

St Mark's Milton Keynes

Report and Accounts

Year ended 31 March 2021

Stewardship 
Active generosity

1 Lamb's Passage, London EC1Y 8AB
www.stewardship.org.uk

St MARK'S MILTON KEYNES
LEGAL & ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2021

ADDRESS FOR CORRESPONDENCE	29 Bradwell Road Bradville Milton Keynes MK13 7AX
GOVERNING DOCUMENT	Constitution dated 13 August 2018 registered 26 April 2018
CHARITY REGISTRATION NUMBER	1180087
TRUSTEES RESPONSIBLE FOR MANAGING THE CHARITY	A M Rosier P Oxley J Hyde A Jones H Bunce - appointed 01 May 2020
KEY MANAGEMENT	R Lawrence P Oxley
BANKERS	HSBC UK Bank plc
INDEPENDENT EXAMINER	Jacob Farley ACA Stewardship 1 Lamb's Passage LONDON EC1Y 8AB

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St MARK'S MILTON KEYNES
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Formation

St Mark's Milton Keynes was established as a Charitable Incorporated Organisation by a Constitution dated 13th August 2018 and has the Registered Charity Number 1180087.

Trustees

The trustees are the only voting members of the charity. They are not remunerated in any form for their services as trustees.

The existing trustees have the power to appoint new or additional trustees.

Under the terms of the Constitution, the trustees have the power to do anything which is calculated to further the objects of the charity or is conducive or incidental to doing so. The income and property of the charity must be applied solely towards the promotion of its objects.

Objects of the charity

The objects of the charity are, for the public benefit:

1. The advancement of the Christian faith, in accordance with the Statement of Faith, in Milton Keynes and such other parts of the United Kingdom and the world as the Charity Trustees may from time to time decide; and
2. The prevention and/or relief of poverty in particular, but not exclusively, by providing financial support to individuals in need, and charities or organisations working to prevent or relieve poverty.

Summary of the charity's main activities and achievements

The following report attempts to describe the life of St Mark's throughout the year of Covid: a famously unprecedented time for the world, the nation, our community, our church and all of our projects. Like many others, we find ourselves still reflecting on the year and all the change which was immediately required. We also find ourselves deeply grateful to be in a position to write this report: there are many other churches, charities and comparably sized businesses who were not able to survive 2020/21.

St Mark's finds itself, despite all of the challenges of the past year, in a remarkably healthy and typically active place.

The following report reflects briefly on the headlines, but in no way could it ever capture the depth of community, the endless creativity or tenacious love displayed by so many of the St Mark's community. None of what we have been able to achieve would have been possible without them, and for each of them we are incredibly grateful.

1. Village Life

This year began in a national lock-down. Our church community, usually established around tables and with personal proximity as a core part of our practice, was severely disrupted. Like others, we immediately began to meet thought out each week on Zoom. The level of engagement, creative involvement, and community ownership of our weekly gatherings actually increased from the norm during this time.

We are particularly thankful to those who led groups each week on zoom for children and young people, and who facilitated digital hangouts to maintain the closeness of the church community.

An unanticipated benefit of gathering online was that we were also able to welcome and include people from outside of the immediate Milton Keynes geographical area. We were also able to help host an Open Doors online event, focussing on the persecuted church in areas of extreme poverty, host weekly church leader gatherings throughout the first lockdown and share some of our learning and created resources with other churches locally and nationally.

2. St. Marks Meals

The start of the first lockdown saw an immediate and massive local effort to provide food to local households. It also saw the closure of most MK schools. Given this, we took the decision to work with MK Foodbank, and ensure that our efforts supported them rather than detracted or disrupted their work.

We gave an immediate donation of food and finances on the very first day of the lockdown.

With the closing of the schools, it also became apparent that making use of the government's furlough scheme for our St Mark's Meals project leader was the wisest thing to do. We would like to note the work of Stewardship in helping us to do this, and thank them for their help in administering this process.

