Rainbows	£800
Christmas Together	£150
Community Lunches	£150

The remaining donations were from individuals including 2 donations of £1,000.

Charitable Donations

The following donations were made to charitable organisations, either through fundraising events, collections at services, or from church funds:

Circuit Connexional Funds	£150
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An amount of £240 is also donated to the Bible Reading Fellowship, the umbrella organisation behind Messy Church, from Messy Church contributions.

A sum of £2,121 was raised for Christian Aid from the Quiz which was held at St Mark's in May 2022.

6. Tattenhams Market

The Market has been running since October 2012, a monthly market with external stallholders paying a fee to have a table (£10 per month). The Church provides refreshments.

The market operated fully in 2022 (after restrictions in previous years) and took place on 6 occasions. The total proceeds was £2,591 (£1,529 in 2021), of this £1,294 was taken from refreshments, and the remainder from stallholder fees.

7. St Mark's Community Cinema

A total of 13 screenings took place in 2022 (6 in 2021), a total of £1,372 (£530 in 2021) was received from donations and refreshments (less expenses). A further £361 was received on gift aid claimed on Cinema donations through the Gift Aid Small Donations Scheme.

8. Messy Church and Messy Munchkins

Messy Church (monthly) has been running at St Marks since 2009, and Messy Munchkins (weekly) was added in 2017.

The combined net income from these groups was £1,853 (£590 in 2021).

9. Income from Investments

The Church receives interest at differing rates for funds invested.

Invested with	Value of investment £ 31/12/22	Interest rate in 2022
Cambridge and Counties Bank	85,186	1.00%-2.60%
Skipton BS	21,000	0.35%- 2.15%

Total interest income in 2022, £1,667 (£982 in 2021).

Interest was also received from CAF Bank balances (0.01%-1.15%)

All institutions that hold church funds are protected by the Financial Services Compensation Scheme, which offers protection of up to £85,000 in case of occurrences that prevent the institution honouring requests to withdraw funds.

10. Fees from Weddings and Funerals

The Church receives fees for Banns and a proportion of fees from Weddings and Funerals. In 2022 fees were received for 2 Banns (3 in 2021), 5 Funerals (4), and 1 wedding.

Additionally, a sum of £62 was received from the Diocese. Following a change to the way fees from Funerals held at a crematorium are distributed to parishes, it was agreed that a sum should be redistributed to parishes based on the number of funerals conducted.

Total fees received for Church in 2022: £583 (£379 in 2020).

11. Children's and Families' Worker (CFW)

Liz Townsend was appointed in September 2008.

In 2022 the regular giving with gift aid provided £13,423 (£13,988 in 2021). Income for the Fund was also received from individual donations.

An additional successful grant application was made to Community Foundation for Surrey for £10,000, which will be received in January 2023.

A further £351 was received from a crowdfunding platform and a stall at the Market.

The total cost of Children's and Families' Work in 2022 was £36,246.

Total income to CFW Fund:

Regular Giving	10,738
Gift Aid	2,685
Fundraising	351

One off donations	1,438
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	15,212
Fund at 31 December 2021	32,037.69
Charged to fund in 2022	-36,246.49
Income received in 2022	15,211.92
	<hr/>
	11,003.12

It is important for regular giving to the Fund, in the form of donations and planned giving, to continue and increase in order for this ministry to continue at St Marks.

The ECC has committed to fund Children's and Families' Work at St Marks until at least December 2023.

12. **Payment received from credit card and debit card**

Donations and payments by card can be made in church using a self service giving device. Card giving can also be made from the giving page on the Church website.

A total of £5,029 was received from card payments 2022 (£3,820 in 2021), including £1,635 (£1,823 in 2021) from the website. The card processing fee for these payments was £70.60 (average fee 1.4%).

13. **Other Restricted Funds**

Christmas Together

The event to serve a Christmas Day lunch took place at St Marks in 2022. Expenses of £364 were charged to the Christmas Together Fund. This included a contribution of £150 to the General Fund to cover the cost of energy incurred by the Church for the event.

Food Club

The Food Club was launched in 2021 when funds were held in a separate restricted fund by the Church. In 2022 the Food Club became a separate entity with its own governance structure and bank account, and the funds held in the restricted fund were transferred to the Food Club to be held in their own bank account.

15. **Reserves Policy**

This Reserves Policy deals with the following Funds only:

Unrestricted Fund – General Fund

Restricted Fund – Children's and Families' Worker Fund

Restricted Fund - Maintenance Fund

<i>Church's Reserves at 31 December 2022:</i>	£
Unrestricted Funds - General Fund	63,592

Restricted Fund - CFW Fund	11,003
Restricted Fund - Maintenance Fund	33,602
	<hr/> 108,197

Policy

General Fund

We aim to hold sufficient reserves in our general fund to cover 6 months expenditure, ie £42,000.