With the 'opening up' of schools and society after the summer of 2020, we said goodbye to our first 'Meals Head Chef' who had built up St Mark's Meals from conception to nearly 30 partner schools. Her work in building this project from scratch, scaling the operations on a shoe-string and building the brand into one which is recognised and trusted by schools across MK is quite remarkable and we remain ever grateful for her and the foundation which she was able to lay.

As part of the resulting recruitment process, and given the demands of the project and the increased levels of need across MK, the trustees decided to double our staffing commitment, hiring two new employees to take on St Marks Meals.

This decision has borne immediate fruit. We have been able to almost double the number of local partner schools, increase delivery capacity, forge a working partnership with MK Council and MK Foodbank and have had by far our most successful fundraising period to date.

The team were runners up in a national competition initiated by NatWest, and as such have received 6 months business coaching.

We also managed to secure a grant from Oxford Diocese which paid for a new van, used for deliveries to schools. Following the scrapping of the old van for general un-road-worthiness, this has been an incredible operational capacity boost.

Throughout this time the team have also begun to work on the possibility of helping other churches across the country to establish a project along the lines of St Mark's Meals. This is in a trial phase currently with a church in north London, and could potentially lead to the ability to feed many more children each day.

3. Pray-MK

The Pray-MK project, which initially revolved mostly around gathered prayer events was also immediately impacted by the Covid-19 lockdown.

Moving almost exclusively online, we have been able to facilitate a city-wide prayer event, several guided hours of prayer accessed by several local churches, build a website which hosts various prayer resources (video, audio and printable) and created monthly prayer videos given freely to MK churches to use within their online services.

Once again, though this was not the model which we had ever envisaged, the decentralised nature of the prayer we have been able to facilitate, and the creative answers imagined by Debbie Fielding in particular mean that we have been able to resource more people in prayer through this year than we otherwise might have expected to.

4. Milton Keynes Child Poverty Partnership

Due to the success of St Mark's Meals, Rev Oxley was invited to participate in a Community Foundation Vital Thinking event around Child Poverty in the city. From this, an emerging coalition provisionally named the "Milton Keynes Child Poverty Partnership", is taking shape under his leadership. This partnership will bring many charities together and offer combined advocacy on behalf of the children trapped in poverty.

While still at a formational stage of development, we are proud to be at the spearhead of this effort, bringing multiple agencies together and promoting collaboration which will hopefully lead to increased beneficial impact.

5. Overall

As always, as trustees we are aware that the life and impact of St Marks is only made possible due to the activity and effort of the members of our community. We get to oversee in a particular way, but by no means do we take all the credit.

Particular thanks this year must go to our COO who has worked tirelessly to facilitate church gatherings as well as implementing a streamlining overhaul of financial record-keeping, grant applications, HR policies and practices and insurance purchases. This work makes us a much smarter and more sustainable organisation.

We welcomed Hannah Bunce onto the trustee team this year, who again has begun in the most bizarre of times, by adding immediate value and insight into the management and governance of the church.

6. Conclusion

In closing, we remain thankful for all that has passed, and excited that there remain adventures for us to experience in the future. One of the grants awarded to us will allow us to finally build and launch the Sanctuary Network, helping churches across MK become safe spaces for survivors of abuse. The Meals network will hopefully be launched in the coming months, and church will be able to move off zoom and back towards gathering around tables once more.

With a commitment to the safety and love and flourishing of one another, and of our neighbourhood, we look forward with anticipation to all that is to come.

Financial review

This has of course been a remarkably stretching time on the finances of our church and is perhaps a tale of two halves. Our justice projects such as St Marks Meals, Sanctuary and work with young people have all benefitted from high levels of generosity and successful grant application. Grants awarded by the Diocese of Oxford and the Milton Keynes Community Foundation in particular have been helpful and ensure that our restricted accounts remain healthy and sustainable.

The general finances of the church have been tested this year. The final snapshot presented in these accounts show that our general fund closed in a small deficit. While this is of course not ideal, it is thankfully, not the complete picture. Responding to the situation the staff and trustees have acted to build up the general account and the charity reserves subsequently.

Given this, at time of writing this report we are in a more healthy position and confident of the ongoing healthy and viability of the charity.

Reserves policy

The Trustees look to hold £20,000 in reserve covering around 3 months unrestricted expenditure. Given a combination of deliberate overspend (primarily on St Mark's Meals) and changes in income levels throughout the Covid-19 pandemic, no reserves were held at the financial year end. The trustees are aware of this and are monitoring the situation and are confident of their ability to build reserves back to the desired level. As of the end of November 2021 reserves stood at circa £10k. Savings will of course be made in some areas, and much of the over-spend was calculated in order to grow the Meals Network. The increased fundraising ability already experienced as a result, the higher levels of grants awarded and the designated ability of the COO to secure future funding all give us confidence that re-establishing reserves to previous levels is possible.

Risk Statement

The Trustees continue to review the risks to which they consider the charity is exposed. Appropriate procedures are in place to identify, monitor, and review these risks on a regular basis.

Trustees' Responsibilities

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees and signed on their behalf by:

Rev Paul Oxley
Chair

Date: 19 January 2022

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

St MARK'S MILTON KEYNES

I report to the trustees on my examination of the accounts of St Mark's Milton Keynes ('the charity') for the year ended 31 March 2021 on pages 9 to 10 following.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Jacob Farley ACA

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 25 January 2022

St MARK'S MILTON KEYNES
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted General Funds £	Restricted Funds £	2021 £	2020 £
<i>Income receipts</i>					
Donations and grants		59,247	95,762	155,010	98,359
Income from charitable activities		-	-	-	1,157
Government Job Retention Scheme Grants		1,286	1,914	3,200	-
Other		343	-	343	250
		<u>60,876</u>	<u>97,676</u>	<u>158,553</u>	<u>99,766</u>
<i>Total receipts</i>		<u><u>60,876</u></u>	<u><u>97,676</u></u>	<u><u>158,553</u></u>	<u><u>99,766</u></u>
<i>Payments</i>					
Payments in relation to charitable activities undertaken directly	2	57,991	54,131	112,123	100,941
Grants paid in relation to charitable activities undertaken by others	3	5,653	442	6,094	7,401
		<u>63,644</u>	<u>54,573</u>	<u>118,217</u>	<u>108,342</u>
<i>Total payments</i>		<u><u>63,644</u></u>	<u><u>54,573</u></u>	<u><u>118,217</u></u>	<u><u>108,342</u></u>
Net of receipts / (payments) before transfers		(2,768)	43,104	40,336	(8,576)
Transfers between funds		-	-	-	-
Net movement in funds		<u>(2,768)</u>	<u>43,104</u>	<u>40,336</u>	<u>(8,576)</u>
Cash funds as at last year end		1,406	25,230	26,636	35,212
Cash funds at this year end	A	<u><u>(1,362)</u></u>	<u><u>68,334</u></u>	<u><u>66,972</u></u>	<u><u>26,636</u></u>

The notes on pages 9-10 form part of these accounts.

St MARK'S MILTON KEYNES
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted General funds £	Restricted funds £	2021 £	2020 £
A Cash funds				
Cash at bank with immediate access	(1,362)	65,610	66,972	26,636
Petty cash	-	-	-	-
	<u>(1,362)</u>	<u>65,610</u>	<u>66,972</u>	<u>26,636</u>
B Liabilities				
Loans	-	-	-	-
Trade creditors	-	-	-	-
Taxes due	-	-	-	-
Fee for Independent Examination	1,440	-	1,440	-
Accrued expenses	292	-	292	-
	<u>1,732</u>	<u>-</u>	<u>1,732</u>	<u>-</u>

C Guarantees and secured debts

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The accounts were approved by the trustees and signed on their behalf

by date: 19 January 2022

Rev Paul Oxley
Chair

The notes on pages 9-10 form part of these accounts.