The Church needs to be able to cover its monthly commitments (eg Parish Share of £5,868 per month), and be in a position to fund future year deficits if necessary of the general fund.

The Church also needs to be in a position to fund any unexpected building maintenance to ensure that all areas of the building remain safe and secure for all users of the building.

Children's and Families' Worker Fund

The fund is used to pay the St Mark's Children's and Families' Worker (through the Circuit Payroll) salary, expenses and other CFW costs. Regular giving from the congregation and gift aid is credited to the fund. Total CFW Fund commitments are approximately £3,000 per month.

Regular income to the fund is not sufficient to meet financial commitments. The Church Council has made a commitment to fund the work to December 2023, using the general fund when necessary.

Maintenance Fund

The fund is in place following the original building work completed in 2011.

ECC agreed that the fund can be used to cover essential building maintenance costs. In 2022 a sum of £2,286 was charged to the fund.

Total Reserves Requirement:

6 months General Fund expenditure	42,000
6 months CFW Fund Expenditure	18,000
Provision for unscheduled building maintenance	10,000
	<hr/> 70,000

THE UNITED CHURCH OF ST MARK

SUMMARY STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDING 31 DECEMBER 2022

Unrestricted Funds £	Restricted Funds £	TOTAL 2021 £		Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £
			INCOMING RESOURCES			
48,616	17,310	65,926	Voluntary Income	54,431	15,339	69,770
2,059	-	2,059	Activities for generating funds	4,140	-	4,140
982	-	982	Income from Investments	1,667	-	1,667
10,251	-	10,251	Church Activities	19,653	-	19,653
-	42,089	42,089	Other Incoming Resources	2,844	1,035	3,879
61,907	59,398	121,306	TOTAL INCOMING RESOURCES	82,734	16,375	99,109
			RESOURCES EXPENDED			
78,476	41,583	120,059	Church Activities	84,751	42,240	126,991
225	0	225	Charitable grants and donations	150	-	150
78,701	41,583	120,284	TOTAL RESOURCES EXPENDED	84,901	42,240	127,141
-16,793	17,815	1,022	NET INCOMING RESOURCES	-2,167	-25,865	-28,032
0	0	0	NET MOVEMENT IN FUNDS	0	0	0
82,552	53,996	136,548	BALANCES B/FWD 1 JANUARY 2022	65,759	71,811	137,570
65,759	71,811	137,570	BALANCES C/FWD 31 DECEMBER 2022	63,592	45,946	109,538

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDING 31 DECEMBER 2022

TOTAL 2021 £		Unrestricted Funds		Restricted Funds		TOTAL 2022 £
		£	£	£	£	
INCOMING RESOURCES						
Voluntary Income						
Planned giving:						
41,806	Gift Aid donations	30,814		10,738		
11,738	Tax recovered	10,163		2,685		
920	Non gift aid donations	1,050		-		
898	Cash collections	2,576		-		
217	Messy Church	-		383		
693	Messy Munchkins	1,907		96		
149	Sunday Coffee	375		-		
9,505	Donations	7,546		1,438		
65,926			54,431		15,339	69,770
Activities for generating Funds						
-	Derby Day Car park	178				
1,529	Tattenhams Market	2,591		-		
530	Community Cinema	1,372		-		
2,059			4,140		0	4,140
Income from investments						
Interest on Cambridge and						
846	Counties	1,381		-		
135	Interest on Skipton BS	263		-		
1	Interest on CAF Bank Accounts	23		-		
982			1,667		0	1,667
Church Activities						
9,872	Hall lettings	19,070		-		
379	Fees from weddings and funerals	583		-		
10,251			19,653		0	19,653
Other incoming resources						
-	Support from Diocese	2,844		-		
31,500	Grant funding for CFW Fund	-		-		
546	Fundraising for CFW Fund	-		290		
721	Crowdfunding for CFW Fund	-		61		
3,046	Funding received for Church cooker	-		-		
710	Funding received for Broadband	-		424		
4,262	Food Club	-		-		
1,304	Christmas Together	-		260		
42,089			2,844		1,035	3,879
121,306	TOTAL INCOMING RESOURCES		82,734		16,375	99,109