St MARK'S MILTON KEYNES

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

	Unrestricted General funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2 Payments in relation to charitable activities undertaken directly				
Employment costs (Note 4)	42,079	24,487	66,566	50,464
St Mark's Meals expenses	-	27,938	27,938	13,085
Pray-MK expenses	-	1,706	1,706	2,070
Property costs (Note 2a and 4)	8,430	-	8,430	7,299
Minor equipment	884	-	884	1,320
Pastoral care	161	-	161	2,083
Administration expenses	4,662	-	4,662	4,303
Events and outreach activities	1,626	-	1,626	15,187
Conferences and training	(2,110)	-	(2,110)	2,767
Work among the young	819	-	819	1,403
Accounts & independent examination	1,440	-	1,440	960
	<u>57,991</u>	<u>54,131</u>	<u>112,123</u>	<u>100,941</u>

The negative value in 'Venue Hire Conferences' is as result of refunds received for cancelled events where deposits had been paid in a previous year.

2 (a) Property costs comprise:

Church of England Parish share Manse	8,430	-	8,430	7,299
	<u>8,430</u>	<u>-</u>	<u>8,430</u>	<u>7,299</u>

3 Grants paid in relation to charitable activities undertaken by others

Grants for:

Mission	4,241	-	4,241	4,786
Relief of poverty	1,172	442	1,613	1,725
Education and training	240	-	240	890
	<u>5,653</u>	<u>442</u>	<u>6,094</u>	<u>7,401</u>

4 Transactions with related parties

Paul Oxley, a trustee, was paid a salary of £25,600 (2020: £25,600) and pension contributions of £1,280 (2020: £1,067). These payments were made in the capacity of serving as a member of the charity's staff and not for serving as a trustee; these payments are permitted by the charity's governing document. Suzanna Jones, wife of Alex Jones, Charity Treasurer, served as a children's worker and was paid a salary of £1,300 (2020: £1,820) for serving in that capacity; this payment is permitted by the charity's governing document.

In addition the charity incurred expenditure totalling £8,430 (2020: £7,299) in respect of the provision of accommodation (which is customary for ministers) to Paul Oxley, who is a trustee so that they could better perform their duties.

5 Movement on restricted funds

	Balance at 31.03.20	Receipts	Payments	Transfers	Balance at 31.03.21
	£	£	£	£	£
General funds	1,407	60,876	(63,644)	-	(1,361)
	<u>1,407</u>	<u>60,876</u>	<u>(63,644)</u>	<u>-</u>	<u>(1,361)</u>
Restricted funds					
St Marks Meals	23,087	66,811	(32,874)	-	57,024
Work to help Syrian Refugees	-	133	(13)	-	121
Acts of Kindness	-	704	(429)	-	275
Youthwork+	-	1,010	-	-	1,010
Hardship	-	424	-	-	424
Pray-MK	2,142	14,504	(7,166)	-	9,480
Van Replacement	-	13,042	(13,042)	-	-
Chief Operations Officer Salary	-	1,049	(1,049)	-	-
	<u>25,229</u>	<u>97,676</u>	<u>(54,573)</u>	<u>-</u>	<u>68,333</u>
Total funds	<u>26,636</u>	<u>158,552</u>	<u>(118,217)</u>	<u>-</u>	<u>66,972</u>

St Marks Meals' provides meals for children and families in schools and children's centres across Milton Keynes who are in need. This was previously known as 'Make Lunch'.

Hardship Fund and 'Acts of Kindness' provides those in need with gifts.

Youthwork+ is a project with young people

Pray-MK is a gathering of churches from across Milton Keynes who meet to worship and pray for the city.

6 Funds in Deficit

As described in the Financial Review and the Reserves Policy, while the General Fund was in deficit at the year end it has since returned to a positive balance held. While we did not plan to have the General Fund in deficit the negative balance at the year-end does not reflect a material uncertainty in the going concern status of the Charity.