TOTAL 2021 £		Unrestricted Funds £ £		Restricted Funds £ £		TOTAL 2022 £
RESOURCES EXPENDED						
Church Activities						
Ministry:						
65,317	Diocesan Parish Share	67,872		-		
1,399	Circuit Assessment	1,550		-		
607	Vicar's expenses	833		-		
0	Deanery Synod	40		-		
248	Other Ministry costs	335		-		
34,744	Children's and Families' Work	-		36,246		
300	Messy Church	54		383		
20	Messy Munchkins	-		96		
102,635			70,684		36,725	107,409
Charity Giving:						
125	Methodist Connexional Funds	150		-		
100	St Bede's School			-		
225			150		0	150
Property running costs						
456	Building Maintenance	0		2,286		
1,900	Equipment and Materials	1,526		-		
3,893	Utilities	6,711		-		
1,816	Insurance	1,921		-		
1,772	Hall cleaning	2,657		-		
9,837			12,816		2,286	15,102
Worship:						
205	Resources	372		-		
75	Piano and organ tuning and repair	95		-		
64	Altar requisites	75		-		
344			542		0	542
Resourcing and Training						
111	Baptism cards, books, and resources	158		-		
135	Posters and leaflets	-		-		
0	Training	-		-		
129	Lunches and refreshments	179		-		
108	Other	12		-		
482			349		0	349
Sundry expenses						
58	Card fees	71		-		
96	Bank charge	81		-		
10	DBC Admin charge	71		-		
65	Other misc expenses	137		-		
229			360		0	360
Other resources expended						
954	Christmas Together	-		364		
3,046	Church cooker	-		-		
1,821	Food Club balance transferred	-		2,440		
710	Church Broadband	-		424		
6,531					3,229	3,229
113,753	TOTAL RESOURCES EXPENDED		84,901		42,240	127,141

BALANCE SHEET AT 31 DECEMBER 2022

2021			
£		£	£
	CURRENT ASSETS		
85,072	Cambridge and Counties Bank	85,186	
15,170	CAF Bank balances	4,820	
41,000	Skipton Building Society	21,000	
1,341	Debtors and prepayments	6,761	
<u>142,583</u>		<u>117,766</u>	
	CURRENT LIABILITIES		
<u>-5,013</u>	Creditors - amounts falling due in one year	<u>-8,228</u>	
<u>137,570</u>	NET CURRENT ASSETS		<u>109,538</u>
137,570	TOTAL NET ASSETS		109,538
	Represented by		
	Unrestricted Funds		
65,759	General Fund		63,592
	Restricted Funds		
32,038	Children's and Families' Worker Fund	11,003	
35,888	Maintenance Fund	33,602	
1,445	Christmas Together Fund	1,340	
2,440	Food Club	0	
			<u>45,946</u>
<u>137,570</u>			109,538

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Martin Trenaman MAAT
Treasurer

.....
Colin Batty
Chairman, Ecumenical Church Council

.....
Rev Des Williamson
Minister

.....
Anthony Hallett
Independent Examiner

FINANCIAL STATEMENT 2022

2021 £		2022 £
	Income	
30,595	Planned giving - GA	30,814
8,935	Tax recovered	10,163
920	Planned giving - non GA	1,050
898	Cash collections	2,576
6,594	Other donations	10,943
-83	Messy Church (net)	-54
673	Messy Munchkins (net)	1,907
982	Interest	1,667
9,872	Hall lettings	19,070
379	PCC fees from weddings and funerals	583
1,529	Tattenhams Market	2,591
530	Cinema	1,372
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61,824	Total Income	82,680
	Expenditure	
65,317	Parish Share	67,872
1,399	Circuit Assessment	1,550
607	Vicar expenses	833
-	- Deanery Synod	40
248	Other Ministry	335
64.08	Altar requisites	75
205	Worship	372
75	Organist/musicians and tuning	95
225	Grants and Giving	150
482	Education Training, mission	349
385	Maintenance	-
1,900	Equip and mats	1,526
3,893	Utilities	6,711
1,816	Insurance	1,921
1,772	Cleaning	2,657
229	Sundry	360
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78,618	Total Expenditure	84,847
 -16,793	 Surplus/(Deficit) for Year	 -2,167

Independent Examiner's Report to the members/trustees of the Ecumenical Church Council (ECC) of The United Church of St Mark, Tattenham Corner.

I report on the accounts for the year ended 31st December 2022.

Respective responsibilities of the ECC and the examiner

The charity's trustees 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Tony Hallett

10 March 2023

DECLARATION

The trustee's declare that they have approved the trustee's report above.

Signed on behalf of the Trustees:

Signatures		
Full names	COLIN BATTY	MARTIN TRENAMAN
Position	CHURCHWARDEN	TREASURER
Date	16 OCTOBER 2023	